

Step 5. Review the Map

Spend some time examining your new map. Your team should make sure the map achieves your vision and any previously-discussed goals. Rearrange the chips if necessary to achieve the vision and goals.

Step 6. Stick Chips on Map

A “ten-minute warning” will be called. Once the team has finished arranging the chips on the map, peel off the backing and stick them down. If the team has any additional points to make, you can annotate the map with the pens provided or you can write notes on the flip charts. Please place any unused chips from your main chip envelope in the designated area on the map (this is very helpful when the consultants digitize the map results).

Step 7. Get Ready to Share Your Results

If you want, you can give your map a name. The person you chose as a presenter may want to make notes to summarize key ideas reflected in your map.

WORKING LUNCH / REPORTS FROM TEAM

At the end of the Scenarios (chip mapping), you will be able to pick up your lunch in the designated area. Then return to your team's table for the final Charrette session, including:

- **Reports from Teams.** Share your Vision Statement and map, learn what the other teams created and provide electronic feedback on these results.
- **Synthesis.** At this stage, we will identify general trends from the Charrette and discuss next steps.



CHARRETTE ACTIVITIES GUIDE

This document will serve as your guide to the day's activities. If you have any questions please feel free to ask any member of the project team for assistance.

NOTES FOR TEAM ACTIVITIES AT TABLES

Introduce yourselves and review the basic instructions below:

During your discussion, it's important that you:

- Turn off cell phones, pagers, etc.!
- Keep comments short so everyone has time to contribute
- Share your own ideas & concerns
- Listen to one another and respect other perspectives
- Be sure that everyone participates in the discussions
- Look for shared interests
- Watch the time and try to answer all questions
- Work together to reach consensus or general agreement on answers to questions.

Select one person to report on your results.

TEAM EXERCISE #1 - BRAINSTORMING / VISIONING

How do you describe the best possible Princeton in 2050?

Step 1: Brainstorming

Begin by discussing the questions listed below. Brainstorm your responses – write any and all ideas down on your team's flip charts. After all ideas have been recorded, review the results. Discuss these ideas and reach agreement on your team's answers to each question. Write those answers on your team worksheet.

1. What are Princeton's greatest strengths?
2. What are the biggest challenges facing Princeton?
3. What things should stay the same in your team's desired future Princeton?
4. What things should change in your team's desired future Princeton?

Step 2: Visioning

Using the results of your brainstorming session, create a Vision Statement that describes Princeton at its best in 2050. Your statement should be brief and easy to understand, but memorable and inspirational. It should provide direction for the future of the community. Record the team's statement on the worksheet for the presenter to read to the group.

TOPICAL STATIONS ACTIVITY

How do these important issues contribute to your desired future for Princeton 2050?

During this segment, we invite you to visit the stations around the room to provide your input about important issues in Princeton. Here are the instructions for the activities at each station. If you agree with a previously written comment, place a check-mark beside it.

Station 1: Community Assets

What word or phrase comes to mind when you think of Princeton? What are the special places and experiences here?

- Place dots on the map to indicate existing assets; Use sticky notes on the map to locate and describe opportunities to create new assets.
- Use flipchart to note “what’s missing/what are we lacking in Princeton?”
- Use flipchart to note “what word or phrase comes to mind when you think of Princeton?”
- If you agree with a previously written comment, place a check-mark beside it.

Station 2: Life-Long Community

What will make Princeton a desirable community for people at all stages of their lives?

- Use the flipcharts to list things you think are important so Princeton will appeal to families with children; young adults; empty nester’s/seniors; out of town visitors; or all people in general.
- Use sticky notes on the map to show the potential locations for features Princeton needs to be attractive to the various groups.
- If you agree with a previously written comment, place a check-mark beside it.

Station 3: Mobility

How can vehicular and non-vehicular mobility be improved for travel within Princeton and surrounding communities?

- Use flipchart to note needed improvements.
- Use sticky notes on map to locate needed improvements.
- Is additional public parking needed? Where? Use dots and sticky notes to mark these on the map.
- If you agree with a previously written comment, place a check-mark beside it.

