

Existing Comprehensive Plan Goal Statements, Objectives, and Policies - Block 1: Public Involvement

Current Comprehensive Plan Language	Is the Current Language Obsolete, Outdated, Redundant or still Relevant?	What is Some Potential Language to Improve/Replace Existing Policy?	Are there related Vision Goal Statements or Actions or Other City Plan Policies that Should be Incorporated/Added?	What are Examples of Good Policy Language from Other Cities' Comprehensive Plans?
<p>Chapter 1 – Citizen Involvement Chapter 1 Goal: To encourage and provide opportunities for citizens to participate in all phases of the planning process, to keep citizens informed and to open lines of communication for the sharing of questions, problems and suggestions regarding the Comprehensive Plan and land use regulations.</p>	<p>Most still relevant, certain terms are outdated and need improvement regarding equity and inclusion language.</p>	<p>Remove the word “citizen.” Replace with ???</p> <p>Improve language to include Vision Goals People 1 and 3, in particular, inclusivity and equity. <i>(See language used in North Clackamas School District Equity Policy)</i></p> <p>Language says “To encourage and provide opportunities for citizens to participate in all phases of the planning process...” Do we want to keep this language or expand beyond the planning process for public participation?</p>	<p>Vision Goal - People 1: “Milwaukie is an inclusive community of diverse people from a variety of backgrounds that honors our differences and shared similarities. We are engaged and come together in many ways through various events and community gathering places, where we can celebrate our interests and passions.”</p> <p>Vision Goal – People 3: “The City of Milwaukie is an open portal where information is readily available, easily exchanged, and responsive. Residents feel empowered and have opportunities to engage and share ideas.”</p> <p>Vision Superaction #5: “Cultivate a sense of community, culture, and belonging by encouraging public involvement, diversity, equity, and inclusion.”</p> <p>Vision Action – People 3.2: “Update the City’s comprehensive city-wide communications strategy to encourage community engagement and employ a variety of methods for exchanging information, from large Town Hall meetings, to emerging online tools.”</p> <p>Vision Action – People 3.6: “Increase the number of City informational materials translated into Spanish and other languages.”</p>	<p>North Clackamas School District (NCSD) Equity Policy foundational beliefs:</p> <ul style="list-style-type: none"> • “Maximizing the academic achievement of every child requires allocating resources equitably, not necessarily equally.” • “Systematically use districtwide and individual school level data, disaggregated by race, ethnicity, language, special education, gender, sexual orientation, socioeconomic background and mobility to inform district decision-making.” • “Affirm the identity of each student, acknowledge and celebrate differences to create a sense of belonging for each student.” • “Incorporate the voice, culture and perspective of students, staff, families, and communities that reflect student demographics to support and enhance student success.” • “Provide multiple and varied opportunities in order to meet the needs of the diverse student body.” <p>City of Hillsboro Comp Plan</p> <ul style="list-style-type: none"> • Policy PI 2.1 “Diverse engagement. Develop strategies to facilitate meaningful participation in planning activities that aim to build engagement across the City’s diverse communities.” • Policy PI 2.2 “Address participatory barriers. Design public involvement activities in a manner that identifies and addresses participatory barriers such as language, time, location, and level of involvement.”

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<p>Objective 1 - Neighborhood Associations: The City will promote citizen participation in the planning process primarily through the 9 Milwaukie Neighborhood Areas which follow the boundaries as illustrated in Map 2. The City Council will recognize Neighborhood Associations which meet the following requirements:</p> <ul style="list-style-type: none"> a) That one or more well-publicized general neighborhood association meetings have been held for purposes of information, organization, adoption of bylaws, and election of officers. b) That all community meetings shall be publicized in advance of the meeting date in accordance with existing state law, and participation should be open to any property owner, resident, business owner, or representative of any non-profit organization located within the neighborhood area. Criteria regulating voting shall be included in the bylaws. c) That if neighborhood association bylaws fulfill the above minimum requirements, they will be recognized by official City Council action and placed on file with the City. d) Insure continued recognition of community group as long as the group fulfills its responsibilities, maintains the above policies, and holds at least one well-publicized meeting per year, and furnishes a copy of minutes of the meeting to the City, together with an up-to-date list of officers. 	<p>Relevant, but may be slightly outdated too. Do we want so much focus on NDAs as the main way for community participation?</p>	<p>Remove the word "citizen." Replace with ???</p> <p>Remove word "primarily" – is that what we want?</p> <p>Mentions 9 Milwaukie Neighborhood Areas, which includes the industrial and downtown areas. Do we want to include those districts as part of the NDAs? Should we separate the 7 residential neighborhoods and the 2 industrial districts?</p>		
<p>Policy 1: Neighborhood organizations:</p> <ul style="list-style-type: none"> a) will be advisory to the City Council and Planning Commission on matters affecting their neighborhoods, b) may submit requests for funding of neighborhood projects for possible inclusion in the City budget. 	<p>Still relevant</p>	<p>Include language about NDAs providing annual update/feedback to Planning Commission or CPRC</p>		
<p>Policy 2: The City will assist Neighborhood Associations by:</p> <ul style="list-style-type: none"> a) Providing recognized associations with limited assistance, subject to budgetary allocations as approved by the City Council. b) Notifying neighborhood associations of proposed land use actions and legislative changes as required by ordinances. ... 	<p>Still relevant</p>	<ul style="list-style-type: none"> a) Should we elaborate on "limited assistance" by adding wording that says "limited assistance to engage the community" or leave the same language? b) Improve language to say, "Notifying neighborhood associations, that will disseminate the information to the community, of proposed land use actions and legislative changes as required by ordinances. 	<p>Vision Superaction #5: "Cultivate a sense of community, culture, and belonging by encouraging public involvement, diversity, equity, and inclusion."</p>	<p>NCSD Equity Policy foundation belief:</p> <ul style="list-style-type: none"> • "Maximizing the academic achievement of every child requires allocating resources equitably, not necessarily equally." <p>Should there be language to reflect this idea of allocating resources equitable, not necessarily equally?</p>
<p>Objective 2 – Broad Public Participation: To encourage broadly based public participation involving a cross section of citizens from a variety of geographic and interest areas, solicited through an open, well-publicized process.</p>	<p>Relevant</p>	<p>Remove the word "citizen." Replace with ???</p>		
<p>Policy 1: The City will openly recruit members for the Planning Commission and citizen advisory committees using a variety of media to stimulate interest.</p>	<p>Relevant, may be slightly outdated</p>	<p>Include language about being intentional or have awareness to have the Planning Commission and committees reflect the diversity and demographics of the community? (See NCSD Equity Policy language and Hillsboro Comp Plan)</p>	<p>Vision Superaction #5: "Cultivate a sense of community, culture, and belonging by encouraging public involvement, diversity, equity, and inclusion."</p>	<p>NCSD Equity Policy foundation beliefs:</p> <ul style="list-style-type: none"> • "Systematically use districtwide and individual school level data, disaggregated by race, ethnicity, language, special education, gender, sexual orientation,

