



Oregon

John A. Kitzhaber, M.D., Governor

Department of Land Conservation and Development

635 Capitol Street NE, Suite 150

Salem, OR 97301-2540

(503) 373-0050

Director's Office Fax (503) 378-5518

Main Fax: (503) 378-6033

Web Address: <http://www.lcd.state.or.us>



NOTICE OF ADOPTED AMENDMENT

October 29, 2013

TO: Subscribers to Notice of Adopted Plan
or Land Use Regulation Amendments

FROM: Plan Amendment Program Specialist

SUBJECT: City of Dunes City Plan Amendment
DLCD File Number 001-13

The Department of Land Conservation and Development (DLCD) received the attached notice of adoption. A copy of the adopted plan amendment is available for review at the DLCD office in Salem and the local government office. The submitted ordinance was adopted by the City of Dunes City on October 21, 2013, per ORS 197.615 (3) and DLCD did not notify within five working days of receipt, any persons who requested notification.

Appeal Procedures*

DLCD DEADLINE TO APPEAL:

Acknowledged under ORS Sections 197.615, 197.625, and 197.830 (9)

This amendment was submitted to DLCD for review 35 days prior to adoption. Pursuant to ORS 197.625 if no notice of intent to appeal is filed within the 21-day period set out in ORS 197.830 (9), the amendment to the acknowledged comprehensive plan or land use regulation or the new land use regulation shall be considered acknowledged upon the expiration of the 21-day period.

Under ORS 197.830 (9) a notice of intent to appeal a land use decision or limited land use decision shall be filed not later than 21 days after the date the decision sought to be reviewed becomes final.

Please call LUBA at 503-373-1265, if you have questions about appeal procedures.

***NOTE: THE APPEAL DEADLINE IS BASED UPON THE DATE THE DECISION WAS ADOPTED BY LOCAL GOVERNMENT. A DECISION MAY HAVE BEEN MAILED TO YOU ON A DIFFERENT DATE THAN IT WAS MAILED TO DLCD.**

Cc: Jacob Callister, City of Dunes City
Gordon Howard, DLCD Urban Planning Specialist
Dave Perry, DLCD Regional Representative

<paa> YA



FORM 2

DLCD

Notice of Adoption

This Form 2 must be mailed to DLCD within **20-Working Days after the Final Ordinance is signed** by the public Official Designated by the jurisdiction and all other requirements of ORS 197.615 and OAR 660-018-000

DATE STAMP	<input type="checkbox"/> In person <input type="checkbox"/> electronic <input type="checkbox"/> mailed
	DEPT OF
	OCT 21 2013
	LAND CONSERVATION AND DEVELOPMENT
For Office Use Only	

Jurisdiction: **City of Dunes City**

Local file number: **Ord No. 223**

Date of Adoption: **10/10/2013**

Date Mailed: **10/17/2013**

Was a Notice of Proposed Amendment (Form 1) mailed to DLCD? ☒ Yes ☐ No Date: 6/14/2013

☒ Comprehensive Plan Text Amendment

☐ Comprehensive Plan Map Amendment

☐ Land Use Regulation Amendment

☐ Zoning Map Amendment

☐ New Land Use Regulation

☐ Other:

Summarize the adopted amendment. Do not use technical terms. Do not write "See Attached".

Amendments to the Goal 1 element of the Dunes City Comprehensive Plan to more clearly define its Citizen Involvement Program.

Does the Adoption differ from proposal? Please select one
Not substantively.

Plan Map Changed from:

to:

Zone Map Changed from:

to:

Location:

Acres Involved:

Specify Density: Previous:

New:

Applicable statewide planning goals:

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Was an Exception Adopted? ☐ YES ☒ NO

Did DLCD receive a Notice of Proposed Amendment...

35-days prior to first evidentiary hearing?

☒ Yes ☐ No

If no, do the statewide planning goals apply?

☐ Yes ☐ No

If no, did Emergency Circumstances require immediate adoption?

