
Technical Advisory Committee – Meeting 1

Thursday, October 11, 2018

3:00 – 5:00 PM

Happy Valley City Hall, 16000 SE Misty Drive – Chief Obie Conference Room (2nd Floor)

ITEM	TIME
Welcome and Introductions	3:00-3:25 PM
a. Welcome	
b. Introductions and Roundtable (All)	
c. Committee Charter and Meeting Guidelines (Joe Dills, APG, facilitator)	
Project Overview	3:25-4:00 PM
a. Project Purpose and Frequently Asked Questions (Michael Walter)	
b. Study Area Overview (Joe Dills)	
c. Project Schedule and Public Involvement Plan (Jamin Kimmell, APG)	
Envisioning a Great Plan for Pleasant Valley/North Carver	4:00-4:55 PM
a. Precedents – learning from similar plans and communities (Joe Dills)	
b. Visioning Exercise (All)	
This item will be a Committee discussion of ideas for the vision and goals for the project.	
Next Steps	5:00 PM
a. Next Steps and Adjourn	

Advisory Committee Rosters

Pleasant Valley/North Carver Comprehensive Plan

October 4, 2018

Community Advisory Committee (CAC)

Name	Location of Residence/Property
Shelly Parini	Purple Finch Loop (Existing Happy Valley City Limits Resident)
Kenneth Rask	Foster Road Damascus (Steve Deters Representative)
Steven Kent	Winston Rd - Damascus
Jim Hart	Vogel Way – Damascus
TJ Johnson	Virginia Ave/Hemrich (represents Abundant Life Church)
Barry Fox-Quamme	Cheldelin Rd – Damascus
Alan Shaw	19404 SE Foster Rd – Damascus
Donald Hanna Jr.	Foster Rd – Damascus
George Samaan	Denise Ct – Damascus (Diana Helm Representative)
Amanda Seybert	Hwy 224 – Damascus
Jim Syring	Foster Rd – Damascus
Lowell Patton	Hwy 224 – Damascus/Carver
Kayser/Cozzetto Family	97th Ave – Clackamas/Happy Valley (Terry Wilson Representative)

Technical Advisory Committee (TAC)

Name	Role	Organization/Agency
Nick Loos	Board Member	Clackamas River Basin Council
Cheryl McGinnis	Executive Director	Clackamas River Basin Council
David Yoshihara	Assistant Superintendent of Finance & Operations	North Clackamas School District #12
TBD	--	Gresham-Barlow School District
TBD	--	Centennial School District
Kevin Bailey	Commissioner	Sunrise Water Authority
Elizabeth Edgar	Engineer (Capital Projects)	Sunrise Water Authority

Name	Role	Organization/Agency
Don Kemp	Development Review Supervisor	Clackamas County Water Environment Services (WES)
Erik Carr	Development Review Specialist	Clackamas County Water Environment Services (WES)
Stephen Williams	Principal Transportation Planner	Clackamas County Transportation and Development (DTD)
Jennifer Hughes	Long-Range Planning Manager	Clackamas County Planning
Marth Fritzie	Senior Planner	Clackamas County Planning
Tim O'Brien	Principal Regional Planner	Metro
Jennifer Donnelly	Metro Regional Representative	DLCD
Joe Dills	Sr. Project Manager	Angelo Planning Group (APG)
Jamin Kimmell	Planner	Angelo Planning Group (APG)
Michael Walter	Economic & Community Development Director	City of Happy Valley
Michael Cynkar	Senior Planner	City of Happy Valley
Chris Alfino	Associate Planner	City of Happy Valley

MEMORANDUM

Community Advisory Committee and Technical Advisory Committee Charter

Pleasant Valley/North Carver Comprehensive Plan

DATE June 13, 2018
TO Michael Walter
FROM Joe Dills
CC Sylvia Ciborowski

CHARGE TO THE COMMITTEES

Community Advisory Committee (CAC)

The CAC is the Statewide Planning Goal 1 Citizen Involvement advisory committee for the Pleasant Valley/North Carver (PV/NC) Comprehensive Plan, charged with: (1) helping with the community outreach strategy; and, (2) advising on the content and language of the PV/NC Comprehensive Plan. The CAC meetings and workshops will be a focal point for the public involvement process. The CAC is advisory to the Planning Commission.

Technical Advisory Committee (TAC)

The TAC, with multiple disciplines from overlapping agencies and service providers, will guide the technical aspects of the PV/NC Comprehensive Plan, particularly regarding transportation, infrastructure and parks planning.

STAFF SUPPORT

City of Happy Valley planning staff will serve as the primary staff support for Committee logistics and management of the project. The project consulting team will serve as Committee facilitator and will prepare working materials for discussion by the Committees.

