

THE DRIVING FORCE

MOTORIZED REC SCOOP BY CATHY LAREAU

GENERAL PROCESS WHEN OPENING AN ATV ROUTE- Local Roads

Here is a general guide listing the different steps normally taken in Wisconsin to open an ATV route on a city, town or village road. These steps will vary depending upon your own municipality's customs and requirements.

➔ **You just got a request to open a new ATV route- now what?**

- ? Does the route make sense? Will it be easy to open, or will there be a lot of opposition?
- ? Find supporters- Enlist a local ATV club and ask community members/businesses for help.
- ? Who is going to pay for the ATV signs, posts, and installation if the route is approved?
- ? Look at the route and note details- speed limits, road characteristics, distance, etc.

➔ **Research the town, city, or village board(s) you will have to go to for approval**

- ? If the route goes through more than one municipality-you will have to go to each one for approval.
- ? What process do they require for proposing a new ATV route?
- ? What meetings are required, when/where are they, and how/when do you get on the agenda?

➔ **Prepare your presentation for the board**

- ◆ Your presentation and research topics may depend on what the municipality requires
- ◆ All the information you provide should be thorough, accurate, up-to-date, and professionally presented
- ◆ Do your research so you are prepared to answer any questions, from board members and opposition.

➔ **Rally supporters!**

- ◆ The person, group, or business owner who requested the route should come to meetings.
- ◆ Ask business owners and others who would benefit from the new route to support your efforts.
- ◆ Line up, and carefully choose a variety of speakers to attend meetings- only a few are needed, and don't have them each say the same thing, each should speak about a different topic.
- ◆ Some boards will only listen to speakers that reside/pay taxes within their district.

➔ **Verify BEFORE each meeting**

- ? **Confirm your route request is on the agenda as an action item.**
- ? Do you need to submit any paperwork to the board prior to the meeting?
- ? Find out how much time the board allows for your presentation and for each speaker.
- ? Find out when you and your speakers will be up before the board-some boards allow this when the agenda item is called, others will restrict your input to the public comments period.

➔ **The meeting(s)**

- ◆ Arrive on time.
- ◆ *Everyone in your group should be quiet during the meeting- no chatter, no outbursts!*
- ◆ Pay attention to and be respectful of the board members and Chair.
- ◆ Present your info clearly and professionally, thank the board for their consideration.

➔ **Results and next steps**

- ◆ **If your route was approved-** congratulations! Follow up to make sure the board publishes the new ordinance & reports to law enforcement/DNR. Assist with signing, map changes, and announcing the new route to the public *after it is legal to use*.
- ◆ **If the board tables/delays your request** – come back - prepared with additional info they ask for.
- ◆ **If the board rejects the new route**, find out why. If you feel the route is worth pursuing, research more and prepare to counter objections, *and keep trying*. It may take several times!

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