☐ Yes ☒ No

DLCD file No. 001-13 (19709) [17646]

Please list all affected State or Federal Agencies, Local Governments or Special Districts:

N/A

Local Contact: **Emily Jerome, City Attorney**

Phone: **(541) 485-5151** Extension:

Address: **975 Oak Street**

Fax Number: - -

City: **EUgene**

Zip: **97401-**

E-mail Address: **emily@speerhoyt.com**

ADOPTION SUBMITTAL REQUIREMENTS

This Form 2 must be received by DLCD no later than 20 working days after the ordinance has been signed by the public official designated by the jurisdiction to sign the approved ordinance(s)
per ORS 197.615 and OAR Chapter 660, Division 18

1. This Form 2 must be submitted by local jurisdictions only (not by applicant).
2. When submitting the adopted amendment, please print a completed copy of Form 2 on light green paper if available.
3. Send this Form 2 and one complete paper copy (documents and maps) of the adopted amendment to the address below.
4. Submittal of this Notice of Adoption must include the final signed ordinance(s), all supporting finding(s), exhibit(s) and any other supplementary information (ORS 197.615).
5. Deadline to appeals to LUBA is calculated **twenty-one (21) days** from the receipt (postmark date) by DLCD of the adoption (ORS 197.830 to 197.845).
6. In addition to sending the Form 2 - Notice of Adoption to DLCD, please also remember to notify persons who participated in the local hearing and requested notice of the final decision. (ORS 197.615).
7. Submit **one complete paper copy** via United States Postal Service, Common Carrier or Hand Carried to the DLCD Salem Office and stamped with the incoming date stamp.
8. Please mail the adopted amendment packet to:

**ATTENTION: PLAN AMENDMENT SPECIALIST
DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT
635 CAPITOL STREET NE, SUITE 150
SALEM, OREGON 97301-2540**

9. **Need More Copies?** Please print forms on 8½ -1/2x11 green paper only if available. If you have any questions or would like assistance, please contact your DLCD regional representative or contact the DLCD Salem Office at (503) 373-0050 x238 or e-mail plan.amendments@state.or.us.

<http://www.oregon.gov/LCD/forms.shtml>

Updated December 6, 2012

ORDINANCE NO. 223

AN ORDINANCE AMENDING THE CITIZEN INVOLVEMENT PROVISIONS OF THE DUNES CITY COMPREHENSIVE PLAN

WHEREAS, Oregon Revised Statute 197.175 requires cities to prepare, adopt, amend and revise comprehensive plans in compliance with the statewide planning goals approved by the Land Conservation and Development Commission (LCDC); and

WHEREAS, Goal 1 of the State of Oregon's Statewide Planning Goals and Guidelines, requires the City to develop a citizen involvement program (CIP) that insures the opportunity for citizen involvement in all phases of the planning process; and

WHEREAS, the original Dunes City Comprehensive Plan was adopted September 9, 1976, with amendments in 1978, with the current version having been adopted September 16, 1997; and

WHEREAS, on June 27, 2013, the Dunes City Planning Commission held a public hearing and deliberated regarding the changes proposed by this Ordinance and the City's Citizen Involvement Program generally and has recommended that the City Council adopt the changes; and

WHEREAS, the Dunes City Council believes it is in the best interests of the citizens of Dunes City to establish a clear and objective description of Dunes City's Citizen Involvement Program and to ensure that program's compliance with Oregon Revised Statutes and Oregon Administrative Rules;

NOW, THEREFORE, THE CITY OF DUNES CITY ORDAINS AS FOLLOWS:

Section 1. Policy A.1, including Planning Recommendations a. b. and c., of the Dunes City Comprehensive Plan is deleted in its entirety and replaced with the following:

Policy A1. Dunes City Citizens Involvement Program

A. Citizens Involvement Program. The City shall maintain a Citizen Involvement Program (CIP) that incorporates the following components:

1. *Citizen Involvement.* The CIP shall provide for widespread citizen involvement. The CIP shall provide opportunities for the involvement of a cross-section of affected citizens in all phases of the planning process.

