

**MULTI-JURISDICTIONAL COMPREHENSIVE PLAN FOR
OZAUKEE COUNTY**

PUBLIC PARTICIPATION PLAN

*Adopted by the Ozaukee County Board of Supervisors
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TABLE OF CONTENTS

<u>Section</u>	<u>Page</u>
Purpose.....	1
Public Participation Plan Overview	1
Ongoing Public Participation Efforts.....	2
Citizen Involvement Table.....	3
Organization of Public Participation Sessions.....	6
Planning Step 1 – Start Up Tasks	6
Planning Steps 2 and 3 - Inventory and Background, Issue Identification, and Visioning	7
Planning Step 4 – Prepare Forecasts and Analysis	8
Planning Step 5 – Prepare Key Plan Elements	9
Planning Step 6 – Prepare Implementation Elements.....	10
Planning Step 7 – Plan Review, Refinement, and Adoption	10
Planning Step 8 – Plan Implementation.....	11
Timeline for Public Participation Plan.....	12
 <u>Appendix</u>	
A. Committee and Staff Contacts	13
B. Location of Municipal Halls and Libraries in Ozaukee County	16
C. Committee Structure for the Multi-Jurisdictional County Comprehensive Plan	18
D. Schedule for Preparation of the Multi-Jurisdictional County Comprehensive Plan.....	19
E. Timeline for the Public Participation Plan	20
F. Public Participation Session Target Audiences	21
G. Definition of Key Terms and Phrases.....	22

I. PURPOSE

This public participation plan for the multi-jurisdictional Ozaukee County comprehensive plan is intended to serve two purposes. First, it will help answer the most basic comprehensive planning question, what is the vision of the citizens of Ozaukee County for their County? An effective way to identify public values within the County is to provide opportunities for public input throughout the comprehensive planning process. This public participation process is designed to actively engage Ozaukee County residents, business owners, interest groups, and community groups in shaping the comprehensive plan, and is based on the following statement: “Tell me, I forget. Show me, I remember. Involve me, I understand.”¹

Second, adoption of a public participation plan is a requirement of the Wisconsin comprehensive planning law. Section 66.1001 (4) (a) of the *Wisconsin Statutes* requires 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 preparation of a comprehensive plan. The written procedures shall provide for wide distribution of proposed, alternative or amended elements of a comprehensive plan and shall provide an 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 written procedures shall describe the methods the governing body of a local governmental unit will use to distribute proposed, alternative, or amended elements of a comprehensive plan to owners of property, or to persons who have a leasehold interest in property pursuant to which the persons may extract nonmetallic mineral resources in or on property, in which the allowable use or intensity of use of the property is changed by the comprehensive plan.”

II. PUBLIC PARTICIPATION PLAN OVERVIEW

Public participation activities are categorized by ongoing public participation efforts and public participation sessions specific to the eight comprehensive planning steps outlined in the *Scope of Study and Work Program*² for preparation of the comprehensive plan. The combination of ongoing public participation efforts and public participation sessions related to specific planning steps are designed to raise awareness, educate the public, and actively engage the public in the comprehensive planning process in a cost effective way.

Participation efforts and sessions in this plan closely follow the public participation activities described in the 2004 comprehensive planning grant application submitted by Ozaukee County. Table 1 outlines the specific methods of public participation included in this plan. The methods of public participation are organized by purpose of public involvement (public awareness, public education, public input, public interaction, and public partnership), the level of public involvement associated with each method, and the cost associated with each method. Public involvement levels have been assigned based on a booklet compiled by the University of Wisconsin Extension, Jefferson County Office.³

¹Moore, C.N. and D. Davis (1997) Participation Tools for Better Land-Use Planning: Techniques and Case Studies. 2nd ed., Center for Livable Communities, Sacramento, California.

²The Scope of Study and Work Program is available on the Ozaukee County website at www.co.ozaukee.wi.us/smartgrowth or at the Ozaukee County Department of Planning, Resources, and Land Management office.

³Grabow, Steven H., Comprehensive Planning and Citizen Participation, University of Wisconsin Extension, Jefferson County, 2002.

Table 1

PURPOSE OF CITIZEN INVOLVEMENT BY LEVEL OF INVOLVEMENT

METHOD	COMMUNICATE TO CITIZENS FROM LOCAL GOVERNMENTS (PUBLIC AWARENESS)	PROVIDE INFORMATION AND EDUCATION TO PUBLIC (PUBLIC EDUCATION)	COMMUNICATE TO LOCAL GOVERNMENTS FROM CITIZENS (PUBLIC INPUT)	ENABLE EFFECTIVE DIALOGUE BETWEEN CITIZENS AND GOVERNMENT (PUBLIC INTERACTION)	FORMAL INVOLVEMENT IN MEANINGFUL DECISION MAKING PROCESS (PUBLIC PARTNERSHIP)	COST OF METHOD
Planning Materials at Municipal Halls and Libraries	High	Moderate				Moderate
Website Postings	Moderate	High	Possible			Low
Fact sheets and Newsletters	High	Moderate				Moderate
Press Releases	High	Moderate				Low
Library Poster Boards	High	Moderate				Moderate
Presentations to Schools and Community Groups	Moderate	High				Low
Notice to Non-Metallic Mining Operators	High					Low
Citizen Advisory Committee			High	High	High	Moderate
Strengths, Weaknesses, Opportunities, and Threats Work Group			High	High		Moderate
Kickoff Meetings	Moderate	High	High	High		High
Public Opinion Survey			High			High
Public Info Meeting/Idea Generation Workshop	Moderate	High	High	High		High
CAC Develops County Vision, Goals, and Objectives			High	High	High	Moderate
Design Workshop		High	High	High	High	High
Local Design Workshops		High	High	High	High	High
Public Informational Meetings on Draft Plans	Moderate	High	High	High	High	High
Public Hearings		Moderate	High		High	Moderate
Opportunity for Written Comments			High		High	Moderate

Source: University of Wisconsin-Extension, Jefferson County Office and SEWRPC.

Ongoing Public Participation Efforts

Ongoing public participation efforts are proposed to take place throughout the comprehensive planning process. These efforts are informative or policy oriented in nature, as opposed to active public participation sessions. Ongoing public participation efforts will provide the public with general education about:

- The contents of comprehensive plan elements.
- The requirements of the comprehensive planning law and other laws and regulations that affect land use.
- The purpose and scope of the multi-jurisdictional County plan.

Ongoing public participation efforts will also inform the public about upcoming participation sessions and update the public regarding progress made on the plan.

Detailed Ongoing Public Participation Efforts

Written Comments

Written comments from the public may be submitted to the Citizen Advisory Committee and the Smart Growth Committee at any time during the planning process. Notices of this policy will be displayed on the Ozaukee County website at www.co.ozaukee.wi.us/smartgrowth and included in newsletters, public displays, and press releases related to the comprehensive plan. An online comment form will also be provided on the Ozaukee County website. Appendix A lists contact information for all Citizen Advisory Committee members, Smart Growth Committee members, and staff from the Ozaukee County Planning, Resources, and Land Management Department, UW-Extension, and SEWRPC.

