

Town of Trade Lake Comprehensive Plan
Public Participation Plan

Adopted by the
Town Board of Trade Lake
November 13, 2008

Public Participation Plan by Method

Community Display/Exhibit (Awareness, Education)

Community displays will be used to create awareness of the comprehensive planning process and to educate the public about process, issues, and alternatives. Typically displays can provide information but are not very good tools for input or for open dialogue. However, the displays will have information on how the public can provide written comments and attend future meetings. Locations for community displays may include but will not be limited to the following: Bass Lake Lumber, Trade Lake Store, The Trade River Winery, and The Trade Lake Town Hall.

Media Releases (Awareness)

Media releases will be used throughout the planning process as primarily an awareness tool. These releases will be primarily in the Indianhead Advertiser as it reaches all those who reside in Trade Lake without subscription.

Open Houses

Open houses will have maps, charts and other information on display with professional staff on hand to answer questions. This method provides the opportunity to review information and proposals and participate in open discussion. Open houses will be held in easily accessible places and publicized using media releases, mailing lists, and the web sit to name a few. The public may be encouraged to attend by offering snacks at the open house. This method may be used to communicate to the public proposed, alternative and/or amended elements of a comprehensive plan.

Written Comments (Input, Decision Making)

Written comments can provide a clear record of questions asked during the planning process and also helps people to clearly articulate their questions. The public can submit comment by:

- Email at the Town of Trade Lake office
tradelakewi@grantsburgtelcom.net
- Via US Mail to:
Town of Trade Lake/Comprehensive Planning Commission
13361 State Rd. 48
Grantsburg, WI 54840

All comments will be recorded and responded to in an appropriate manner. Commission meeting will have a specific agenda item to review written comments submitted and consider comments as it pertains to the planning process and comprehensive plan.

Public Hearings (Input, Decision Making)

Public Hearings will be used in accordance to state statutes in the adopting and amending of the Comprehensive Plan. Thirty days notice will be given prior to the hearing in the Burnett County Sentinel, the Inter-County Leader and also the Indianhead Advertiser as well as being posted and noticed on the Town of Trade Lake web page. This notice will include date, time, and place of the hearing, a summary of the plan, where to review the entire plan, who to contact for more details, and how a copy of the plan can be obtained. Comments at the hearing will be discussed after the hearing is closed. This method will be used to communicate to the public proposed, alternative and/or amended elements of a comprehensive plan.

Survey (Input)

Surveys are one of the most effective methods of gaining information from the public. A survey can be used to determine information on issues that are unknown. Questions may be developed in key areas and sent to property owners in Trade Lake.