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		<p>Include language about community partners: "The City will openly recruit members for the Planning Commission and citizen advisory committees using a variety of media and connecting with community partners to stimulate interest."</p>		<p>socioeconomic background and mobility to inform district decision-making."</p> <ul style="list-style-type: none"> "Incorporate the voice, culture and perspective of students, staff, families, and communities that reflect student demographics to support and enhance student success." <p>City of Hillsboro Comp Plan</p> <ul style="list-style-type: none"> Policy PI 2.1 "Diverse engagement. Develop strategies to facilitate meaningful participation in planning activities that aim to build engagement across the City's diverse communities."
<p><u>Policy 2:</u> The City will form a Comprehensive Plan Review Committee (CPRC) to assist in periodic review of the Plan and its implementing ordinances on a schedule outlined in the Planning Process Section of the Plan. The CPRC will consist of the following members: one representative from each recognized neighborhood area, one member from each of three City citizen advisory committees (Parks and Recreation, Center/Advisory Board, Traffic Safety), one member from the Planning Commission and one member from the City Council, one member from the business community and one member from a County Planning Organization.</p>	<p>Outdated</p>	<p>Is the CPAC currently the CPRC?</p> <p>Does the Planning Commission become the CPRC after completion of the Comp Plan Update?</p> <p>Should the City have a separate commission solely for overseeing public engagement? (See Hillsboro Comp Plan language)</p>		<p>City of Hillsboro Comp Plan</p> <ul style="list-style-type: none"> Policy PI 2.3 "Public Engagement Committee. Create a single, diverse Public Engagement Committee responsible for advising the City on land use related public involvement practices and implementing related duties described in Goal 1 of the Statewide Planning Goals, structured to provide broad representation and selected by an open, well-publicized public process."
<p><u>Policy 3:</u> Special Task Forces will be organized to assist the CPRC in unresolved policy areas during major or minor Plan updates. Openings for Task Forces will be well-publicized through a variety of media.</p>	<p>Relevant?</p> <p>May still be relevant, may need to call it something else.</p>			
<p>Objective 3 – Communication: Promote informed public participation in planning decisions by providing readily available publications and printed materials regarding current issues and proposed policies and providing for two-way communication between policy-makers and citizens.</p>		<p>Remove the word "citizen." Replace with ???</p>		
<p><u>Policy 1:</u> Make planning documents available through City offices and public libraries. This includes, but is not limited to Plan inventories, planning background information, Staff reports and minutes of</p>	<p>Relevant</p>			

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<p>Planning Commission and Comprehensive Plan Review Committee meetings.</p>				
<p><u>Policy 2:</u> Keep the public informed of opportunities for involvement in land use planning using a range of available media including newspaper notices, the City web site, mailings, the City newsletter, television, and meetings.</p>	<p>Relevant</p>	<p>Include language about translated materials</p> <p><i>See NCS D Equity Policy language for incorporating the voice, culture, and perspective...</i></p>	<p>Vision Action – People 3.2: “Update the City’s comprehensive city-wide communications strategy to encourage community engagement and employ a variety of methods for exchanging information, from large Town Hall meetings, to emerging online tools.”</p> <p>Vision Action – People 3.6: “Increase the number of City informational materials translated into Spanish and other languages.”</p>	<p>NCS D Equity Policy foundation belief:</p> <ul style="list-style-type: none"> • “Incorporate the voice, culture and perspective of students, staff, families, and communities that reflect student demographics to support and enhance student success.”
<p><u>Policy 3:</u> Seek citizens’ input on major land use issues through community organizations, service organizations, interest groups, neighborhood groups, etc. Provide opportunities for citizen participation in preparing and revising local land use plans and ordinances. Provide citizen involvement opportunities that are appropriate to the scale of a given planning effort. Large area plans, affecting a large portion of community residents and groups, require citizen involvement opportunities of a broader scope than that required for more limited land use decisions.</p>	<p>Relevant</p>	<p>Remove the word “citizen.” Replace with ???</p> <p><i>See Hillsboro Comp Plan Language for inclusive language examples.</i></p>	<p>Vision Superaction #5: “Cultivate a sense of community, culture, and belonging by encouraging public involvement, diversity, equity, and inclusion.”</p>	<p>City of Hillsboro Comp Plan</p> <ul style="list-style-type: none"> • Policy PI 2.1 “Diverse engagement. Develop strategies to facilitate meaningful participation in planning activities that aim to build engagement across the City’s diverse communities.” • Policy PI 2.2 “Address participatory barriers. Design public involvement activities in a manner that identifies and addresses participatory barriers such as language, time, location, and level of involvement.” • Policy PI 2.3 “Public Engagement Committee. Create a single, diverse Public Engagement Committee responsible for advising the City on land use related public involvement practices and implementing related duties described in Goal 1 of the Statewide Planning Goals, structured to provide broad representation and selected by an open, well-publicized public process.” • Policy PI 2.4 “Engage community organizations. Engage existing community organizations, such as faith groups, business associations, and school districts

