



# COMMUNITY ENGAGEMENT PLAN

## Phase 1 Vision Plan



## OVERVIEW

Littleton has always been a great place and we want it to stay that way! With the community's help, the City of Littleton is thinking about the future of our City over the next 10-20 years through Envision Littleton.

Envision Littleton is a partnership between the community, the City, and Kendig Keast Collaborative (KKC). Envision Littleton kicked-off in April 2018 and the Envision Team (city staff and KKC) started gathering community input through small group listening sessions, neighborhood living room sessions, and the City's civically engaged leaders serving on Boards, Commissions, and volunteer groups.

The Envision Team continues to ramp up this community dialogue, with targeted outreach efforts in July and August 2018 to gather broad community input from residents, businesses owners, employees, visitors, and various stakeholders in Littleton. 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 lasting City engagement.

This community engagement plan is designed to gather community input for the vision plan and establish long term relationships with community members. While the input for Envision Littleton and creation of a vision plan is focused on asking as many residents, employers, business owners, employees, and visitors about the future of Littleton, this process is ultimately designed to lay the foundation to expand the community conversation about the look and feel of Littleton through the Comprehensive Plan update in 2019.

### WHY START WITH VISION?

Envision Littleton imagines the future of our city over the next 10-20 years. We listen to what you value, why you love Littleton, your concerns, and the future. A vision is a broad statement of what a community hopes and intends to be like in the future. With words and images, it offers a picture of that future, to provide inspiration, motivation and a framework for more detailed planning and decision-making.

Littleton's vision plan will reflect our basic local values, identify what matters most to the community, and create a picture of how we as a community wish to be viewed by others. It will then help to inform the update to the City's comprehensive Plan and creation of a Transportation Master Plan, as well as be the overarching direction for all our future efforts.

*We need your help to do it right!*



## ENVISION LITTLETON GUIDING PRINCIPLES

The goal of this phase of community engagement is to tailor the engagement to each group, go to the community where they are already gathering, and build long-term relationships, awareness, and engagement throughout all the phases of the Envision Littleton process.

During both the first vision plan phase and the second comprehensive plan phase we are guided by the following principles:

- We are working in partnership with our residents, businesses, and visitors.
- We are transparent.
- We strive to involve everyone including residents, employers, employees, and visitors.
- We tailor our interactions to bring out the wisdom of our participants.
- We are systematic in how we compare and analyze what we hear.
- We are building long-term relationships for all City efforts.
- We show participants how their input is used throughout the process.
- We build upon existing efforts, activities, and resources.
- We maintain flexibility to maximize opportunities and input.

## COMMUNITY EVENTS

To ensure input is sought from a broad cross-section of Littleton, the Envision Team will focus on existing community events during July and August and well as ongoing presentations to established groups.

From there, the Team will analyze all the input and comments, vet the draft vision with Planning Commission and City Council, and finalize a draft vision plan in September. This draft vision plan will then be back out in the community in October for additional input. The final vision plan will be presented to Planning Commission and City Council for adoption in November and December.

### *How we are getting the word out!*

- ▶ Website
- ▶ Publish Envision Littleton Calendar
- ▶ Online Survey
- ▶ Tweets
- ▶ Facebook and Instagram Posts
- ▶ Nextdoor Posts and Social Media
- ▶ E-Blasts from Littleton Plans & Economic Development
- ▶ Online Littleton Report
- ▶ Press Releases
- ▶ City of Littleton Employee Events & Newsletters
- ▶ Updates on City Communication Networks
- ▶ Engage Volunteer & Service Clubs
- ▶ Partner with the Museum, Library, & South Suburban
- ▶ Engage Employers & Employees through On-Site Events
- ▶ Attend all Meet, Greet, and Eats in the City
- ▶ Attend July and August Littleton Jams
- ▶ Create New Events with Partners
- ▶ Community Dinners
- ▶ Living Room sessions Hosted by Citizens
- ▶ Employee Lunch & Learns
- ▶ Pop-Up Events at Employee Fairs
- ▶ One-on-One Employer Interviews
- ▶ Employee Focus Group Listening Sessions
- ▶ Attend & Present at Business Events
- ▶ Envision Postcard Mailed to All Residents/Businesses
- ▶ Flyers at all City Meetings
- ▶ Channel 8 Segments



# GETTING THE WORD OUT

<b>Open Houses</b> 	<b>Facebook</b> 	<b>Presentations</b> 	<b>Online Survey</b> 
<b>Kids Contest</b> 	<b>LinkedIn</b> 	<b>Articles</b> 	<b>Mobile Survey</b> 
<b>Pop-Up Events</b> 	<b>Listening Sessions</b> 	<b>Living Room Sessions</b> 	<b>Nextdoor</b> 
<b>Twitter</b> 	<b>Pop-Up Open Houses</b> 	<b>Instagram</b> 	
<b>15 Weeks of Events</b> 	<b>Bookmarks</b> 	<b>Community Dinners / Socials</b> 	<b>Channel 8</b> 
<b>Marketing Items</b> 		<b>littleongov.org</b> 	

## WE WILL LEARN FROM OTHERS AND IMPROVE OUR ENGAGEMENT

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



Envision Littleton will be a statewide and national model for gathering community input, building long term relationships, and creating a legacy vision plan to guide the City of Littleton over the next 10-20 years.