EXPECTATIONS FOR PARTICIPATION

Members of the CAC and TAC will:

1. Attend approximately ten meetings. If a CAC member cannot attend a meeting, he or she may send someone to listen in the audience but not participate at the committee table.
2. Actively participate in the project by contributing to project meetings and reviewing materials before meetings.
3. Abide by the agreed upon meeting guidelines.
4. Strive to incorporate perspectives they hear throughout the community.
5. Ask questions and seek information to ensure understanding. Express concerns, issues, and perspectives clearly, honestly, and early in the process.
6. Share differences of opinion on ideas – silence is considered consent.
7. Help create an atmosphere in which differences can be raised, discussed, and melded into group decisions. Divergent views and opinions are expected and are to be respected.
8. Talk to others in the community to give and receive information about the transportation plan.
9. As possible, attend project-related public events.
10. If contacted by the media, members will speak on their own behalf and not on behalf of the group or City. Committee members should refer members of the media to City staff for official statements.
11. The CAC is an advisory group and subject to public meetings law. Therefore, discussions and deliberations must take place in a public setting. More than half of the committee members may not discuss or deliberate issues before the committee in person, in emails, or other electronic communication. Please do not use “reply-all” when responding to any emails from the CAC or City staff.

MEETING GUIDELINES AND DECISION MAKING

General Guidelines

1. A quorum for each committee is two-thirds of the total membership.
2. Meetings will be facilitated by the project consultant.
3. Discussions are generally intended to develop consensus and a common direction from the Committee, but consensus is not required to move forward.
4. Meetings will begin and end on time. If an agenda item cannot be completed on time, the group will decide if the meeting should be extended or items continued to the next meeting.
5. Committee members will strive to:
 - a) Share comment time so all can participate.
 - b) Be respectful of a range of opinions.
 - c) Focus on successfully completing the agenda.
 - d) Voice concerns as needed at the meeting.
 - e) Seek consensus where possible.
6. The public is welcome to attend CAC meetings, and time will be reserved for public comments.
7. Committee members are encouraged to share the project's progress with their respective networks and constituencies.

Guidelines for Developing Advice and Recommendations

1. The Committees will seek to develop advice and recommendations by consensus. Consensus means that all members either support the proposal or can live with it in the interest of moving forward.
2. If consensus cannot be reached, the facilitator will ask for a vote. Support by two-thirds of the members present (with a quorum) is required to forward a recommendation. The vote will be captured in the meeting summary, along with the various points of view on the issue.
3. The facilitator may ask for straw polls during the course of discussion to gage the level of support for various issues and help identify areas of compromise.

PRELIMINARY MEETING TOPICS

The following is a list of CAC meeting topics from the project scope of work. The TAC meeting topics will generally track with the topics prepared for the CAC but may be tailored for future changes. This list is preliminary and subject to change as the project unfolds.

1. Project Overview, Draft Committee Charters, Vision and Planning Principles (interactive exercise)
2. Existing Conditions (Part 1), Finalize Vision and Planning Principles
3. Existing Conditions and Needs Assessments (Part 2), Plan Concepts (Part 1)
4. Plan Concepts (Part 2) and Policy Ideas, Meeting Plan for Community Workshops
5. Review Feedback on Preliminary Plan Concepts and Policy Ideas from Community Workshops and Online Outreach, Provide Direction for Refined Plan Concepts and Policy Ideas
6. Review Analyses of Refined Plan Concepts, Provide Direction for Preferred Plan and Policy Ideas
7. Review Draft Land Use Map, TSP Master Plan, and Comprehensive Plan Policies
8. Review Draft Development Code Amendments
9. Review Draft Supporting Documents (HNA, EOA, TSP, Park Master Plan, Natural Resources maps)
10. Contingency Meeting (available for use as needed during the CAC process)



MEMORANDUM

Project Overview

Pleasant Valley/North Carver Comprehensive Plan

DATE October 4, 2018

TO PV/NC Community Advisory Committee (CAC) and Technical Advisory Committee (TAC)

FROM PV/NC Project Team

The City of Happy Valley is embarking on a land use and transportation plan that will guide the future of the Pleasant Valley/North Carver (PV/NC) area. The plan area is shown in Figure 1. More detailed maps of the plan area are included with the packet for CAC and TAC Meeting #1.

This is an exciting time for the area, as this plan will allow the expansion of quality public services, such as police, schools and parks, as well as offer community members a voice in the planning process. The plan will build off the efforts of the adjacent (to the west) East Happy Valley Comprehensive Plan, adopted in 2009, and provide direction for the City's overall Comprehensive Plan.

The City of Happy Valley is the fastest growing city in Oregon, yet still places a high value on quality of life, community spirit, and planned growth. Businesses and residents thrive in this beautiful city, and we look forward to your help in planning for a future of balanced and sustainable growth in the Pleasant Valley/North Carver area.

