

# FACILITATOR'S GUIDE

# MEETING IN A BOX

## 1. GETTING STARTED:

Thank you for hosting a meeting for Warrick County's comprehensive plan!

### Things to do before your meeting:

1. Briefly review the materials in this packet.
2. Print enough copies for your group.
3. To complete the workbook, you should plan for at least 15 minutes, but the activity can take up to one hour, depending on the interest level of the group.

## 2. FUTURE LAND USE MAP:

1. Begin by reviewing the seven character areas, read the text on the page.
2. An additional graphic is provided on this page that explains how the density and types of development can transition between character areas when they are abutting one another.
3. Review the future land use map and ask your group to draw or note changes that they would like to see. Consider questions like "where would you like to see future residential growth?"; "where should industrial development be focused, where should it not be focused?"; or "where are future parks most needed?"

## 3. STRATEGIES:

1. Each strategy has its own page in this packet, along with the action steps that support the strategies. Read these with your group.
2. On each page, ask your group to identify the priority level for each action step and to share additional comments in the provided boxes, such as whether or not each idea fit Warrick County's needs or potential partners for completing each action step, etc. Your group can skip any topics that are not relevant or of interest to them.
3. When your group has finished reviewing the draft strategies and action steps, use the last page to write down any final ideas or comments that they would like to share.

## 4. SUBMIT YOUR RESPONSES:

1. Ask your group members to fill in the information on the cover page and then return their completed worksheets to the you, the facilitator.
2. After the meeting, please scan your group's feedback and email it to the Area Plan Commission at [APC@Warrick County.Gov](mailto:APC@Warrick County.Gov) with the subject line: Meeting in a Box Responses.

## Introductory Message (Please read this to the group at the start of your meeting):

Thank you for participating in this meeting about Warrick County's Comprehensive Plan. During this session, we will review the major parts of the draft plan and ask for your ideas and feedback to help identify the issues that are most important to planning Warrick County's future. Warrick County's comprehensive plan will establish community goals for the next 20 years. The issues covered in a comprehensive plan often include transportation, land use, parks and trails, economic development, housing, and many other topics. Developing a comprehensive plan is a collaborative process, so public involvement is vital to ensuring the plan will be successful in meeting the needs of everyone in the county. Today, you are joining the more than 750 people who have already contributed to this planning effort! To get started, your facilitator will briefly read through the plan's vision statement and guiding themes. Then as a group, you will review the plan's Future Land Use Map and write/draw any changes you would like to see. You will then review the plan's strategies and action steps, which support five different goals: Land Use and Housing, Transportation, Utilities, Quality of Life, and Economic Development. For each action step, you will be asked to rate whether it should be a "low," "medium," or "high" priority for the County to accomplish. There is also space to provide additional comments. Finally, you will be asked if there is anything else that should be added to the plan that wasn't addressed by the current strategies and action steps. Thank you for participating!