

**LINCOLN CITY PLANNING COMMISSION WORK SESSION
MINUTES
February 7, 2023**

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Brian Bunnnett	Commissioner	Present	
Melissa Sumner	Commissioner	Present	
Marci Baker	Commissioner	Present	
Robert Vincent	Chair	Present	
Kim Blackerby	Commissioner	Present	
Charlsy Affuso	Commissioner	Present	

II. COMPREHENSIVE PLAN COMPONENTS

2.1. 2043 Comprehensive Plan Review

Director Skinner introduced John Morgan who would be serving as a resource and facilitator for the work session. She then presented the draft Comprehensive Plan outline, which was included with the agenda packet.

Director Skinner provided an overview of the anticipated process for developing and finalizing each chapter of the update. Each of the five focus areas identified by the Planning Commission was noted. In addition, Director Skinner emphasized to the Planning Commission that Comprehensive Plan components that are not fully updated within this current process could be identified for future discussion in the next plan update to occur in 5 years.

2.2. Chapter 8 Housing Rough Draft

Commissioner Blackerby stated that he had received feedback about the possibility of increased allowable building heights, and wondered if that was part of any recommendations under consideration. Although there had been discussion at an earlier work session, no actions have been taken by the Planning Commission and nothing has been included in the draft Housing policies.

Commissioner Baker reminded the Planning Commission that they had discussed reorganizing the policies in categories, and reducing redundancies. She suggested the following headlines, including: Comprehensive, Affordability, Sheltering, Accessibility, Safety, and Neighborhoods.

**VERBATIM TEXT
COMPONENT A**

Packet page 4, last paragraph
(Recording: 00:19:25)

Commissioner Baker: I think there were only three goals I had notes on and one of them was originally policy #2. I had an edit to say: “In conjunction with local nonprofit, county, state and regional efforts develop programs, services, and policies to serve the transient population with sheltering options for men, women and accompanied and unaccompanied minors, including those

aging out of the foster system, that includes comprehensive case management for individuals and connects them to other community resources.”

Before it just said “address the issue of homelessness and serve the transient population”, and I felt like being a little more specific around how we serve that population. From what I know, case management is the only way to measure if there’s any success happening or even how many individuals there are. On that note I would like to make a suggestion for a goal to work with local non-profits to find what that count might be-of unsheltered individuals in Lincoln City and to determine how many are residents. I wanted to ask Anne Marie if that would be too specific to be a policy, but wasn’t sure.

Director Skinner: The one you just read?

Commissioner Baker: Actually to have a goal to establish a count of unsheltered individuals in LC and how many are residents?

Mr. Morgan: Can I offer a comment on that? I think that is a very noble goal. I think it is misplaced. Anne Marie asked me to offer observations and an outside perspective. This is not a land use planning goal. It is a programmatic goal that is separate. I think what you had originally is probably great, even mentioning it, but there is really no place to go forward with anything specific here. It’s a good place to get started. But it really needs to be outside of the Planning Commission’s purview, likely outside of the Council’s purview as it relates to land use planning. But it could be the spark that gets that going.

END VERBATIM TEXT

Commissioner Blackerby asked for clarification regarding the two versions of the Housing chapter included in the packet. Director Skinner noted that the original draft was provided as pages 10 and 11, and the revised draft was on pages 8 and 9.

Commissioner Affuso asked about the efforts the City has made to solicit qualified developers of affordable housing. Director Skinner stated that she works in partnership with Allison Robertson, Urban Renewal Director on such activities, and that the housing projects under development were a direct result of this work.

Commissioner Baker supported adding a policy included in the Housing Analysis about establishing a City vacant property registry and to encourage housing rehabilitation efforts.

Director Skinner restated the need to provide less detailed language, and not to develop specific policies or action items. Mr. Morgan generally concurred, suggesting the Planning Commission consider which broad objectives would best serve to catalyze the types of work Commissioner Baker was describing. By being overly specific the plan would actually serve to limit future implementation actions.

Commissioner Affuso shared her concern that any implementation of affordable housing depends on the availability of willing developers. Director Skinner assured the Planning Commission that the City was already conducting significant outreach with potential partners, which is why two affordable housing projects are under construction which will result in more than 150 additional units.