Plan Information at County and Municipal Halls

Fact sheets, meeting notices, draft plan chapters, and other materials will be available for review at each town, village, and city hall; the County Administration Center; and, where approved by the appropriate official, police stations throughout the County. Appendix B lists the location and a contact person and phone number for all municipal halls in the County.

Website Postings

Updates regarding comprehensive plan progress and upcoming public participation sessions will be posted and maintained on the Ozaukee County website. These postings will be updated as significant progress is made on the plan and when new opportunities for public participation arise. All agendas, minutes, public notices, draft chapters, fact sheets, newsletters, schedules, and surveys associated with the comprehensive plan or planning process will be posted on the website. The website posting will be a convenient and up to date source of information for the general public. The County's web address is www.co.ozaukee.wi.us/smartgrowth. The County website provides the opportunity for online information requests and the opportunity to sign on to an e-mail listserve. Public access to the internet is available at each of the public libraries throughout the County.

Fact Sheets and Newsletters

Periodic fact sheets and newsletters will be generated regarding the multi-jurisdictional County plan. The fact sheets and newsletters will be distributed at area libraries, post offices, police stations, municipal halls, and the County Administration Center. These materials will serve as information sources to the general public about planning requirements, plan issues, plan progress, and upcoming participation sessions. They will be placed in high traffic areas that are utilized by a cross section of the County's general population. They will also serve as a source of information for those citizens that do not visit the County website on a regular basis or do not have internet access. Newsletters will be produced and distributed at least twice a year. Fact sheets will be produced on an as-needed basis.

Existing Newsletters and Local Newspapers

Press releases regarding the comprehensive planning process and plan progress will be provided to local newspapers and to communities that prepare and distribute local newsletters. Citizens may be more inclined to read articles about the planning process if they are contained in a newsletter or local newspaper they already receive and rely on for community information and updates.

Information at Local Libraries

Ozaukee County Comprehensive Plan poster boards will be set up at each library in the county including: Cedarburg Public Library, F.L. Weyenberg Library of Mequon-Thiensville, Oscar Grady Library in Saukville, U.S.S. Liberty Memorial Public Library in Grafton, and W.J. Niederkorn Library in Port Washington. These poster boards will contain information about the plan and upcoming public participation sessions. The boards will be updated at least twice each year.

Fact sheets, meeting notices, and draft plan chapters and other materials will also be available at each of the libraries. Public access to the internet is available at each of the public libraries throughout the County, which will provide access to the County website for residents without other internet access.

Appendix B lists the location of all public libraries in the County.

County Fair Display

An Ozaukee County comprehensive planning display will be set up at the Ozaukee County Fair for the length of the planning process. The display will contain comprehensive planning information such as poster boards and projects by students from Ozaukee County schools and youth organizations that relate to the comprehensive planning process. In addition to displays, current Ozaukee County comprehensive planning fact sheets and newsletters will be available. The County Fair display is intended to increase awareness of the comprehensive planning process through a visible presence at an event which will be attended by a cross section of Ozaukee County's general population.

Youth Participation

Involving children in the planning process can give them ownership and pride in their community's future. Youth participation is encouraged in all comprehensive plan public participation activities and sessions, including school projects related to the comprehensive plan. Library poster boards and the Ozaukee County Fair comprehensive planning display will provide potential areas for Ozaukee County students to display projects related to the comprehensive planning process. Presentations to school groups about the comprehensive plan will be made upon request. Child education partnerships will be actively pursued with local schools, youth organizations, and Riveredge Nature Center. The County will also investigate coordination with Riveredge Nature Center's existing *Sustainability*, *Envisioning Tomorrow* and *Land Use Planning* education programs.

To raise awareness among students and parents about additional opportunities to participate in the countywide planning process, copies of the public participation plan summary and a one page strengths, weaknesses, opportunities, and threats handout will be distributed in Ozaukee County schools. Materials will be distributed upon request in elementary or high school classes and for special events such as parent teacher conferences and the "backpack handout program."

Presentations to Non-Profit, Local Government, Community, and Business Groups

An Ozaukee County multi-jurisdictional comprehensive planning speakers' bureau consisting of Ozaukee County Planning, Resources, and Land Management Department, UW-Extension, and SEWPRC staff and Citizen's Advisory Committee (CAC) members will make presentations about the comprehensive plan to Ozaukee County community groups, business or professional organizations, nonprofit agencies, and local government groups. The speakers' bureau will actively contact organizations with potential interest in

development of the comprehensive plan. Presentations will be made to County government and advisory committees such as the Smart Growth Committee and the Citizen Advisory Committee throughout the planning process.

Notice to Non-Metallic Mining Operators

Ozaukee County will provide written notice of all public meetings and hearings to owners and operators of non-metallic mining operations, and to persons who have registered a marketable nonmetallic mineral deposit under Section 295.20 of the *Wisconsin Statutes* in accordance with changes made to the comprehensive planning law by 2003 Wisconsin Act 307. Ozaukee County will provide written notice of all public meetings and hearings to any leaseholder with an interest in property that permits extraction of non-mineral resources if the leaseholder submits a written request for such notice to the Ozaukee County Planning, Resources, and Land Management Department.

Ozaukee County Comprehensive Planning Citizen Advisory Committee⁴

A Citizen Advisory Committee (CAC) was formed at the outset of the comprehensive planning process. The CAC is advisory to the Smart Growth Committee and County Board. The CAC consists of one representative appointed by each of the towns, villages, and cities in the County plus 15 citizen members appointed by the Smart Growth Committee of the County Board. The citizen members possess planning, resource management, business, communication, and educational skills and an interest in future land uses within the County. A list of CAC members and contact information is provided in Appendix A.

The CAC will actively participate in the planning process through the duration of plan preparation and adoption by providing recommendations to the Smart Growth Committee regarding all aspects of plan preparation. The CAC meets every other month. All meetings are open to the public, and an opportunity for public comments is provided during all meetings. Meeting minutes are available on the Ozaukee County website at www.co.ozaukee.wi.us/smartgrowth or through the Ozaukee Planning, Resources, and Land Management Department office.

The CAC has also established four work groups to work on certain aspects of the comprehensive plan. The workgroups will include CAC members, interest group representatives, citizens, and persons with expertise in subjects to be addressed in particular elements of the comprehensive plan. The following four workgroups have been established:

- Public Participation Planning workgroup
- Agricultural and Natural Resources workgroup
- Land Use, Transportation, and Community Facilities and Utilities workgroup
- Economic Development, Housing, and Cultural Resources workgroup

LOGIN Updates

A comprehensive planning update will be presented at each Local Ozaukee County Government Information Network (LOGIN) meeting for the duration of the planning process. LOGIN updates will serve as a line of communication between local government officials and County, UW-Extension, and SEWRPC staff. In addition to regular updates at LOGIN meetings, the chief elected official of each local government will receive a copy of all materials and communications sent to local government comprehensive planning contacts.