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				to extend participation and engagement.”
<p><u>Policy 4:</u> City Staff will communicate with citizens about land use policy changes and significant development proposals through a variety of media early on and throughout the decision-making process.</p>	<p>Relevant, may be redundant? Could it be combined with Policy 2?</p>	<p>Remove the word “citizen.” Replace with ???</p> <p>Include language about translated materials</p>		
<p><u>Policy 5:</u> Provide timely and adequate public notice of proposed land use matters to ensure that all citizens have an opportunity to be heard on issues and actions that affect them.</p>	<p>Relevant</p>	<p>Remove the word “citizen.” Replace with ???</p> <p>Include language about translated materials. Does this become policy or is it an action? If City staff don’t do it, does this invalidate a decision? (See Hillsboro Comp Plan language)</p>		<p>City of Hillsboro Comp Plan</p> <ul style="list-style-type: none"> Policy PI 1.4 “Accessible information. Provide information to the public in accessible and easy to understand formats, including multiple languages where appropriate.”
<p><u>Policy 6:</u> Any citizen testifying at a public hearing regarding a land use issue will receive a copy of the outcome of the hearing and the findings and conclusions upon which the decision was based.</p>	<p>Relevant</p>	<p>Remove the word “citizen.” Replace with ???</p> <p>Include language about translated materials</p>		
<p>Objective 4 – Ongoing Citizen Involvement: Continue to implement the City’s adopted Citizen Involvement Program.</p>	<p>Outdated. Do we have a Citizen Involvement Program? Could this be the committee that oversees public engagement? (See Hillsboro Comp Plan language)</p>	<p>Remove the word “citizen.” Replace with ???</p> <p>See language from Vision Action, include some of that?</p> <p>“Adopted” – This may be what we currently do, but does it need to be clearly articulated as policy and adopted?</p>	<p>Vision Action – People 3.2: “Update the City’s comprehensive city-wide communications strategy to encourage community engagement and employ a variety of methods for exchanging information, from large Town Hall meetings, to emerging online tools.”</p>	<p>City of Hillsboro Comp Plan</p> <ul style="list-style-type: none"> Policy PI 2.3 “Public Engagement Committee. Create a single, diverse Public Engagement Committee responsible for advising the City on land use related public involvement practices and implementing related duties described in Goal 1 of the Statewide Planning Goals, structured to provide broad representation and selected by an open, well-publicized public process.”
<p><u>Policy 1:</u> Assure adequate funding in the planning budget for publicity, advertising, staff, graphic materials, or other supplies which are necessary to support the citizen involvement program.</p>	<p>Relevant</p>	<p>Include language about translated materials</p>		
<p><u>Policy 2:</u> The Comprehensive Plan Review Committee shall be responsible for evaluating the citizen involvement process as part of each Plan update, and providing recommendations for changes to the Planning Commission.</p>	<p>Relevant, may change to include role of CPRC beyond Comp Plan Update Process and/or create a new committee to evaluate public engagement beyond the Comp Plan update</p>	<p>Remove the word “citizen.” Replace with ???</p> <p>Include equity language? See NCSD Equity Policy language. This language could become criteria to evaluate the public involvement program.</p>		<p>NCSD Equity Policy foundation beliefs:</p> <ul style="list-style-type: none"> “Systematically use districtwide and individual school level data, disaggregated by race, ethnicity, language, special education, gender, sexual orientation, socioeconomic background and