Commissioner Baker asked if the plan could include recommendations to encourage single-room occupancy, co-housing, and conversions from single-unit housing to duplexes, triplexes and other middle-housing types to be used as long term rentals.

Mr. Morgan suggested that the Planning Commission affirm whether or not they supported the use of categories to organize the housing objectives. He recommended that some of the more specific recommendations might be included as sub-bullets or examples under a larger category.

Commissioner Bunnett asked if the plan needed to be consistent throughout the document, so that adopting a format for the Housing chapter would require that all of the Chapters would also need to be organized under subheadings.

Commissioner Blackerby referenced the document originally submitted to Director Skinner by Commissioner Baker. This document included a website that described a policy framework with four key pillars that could be used to organize the Lincoln City comprehensive plan chapter on housing, including: Create and preserve dedicated affordable housing units; Align housing supply with market and neighborhood housing conditions; Help households access and afford private-market homes; and Protect against displacement and poor housing conditions. Commissioner Affuso also found the website and the format useful.

Director Skinner asked how the Planning Commission would like to proceed with this idea.

VERBATIM TEXT.

COMPONENT B

Packet page 5, last sentence

(Recording: 00:35:17)

Commissioner Baker: I don't know, I kind of feel that we're approaching this without having had a conversation as a Commission on how do we want to structure the document. Has anyone else read other comprehensive plans or looked at how much they vary in the way they are structured?

And I think we may all have slightly different ideas. We've all just seen the outline for the first time collectively so I kind of expected that there'd be a discussion on that tonight before we dove into Housing. But I don't know where everyone else is at.

Director Skinner: Commissioner Baker, not every chapter has to be the same. Not every chapter has to have subheadings. Perhaps it will warrant it but it is a chapter-by-chapter discussion.

END VERBATIM TEXT

Commissioner Affuso shared information regarding current practices for establishing transient population counts. Commissioner Baker suggested that the issue of an accurate count relates to the ability to develop performance measures that might indicate whether or not community objectives were being met. Mr. Morgan stated that particular strategies and performance measures are more appropriate for inclusion in a Strategic Housing Plan, which could be identified as a Comprehensive Plan goal.

Responding to a question from Commissioner Bunnett, Mr. Morgan stated that he felt the proposed outline for the Comprehensive Plan and the draft structure appeared quite typical of comp plans elsewhere. He suggested that the draft Housing objectives were appropriately broad, although there may be more than are practicable for the community to address. Commissioner Bunnett added that the City of Newport is currently struggling with a vision document that is .

Director Skinner and Mr. Morgan suggested that the next iteration of the Housing chapter organize the objectives under major headlines and include some of the more detailed recommendations as examples to use under each heading.

Commissioner Baker asked for additional Planning Commission discussion on the Housing objectives, including the draft edits she had prepared. She shared her frustration at not being able to work productively as a group to create a draft. She was hoping that more time could be devoted to consideration of the overall process and schedule.

VERBATIM TEXT

COMPONENT C

Packet page 6, fourth paragraph

(Recording: 00:48:14)

Commissioner Baker: I was just kind of hoping the Commission would have some discussion at this work session. I spent a lot of time preparing this and working on things, I don't know if other people did or not but I don't feel we've had a lot of dialogue going on at all and I don't know that we're getting anywhere. I know we mentioned having a shared document and I don't know that we can do that but I don't know how we're really supposed to work together on this.

Director Skinner: No, we cannot have a shared document. It was discussed at the last work session and it was negated. It's not an option.

Commissioner Baker: I know that, I'm not suggesting that, what I'm saying is that because that is not an option I don't know how we're supposed to work together to create a draft. Because in this discussion I've not had time to share most of my notes. I asked if I should send them ahead of time and was told no. I was surprised this was put at the end of this work session. I thought that I was told face-to-face that it was not going to be and this work session was going to be about discussing the schedule and how we want to go about working together to create the document. So I'm just confused.

Commissioner Bunnett: We have several work sessions devoted to discussing the Housing goal, right? So today is not going to be the end of it.

