

## APPENDIX I

### VILLAGE OF BALD HEAD ISLAND CITIZEN PARTICIPATION PLAN

#### PREPARATION OF A CORE LAND USE PLAN PHASE I

The Village of Bald Head Island has received a Coastal Area Management Act grant for preparation of a Core Land Use Plan, Phase I. Adequate citizen participation in the development of the plan is essential to the preparation of a document responsive to the needs of the citizens of the Village of Bald Head Island. To ensure such input, the following citizen participation program will be utilized by the Village.

The Bald Head Island Village Council will appoint a Village of Bald Head Island Land Use Plan Committee (LUPC) to work with the Village's planning consultant to ensure that the final product will be a plan suitable for adoption by the Village. The committee will include representatives from the Planning Board and Village Council.

Specifically, the planning consultant and the LUPC will be responsible for ensuring accomplishment of the following:

- Develop and adopt the Citizen Participation Plan; conduct public information meeting; and conduct a meeting to identify community concerns, key planning issues, and aspirations. In addition, prepare analysis of existing and emerging conditions.
- Complete analysis of existing and emerging conditions; prepare natural systems analysis and analysis of land use and development (including Existing Land Use Map).
- Prepare community facilities analysis; prepare/review land suitability analysis and map; review existing CAMA plan, ordinances, and policies.

The following schedule will be utilized for Phase I:

1. September, 2004
  - Conduct public information meeting.
  - Village Council adopt the Citizen Participation Plan.
2. October, 2004
  - Conduct initial meeting with LUPC and review Citizen Participation Plan and process for preparing the land use plan.
  - Conduct Village issues identification meeting.
3. November, 2004 to April, 2005 – Prepare preliminary draft land use plan which will include analysis of existing conditions, land suitability analysis, natural systems analysis, and community facilities analysis. Conduct monthly meetings with the LUPC.
4. May, 2005 – Present draft of Phase I to the Planning Board.

5. June, 2005 - Present draft of Phase I to the Village Council.

All meetings of the LUPC and Village Council at which the Plan will be discussed will be advertised in a local newspaper. The public information meeting, Village meeting, and public hearing will also be advertised in a local newspaper. In addition, public service announcements will be mailed to local radio stations and posted at the Village Hall and other public buildings as directed by the LUPC and Village Council. All meetings will be open to the public. The Village will encourage and consider all economic, social, ethnic and cultural viewpoints. No major non-English speaking groups are known to exist in the Village of Bald Head Island.

8/30/04

VILLAGE OF BALD HEAD ISLAND  
CITIZEN PARTICIPATION PLAN

PREPARATION OF A CORE LAND USE PLAN  
PHASE II

The Village of Bald Head Island has received a Coastal Area Management Act grant for preparation of a Core Land Use Plan, Phase II. Adequate citizen participation in the development of the plan is essential to the preparation of a document responsive to the needs of the citizens of the Village of Bald Head Island. To ensure such input, the following citizen participation program will be utilized by the Village.

The Bald Head Island Village Council has appointed the Village of Bald Head Island Land Use Plan Committee (LUPC) to work with the Village's planning consultant to ensure that the final product will be a plan suitable for adoption by the Village. The committee will include representatives from the Planning Board and Village Council.

Specifically, the planning consultant and the LUPC will be responsible for ensuring accomplishment of the following:

- Adopt and implement Citizen Participation Plan for Phase II.
- Revise preliminary plan based on public review.
- Complete plan for the future (including future land use map and tools for managing development).
- Present the draft plan to the Village Council.
- Submit plan to state/DCM for review; provide plan to adjacent jurisdictions for review; conduct public information hearings.
- Review plan based on state and local review; conduct public hearing; Village Council adoption; submit for CRC certification.

The following schedule will be utilized for Phase II:

1. August - September, 2005
  - Update Citizen Participation Plan
  - Begin preparation of Phase II portion of LUP
2. October, 2005 - January, 2006
  - Hold monthly meetings with LUPC
  - Revise preliminary plan based on public review
3. February, 2006 – Provide plan to adjacent jurisdictions to review
4. March, 2006 – Submit plan (with any revisions) to the Bald Head Island Planning Board for review and preliminary approval
5. April, 2006 – Submit draft plan to state for DCM review

6. May, 2006
  - Revise plan based on state and local review
  - Conduct public hearing for Village Council to adopt plan
  - Submit to CRC for certification

All meetings of the LUPC and Village Council at which the Plan will be discussed will be advertised in a local newspaper. The public hearing will also be advertised in a local newspaper. In addition, public service announcements will be posted at the Village Hall and other public buildings as directed by the LUPC and Village Council. All meetings will be open to the public. The Village will encourage and consider all economic, social, ethnic and cultural viewpoints. No major non-English speaking groups are known to exist in the Village of Bald Head Island.

7/14/05