⁴*Appendix C illustrates the committee structure established for review of the multi-jurisdictional comprehensive plan.*

E-Mail Updates

Summaries of plan progress will be provided by e-mail to the chief elected official of each local government, members of each local governing body, local government comprehensive planning contacts, CAC members, members of the County Board Smart Growth Committee, and the Comprehensive Planning Technical Staff Work Group. Summaries will be provided monthly, or more frequently if needed. Citizens, local plan commission members, or other interested parties may register to receive e-mail updates upon request by visiting the County website at <http://www.co.ozaukee.wi.us/smartgrowth/PublicParticipation.htm>.

Ozaukee County Board, Smart Growth Committee, and Land Conservation and Zoning Committee

The Smart Growth Committee was established as a committee of the Ozaukee County Board to oversee preparation of the County comprehensive plan. The Smart Growth Committee holds meetings every other month. All meetings are open to the public. Minutes are available online at www.co.ozaukee.wi.us/smartgrowth and at the Ozaukee County Planning, Resources, and Land Management Department office. A list of Smart Growth Committee members and contact information is provided in Appendix A.

The Smart Growth Committee will hold a public informational meeting on the draft plan approved by the CAC and recommend a comprehensive plan for consideration by the County Board. The Smart Growth Committee must forward its recommendation through a resolution approved by a majority of the full membership of the committee to the County Board.

Prior to action by the Smart Growth Committee, the draft plan approved by the Citizen Advisory Committee will be provided to the Land Conservation and Zoning Committee for its review. The Land Conservation and Zoning Committee will provide its recommendations to the Smart Growth Committee.

Under the comprehensive planning law, the multi-jurisdictional comprehensive plan for Ozaukee County must be adopted by an ordinance enacted by the County Board. The County Board will hold at least one public hearing on the plan prior to adopting the plan.

Organization of Public Participation Sessions

Public participation sessions will be organized by the comprehensive planning steps identified in the *Scope of Study and Work Plan*⁵. Organization of public participation sessions in this manner will foster participation throughout the entire planning process. Like ongoing participation efforts, public participation sessions will be used to educate the public on the planning process and the requirements and contents of the plan. Sessions will also be used to gather input from the public. Public input will allow for the preparation of a multi-jurisdictional County plan that best meets the needs and competing desires of Ozaukee County residents. All public participation sessions will be conducted by staff from the Ozaukee County Planning, Resources, and Land Management Department, UW-Extension, and SEWRPC, and volunteers from the Citizen Advisory Committee. Public participation sessions are summarized in Appendix E.

Planning Step 1 – Start-Up Tasks

Planning step 1 is focused on pre-planning activities, including preparation and review of a scope of work, preparation and submittal of a grant application, review and approval of cooperative agreements with each participating local government, formation of a citizen advisory committee, and preparation and adoption of a public participation plan. Specific step 1 public participation sessions will be focused on drafting the public participation plan for review by the Ozaukee County Board Smart Growth Committee

⁵ A summary of the planning steps and the schedule for preparation of the Ozaukee County Comprehensive Plan is provided in Appendix D.

and Citizen Advisory Committee and adoption of the public participation plan by the County Board. In addition, “kickoff” meetings will be held to introduce the public to issues regarding the comprehensive plan and the planning process. The following specific steps are proposed:

1. A draft of the public participation plan will be prepared. The draft will be a combined effort by staff from the Ozaukee County Planning, Resources, and Land Management Department, University of Wisconsin Extension, Southeastern Wisconsin Regional Planning Commission, and the Citizen Advisory Committee public participation planning work group. The draft will be completed by the end of July 2004.
2. The Citizen Advisory Committee (CAC) and the Ozaukee County Board Smart Growth Committee (SGC) will each review the draft public participation plan. These reviews will take place on October 5, 2004 and October 19, 2004, respectively. In addition, each participating local government will have the opportunity to review and comment on the draft public participation plan. The draft public participation plan will be mailed during the month of August to each participating local government with a request for comments by late September 2004. Furthermore, a press release announcing availability and requesting comments on the draft public participation plan will be distributed in September 2004.
3. The public participation plan was approved by the CAC at its October 5, 2004, meeting and the SGC at its October 19, 2004, meeting. County Board review is scheduled for December 1, 2004.
4. Four Ozaukee County Comprehensive Plan “kickoff meetings” will be held in February 2005. The purpose of these meetings will be to provide a general background on the comprehensive planning process and legal requirements. A strengths, weaknesses, opportunities, and threats (SWOT) identification workshop will also be conducted at the kickoff meetings. The “SWOT” workshops will be a useful tool for identifying the public’s perception of Ozaukee County and will provide a starting point to engage the public in the comprehensive planning process. Meetings will be held at public buildings in the Village of Thiensville, Town of Cedarburg, Town or Village of Saukville, and Village of Fredonia. Members of the Citizen Advisory Committee public participation planning work group will help facilitate the meetings. All members of the Citizen Advisory Committee are encouraged to attend at least one kickoff meeting.

Planning Steps 2 and 3 – Inventory and Background, Issue Identification, and Visioning

The focus of Planning Steps 2 and 3 is the gathering of data to be used to prepare the comprehensive plan, the identification of planning issues, and a “vision” for the future of Ozaukee County. An inventory and preliminary analysis of data will be completed of the population and employment base, natural resource base, cultural and historic resources, agricultural resource base, existing land uses, housing, transportation facilities, utilities, and community facilities. A public opinion survey will also be conducted to gather public input on development and natural resource issues in the County. A series of workshops will be held to present the findings of the inventory work and the public opinion survey. Follow-up meetings will be held to develop a “vision” of the future of Ozaukee County and each local government partner. Specific steps will include:

1. A strengths, weaknesses, opportunities, and threats (SWOT) identification work group comprised of CAC members and attendees from the May 7, 2004, “First Friday” meeting (a community affairs forum hosted by MATC) will be held during the December 7, 2004, CAC meeting. The purpose of the work group will be to generate a one page summary identifying Ozaukee County’s perceived strengths and weaknesses to distribute at the larger SWOT identification workshops to be held in conjunction with the “kickoff meetings” in February 2005. The summary will be used to prompt discussion during the workshops.

2. A countywide public opinion survey regarding comprehensive planning will be prepared in December 2004 and January 2005. Surveys will be administered to a statistical sample of households in February 2005. Surveys will also be available to complete on the Ozaukee County website and at municipal halls and libraries throughout the County for those residents wishing to participate in the survey that are not included in the statistical sample. Results will be tabulated separately for the surveys included in the statistical sample and those not included in the statistical sample.

Survey questions will be prepared by the Citizen Advisory Committee with staff assistance, and will be reviewed and approved by the Smart Growth Committee. In addition to countywide questions, each survey will include a number of questions specific to the local government in which it is to be conducted. Topics for specific local questions and countywide questions will be solicited from local officials. An outside consultant, local college business administration class, County interns, or a combination of the above will be hired to put survey questions in proper form, prepare and distribute the surveys, and tabulate and analyze survey results. Local governments participating in the multi-jurisdictional County plan may choose to conduct local surveys in addition to the countywide survey. The countywide survey may be used as a model for additional local surveys. A limited number of questions from the countywide survey may be used in the development of a survey for Ozaukee County businesses.