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		<p>Include language about role of CPRC beyond Comp Plan Update? Should it do a yearly review of community engagement within the City or in regard to these Comp Plan policies? May create a new commission that focuses solely on public engagement within the City.</p> <p><i>See Hillsboro Comp Plan language regarding periodic evaluation and public reports.</i></p>		<p>mobility to inform district decision-making.”</p> <ul style="list-style-type: none"> “Incorporate the voice, culture and perspective of students, staff, families, and communities that reflect student demographics to support and enhance student success.” “Provide multiple and varied opportunities in order to meet the needs of the diverse student body.” <p>City of Hillsboro Comp Plan</p> <ul style="list-style-type: none"> Policy PI 2.7 “Periodic evaluation. Evaluate the success of public involvement activities in mitigating barriers.” Policy PI 3.4 “Public reports. Provide periodic reports and evaluations of the City’s land use decision processes and public engagement processes for public comment.”
<p>Chapter 2 – Plan Review & Amendment Process</p> <p>Chapter 2 Goal: Establish a Plan review and amendment process as a basis for land use decisions, provide for participation by citizens and affected governmental units, and ensure a factual base for decisions and actions.</p>	Relevant	Remove the word “citizen.” Replace with ???		
<p>Objective 1 – Amending the Plan:</p> <p>Review, revise, and amend the Comprehensive Plan on a regular basis, assuring that the Plan and implementing ordinances meet regional, State, and Federal guidelines.</p>	Relevant			
<p><u>Policy 1:</u> Ensure adequate monitoring of the Plan by maintaining a factual data base which will enable citizens to judge the effectiveness and desirability of Plan policies. Monitoring information may include, but is not limited to, population, vacant lands, traffic volumes, public facility capacities, and economic information.</p>	Relevant	<p>Remove the word “citizen.” Replace with ???</p> <p><i>See language from NCSD Equity Policy in regards to systematic use of data. Could add as monitoring info.</i></p>		<p>NCSD Equity Policy foundation beliefs:</p> <ul style="list-style-type: none"> “Systematically use districtwide and individual school level data, disaggregated by race, ethnicity, language, special education, gender, sexual orientation, socioeconomic background and mobility to inform district decision-making.”

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<p><u>Policy 2:</u> The Comprehensive Plan Review Committee ... will coordinate and conduct a major Plan review every five years and an interim plan review between years two and three of the five year cycle. The CPRC will submit a report to the Planning Commission containing any recommended changes. The Planning Commission will hold at least one public hearing on any proposed modifications to the Plan and forward its recommendations to the City Council.</p>	<p>Outdated. Not done every 5 years <i>What is realistic?</i></p>			
<p><u>Policy 3:</u> Individuals, the Planning Commission, or the City Council may request Plan amendments at any time separate from the normal Comprehensive Plan Amendment application process. A request by an individual will be considered by the Planning Commission, who may initiate further formal consideration of a Plan amendment if it is determined the proposed change is in the public interest. The Planning Commission should also hold a public hearing annually to evaluate issues related to the Plan or recommended Plan changes. A report of this public hearing will be provided to the City Council who may approve it or take further action as required.</p>	<p><i>Relevant/Redundant? Is this needed as policy within the Comp Plan? It is already in our code.</i></p>			
<p><u>Policy 4:</u> Submit copies of proposed Plan changes to affected governmental units at the draft amendment stage and following final adoption of changes.</p>	<p><i>Relevant/Redundant? Is this needed as policy within the Comp Plan? It is already in our code.</i></p>			
<p><u>Policy 5:</u> All proposed Comprehensive Plan text and map amendments will be considered at advertised public hearings before the Planning Commission and City Council.</p>	<p><i>Relevant/Redundant? Is this needed as policy within the Comp Plan? It is already in our code.</i></p>			
<p><u>Policy 6:</u> All Comprehensive Plan text and map amendments will be processed per the procedures in the Zoning Ordinance.</p>	<p><i>Relevant/Redundant? Is this needed as policy within the Comp Plan? It is already in our code.</i></p>			
<p><u>Policy 7:</u> All Comprehensive Plan text and map amendments will be evaluated based on the approval criteria in the Zoning Ordinance for approval of Comprehensive Plan amendments.</p>	<p><i>Relevant/Redundant? Is this needed as policy within the Comp Plan? It is already in our code.</i></p>			
<p>Objective 2 – Implementing the Plan: Implement this Plan through appropriate ordinances and action.</p>	<p><i>Relevant/Redundant? Is this needed as policy within the Comp Plan?</i></p>			
<p><u>Policy 1:</u> Amend existing ordinances and adopt new ordinances to carry out the policies of this Plan as necessary.</p>	<p><i>Relevant/Redundant? Is this needed as policy within the Comp Plan?</i></p>			
<p><u>Policy 2:</u> Apply zoning in a timely manner which is consistent with this Plan.</p>	<p><i>Relevant/Redundant? Is this needed as policy within the Comp Plan?</i></p>			

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<p><u>Policy 3</u>: All zoning and subdivision ordinances will be consistent with the intent and be based on this Comprehensive Plan.</p>	<p>Relevant/Redundant? Is this needed as policy within the Comp Plan?</p>			
<p><u>Policy 4</u>: All actions of the City on conditional uses, variances, zone changes, and all other planning actions will be consistent with the intent of this Plan.</p>	<p>Relevant/Redundant? Is this needed as policy within the Comp Plan?</p>			
<p>Big Ticket Questions</p>		<p>What is Missing?</p>		

ENGAGEMENT

Implement and maintain a comprehensive public information and involvement program to spread outreach and engagement in land use and transportation-related projects, decisions, and initiatives.

- POLICY PI 1.1** **Ongoing dialog.** Ensure and encourage ongoing dialog between the public and the City regarding land use planning and decision-making.
- POLICY PI 1.2** **Develop consistent procedures.** Develop and utilize a consistent set of procedures for notifying and soliciting input from the public as appropriate to the scale and type of the proposed action.
- POLICY PI 1.3** **Public Communications and Engagement Program.** Create and maintain a Planning Department Public Communications and Engagement Program that outlines how staff will plan, implement, and evaluate public involvement activities within the context of individual planning projects and functions.
- POLICY PI 1.4** **Accessible information.** Provide information to the public in accessible and easy to understand formats, including multiple languages where appropriate.
- POLICY PI 1.5** **Public involvement budget and resources.** Provide adequate personnel, budget, and material resources to support the City's land use-related Public Involvement Program.

