

CITY OF ANTIGO
CITY PLAN COMMISSION
MINUTES OF MEETING HELD
MARCH 07, 2017

City Plan Commission of the City of Antigo met in Regular Meeting on the above date at 5:30 PM in the Multi-Purpose Room, City Hall, Mayor Bill Brandt presiding.

Attendee Name	Title	Status	Arrived
Reinhardt Balcerzak	Aldersperson, Ward 8	Present	
Bill Brandt	Mayor	Present	
Charley Brinkmeier	Land Surveyor/Project Manager	Absent	
Jerry Rice	Member	Present	
Tim Sharon	Member	Present	
Larry Steckbauer	Member	Present	
Gordon Neve	Member	Present	

Others in Attendance: Roger Musolff, Building Inspector/Zoning Administrator; Mark Desotell, Director of Administrative Services; Dennis Lawrence and Paula Priebe, North Central Wisconsin Regional Planning Commission; and Jaime Horswill, Utility/Clerical Assistant.

Discussion and Action May Occur on Any of the Following Agenda Items:

1. Approval of the Minutes from the December 6, 2016 meeting

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Larry Steckbauer, Member
SECONDER:	Jerry Rice, Member
AYES:	Balcerzak, Brandt, Rice, Sharon, Steckbauer, Neve
ABSENT:	Charley Brinkmeier

2. Initial Meeting hosted by Dennis Lawrence of North Central Wisconsin Regional Planning Commission (NCWRPC) for the City-wide Comprehensive Plan Update

Dennis Lawrence, North Central Wisconsin Regional Planning Commission, advised that the one question they often get is why. He noted that the comprehensive plan is the one true planning document talking about the future. This document looks at the full community, where it was, where the community is now and where it wants to go. The plan is also an update on demographics including mapping. The third objective, which is most critical, identifies local planning issues. The plan establishes goals, objectives and policies and is required by state statutes every ten years.

Mr. Lawrence noted that the process takes approximately one year and will likely be adopted in January 2018. They start with the existing plan, review it, collect data and other information, analyze, create maps and reformat the plan. The plan will be reviewed and revised with addition and elimination of goals and objectives.

Upon inquiry by Mr. Lawrence, Mayor Brandt, advised that the existing plan is not utilized a lot right now.

Upon inquiry by Larry Steckbauer, Mr. Lawrence indicated that the information in the current plan comes from the US Census, State of Wisconsin Demographic Services, Workforce Development and the State of Wisconsin Economic Development Corporation.

Jerry Rice noted when the document was first drafted, it had good direction. The City had a different administrator then who had different initiatives and priorities. The further you get away from looking at it, the less you look at it.

Alderperson Balcerzak advised that rental properties versus residential properties is an important issue for the community. Mr. Lawrence advised that housing will be discussed in detail as it is one of the top five issues in neighboring communities as well.

Paula Priebe, North Central Wisconsin Regional Planning Commission, discussed demographics within the community. Ms. Priebe handed out the Public Participation Plan (PPP), which is required by the state statutes. The PPP goes over the public process regarding public meetings, hearings and the availability of the plan draft at City Hall as well as on-line.

Ms. Priebe went over the demographic information and advised that she will send updated information to the Commission members. According to this historical information, the community is relatively stable to slightly declining with a peak occurring in 1950.

Mr. Lawrence noted that the projected growth chart that Ms. Priebe discussed is used by communities to develop strategies to try to increase population such as construction of apartment buildings, etc.

Mayor Brandt commented that the information provided is not quite what he perceived to be going on within the City as far as jobs and wages. According to employers within the City, wages have increased to try to retain and attract workers.

Mark Desotell, Director of Administrative Services, noted that a portion of the data used for this plan is taken from the US Census. When the next census is done in 2020, can this information be incorporated into this plan?

Mr. Lawrence advised that it can be. Updating demographic material is fairly simple to do.

Mr. Desotell advised Mr. Lawrence and Ms. Priebe of some of the manufacturing expansion.