3. Survey results will be tabulated in March 2005.
4. Informational meetings to share key findings of the inventories; strengths, weaknesses, opportunities, and threats workshops; and public opinion surveys will be held upon completion of the inventories. "Idea generation" sessions will be held as the second part of the informational meetings. There will be an informational meeting held for the County as a whole and in each local government participating in the multi-jurisdictional County plan. Survey findings specific to each local government will be presented at local informational meetings. The countywide workshop will be hosted jointly by Ozaukee, Sheboygan, and Washington Counties. Other adjacent county and local governments will be invited. Meetings will be held in late summer of 2005. A summary of each meeting will be prepared by SEWRPC staff and provided to the local government concerned. Summaries of all meetings will be provided to the CAC and SGC.
5. Each local government will generate a vision statement for the future of the community and local goals and objectives and provide this information to the County in fall 2005. County and SEWRPC staff will provide each local government participating in the multi-jurisdictional County plan with information from the inventories, kickoff meetings, SWOT analysis, idea generation sessions, and the countywide survey for use in developing a local vision and goals and objectives. County and SEWRPC staff will conduct a visioning workshop in each local government upon request.
6. Information gained from the "idea generation" meetings and the visioning sessions in each local government will be presented to the Citizen Advisory Committee in December 2005 to begin developing goals and objectives for the countywide plan.

Planning Step 4 – Prepare Forecasts and Analysis

Population and economic forecasts for 2035 will be prepared and trends in land price, supply and demand will be identified for use in preparing the seven key planning elements in the comprehensive plan. The results of the forecasts and analysis will be presented as part of the design workshop to be conducted as part of step five, and through news releases, fact sheets, and the County website.

Planning Step 5 – Prepare Key Plan Elements

Drafts of the issues and opportunities element; land use element; housing element; transportation element; utilities and community facilities element; agricultural, natural, and cultural resources element; and economic development element will be produced during planning step 5. These elements will be based on information collected and synthesized during inventory, analysis, forecasting, issue identification, and goal development activities as well as public input gathered from previous public participation sessions and ongoing public participation efforts. The participation focus during this planning step will be to gather creative planning and design ideas from the public to guide the preparation of each key planning element. Public input will also be gathered regarding the effectiveness of the public participation plan up to this point in the planning process. Specific steps will include:

1. A design workshop open to the public will be held to guide direction of the draft multi-jurisdictional County plan prior to preparation of the seven key planning elements of the comprehensive plan. Background information and the legal framework for the comprehensive plan will be shared during the workshop. Additionally, prior vision statements, survey results, inventory findings, and population and employment forecasts will be shared. A presentation of existing land use maps and other existing conditions within the County will be shown before the interactive design activities to provide context to participants. An image preference survey will be included as one of the interactive design activities or stations. Additional design activities or stations will be focused on a variety of planning issues. Examples include main street revitalization and design standards, economic development, affordable housing, shaping community identity, and an opportunity to evaluate the effectiveness of the public participation plan. Public participation methods may be revised if the participation plan receives a poor evaluation at this point in the planning process. One countywide session is proposed to be held in February 2006. A Saturday meeting is proposed due to the anticipated length of the workshop, and to give citizens who work during the week an opportunity to participate. The design workshop is intended to identify opportunities and areas for redevelopment and potential “smart growth” areas, and to prepare and evaluate various general scenarios for future development and natural resource protection within the County.
2. Local design workshops open to the public will be held to guide direction of the draft local comprehensive plans during preparation of the seven key planning elements of each local comprehensive plan. Ozaukee County Planning, Resources, and Land Management Department, UW-Extension, and/or SEWRPC staff will facilitate all workshops. Local workshops will be held from April through September of 2006 at the request of any local government participating in the multi-jurisdictional County plan. A communication will be distributed in February of 2006 from the Ozaukee County Planning, Resources and Land Management Department to all local governments participating in the multi-jurisdictional County plan to schedule design workshops if desired by the local government.
3. Four public informational meetings will be held upon completion of drafts of the seven key planning elements. The purpose of the meetings will be to share drafts with the public and give the public an opportunity to comment on progress made on the County comprehensive plan to this point in the planning process. The meetings will be held at public buildings in the City of Mequon, Village of Grafton, Village of Belgium, and the County Administration Center in November and December 2006. Members of the Citizen Advisory Committee public participation work group will help facilitate the meetings. All members of the Citizen Advisory Committee are encouraged to attend at least one informational meeting.
4. Additional information regarding drafts of all elements of the comprehensive plan will be provided through newsletters, fact sheets, and the County website. Additional presentations

regarding all elements of the comprehensive plan will be made at public informational meetings outlined under planning step 7.

Planning Step 6 – Prepare Implementation Elements

Planning step 6 will consist of drafting an implementation element and an intergovernmental cooperation element for the comprehensive plan. A joint public workshop with local governments from Ozaukee County and Ozaukee, Sheboygan, and Washington County governments will be held in January 2007 prior to drafting the implementation and intergovernmental cooperation elements. Other adjacent county and local governments will be invited. The workshop will be an open forum with officials and citizens to discuss intergovernmental cooperation issues and techniques to improve cooperation and coordination.

Planning Step 7 – Plan Review, Refinement, and Adoption

The focus of planning step seven is the presentation of a draft comprehensive plan to County citizens and elected officials and refinement of the draft plan based on review comments. The public participation focus will be to receive public input to aid in refining the draft plan and to meet all statutory public hearing and formal governing body adoption requirements. Specific steps will include:

Multi-Jurisdictional County Plan

1. Public informational meetings regarding the preliminary draft of the multi-jurisdictional County plan will be held in summer 2007 for the County as a whole and in each local government participating in the comprehensive planning process. Public input from the meetings will be used to refine the preliminary plan recommendations as necessary to prepare a recommended plan for consideration by the CAC and SGC.
2. The CAC will review public comments and approve a draft plan for consideration by the Smart Growth and Land Conservation and Zoning committees.
3. The Land Conservation and Zoning Committee will review those aspects of the plan recommended by the CAC that relate to the County Shoreland Zoning Ordinance and forward its recommendations to the Smart Growth Committee.
4. The Smart Growth Committee will review the plan approved by the CAC and the recommendations of the Land Conservation and Zoning Committee and hold at least one public informational meeting regarding the plan. The public meeting is anticipated to take place in fall 2007. Following necessary revisions, the Smart Growth Committee will forward a recommended plan to the County Board. Section 66.1001 (4)(b) of the *Wisconsin Statutes* requires that the plan be recommended to the County Board through a resolution adopted by a majority of the full membership of the Smart Growth Committee.
5. At least one public hearing regarding the recommended multi-jurisdictional County plan will be held by the Ozaukee County Board following approval of a recommended plan by the Smart Growth Committee. The anticipated timeframe for this hearing is early 2008. A class one notice will be published in the official County newspaper at least 30 days prior to the public hearing. The class one notice will specify the date, time, and location of the public hearing. A summary of the plan will also be included. A news release regarding the hearing will be provided to all newspapers serving the County.
6. An opportunity for written comments from the public regarding the multi-jurisdictional County plan will be provided following the public informational meeting held by the SGC and prior to the public hearing held by the County Board. County and SEWRPC staff will prepare a written

response to each comment. All written comments and responses to those comments will be compiled and copies will be provided to the County Board prior to the public hearing.