INCLUSION

Respect and cultivate community diversity and wisdom through inclusive, meaningful, and innovative community participation.

- POLICY PI 2.1** **Diverse engagement.** Develop strategies to facilitate meaningful participation in planning

activities that aim to build engagement across the City's diverse communities.

POLICY PI 2.2 **Address participatory barriers.** Design public involvement activities in a manner that identifies and addresses participatory barriers such as language, time, location, and level of involvement.

POLICY PI 2.3 **Public Engagement Committee.** Create a single, diverse Public Engagement Committee responsible for advising the City on land use-related public involvement practices and implementing related duties described in Goal 1 of the Statewide Planning Goals, structured to provide broad representation and selected by an open, well-publicized public process.

POLICY PI 2.4 **Engage community organizations.** Engage existing community organizations, such as faith groups, business associations, and school districts to extend participation and engagement.

POLICY PI 2.5 **Emerging technologies.** Utilize emerging technologies, methods, and techniques to enhance and extend public involvement.

POLICY PI 2.6 **Youth engagement.** Create opportunities for youth to be engaged in planning projects and decision-making processes.

POLICY PI 2.7 **Periodic evaluation.** Evaluate the success of public involvement activities in mitigating barriers.

PUBLIC INVOLVEMENT (PI) GOAL 3

ACCOUNTABILITY

Ensure accountability in City processes and decisions.

POLICY PI 3.1 **Rights and responsibilities.** Establish clear rights and responsibilities of applicants, decision-makers, staff, and other participants of planning projects, initiatives, and decision-making processes.

POLICY PI 3.2 **Public access to records and data.** Maintain and publicize consistent public access to planning-related projects, statistics, data, decisions, initiatives, and documents, including both in-person and online access.

POLICY PI 3.3 **Communicate scope of influence.** Define and consistently communicate which aspects of planning decisions and projects can be influenced through public participation, and clearly identify the level of engagement that can be expected in public processes.

POLICY PI 3.4 **Public reports.** Provide periodic reports and evaluations of the City's land use decision processes and public engagement processes for public comment.

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brochures, neighborhood newsletters, informational meetings, trainings and presentations, mailings, a staffed Citizen Information Center, the City Council Digest and Dispatch (email updates), Facebook, Twitter, RSS, HelloLO (citywide print newsletter), LO-Down (electronic newsletter), and listserves.

The City of Lake Oswego also uses a broad range of outreach methods to encourage a two-way flow of information between citizens and policy makers. Two-way communication leads to informed decisions, a more engaged citizenry and better public support of policies and programs. These methods include: publicly advertised meetings, statistically valid surveys, public comment periods at meetings, pre-application conferences for land use and development proposals that include representatives of neighborhood associations, neighborhood meetings, focus groups, ad-hoc citizen advisory committees, the City's web-based "Open City Hall", and the Citizen Information Center, among others.

One of Lake Oswego's four sustainability principles is to "Support people to meet their own needs". As stated in the Citizen Involvement Guidelines, the City strives to ensure that all its residents are aware of, understand and have the opportunity to express their opinions regarding planning decisions.

Summary of Major Issues

The following issues related to Citizen Engagement and Statewide Planning Goal 1 (Citizen Involvement) were identified and addressed through the 2013 Comprehensive Plan update:

- Undertake a community vision process, to inform the Comprehensive Plan update;
- Engage the community through a combination of in-person and online activities, and written communications;
- Reinforce two-way communication between citizens and policy makers, and solicit feedback on the Plan through an open and transparent public process;
- Ensure the Comprehensive Plan continues to meet State requirements for land use document, while updating the document so that it clearly expresses the community vision.

Goals And Policies

Goal

Provide accessible, meaningful and transparent public engagement processes that offer a wide range of opportunities for citizens to participate in local land use decision-making.

Policies

1. Provide citizen involvement opportunities appropriate to the scale of a given planning effort, and ensure those affected by a Plan have opportunities to participate in the planning process.

2. Ensure that information related to land use planning and decision-making is readily accessible to the public and easy to understand.
3. Utilize City boards and commissions, neighborhood associations, and other community groups to ensure a diverse and geographically broad range of citizen input in land use issues.
4. Provide opportunities for citizens to engage in land use planning and decision-making, including opportunities for individual citizens who may not otherwise participate.
5. Ensure direct and ongoing two-way communications between the City and Lake Oswego citizens regarding land use issues.
6. Provide for and encourage the formation of neighborhood organizations, and support their efforts to inform and engage residents in neighborhood and community-wide issues.
7. Maintain a Commission for Citizen Involvement (CCI) to develop, sustain, and promote meaningful citizen engagement in land use planning.
8. Define how the public will be engaged in each phase of the land use planning process at the beginning of the process.
9. Utilize broadly representative, special citizen advisory bodies to provide input on implementation of the Comprehensive Plan and other related land use planning matters.
10. Provide adequate resources to support the City's land use related Citizen Involvement Program.
11. Design and implement the Citizen Involvement Program in ways that foster civility and respect for all who participate.

Recommended Action Measures

- A. Periodically evaluate the City's Citizen Involvement Program and make adjustments as needed to improve its effectiveness.
- B. Have the Committee for Citizen Involvement (CCI) report at least annually to the City Council to evaluate the effectiveness of the City's citizen involvement efforts.
- C. Public involvement plans for planning projects shall clearly state the project purpose, process, timeline, how citizens will be involved, and the ways by which citizens will make their recommendations to City decision-makers and receive responses from them, including information on the appeals process.
- D. Identify groups and citizens who may be affected by land use planning issues but who do not typically participate in planning and make efforts to engage them.
- E. Make available copies of all technical information, planning documents and staff reports, through the City Planning Department, the City Library, on the City's website, and other locations, as appropriate.

