

TOWN OF PINETOP-LAKESIDE

RESOLUTION NO. 13-1284

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA, DECLARING A PUBLIC PARTICIPATION PLAN FOR REVISION OF THE 2011 GENERAL PLAN FOR RESUBMITTAL TO THE VOTERS FOR APPROVAL.

WHEREAS, the Town Council on December 2, 2010 by Resolution No. 10-1136 approved the proposed new General Plan (hereinafter referred to as the "2011 General Plan") for submittal to the voters of the Town for ratification on the May 17, 2011 General Election ballot; and

WHEREAS, the voters did not ratify the proposed 2011 General Plan at the May 17, 2011 election, which resulted in the 2001 Regional Plan remaining in effect until a new plan is approved by the voters; and

WHEREAS, ARS § 9-461.06(M) requires the Town to either (1) resubmit the proposed 2011 General Plan to the voters, or (2) submit a revised 2011 General Plan to the voters; and

WHEREAS, the first step is for the Town planning agency staff to recommend to the Planning and Zoning Commission and the Town Council that the 2011 General Plan be processed for revision pursuant to Arizona Statutes; and

WHEREAS, citizen participation is the cornerstone of democratic government; and

WHEREAS, plans and programs are more effective when prepared, understood and supported by local citizens; and

WHEREAS, ARS § 9-461.06(C) requires that the governing body of each municipality in Arizona adopt written procedures to provide effective, early and continuous public participation from all geographic, ethnic and economic areas of the community in the development and major amendment of general plans.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Town Council of the Town of Pinetop-Lakeside hereby adopt the following purposes, policies, strategies, and guidelines for general plan adoption or major amendment to fulfill and surpass the public participation requirements mandated by statute.

A. The purpose of this Public Participation Plan is, specifically, to:

1. Afford every citizen, including non-property owners and minority stakeholder groups, equal access to the plan decision-making process.

2. Promote citizen involvement and encourage participation in Town government, through such entities as Citizen Committees, Boards, Commissions, and Council.
3. Engage citizen and interest groups in interactive, meaningful discussions about general plan issues and content.
4. Ensure that government decisions, programs, policies, and future planning directions are citizen-backed as well as citizen-driven.
5. Promote intergovernmental and interagency cooperation and collaboration.
6. Comply with Growing Smarter requirements and other planning and zoning statutes as amended under the Arizona Revised Statutes.

B. In order to accomplish these objectives, the following Policies and Strategies will be utilized:

General Public Involvement Policies:

1. The Town of Pinetop-Lakeside will solicit the active involvement of the general public in the review, design, and development of its plans to assure that such plans reflect the needs, desires, and visions of the community and region.
2. In addition, key individuals and groups with an interest in comprehensive planning will be targeted for participation. These representatives will include community and neighborhood organizations; local elected officials, organizations representing the elderly, disabled, and minority ethnic groups. To effectuate this policy, the Town of Pinetop-Lakeside will utilize the following strategies:

Strategies:

- a. The Town Council will call upon the Planning and Zoning Commission to study and make specific recommendations regarding the various plan goals, objectives, and policies.
- b. The Town will provide opportunities for individual meetings with various stakeholder groups, such as the Chamber of Commerce, homeowner associations, civic organizations, and the like.
- c. The Town Council, Planning and Zoning Commission, and Town staff will encourage the support of other citizen committees and neighborhood associations to provide ongoing input to the General Plan adoption and future amendment process.
- d. The Town will conduct public outreach from time to time including direct contact with members of the public to augment the input of public meetings.

- e. The Town will periodically post information on its website and/or publish a newsletter to report on general plan progress.
- f. The Town will work cooperatively with other groups using newsletters or other forms of communication as a way to publicize meetings.
- g. The Town Council recognizes the special needs of part-time and seasonal residents and, therefore, public outreach will endeavor to identify, contact, and obtain input from this group.
- h. The Town Council and Planning and Zoning Commission will provide supplementary community meetings and workshops prior to formal public hearings.
- i. The Town will make access available to planning documents and information materials, in paper and electronic formats, to all concerned citizens at a nominal cost.
- j. Pursuant to ARS § 9-461.06, the Town shall provide copies of the Public Hearing General Plan draft to applicable local, regional, state, or federal agencies no less than sixty (60) days in advance of and prior to its formal adoption to afford an adequate period for review, submittal of written comments, and public hearing testimony.

C. Guidelines for the Adoption or Amendment of the Town of Pinetop-Lakeside General Plan

1. Prior to adoption of the General Plan, or any major amendment, the following requirements shall be followed in accordance with ARS § 9-461.06:
 - a. At least one Public Hearing by both the Planning and Zoning Commission and Town Council shall be held prior to formal adoption of the General Plan or any subsequent major or minor amendment.
 - b. A minimum fifteen (15) day Public Notice of the two required Public Hearings shall be posted at the Town Hall, Post Offices, Magistrate Court, and other locations as deemed necessary by the Town Council.
 - c. In addition to minimum legal advertising, a quarter-page display ad, including an area map, shall be published prior to the two required Public Hearings in a newspaper of general circulation. The legal ad shall be published no less than fifteen (15) days prior to the hearing that will be held within 30 days of the publication.
 - d. Public copies of the draft General Plan or amendment thereof shall be made available for public inspection fifteen (15) calendar days in advance of the Public Hearings and for reproduction at a nominal cost.

- e. A compilation of all public comments and input from other local, state, and federal agencies received during the sixty (60) day review period shall be forwarded to the Town Council, Planning and Zoning Commission, and made available for public inspection.
- f. Formal adoption, re-adoption or amendment of the General Plan shall follow the following schedule as proscribed by ARS § 9-461.06:
 - (1) Adoption of the General Plan by Resolution of the Town Council is targeted for April 17, 2014 to reserve sufficient time for including a ballot measure for voter approval on the November 4, 2014 General Election ballot.
 - (2) All Major Amendments shall be adopted once a year on a date established by the Town Council.
 - (3) Minor Amendments may be adopted at any time during the calendar year provided all other requirements herein are met.
- 2. Voter Approval: The adoption and re-adoption of the General Plan shall require the ratification by the voters at an election pursuant to ARS § 16-204.
- 3. Time and Location of Meetings: The time and location of the Public Hearings shall be the ascribed time and location of the regular meetings of the Town Council and Planning and Zoning Commission, unless it is deemed necessary to provide an alternative time and location. Community meetings may take place at other appropriate facilities as deemed necessary.
- 4. Decorum: Public Hearings will be held in an atmosphere that encourages participation of all the affected parties, regardless of opinion. Intimidation or any acts that discourage full participation of all interested citizens cannot and will not be tolerated.
- 5. Speakers: Speakers may have one opportunity to speak in the meeting and may be limited to five (5) minutes each or greater based upon a consensus of the Town Council or Planning and Zoning Commission.
- 6. Procedure Amendments: The Town Council reserves the right to amend these procedures from time to time as deemed necessary by Resolution.

PASSED AND ADOPTED by the Mayor and Town Council of the Town of Pinetop-Lakeside, Arizona, this 17th day of October 2013.

TOWN OF PINETOP-LAKESIDE

ROGER WILLIAMS, Mayor

ATTEST:

LU ANNE FROST, Town Clerk

APPROVED AS TO FORM:

W. KENT FOREE, Town Attorney