

APPENDIX B

PIERCE COUNTY PUBLIC PARTICIPATION PLAN

Introduction

Pierce County's Public Participation Plan forms the basic framework for achieving an interactive dialogue between local decision makers, county staff, the planning consultant team, and the citizens of Pierce County. This report outlines the public participation strategy for soliciting public review and input for the development, evaluation, and eventual adoption of the Pierce County Comprehensive Plan. The creation of the Public Participation Plan is the first step in meeting the requirements of Wisconsin's Comprehensive Planning Legislation.

Objectives for Public Involvement

The following is a list of objectives for public participation that Pierce County would like to achieve throughout the development and subsequent adoption of the Pierce County Comprehensive Plan:

- All residents of Pierce County become fully aware of the importance of participating in the development of the plan.
- The public participation process is designed to engage people of all races, ethnic backgrounds, and income levels.
- The public has opportunities to provide their input (both formally and informally) to the county, their local Plan Commission, and local governing body.
- Members of the county and municipalities have input from the broadest range of perspectives and interests in the community possible.
- Such input is elicited through a variety of means (electronic, printed, and oral) in such a way that it may be carefully considered and responded to in a timely fashion.
- This process of public involvement strengthens the sense of community present in the municipalities of Pierce County and furthers the vision of active and positive participation by all aspects of the community in the decision making and civic life of the municipality over the long term.

Public Participation Guidelines

The main goals of the Public Participation Plan are to make all the citizens of Pierce County aware of the progress of the countywide comprehensive planning process occurring the county and to offer the public opportunities to make suggestions or comments during the process. Taken individually, the activities described in this plan are not expected to reach and inform each and every resident of Pierce County. Collectively, however, the plan activities are designed to effectively and efficiently provide a broad-based dissemination of information and maximize the opportunity for citizen involvement and comment. Public meetings provide opportunities for the public to openly discuss comprehensive planning issues with local decision makers, county staff,

and the hired planning consultant. Formal public hearings will also be conducted as part of the plan adoption process to allow public testimony to be made regarding the Pierce County Comprehensive Plan. During the countywide comprehensive planning process, every effort will be made to ensure that public meetings are held at one or more public locations central and convenient to all citizens of Pierce County. Other public participation activities will be explored to inform and receive input from residents that may not be able to attend these public meetings and hearings.

Written Comments

- All meetings and hearing notices will include the name, address, and email address (if applicable of a person(s) to whom written comments should be sent, along with any deadlines for submitting comments.
- At public meetings or hearings, the facilitator or chair will clearly announce any deadline for submitting written comments, if such comments are allowed subsequent to the meeting or hearing.
- Persons speaking or testifying will be encouraged to concisely express their comments and provide specific details in written format.

Provisions for Open Discussions

- An agenda will be established that clearly defines the purpose of the public meeting or hearing, the items to be discussed, and any actions that may be taken.
- The scheduled date, time, and place will be convenient to encourage maximum participation by residents.
- A clearly identifiable facilitator or chair will conduct the meeting or hearing in an orderly fashion to ensure that all attendees have an opportunity to offer comments, discuss issues, or provide testimony.
- The facilitator or chair will provide opening remarks that clearly outline the purpose of the meeting or hearing, describe procedures attendees should use during the meeting or hearing when offering input, and describe how the public input will be used.
- As appropriate, an overview of documents or proposals to be considered will be discussed.
- All persons attending the meeting or hearing that desire to participate should be allowed to do so. However, specific factors (such as the meeting or hearing purpose, number in attendance, time considerations, or future opportunities to participate) may require that appropriate constraints be applied. These constraints will be clearly outlined by the facilitator or chair if the need arises.
- All attendees will be encouraged to sign in using a provided sign in sheet.
- Special arrangements will be made under the provisions of the Americans with Disabilities Act (AD) with sufficient advance notice.

Public Meetings Throughout the Comprehensive Planning Process

Type of Meeting	Meeting Description
Sub-Area Group Meetings (SA)	<p>The purpose of these sessions is to:</p> <ol style="list-style-type: none"> a) Provide introductions to the planning team; b) Education and answer questions and concerns about the planning law and past planning efforts; c) Discuss the process and timelines; d) Establish roles and responsibilities; e) Discuss the countywide attitudes survey. <p>Five (5) sub-area meetings will be held for each of the four (4) sub-areas for a total of twenty (20) meetings. The consultant will lead each meeting and facilitate the following activities:</p> <ol style="list-style-type: none"> 1) Review trends, survey results, and planning process; 2) Conduct a visioning/issue identification activity; 3) Review countywide goals; 4) Review future land-use scenarios; 5) Review draft/comprehensive plan.
County Comprehensive Plan Steering Committee (SC)	<p>This committee will be responsible for the planning process and development of the draft comprehensive plan. The committee will conduct a minimum of twelve (12) meetings and two (2) public hearings. The meetings are open to the public and the public can comment openly about the plan and the process.</p>
Pierce County Board	<p>The County Board will be responsible for final adoption, by ordinance, of the comprehensive plan.</p>

Public Meeting Notices

Pierce County will place notices in appropriate newspapers. It is recommended that any meeting notice be published at least one week prior to the meeting.

The following steps will be followed to make the public aware of such meetings:

- Name of the governmental body that will meet.
- Date, time, and location of the meeting.
- General description and purpose of the meeting.
- Contact person for further information about the meeting.