Chair Vincent: Today was supposed to be the end of it.

Commissioner Blackerby: I don't see how it could have been the end of it.

Director Skinner: It will not be the end.

Commissioner Bunnett: I was under the impression that at the moment we were just talking about the structural elements of the document and we would get to more details later. As far as the organization is concerned I like the idea of John and Anne Marie, if they're willing to, to take a

stab at using these categories and adding some points under them and then maybe adding some bullet points, but that is purely just an organizational matter.

Commissioner Blackerby: Commissioner Baker, you said that you had sent some notes to Anne Marie and she didn't have a chance to get to this afternoon. And we didn't see it. Can you summarize what that is all about?

Commissioner Baker: The notes I sent? That was my notes on housing. When I saw it was on the agenda I was surprised by that, I don't know how I misunderstood. But that's when I called and asked if I should send my notes anyway, because we'd been asked to send our notes ahead of time, and I felt last time it seemed like the work session would have gone better had I sent them ahead of time. So I guess I'm just feeling like I'm not sure how I'm supposed to contribute my feedback to the rest of the commission.

Director Skinner: Why don't you go over all of your notes?

Commissioner Baker: Well I thought we were. We kind of jumped around a bit.

Chair Vincent: We can discuss them as you do. I'd like to hear them.

Commissioner Blackerby: And I think we also talked about that format thing going forward. Why can't we, when we have input, we can all make edits in Word before we get to a meeting. Wouldn't it be more beneficial if we shared them with each other before we got here?

Mr. Morgan: No, you cannot do that by law. That's a quorum, you are conducting business. Everything has to happen in open meetings. And frankly, wordsmithing is probably not the best use of the Commission's time, if that's what you're talking about.

Commissioner Blackerby: No, it's topics.

Mr. Morgan: Yes, let's deal with the topics and leave staff to pull the pieces together.

Commissioner Bunnett: Yes, I felt that we did a lot of that at our last meeting-grammar, punctuation and yes, it felt like maybe it wasn't the best use of our time.

Chair Vincent: But maybe if we had a copy of whoever's notes at the beginning of the meeting we could take a few minutes to go over them ourselves and then we'd have feedback. Is that allowed?

Mr. Morgan: Yes, as long as you do that in an open meeting. So you don't have Marci's, but you could walk through them tonight. And use that to stimulate your conversations and maybe it would still help us move toward the goal of coming to some agreement on Chapter 8. Maybe it won't be the final wording, but an agreement on where it is going.

Commissioner Bunnett: So for all subsequent meetings, if we have comments then we could make handouts to be distributed at the meeting?

Chair Vincent: it might be boring for folks out there, but we can take a few minutes to go over them ourselves. What are your thoughts, Anne Marie?

Director Skinner: Yes, that's fine with me. I will need them before, so that I can print and make copies for everyone. I receive a lot of emails throughout the day, so I don't necessarily have time to read them all. Marci, I apologize that I didn't see the email you sent me about your notes. If I had I would have forwarded them to Andrea so that she could have made copies for everyone. So my suggestion would be that going forward, yes, that's a fantastic idea, it will work, but please call me to notify me that there is an email I need to look for.

Chair Vincent: Can we do like Brian suggested and make copies ourselves? Do we still need to notify you?

Director Skinner: No, you can just bring copies. Just make sure I get a copy because we will need to get them included in the minutes.

END VERBATIM TEXT

Commissioner Bunnett and Commissioner Blackerby suggested that additional work session discussions were needed to finalize the Housing chapter. Commissioner Bunnett supported the development of an updated Housing draft that reflected the organizational changes discussed.

Commissioner Blackerby asked what had been included in the email Commissioner Baker sent, and requested further discussion of her comments. Director Skinner and Chair Vincent concurred.

Commissioner Bunnett would like the Planning Commission to focus more on the content, and not spend work session time on wordsmithing.

Director Skinner urged any Planning Commissioners who have written comments to make copies and distribute them at the beginning of each work session.

