

Public Participation Plan Town of Buchanan 2046 Comprehensive Plan Update

Introduction & Purpose

Public participation is an important part of the comprehensive planning process as it helps to ensure that the plan accurately reflects the vision of the community. For a plan to develop, decision makers need to hear ideas, thoughts, and opinions from their citizens and stakeholders. The purpose of this public participation plan is to give citizens the opportunity to participate and learn about their community.

Wisconsin's Smart Growth Comprehensive Planning law requires public participation throughout the comprehensive planning process. Wisconsin Statutes, Section 66.1001(4)(a) requires, in part, that,

“The governing body of a local governmental unit shall adopt written procedures that are designed to foster public participation, including open discussion, communication programs, information services, and public meetings for which advance notice has been provided, in every stage of the preparation of a comprehensive plan. The written procedures shall provide for a wide distribution of proposed, alternative, or amended elements of a comprehensive plan and shall provide every opportunity for written comments on the plan to be submitted by members of the public to the governing body and for the governing body to respond to such written comments.”

This Public Participation Plan actively involves the general public and key community interests in identifying major issues, establishing a shared vision for the community, and creating goals, objectives, and policies which help bring that shared vision to fruition. The Town will use this document as a guide to actively involve community members in the comprehensive planning process by providing them numerous opportunities to offer input and become educated via multiple means of communication.

Comprehensive Plan Public Participation Timeline

Phase	Timeframe (Approximate)	Description/Key Events
Organization	January – March, 2026	<ul style="list-style-type: none"> • Creation & Adoption of Public Participation Plan • Establishment of Comprehensive Plan Update Webpage • Prepare a virtual Survey and Social Pin Point mapping application • Kickoff Meeting with Plan Commission
Public Visioning	June - September, 2026	<ul style="list-style-type: none"> • Schedule Public Visioning Workshop • Prepare Visioning workshop materials and promotional devices ▪ Conduct a Public Visioning Workshop
Plan Commission Debrief and Zoning Discussions	October – November, 2026	<ul style="list-style-type: none"> ▪ Meet with Town Plan Commission to Debrief on Public Visioning Session & survey results
Chapter Discussions and Review	October 2026 – June 2027	<ul style="list-style-type: none"> • Meet with Town Plan Commission on an as needed basis to review chapter and zoning code updates
Plan Implementation	May – June, 2027	<ul style="list-style-type: none"> • Meet with Town Plan Commission to Review and Finalize Goals and Strategies

Plan Review, Public Hearing & Adoption	August 2027 - October, 2027	<ul style="list-style-type: none"> • Hold Public Hearing / Town Plan Commission recommendation of comprehensive plan amendment <ul style="list-style-type: none"> ○ Develop press release ○ Publish 30-day public notice • Town Board adoption of plan update by ordinance
---	-----------------------------	---

Methods of Citizen Participation

The Town of Buchanan will employ a variety of methods to encourage meaningful public input throughout the comprehensive planning process. These methods aim to ensure transparency, accessibility, and engagement at every major phase of the plan update.

Method 1: Plan Commission & Supporting Members

The Town Plan Commission will serve as the primary body overseeing the comprehensive plan update. Commission members will review draft chapters and public input results. As needed, the Town may appoint additional non-voting members or technical advisors to assist with transportation, land use, and other expertise. The Plan Commission will meet periodically from October 2026 to June 2027 for chapter reviews and strategy development.

Method 2: Public Meetings

All Plan Commission and Town Board meetings are open to the public and publicly noticed in accordance with Wisconsin Open Meetings Law. Meetings will be held throughout the process—including a kickoff meeting in February 2026, visioning debrief in fall 2026, and review sessions in 2026 & 2027. Time will be set aside at each meeting for public comments, and key materials will be made available on the Town’s website.

Method 3: Website, News Releases & Social Media

A dedicated Comprehensive Plan Update webpage has been established to host documents, surveys, draft materials, and announcements. The Town will also use social media to share updates and encourage participation throughout the planning process.

Method 4: Public Visioning Workshop

In summer/fall 2026, the Town will conduct a community-wide Public Visioning Workshop. This workshop will invite residents to provide input on quality of life, development goals, and community needs. Topics will include housing, transportation, economic development, parks, environmental quality, and community identity. A Social Pin Point interactive mapping tool and a community survey will also be launched to gather detailed feedback.

Method 5: Community Outreach

To promote broader participation, the Town will provide updates in its quarterly newsletter with a link to the website and survey to promote the plan update throughout the Town.

Method 6: Public Hearing & Adoption

A formal public hearing will be held in fall 2027 prior to the adoption of the updated Comprehensive Plan. The hearing will include a summary presentation and an opportunity for public comment. A 30-day notice will be published in advance, and residents will be able to review the draft plan online or in person. Written comments will be accepted and entered into the public record.

Future amendments to the Comprehensive Plan will follow the same public hearing procedures as outlined under Wisconsin Statutes §66.1001(4)(b-d), ensuring continued transparency and opportunity for community input.

Adopted by the Plan Commission on 2/10/26 and the Town Board on 2/24/26.