2. *Communication.* The CIP shall assure effective two-way communication with citizens. Mechanisms shall be established to provide for effective communication between citizens and elected and appointed officials of Dunes City, including but not limited to the use of newsletters, mailings, posters, mail-back questionnaires, and other available media.

3. *Citizen Influence.* The CIP shall provide the opportunity for the general public to be involved in the following phases of the planning process:

- Data Collection: Inventorying, recording, mapping, describing, analyzing and evaluating the elements necessary for development of the City's Comprehensive Plan.
- Plan Preparation: Developing a body of sound information to identify public goals, develop policy guidelines, and evaluate alternatives for the preparation of the City's Comprehensive Plan.
- Plan Adoption: Reviewing and recommending changes to the City's proposed Comprehensive Plan.
- Plan Implementation: Development, adoption, and application of legislation necessary to implement the City's Comprehensive Plan.
- Plan Evaluation: Evaluation of the City's Comprehensive Plan.
- Plan Revision: Reviewing and recommending proposed changes to the City's Comprehensive Plan.

4. *Technical Information.* The CIP shall include measures to assure technical information is available in an understandable form. Assistance shall be provided to interpret and effectively use technical information. A copy of all technical information relied upon in each decision making process will be available at Dunes City Hall.

5. *Feedback Mechanism.* The CIP should include measures to assure citizens receive a response from policymakers. Recommendations resulting from the CIP shall be retained and made available for public assessment. The rationale used to reach land-use policy decisions shall be available in the form of a written decision.

6. *Financial Support.* Adequate human, financial and informational resources shall be allocated for the CIP. These allocations shall be part of the City planning budget.

Implementation Measure: Except during periodic review and when the Council, in its sole discretion, determines that a greater level of citizen involvement is required, compliance with state law requirements and the requirements of the City's land use code shall constitute compliance with this Policy A1 and the CIP. During periodic review, a citizen advisory committee may be appointed to advise the Planning Commission on periodic review subject matters.

B. Committee for Citizen Involvement.

1. *Appointment.* The Planning Commission will serve as the City's Committee for Citizen Involvement (CCI). The Land Conservation and Development Commission (LCDC) will be notified as required by Goal 1.

2. *Duties.* The CCI will assist the City Council with the continued development of the CIP that promotes and enhances citizen involvement in land-use planning. The CCI will also assist in the implementation of the CIP and will evaluate the process being used for citizen involvement.

C. Citizens Advisory Committee.

1. *Appointment.* During periodic review or when directed by the Council, the Planning Commission shall appoint citizens to a Citizen Advisory Committee (CAC), in order to solicit citizen input on proposed changes to the City's Comprehensive Plan and/or land use regulations. CACs are fluid and may also be appointed or reappointed on an ad hoc basis for each issue on which the Planning Commission seeks public input.

2. *Duties.* CACs will make recommendations to the Planning Commission specifically regarding the proposed change to the Comprehensive Plan and/or land use regulation for which the CAC was created.

Section 2. The following two sentences from the ninth full paragraph in the Introduction section of the Dunes City Comprehensive Plan are revised as follows:

"Any resident or landowner attending a Citizen's Committee for Involvement meeting automatically became a voting member. This town hall meeting atmosphere helped assure that the plan truly represents the desires of Dunes City residents. With changes made to the plan in 2013, the City moved to the format for citizen involvement described in Statewide Planning Goal 1, with a standing Committee for Citizen Involvement (CCI) that is devoted solely to maintaining the City's Citizen Involvement Program and ad hoc Citizen Advisory Committees formed to address land use matters as needed."