7. County Board adoption of the plan is anticipated by March 2008.
8. One copy of the adopted multi-jurisdictional County plan will be printed and distributed to all parties listed in Section 66.1001 (4) (b) of the *Wisconsin Statutes*.

Local Government Plans

1. County and SEWRPC staff will conduct one public informational meeting regarding the draft of the multi-jurisdictional County plan and the local comprehensive plan in each participating local government. A local government may hold additional informational meetings regarding the local comprehensive plan. Ozaukee County Planning, Resources, and Land Management Department, UW-Extension, and/or SEWRPC staff will attend the additional meetings upon request, subject to staff availability.
2. The plan commission of each participating local government will recommend a local comprehensive plan for adoption by the governing body. Section 66.1001 (4) (b) of the *Wisconsin Statutes* requires that the plan commission recommend the plan through a resolution approved by a majority vote of the entire commission. Action by each local plan commission is anticipated to take place in fall 2007.
3. A public hearing regarding each local comprehensive plan will be conducted by the local governing body upon approval of a recommended plan by the town, village, or city plan commission. The anticipated timeframe for these public hearings is late 2007 to early 2008. A class one notice will be published in the official newspaper of the local government 30 days prior to each public hearing. The class one notice will specify the date, time, and location of the public hearing. A summary of the plan will also be included. Staff from the Ozaukee County Planning, Resources, and Land Management Department, UW-Extension, and/or SEWRPC will attend local government public hearings upon request, subject to staff availability.
4. An opportunity for written comments from the public regarding local plans shall be provided prior to final adoption by each local government in accordance with Section 66.1001(4) (a) of the *Wisconsin Statutes*.
5. Final adoption of a local plan by the governing body of each participating local government is anticipated by March 2008.
6. One copy of each adopted local comprehensive plan will be printed and distributed to all parties listed in Section 66.1001 (4) (b) of the *Wisconsin Statutes*.

Planning Step 8 – Plan Implementation

Specific actions needed to implement County and local comprehensive plans will be identified in the implementation element of each plan. Implementation activities, such as amending zoning and subdivision ordinances and entering into intergovernmental agreements, will be done independently by the County and each local government following adoption of the County or local comprehensive plan. Implementation activities are outside the scope of the comprehensive planning process and this public participation plan.

III. TIMELINE FOR PUBLIC PARTICIPATION PLAN

The timeline in Appendix D provides a summary of the schedule for public participation activities. Activities are based on the eight comprehensive planning steps described in the *Scope of Study and Work Program* for the Multi-Jurisdictional Comprehensive Plan. The dates for public participation sessions are based on anticipated completion dates for drafts and other comprehensive planning activities. As work proceeds, the scheduled dates may be adjusted to reflect progress made on the plan. Ongoing public participation efforts will take place throughout the entire comprehensive planning process; therefore they are not specifically referred to in the timeline.

The primary, or target, audiences for each public participation session are listed in Appendix F. Members of the public are encouraged to participate in all public participation sessions and are welcome to attend all meetings related to preparation of the comprehensive plan.

Key terms and phrases used in the public participation plan are defined in Appendix G.

Appendix A

COMMITTEE AND STAFF CONTACTS

OZAUKEE COUNTY CITIZEN ADVISORY COMMITTEE MEMBERS

First Name	Last Name	Community Represented ^a	Committee Member Resides In	Phone	E-Mail
Alfred	Schlecht	Village of Grafton	--	(262) 377-7374	aschlech@execpc.com
Angie	Cope	Citizen Representative	City of Port Washington	(262) 268-1595	angiecope@wi.rr.com
Barbara	Jobs	Village of Bayside	--	(414) 351-8811	clerk@village.bayside.wi.us
Bob	Rathsack	Village of Fredonia	--	(262) 692-2503	wrrathsack@aol.com
Brian	Biernat	Village of Saukville	--	(262) 284-9423	bbeirnat@village.saukville.wi.us
Cathi	Miller	Town of Grafton	--	(262) 377-8500	administration@grafton-town.org
Curt	Rutkowski	Town of Saukville	--	(262) 375-1739	curtrutkowski@yahoo.com
Dave	Verley	Citizen Representative	Town of Port Washington	(262) 284-3367	rnexus@execpc.com
Ed	Beimborn	Citizen Representative	Town of Cedarburg	(262) 377-5467	beimborn@execpc.com
Cathy	Stern	Town of Fredonia	--	(262) 692-6686	horsense@nconnect.net
Eric	Rathke	Citizen Representative	Town of Fredonia	(920) 994-4040	rathkes@execpc.com
Francis	Kleckner	Town of Belgium	--	(262) 285-3818	none
Geoff	Hurtado	Citizen Representative	City of Cedarburg	(262) 375-9283	hurtado@execpc.com
Jerry	Voigt	Town of Cedarburg	--	(262) 377-4509	jvoigt@town.cedarburg.wi.us
Jill	Hewitt	Citizen Representative	City of Mequon	(262) 242-7398	jahewitt@wi.rr.com
Jon	Censky	City of Cedarburg	--	(262) 375-7614	jcensky@ci.cedarburg.wi.us
John	Treffert	Village of Thiensville	--	(262) 242-6806	jtreffert@village.thiensville.wi.us
Kit	Keller	Citizen Representative	City of Cedarburg	(262) 375-6180	kitkeller@earthlink.net
Lila	Mueller	Village of Belgium	--	(262) 285-7931	lmueller@village.belgium.wi.us
Nina	Look	Citizen Representative	City of Mequon	(262) 238-2276	lookn@matc.edu
Pat	Marchese	Citizen Representative	City of Mequon	(262) 242-9495	marcheseat@aol.com
Phil	Beitz	Village of Newburg	--	(262) 675-2045	philmar726@sbcglobal.net
Randy	Tetzlaff	City of Port Washington	--	(262) 284-2600	rtetzlaff@ci.port-washington.wi.us
Rod	Mayer	Citizen Representative	City of Cedarburg	(262) 387-1826	rod_mayer@hotmail.com

First Name	Last Name	Community Represented*	Committee Member Resides In	Phone	E-Mail
Roger	Strohm	Citizen Representative	City of Port Washington	(262) 238-0425	rlstrohmjr@worldnet.att.net
Ronald	Stadler	Citizen Representative	Town of Fredonia	(262) 241-1900	rss@stadler-law.com
Scott	Heatwole	Town of Port Washington	--	(262) 284-2137	heatwole@execpc.com
Susan	Nelson	City of Mequon	--	(262) 242-3100	SusanNelson@Wi.rr.com
Syl	Weyker	Citizen Representative	Town of Belgium	(262) 285-3717	crfarm@execpc.com
Tim	Vertz	Citizen Representative	Town of Port Washington	(262) 268-1677	timv@oncontact.com

**Citizen Representatives are appointed by the Smart Growth Committee to represent all of Ozaukee County. The Committee also includes one representative appointed by each town, village, and city located within the County.*

