

Stoughton Comprehensive Plan Amendment

Public Participation Plan

The City has developed the following public participation plan to inform and engage the public as part of the requirements of the Comprehensive Planning state statutes (Wis. Stat. 66.1001(4)a).

Public Participation Opportunities:

The City is considering amendment to its Comprehensive Plan with opportunities for public participation including, but not limited, to the following activities:

1. Project Meetings:

a. **Standing Committee Meetings** All meetings which involve agenda items related to the Comprehensive Plan amendment are anticipated to occur in open session and will be noticed according to City's agenda posting practices.

I. **Plan Commission Meetings**. The Plan Commission will have the responsibility for reviewing and recommending the draft Comprehensive Plan amendment prepared by the STI Holdings Inc. Development Team. The planning process includes at least two (2) Plan Commission meetings to review the Comp Plan amendment, including a public hearing on the draft amendment.

II. **City Council Meetings**. The planning process will include at least one (1) meeting attended by the development team with the City Council. The City Council shall have the authority to adopt the amendment to the Comprehensive Plan.

III. **Public Hearing**. At least one (1) public hearing will be held on the Comprehensive Plan amendment prior to adoption by either the Plan Commission or City Council as required under Wis. Stat. 66.1001(4)d.

2. **Public Meeting:** The development team will setup and host a public meeting to share the concept and allow for opportunities to provide feedback.

3. Digital Engagement:

a. Promotional Methods:

I. **City Website**. The City will utilize the its website to post draft plan materials, project and meeting notices, and meeting minutes as they become available.

II. **Social Media**. During the process social media will be used to keep the general public informed.

III. **Newspaper Articles**. The City with support of the STI Holding Inc. Development Team will reach out to the local newspaper prior to key project events and milestones to encourage and inform articles about the process.

Plan Adoption Procedures:

1. The Plan Commission shall, by majority vote, adopt a resolution recommending that the City Council pass an ordinance to amend the Comprehensive Plan (Wis. Stat. 66.1001(4)b).

2. Prior to adopting the Comprehensive Plan amendment, the City will hold at least one (1) Public Hearing on the plan. As stated in Wis. Stat. 66.1001(4)d, the hearing must be preceded by a Class 1 notice under ch.985. a minimum of

30 days prior to the hearing. Said notice shall contain at least the following information:

- a. The date, time and place of the hearing.
 - b. 66.1001(4)(d)2. A summary, which may include a map, of the proposed comprehensive plan amendment.
 - c. 66.1001(4)(d)3. The name of an individual employed by the local governmental unit who may provide additional information regarding the proposed ordinance.
 - d. 66.1001(4)(d)4. Information relating to where and when the proposed comprehensive plan amendment to such a plan may be inspected before the hearing, and how a copy of the plan or amendment may be obtained.
3. At least 30 days before the public hearing is held the City shall provide written notice to all of the following, as stated in Wis. Stat. 66.1001(4)e:
- a. An operator who has obtained, or made application for, a permit that is described under s. 295.12(3)d, within the jurisdiction of the City.
 - b. A person who has registered a marketable nonmetallic mineral deposit under s. 295.20 within the jurisdiction of the City.
 - c. Any other property owner or leaseholder who has an interest in property pursuant to which the person may extract nonmetallic mineral resources, if the property owner or leaseholder requests in writing that the City provide the property owner or leaseholder notice of the hearing.
 - d. Any person who has submitted a request to receive notice of any proposed ordinance that affects the allowable use of property owned by the person.
4. An electronic copy of the draft plan, or notification on how to view/download a copy of the plan amendment online, will be disseminated to neighboring jurisdictions and appropriate governments, as stated in Wis. Stat. 66.1001 (4)b, providing 30 days for written comments. A copy of the Draft amendment will be sent to:
- a. The Clerk for the Towns of Pleasant Springs and Dunn shall receive a copy of the plan.
 - b. Stoughton Public Library
5. The City Council, by a majority vote, shall enact the ordinance adopting the amendment (Wis. Stat. 66.1001(4)c). An electronic copy of the adopted amendment and ordinance, or notification on how to view/download a copy of the plan online, will be disseminated to the above-mentioned governing bodies, as stated in Wis. Stat. 66.1001(4)b.