Section 3. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is judicially declared to be invalid, unenforceable, and/or void by a court of competent jurisdiction, such decision shall not have the effect of invalidating or voiding the remainder of this Ordinance, and the part(s) of this Ordinances so held to be invalid, unenforceable, and/or void shall be deemed stricken, and the remainder of this Ordinance shall have the same force and effect as if such stricken part(s) had never been included.

The first reading of this Ordinance was conducted in a regular meeting of the City Council of Dunes City, Oregon, on the 12th day of September 2013.

The second reading of this Ordinance was conducted in a regular meeting and adopted by the City Council of Dunes City, Oregon on this 10th day of October 2013.

Ayes: 3 Nays: 0 Abstain: 0 Absent: 2 Vacant: 1

ADOPTED BY THE DUNES CITY COUNCIL THIS 10th DAY OF OCTOBER 2013.

Rebecca Ruede, Mayor

ATTEST:


Fred Hilden, City Recorder

Local Government Law Group PC

A Member of Speer Hoyt LLC

Memo

To: Dunes City City Council

From: Emily Jerome, City Attorney with Local Government Law Group 

Date: July 26, 2013

Re: August 8, 2013 Hearing and Deliberations on Proposal to Revise Comprehensive Plan Provisions Regarding Statewide Planning Goal 1, Citizen Involvement

STAFF REPORT

At the August 8, 2013, City Council meeting, the Council will hold a hearing and deliberations to address the Statewide Planning Goal 1 requirement that cities periodically evaluate their citizen involvement procedures. Specifically, the City Council will accept testimony on, and consider adoption of, AN ORDINANCE AMENDING THE CITIZEN INVOLVEMENT PROVISIONS OF THE DUNES CITY COMPREHENSIVE PLAN.

As discussed in more detail below, on May 15, 2013, the City's Committee for Citizen Involvement ("CCI") was convened for City staff to solicit citizen comments on the strengths and weaknesses of the City's current citizen involvement procedures. On June 27, 2013, the Planning Commission held a hearing to consider the draft ordinance. After the hearing, the Planning Commission deliberated and voted to recommend that the City Council adopt the draft ordinance as presented.

A. Questions Before the City Council

The City Council will consider public testimony regarding changes to the Dunes City Comprehensive Plan provisions that implement Statewide Planning Goal 1 *Citizen Involvement*. After the public hearing, the City Council may deliberate to decide: (1) whether to adopt changes to the current comprehensive plan text; and, if so, (2) whether to adopt the changes shown in OPTION 1 or OPTION 2, attached as Exhibit C, or other changes.

B. Statewide Planning Goal 1 / Dunes City's Current Comprehensive Plan and Draft Changes

Oregon's Statewide Planning Goal 1 requires every city in Oregon to have local regulations that provide ways for citizens to be involved in the city's on-going land use planning process. Goal 1 was originally adopted by the Oregon Department of Land Conservation and Development

(DLCD) in 1975 and was implemented by Dunes City in its comprehensive plan and land use ordinances thereafter. DLCD amended Goal 1 in 1988. Exhibit A to this memorandum is a copy of Statewide Planning Goal 1 along with a copy of the definitions for the Goal, and DLCD's "guidelines" for implementing the Goal. The Guidelines are not adopted by the State and do not impose any requirements on cities, but can provide helpful context.

Goal 1 sets out six components that cities must address in their citizen involvement programs. Dunes City's current comprehensive plan provisions addressing the first component of Goal 1 are the subject of the Council's hearing and deliberations. However, each of the six components is briefly discussed below.

(1) Citizen Involvement

Since its adoption by the State, Goal 1 has required every city council to designate a "committee for citizen involvement" (CCI) with members that are broadly representative of the city's geographic areas and interests. CCI members must be selected by an open, well publicized public process.

DLCD defines the Committee for Citizen Involvement as:

"A local group appointed by the governing body for these purposes: Assisting the government body with the development of a program that promotes and enhances citizen involvement in land use planning; assisting in the implementation of the citizen involvement program; and evaluating the process being used for citizen involvement. A CCI differs from a citizen advisory committee (CAC) in that the former advises the local government only on matters pertaining to citizen involvement and Goal 1. A CAC, on the other hand, may deal with a broad range of planning and land use issues. Each city or county has only one CCI, whereas there may be several CACs."

