



Comprehensive Plan Meetings and Milestones Schedule

(Updated November 1, 2016; Subject to Further Change as Process Evolves)

Village Staff/Consultant Kick-off Meetings: *January 12 and 21, 2016*

- Discuss purpose and process for Comprehensive Plan update
- Discuss/refine public participation plan
- Finalize approach for Web-based communications and survey
- Identify community facility and utility conditions and needs
- Respond to questions related to completion of Conditions and Issues volume

Consultant Shares First Draft of Conditions and Issues Volume: *March 2016*

Plan Commission Meeting #1: *March 31, 2016*

- Share purpose and process for Comprehensive Plan update
- Discuss potential vision, themes, directions, and challenges for Plan
- Review draft web-based community survey

Plan Commission Meeting #2: *April 18, 2016*

- Finalize web-based community survey
- Assist with identification of community groups/committees with which to meet
- Present first draft of Conditions and Issues Volume of Plan and invite comments

Consultant Conducts Web-Based Community Survey: *April-June 2016*

Other Committee and Community Group Meetings (up to 14): *late April-July 2016*

- Meet with Community Development Authority (May 4th); Public Works Committee (May 10th); Parks, Recreation and Natural Resources Committee (June 16th); Public Utilities Committee (May 17th); Landmarks Commission (April 28th); Senior Outreach Committee (May 19th); and Public Safety Committee (July 13th)
- Meet with School District to coordinate planning processes and objectives (May 9th)
- Meet and talk with other stakeholder groups, including Chamber of Commerce (June 14th) and McFarland High School Student Advisory Group (May 19th)

Consultant Prepares Next Draft of Conditions and Issues Volume of Plan: *July 2016*

Consultant Proposes Draft Materials for Vision and Directions Volume: *August 7, 2016*

- Draft community vision statement/format
- Preliminary description of specific initiatives for volume
- Preliminary future conditions map adjustments

Plan Commission Meetings #3 and #4: *August 15 and 29, 2016*

- Review results of the other committee and stakeholder group meetings
- Review results of Web survey

- Review and revise preliminary vision, initiatives, and map changes for Vision and Directions Volume of Plan

Village Board Check-in Meeting: *September 26, 2016*

- Review outcomes of Plan Commission meetings #3 and #4
- Provide policy direction on vision statement, initiatives, and relations to Board goals

Consultant Prepares First Draft of Vision and Directions Volume of Plan: *Sept-December 2016*

Plan Commission Meetings #5 and #6: *November 2016-January 2017*

- Review and advise changes to first draft of Vision and Directions Volume
- Prepare for community presentation and input meeting
- Consider follow-up stakeholder meetings to review associated chapters during same period (e.g., CDA, Public Works)

Consultant Prepares Second Draft of Vision and Directions Volume of Plan: *January 2017*

Community Presentation on Draft Plan: *February 2017*

- Invite Board, public, members of earlier committees/groups, and adjoining/overlapping communities to attend and provide input

Consultant Prepares Approval Drafts of Both Plan Volumes: *March 2017*

Joint Village Board/Plan Commission Meeting/Hearing: *April 2017*

- Hold formal public hearing on Comprehensive Plan
- Plan Commission recommends Comprehensive Plan for Village Board adoption
- Board adopts Comprehensive Plan

Consultant Prepares Adopted Versions of Both Volumes of Plan: *April 2017*

- Also, follow distribution requirements under Section 66.1001 of Statutes