Commissioner Baker reviewed her comments. She asked if the Comprehensive Plan or the Housing Assessment included all of the necessary components, such as vacancy rates and units capable of being rehabilitated. Director Skinner stated that she would inquire with DLCD whether or not this information was required or available. Commissioner Bunnett asked about the definition of rehabilitate in reference to housing.

Commissioner Baker suggested adding language to the Housing Chapter that provided an overview of Current Housing Trends and Needs, taken from the existing Housing Analysis document. There was general consensus to add this language to the housing introductory paragraphs, with some revisions to ensure that the document is not immediately out-of-date. Commissioner Baker encouraged the commission to seek ways to make the comprehensive plan more completely reflect the public input that was received, and to make it a more accessible and friendly document.

Mr. Morgan asked the commission if there were any more substantive comments that should be discussed. Commissioner Baker asked if a goal could be added to encourage more fully sustainable neighborhoods within the housing chapter. Commissioner Blackerby suggested that it be combined with the existing objective for sustainable neighborhoods. Commissioner Baker also suggested that the Planning Commission consider a separate section or chapter on Sustainability that would also include the proposed language under consideration by the Sustainability

Committee. Director Skinner stated that sustainability could likely be included within each of the proposed chapters.

Commissioner Bunnett suggested moving objective #7 to the transportation chapter. There was general consensus to make that change. In addition, the commission agreed to revisions to objective #12 that remove the reference to various income levels.

Director Skinner provided a summary of the recommended changes to the Housing chapter. There was general consensus that the Planning Commission supported the revisions as discussed.

Chair Vincent asked for clarification about short-term rental (STR) policies. Director Skinner stated that there are existing caps on short-term rentals in Lincoln City in residential zones. Commissioner Baker supported acknowledging the relationship of short-term rentals to housing somewhere within the Comprehensive Plan. She noted that significant public comment had been received relating to the negative impacts on residential neighborhoods. Director Skinner stated that she would draft an objective relating to STRs within the housing chapter, and that further discussion would also be included in the Land Use Categories chapter.

NEXT STEPS

Chair Vincent moved the discussion to scheduling time for the next work session. Director Skinner requested information about commissioners' availability the weeks of February 20th or February 27th. Following a discussion, a tentative day and time of Tuesday, February 28th at 6 pm was decided upon for the next Planning Commission work session. The meeting will be held in the Northwest Conference Room and be available via zoom. Commissioner Blackerby asked about timelines for receiving the revised drafts and for submitting comments. Director Skinner will try to get everyone the draft materials by February 14th. The topics will include finalizing the Housing component and beginning the Public Facilities and Services section. A draft Transportation chapter will also be included in subsequent meeting materials.

The meeting concluded with a discussion of public involvement and Goal 1 for the Comprehensive Plan, which will be continued at a later meeting when it is on the official agenda.

VERBATIM TEXT COMPONENT D

Packet page 7, last paragraph
(Recording: 01:44:45)

Commissioner Baker: I have a couple questions about citizen engagement. I'm curious. I had asked the question about citizen engagement, our role in that, and how we are (or are not) involved in that and what we can do currently as the Citizen Involvement Committee. Are we going to have a conversation about that, not in editing what the Comp Plan says, but about our role today?

Commissioner Blackerby: And I think that is one of the things we also wanted to discuss if we ever have a joint work session with City Council to get their feelings about that role. I certainly have some opinions about it.

Commissioner Baker: I assumed that would be in the context to discuss future changes. But I don't really know that we even have a role.

Director Skinner: Kim is right. Any future changes would need to come from City Council.

Commissioner Baker: I'm not talking about future changes. My understanding is that we are that committee right now and we are working on a Comp Plan and we're not doing anything involving citizens.

Mr. Morgan: Your legal responsibility is to once a year evaluate how it's going and make a report to Council. You are not chartered as anything more than what state law requires.

Commissioner Baker: Okay. Unless there is a plan to do more?

Commissioner Bunnett: Are you saying that you aren't satisfied with those minimal requirements. That we should do more?