The current text of the Dunes City Comprehensive Plan is included at Exhibit B to this memorandum. To address the Goal 1 requirement for a CCI, Dunes City Comprehensive Plan Policy A1 currently provides:

"The City Council may appoint members to serve on the Committee for Citizen Involvement (CCI). All interested parties, by their attendance at the meetings of the CCI, shall become voting members of the CCI for that meeting. The CCI shall make recommendations to the Planning Commission, who themselves shall make recommendations to the City Council, on matters pertaining to post acknowledgment Plan amendments and periodic review of the Comprehensive Plan."

The text of Policy A1 implies, and has been interpreted to mean, that Dunes City's CCI is to be convened for recommendations on *all* comprehensive plan amendment proposals, not just on those proposals that would change or evaluate the City's program for citizen involvement, as Goal 1 describes. While not unlawful, this use of a CCI far exceeds the CCI's role under Statewide Planning Goal 1. It appears to make the CCI redundant with, or a replacement for, the City's use of Citizen Advisory Committees for particular amendment proposals.

The current text of the Comprehensive Plan also includes recommendations that the CCI "include the City Council and the Planning Commission" in addition to citizens-at-large, and that "[p]articipation by elected officials in the CCI should be encouraged." These recommendations seem to be inconsistent with each other and with Policy A1.

In 1988, DLCD amended Statewide Planning Goal 1 to allow city councils to officially designate themselves or their planning commissions to serve as the city's CCI. If a city council wishes to assume the responsibilities of the CCI, or wishes to designate the city's planning commission as the city's CCI, it must submit a letter for the state's Citizen Involvement Advisory Committee review and recommendation. The letter must explain the reason for the change and the mechanism to be used for future evaluation of the citizen involvement program. The draft ordinance considered and recommended by the Planning Commission would designate the Planning Commission as Dunes City's CCI.

Both Options 1 and 2 at Exhibit C to this memorandum would more clearly define the limited role of the CCI consistent with Statewide Planning Goal 1. Both options provide that the duties of the CCI would be only to "assist the City Council with the development of a program that promotes and enhances citizen involvement in land-use planning," to "assist in the implementation of the citizen involvement program" and to "evaluate the process being used for citizen involvement." Option 1 provides that the Planning Commission would serve as Dunes City's CCI. Option 2 provides that citizens will continue to serve on the CCI.

(2) Communication

Goal 1 requires that a city provide opportunities for two-way communication between local officials and citizens. The City must establish mechanisms to provide for effective communications between citizens and their planning commission and city council.

Currently, Dunes City addresses this formally through regulations that require notices and public hearings before both the Planning Commission and the City Council, through use of its CCI, and through public deliberations at open meetings. The City also produces minutes that are available for public review. There are no changes proposed to any of these regulations or practices.

The draft revisions include a plan provision that states: "[m]echanisms shall be established to provide for effective communication between citizens and elected and appointed officials of Dunes City, including but not limited to the use of newsletters, mailings, posters, mail-back questionnaires, and other available media."

(3) Citizen Influence

Goal 1 requires that a city provides opportunities for citizens to be involved in all phases of the planning process. This means that citizens must be given opportunities to provide input/testimony as city officials prepare and consider adopting or amending land use plans and regulations. This may include holding public workshops and/or creating a Citizen Advisory Committee ("CAC") pertaining to a specific planning project. DLCD defines the Citizen Advisory Committee as:

"A group of citizens organized to help develop and maintain a comprehensive plan and its land use regulations. Local governments usually establish one such

group for each neighborhood in a city. . . CACs convey their advice and concerns on planning issues to the planning commission or governing body. CACs also convey information from local officials to neighborhood and district residents."

