



# COMMUNITY ENGAGEMENT PLAN

## Planning for our Future

2019



## OVERVIEW

Littleton has always been a great place and we want it to stay that way! Our future vision (adopted December 18, 2018) creates a solid foundation and defines our shared community values and what impacts those shared values. This vision and its guiding principles are now a guide to help the community make decisions, inform policy, and ensure our community never loses its heart and soul - what makes Littleton, Littleton - as it continues to grow and thrive.

Envision Littleton to this point has been successful because it is a partnership between the community, the city, and our consultants. The Envision Team will again ramp up community dialogue, with targeted outreach efforts throughout 2019 to gather broad community input from residents, businesses - owners and employees, and visitors. The team's goal is to leverage community input from existing community events, city communication outlets, and community groups, while creating new opportunities and relationships for other ongoing city community engagement.

This community engagement plan is designed to gather community input and lay the foundation to continue and expand the community conversation about the look and feel of Littleton through the Comprehensive Plan update and Transportation Master Plan creation.

We view community engagement as both a process and an outcome. We will draw from the expertise of our community, listening and learning from them so that the final plans reflect our shared values. We are invested in making the phases of planning clear and easy to understand.

The city is working daily to incorporate the vision and guiding principles into its strategic planning and routine operations to ensure values-based and priorities-driven decision making. All who have contributed so far to Envision Littleton must remain stewards of the vision our community has put forward. This will ensure that Littleton is among the places where visions and values endure across decades and generations.

## What did we learn?

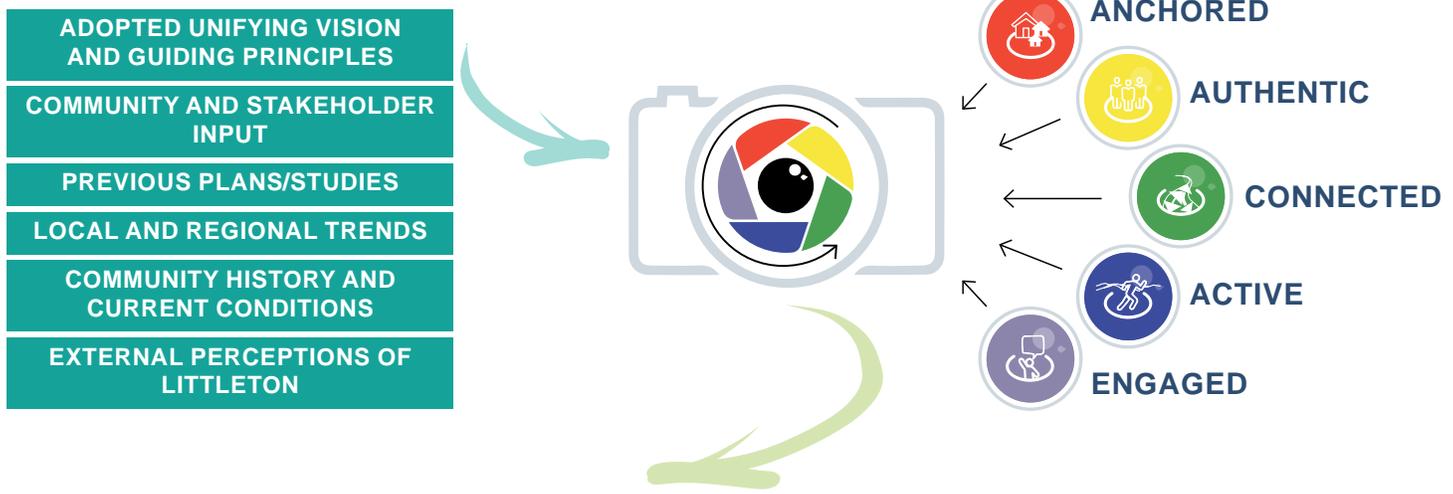
We want to tailor the engagement to each experience so that we can build long-term awareness and engagement that not only helps us plan, but also begins to build our shared future. We learned from you in 2018 about how important it is to keep our ears open. As we continue Envision Littleton and plan for our next 10-20 years, we pledge to:

- Strive to involve everyone including residents, employers, employees, and visitors
- Work in partnership with our residents, businesses, and visitors
- Tailor our interactions to bring out the wisdom of our participants
- Be systematic in how we compare and analyze what we hear
- Build long-term relationships for all city efforts
- Show participants how their input is used throughout the process
- Build upon existing efforts, activities, and resources
- Maintain flexibility to maximize opportunities and input
- Be transparent

# HOW WILL WE MAKE DECISIONS?

- The Unifying Vision will be the basis for decision making.
- The Guiding Principles will be used as filters to determine priorities.
- Scenarios will be required to meet the Guiding Principles before they can become a priority.

