

Public Participation Procedures for the St. Croix County Comprehensive Plan

INTRODUCTION

Wisconsin Statutes §66.1001 (4) (a), requires that the governing body of the governmental unit, St. Croix County Board of Supervisors, adopt written procedures designed to foster public participation. Public participation shall include open discussion, communication programs, information services and public meetings for which advance notice has been provided, at every stage of comprehensive plan preparation. Such written procedures provide for wide distribution of proposed, alternative or amended comprehensive elements, an opportunity for the public to submit written comments on the comprehensive plan, and a process for the governing body to respond to such comments.

The governing body of each governmental unit participating in the West Central Wisconsin Multijurisdictional Planning Project recognizes the need for an open and active public participation process to foster a strong community commitment to the development and implementation of a comprehensive plan to guide the community's future growth and development. To ensure that the public has an opportunity to be involved in every stage of the preparation of the Comprehensive Plan, the participants identify the following actions to promote an active public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing the plan.

PUBLIC PARTICIPATION PROCEDURES

- St. Croix County has appointed the Planning and Zoning Committee as the County Planning and Zoning Agency, pursuant with Wisconsin Statutes §59.69 (2).
- All Committee meetings are open to the public and are officially posted to notify the public as required by law. An opportunity for public comment is provided.
- One Issues and Opportunities Identification workshop where the Committee and the public will participate in a facilitated session to develop and prioritize key issues to be considered in the planning process, explore community values and problems, as well as strengths and weaknesses in being able to address the issues. The workshop is noticed and the public is invited to participate.
- One statistically valid Community Opinion Survey developed with consideration of the Issues and Opportunities Identification workshop outcome.
- One Community Vision and Development Design workshop where the Committee and the public will participate in roundtable discussions, design preference activities and develop a community vision. The workshop is noticed and the public is invited to participate.

- At least one Open House and Information/Education meeting where information about planning activities and plan products will be presented. The meeting is noticed and the public is invited to participate.
- The governmental units of internal, adjacent or overlapping jurisdictions will be notified of the county's undertaking of the preparation of the Comprehensive Plan and their input sought on jurisdictional issues concerning land use, municipal boundaries and service provision.
- The County Board will receive periodic reports from the Committee during the preparation of the plan and will have the opportunity to review and comment on materials developed for incorporation into the Comprehensive Plan.
- Where practical, provide information about planning activities and plan outcomes on the St. Croix County Internet website, with links to the related information on the WCWRPC website.
- All meetings of the County Board are open to the public and are officially posted to notify the public as required by law.
- Draft copies of the recommended Comprehensive Plan will be available at offices of the County and other public places for the public to review and to submit written comments.
- A Public Hearing will be conducted on the recommended Comprehensive Plan prior to Plan Committee recommendation and the County Board enacting the plan by ordinance. The Public Hearing will be preceded by Class 1 notice under Chapter 985, Wisconsin Statutes, published at least 30 days before the hearing is held. Additional notice will be provided pursuant to §66.1001 (4) (e), Wisconsin Statutes. The public is invited to comment and submit written comments.
- The County Board will consider and respond to written comments regarding the plan before enacting it by ordinance.
- The adopted comprehensive plan will be distributed to:
 1. Every governmental body that is located in whole or in part within the boundaries of the local governmental unit.
 2. The clerk of every local governmental unit that is adjacent to the local governmental unit which is the subject of the plan.
 3. The Wisconsin Land Council.
 4. The Wisconsin Department of Administration.
 5. The West Central Wisconsin Regional Planning Commission.
 6. The public libraries that serve the area in which the County is located.