Mayor Brandt further commented on people residing and working within the City compared to the population. Ms. Priebe explained that the information she provided was just a snapshot and all of the items shown and discussed at this meeting will be addressed in greater detail throughout the planning process.

Ms. Priebe gave a list of chapters that will be in the final plan. Those chapters include demographics, natural resources, housing, transportation, utility and community facilities, economic development, land use, intergovernmental cooperation, implementation, downtown, industry, annexation, relationships with county and towns, and fiscal health of the community.

Upon inquiry by Ms. Priebe, Mr. Desotell noted that the committee has concerns with the number of rental units versus home ownership. The committee discussed different possible reasons for rentals as well as different types of developments.

Mr. Lawrence asked the committee why they lived in Antigo. Gordon Neve commented that he purchased a business, a house and raised his daughter here. It is a nice community. Tim Sharon noted that he was born and raised in Antigo. He is a partner in a local business. Mayor Brandt advised he was born and raised in Antigo. He likes the community. Jerry Rice was also born and raised in Antigo. He would choose this lifestyle over larger cities without the problems and traffic. He is also a local business owner. Roger Musolff advised that it is a great community and a great place to raise a family. Reinhart Balcerzak noted that he moved to Antigo in 1968 and loves the community and wants to work to make it even better. Larry Steckbauer was born and raised in Antigo. He raised his own children here, there are a lot of recreational activities and loves the small town feeling.

Upon inquiry by Mr. Lawrence, the committee noted that the downtown change is something they do not like. Mayor Brandt advised that is something the City is working hard at right now. Mr. Desotell spoke about the Downtown Group. The group discussed different possibilities for the downtown area.

Upon inquiry by Mr. Lawrence, the group discussed the industrial park. The group explained that there is plenty of room for expansion. Mayor Brandt noted that there is not a four lane highway through that area and no rail. Growth with the existing facilities have been fabulous.

The committee discussed annexation and relationships with the surrounding townships and county. The City's financial status was discussed as well as household income. The committee agreed that things are moving in the right direction.

Mr. Desotell advised that the city currently has trails and the city is looking to double what it currently has. This should be a component of the plan.

The committee discussed upcoming meetings and a 5:30 start time.

Upon inquiry by Jerry Rice, Mr. Lawrence advised that the homework for the committee should be to look at the goals and objectives of the old plan and determine if they are still relevant. The next meeting will be held in May. The committee will do a follow up from this meeting, review updated information for the Natural Resources, Housing and Utilities and Community Facilities Chapters, review chapter related maps and review related goals, objectives and policies.

Motion to approve sections one and two of the Public Participation Plan as presented.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 4/18/2017 6:00 PM
MOVER:	Jerry Rice, Member
SECONDER:	Reinhardt Balcerzak, Alderperson, Ward 8
AYES:	Balcerzak, Brandt, Rice, Sharon, Steckbauer, Neve
ABSENT:	Charley Brinkmeier

Any Other Matters Authorized by Law to be Considered

NONE

Adjournment

1. **Motion to:** Adjourn at 6:56 pm

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Alderperson, Ward 8
SECONDER:	Tim Sharon, Member
AYES:	Balcerzak, Brandt, Rice, Sharon, Steckbauer, Neve
ABSENT:	Charley Brinkmeier

Bill Brandt, Chairperson

Date



To: Mayor and City Council
From: Mark Desotell, Director of Administrative Services
Date: March 07, 2017
Re: Initial Meeting hosted by Dennis Lawrence of North Central Wisconsin Regional Planning Commission (NCWRPC) for the City-wide Comprehensive Plan Update

Having not received any objections to the City Plan Commission meetings associated with the topic of the update of the existing City-wide Comprehensive Plan starting at an earlier time in order to accommodate the request of the NCWRPC we will schedule our initial meeting to begin at 5:30 p.m. rather than the normal 6:00 p.m. start time.