Commissioner Baker: Yes. At the very least there is a document that is on Oregon.gov titled Putting People in Planning that gives a lot of ideas, different ways to reach people, with articles, radio, etc. In the training we talked about how some cities have come up with a catchy slogan, and I think that a citizen involvement committee would be the group that might brainstorm what our catchy little slogan might be to get people interested. Instead of the just the legal notification requirements that seem like every other quasi-judicial thing we do as a Planning Commission.

Commissioner Blackerby: Yes, to me what we do doesn't look like citizen involvement. It's meeting a legal requirement but I don't think we're really encouraging the citizens other than the surveys we did for the comp plan. Otherwise, I don't think there's a whole lot of information that they know as to what they're supposed to do, how they're supposed to do it, when they're supposed to do it, or if they can do it at all. Or that we care.

Commissioner Baker: My point is that we could be getting citizen involvement throughout this drafting process, especially when we're having three work sessions on a topic. Then we might have more engagement so then when it does gets to a public hearing.

Chair Vincent: If you do that and they are in the audience, do we have to allow for questions and answers?

Commissioner Baker: Not in a work session. They could come and watch and then send an email to staff afterward of any thoughts that they had or any feedback. I think it would only help to get as much feedback as possible before the public hearings. One thought I had was that we'd actually trade hats and hold a meeting as the Citizen Involvement Committee.

Chair Vincent: Would that be a separate meeting? Where I'm from they had two separate committees, but that was a larger area. There was a planning commission and a civic pride committee that got everyone involved.

Commissioner Baker: It sounds like a similar concept, except that we are looking to focus on citizen involvement in land use planning.

Commissioner Blackerby: Some of those things we can do, like John suggested, in terms of our scripts for the meeting that could encourage more citizen involvement and are more user friendly

Commissioner Bunnett: Marci, were you suggesting that we might try to get more input--is that going to draw this out? I was impressed with the fact that you had the surveys and you had these opportunities for the public to participate in the meetings as well as the surveys. I think that was a good job on the part of the commission creating all these opportunities. Now if we were to do that while we're trying to finalize this housing section it would take time to schedule and put it all together. Is that feasible?

Commissioner Baker: Maybe not by holding a formal meeting, since we are going to have public hearings once we have a full draft. I was just thinking could we make it easier and more accessible for people to keep up on what we're doing so that it's not all new information when it gets to public hearings. And then that process takes so much longer because we got so much feedback and they're editing things we've already spent time on.

Commissioner Affuso: I think that we're changing the wording in the Comprehensive Plan so much that it's probably going to discombobulate people that are keeping up on it because it's discombobulating me in a lot of ways. The agenda is posted on the City website. The dates are posted on the City website. People who want to be here will be here. I don't know what else we can do, other than putting signs out everywhere to come to Planning Commission meetings. I would like some ideas, and let's lead with that.

Commissioner Baker: I have some ideas.

Commissioner Blackerby: I think there are lots of opportunities, like the ones that John talked about, that unfortunately we just need to work out the details, like the example of St. Helens, who had the special subcommittee.

Commissioner Bunnett: John also talked about one community that used the library to publicize.

Commissioner Sumner: Not to be negative, but we can't even get volunteers to fill all of our committees. If you can't get involvement at that level, how much more are you going to get?

Ms. Riner: I wanted to make sure that the Commissioners knew that with the second survey we included a component that participants could add their email if they wanted to be kept informed throughout the process. I think we got about 50 emails that way and so we periodically send out a group email to those folks, such as when there's an update. Typically I just let them know that there's new information or a draft component and provide a link to our website. They have my email, and everyone has Anne Marie's email. These are people that are much more likely than most to be engaged, because they've already spent some of their own time and given input. I have not heard back from any of those folks. I'm thinking because they are getting what they need.

Director Skinner: I have not heard from any of them either. About three months ago I put a statement on the water bills encouraging people to email me with any feedback on the comprehensive plan. I received one email and it was not about the comp plan and it was not a very nice email.

Commissioner Sumner: I get stopped in the grocery store to ask about the Planning Commission. The most feedback I heard was about the Copeland Lumber sign.

Director Skinner: As I've told the Planning Commission before, if you are receiving questions about projects it is not your role to answer them. You need to direct them to staff.

