

**Proposed Plan for NCAC First Priority Projects – Comparison with Current Program**

<b>Current NCAC Procedure</b>	<b>Proposed Process</b>
<p>The current process is different for street projects than for parks projects. The following details focus on the current policy for street projects</p>	<p>The new process envisions a single process that would cover both street projects and park projects</p>
<p>Community Associations decide on “first priority” projects based on their currently-filed plans</p>	<p>The new plan also requires that “first priority” projects be included in the association plans.</p>
<p>The first step is a clipboard survey of affected residents, primarily those whose frontage would be directly affected by the project. The tally for 60% approval is based on percentage of frontage for properties</p>	<p>The new plan eliminates the clipboard process completely. Instead, it requires the Community Association to have a neighborhood-wide meeting to determine the “first priority” project.</p> <ul style="list-style-type: none"> <li>• Community stakeholders are defined as those, 18 years old or older, who live within the boundaries of the civic association. These include owners and renters, absentee owners, property managers or business owners of establishments within the civic association.</li> <li>• Principal stakeholders are those whose properties would be directly impacted by a proposed project, particularly frontage owners in street enhancement projects. Parks projects have no principal stakeholders.</li> <li>• Civic associations would be required to publicize any meeting for the selection of “first priority projects” at least 30 days in advance of the meeting. The group can consider multiple requests.</li> <li>• Notification of the meeting should be widespread and documented. Newsletters or list serves that reach an entire neighborhood are sufficient. However, many civic associations are not able to reach everyone within their boundaries through these channels. We encourage them to use other means to engage in “special outreach.” The methods they choose are voluntary, but we ask that they document their outreach. It is not necessary to guarantee that everyone who lives within the boundaries has received notification, only</li> </ul>

	<p>that the association has made reasonable accommodation to that end.</p> <ul style="list-style-type: none"> <li>• Every stakeholder should be welcome to attend the meeting and vote, regardless of official membership in the civic association. The organization may choose to monitor the meeting to ensure that those voting actually live within the civic association boundaries.</li> <li>• There will be NO proxy voting. However, primary stakeholders who can't attend the meeting can give an absentee vote directly to the President of the civic association, to be included in the vote tally.</li> <li>• NC staff may participate in the meeting to answer questions and give general guidance about the proposed projects in order to allow the civic association to make an informed decision.</li> <li>• A simple majority vote greater than 50% is needed to move forward. The civic association President would write a letter to NCAC indicating the neighborhood's "first priority" project.</li> <li>• The association will retain all records of the process, including meeting notes, voting results, and documentation describing the notification process, until the NCAC project is completed.</li> </ul>
<p>Following the first clip-board survey, which just expresses general interest in the project, county staff (DES) conducts a field study and creates an initial design.</p>	<p>NC and DES staff will act in good faith to conduct a field study, prepare an initial design with estimate of costs, conduct a meeting with the community to discuss the initial plan, again with broad notification to all stakeholders and giving at least a 30-day notice. The meeting is designed to inform everyone. However, detailed plans will focus particularly, but not exclusively, on the impact on Principal Stakeholders.</p>
<p>The design will be presented to the civic association and a second, more formal final petition is sent by NC staff. In order for the project to qualify for funding, 60% of the affected linear frontage must approve. Staff sends the survey to pertinent property owners, including off-site owners. Those who fail to submit a vote by a set date are considered "yes" votes. If the</p>	<p>If the civic association wishes to consider rejecting the project after the County completes its design work, it must hold another meeting and the vote for rejection must be greater than 70% of the stakeholders attending the meeting. NC staff may attend the meeting to discuss the proposal. If the civic association rejects the proposal, it will lose all points it may have accrued for the project.</p>

survey "fails" to pass, the project dies and the civic association loses all points for the project.	
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