

# Comprehensive Development Plan for Village of Wales

## Public Participation Plan

Revised 4-17-08

### **Introduction**

Public participation is an important part of the comprehensive planning process. To develop a comprehensive plan, decision makers need to hear ideas, thoughts, and opinions from their citizens and stakeholders. The purpose of this public participation plan is to give citizens the opportunity to participate and learn about their community.

Wisconsin's new Comprehensive Planning law, commonly referred to as "Smart Growth", requires public participation throughout the planning process. Wisconsin Statutes, Section 66.1001(4)(a) requires, in part, that "The governing body of a local governmental unit shall adopt written procedures that are designed to foster public participation, including open discussion, communication programs, information services, and public meetings for which advance notice has been provided, in every stage of the preparation of a comprehensive plan. The written procedures shall provide for a wide distribution of proposed, alternative, or amended elements of a comprehensive plan and shall provide every opportunity for written comments on the plan to be submitted by members of the public to the governing body and for the governing body to respond to such written comments."

The Village of Wales will be responsive to the state mandate to include public participation throughout the planning process. The Village will use this document as a guide to involve their citizenry. Citizens will have the opportunity to provide input as plan development occurs.

### **Methods of Citizen Participation**

There are many methods of public participation. The Village of Wales will use six methods to encourage public input throughout the process. This plan explains the six methods.

#### Method 1: Public Meetings

Public meetings provide opportunity for public education and input. All Plan Commission and Village Board meetings are open to the public. All agendas and meeting minutes will be posted on the Village of Wales Web site. The Web site will also contain information that was presented at each of the meetings. Time for public participation is set-aside at each meeting.

## Method 2: News Releases and Newsletters

News releases and newsletters are an effective tool to keep both the public and the press informed about the planning process. The Village of Wales will utilize news releases and newsletters to create public awareness.

## Method 3: Citizen Survey

A citizen survey was performed in 2000 for the Wales Master plan. This survey, *Village of Wales Community Survey Report, December 2000*, was an opportunity for residents to provide feedback with regard to their opinions, beliefs, and attitudes. The Village of Wales has made every effort to acknowledge citizen ideas, concerns, and opinions. Further surveys will be utilized as needed.

## Method 4: Open Houses

The Village of Wales will sponsor two open houses. The open house concept provides an informal setting for residents to interact with the Village of Wales staff. The open houses will provide citizens the opportunity to gather information, ask questions, react to the information and provide both written and verbal feedback.

The first open house will be conducted at the beginning of the process to educate the general public on the methodology and to receive input on goals and objectives. The second open house will be conducted toward the end of the planning process when the comprehensive plan is in recommended draft form. This will give residents the opportunity to review the recommended draft of the comprehensive plan, collect information, and provide feedback.

## Method 5: Village of Wales' Web site

General information regarding the comprehensive plan and smart growth law will be posted on the Village of Wales Web site, [www.vi.wales.wi.gov](http://www.vi.wales.wi.gov). As approved draft chapters become available they will be posted for a minimum of 30 days on the Web site for public input.

## Method 6: Public Hearing

The public hearing will be held at the end of the planning process consistent with the requirements established in s.66.1001 Wisconsin Statutes and will allow residents to receive information and provide public input on the comprehensive plan. The public hearing will consist of a presentation summarizing and highlighting the major parts of the planning process and the final draft of the comprehensive plan. Participants will have the opportunity to ask questions and provide comment. An official public record of the presentation and all comments will be established. The draft plan will be available for review at the Village hall and the Village's website at least 30 days before the public hearing.

Participants will also have the opportunity to provide written comments. The

deadline for all written comments will be one week after the public hearing. Any written comments received prior to the public hearing will be read at the hearing and responses will be given at that time. Any written comments received after the public hearing will be reviewed and considered prior to the final adoption. Finally, the written comments will become part of an appendix to the comprehensive plan.

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