

Village of Palmyra Comprehensive Plan Public Participation Plan

The Village of Palmyra has developed guidelines for involving the public as part of the requirements of the Comprehensive Planning Process (Section 66.1001(4)(a), Stats.). The goal of a public participation plan is 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.

In order to foster greater public participation the Village of Palmyra elects to form a Citizen Advisory Committee (CAC) to work with MSA Professional Services, Inc. to develop the Comprehensive Plan. Members of the CAC were chosen by the Village Board from a list of persons who contacted the Village interested in participating. The CAC represents a diverse group of stakeholders. The CAC will have the responsibility for developing the draft comprehensive plan.

The following details the public participation plan the Village of Palmyra will use for developing its Comprehensive Plan.

- **CAC Meetings:** All CAC meetings will be open to the public and their participation will be encouraged.
- **Project Website:** MSA will provide and maintain a temporary web site while the Comprehensive Plan is being developed. The web site may contain a list of meeting dates, times, and locations, minutes of CAC meetings (as recorded by a Village designee), draft documents and maps contained in the comprehensive plan, and a link for public submission of comments. Any comments submitted via the website will be presented for discussion at CAC meetings.
- **Public Notice:** Meeting times will be published in the *The Enterprise* and posted at the Village Hall (by a Village designee). All Plan Committee meetings are open to the public unless otherwise indicated in the posted meeting notice. Public attendees are encouraged to voice their ideas, opinions, and concerns at each meeting.
- **Community Interview Surveys:** The CAC may distribute surveys to members of the community to gain information on the opinion of Village residents on key issues.

Adoption Procedures:

- The CAC will recommend adoption of the Final Comprehensive Plan to the Plan Commission.
- The Plan Commission will recommend the Plan for adoption to the Village Board as stated in Statute 66.1001(4)(b).
 - A Public Informational Meeting (PIM) will be held upon completion of the Draft Plan. Residents will be encouraged to provide comments before the final plan is created and adopted. Public notification requirements as stated in Statutes 66.1001(4)(d)(1), (2), (3) & (4) will be followed.
- The Draft Plan will be disseminated to neighboring jurisdictions and appropriate governments (as stated in Statutes 66.1001 (4)(b)(e)(f), providing 30 days for written comments.

➤ The Village Board, by a majority vote, shall enact the ordinance adopting the recommended plan (Section 66.1001(4)(c), Stats.). The Adopted Plan and adopting ordinance will be disseminated to the same neighboring jurisdictions and County and State governments as stated in Wisconsin Statute 66.1001(4)(b).

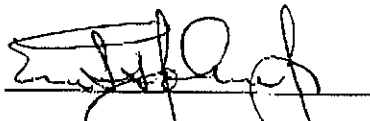
- Prior to Village Board adoption, a Public Hearing will be held for presentation of the Recommended Final Comprehensive Plan as stated in Stat. 66.1001(4)(d).

Other public participation activities may be added as deemed necessary by Village Board.

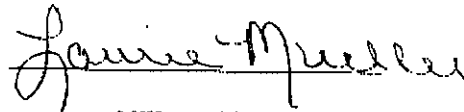
Vote: Yes 6 No 0 Abstain Absent 1

Adopted this 19th day of March, 2007.

Attest:



 Village Chairman



 Village Clerk