OZAUKEE COUNTY BOARD SMART GROWTH COMMITTEE MEMBERS

Member	Supervisory District	Address	City	State	ZIP	Phone (262)	E-Mail
Dan Becker	7	916 N Grant St.	Port Washington	WI	53074	284-1139	--
Cindy Bock	26	9018 W. Poplar Dr.	Mequon	WI	53097	242-5262	cinbo108@ameritech.net
Elizabeth Brelsford - Secretary	6	E 3612 Norport Dr.	Port Washington	WI	53074	284-3037	eabrelsford@aol.com
Robert Brooks	5	204 E Dekora St.	Saukville	WI	53080	284-1139	RBrooks2@wi.rr.com
Wanda Davies	31	408 E. Maple Ln. 101N	Mequon	WI	53097	241-4326	wjdavies@execpc.com
Donald Dohrwardt	3	305 S. Milwaukee St.	Fredonia	WI	53021	692-9650	--
Kathlyn Geracie	19	N84 W5445 Warwick Sq.	Cedarburg	WI	53012	377-4926	--
John Hilber	25	112 E. Freistadt Rd. Unit C	Thiensville	WI	53092	238-1325	jhilber@execpc.com
Richard Karshna, Jr.	1	257 Tower Dr.	Belgium	WI	53004	285-4107	rkarshnajr1@wi.rr.com
Thomas Richart - Vice Chair	13	840 5 th Ave.	Grafton	WI	53024	375-2748	trichart@co.ozaukee.wi.us
Katie Smith - Chair	30	9915 N. Valley Hill Dr.	Mequon	WI	53092	241-5479	ksmith@co.ozaukee.wi.us

STAFF CONTACT INFORMATION

Name	Title / Organization	Address	City	State	ZIP	Phone (262)	E-Mail
Andrew Struck	Assistant Director/County Planner Ozaukee County Planning, Resources, and Land Management Department	121 W. Main St., PO Box 994	Port Washington	WI	53074-0994	238-8275	astruck@co.ozaukee.wi.us
Paul Roback	Community Development Educator UW-Extension Ozaukee County	121 W. Main St., PO Box 994	Port Washington	WI	53074-0994	284-8288	proback@co.ozaukee.wi.us
Nancy Anderson	Chief Community Assistance Planner Southeastern Wisconsin Regional Planning Commission	W239 N1812 Rockwood Dr., PO Box 1607	Waukesha	WI	53187-1607	547-6721	nanderson@sewrpc.org
Ben McKay	Planner Southeastern Wisconsin Regional Planning Commission	W239 N1812 Rockwood Dr., PO Box 1607	Waukesha	WI	53187-1607	547-6721	bmckay@sewrpc.org

Appendix B

LOCATION OF MUNICIPAL HALLS AND LIBRARIES IN OZAUKEE COUNTY

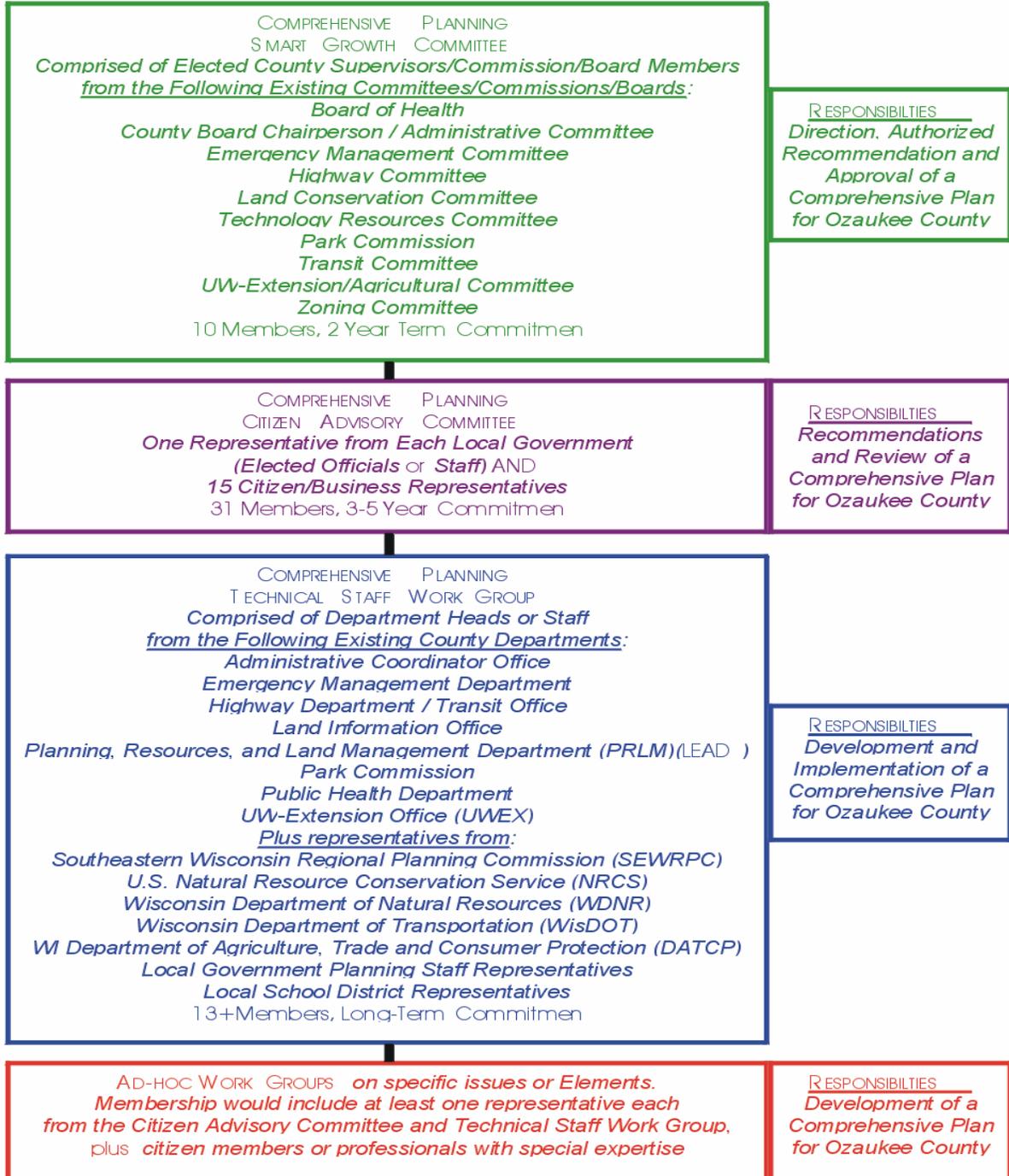
Government/ Library	Address	City	State	ZIP	Contact	Phone (262)
Ozaukee County	County Administration Center 121 W, Main St. PO Box 994	Port Washington	WI	53704	Andrew Struck	238-8275
Town of Belgium	Town Hall 5698 Lake Church Rd.	Belgium	WI	53004	Ginger Murphy	285-3326
Town of Cedarburg	Town Hall 1293 Washington Ave.	Cedarburg	WI	53012	Joshua A. Smith	377-4509
Town of Fredonia	Town Hall W4114 River St. PO Box 12	Fredonia	WI	53021- 0012		
Town of Grafton	Town Hall 1230 11 th Ave. PO Box 143	Grafton	WI	53024	Cathi Miller	377-8500 or 573-5342
Town of Port Washington	Town Hall 3715 Highland Dr.	Port Washington	WI	53074	Susan L. Westerbeke	284-5235
Town of Saukville	Town Hall 3762 Lakeland Rd.	Saukville	WI	53080	Jim Kadow	675-2618
Village of Belgium	Village Hall 195 W, Commerce St. PO Box 224	Belgium	WI	53004- 0224	Lila M. Miller	285-7931
Village of Fredonia	Village Hall 416 Fredonia Ave. PO Box 159	Fredonia	WI	53021	William Rathsack	692-9125 or 692-2503
Village of Grafton	Village Hall 1971 Washington St. PO Box 125	Grafton	WI	53024- 0125	Michael A. Rambousek, AICP	375-5303
U.S.S. Liberty Memorial Public Library	1620 11 th Ave.	Grafton	WI	53024- 2404		375-5315
Village of Newburg	614 Main St. PO Box 50	Newburg	WI	53060	Phil Beitz	675-2160
Village of Saukville	Village Hall 639 E. Green Bay Ave.	Saukville	WI	53080	Brian F. Biernat	284-9423
Oscar Grady Library	151 South Main St.	Saukville	WI	53080- 1930		284-6022
Village of Thiensville	Village Hall 250 Elm St.	Thiensville	WI	53092	Dianne S. Robertson	242-3720
City of Cedarburg	City Hall W63 N645 Washington Ave.	Cedarburg	WI	53012- 0049	None: The City of Cedarburg is not participating in the planning process	
Cedarburg Public Library	W63 N583 Hanover Ave.	Cedarburg	WI	53012- 1969		375-7640
City of Mequon	City Hall 11333 N. Cedarburg Rd.	Mequon	WI	53092- 1930	Brad Steinke	242-3100
F.L. Weyenburg Library of Mequon- Thiensville	11345 N. Cedarburg Rd.	Mequon	WI	53092- 1930		242-2593

