

MILES NEIGHBORHOOD PLAN PROJECT

Information on Steering Committee

Instructions: If you are interested in being considered for membership on the Miles Neighborhood Plan Steering Committee, please review the following information and complete the attached application.

ROLE OF NEIGHBORHOOD PLAN STEERING COMMITTEE

The Steering Committee will work with City of Tucson staff to:

1. Serve as representative of and liaison to neighborhood stakeholder* group (see next section) for the period of developing a neighborhood plan, approximately twelve months.
2. Plan and implement outreach in the neighborhood to enhance participation of stakeholders in the development of a neighborhood plan.
3. Assist in identifying stakeholder issues and concerns and develop possible strategies to address those issues.
4. Assist in bringing together the various stakeholder groups to participate cooperatively in developing a neighborhood plan.
5. Participate in (a) monthly Steering Committee meetings, (b) monthly public meetings, and (c) other related decision-making and educational activities as may be determined by the Steering Committee. A commitment to regular participation in these meetings will be requested of members.
6. Actively participate in committee reviews of neighborhood plan recommendations.

COMPOSITION OF COMMITTEE

The goal is to have a committee that represents major private property types within the neighborhood. Public property in the neighborhood will be represented by advisors to the Steering Committee from the appropriate jurisdiction/agency/department (see next page). Neighborhood stakeholders may include any of the following people:

- Residential property, owner-occupied/resident (resident owns the housing).
- Residential property, renter/resident (resident rents the housing).
- Residential property, absentee-owner/landlord (owner of rental housing, lives elsewhere).
- Vacant residential property owner (potential home-builder, developer, etc.).
- Commercial property owner with on-site business.
- Commercial property renter with on-site business.
- Commercial property absentee-owner/landlord (owner of rental commercial property).
- Vacant commercial property owner (potential commercial builder, developer, etc.).
- Neighborhood private nonprofit organization/property owner
- Neighborhood private nonprofit organization/property renter
- Other – applicant may describe another category for consideration

*What is a stakeholder? A stakeholder is a person or group that has an interest or investment in an issue or organization. In this case, it is anyone who has an interest or investment in the Miles Neighborhood.

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Steering Committee Information (continued)

SELECTION PROCESS

The Steering Committee will be selected through a process including the following steps:

1. Application forms will be sent with the first public meeting invitations to a mailing list of stakeholders. The list will be made up of (1) the mailing list developed and used by the City of Tucson for official neighborhood association mailings to all addresses within the official neighborhood boundaries, and (2) a mailing list from the Pima County Assessor's Office of all currently listed property owners within the City-designated official neighborhood boundaries.
2. Application forms will also be available at the Ward V Council Office (4300 S. Park Ave, Tucson, AZ 85714) or on the City website at www.ci.tucson.az.us/planning and at the first public meeting.
3. The Applications will be received by mail, fax, or email to the Department of Urban Planning and Design, or by hand delivery to the office of the Ward V Council, or at the first public meeting.
4. Applications must be received at the location noted above no later than **October 20, 2008**.
5. Application forms will be sorted according to stakeholder representation (see Section above) and reviewed by a Selection Committee composed of representatives of the Ward Council Office, the Department of Urban Planning and Design, and the Neighborhood Association President or designate. Where more than one category is checked, selection will be based on the checked category with the largest area of property listed.
6. Review will be made according to the following criteria: (a) membership in at least one of the listed stakeholder categories listed (the "Other" category will be considered by the Selection Committee also); (b) ability to fulfill the role as listed in the Section above; and (c) reasons for wanting to serve on the Steering Committee. These reasons may include past participation or experience working with the stakeholder group to be represented or evidence of the ability to do so, and ideas for enhancing the participation of the designated stakeholder group.

STEERING COMMITTEE ADVISORS

Advisors to the Steering Committee will be brought together as needed and may include any or all of the following representation:

- Public agencies with property, infrastructure, etc., located within the neighborhood or desired to be located within the neighborhood, such as parks, public schools, streets, mass transit, water and sewer, fire, police, waste management
- Builders, developers, etc., to bring additional insight and expertise
- Non-profit organizations and professional groups
- Leaders from other neighborhoods who have experience with neighborhood planning.



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