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- F. Keep the public informed of opportunities for involvement in land use planning using a range of available media, including newspaper notices, mailings, the City newsletter, television, meetings, City website, listerves, social media, and new technology.
- G. Provide for recognition of exceptional civic efforts.
- H. Establish citizen advisory committees and ad-hoc committees to advise staff, the Development Review Commission, the Planning Commission, and City Council and other boards and commissions regarding land use issues. These groups can include but are not limited to, natural and historic resources, the arts, public library, traffic management and transportation, and parks and recreation services.
- I. Maintain youth members on City boards and commissions involved in land use planning, and work with the Lake Oswego School District, local private schools, and service groups to encourage youth involvement in land use planning activities.
- J. Ensure that responses to citizen inquiries on land use matters are understandable, welcoming, timely, and include sources of information.
- K. When needed provide translations of information to non-English-speaking members of the community.
- L. Review City land use notification methods periodically to determine if they adequately provide notice to affected citizens.
- M. Provide opportunities for citizens to post information of civic interest in public buildings, as resources permit.
- N. Prepare a citizen involvement report at the end of any major land use planning project as a means of evaluating Citizen Involvement Program effectiveness.
- O. Maintain a list of community organizations to contact and invite to participate in the discussion of land use issues or projects.
- P. Provide workshops on how to prepare testimony for the public hearings process on land use plans and applications.
- Q. Utilize a variety of methods to provide citizens with information about land use issues and to get information from citizens about their policy preferences, which may include but are not limited to the following:

Ways to Get Information from the Public

- Holding widely advertised public hearings in accessible meeting rooms.
- Using statistically valid surveys and, where appropriate, online questionnaires to gather input on land use issues.

- Providing a “public comment” period at all public meetings to allow citizens to speak on topics not already specified in the agenda.
- Publicizing comments, ideas and recommendations obtained at community meetings and through the planning process.
- Holding meetings prior to the development of land use plans to solicit community preferences.

Ways to Give Information to the Public

- Posting notices about land use planning projects and major developments in the newspaper, on the City website, in conspicuous places where people frequent, such as supermarkets, post offices, library, City Hall, etc., and at affected properties.
- Producing summaries of important documents that are long or complex, using visuals where appropriate to communicate complex ideas or plans.
- Producing fliers or booklets, describing hearing processes, such as how to provide testimony, the Oregon comprehensive land use planning system, etc.
- Making the Comprehensive Plan, Zoning Ordinance, Development Code and other planning documents readily available in electronic and hard copy form.
- Maintaining a City newsletter.
- Using neighborhood newsletters as a vehicle to get information out.
- Providing a Speakers Bureau consisting of planners, local officials or others willing to speak to neighborhood associations, civic clubs and classes about planning issues and other City issues.
- Holding community meetings to provide timely information on topics of current interest.
- Holding informational meetings in advance of public hearings to enable affected persons to understand proposals and to prepare for testimony.
- Utilizing existing communication vehicles (such as water bill mailings) to inform residents of issues.
- Providing realtors and welcoming organizations with information on how to get involved in order to inform new residents.

Future Vision for Redmond: Participation, Implementation and Evaluation

Redmond has an effective, responsive local government that responds to and anticipates the changing needs of the community. Many people actively participate in Redmond's planning process and system improvements, and their preferences are incorporated so that Redmond continues to be the place desired by members of the community.

In 2030 Redmond citizens describe their community as one that is complete, offering a wide range of services, opportunities and amenities. It's a community that has acted to maintain a balance among the three pillars of sustainability, while gracefully accommodating growth and change; as a result, Redmond's high quality of life, cherished natural features, distinct places, and character are enhanced. The community's evolution has successfully woven the small town feel of older, established neighborhoods with the energy and vitality of Redmond's urban centers. The result is it's a place where people are friendly, often meet others they know, and feel comfortable and connected. It's a place where diversity and innovation are embraced and collaborative action is taken to achieve community objectives. It's a place that is home to people from a variety of ethnic backgrounds, which contributes to the richness of the city's culture.

Achieving a balance between accommodating growth and preserving Redmond's unique features and livability was challenging, but over the past 20 years, through the clear, shared direction contained in the Comprehensive Plan, the vision has taken shape and throughout Redmond the results are apparent.

Organization of This Element

A. Public Participation

B. Consistency

C. Plan Amendments

D. Development Review

E. Implementation and Monitoring

A. Public Participation

- Broad-based community participation is essential to maintaining an effective and useful Comprehensive Plan for the future. Redmond has a long tradition of public involvement in planning processes, and the Comprehensive Plan is based on extensive public involvement.

However, public participation in Comprehensive Plan updates is just part of the process. The community also must be involved as the Plan is implemented, including opportunities to review proposed updates to regulations and functional plans, as well as to review public and private projects. Different levels of involvement are appropriate at various stages of Plan preparation and implementation.

PI-1 Value public participation and promote broad-based involvement

by members of the Redmond community in the update and implementation of the Comprehensive Plan, as well as in other issues and opportunities of significance to the City.

PI-2 Provide opportunities for public review of plans, regulations and development proposals, while tailoring the review approach and specific issues to the appropriate stage of plan preparation and implementation.

