

**RESOLUTION NO. 2025-075
VILLAGE OF CALEDONIA**

**A RESOLUTION APPROVING PUBLIC PARTICIPATION PROCEDURES
FOR AMENDING OR UPDATING THE COMPREHENSIVE PLAN
FOR THE VILLAGE OF CALEDONIA**

The Village Board for the Village of Caledonia, Racine County, WI do resolve as follows:

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 Village of Caledonia adopted a comprehensive plan under the authority of and procedures established by Section 66.1001 of the *Wisconsin Statutes* on September 1, 2009; and

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

WHEREAS, the Caledonia Village Board believes that regular, meaningful public involvement in the comprehensive planning process is important to ensure that the comprehensive plan continues to reflect input from the public; and

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

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

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this 14 day of October, 2025.

VILLAGE OF CALEDONIA

By: Thomas R. Weatherston
Thomas Weatherston
Village President

Attest: Jennifer Bass
Jennifer Bass
Village Clerk



Public Participation Plan

Village of Caledonia Comprehensive Plan Update

Introduction & Purpose

Public participation is a vital component of the comprehensive planning process. It helps ensure that the plan reflects the community's shared vision for the future and gives residents a meaningful role in shaping local priorities. Through open dialogue, decision-makers and community members exchange ideas, share perspectives, and build a foundation of shared knowledge that informs the plan's goals, policies, and strategies.

The purpose of this Public Participation Plan is to provide a guide for public involvement during the update process for the Village of Caledonia Comprehensive Plan. This plan fulfills the requirements of Section 66.1001(4) of the Wisconsin Statutes and serves as a guide to ensure transparency, inclusiveness, and meaningful citizen input during every phase of the process.

Comprehensive Plan Special Review Committee

A Comprehensive Plan Special Review Committee was formed at the onset of this process. This group serves in an advisory capacity to the Plan Commission to update the Village's 16-year-old Comprehensive Plan. The committee's main role is to provide input on strategies to effectively reach out to a broad and diverse range of stakeholder groups. It also helps ensure that public feedback is effectively captured to create a vision that reflects the priorities of residents, businesses, and other Village stakeholders. Therefore, this committee will act as a bridge between the public and the planning process. Committee members will collaborate with Village staff and the Southeastern Wisconsin Regional Planning Commission (SEWRPC), the professional planning consultant for this project.

Goals

This Public Participation Plan is based on five main goals:

1. Ensure that the public is informed of the planning process.
2. Provide opportunities for all residents, landowners, business owners, and other stakeholders to participate.
3. Encourage open communication between citizens and officials.
4. Gather meaningful public input at all stages of the planning process.
5. Foster public understanding of the comprehensive plan content and purpose.

Public Notification

All meetings and events related to the comprehensive plan will be open to the public, and the Village of Caledonia will provide advance notice of public participation in accordance with Chapter 985 of the Wisconsin Statutes. Public participation opportunities will be announced through multiple channels, including:

- Village website postings
- Local newspapers
- Social media platforms
- Public bulletin boards at the Village Hall

Public Participation Methods

The Village will use a variety of methods to encourage public participation. Village staff will coordinate all public engagement activities throughout the comprehensive planning process. The table below outlines each method, along with its intended purpose, target audience, and proposed timing.

Activity	Purpose	Target Audience	Timing
Community Survey	Solicit broad public input on goals, priorities, and issues	Residents, businesses, property owners	Early stage of planning process
Workshop sessions	Build a community vision	General public	Early stage of planning process
Plan Commission and Village Board Meetings	Discuss, review, and act on planning issues and documents	Officials, stakeholders, interested citizens	Throughout plan preparation
News Releases / Social Media / Newsletters	Notify the public of events, updates, and opportunities to engage	General public	At each milestone
Public Meetings & Open Houses	Present information and receive feedback	General public	At major project milestones
Website Updates	Provide project materials and updates; offer a platform for feedback	All community members	Ongoing
Comment Forms and Written Feedback	Provide a structured method for public input	All interested participants	Available throughout process

Activity	Purpose	Target Audience	Timing
Focus Groups/ Pop-up Events or Stakeholder Interviews	Gather detailed input from key groups or interests	Business leaders, developers, institutions	As needed during planning phases
Public Hearing	Allow formal input on the final draft of the plan	General public	Prior to plan adoption

▪ **Community Survey**

An online survey will be publicized to Village residents using the channels specified in the Public Notification section. QR Codes will also be placed in Caledonia parks and other public spaces. The survey will gather public input on key topics addressed in the comprehensive plan.

▪ **Workshop sessions**

Workshop sessions will use visual mapping, quick polls, and other participatory tools to build public awareness about the planning process and help create a shared vision for the future. Participants will identify their top priorities for the short-, medium-, and long-term future by ranking key issues and opportunities. These exercises will serve as the foundation for the development of plan goals and objectives.

Documentation of Public Participation

All public input and participation efforts will be documented and included in the final comprehensive plan. This documentation may include meeting summaries, photographs, survey results, public comments, and attendance records, demonstrating how public feedback informed the comprehensive planning process.

Updates on Public Participation Efforts

Village staff will present monthly updates to the Committee of the Whole on public participation activities conducted throughout the planning process. These updates may include summaries of engagement events, status and final results of surveys, and compilations of public comments. During months with limited or no public participation activities, or when additional analysis is required to present more detailed results, the updates may be postponed to a later meeting.

Opportunities for Public Review and Comment

Draft plan materials will be made available for public review both online and at Village offices. A formal public hearing will be held before the adoption of the comprehensive plan, allowing citizens to ask questions and provide comments about the final draft.

Adoption

This Public Participation Plan is adopted by the Village of Caledonia Village Board via resolution, in accordance with Wis. Stat. § 66.1001(4)(a). Copies of this adopted plan are available both online and at Village offices for consultation.