

**City of Marquette Community Development Dept.  
Planning & Zoning Division**

**Public Participation Tracking Form**

1. Event
  - a. Date
  - b. Conducted by
  - c. Attendees (# and type)
  
2. Summary of public comments/concerns/interests that need to be addressed
  
  
  
  
  
  
  
  
  
  
3. Information learned
  
  
  
  
  
  
  
  
  
  
4. Who gets information
  - a. When?
  - b. How?
  
  
  
  
  
  
  
  
  
  
5. Follow-up with the public:
  - a. Immediate follow-up activities

|           |                                  |           |       |
|-----------|----------------------------------|-----------|-------|
| Who will? | With whom?<br>Name/address/phone | For what? | When? |
| Who will? | With whom?<br>Name/address/phone | For what? | When? |

6. Process advice
  - a. What worked well in this public participation activity?
  
  
  
  
  
  
  
  
  
  
  - b. What would I change next time?
  
  
  
  
  
  
  
  
  
  
  - c. How can this information be shared with others working at/with the city?