

UDO Committee Meeting #1 Notes

June 29, 2020 | 6:30 – 8:00pm

Distance Zoom Call

The purpose of this UDO Committee Meeting #1 is to provide some background for why this committee has been formed, agree upon and discuss how to achieve our charge and principles, brainstorm how we can best solicit priorities from the broader Planning Commission, review and discuss a proposed resolution, and share final thoughts and next steps.

AGENDA

1. Welcome (All) 6:30 – 6:35pm
2. Introduction, Background, & Purpose of Committee (Nate) 6:35 – 6:45pm
3. Proposed Draft Charge for Committee Discussion (All) 6:45 – 7:00pm
 - a. See attached document
 - b. Discussion questions:
 - c. What do you most agree with?
 - d. What would you change?
 - e. How can we achieve it (i.e., transparency)?
4. Planning Commission Priorities Discussion (All) 7:00 – 7:25pm
 - a. Purpose: To formulate policy priorities for UDO amendments from the full Planning Commission body.
 - b. Discuss: How can we solicit priorities from the broader Planning Commission?
 - c. Potential questions to ask full Planning Commission:
 - d. Based on your experience with frequently reviewing rezoning and FLUM cases, what do you think are challenges and opportunities to improve processes and outcomes?
 - e. What current comprehensive plan goals and policies are important to you?
 - i. Provide some guidance on the most relevant comprehensive plan guidance
 - e.—
 - f. Which need to be better implemented?
 - g. What are your priorities?
 - h. What is low-hanging fruit that we should tackle right away?
 - i. What are examples of successful zoning provisions or good urban patterns from other cities?
 - j. We can send commissioners Word version of these questions; commissioners cannot hit reply all; can use surveymonkey
 - k. What was wrong in a case that you have review that you think we need to fix?
 - l. How can we make the UDO more accessible and understandable?
 - i. Provide more explainers and plain language; translate complex information back out to the community
5. Proposed Resolution Discussion (All) 7:25 – 7:50pm
 - a. The UDO empowers the Planning Commission to propose UDO text amendments, but leaves unclear the procedure for doing so. Thus, the Planning Commission has never actually proposed amendments. One frequent method in other places is proposing amendments by resolution.

- i. Follow same process as staff: put together an application; details what is intended and then working on it; what kind of community engagement is an important consideration – we need to think through that; 0.5. Item placed on the agenda for UDO Committee – where there are major stakeholders they would participate at this part; 1. Committee fills out an application; 2. Planning Commission proposes by resolution; 3. Additional steps
 - ii. Tom’s third method: assemble report and send that forward to the legislative body
 - iii. Williams: Transparent process; ideally this should be an official procedure in UDO and/or Rules and Procedures, consider doing this
 - b. Discuss potential first action: Draft and bring to the full body a resolution that proposes an amendment to UDO and/or Planning Commission Rules and Procedures that clarifies the procedure for a Planning Commission-initiated UDO text amendment.

6. Final Thoughts & Next Steps (All)

7:50 – 8:00pm

- a. Next committee meeting Thursday, July 9, 6:30pm on Zoom
- b. Schedule following committee meeting
 - i. Doodle Poll (not a problem because goes back to one person)
- c. Follow up tasks (if needed)
 - i. Develop resolution; share resolution with UDO Committee for review
 - ii. Assemble priorities questions; share priorities questions with broader Planning Commission
 - iii. Share this back out to the committee
- d. Next Meeting:
 - i. Review final draft charge and principles
 - ii. Propose and discuss immediate UDO priorities, as appropriate
 - iii. Discuss and finalize proposed resolution, as appropriate
 - iv. If possible post agenda a week ahead of time
 - v. Need someone taking minutes