Government/ Library	Address	City	State	ZIP	Contact	Phone (262)
City of Port Washington	City Hall 100 W. Grand Ave. PO Box 307	Port Washington	WI	53074- 0307	Randy Tetzlaff	284-2600
W.J. Niederkorn Library	316 W. Grand Ave.	Port Washington	WI	53074- 2293		284-5031

Appendix C

VERSION
07-31-03

COMMITTEE STRUCTURE FOR THE MULTI-JURISDICTIONAL COUNTY COMPREHENSIVE PLAN



Appendix D

GENERAL WORK PLAN AND SCHEDULE FOR PREPARATION OF THE OZAUKEE COUNTY COMPREHENSIVE PLAN

Step 1 Start-Up Tasks	Step 2 Inventory and Background	Step 3 Issue Identification and Visioning	Step 4 Prepare Forecasts and Analysis	Step 5 Prepare Key Plan Elements	Step 6 Prepare Implementation Elements	Step 7 Plan Review, Refinement, and Adoption	Step 8 Plan Implementation
1. Prepare scope of work and schedule	1. Prepare base maps	1. Compile goals and objectives from existing land use-related plans adopted by County and local governments	1. Prepare forecasts of population, households, and jobs for year 2030	1. Prepare issues and opportunities element	1. Prepare intergovernmental cooperation element	1. Print and distribute draft multi-jurisdictional plan and local community plans	1. County and local communities identify detailed follow-up activities to implement plan recommendations
2. Establish responsibilities of County Board, staff, and committees. Form County Board Smart Growth Committee (SGC) and Citizen Advisory Committee (CAC)	2. Conduct and document housing inventory	2. CAC develops proposed goals and objectives for the comprehensive plan and a "vision" for the future development of the County	2. Identify opportunities and areas for redevelopment and potential Smart Growth areas	2. Prepare agricultural, natural, and cultural resources element	2. Prepare implementation element	2. Conduct public information workshops on preliminary plan	2. County and local communities amend or adopt implementing ordinances as necessary (zoning, subdivision, etc.)
3. County Board approval of multi-jurisdictional planning process	3. Conduct and document agricultural, natural, and cultural resources inventory	3. Participating local governments determine local goals and objectives and develop a "vision" for the community	3. Identify trends in land price, supply, and demand	3. Prepare economic development element	3. Incorporate above elements into preliminary plan document	3. Refine preliminary plan recommendations as necessary to prepare recommended plan	3. County and local communities enter into cooperative agreements as desired
4. Meet with local governments. Obtain resolutions to cooperate in multi-jurisdictional plan	4. Conduct and document inventory of existing transportation facilities	4. CAC approves goals and objectives for multi-jurisdictional plan for review and approval by SGC	4. Develop 20-year projections, in five-year increments, for various land use categories	4. Prepare land use element	4. Report to CAC and SGC	4. Conduct official public hearings on recommended plan	
5. Prepare and submit grant application	5. Conduct and document inventory of existing community facilities and utilities	5. Inventory and summarize existing land use-related plans and ordinances adopted by County and local governments	5. Report findings to CAC and SGC	5. Prepare housing element		5. CAC recommends plan to SGC	
6. Prepare and negotiate agreements with participating local governments	6. Conduct and document inventory of existing land uses	6. Identify and summarize conflicts between plans and ordinances and report to CAC and SGC		6. Prepare transportation element		6. SGC recommends plan to County Board	
7. Prepare public participation plan (June-August 2004)	7. Gather and document economic development information			7. Prepare utilities and community facilities element		7. County Board adopts plan by ordinance	
8. County Board and local governing bodies adopt public participation plan (September-November 2004)	8. Compile and document Census data			8. Synthesize the above elements into preliminary plan recommendations		8. Participating communities adopt County or local plan by ordinance of the governing body	
	9. Report to CAC and SGC			9. Report to CAC and SGC			
	10. Hold informational meetings to present inventory findings						
January 2003 – November 2004	June 2004 – August 2005	June 2004 – January 2006	August 2005 – January 2006	January 2006 – December 2006	January 2007 – April 2007	May 2007 – March 2008	After Plan Adoption

NOTE: Dates are tentative and subject to change.