Chair Vincent: That being said, are there any other comments?

Commissioner Baker: Here are my ideas: create a catchy slogan; specifically invite feedback via email from other citizen volunteers from other city committees since they are likely to engage and provide feedback; directly email all citizens that have engaged in the public process over X amount of time, anyone who has signed in at a city council meeting or emailed public comment about any topic, with an update so they know we are actively working on it again and can stay informed. I know we have had some confusion in the community of people that read newspaper articles in 2020 that we were working on the comp plan and then there was confusion about the schedule not looking like what they thought was going on. So I think continued communication about what we're doing...since we really are drafting it this time it couldn't hurt to clarify it.

Director Skinner: As Andrea said, for everyone that has provided an email we are emailing updates. We can only email those people for whom we have email addresses.

Commissioner Baker: Place a simple feedback form on the comp plan update page where they can add their name and email and a easy way that they can just check which chapter they have comments for; link audio and minutes of work sessions to comp plan update page with simple references for the public to provide feedback during the drafting process so they can just send an email; but if someone is already on the comp plan site it would be good to make it easier for them to find documents and provide simple links to recordings, instead of making them take the extra steps; if we have it publish the entire schedule of work sessions (which sounds like we won't have).

Director Skinner: We tried that, so we're not going to do that.

Commissioner Baker: (continuing) Clearly communicate which sections we'll be working on; collectively identify and maybe interview community stakeholders, like the Housing Needs Analysis; ideas about how to meet people where they are through social meeting and marketing, like establishing a Facebook group that could be called Actively Engaged Citizens of Lincoln City that could communicate events and share documents.

Director Skinner: That is outside of the purview of the Comp Plan update and the Planning Commission. That would need to go through the City Manager. If you want a group on the Facebook page specifically for the Comp Plan I can talk about that with the City Manager, but anything outside of planning, land use, and the Comp Plan update we don't have jurisdiction over.

Commissioner Baker: Okay, that makes sense. Also, YouTube makes it a lot easier to stay informed, you can just subscribe to a channel. Also the Oregon Coast Today is the most read by people I know probably as it is free and local businesses use. Couldn't we reach out and ask them to partner? Also, the Director of Lincoln City Chamber has offered to send things through their email.

Commissioner Bunnett: We could do some sort of road show for Planning Commission members to share progress updates. The new School Superintendent sounds interested in getting students more involved in the community, maybe we could work with her to try to get some eager students to help us somehow. Did we get many responses to our survey from younger people? How did that go? Did you get the impression there was more that could be done?

Ms. Riner: As someone who spent a lot of years working in the area of public involvement, these are all wonderful ideas but they all take so much time, and focus, and that means money. I think that we look for ideas that can be done as part of our work, but almost everything else requires an enormous amount of a person's time. Keeping track of these ideas and seeing how they might fit in to anything else we're doing is something we'll be open to.

Commissioner Bunnett: Are you assuming that you or other staff would be responsible for all of this work?

Ms. Riner: For example, if you want to go and talk to a teacher, you know they are already challenged for time. Every door you knock on there is a lot of time preparing before you get there, and then following through. That stakeholder development, outreach targeted to those groups--it's a craft. So we look for the low-hanging fruit, things we can do, because it is important. It almost brings a tear to my eye, because it would be great to do all of these things, but it is not something that just happens if you try harder. You really need a dedicated person, or consultant or a team of consultants.

Commissioner Baker: It's just marketing. That's what we need. We need to tell people why they should care.

Commissioner Blackerby: There are things that don't cost money. There were at least a dozen things listed there, and you don't have to do them all at once. If we can just take one or two small things and try and get more involvement than we do today. John listed some great ideas, just in terms of the way that we write our scripts, using less legalese, more friendly. Right now what we are doing is just the bare minimum, the pure legal part. I am very much in favor of trying something. Start with things that don't take more staff time and don't take any no more money.

Director Skinner: What are they two things you'd like to start with?

