

**Minutes**  
**Neighborhood Leadership Alliance**  
**Land Use Working Group**  
**September 10, 2020, 3-5 p.m.**



**CITY OF BEND**

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**3:00 p.m. Neighborhood Leadership Alliance (NLA) Land Use Working Group Meeting**

**Call to order 3:08 p.m.**

**1. Roll Call:** Cassie Giddings, Dave Johnson, Lisa Mushel

**Guests:** Hans Jorgensen, Deby DeWeese, Mike Walker

**Staff:** Makayla Oliver, Colin Stephens, Pauline Hardie

**2. Approve Minutes**

Guest Deby DeWeese noted that her name was misspelled in the August minutes.

Member Ms. Mushel made a motion to approve the amended August minutes. Member Ms. Giddings seconded the motion.

**3. Public Comments**

There were no public comments.

**4. Council Work Session Presentation**

Staff Mr. Stephens presented the slides he had prepared for Council Work Session on September 16 regarding the NLA Code Change Recommendations.

- City Council Work Session NLA Recommendations
- NLA Recommendation 1: Increase notification areas
- NLA Recommendation 2: Extend deadline for comment
- NLA Recommendations 3 & 4: Require Signs to be visible from the right of way. Require the signs to be posted for the duration of comment period.
- NLA Recommendation 5: Extend deadline for notification of a Neighborhood Public Meeting
- NLA Recommendation 6: Implement new pre-application process
- NLA Notification Sign Design & Plain Language
- Further Public Outreach for Amendments
- Questions

**5. Letter to City Council – Micro-unit Developments**

New item - added to the agenda after it was published. Staff Ms. Oliver led a conversation on how to change the letter, which was previously sent to Planning Commission, to send to City Council.

Member Ms. Mushel suggested adding content to the letter regarding a conversation on zoning by the Land Use Chairs. Ms. Oliver shared a concern regarding only making minimal changes as approved by the NLA committee as a whole, adding new comment would be outside of the motion that was made to give the working group permission to edit and update the letter.

Ms. Oliver offered to update the letter to address the Council, with no changes to views presented within the letter. She also offered to send it to Ms. Mushel for final approval prior to submitting.

#### **6. Land Use Education Plan**

- Developer Packet: Member Ms. Mushel walked the group through the final draft of the Developer Packet, sharing the comments received from Staff Aaron Henson and a new format for pages 3 and 4. The group approved of these changes and appointed Ms. Oliver to make the minor edits that were discussed and submit to Planning and Legal staff for review and feedback.
- Interactive Map Update: This was not discussed due to lack of time.
- Land Use Website Format: Ms. Oliver presented the website format. The group provided feedback for Ms. Oliver to consider. The group will review again when there is a physical website draft.
- Land Use 101 & 102 Video Concepts: Ms. Oliver presented the video concepts. The group was in agreement about the overviews provided. Ms. Oliver will take these and draft the video content.

**Adjourn at 5:08 p.m.**

Respectfully submitted,

Makayla Oliver  
Community Relations Manager