As a reminder, I have included an attachment providing our intended schedule of meeting dates for the remainder of 2017. If for any reason you have not yet received a copy of the existing Comprehensive Plan then Julie Zack has one waiting for you at our Public Works office at City Hall. The topics for our March 7th meeting are as follows:

Meeting 1: (March)

- Overview planning process
- Review existing plan
- Review and recommend a Public Participation Plan (PPP)
- Review demographic information
- Discuss current planning issues and concerns

If you have any questions for me, please do not hesitate to express them prior to our March meeting. I will do my best to address your item so that the Comprehensive Plan update meetings can be as successful as possible.

Examples of items for the last bulleted item “Discuss current planning issues and concerns” might consist of the following:

- Impacts of the ratio of home ownership versus rental properties
- Zoning impacts
- Projected methods for reversing the steadily climbing demographic of increasing average age of our population
- Vacant storefronts in our Downtown corridor

City of Antigo Comprehensive Plan Meeting Overview

This plan update process will involve four meetings with NCWRPC staff. The previous plan will be used as a starting point, a variety of new data and maps will be prepared and discusses, and goals, objectives and policies will be developed. T

All meetings will be held with the Plan Commission and will last about 1.5 to 2 hours.

Meeting 1: (March)

- Overview planning process
- Review existing plan
- Review and recommend a Public Participation Plan (PPP)
- Review demographic information
- Discuss current planning issues and concerns

Meeting 2: (May)

- Follow up from last meeting
- Review updated information for the Natural Resources, Housing, and Utilities and Community Facilities Chapters
- Review chapter related maps
- Review related goals, objectives and policies

Meeting 3: (July)

- Follow up from last meeting
- Review updated information for Transportation, Economic Development, and Land Use Chapters
- Review chapter related maps, in particular Future Land Use
- Review related goals, objectives and policies

Meeting 4: (September)

- Follow up from last meeting
- Review updated information for Intergovernmental Cooperation and Implementation Chapters
- Review related goals, objectives and policies
- Finalize maps
- Discuss Implementation Steps

Following this meeting a full draft document will be prepared.

Meeting 5: (October/November)

- Review the final document and provide any final edits/changes
- Pass a Resolution Recommending Adoption of the plan
- Review Final Implementation Steps

A public hearing will be held following this meeting with final adoption by ordinance by the City Council.