The anticipated project schedule is forecasted to conclude the winter of 2020. Stages of the project include Research and Learning, Vision and Plan Concepts, and Plan and Code Amendments (Figure 2).

Figure 1. Plan Area Map

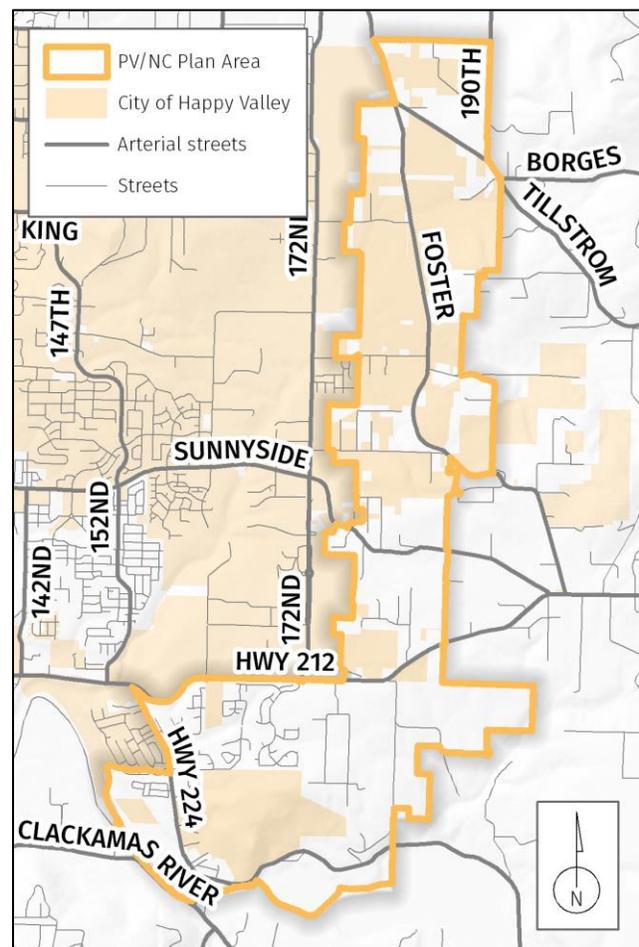
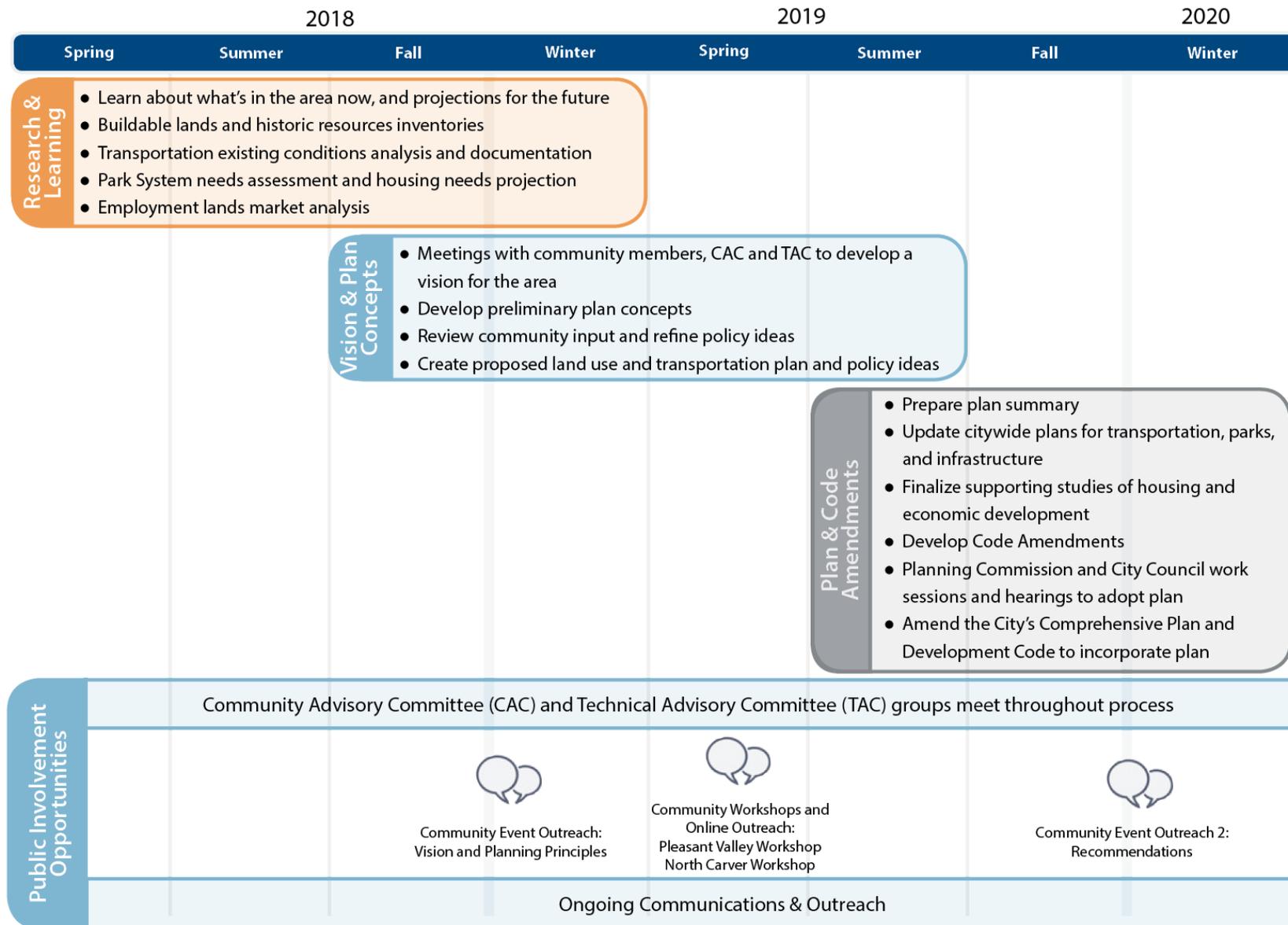