## INPUTS



## OUTPUTS



## When will we make decisions?

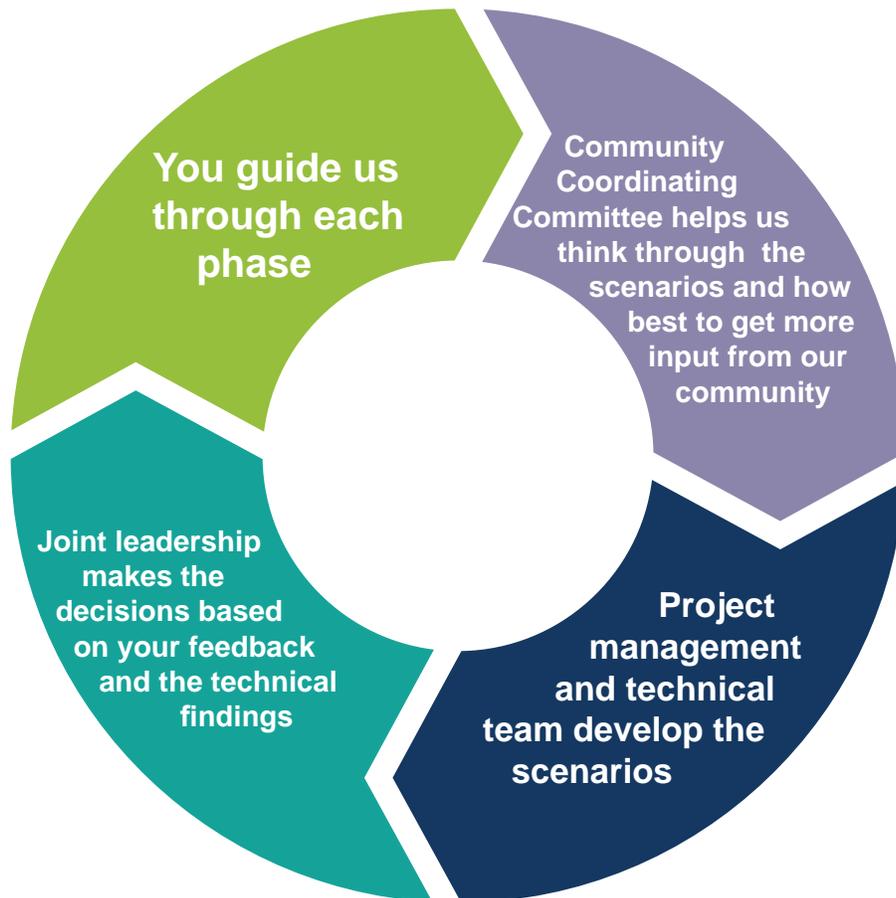


# LETS WORK TOGETHER

A number of communities in the metro region are nearing completion of their comprehensive planning processes and engagement activities. The Envision Team continues to meet with key staff in these communities to learn best practices, lessons learned, and improve our efforts.



Innovation and new partnerships are at the heart of Envision Littleton. We are looking for new, exciting ways to tell our collective story as a community. We worked hard in 2018 to form new partnerships, build new relationships and lay a foundation for our shared future vision. We want your creative ideas about how we can support your events and/or get you, your neighbors, networks, and others involved.



# ROLES & RESPONSIBILITIES

## ROLE 1 YOU

Throughout the process of defining the unifying vision for the City of Littleton in 2018, the community shared stories and memories about Littleton, along with their desires and concerns for its future. This input has been the basis of beginning the work of the Comprehensive Plan and Transportation Master Plan in 2019. Hearing directly from you is the most important input that we receive throughout this process. We listen to your needs and study the existing conditions in our city. Then we can compare what we learned and create next steps. The joint leadership decides the direction and then we come back to you throughout the scenario planning so that you help us decide what is possible and together prioritize the scenarios that make sense. Your involvement in each phase, both learning about the city and sharing your experiences will make the next steps easy to identify.

## ROLE 2 JOINT LEADERSHIP OF CITY COUNCIL AND PLANNING COMMISSION

Envision Littleton will be guided by the decisions of the joint leadership of city council and the planning commission. Each of the four beginning phases of Envision Littleton will require the joint leadership to determine possible steps, incorporate the input of the community, and determine the next steps for the plan. City council members will bring their expertise as the policy-making body for the city. As the elected representatives of the city, they will combine their experience with policy on a myriad of issues, understanding of the city budget, and the input they receive from the community at-large as well as local and regional stakeholders. Planning commission members will bring their shared expertise for reviewing and making recommendations on major land-use recommendations for adoption by city council.

