Public Invited to Provide Ideas and Input to [Local Government]’s Comprehensive Plan

[Local government] is in the beginning stages of drafting its [new/updated] comprehensive plan and would like your help. [Name] is overseeing the planning process for [city; cities; city and county]. [He/She], says that [local government] is ready to proceed in the planning process which includes broad public participation in reviewing and refining the work that has been done thus far. Says [Plan Preparer], “a community’s comprehensive plan needs to have involvement and input from its stakeholders so that the plan reflects a true picture of the community’s needs and values.” [Local Government] will be preparing a [draft/preliminary] list of the community goals and needs and opportunities to be addressed by community leaders during the next 20 years. The public is invited to weigh in on these goals and identified needs, and help craft the community work program, the third step in the process. [Plan Preparer] says that local officials have been working to create a plan that represents the broadest range of perspectives from throughout the community, but needs citizen feedback to ensure that the plan reaches across the community.

The comprehensive plan will provide direction not only for the current [Local government] administration, but for future administrations, as well. [Mayor Name/Commission Chairman Name] likens the comp plan to an architect’s blueprint. “A good comprehensive plan,” he says, “provides to everyone involved in a community’s growth and development what a blueprint provides to everyone involved in constructing a building. It is a picture of how the community will look and direction on how to create it, no matter who is in charge of construction.” he adds.

[Conclude with specific details and schedule about public participation opportunities. Also provide contact person for questions or additional information]

[Plan preparer] promises that participation will not be difficult. All meetings and any exercises are designed to be easy, and fun for everyone who cares about the way their community will grow in the future. “We will not put people on the spot,” [she/he] says, “and there will be a variety of times and meeting formats, so all citizens should have multiple opportunities to share their ideas with the people who are putting the plan together.”