Appendix E

TIMELINE FOR THE PUBLIC PARTICIPATION PLAN (PPP)

YEAR	MONTH	PUBLIC PARTICIPATION SESSIONS AND EFFORTS	COMPREHENSIVE PLANNING STEP	PAGE
2004	July	Prepare Draft PPP, SGC Review of Draft PPP	Step 1	Page 7
	October	CAC Review of Draft PPP SGC Approval of PPP	Step 1 Step 1	Page 7 Page 7
	December	County Board Adoption of PPP Survey Preparation Strength, Weaknesses, Opportunities, and Threats (SWOT) Work Group	Step 1 Steps 2 & 3 Steps 2 & 3	Page 7 Page 8 Page 7
2005	January	Survey Preparation	Steps 2 & 3	Page 8
	February	Kickoff Meetings Conduct Survey	Step 1 Steps 2 & 3	Page 7 Page 8
	March	Tabulation of Survey Results	Steps 2 & 3	Page 8
	August - September	Informational Meetings (Inventory and Survey Results; "Idea Generation" Sessions)	Steps 2 & 3	Page 8
	October – November	Meetings to Develop Local Visions, Goals, and Objectives	Steps 2 & 3	Page 8
	December - January	CAC Develops County Vision, Goals, and Objectives	Steps 2 & 3	Page 8
2006	February	Design Workshop	Steps 4 & 5	Page 9
	April – September	Local Design Workshops	Step 5	Page 9
	November	Informational Meetings and PPP Evaluation	Step 5	Page 9
2007	January	Intergovernmental Cooperation Workshop	Step 6	Page 10
	Summer	Draft County / Local Plan Informational Meetings	Step 7	Pages 10 & 11
	Fall	CAC Review and Approval of County Plan for SGC Review	Step 7	Page 10
	Fall	Local Plan Commission public meetings to approve recommended plans and forward to local governing bodies	Step 7	Page 11
	Fall	Draft County Plan Public Meeting Before SGC	Step 7	Page 10
2008	January	County Plan Public Hearing Before County Board; Local Plan Public Hearings Before Local Boards and Councils	Step 7	Page 10 & 11
	March	Anticipated adoption of County Plan by ordinance of County Board; Anticipated adoption of Local Plans by ordinance of Local Boards and Councils	Step 7	Pages 11
	April-July	Distribution of Adopted Plans	Step 7	Pages 11

NOTE: Dates are tentative and subject to change.

Appendix F

PUBLIC PARTICIPATION SESSION TARGET AUDIENCES

YEAR	MONTH	PUBLIC PARTICIPATION SESSIONS	TARGET AUDIENCE ^a
2004	December	Strength, Weaknesses, Opportunities, and Threats (SWOT) Work Group	CAC member, Attendees from "First Friday" Public Affairs Forum
2005	February	Kickoff Meetings	General Public; Local Officials
	August - September	Informational Meetings (Inventory and Survey Results; "Idea Generation" Sessions)	General Public
	October – November	Meetings to Develop Local Visions, Goals, and Objectives	Members of Local Planning Commissions, Governing Bodies, and other Local Officials; General Public
	December - January	CAC Develops County Vision, Goals, and Objectives	Members of the Citizen Advisory Committee
2006	February	Design Workshop	General Public; Local Officials
	April – September	Local Design Workshop	General Public; Local Officials
	November	Informational Meetings and PPP Evaluation	General Public; Local Officials
2007	January	Intergovernmental Cooperation Workshop	County and Local Officials General Public
	Summer	Draft County / Local Plan Informational Meetings	General Public; Local Officials
	Fall	Local Plan Commission public meetings to approve recommended plans and forward to local governing bodies	General Public
	Fall	Draft County Plan Public Meeting Before SGC	General Public
2008	January	County Plan Public Hearing Before County Board; Local Plan Public Hearings Before Local Boards and Councils	General Public
	March	Anticipated adoption of County Plan by ordinance of County Board; Anticipated adoption of Local Plans by ordinance of Local Boards and Councils	General Public

^aThe general public is encouraged to participate in all public participation sessions and to attend all meetings related to preparation of the comprehensive plan.

Appendix G

DEFINITIONS OF KEY TERMS AND PHRASES

Citizen Advisory Committee: A committee established by the County Board to help guide preparation of the multi-jurisdictional plan to be adopted by the County. The committee is comprised of 15 citizens appointed by the County Board to reflect the views of the County at large, and one representative appointed by each city, town, and village in the County. Committee members are responsible for understanding relevant planning issues and providing advice. This requires a great deal of time and effort on the part of citizen participants and local government representatives. The Citizen Advisory Committee will make recommendations to the County Board's Smart Growth Committee, but has no approval or denial authority of the multi-jurisdictional or local comprehensive plans.

Comprehensive Plan: A county development plan or city, village, town, or regional planning commission master plan prepared under and meeting the content requirements outlined in Section 66.1001 of the *Wisconsin Statutes*. Comprehensive plans provide a vision and general idea how land should be used to assure public health, safety, and welfare.

Fact Sheet: A printed source of information about a single topic that in one or two pages explains the most significant points about that topic.

Focus Group: A small group of people (usually 6 to 12) responsible for identifying issues, concerns, values, beliefs, or attitudes related to a particular subject. Generally not considered representative of a community because of the small number of participants involved; participants are often selected based on their knowledge of a subject. Most effective when moderated by a skilled facilitator.

Local Government: A local government as defined by this public participation plan includes all towns, villages, and cities participating in the Ozaukee County multi-jurisdictional comprehensive plan.

Newsletter: A printed source of information delivered on a regular basis to interested and affected parties. Given the right content and timing, newsletters may be used to keep the public informed and educated about the planning project. Able to be reviewed at an individual's own pace and time.

Plan Commission: An appointed local government commission authorized to make and adopt a master plan, consistent with Section 62.23 of the *Wisconsin Statutes*, for the physical development of a city, village, or town that has adopted village powers; and to recommend a comprehensive plan, consistent with Section 66.1001 of the *Statutes*, for adoption by the local governing body (common council, village board, or town board).

Planning Process: The process of developing a plan. Usually includes the following stages: visioning, data collection and analysis, issue identification, development of goals and objectives, plan formulation, plan review and adoption, implementation, and monitoring and assessment.

Public Hearing: An official meeting used to present technical information and obtain formal review and approval of proposals. Public officials are generally seated at the front of the audience and use formal procedures to invite public comments and questions. All proceedings become part of the public record. May be intimidating to participants.

Public Notice: Advance notice of meeting dates, times, and locations posted in public places and/or published in local newspapers. This is the minimum legal requirement necessary to advertise opportunities for public participation.

Public Participation: The involvement of the public in the planning process, with the following purposes: educate the public, reach those that rarely get involved, thwart misinformation efforts, understand what people value, seek feedback from people, and build support for a plan.

Vision Statement: A concise statement that summarizes what a community values most. This could include values related to the environment, quality of life, services, development, and more.

Visioning: A process by which a community defines the future it wants. Through public involvement, communities identify their purpose, core values, and vision of the future.

Visual Preference Survey: A technique whereby residents informally vote for the type of physical characteristics they would like to see in the future design of their community, based on a review of photos of various types of design. The resulting vision can then be incorporated into the community's zoning ordinances and design guidelines.

Workshop: An interactive meeting where a facilitator stimulates the flow of creative ideas among participants. Multiple methods may be used including brainstorming, small group discussions, and a variety of group process techniques. Presenters, panels, videos, maps, computer programs, and other visual or active devices may also be used to stimulate discussion. Many techniques can be used to include the less vocal public.

Youth Participation Session: A public participation opportunity designed especially for the purpose of engaging youth in the comprehensive planning process. These sessions can be primarily educational or they can ask for input from the future leaders of the community.