

Agenda Item Number 9c

Memo

To: Village Board

Fr: Tracy Flucke, Administrator

Re: Discussion on Timeline for Comprehensive Plan Update

Date: September 24, 2013

The Plan Commission has completed their review of the Comprehensive Plan and has set the attached schedule for approval of the update.

Village Board is asked to review the proposed schedule and bring any concerns to the meeting. The Village Board will be asked to participate in the Public Hearing on November 25th beginning at 5:30pm and make the final approval at your December 3rd meeting.

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 - October 21st - November 19th

A Class I notice will be published along with the plan for public review. The plan will be available on the village website, as well as hard copy at the village hall for review. A public open house will be held during the 30 day public hearing period. The Open House will be held on November 12th from 5:00-7:00pm. Participants will have the opportunity to discuss the plan updates with planning staff and commission members.

Public Hearing - November 25th (during regular Plan Commission - start at 5:30pm - please note Thanksgiving is November 28th)

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 (Plan Commission approval at November 25th meeting and Village Board approval at December 3rd meeting)

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.