Commissioner Blackerby: Start with talking to more of the City Council about this. If they get behind us, then it's not just us coming up with these ideas. And then its

Commissioner Affuso: I would like to see a clear outline of what that role is. When I was asked to be a Planning Commissioner nothing was ever said that I'd be on this Civic Involvement Committee. And you're going to have to involve yourself with this, it was a shock to me. I would like to suggest we sit down with the City Council and ask them what that actually is.

Commissioner Baker: I feel like I've been asking for that for a long time.

Commissioner Blackerby: This is not the first time it's come up.

Commissioner Affuso: How can we build a good committee if we don't even know what that we're supposed to be doing in this committee?

Director Skinner: It's the Citizen Involvement Committee and it satisfies the state requirement for establishing a method for the public to be heard. It does satisfy the legal requirement, and that is all that it does. We're meeting that requirement by doing our notifications and holding public hearings. And that is the role of the CIC. It's misnamed frankly.

Commissioner Baker: The current Comp Plan spells out a number of things that have never been done. For example: Lincoln City shall work with the school district to establish a local government education program in cooperation with the school curriculum. That never happened. That's in the comp plan. What is here in the current comp plan under Citizen Involvement Program is a lot more than what is even in the draft we received which is just "develop a written document describing the citizen involvement plan and how it ensures the following are in place..."

Director Skinner: I purposely did that so that you all could write your own plan and make it what you want. If you want me to copy what's already in the comprehensive plan I can do that, but I thought you would have made it your own.

Commissioner Baker: Yes, but I think that we're confusing editing the Comp Plan and us having an understanding of what the CIP currently is.

Director Skinner: I just told you. Right now you are the Planning Commission and you hold public hearings.

Commissioner Baker: I was told in an email to reference the current comp plan. I thought that it was applicable.

Commissioner Blackerby: Anne Marie, you asked for two steps. I think we make that one of the priority topics if/when we ever have a work session with the City Council. At a time that's convenient, it doesn't need to be right away. And we take a look at the scripts. I thought that was a wonderful idea that came out of the training session.

Director Skinner: The script change is easy. I'll get John to send the script and we will make that change. As far as the work session with City Council we discussed a number of topics you wanted to talk about and I relayed all of those to the City Manager. There's nothing else I can do.

Commissioner Blackerby: Just clarifying that that might be the number one topic to have with them.

Commissioner Bunnett: So we don't know if we're going to have this joint work session? Is it up to the City Manager or the City Council?

Director Skinner: Both. The City Manager asks CC for topics of what they want to discuss in work sessions and they schedule accordingly.

Commissioner Blackerby: We'll wait and see and if they want to have a work session hopefully we can encourage that to be one of the priority topics. But if Marci and I are the only two lone rangers on this, and you all don't want anything to do with citizen involvement, we are just two of 5.

Commissioner Bunnett: I don't think you are the only two.

Commissioner Sumner: We're doing what we're required. If there is a different committee it needs to be further outlined.

Commissioner Blackerby: I was never suggesting another committee. I agree with you, we can't fill this one. I just think there's a tweak that we can make it more than the bare minimum, legalese system we're currently doing.

Commissioner Sumner: How does that not fall under your city councilors? We elect them to be our representatives. I think that's their job to do citizen involvement.

Commissioner Baker: There is a statewide planning goal under citizen involvement. We have a comp plan with Citizen Involvement Policies. Number one: "Lincoln City shall develop multi-media informational programs on the planning process and procedures such as television and radio talk shows, newsletters, slide and discussion panels." That hasn't really been done. So do we really need to have a work session with City Council to talk about what is already outlined as our role?

Director Skinner: It has been done. Multimedia, social media, we have a website page, meetings are streamed live on Channel 4.

Commissioner Affuso: I believe you can't make people be involved in things they don't want to be involved with. We can advertise it everywhere but if they don't want to come, they're not going to come.

Commissioner Baker: I get a lot of feedback, and the comment I get most often is that people think their input is not wanted. I think that our population has been jaded, there has been a lot of miscommunication, lots of change, and we could play a role in communicating in a positive way to our community. I am advocating to go above and beyond the legal requirement, and I just wanted to have a discussion with everyone else about it. I think that there is a role that we have been charged with that we have not done. There are state requirements on analyzing how successful this program has been yearly that has never been done. So I'm advocating for us to follow our own codes and state law, and I'm trying to understand better what that program is. If it doesn't exist, then I'd like us to just acknowledge that.

