

# **Beauregard Rezoning Advisory Group**

**July 16, 2012**

**Meeting #1**

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## **MISSION OF THE GROUP**

Provide recommendations to City staff on the rezoning(s) within the Beauregard Small Area Plan to ensure consistency with the Beauregard Small Area Plan (excluding affordable housing).

- a. **New Group**
- b. **New Mission**
- c. **New Tasks**

## **TASKS OF THE GROUP**

As part of the rezoning(s), provide recommendations on the following tasks and subjects to ensure consistency with the Beauregard Small Area Plan:

- The location(s) and potential programming for the open space to be acquired using the \$1.5 million federal BRAC funding;
- The Ellipse and associated improvements at the intersection of Seminary Road and Beauregard Street;
- Transportation phasing and transportation improvements;
- Land use, open space and sustainability; and
- Phasing of Plan improvements.

## **PUBLIC TRANSPARENCY**

- Time reserved at the end of each meeting for public testimony.
- Spanish translation services will be available at each meeting
- Information will be posted on the City's website
- Audio and video provided for each meeting – to be posted on the City's website in a timely manner.
- Meeting summary provided for each meeting – approved by the advisory group at each meeting for the previous meeting.

## **EXPECTATIONS OF MEMBERS**

- Attend every meeting. When absence is unavoidable, members are encouraged to make up for missed meetings by reviewing all information and completing any assignments;
- Arrive at meetings prepared by doing any assigned reading or activities;

- Support the process and each other in finding solutions to the assigned tasks; and
- Serve as a conduit to the community or commissions by keeping them informed of the activities of the proposed Beauregard Small area rezoning(s) and bringing their ideas and concerns back to the group.
- Members will report back to the boards, commissions, groups and civic groups that they represent and communicate to the Advisory Group any positions, comments, or advice from the groups they represent.

**CHAIR RESPONSIBILITIES**

- Preside over meetings;
- Serve as a spokesperson for the Advisory Group; and
- Work with City staff to set agendas.

**PROCESS – SCHEDULE**

<b>July – Aug</b>	Open Space
<b>September</b>	Alternatives Reports
<b>October</b>	Design Guidelines

**FINAL PRODUCT**

The Advisory Group will forward a letter(s) to the Director of Planning & Zoning, which will include the comments, and recommendations of the Advisory Group regarding the proposed rezoning(s). The letter will be transmitted to the Planning Commission and City Council as part of the rezoning(s) application(s).

**HOUSEKEEPING**

**Roberts Rules of Order – Informal vs. Formal**

**Minority Opinions/Report:** In cases where common ground cannot be identified, dissenting members may include a minority opinion report or letter to ensure an accurate reflection of the viewpoints of the Advisory Group.

**Group Voting:** Formal voting procedures may be used to get a sense of the group preferences or if required or needed at the discretion of the Chair.

**Meeting Schedule:** Recommend date for meetings is the third Monday of each month.

**FOIA:** See FOIA handout for additional information.