Figure 2. Anticipated Project Schedule



What will the PV/NC Comprehensive Plan do?

The PV/NC Comprehensive Plan will provide the framework for the integrated land use and transportation plan. There are many potential benefits: safer roads over time; ability to reduce congestion; a riverfront in Carver that people can use and enjoy; housing for those who live and work here; and a well-planned parks and trails system. These benefits often translate into more marketable homes and properties.

The planning process will include coordination and communication with property owners and the general public; Oregon Department of Land Conservation and Development (DLCD); Metro; the cities of Portland and Gresham; Multnomah and Clackamas counties; the Oregon Department of Transportation (ODOT), and other area stakeholders.

Why do we need a Comprehensive Plan?

The Pleasant Valley-North Carver area is within the urban growth boundary. As such, urban comprehensive plan and zoning designations are required by state law. In Oregon, comprehensive plans ensure, through citizen involvement, that land use, transportation, natural resources, housing, economic development and other community needs are planned in a coordinated way that reflect local needs while meeting statewide goals and rules.

The Comprehensive Plan is one of many planning efforts and projects in the area. Related projects and studies include:

- [Metro Regional Transportation Plan Update](#)
- Clackamas to Columbia Corridor Study (linking Hwy 212 to I-84)
- Clackamas County Transportation System Plan (TSP) Update
- [City of Gresham Pleasant Valley Transportation System Plan Refinements](#)
- [City of Happy Valley Parks Master Plan Update](#)

ANNEXATION

What does annexation mean?

Annexation allows the City to provide municipal services to properties and residents. More information on annexation is available [here](#). Over 1,000 acres have already been annexed within the project area. The City will continue to welcome additional annexations and new residents in the future.

What does this mean for people who aren't annexed?

Those living in an area that is not annexed will not have urban zoning applied. They may later apply to become annexed if they wish to develop at urban densities. For those already located within the City

of Happy Valley, the annexation applies, and property will be zoned for urban development. Those not in the City of Happy Valley will need to opt in to annexation at a later date and pay associated fees.

Must everyone be annexed?

Annexation is currently voluntary.

Why does the City of Happy Valley want to annex more neighborhoods?

Bringing more neighborhoods into the City of Happy Valley allows the City to extend municipal services in an efficient manner, expand coordinated public safety services, provide environmental protections, maximize business incentives, and ensure a well-planned transportation network.

COMMUNITY INVOLVEMENT

Community Advisory Committee

The City will be forming a Community Advisory Committee, or “CAC”, to help develop the PV/NC Comprehensive Plan and assist with community outreach. This 13-member group will be comprised of individuals with broad and diverse interests who would like to help guide the Comprehensive Plan process. The group will meet nine times over the course of the planning process.

In addition to the CAC, community members will have plenty of opportunities to hear about area land use and transportation plans, and to provide input on how police, schools, parks and public services should be provided. There will be in-person and online workshops and events to share your views. Feel free to reach out to Michael Walter, the city’s Economic & Community Development Director, at any time via the contact information below. We look forward to hearing from you!