PI-3 Treat all members of the public fairly; respect and consider all citizen input as an important component of the planning and implementation process.

PI-4 Promote as part of Comprehensive Plan updates and implementation a culture of dialogue and partnership among residents, property owners, the business community, organizations, other interested citizens and City officials.

PI-5 Ensure that public involvement opportunities, particularly for Comprehensive Plan updates and significant implementation actions, support the following:

- Respect the diversity of the Redmond community and provide opportunities for all members of the community and other interested citizens to participate;
- Use a wide variety of types of announcements and outreach methods, such as RCTV, web, non-City media, mailings, flyers and signs to help share timely information with citizens in the places where they live, work, learn, and recreate;

- Use existing community groups and other organizations, as feasible;
- Encourage active public participation at the initial stages of the process, as well as throughout the process;
- Provide communications that are clear, timely and broadly distributed; and
- Promote mutual understanding of issues, options, concerns and preferences.

PI-6 Enable citizens to learn more about local government and promote public discussion of community issues through use of techniques, such as educational materials, workshops and special programs.

PI-7 Facilitate citizen access to information concerning Redmond City Government, such as meeting times and related documents for City Council, boards and commissions; opportunities for public input; the Comprehensive Plan, the Zoning Code and other implementing measures; and project updates. Provide access to this information via the City's website, as feasible.

PI-8 Use all public involvement and communication options at the City's disposal, such as websites; surveys; workshops, open houses and other meetings; and citizen advisory groups.

PI-9 Evaluate the effectiveness of public involvement methods and take action as needed to improve them. For example, survey citizens as part of current public processes to obtain feedback when considering changes to process, format and frequency.

B. Consistency

The Growth Management Act requires local governments to make decisions on planning activities, including development regulations and functional plans, as well as the capital budget, in a manner that conforms with and supports their comprehensive plans. Redmond's development regulations are located primarily in the Redmond Zoning Code. The City has adopted several functional plans, such as the General Sewer Plan; the Water System Plan; and the Parks, Arts, Recreation, Culture and Conservation Plan. The Comprehensive Plan is also implemented through specific plans that address policies related to a particular geography or topic in more detail, such as the Downtown East-West Corridor Study and the Economic Development Strategic Plan. In addition, the City implements the Comprehensive Plan through provisions in the Municipal Code, such as those dealing with building construction.

The Growth Management Act also requires consistency among all the elements of a comprehensive plan. While the City takes steps to ensure this consistency, sometimes conflicts and questions of priority arise in the implementation of policies. In deciding these conflicts and questions, the City needs to carry out the adopted community goals for how Redmond should look and feel over the next 20 years.

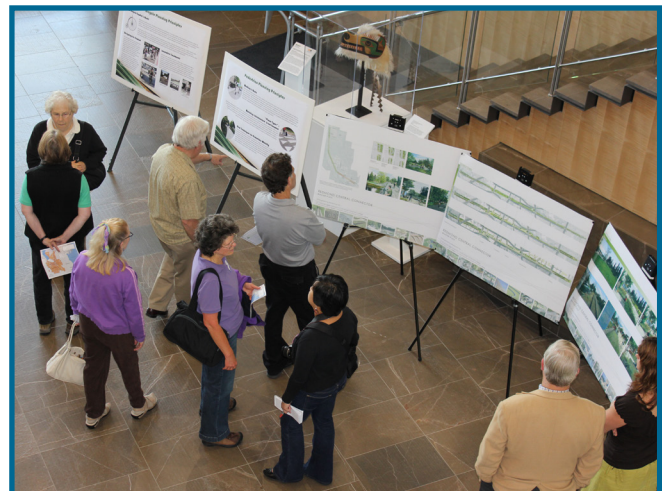
PI-10 Maintain a Comprehensive Plan that embodies broad community agreement on the future vision for Redmond and carries out the City's local, regional and state responsibilities.

PI-11 Ensure that development regulations, functional plans, budgets, and other implementing measures and actions are consistent with and reinforce the Comprehensive Plan.

PI-12 Resolve any conflicts that arise when applying Comprehensive Plan policies or implementing measures in a manner that supports the goals for Redmond



Sustainable Redmond event



Public participation at a planning event

in the Comprehensive Plan and considers the City's intent in establishing a policy or regulation.

PI-13 Use the following guidelines for resolving conflicts within the Comprehensive Plan or for resolving conflicts between the Comprehensive Plan and development regulations or other functional plans in use by the City:

- If there are conflicts within the Comprehensive Plan, base decisions on the map or policy that most specifically addresses the issue.
- If there are conflicts between the Comprehensive Land Use Plan Map and the land use designation policies, base decisions on the Land Use Plan Map.
- If there are conflicts between the Comprehensive Plan and development regulations or functional plans, base decisions on the Comprehensive Plan.

C. Plan Amendments

Redmond's Comprehensive Plan looks out over the next 20 years. Plans take this long-range perspective so that community members can evaluate opportunities and issues with an eye toward the long-term health of the community.

While a long-term perspective is important, a plan must be periodically reviewed to ensure it reflects the best available information, current community views, and changing circumstances. For this reason, the Growth Management Act requires regular review and evaluation of plans. The Growth Management Act also provides that local governments must consider amendments to a comprehensive plan not more than once a year to avoid piecemeal erosion of the plan's integrity.