## ROLE 3 PROJECT MANAGEMENT AND TECHNICAL TEAM

The project management and technical team consists of City of Littleton staff and the consultant teams of Kendig Keast Collaborative and HDR. The roles and responsibilities of the team include:

- Analyze and summarize relevant data
- Coordinate with internal departments and external partners for technical analysis, meeting presentations, etc.
- Incorporate planning concepts into the public involvement process
- Engage and receive input from the community and other stakeholders
- Organize education and engagement opportunities
- Regularly update the project website
- Prepare draft and final project documents for review by joint leadership through each phase

## ROLE 4 COMMUNITY COORDINATING COUNCIL

The Envision Littleton Community Coordination Committee (CCC) has been appointed for 2019 and will meet six times during the year. The CCC will act as an advisory body for the combined comprehensive and transportation master planning process in 2019. Individually, members will be ambassadors for Envision Littleton, liaisons to their boards and commissions, provide significant feedback, and help guide the plans towards greater community input by serving as communication liaisons for the project to residents, businesses, and key stakeholders in the City of Littleton. Committee members will help inform each of the five phases of Envision Littleton to help prioritize strategies and potential priority projects for the future of the City of Littleton. Members will provide advice and direction to inform the update of the comprehensive plan and creation of the transportation master plan. The committee plays an advisory role and produces recommendations for the project team, planning commission, transportation & mobility board, and the city council.

## ROLE 5 CITY OF LITTLETON DIRECTORS AND STAFF

The unifying vision and guiding principles provided by the community are now being incorporated into every department at the City. The unifying vision sets the foundation for how joint leadership will approach and develop the comprehensive and transportation master plans. In many ways these combined plans will evolve the way we do business as a city and ultimately define our aspirations for the future. We will work closely with each department in the city to re-imagine their goals, deliverables, and collaborations. Each of the city departments represent a unique perspective and collaboration so we don't want to move forward without including their input during each phase.

## SO, WHAT'S NEXT?

After the great achievement of adopting the Envision Littleton Plan and hearing what was most important to the community, the City has now launched a Comprehensive Plan Update (the first since 1981) and the first ever Littleton Transportation Master Plan -- both to be completed in October 2019.

### What is a Comprehensive Plan?

The comprehensive plan is a municipality's road map for the future. It is an official public document that provides long-range policy direction for land use, transportation, economic development, housing, public facilities, preservation, conservation and natural resources. It serves as a guide for elected and appointed officials by providing a framework that can be used to evaluate and direct community growth responsibly. A comprehensive plan is the only public document that describes the community as a whole in terms of its complex and mutually-supporting physical systems.

The comprehensive plan will:

- Maintain and enhance Littleton's community character in connection with the unifying vision and guiding principles
- Reflect factual changes since 1981 (the city's last fully adopted comprehensive plan)
- Build on recent and earlier efforts such as plans, surveys, studies, and publications
- Show the connection to regional and local partner plans
- Ensure adequate resources and services are available to implement priorities
- Scale to local circumstances, resources, level of government and authority
- Provide for the timing and location of development or redevelopment -- something that zoning or subdivision regulations by themselves do not (zoning and regulations are the legal means of implementation of the broader picture created through a community's comprehensive plan)
- Provide guidance for future decisions affecting city infrastructure, city programs, and private development

### What is a Transportation Master Plan?

The Transportation Master Plan (TMP) will help address the challenges of facilitating mobility and access in a strategic manner, within the reasonable fiscal constraints of the city's budget and limited state and federal funding opportunities, and in a way that is responsive to anticipated demographic and technological changes. It will be coordinated with regional plans and investments, and provide equality and support for all segments of the community. With influence from the City of Littleton's Comprehensive Plan and other guiding documents, the TMP will establish the city's ultimate transportation system vision, the policies to support that system, and capital projects that are prioritized with consideration of funding constraints. The final TMP will provide a long-term transportation vision for the City of Littleton, and serve as a guiding document for improvements to roadways and multimodal transportation networks.

Some of the topics Littleton's TMP will address, which are typical in all TMP processes, will include:

- Littleton's community character and the city's goals and vision
- Neighborhood traffic management and safety
- Pedestrian and bicycle safety, including safe routes to schools
- Adequate infrastructure and access for business and employment centers
- Infrastructure barriers and gaps within the city (i.e. river, railroad, highway)
- Managing transportation demand and analyze single occupancy vehicle use
- Mobility connections to and from Littleton transit stations
- Regional land use and growth projections and traffic resulting from growth within and outside the city
- Livable communities, and the nexus between land use, housing, and transportation
- Social equity and access for vulnerable populations
- Impacts to emergency response providers
- Autonomous vehicles and other emerging technologies
- Potential parking deficiencies
- Achieving ADA compliance

# ENVISION LITTLETON



**TRANSPORTATION MASTER PLAN**  
HELPS ADDRESS THE CHALLENGES OF FACILITATING MOBILITY AND ACCESS IN A STRATEGIC MANNER



GUIDING PRINCIPLES

INFORMING POLICY

PROTECTING THE COMMUNITY'S VALUES

ENSURING LITTLETON NEVER LOSES ITS HEART AND SOUL



**COMPREHENSIVE PLAN**  
A MUNICIPALITY'S ROAD MAP FOR THE FUTURE



*Have an idea for us? Questions or comments?*

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