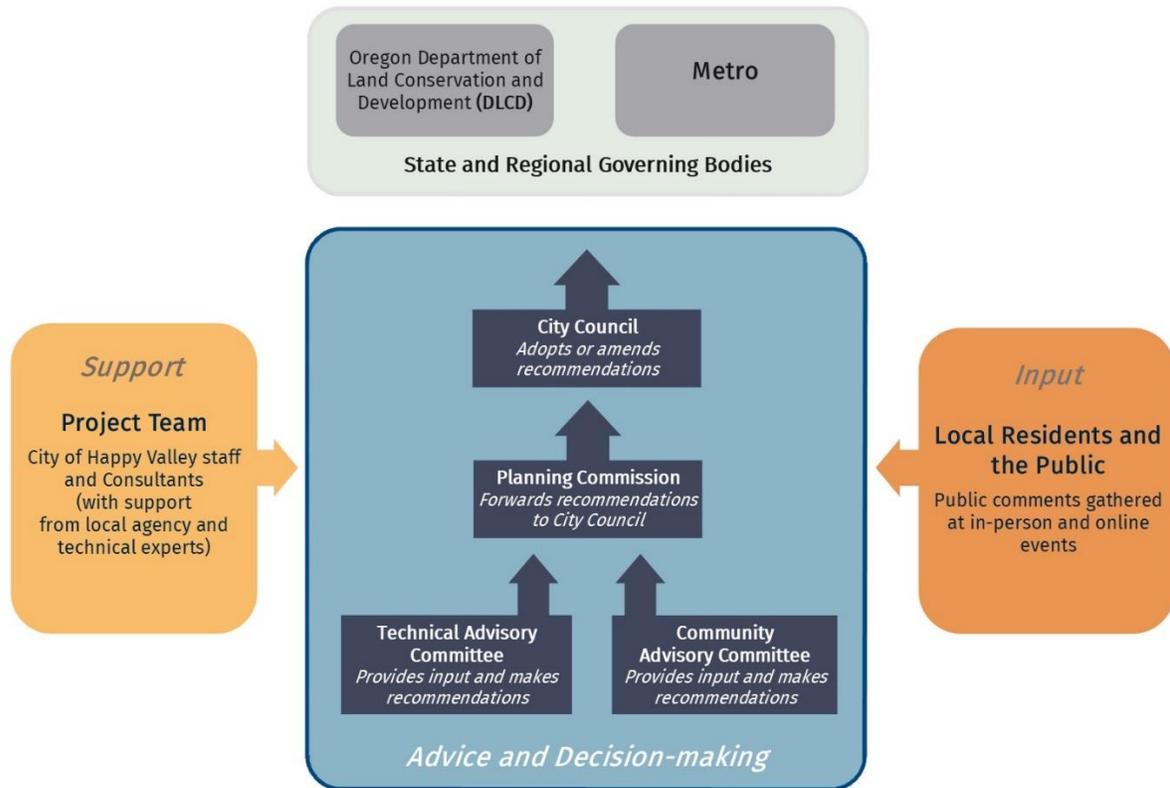
Project and Public Engagement Schedule

Project milestones and tasks are separated into three major areas of: 1) Research and Learning; 2) Develop Vision and Plan Concepts, and 3) Plan and Code Amendments. The Research and Learning phase takes place first, with existing conditions analyses, inventory and projections of area resources. Starting in 2019, community members, and the CAC and Technical Advisory Committee (TAC) will begin to develop the vision for the area and to develop the key concepts that will guide the plan. Plan concepts and policy ideas will be developed and refined through the summer of 2019. The final phase of the project will involve updating citywide plans and the development code to incorporate the PV/NC Comprehensive Plan. Public involvement opportunities will run concurrently with the entire process, with three planned community outreach events and online outreach.

Decision-Making

Local residents, key stakeholders, government agencies, and elected officials all have a role to play in developing the Comprehensive Plan. The decision-making framework for the project is summarized in Figure 3.

Figure 3. Decision-Making Framework



The Community Advisory Committee (CAC) assists with community outreach and advising on the content and language of the PV/NC Comprehensive Plan. The CAC provides advice to the Planning Commission.

The Technical Advisory Committee (TAC) is comprised of representatives from multiple agencies and service providers. The TAC will guide the technical aspects of the PV/NC Comprehensive Plan, particularly regarding transportation, infrastructure and parks planning. The TAC will provide technical review and coordination between jurisdictions and agencies. The City will appoint the TAC, provide support to their meetings, address inquiries throughout the process, and prepare meeting summaries.

Both the CAC and TAC will meet approximately 10 times with their respective groups through the course of the project.

Local residents and the public are engaged throughout the entire planning process via the project website and social media, as well as at community events, such as community information tables,

workshops, and online and in-person open houses. Feedback received from public stakeholders will be summarized and provided to the project team to help inform the comprehensive plan.

The Happy Valley Planning Commission will gather ideas and advice from the public, the CAC and the TAC, and make recommendations to Happy Valley City Council. The City Council will review the recommendations and amend or adopt the plan. The plan will then be forwarded to Metro (regional government) and the Oregon Department of Land Conservation and Development (DLCD). Metro will comment on and may suggest amendments to the plan. DLCD will ultimately acknowledge the plan prior to it taking effect.