PI-14 Establish the docket for any proposed amendments to the Redmond Comprehensive Plan once a year, considering the Plan amendments as a package in

order to better evaluate their cumulative impact. Recognize that the need for emergency amendments may require modification to this process.

PI-15 Conduct a major Comprehensive Plan review no less frequently than once every seven years. Analyze the opportunities and issues facing the City, review changes in state law, complete a thorough review of existing policies, and update the Plan and implementing measures as needed.

PI-16 Take the following considerations, as applicable, into account as part of decisions on applications for amendments to the Comprehensive Plan:

- Consistency with the Growth Management Act, the Procedural Criteria, VISION 2040 or its successor, and the Countywide Planning Policies;
- Consistency with the Comprehensive Plan, including the preferred land use pattern in the Land Use Element;
- The capability of the land for development, including the prevalence of sensitive areas;
- The capacity of public facilities and services, and whether public facilities and services can be provided cost-effectively at the proposed density/intensity;
- Whether the proposed land use designations or uses are compatible with nearby land use designations or uses;
- If the amendment proposes a change in allowed uses in an area, the need for the land uses which would be allowed and whether the change would result in the loss of capacity to accommodate other needed uses, especially whether the proposed change complies with Policy HO-17, the City's policy of no net loss of housing capacity;

- Potential general impacts to the natural environment, such as impacts to critical areas and other natural resources;
- Potential general economic impacts, such as impacts for business, residents, property owners or City Government;
- Potential general impacts to the ability of the City to provide fair and equitable access to services; and
- For issues that have been considered within the last two annual updates, whether there has been a change in circumstances that makes the proposed amendment appropriate, or whether the amendment is needed to remedy a mistake.

PI-17 Update development regulations concurrently with Comprehensive Plan amendments or, where a major revision to the Comprehensive Plan is adopted, update development regulations within one year of the Comprehensive Plan amendment.

PI-18 Update functional plans and any other applicable City code provisions in a timely manner following amendments to the Comprehensive Plan to ensure consistency between the Comprehensive Plan and other planning documents.

D. Development Review

The administrative policies below guide how Redmond should implement the Comprehensive Plan policies to meet community goals in cooperation with the public and private sector. Time is a critical factor in financing development projects. Promoting predictability and clarity as part of development review and reducing the time needed to receive final approval from the City can translate into savings to the applicant and, eventually, to those who live or work in the development. Predictability and clarity in the development review process are also important

for the community as a whole so that residents and businesses can have confidence regarding the potential nature of future development and redevelopment in Redmond.

Major or potentially controversial projects can benefit from consulting with neighbors early in the process. Early involvement can often lead to project design that more successfully meets goals for both the applicant and neighbors. Undertaking this process before substantial sums have been spent on detailed design can reduce costs and expedite approvals.

PI-19 Prepare and maintain development regulations that implement Redmond’s Comprehensive Plan and include all significant development requirements. Ensure that the development regulations are clearly written, avoid duplicative or inconsistent requirements, and can be efficiently and effectively carried out.

PI-20 Ensure that Redmond’s development review process provides applicants and the community a high degree of certainty and clarity in timelines and standards, and results in timely and predictable decision making on development applications.

PI-21 Ask applicants to carry out the following responsibilities during the development review process:

- Use processes for early review of proposals, such as pre-application conferences, where appropriate to the scale and nature of the proposal;
- Involve the community early in the design process in a manner appropriate to the scale and nature of the proposal;
- Provide project information appropriate to the level of review as soon as possible; and
- Respond to requests for information and review comments in a timely manner.

PI-22 Provide community involvement assistance, on a time-available basis, to applicants proposing major or potentially controversial projects, as follows:

- Help identify interested parties who should be contacted and involved in the review process;
- Participate actively in the community review process if the project is consistent with the Comprehensive Plan or could have a significant benefit to the city; and
- Establish an agreement in advance with the applicant for reimbursement of costs if substantial staff time will be devoted to the community review process.

PI-23 Allow voluntary, concurrent development review and permit processing where appropriate.

PI-24 Establish in the development regulations a reasonable time period during which approved development permits remain valid to enable an applicant to complete a project, while ensuring new development regulations will apply if a project does not proceed in a timely manner.

The City’s monitoring program for the Comprehensive Plan will provide a framework for accomplishing these objectives. This monitoring program will be guided by the policies below.

PI-25 Establish a program for measuring the effectiveness of the Comprehensive Plan as implemented. Report annually on progress toward carrying out the Comprehensive Plan, success in achieving community goals, and any suggested amendments needed to meet community goals.

PI-26 Report on progress toward achieving short- (zero to two years), mid- (two to five years), and long-range (five to ten years) priorities needed to implement the Comprehensive Plan. Such priorities may include new programs, regulatory updates, or capital investments needed to carry out adopted policies.

PI-27 Seek extensive community participation in evaluating the effectiveness of the Comprehensive Plan. For example, broadly disseminate the results of annual Comprehensive Plan monitoring reports and seek periodic feedback on the format and distribution methods of the reports.

E. Implementation and Monitoring

Achieving the values and goals held by people in the community for how Redmond should look and feel depends on taking action. Similar to many family budgets, while there are not sufficient resources to accomplish all of the strategies simultaneously, the City can make progress on carrying out the Comprehensive Plan by identifying priorities. Successful implementation of the Plan also depends on evaluating the actions taken to determine if they are meeting community goals. Finally, implementing the Comprehensive Plan requires the cooperation of and partnerships among the private sector; the public; the City of Redmond; and other local, state and federal agencies.