RESOLUTION NO. 2694

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, ADOPTING WRITTEN PROCEDURES FOR PUBLIC PARTICIPATION IN THE 2013-2023 TOWN OF PAYSON GENERAL PLAN UPDATE.**

WHEREAS, the Town of Payson has begun the process of updating the Town's General Plan pursuant to the State law requirements; and

WHEREAS, Arizona Revised Statutes Section 461.06(C) requires that the Town Council adopt written procedures designed to provide effective, early and continuous public participation during the General Plan update process from all geographic, ethnic and economic areas of the Town; and

WHEREAS, the written procedures contained in this Resolution (hereinafter referred to as the "Public Participation Plan") satisfy State law requirements and will guide public participation throughout the General Plan update process; and

WHEREAS, the Public Participation Plan offers all citizens, businesses, interest groups and other stakeholders multiple opportunities to participate through the planning process in a meaningful way. Effective public input is critical for the success of this planning process because it is our citizens, businesses, and groups that will experience the General Plan's costs and benefits on a daily basis for many years. The General Plan will, in part, determine where and how our residents live, work and play; and

WHEREAS, the Public Participation Plan encourages people to participate in the General Plan update process and is designed to maximize the effectiveness of each person's contributions. Public input opportunities are open to everyone with a stake in the outcome of the General Plan. The participation opportunities are available to a wide range of citizens—people with different incomes, races, ages, and occupations—in all stages of the planning process; and

WHEREAS, the Public Participation Plan will:

- ensure all planning decisions are open to public comment with written feedback;
- produce better planning decisions;
- support and add credibility to Town decision-making processes;
- provide opportunities to broadly disseminate proposals and alternatives for the General Plan update to all segments of the Town;
- strengthen the relationship between decision makers and citizens; and,
- develop a shared vision for the future of the Town.

**NOW, THEREFORE, THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, DO HEREBY RESOLVE AS FOLLOWS:**

NOV 15 2012 G.3

Section 1. That the Public Participation Plan set forth in this Section is hereby adopted.

TOWN OF PAYSON
GENERAL PLAN UPDATE
PUBLIC PARTICIPATION PLAN

The Town of Payson has planned for numerous public participation opportunities throughout the General Plan update process. This collection of opportunities will meet both the letter and spirit of Arizona's General Plan legislation and will include the following:

- **Community Survey**
  To facilitate public awareness of the planning process a community survey will be prepared and distributed to all Town residents and stakeholders via the Town's webpage. The survey may also be directly distributed by Town staff as desired. Surveys will also be distributed to middle school and high school students. The survey will obtain a broad array of public opinions and preferences on key subjects addressed in the General plan.

- **Kick-off Meeting: Visioning Session**
  This visioning session will create public awareness and provide education about the General Plan update process. Participants will identify their top priorities for the plan and the Town over the next decade and beyond. The results of this meeting will provide the foundation for the development of the General Plan's community goals and strategies.

- **Community Issues Identification Workshop**
  This follow-up meeting will delve deeper into the community's priorities by exploring topic areas through brainstorming, small group exercises, and identifying opportunities and challenges to be addressed in the General Plan.

- **Information Symposium**
  At this forum, the public will be presented with and discuss the identified critical issues and guiding principles for the draft General Plan.

- **Community Workshop 1**
  Land use, connectivity, open space and pedestrian amenities, design elements and community character will be discussed at this workshop.

- **Community Workshop 2**
  The draft General Plan will be presented at this workshop, along with a review and comment on recommended implementation tools and strategies.

- **Steering Committee**
  A diverse and community-oriented steering committee will conduct four meetings throughout the evolution of the General Plan update process. These meetings will be open to the public.

- **Website**
  The Town will post on its website the General Plan and planning process information, including the Community Survey. This information may include the project schedule, agendas, draft plan elements and reports, maps, updates and survey results.

- **Public Comments**
  The Town Council and the Planning Commission welcome written comments regarding issues presented. Written comments can be mailed to:

  Community Development
  Payson Town Hall
  303 North Beeline Highway
  Payson, Arizona 85541

- **Meeting Notices**
  The Town of Payson will post meeting notices for each meeting in a timely manner at accessible locations (i.e., Town Hall, Public Library, etc.), and the notices will meet or exceed state requirements for proper notification regarding date, time, and location.

- **Planning Commission Meetings**
  The General Plan will be developed in collaboration with the Planning and Zoning Commission. Its meetings are open to the public and allow opportunities for public comments. Meeting agendas and minutes are posted on the Town website, Town Hall and the Payson Public Library.

- **Public Hearing for Planning Commission Review**
  The Public Participation section of the State law requires municipalities to hold at least one (1) Planning and Zoning Commission public hearing prior to adoption of the General Plan. The Planning Commission will conduct such public hearing and provide other opportunities for the public to review and comment on the General Plan's development and final draft.

- **Public Hearing on Final Plan Adoption**
  The Town Council will hold a public hearing on the proposed General Plan. Following the public hearing, the Council may by Resolution and a 2/3's vote adopt the General Plan and submit it to the voters.

- **Submittal to the Voters**
  Following adoption by the Town Council, the proposed General Plan will be submitted to the voters for approval.

Section 2. That the Town of Payson, acting by and through its officers, employees, and contractors, is directed to take such steps as are required by the Public Participation Plan and such other steps as may be necessary to assure continuous public participation in the General Plan update process.

**PASSED AND ADOPTED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON** this _____ day of _____, 2012, by the following vote:

AYES _____ NOES _____ ABSTENTIONS _____ ABSENT _____

_____

Kenny J. Evans, Mayor

ATTEST:

Silvia Smith, Town Clerk

APPROVED AS TO FORM:

Timothy M. Wright, Town Attorney