## VISION PLAN ENGAGEMENT TIMELINE



- 4/10**–City Council Study Session: Introductory Meeting with KKC
- 4/11**–Planning Commission Study Session: Introductory Meeting with KKC
- 4/10-12**–Engagement Activities: 6 informal discussions with stakeholder groups representatives
- 5/23**–Identify Project Manager
- 5/24**–Develop Branding/Logo
- 5/16**–Develop Online Survey
- 5/31**–Launch Website
- 5/22**–Meet, Greet, & Eat–Ketring
- 5/29**–Listening Sessions with KKC
- 6/12**–Council Study Session
- 6/15**–Launch Online Survey
- 6/15**–Begin Targeted Outreach through Littleton Plans
- 6/15**–Begin Targeted Outreach through Littleton Plans
- 6/21**– Pop-Up at Field Day
- 6/26**–Meet, Greet, & Eat–Trailmark Park
- July Events** (see updated calendar on [envisionlittleton.org](http://envisionlittleton.org))
- 7/18-20**–Community Events & Presentations with KKC
- 7/24**–Meet, Greet, & Eat - Harlow Park
- 8/15-17**–Community Events & Presentations with KKC
- August Events** (see updated calendar on [envisionlittleton.org](http://envisionlittleton.org))
- 8/15-17**–Community Events & Presentations with KKC
- 9/4-9/21**–Data Analysis and Draft Vision Elements to Create Draft Plan
- 9/10**–Planning Commission Update
- October**–City Council Study Session–Recap of Engagement & Draft Vision Elements
- October**–Draft Plan Open House at the Craft Fair Festival
- Early November**–Community Input Blended with Draft Vision
- November**–Draft Vision Plan joint review Planning Commission & City Council
- December**–Council Adopts Vision Plan
- January**–Council Kicks-Off Comprehensive Plan Process

## ENVISION ENGAGEMENT CALENDAR (AS OF JUNE 28)

### APRIL

North Littleton Promise–Outreach Interview  
 Murib Properties–Outreach Interview  
 South Park Owners Association–Outreach Interview  
 Sunshine Boys Group– Outreach Interview  
 Littleton Leadership Academy–Outreach Interview  
 South Metro Housing Options–Outreach Interview  
 Arapahoe Community College–Outreach Interview  
 Littleton Public Schools Foundation–Outreach Interview  
 Doctors Care–Outreach Interview

### MAY

Meet, Greet, and Eat–Ketring Park  
 Volunteer Mediator Group Members–Listening Session  
 Police Citizens Academy Alumni–Listening Session  
 Bemis Street Neighbors Living Room Session  
 Littleton Business Chamber–Board Members–Listening Session  
 Living Room Session Hosted by Paul Bryant  
 South Metro REALTORS Listening Session  
 Columbine Square Communication / Outreach Group Members Listening Session  
 Amita Plaza Senior Living Listening Session  
 Highline Crossing Co–Housing Listening Session  
 Historic Preservation Board Listening Session  
 Members of Housing Committee Listening Session

### JUNE

City of Littleton Employee Field Day  
 Meet, Greet, and Eat–Trailmark Park

### JULY

First Friday & History Tours  
 Licensing Authority Board meeting  
 Historic Downtown Littleton Merchants Association Presentation  
 THAC Production at Town Hall Arts Center  
 Historical Preservation Board  
 Littleton YMCA Lunch and Learn with Silver Sneakers  
 Globus Family Brands Employee Engagement  
 Littleton Adventist Hospital Employee Engagement  
 Littleton Museum Concert  
 Lara Lea & Regal Apartments with CHDA  
 Fine Arts Board Meeting  
 Kendig Keast Collaborative On-Site Visits  
 Arapahoe Community College Vice Presidents Listening Session  
 South Suburban Parks and Recreation  
 Littleton Leadership Academy Participants & Alumni  
 Littleton Business Chamber Member Event  
 Turkey Leg & Wine Hoedown  
 Littleton Optimists Weekly Meeting  
 Littleton Sunshine Group  
 South Metro Housing Authority  
 Town Hall Arts Center  
 City of Littleton Employees Ice Cream Social  
 Bemis Library  
 Meet, Greet, and Eat–Harlow Park  
 Aspen Grove Farmers Market

## ENVISION ENGAGEMENT CALENDAR (AS OF JUNE 28)

### AUGUST

First Friday & History Tours  
 Littleton Twilight Criterium  
 National Night Out  
 Little Jams #3  
 Western Welcome Week  
 Kendig Keast Collaborative On-Site Visits  
 Western Welcome Week Grand Parade  
 Meet, Greet, and Eat—Writer's Vista Park  
 Aspen Grove Farmers Market

### OCTOBER

Open House at the Museum Craft Fair  
 Open House at the Paris Street Market  
 Planning Commission and City Council Study sessions on draft vision plan  
 Open House at the Harvest Festival  
 Open House at the Littleton Stride EXPO

### NOVEMBER

Planning Commission Formal Review & Recommendations

### DECEMBER

City Council for Formal Review and Adoption

... Visit [envisionlittleton.org](http://envisionlittleton.org) for the most up-to-date calendar of events. ...

## WE ARE DOING THINGS DIFFERENTLY

Innovation and new partnerships are at the heart of Envision Littleton. We are looking for new, exciting ways to tell the story of Littleton, and getting people more involved to create a unifying citywide vision plan for the future. These outreach efforts and partnerships formed during phase one will be the foundation for community engagement and involvement during phase two.

The Team's dedication to involving as many community members as possible means that new opportunities and partnerships are emerging, for both the vision plan and comprehensive plan engagement. We want your creative ideas so think about how we can support your events and how we can get you, your neighbors, networks, and others involved.

### AND IF YOU HAVE ANY QUESTIONS ABOUT THE ENVISION LITTLETON PROCESS, CONTACT:

**Kathleen Osher**

Special Project Manager  
 Littleton Community Development

☎ 303-356-9834

✉ [kosher@littletongov.org](mailto:kosher@littletongov.org)





[envisionlittleton.org](http://envisionlittleton.org)