FREQUENTLY ASKED QUESTIONS

What is the City's plan for the western portion of the former Damascus area?

Because most of the former Damascus area is located within the Portland Metro Urban Growth Boundary (UGB), state law requires the adoption of a Comprehensive Plan that meets the Oregon Land Use Planning Goals and the Metro regional government Functional Plan. The City of Happy Valley has been awarded a Metro 2040 Planning and Development grant to fund the planning of an integrated land use and transportation plan for this area, which is titled the Pleasant Valley/North Carver (PV/NC) Comprehensive Plan, for approximately 2,700 acres, east and south of the City's most recently adopted Comprehensive Plan area, which is known as the East Happy Valley Comprehensive Plan. This planning process is currently underway. At present, the focus is on outreach to property owners, other residents, and service providers.

How long will it take to adopt a Comprehensive Plan for the westerly portion of the former Damascus area?

The City estimates that the process, which will result in the adoption of a Comprehensive Plan and related products, which include (but are not limited to) the integrated Transportation System Plan (TSP) Update, a Parks Master Plan Update, Sewer and Water Master Plans, and Schools Plans, will be completed between late summer and early fall of 2020.

When will the City adopt new zoning for properties formerly in the western portion of the City of Damascus?

Because the City has a "one-map" (combined Comprehensive Plan and Zoning Map) system, new zoning for those properties within the PV/NC Comprehensive Plan will be adopted at the same time as the adoption of the Plan.

What zoning is planned in the future?

New zoning designations for properties in the former western Damascus area are still unknown, and will not be known until adoption of the PV/NC Comprehensive Plan. However, the City's work will "stand on the shoulders" of the former Damascus-Boring Concept Plan and many facets of the work from the City of Damascus. Per Metro and Oregon Department of Land Conservation and Development (DLCD) requirements, a combination of residential densities and employment lands will be examined. In addition, future commercial and institutional zoning districts will be explored.

Where are roads planned in the future?

The PV/NC Comprehensive Plan will be an integrated land use and transportation plan. That means it will include much more than just future zoning designations. In addition to identifying the future zoning designations, the PV/NC Comprehensive Plan will amend the City's existing TSP to identify the future road network to serve the area. The system of Neighborhood, Collector and Arterial facilities will be evaluated against future projected trip generation of the various urban zones. As part of the process, the City will work with Clackamas County and the Oregon Department of Transportation (ODOT).

Where are parks planned in the future?

The City has recently adopted a Parks Master Plan for areas of the City outside of the PV/NC area. We anticipate the Parks Master Plan will be updated through the PV/NC Comprehensive Plan to conceptualize the location of future park sites in the PV/NC Comprehensive Plan area.

Where are sewer and water facilities planned to be?

Storm/Sanitary Sewer Master Plans, (Clackamas County Water Environment Services) as well as a Water Master Plan (Sunrise Water Authority) will be included in the PV/NC Comprehensive Plan.

What schools are planned in the future?

A ten-year schools plan for the three districts in the former western Damascus area – North Clackamas School District #12, Centennial School District, and Gresham-Barlow School District – will be included in the PV/NC Comprehensive Plan. In addition, the voters in the North Clackamas School District recently approved a bond measure to fund additional classrooms and a new high school.

I used to live in the City of Damascus – do I have to annex to the City of Happy Valley?