Other DLCD materials explain that:

"Though their names sound alike, a Committee for Citizen Involvement (CCI) and a Citizen Advisory Committee (CAC) are quite different. A CCI deals mainly with one aspect of planning – citizen involvement – while CACs deal with a variety of planning and land use issues. Each community has only one CCI, but it may have many CACs."

Though not locally referred to as Citizen Advisory Committees, Dunes City appears to call upon groups of citizens to take a role in the development and maintenance of the Comprehensive Plan and land use regulations. The draft revisions more clearly set out the Planning Commission's authority to "appoint citizens to a Citizen Advisory Committee (CAC), in order to solicit citizen input on proposed changes to the City's Comprehensive Plan and/or land use regulations." The draft revisions provide that "CACs will make recommendations to the Planning Commission specifically regarding the proposed change to the Comprehensive Plan and/or land use regulation for which the CAC was created."

(4) Access to Technical Information

Goal 1 requires a city to assure that technical information is available to citizens and that it be presented in an understandable form. Dunes City makes documents available at City Hall and on the City's web site. In addition, City staff is available at public meetings to address questions. The draft revisions would include in the Plan that "[a]ssistance shall be provided to interpret and effectively use technical information" and that "[a] copy of all technical information relied upon in each decision making process will be available at Dunes City Hall."

(5) Feedback Mechanisms

Goal 1 requires a city to provide ways for citizens to get responses from city councilors. This is usually provided through written records and minutes describing the rationale that the city council used to reach a land use decision. The draft revisions also clarify that "[t]he rationale used to reach land-use policy decisions shall be available in the form of a written decision."

(6) Financial Support

Goal 1 requires a city to assure that there will be adequate funding for the citizen involvement program. This applies to "[h]uman, financial and information resources" that may be needed for citizen involvement. The draft revision would specify that the City's planning budget should reflect the cost of its citizen involvement program. This will need to include sufficient funds to cover planning staff, postage and publication costs.

C. CCI Meeting

As explained above, statewide Goal 1 provides that one of the purposes of the City's CCI is to assist the City Council with "evaluating the process being used for citizen involvement." A CCI

meeting was held on May 15, 2013. The minutes from that CCI meeting are attached to this memorandum at Exhibit D.

Not including City staff, 9 citizens attended the May 15 meeting. As provided in the comprehensive plan, these citizens, along with one City Councilor and one Planning Commissioner, became the members of the CCI for that evening. The 11 Committee members gave three hours of their time offering their concerns about possible changes, evaluation of the current process for citizen involvement, and ideas for changes.

Citizens and City officials have reported that the "majority rules" format used at past CCI meetings was ineffective because it marginalized too many citizens' viewpoints and could be manipulated by "political action committees" that would "take over" the citizen-run meetings. (These concerns were discussed at the Planning Commission's June 28, 2013, meeting.) To ensure that these concerns did not arise with respect to the May 15 CCI meeting, the city planner and city attorney facilitated the May 15 CCI meeting with the objective to ensure that the views of every CCI member would be recorded and provided to the Planning Commission and City Council for their consideration. The meeting was facilitated using a nontraditional method that has been officially recognized by the State Department of Land Conservation and Development and 1000 Friends of Oregon in a recent STAR Award for Citizen Involvement.

At the CCI meeting, written and spoken input was solicited from every CCI member. For each speaker, there was a designated "listener" who then explained to the group, again, what the speaker had said. This facilitation method ensures that the speaker knows (s)he has been heard. Also, each speaker's comments were transcribed (word-for-word) on a large notepad so that the speaker could correct any misstatements or misunderstandings. Because the meeting was not conducted to produce a "majority rules" report, there was no vote taken at the meeting. Instead, all of the participants' transcribed statements were compiled into a single document called a "Collective Statement." There were no edits or omissions to avoid redundancy. The Collective Statement is not a consensus statement or a majority statement; it includes many different viewpoints for the City Council to consider. It includes every viewpoint expressed.