Director Skinner: I think the first step would be to have the yearly review, whatever the code requires. As far as people saying that the City doesn't want feedback-the City Council provides an option for people to come and address them on whatever topic they want at every City Council meeting. It is rare for people to take advantage of that. There's also an opportunity on the website for people to submit comments on anything they want. And people do, I receive comments from that website.

Commissioner Sumner: When I was at LC Chamber I would share everything Anne Marie did, and our program allowed us to track the number of "clicks" each article received, and the planning-related topics were always the least trafficked items.

Chair Vincent: I went to those public input meetings that Anne Marie held and several were completely unattended.

Commissioner Baker: I feel like I'm trying to ask how we can do better, and what I'm hearing is that because people aren't engaging so we have done our job. Maybe I'm looking at this from a different perspective. I really feel we could try new things. Start with the low-hanging fruit, things that don't cost any money, something like an easy feedback form on the website, and allow them to organize it for you for what section of the comp plan.

Director Skinner: I can look to add it to the comp plan page this week. It is easy.

Commissioner Sumner: I do agree that we need to find a way to reach citizens. I don't think it's necessarily the Planning Commission. I think it falls on other forums of our committees to be more involved with our citizens to get their input on not just Planning Commission but everything.

Commissioner Blackerby: We're not asking for input just on Planning Commission items. This is a separate responsibility of the Planning Commission as it serves as the Citizen Involvement Committee.

Director Skinner: The Planning Commission serves as the Citizen Involvement Committee only for planning. It's not for all citywide events. It is just for land use planning.

Commissioner Sumner: The other issues get pushed onto the City Council, in my mind.

Commissioner Affuso: It goes to Explore Lincoln City and their massive budget. We're going down a rabbit hole that is spiraling out of control, to be honest.

Director Skinner: Citizen involvement for the Planning Commission is strictly for land use planning. Anything other than that is not the purview of the Planning Commission/Citizen Involvement Committee. Getting info out about anything else is not Planning Commission.

Commissioner Bunnett: Robert, I sense that you are interested in wrapping this up, as am I. Where are we going from here? I think the topic requires more discussion on our part.

Chair Vincent: Anne Marie just dictated that it is only for planning.

Commissioner Bunnett: That's right, so within those limits it is still something we need to talk about, can we put it on the agenda for a future meeting?

Director Skinner: It's already on the agenda, as Goal 1 of the Comp Plan, date to be determined. Our next work session is to finalize housing and begin to discuss the chapters for public services and facilities and transportation.

Commissioner Bunnett: We've identified the five priority areas, so those should be the ones we discuss first, but the other goals beyond those five--will we still discuss those? Can we move the topic of citizen involvement to be the one we talk about next, after those first five?

Director Skinner: You can move it to the next work session if you prefer.

Commissioner Blackerby: I think we should concentrate on the five, and then put citizen involvement on next.

Commissioner Baker: My intent in bring it up was not in reference to updating the comp plan. It was in reference to what can we do to get more public feedback and to see if the Planning Commission was interested in trying to get more input throughout the drafting process. And then a measure could be having people showing up to the public hearing and finding they like the draft because they feel that their comments had been heard. I felt this would mean we had taken at least

one step in at least functioning as the Citizen Involvement Committee and at least thinking about how do we know if we've been successful. We keep saying that people don't show up and people don't care, but I don't think that's a good measure of whether or not we've been successful. I just thought it would be something to talk about. We seem pretty split about whether we want more public feedback or not as a commission.

Commissioner Sumner: I definitely do, I just don't think it's all on us.

Commissioner Baker: But on land use planning and updating the comp plan it is all on us.

Commissioner Blackerby: My question is can we do what we are supposed to do now? Think about it. We've heard great ideas from John at the training.

Chair Vincent adjourned the meeting.

Respectfully submitted,

Anne Marie Skinner
Planning Director

Robert Vincent
Chair