

APPENDIX 2.3

Public Involvement for the Town of Verona Comprehensive Plan

It was a given that as the Plan Commission embarked on an update to the comprehensive plan starting in 2016 that there would be a robust public involvement in the planning process. Because a draft plan had been created, but not adopted in 2012, the participation focused on the future land use map rather than goals and objectives, because those had been previously drafted.

Future Land Use Map Input

That plan began with sending out surveys to all property owners within the Town. It was decided that these surveys should be focused on the unique situations for different parts of the Town. For example, questions about farming would be more relevant in some areas more than others. Thus, the Town was divided into eight areas. Surveys were sent out to each. Then they were compiled and a draft land use plan was presented at a community meeting focused on that individual area. This process took eight months, and meetings were held on the following dates: 7/2/2016, 9/27/2016, 10/18/2016, 11/15/2016, 12/13/2016, 2/14/2017, 3/14/2017, 4/11/2017. Approximately 30 people attended each meeting. A compiled draft future land use map was included with the tax bill newsletter that was sent out in December of 2017 and two more input sessions were held on January 11th and 18th of 2018.

Topical Discussions

Over the course of developing the plan, it was decided that expert advice would be sought on various topics at regular plan commission meetings. All plan commission meeting agendas are posted at Town Hall, online, at Miller's Grocery, and sent out to a Town email list. Thus, anyone was welcome to join topical discussion with developers, on well and septic systems, and on development tools, to name just a few of the topics covered. The Plan Commission met approximately twice a month for more than a year.

Town Vision and Principles

Because the Plan Commission was starting with a draft document from 2012, a visioning session was not held at the beginning of this process. However, in December of 2017 and February of 2018, the Town Board, Plan Commission, Town appointed committees and staff met in two retreats to craft a Town vision and principles. These meetings were open to the public.

Density Discussions

The Plan Commission and Town Board met jointly twice during the process, and these discussions were also open to the public. The first meeting focused on density in condominium subdivisions. While this conversation was the result of development proposals and not the comprehensive plan, the decisions made by the Board became part of the comprehensive plan. The second meeting was held after consultants did an analysis of land available for development.

Online Drafts

The Town opted to be as open as possible with all drafts, and starting in the spring of 2018 all draft chapters were available on the Town website for public review and comment.

Review of Public Comments

At the July 26th, 2018 Plan Commission meeting, all public comments received up until that date were reviewed and considered in the approval of the draft future land use map by the Plan Commission. Comments were then taken again as part of the formal adoption process described below.

Formal Adoption Process

All of the above activities were followed by a formal adoption process in which a final draft plan was available 30 days before a public hearing held by the Town Board. All neighboring jurisdictions and Town residents were notified of the hearing. A public hearing was held at the October 2, 2018 Town Board meeting. Letters and emails received were distributed to Board Members. The Board requested that the Plan Commission review the public comments and make edits to the plan. The Plan Commission held a meeting on October 8, 2018 where all public

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comments were reviewed and edits to the draft were made. Each citizen who made comments received a letter or email response. The Board adopted the Comprehensive Plan at its November 13, 2018 meeting. While the public involvement plan evolved with the work on the plan, a robust and open process was held.