



Office of the MPC

505 Travis Street | Suite 440 | Shreveport, LA | 71101
 phone 318-673-6440 | fax 318-673-6461

Neighborhood Participation Reference Cities

Coconino County, AZ

Name: Citizen Participation Plan (1990s)

Specific Projects:

- Zone Change Applications
- Conditional Use Permit Applications

Comments:

- There are mixed feelings but overall good results
- Applicants have often been understanding of residential feedback
- For cell tower cases, there have been agreements after these meetings
- Meetings have been smoothed out with planners identifying controversial choices during pre-application
- Clarifies to applicants that this is useful in address the opposition that would come up during the public hearing

Participation Waiver (*Zoning Ordinance - Section 5.3.B Administration, 1.e.3*):

An applicant may make a written request and receive a written determination whether; due to impractical circumstances, such as a site surrounded by federal lands, the requirement for a community meeting may be waived by the Director. At a minimum the request must explain why the applicant's citizen participation plan provides other adequate, alternative opportunities for citizens to express any concerns, problems or issues they may have with the proposal in advance of the public hearing. The Director shall make their determination a part of the written record in the case.

Del Mar, CA

Name: Citizen's Participation Program (2010)

Specific Projects:

- New detached structure containing more than 500 bulk floor
- Addition of a second-story element to a one-story structure
- Projects that, in the determination of the Planning Director, holds the potential to cause adverse impacts on the surrounding neighborhood

Comments:

- Positive responses due to having an active community who like to be involved
- Two participation meetings
 - 1st meeting is for citizens to voice their concerns
 - 2nd meeting is for the applicant to respond to concerns
- The two meetings shorten the application process by reducing the amount of problems that will arise at the beginning

Participation Waiver (*Municipal Code – Title 23, Chapter 23.09.066, 3*):

Any project that, in the determination of the Planning Director, working in consultation with the Chairperson of the Design Review Board, holds the potential to cause adverse impacts on the surrounding neighborhood and therefore, warrants the implementation of a Citizens' Participation Program. (**Note: this is in addition to actual conditions**)

Encinitas, CA

Name: Citizen Participation Program (2001)

Specific Projects:

Every application for development/construction that requires a discretionary permit or administrative review. The following exceptions are listed below:

- Construction of one single family dwelling
- Signs
- Sign Programs
- Certificates of Compliance
- Extension Requests
- Lot Line Adjustments
- Ministerial Applications

Comments:

- No pushback from Developers
- Intense interactions for certain projects (primarily subdivisions due to a lack of free land)
- The feedback on the process seemed indifferent for other types of projects besides the subdivisions

**Office of the MPC**

505 Travis Street | Suite 440 | Shreveport, LA | 71101
 phone 318-673-6440 | fax 318-673-6461

New Orleans, LA

Name: Neighborhood Participation Program (2012)

Specific Projects:

All applications for variances, with the exception of applications for variances involving a single-family or two family dwelling.

Comments:

- Developers are were on board with the program, except for the liquor lobby (particular individual)
- Citizens have prolonged projects that were not favored
 - This was done by criticizing the developer's execution of the participation process
 - It was noted that the Executive Director could show some leeway during the process
- There have been cases where developers decided not to continue with a project after speaking with the community
- Councilmember must be notified of the projects and meetings along with the community

Oakland Park, FL

Name: Neighborhood Participation Meeting Program (2009)

Specific Projects:

Site Development Plan Reviews:

- New multi-family buildings (3 units or more)
- New non-residential buildings and expansions of the same involving more than 25 percent of the gross floor area of the building
- Any site development plan that requires a public hearing or quasi-judicial public hearing
- Other site specific applications or construction projects requiring a public hearing or quasi-judicial public hearing

Comments:

- Developers were voluntarily meeting with the community prior to a participation program so there was not too much negative feedback
- The program helped to clarify rumors and misinformation to councilmembers and citizens
- The program also helps commissioners from being blindsided by cases that neighborhood associations often know about first
- Developers often will reconsider buffer, traffic, and other effects a project will have on the community
- There was no negative feedback from developers, who saw the program as an aid

Topeka, KS

Name: Citizen Participation Process (2012~2013)

Specific Projects:

All Land Development Applications including the following:

- Re-zoning
- Conditional Use Permit
- Planned Unit Development Plan
- Major Amendments to Planned Unit Development Plans
- Vacations
- Major Subdivision Plats

Comments:

- Developers are usually questioned and
- Good overall response from the community
- The program has cut back on the planning commission where citizens would voice their opinions on the process
- There is no extended time due to the program
- Applicants are informed of this meeting requirement during the Pre-PAC and often schedule a meeting time right after the Pre-PAC
- Staff attend the meeting to address any planning related questions