



# Land and Water Resource Management (LWRM) Plan Revision Timeline

DATCP LWRM Planner contact info: Jenn Chakravorty, [jennifer.chakravorty@wisconsin.gov](mailto:jennifer.chakravorty@wisconsin.gov), (608) 224-4617

MONTHS BEFORE LWCB MEETING	12*	11	10	9	8	7	6	5	4	3	2	1	Month of LWCB	Month After LWCB
FILL IN MONTHS BASED ON YOUR COUNTY'S LWCB DATE														
Connect with DATCP and DNR														
Establish Advisory Committee														
Review Previous LWRM Plan														
Meet with Advisory Committee						optional								
Work on Plan														
Submit Draft Materials														
Make Revisions and Obtain LCC Approval														
Host Public Hearing														
Submit Final Materials														
Present Plan at LWCB Meeting														
Finalize Plan Approval														

\*If you are planning on working with a Regional Planning Commission (RPC) to write your LWRM Plan, you may need to contact the RPC 1.5-2 years before your LWCB meeting date

## Connect with DATCP and DNR: 12 months before Land and Water Conservation Board (LWCB) meeting

- Contact the DATCP LWRM Planner with any questions and provide regular updates as you work through the planning process.
- Contact the DNR Nonpoint Source Regional Coordinator, Water Quality Planning Coordinator, and Watershed Planning Coordinator to assist with the revision process.
  - DNR-specific information can be found in the [DNR LWRM Plan Guide](#) on the [LWRM Plan website](#).

## Establish Advisory Committee: 11 months before LWCB meeting

- Establish a local advisory committee that reflects a broad spectrum of public interests and perspectives per ATCP 50.12(3)(a).
  - Members could include staff from DNR, NRCS, UW Extension, DATCP, local non-profits, etc.
  - It's strongly recommended to include one or two Land Conservation Committee (LCC) members as part of this committee.
- Optional: a separate technical advisory committee may be created to assist with writing the plan.

## Review Previous LWRM Plan: 10-11 months before LWCB meeting

- Reassess resource conditions in your county and determine data and updates needed (land use, natural resources, water quality, watershed conditions, soil, program and departmental changes, etc.).

## Meet with Advisory Committee: 9 months before LWCB meeting

- At least one meeting with a local advisory committee is required per ATCP 50.12(3)(a).
  - More than one meeting may be necessary and/or desired.
- Share the previous LWRM plan with committee members and gather input on relevant resource concerns, goals, objectives, and action items for the updated plan.

**Work on Plan:** *5-9 months before LWCB meeting*

- Assess resource conditions and identify problem areas, establish and document priorities and objectives, project available funding and resources, establish & document a plan of action, and identify roles & responsibilities per ATCP 50.12(3)(d-h).
- Consult with the appropriate DNR staff to obtain needed planning information, effectively address water quality objectives, develop an NR 151 implementation strategy, review related resource management concerns, and if applicable, describe how watershed areas in your county meet the US EPA watershed plan requirements under section 319 of the Clean Water Act.

**Submit Draft Materials:** *4 months before LWCB meeting*

- Drafts of the LWRM plan may be submitted at any point for review, but a complete draft of the full plan is expected at least 4 months before the LWCB meeting.
- Submit complete draft of the LWRM Plan to the DATCP LWRM Planner, DNR Regional and Statewide Planning Coordinators, and keep the local advisory committee & LCC updated on the plan status.
  - DNR staff review the plan for consistency with ATCP 50, NR 151 standards and implementation strategy, current DNR assessments, water quality objectives, watershed & monitoring info.
  - DATCP LWRM Planner reviews the plan based on s. ATCP 50.12, s. ATCP 50.30(3), and s. 92.10(6) Stats.
- Submit drafts of the current year annual work plan, previous year work plan with accomplishments, and LWCB revision questionnaire to the DATCP LWRM Planner.

**Make Revisions and Obtain LCC Approval:** *2-3 months before LWCB meeting*

- Incorporate comments from reviewers into the plan and share subsequent drafts with DATCP and DNR staff as appropriate.
- Share LWCB revision questionnaire with the LCC and obtain authorized representative's signature confirming LCC review and approval.

**Host Public Hearing:** *1-2 months before LWCB meeting*

- Hold at least one public hearing on the plan per ATCP 50.12(4)(a).
- Make a reasonable effort to notify landowners affected by the LWRM plan and give them an opportunity to present information on the plan findings per ATCP 50.12(4)(b).

**Submit Final Materials:** *1 month before LWCB meeting*

- Submit final draft of the LWRM plan to the local advisory committee, LCC members, DATCP, and DNR.
  - DATCP LWRM Planner will return a signed copy of the plan review checklist verifying that the plan meets requirements of s. ATCP 50.12, s. ATCP 50.30(3), and s. 92.10(6) Stats.
- Submit final draft of the current year annual work plan, previous year work plan with accomplishments, and signed LWCB revision questionnaire to the DATCP LWRM Planner.
- Schedule a pre-LWCB meeting check-in with the DATCP LWRM Planner.
- Prepare presentation slides to submit to the DATCP LWRM Planner two weeks before the LWCB meeting.

**Present Plan at LWCB Meeting:** *month of LWCB meeting*

- Give an 8-10 minute presentation that includes an overview of the county's land use & resource concerns, LWCD department makeup, program successes and challenges, and future goals.
- LWCB members will engage the county in a Q&A discussion based on submitted materials and the presentation prior to making a recommendation of plan approval.
  - It is strongly encouraged that the LCC chair or member attend the presentation (virtually or in person) to contribute insights to the discussion.

**Finalize Plan Approval:** *after LWCB meeting*

- Submit proof of County Board acceptance of the LWRM Plan to the DATCP LWRM Coordinator; per ATCP 50.12(5) DATCP's approval does not take effect until the county board approves the plan.
- The DATCP LWRM Coordinator will send a signed order of approval confirming that the plan has been accepted by DATCP contingent on a LWCB review in 5 years.