NCWRPC Draft 1/4/17

City of Antigo Demographics

Population

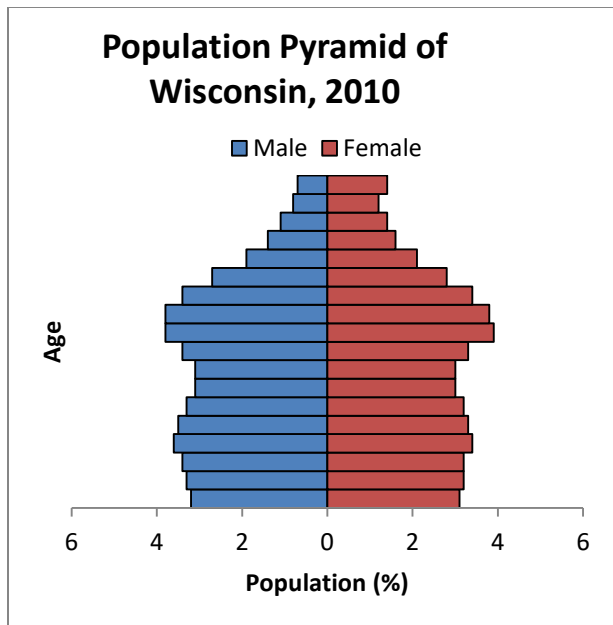
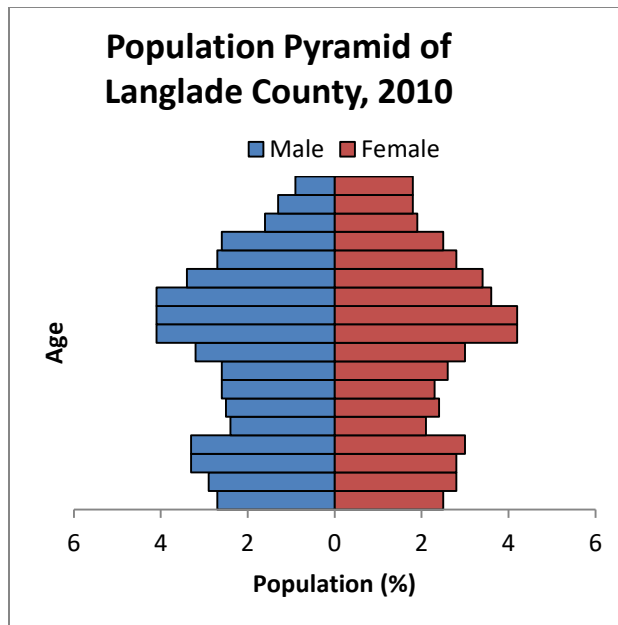
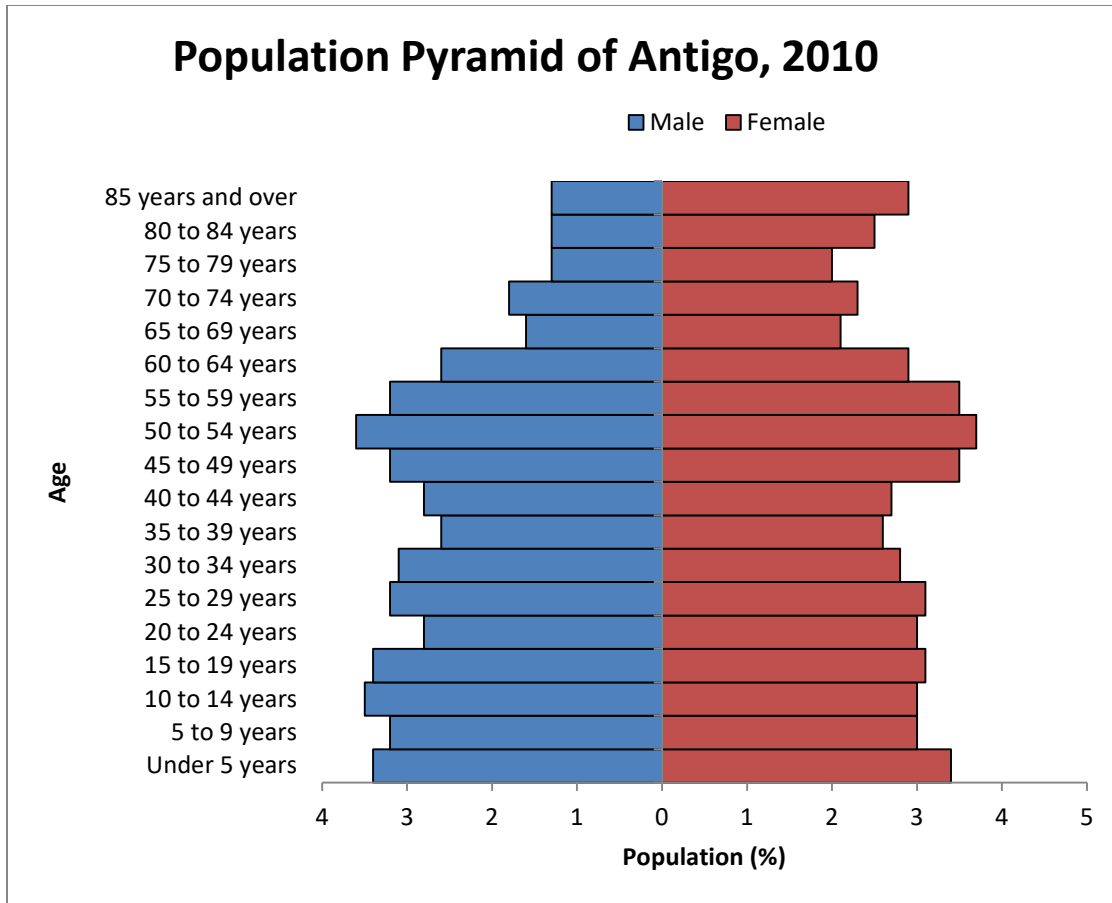
Table 1 shows the demographic change in the City as compared to Langlade County and Wisconsin. The City of Antigo has decreased in population by almost 4 percent since 2000. Langlade has also lost population since 2000, at a slightly slower pace and Wisconsin has seen a population increase of over 6 percent.

