

# Lyons Primary Planning Area Master Plan

Planning Process **Ground Rules** - modified **May 24, 2016**

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**Note:** *The ground rules are not presented in any particular order and may be updated throughout the planning process.*

The project team representatives will make every effort to:

1. ... **make information easily accessible to participants in the process** (providing handouts at meetings vs. making the information available on the project page accessible through a link on the Town's website [www.townoflyons.com](http://www.townoflyons.com)) with the **preservation of valuable resources** (use of paper)
2. ... **respond to project-related questions** -- raised during a community workshop venue, asked during a public meeting where a project representative is present, or submitted to the Town's Project Manager (Matt Manley at [mmanley@townoflyons.com](mailto:mmanley@townoflyons.com) or 303.823.8250) -- and provide both the question and response on the project page
3. ... acknowledge the presence of, and periodically review, local venues for communication, but **not respond to either comments or questions related to this project unless submitted in one of the formats identified in No. 2 above**
4. ... **notify interested parties** about project-related meetings or other meetings where this effort will be discussed
5. ... **encourage participation** by any individual or group with an interest in the planning area or community, and **document their input**
6. ... **incorporate input received and knowledge gained** without **bias or preconception**
7. ... **avoid rushing the planning process for any individual interest or request**, yet **meet established deadlines** (identified by the funding entity -- the State of Colorado), including expiration of the grant which is **November 2016**
8. ... give appropriate consideration to the **concerns and objectives of residents, business owners, and property owners in both the Town and LPPA** whereas there will be shared impacts
9. ... **provide data and analyses** necessary for participants in the process and other stakeholders to provide **informed input** and understand **potential consequences**

Source: Ricker|Cunningham, [www.rickercunningham.com](http://www.rickercunningham.com) 303.458.5800.