

Meeting Minutes
Neighborhood Leadership Alliance
Land Use Working Group
January 9, 2020
Mt. Bachelor Conference Room, Bend City Hall
710 NW Wall, Bend, Oregon



CITY OF BEND

BUILDING ON OUR PAST
SERVING THE PRESENT
SHAPING BEND'S FUTURE

3:00 p.m. Neighborhood Leadership Alliance Meeting

Call to order 3:02 p.m.

- 1. Roll Call:** Sue Sullivan, Cassie Giddings, Dave Johnson, Lisa Mushel, Hans Jorgensen

Absent: Brett Yost

Neighborhood Association Land Use Chairs (Invited Guests): Ken Atwell, Bill Bernardy, Judy Clinton, Jeff Conrad, Debbie DeWeese, Carol Elwood, Karon Johnson

Staff: Makayla Oliver, Joshua Romero

- 2. Approve Minutes**

Member Mr. Johnson made a motion to approve the Thursday, December 12, 2019, meeting minutes. Member Ms. Giddings seconded, the motion passed unanimously.

- 3. Public Comments – Public**

None.

- 4. Overview Land Use Working Group Goals & Progress to Date – Sue Sullivan**

Member Ms. Sullivan presented a PowerPoint on the working group's goals and progress to date in order to bring the Neighborhood Association Land Use Chairs up to speed and set the stage for the following conversation. The following slides were presented:

- NLA Land Use Working Group Goals
- NLA Land Use Working Group Progress
- NLA Land Use Working Group Next Steps

Joshua Romero, Communications Manager, joined the meeting at 3:20 p.m.

- 5. Review “Successful Public Meetings for Developers” Packet – Sue Sullivan**

Members Ms. Sullivan and Ms. Mushel explained the idea of this packet, and requested feedback on its subject matter.

The group was generally supportive of the content with some additional ideas and questions regarding what could be included:

- Is there a complaint process for the NAs to submit to when public meetings weren't properly noticed? What happens when there isn't a planner attached to the project yet?
- When does the developer announce they are proposing zone/code changes for project? Can we require itemization of the changes they are requesting? (Example: 300 pg. JL Ward project)
- Sign up list for the NAs that is collected at the public meeting for anyone who is interested in learning more about the project – regardless of their location.
- Temporary PZ numbers? And if project gets to application phase, temp number could be connected to PZ.
- Explanation of property. What code allows and what we are proposing. Variances.

6. Land Use Education Plan – Targeted Education, Needed Resources – Sue Sullivan

Member Ms. Sullivan shared the need for targeted education and additional resources. The group generated ideas for the Land Use Education Plan:

- Land Use Orientation for Land Use Chairs – Land Use Chair Handbook
 - o Including collaboration methods for land use chairs
- Document explaining how City Code and State Laws affect what can be done.
- Interactive map – shows zoning, explains definitions of zones, may include PZs in progress. This can be placed on NA websites.
- Targeted education packet for specific stakeholders (HOAs, Realtors, Community Groups)
- Land Use 101 Webpage – all land use education in one place.
- Updated Land Use 101 presentation – Video rather than slides
- Timeline document of how to be involved in the land use process.
- “How to” documents – View CityView/ePlans, Submit Comments

7. Land Use Education Chair Survey Results & Feedback – Sue Sullivan

Member Ms. Sullivan shared takeaways from the Land Use Education Chair Survey. Guests provided their thoughts on the results. The group agreed that none of the takeaways were surprising. There was no additional feedback to add.

8. Land Use Education Survey for Community Partners – Joshua Romero

Staff Mr. Romero shared the first draft of a Land Use Education Survey for Community Partners. The group provided the following feedback on the survey draft:

- Consider only open-ended questions
- Throw out any questions that you believe you can guess the answer to
- Consider more specific questions about timeline, zoning...etc.
- Consider focus groups
- Consider getting rid of table questions
- Include declarative statements – “Bend requires a comprehensive plan.... What do you know about...”

- What role do you see yourself in relative to land use in Bend? Level of involvement and engagement.

9. Public Participation Moving Forward – Hans Jorgensen

Member Mr. Jorgensen shared that the Neighborhood Leadership Alliance Policies and Procedures group is working on a policy that would allow guests to regularly participate in Neighborhood Leadership Alliance working group meetings by invitation.

10. Review Action Items – Makayla Oliver

Makayla Oliver, Community Relations Manager, did not review action items due to time constraints.

Adjourn at 5:05 p.m.

Respectfully submitted,

Makayla Oliver
Community Relations Manager

DRAFT