During the same time period, Antigo has had an increase in the number of households and a corresponding decrease in the average household size. Langlade and Wisconsin have also had an increase in the number of households, but at greater rates. The decrease in household size reflects a national trend toward more households comprised of singles, couples without children, and widows or widowers. The average household size in Antigo is smaller than in Langlade County or Wisconsin and has decreased more quickly.

Table 1: Demographic Change						
		1990	2000	2010	% Change 1990- 2010	% Change 2000- 2010
Total Population	Antigo	8,276	8,560	8,234	-0.51%	-3.81%
	Langlade County	19,505	20,740	19,977	2.42%	-3.68%
	Wisconsin	4,891,769	5,363,675	5,686,986	16.26%	6.03%
Total Households	Antigo	3,419	3,630	3,732	9.15%	2.81%
	Langlade County	7,605	8,452	8,805	15.78%	4.18%
	Wisconsin	1,822,118	2,084,544	2,274,611	24.83%	9.12%
Average Household Size	Antigo	2.40	2.29	2.13	-11.25%	-6.99%
	Langlade County	2.55	2.42	2.25	-11.76%	-7.02%
	Wisconsin	2.68	2.50	2.41	-10.07%	-3.60%

Source: U.S. Census

The population pyramids below compare the age distribution of Antigo with Langlade County and Wisconsin in 2010, according to the U.S. Census. The Antigo pyramid more closely resembles the State of Wisconsin pyramid than the Langlade County pyramid does. This is because the Langlade County pyramid shows the significantly smaller percentages the County has of people, male and female, between the ages of 20 and 29. The median age in Antigo in 2010 was 40.6 years, which is in between the median age in Langlade County (44.4 years) and in Wisconsin (38.5 years).



Source: US Census.

Population Forecasts

State population projections were completed in 5-year increments for the years between 2015 and 2040, as shown in Table 2. According to the Wisconsin Department of Administration (WDOA), the population in the City of Antigo is estimated to decrease by 580, or a loss of 7.23 percent between 2015 and 2040. Langlade County is projected to shrink more slowly, decreasing by 1.49 percent. The WDOA population projections are recognized as Wisconsin's official population projections in accordance with Wisconsin Statutes 16.96. The WDOA uses the Cohort Component Method for projections, which takes into consideration base population, net migration figures, age, sex, and birth/death rates.

Table 2: Population Projections							
	2015	2020	2025	2030	2035	2040	% Change 2015-2040
Antigo	8,025	7,995	8,020	7,980	7,800	7,445	-7.23%
Langlade County	19,765	19,915	20,210	20,340	20,140	19,470	-1.49%

Source: Wisconsin Department of Administration

Household Forecasts

Like population, household projections were completed in 5-year increments between 2015 and 2040. Like the population projection, the WDOA household projections are recognized as Wisconsin's official population projections and are based on the historical population trends of individual communities. Table 3 includes household projections completed by the WDOA. The number of households in Antigo is estimated to decrease by 65 households, or a loss of 1.8 percent, by 2040. Langlade County, however, is expected to have an increase in households of 425, or 4.88 percent, by 2040.

Table 3: Household Projections							
	2015	2020	2025	2030	2035	2040	% Change 2015-2040
Antigo	3,606	3,652	3,714	3,732	3,678	3,541	-1.80%
Langlade County	8,701	8,913	9,177	9,337	9,337	9,126	4.88%

Source: Wisconsin Department of Administration

Education and Income Levels

Table 4 compares levels of education attainment of City of Antigo residents to those of Langlade County and Wisconsin. According to the 2010 Census, 85.7 percent of City residents have a high school education or higher. This compares to 87.3 percent for the County, and 89.4 percent for the State. In the City, 13.1 percent of residents have a bachelor's degree or higher, which is higher than the County at 12.9 percent but lower than the State at 25.8 percent.