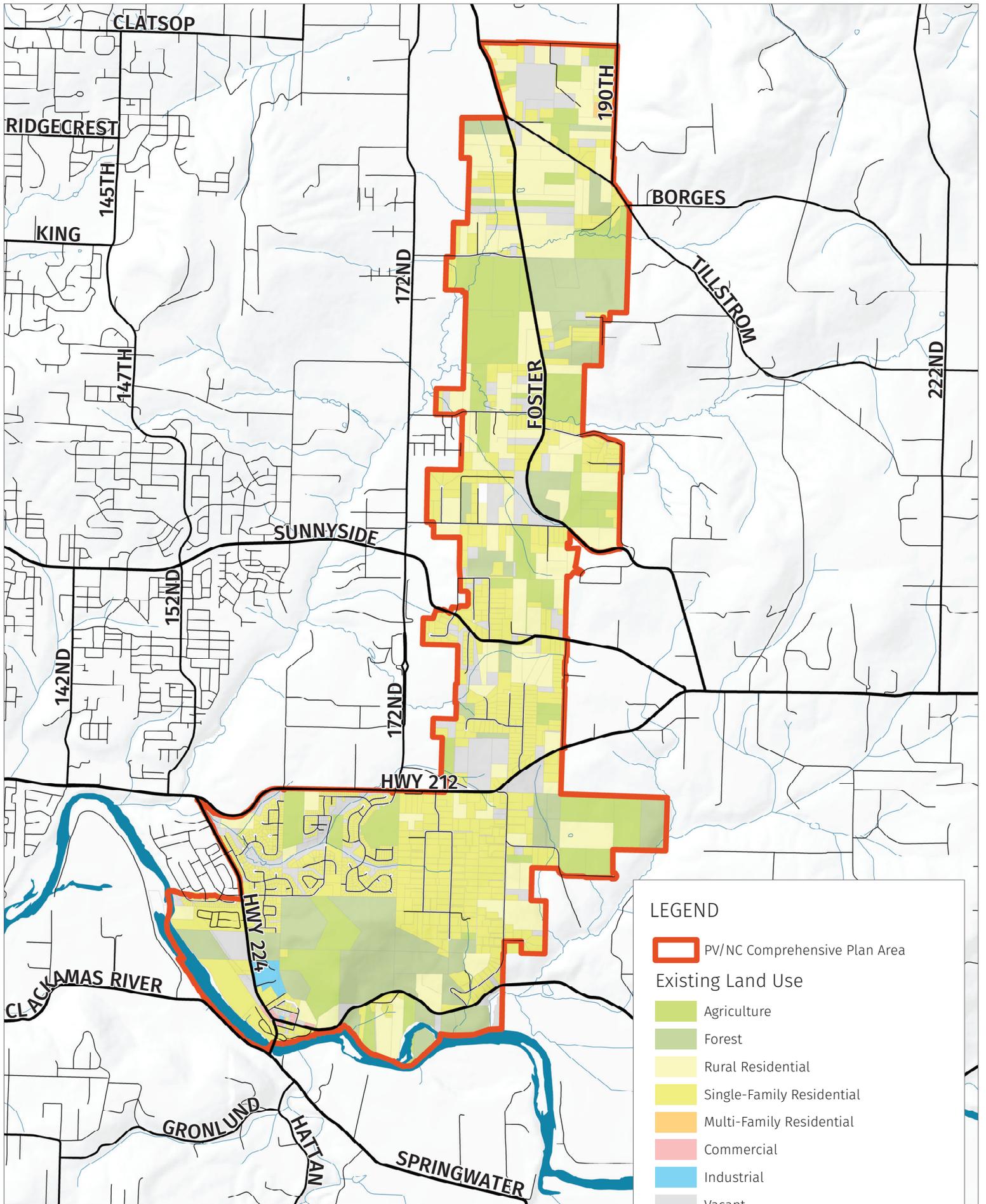
No. However, to receive City services and ultimately urban zoning, a property owner would have to be annexed within the City limits.

My property is shown on the PV/NC Comprehensive Plan map, but I'm not annexed to the City of Happy Valley – what will happen to my property?

You may choose to remain in unincorporated Clackamas County, or annex to the City of Happy Valley in order to receive urban zoning and City services.

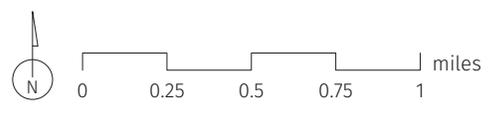
My property is not shown on the PV/NC Comprehensive Plan map, what will happen to my property?

