

City of Goshen

Neighborhood Association Recognition Program

Purpose: To establish a process for the recognition of neighborhood associations by the City of Goshen.

Definition

A neighborhood association must meet the following criteria to be recognized by the City of Goshen:

1. The neighborhood association must occupy a geographically distinct and specific area that does not overlap with any other neighborhood association's defined boundaries.
2. Membership in the neighborhood association must be voluntary and be open to all residents who live or own property within the defined boundaries.
3. Neighborhood meetings must be open to all interested persons.
4. Recognized neighborhood associations must maintain the capacity to represent the neighborhood by holding a minimum of one annual meeting and by conducting outreach a minimum of twice per year.
5. The neighborhood association must have a Board of Directors and/or Officers elected by its general membership.

Benefits of Recognition

Recognized associations may provide input on issues affecting their neighborhood to City boards, committees, and councils. Whenever a Plan Commission or Board of Zoning Appeals case requires the Goshen Planning Office to notify property owners, notice will be provided to the contact person, identified by the neighborhood association, of officially recognized neighborhood associations which may be affected by the case. As time and resources permit, City Planning staff will be available to assist neighborhoods with issues or special projects identified by the neighborhood association. City Planning staff will also serve as a liaison for neighborhood associations and City resources/information.

Recognition Process

Fill out the attached application and return it as instructed to Goshen City Planning. All applications received will be reviewed by City Planning staff and forwarded to the Goshen Plan Commission for official recognition. Each recognized neighborhood association will be asked to update their records in the Planning Office annually.

City of Goshen
Neighborhood Association Recognition Application

(Please print clearly, enclose requested information and return to the address at the end of the application.)

Date: _____

Name of Neighborhood Association: _____

Proposed Boundaries: North: _____

East: _____

South: _____

West: _____

Brief Statement of Purpose/Interest of the Association:

Contact Person: Name: _____

Address: _____

Telephone: _____

FAX: _____

Email: _____

Regular Meeting Date, Time and Location: _____

List names, titles and phone numbers of Board of Directors:

1. _____

2. _____

3. _____

4. _____

Describe how and when the Board of Directors is elected. _____

Does your Association have a written set of By-laws? _____ If yes, please attach a copy.

Does your Association publish a newsletter? _____ If yes, how often? _____

Please return to: Rhonda Yoder, Goshen City Planning, 204 E. Jefferson, Suite 4, Goshen, IN 46528; 537-3815; rhodayoder@goshencity.com