Station 4: Economic Growth / People Places

What should Princeton focus on in terms of attracting desired business and economic growth?

- Use sticky notes on regional map to locate and name destinations that you frequent.
- Use flipchart to note where you go in the region for entertainment; dining; for work; and for shopping?”
- If you agree with a previously written comment, place a check-mark beside it.

Station 5: Parks and Open Space

What kinds of investments should be made to improve and expand Princeton’s park and trail system?

- Place dots on the Park System Map to indicate where you would like to see future parks.
- Place dots on the on the “Typical Park Features” exhibit to indicate what kinds of features and activities you would like to see in Princeton’s parks and open spaces.
- Use the flipchart to list current needs for Princeton’s existing parks and trails as well as things you believe current and future parks should have to appeal to a variety of people in the community.
- If you agree with a previously written comment, place a check-mark beside it.

Station 6 - Additional Comments

This station provides the opportunity for people to comment on any other issues they think should be addressed in the comprehensive plan. It also provides a place for comments related to other City issues or programs, which will be referred to the appropriate departments for follow-up.

TEAM EXERCISE #2 - ALTERNATIVE FUTURE

What future development pattern will do the best job to achieve your desired future for Princeton 2050?

This segment of the Charrette is an exercise for your team to decide how future development might be accommodated throughout the City and its ETJ. The instructions below explain what to do in this seven-step activity.

Step 1: Getting Organized

Team members begin by writing their names on the base map in the designated location and locating their homes and workplaces on the map to get oriented. You may want to review the vision statement your team developed earlier today.

Your team's primary task is to create a map of future development that accommodates projected growth and achieves your team's vision

As you begin this activity, you may want to discuss more specific goals that help accomplish your team's vision statement. Goals can include anything related to the type and intensity of new development, transportation or other infrastructure systems, parks and natural areas, economic development or similar topics. Throughout the session, you should return to the Vision Statement and these goals to make sure that your team is achieving what you set out to do. If your team identifies some specific goals, write them in the "Comments" section of the map.

Your team will also want to review the materials you'll be using for this activity. These include:

- **Place Types Menu.** Go over the Place Type Menu to orient yourself to the kinds of development that may occur in Princeton in the future. The menu shows that different land use types are represented by chips (or stickers). The Place Type Menu handout summarizes the chip type information shown in the presentation. Understanding the trade-offs in terms of cost, capacity and land use implications between these land use and transportation types is fundamental to completing the exercise. This will be discussed in the presentation. If your team has questions, please ask one of the consultant team members to assist you.
- **Place Type Chips.** At each table is an envelope filled with a number of different chips. These chips are scaled to the map and represent the amount of population and employment growth projected for Princeton by the year 2050. The mix of chips represents the continuation of current development trends. Remember that your team does not need to stick with the exact allocation of chips that are in the envelope. See step 3 below for information about trading chips
- **Markers.** Your team will use the colored markers to show important locations or areas on the map. You may want to use markers to identify parks and open spaces to retain, important activity centers or transportation routes.

Step 2. Areas to Retain

Use the colored markers to note any areas that your team does not want to consider for future development. These could include floodplains, major tree stands, and other important natural areas.

Step 3. Placing Chips

The focus of this activity is to place chips on the map representing the team's desired vision for development of the City. As you place the chips, you should think of how these land use changes might relate to other factors such as current and future transportation improvements in the region.

During this step, it is important that your team play with different ideas as the chips are moved around. This is the time to experiment with different themes. Don't stick the chips down yet!

Facilitators will be walking around with additional chips that you can trade to maintain the same growth projections but with a different development alternative. For example, your team may want to trade in some Suburban Living chips for Compact Neighborhoods chips. Refer to the "chip trading sheet" at each table for guidance on how to trade chips. Not all chips can be traded 1:1! Your team can decide to cut chips if you would like smaller increments of a particular chip type or for trading purposes.

Step 4. Mobility Needs

Use the markers to note any places where additional facilities may be needed so future residents and businesses can get to their destinations. These might include new major roadways, bike routes, or other mobility improvements.