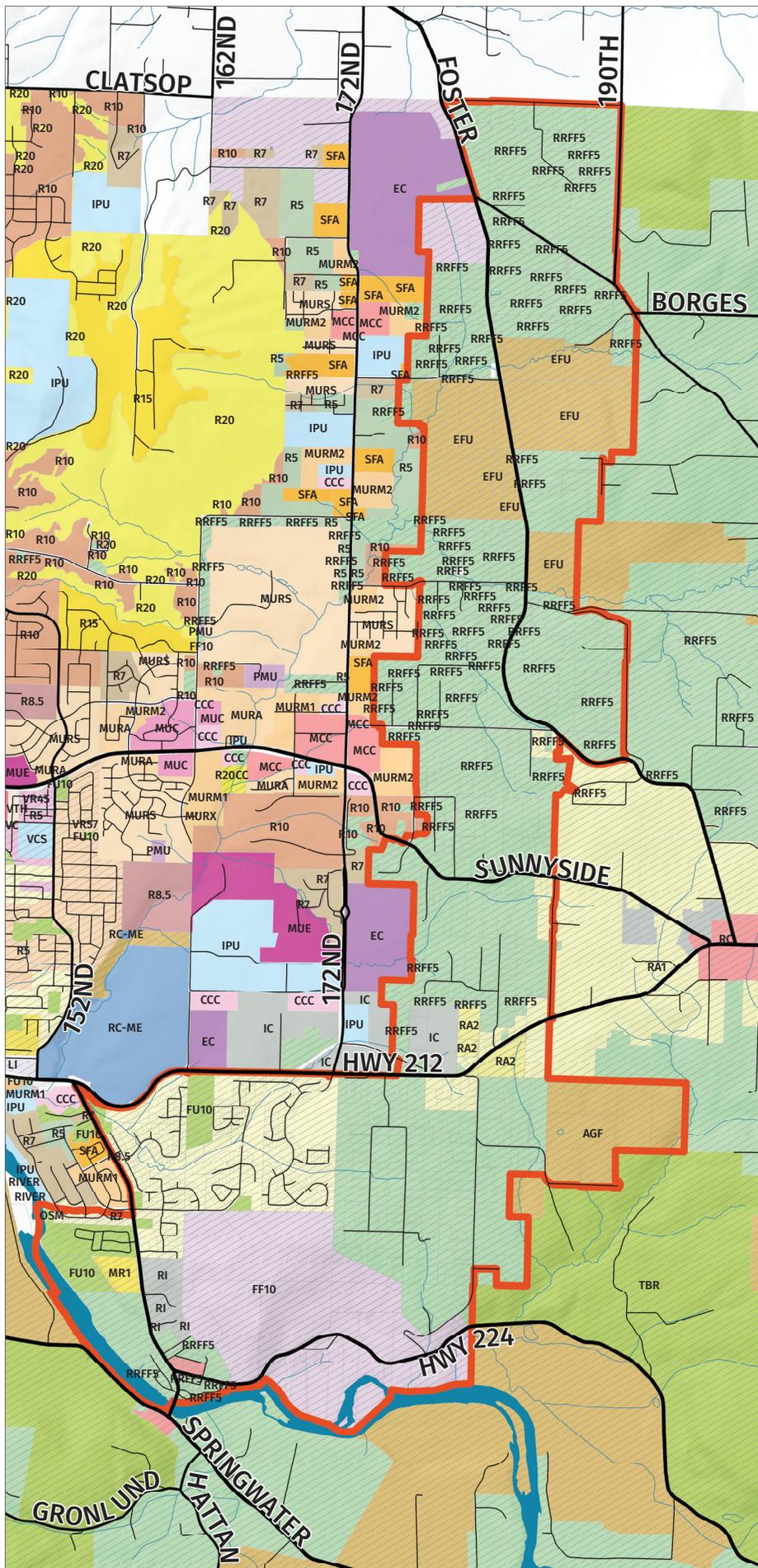
You may choose to remain in unincorporated Clackamas County, or annex to the City of Happy Valley. However, the timeline for yet another Comprehensive Plan in the areas of the former City of Damascus (further east of the PV/NC area) is yet to be determined and will be subject to future annexation patterns, grant funding and the direction of the City Council.



LEGEND

- PV/NC Comprehensive Plan Area
- Existing Land Use**
- Agriculture
- Forest
- Rural Residential
- Single-Family Residential
- Multi-Family Residential
- Commercial
- Industrial
- Vacant





LEGEND

-  PV/NC Comprehensive Plan
-  Clackamas County
- Happy Valley**
-  Community Commercial Center
-  Employment Center
-  Exclusive Farm Use (EFU) - Clackamas
-  Farm Forest (FF-10) Clackamas
-  Future Urban (FU-10) Clackamas
-  Industrial Campus
-  Institutional and Public Use
-  Mixed Commercial Center
-  Mixed Use Commercial
-  Mixed Use Employment
-  Mixed Use Residential - Attached (MUR-)
-  Mixed Use Residential - Multi-Family Low Density (MUR-M1)
-  Mixed Use Residential - Multi-Family Medium Density (MUR-M2)
-  Mixed Use Residential - Single Family (MUR-)
-  Mixed Use Residential - Mixed Buildings (MUR-X)
-  Planned Mixed Use
-  Low Density Residential R-10 (1 Unit/10,000 Sq.Ft.)
-  Very Low Density Residential R-15 (1 Unit/15,000 Sq.Ft.)
-  Very Low Density Residential R-20 (1 Unit/20,000 Sq.Ft.)
-  Very Low Density Residential R-20 (1 Unit/20,000 Sq.Ft.)
-  Medium Density Single-Family Residential R-5 (1 Unit/5,000 Sq.Ft.)
-  Low Density Residential R-7 (1 Unit/7,000 Sq.Ft.)
-  Low Density Residential R-8.5 (1 Unit/8,500 Sq.Ft.)
-  Rural Area Residential - 2 Acres (RA-)
-  Rural Commercial
-  Rock Creek Mixed Employment (RC-)
-  Rural Industrial District (RI)
-  Rural Residential Farm Forest - 5 Acres
-  Single-Family Attached Residential
-  Sunnyside Village: Commercial
-  Village Standard Lot Residential District (VR5/7) Clackamas County
-  Sunnyside Village: Townhouse

