



Community Advisory Committee Role

Cottonwood Heights Town Center

Committee Role

The primary role of the Community Advisory Committee is to provide resident feedback and insights on the project plan that the City Council will use to make final decisions. The Committee will review documents and information about quality planning concepts and project options and make recommendations regarding residential and business components, placemaking, walkability and transportation, programming, and economic feasibility. They will also serve as liaisons between the planning team and the community – educating their respective communities about different project topics and collecting public feedback to help inform decision making.

Committee Responsibilities

- Collaboratively serve as one of twelve members of the Community Advisory Committee throughout the six-month planning process.
- Attend one meeting per month. Catered meals and snacks will be provided.
- Review planning documents and background information in advance of meetings.
- Report either independently and/or as a group at City Council working and public meetings.
- Lead community exploration of specific topics including placemaking, walkability, transportation, and programming.
- Attend community meetings and events including community open houses and meetings.
- Assist in disseminating information about the project through various mediums including social media, community/neighborhood newsletters, word of mouth, etc.

Team Roles

- **Planning & Design Team:** Process design, meeting scheduling and logistic, lead facilitation.
- **Public Outreach Team:** Public engagement facilitation; collect and assimilate committee feedback