

Memo

To: Village Board

Fr: Tracy Flucke, Administrator

Re: Approval of Citizen Participation Plan for Comprehensive Plan Update

Date: May 29, 2013

Attached is the citizen participation plan for the update of the Comprehensive Plan. These are the steps Plan Commission and staff recommend be a part of the Citizen Participation Plan.

Village Board is asked to approve the plan.

Public Participation Process for the Allouez Comprehensive Plan

The Village of Allouez Comprehensive Plan will include several public participation components. These components are summarized below.

Plan Commission Meetings

The plan commission will meet to review the plan to ensure the goals and objectives continue to represent the community's values and beliefs. Plan commission members will also identify if additional issues should be addressed in the plan. All meetings are open to the public and Allouez residents are encouraged to attend the sessions to offer and discuss their ideas on how the Village should grow over the next several years.

30-Day Public Hearing Period

A Class I notice will be published along with the plan for public review. The plan will be available electronically as well as hard copy at the village hall for review. A public open house meeting may be held during the 30 day public hearing period. Participants will have the opportunity to discuss the plan updates with planning staff and commission members.

Public Hearing

A public hearing will be held a minimum of thirty days after the public hearing is noticed. The hearing will be a joint Village Board/ Plan Commission meeting. The public hearing will allow for additional input from the public.

Plan Commission and Village Board Meetings

Following the public hearing, the draft plan will be presented to the Village's plan commission and village board. These meetings will be open to the public and will be intended to discuss and adopt the plan as required.