

**City of Mount Vernon 2014 Comprehensive Plan**  
September Planning Committee Meeting Minutes  
September 30, 6:30 pm

**1) Welcome and Introductions**

- Chad Sands, AICP, Housing & Community Development Director, ECICOG
- Committee introductions

*Meeting opened up at 6:30 and Sands introduced himself to the committee.*

**2) Why Plan?**

- Iowa's smart planning legislation

*Sands briefly discussed Iowa's historical planning legislation and how it has changed over the years. He will bring a description of Iowa's planning elements and principles to the next committee meeting.*

**3) Committee's Responsibility**

- Elect chairperson?

*It was favored by the committee to have Sands act as chairperson and take minutes.*

**4) Public Input Process**

- Town meeting(s)
- Community-wide survey
- Web-based input
- Monthly committee work-sessions
- Open house
- Public hearings
- Marketing the planning process
  - i. Name the process
  - ii. Banners, flyers, posters
  - iii. Booth at a local farmer's market
  - iv. Press releases
  - v. Direct mailings
  - vi. Radio

*There was much discussion about the value of public participation and what form that participation should take. There was general consensus that the "town meeting" could take place during the city's existing Big Ideas Forum that the Mayor holds on Saturday, November 9<sup>th</sup>. Also, discussion was held on the value of mailing out surveys with a self-addressed stamped envelope. Sands will bring samples of recent surveys from other communities.*

*Sands also described the planning process during this time. It was felt that the process should be named to generate public excitement. Committee members will work on the naming of the process. In addition, we will utilize the winter farmer's market to generate public input as well as other places where the public gathers.*

*Lastly, public input will be generated through the city's website, and perhaps using Facebook and other social media venues.*

## **5) Planning Process Trajectory**

- Preliminary committee meeting
- Town meeting(s) / surveys / public input process
- Monthly committee meetings
  - i. Planning components (census demographics, housing, parks and trails, economic development, infrastructure, land use, etc.)
  - ii. Smart planning guidelines
  - iii. Maps (parks and trails, current and future land use, infrastructure extensions, growth areas, two-mile area, etc.)
- Open house
- Public hearings (P&Z, City Council)
- Adoption by resolution

## **6) Set monthly Meeting Date**

- Town meeting(s) date
- Regularly scheduled committee work-sessions date

*The regularly scheduled monthly planning committee work-session was set for the second Monday of each month. October 14<sup>th</sup> will be the next meeting at 6:30.*

## **7) Questions or Comments**

## **8) Public Input**

## **9) Adjourn**

*The meeting was adjourned at approximately 8:30 pm.*