

**Common Council
of the
City of Waukesha, Wisconsin**

Resolution No. 2022-16

**Resolution Adopting Public Participation Procedures for Updating the
Comprehensive Plan for the City of Waukesha**

WHEREAS, pursuant to Section 66.1001 of the *Wisconsin Statutes*, all units of government which enact or amend zoning, subdivision, or official mapping ordinances on or after January 1, 2010, must adopt a comprehensive plan; and

WHEREAS, the City of Waukesha adopted a comprehensive plan under the authority of and procedures established by Section 66.1001 of the *Wisconsin Statutes* on September 11, 2009; and

WHEREAS, Section 66.1001(4)(a) of the *Wisconsin Statutes* requires that the Common Council adopt written procedures designed to foster public participation during the preparation or amendment of a comprehensive plan; and

WHEREAS, public participation procedures have been developed to foster public participation in the comprehensive plan amendment process.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Waukesha hereby adopts the Public Participation Procedures for Amending the Comprehensive Plan attached hereto as Exhibit A to fulfill the requirements of Section 66.1001(4)(a) of the *Wisconsin Statutes*.

Shawn N. Reilly, Mayor

Gina L. Kozlik, City Clerk-Treasurer

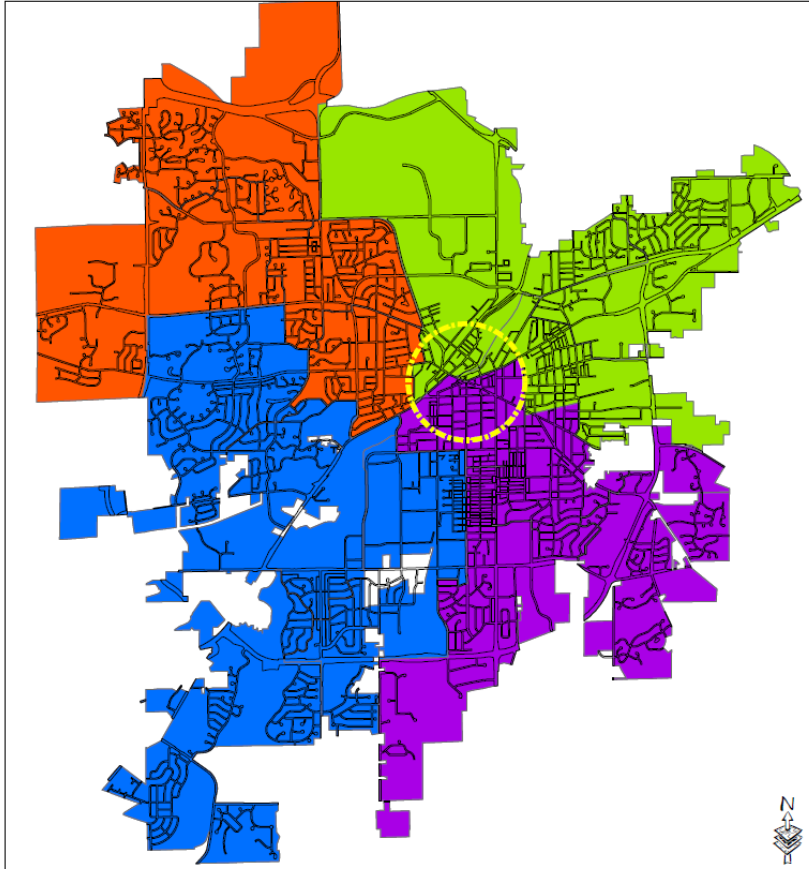
Exhibit A
2022 Comprehensive Plan
Public Participation Plan

To foster public participation in the 2022 update of the City of Waukesha Comprehensive Plan, the city will use a multi-faceted approach to maximize public input.

1. City staff added comprehensive plan related questions to the 2022 National Community Survey. The survey was distributed to participants in both Spanish and English. The survey results will be used to guide discussions and in the creation of goals, objectives, and recommendations in the Comprehensive Plan.
2. The city will hold a series of five (5) in-person focus group meetings. The focus groups are for specific areas of the city and were created using aldermanic district groups and are shown in Exhibit B. They are as follows:
 - a. Southeast Focus Group: Aldermanic Districts 8, 9, 10, 11
 - b. Northwest Focus Group: Aldermanic Districts 4, 5, 14, 15
 - c. West & Southwest Focus Group: Aldermanic Districts 6, 7, 12, 13
 - d. Northeast Focus Group: Aldermanic Districts 1, 2, 3
 - e. Downtown Focus Group: Aldermanic Districts 2, 3, 11
3. The city will hold one (1) online/virtual citywide focus group for all residents who cannot make the in-person group meetings or prefer to participate virtually.
4. The city will use all available communication and promotion methods to inform the public about the focus group meetings including the city website, newsletters, social media accounts, emails, and press releases.
5. There will be a Comprehensive Plan Update page on the city's website, which will have ways for residents to submit ideas, suggestions, and questions to staff. This page will also allow residents to review draft chapters and the final draft of the comprehensive plan update prior to adoption.
6. Any discussion and/or action on the comprehensive plan update at the Plan Commission will allow for public input and comments.
7. A Class 1 Public Hearing Notice on the plan adoption will be published in the official paper of record at least 30 days prior to the public hearing in front of the Common Council.
8. For future amendments, a Class 1 Public Hearing Notice on the amendment will be published at least 30 days prior to the public hearing in front of the Common Council.

Exhibit B
2022 Comprehensive Plan
Focus Group Area Map

Comprehensive Plan Update Focus Group Areas



Legend

-  Southeast Focus Group
-  Northeast Focus Group
-  West and Southwest Focus Group
-  Northwest Focus Group
-  Downtown Focus Group

Southeast Focus Group:

Districts 8, 9, 10, 11

Northwest Focus Group Districts

4, 5, 14, 15

West & Southwest Focus Group

Districts 6, 7, 12, 13

Northeast Focus Group Districts

1, 2, 3

Downtown Focus Group

Districts 2, 3, 11