Table 4: Educational Attainment, Percentage, 2010			
Educational Attainment	Antigo	Langlade County	Wisconsin
Less than 9th Grade	5.9%	4.3%	3.7%
9th to 12th Grade, No Diploma	8.4%	8.5%	6.9%
High School Graduate	46.1%	47.7%	34.0%
Some College, No Degree	17.3%	19.3%	20.6%
Associates Degree	9.2%	7.4%	9.0%
Bachelor's Degree	9.2%	8.6%	17.1%
Graduate or Professional Degree	3.9%	4.3%	8.6%
High School Graduate or Higher	85.7%	87.3%	89.4%
Bachelor's Degree or Higher	13.1%	12.9%	25.8%

Source: U.S. Census

As shown on Table 5, median household income for City residents was \$36,597 in 2010. This figure is lower than both Langlade County the State overall. Likewise, the City had a lower median per capita income than the County and the State.

Table 5: Household Income, 2010			
	Antigo	Langlade County	Wisconsin
Median Household Income	\$36,597	\$41,034	\$51,598
Median Per Capita Income	\$18,696	\$22,025	\$26,624

Source: U.S. Census

Employment Characteristics

Table 6 illustrates the breakdown, by occupation, of the employed population in 2010, age 16 years and older. In 2010 the largest occupation sector in Antigo were Production, Transportation, and Material Moving; Management, Business, Science and Arts; Service; and Sales and Office. The Management, Business, Science and Arts sector was the largest for both Langlade County and Wisconsin. The Natural Resources, Construction, and Maintenance sector was the smallest for Antigo, Langlade County, and Wisconsin.

Table 6: Occupation by Sector, Percent, 2010			
Sector	Antigo	Langlade County	Wisconsin
Management, Business, Science, and Arts	22.8%	24.6%	33.0%
Service	21.3%	17.1%	16.1%
Sales and Office	20.8%	21.2%	24.5%
Natural Resources, Construction, and Maintenance	10.1%	13.9%	9.2%
Production, Transportation, and Material Moving	25.0%	23.2%	17.2%

Source: U.S. Census

City of Antigo Public Participation Plan (PPP)

The City recognizes the importance of public participation in the planning process. As such, a goal during the comprehensive planning process will be to inform and involve the public in the planning process.

I. Plan Development:

Throughout the plan process, the Plan Commission will provide oversight for the update of the Comprehensive Plan. The Plan Commission will also recommend adoption of the Public Participation Plan to the Common Council.

The public participation plan will incorporate the following:

1. All meetings for the planning process will be posted and open to the public.
2. Plan related materials will be available at the City Hall for review by the public.
3. The draft plan and maps will be available on a website for review by the public.
4. A public hearing will be held to solicit comment from the public.
5. The Comprehensive Plan will be distributed as outlined in state statute.

The Plan Commission will review and recommend adoption of the Comprehensive Plan to the Common Council.

II. Implementation, Evaluation & Update:

The Comprehensive Plan will be used as a general guideline for development in the City. The plan will support the existing zoning and other regulations that the community has in place.

As with all plans, it is critical for the Comprehensive Plan to be maintained and updated on a regular basis to keep it current as things change.

Any planning process is subject to change, and this public participation plan is no different. Over the planning period the process may vary from that presented.

**Resolution for the Adoption of a
PUBLIC PARTICIPATION PLAN (PPP)**

THE CITY OF ANTIGO DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the City is updating its Comprehensive Plan as outlined in Wisconsin Statutes; and

WHEREAS, public participation is critical for the development of a plan; and

WHEREAS, it is necessary for the Common Council to approve a process to involve the public in the planning effort; and

NOW, THEREFORE, BE IT RESOLVED, that the Common Council does approve and authorize the Public Participation Plan as attached to this resolution.

I, NAME, Clerk, do hereby certify that the foregoing resolution was duly adopted at a Council meeting, held at the City Hall on the Xth day of MONTH, YEAR, at X:00 p.m.

Clerk