

PROCESS

Process

The Town of Caledonia's Comprehensive Plan Update will be completed in six phases, all of which provide opportunities for public involvement. The phases included (1) Organization, (2) Plan Kickoff Meeting and Visioning, (3) Inventory/Analysis and Issue Identification/Vision & Goal Development, (4) Plan Framing Concepts, Strategies & Recommendations, (5) Plan Implementation, (6) Plan Review, Public Hearing and Adoption.

Organization (January – February 2020)

During the onset of the project, a public participation plan is prepared to facilitate public knowledge and involvement in the Comprehensive Planning Update process. The plan is prepared in accordance with Section 66.1001(4)(a) of the Wisconsin Statutes. The Public Participation Plan is adopted by the Town Board. A copy of the plan is available on this website under public participation. Additionally organizational activities include the development of a project website, appointment of Ad Hoc members to the Plan Commission (if desired) and the preparation of preliminary demographic information.

Plan Kickoff Meeting & Visioning (January - March, 2020)

A plan kickoff meeting is held with the Plan Commission to project initiation activities, present preliminary demographic information and conduct a short visioning activity. In September of 2017, the Town conducted an extensive community survey of property owners and other stakeholders. Information from the community survey will be analyzed and a report will be prepared. Information from the community survey and input from the Plan Commission will be used to identify specific issues, high priority trends, needed physical improvements and implementation opportunities that will be used to maintain or enhance the following areas: livability and quality of life; transportation and mobility and multi-modal transportation enhancements; recreation and health; housing and changing markets; community services provision; economic development, environmental qualities and functions; and growth and development interests.

Inventory/Analysis and Issue Identification/Vision & Goal Development (January – September, 2020)

All factual information contained within the Town of Caledonia's Comprehensive Plan adopted in June 2007 will be updated to reflect current conditions. Background chapters containing updated demographic trends (population, household and employment forecasts, age distribution, and education and income levels), economic conditions (employment characteristics, labor force and economic base data), housing characteristics (age, structural, value and occupancy), inventory of the transportation system, utility and community facility infrastructure (sanitary sewer, storm sewer, water supply, waste disposal, parks, telecommunications, power generating plants and transmission lines, cemeteries, health and childcare, public safety, libraries, education and government facilities), agricultural, natural and cultural resources, land use and intergovernmental cooperation will be developed and analyzed. Community leaders, Town Staff and the general public will review this information to ensure that the basis for the updated land use plan is current and well-connected to short and long-term trends and challenges.

Utilizing information obtained from visioning and an analysis of existing conditions; existing visioning statements will be reviewed, key issues will be identified and prioritized, and goals will be formulated. Vision statements are established to provide direction in the planning process; they are used to describe what the

community wants to look like in 20 years. Utilizing vision statements and key issues; goals are developed. Goals are broad and general expressions of a community's aspirations, towards which the planning effort is directed. The theme goals tend to be long-term and more of an ends rather than a means.

All information will be presented to the Plan Commission for input. Information will also be posted on the project webpage.

Plan Framing Concepts, Strategies & Recommendations (September – November, 2020)

Framing concepts are derived from the data analysis and discussions done throughout the process. They provide more a more detailed discussion of key issues that were identified as well as big ideas expressed in relation to goals. Utilizing key issues and draft goals; policies, strategies and action statements will be developed. Each item utilized in the planning process has a different purpose and builds off the previous step. Policies are rules or courses of action necessary to achieve the goals from which they are derived. Strategies are a system of projects, programs, action or services necessary to achieve and/or support plan goals, policies and framing concepts. Action statements show how to make these plans a reality, outlining immediate, short-term and mid-term action steps. Utilizing the existing future land use map, background data and draft strategies and recommendations, a draft future land use map will be developed

Information will be presented to the Plan Commission for input. All information will be posted on the project webpage.

Plan Implementation (December, 2020 – February, 2021)

This phase of the planning process final framing concepts, strategies and recommendations and the final future land use map will be developed. An intergovernmental meeting / public informational meeting will be held to obtain feedback from state agencies, adjacent communities, school districts, local officials, and the general public on the plan. The various components of the plan will be compiled into one document. At the end of this phase of the planning process, the Plan Commission will approve the draft plan for public review. Information will be posted on the project webpage.

Plan Review, Public Hearing and Adoption (March - April, 2021)

The final phase of the planning process culminates with the adoption of the comprehensive plan update by the Town Board. A draft plan will be available at numerous locations so that the community will have an opportunity to review and comment. A Class 1 (30 day) Public Notice will be published in the local paper and a public hearing will be held prior to adoption. The Plan Commission will meet to recommend that the Town Board adopt the plan by ordinance.