A draft of the CCI meeting minutes and the Collective Statement were distributed for review to all the CCI participants to ensure their accuracy before they were finalized and presented to the Planning Commission. The Collective Statement is attached to the CCI meeting minutes at Exhibit D. In addition, some participants chose to digitally record the meeting. A disc with that digital recording is included in the record and available for your review at City Hall.

D. Planning Commission Hearing and Recommendation

On June 27, 2013, the Planning Commission held a hearing to consider the draft ordinance prepared by legal and planning staff. That draft ordinance included changes to make the Dunes City Committee for Citizen Involvement (CCI) a single-subject committee as contemplated by Statewide Planning Goal 1, convening only to provide input on the City's program for citizen involvement. That draft ordinance then designated the Planning Commission to serve as the City's CCI. The ordinance also included provisions to specify that the City could establish Citizen Advisory Committees, as contemplated by Goal 1. Under the ordinance, these "CACs" could be established by the City on an as-needed bases to make recommendations to the

Planning Commission on specific comprehensive plan or ordinance proposals. These changes are set out for your consideration in the "Option 1" ordinance attached to this memo at Exhibit C.

Most of the testimony provided by citizens at the Planning Commission hearing expressed concern about the possible changes to the CCI, particularly the possibility that the Planning Commission would be designated as the CCI. However, after the hearing, the Planning Commission deliberated, discussing the problems the City has encountered with the current system that gives the CCI a role in every proposed amendment to the comprehensive plan. The Planning Commission voted to recommend that the City Council adopt the draft ordinance as presented. Minutes of the Planning Commission meeting will be provided for your review.

E. Draft Revisions To Comprehensive Plan

At Exhibit C, there are two draft ordinances for your consideration. Both ordinances would delete Policy A.1 of the current comprehensive plan, including the related Policy Recommendations a-c (See current plan text at Exhibit B to this memo), and replace that text with text that would align the City's citizen involvement process more closely with Statewide Planning Goal 1.

Option 1 / PC Recommendation

Option 1, at Exhibit C, pages 1-4, would make the changes considered and recommended by the Planning Commission. Some minor revisions for clarification have been made to the draft since the Planning Commission meeting. The revisions are shown and explained at Exhibit C, pages 5-8. The noteworthy aspects of this ordinance are that it would:

- Specify that the Dunes City Committee for Citizen Involvement (CCI) is a single-subject committee, convening only to provide input on the City's program for citizen involvement.
- Provide for the City's establishment of Citizen Advisory Committees on an ad-hoc, as needed, basis to make recommendations to the Planning Commission on specific proposals that would change the comprehensive plan or a land use regulation.
- Designate the Planning Commission as the City's CCI.

Option 2 / Compromise

Option 2, at Exhibit C, pages 9-12, responds to some of the public testimony received at the Planning Commission. Because it is an outgrowth of the Planning Commission hearing, it is lawful for the Council to consider it. Option 2 is different from Option 1 in one way: Option 2 would still limit the scope of the CCI, but, when the CCI is convened to provide input on the City's program for citizen involvement, it would be made up of the citizens that attend the meeting. It would not designate the Planning Commission to provide that input. This draft would:

- Specify that the Dunes City Committee for Citizen Involvement (CCI) is a single-subject committee made up of citizens, convening only to provide input on the City's program for citizen involvement.
- Provide for the City's establishment of Citizen Advisory Committees on an ad-hoc, as needed, basis to make recommendations to the Planning Commission on specific proposals that would change the comprehensive plan or a land use regulation.

F. Alternative Motions

- Move to adopt the changes to the Comprehensive Plan shown on Option 1
- Move to adopt the changes to the Comprehensive Plan shown on Option 2
- Move to adopt other changes to the Comprehensive Plan [describe changes]
- Move to take no further action

G. Exhibits:

The Exhibits to the memorandum are:

- A. Statewide Planning Goal 1, definitions, and guidelines
- B. Current Dunes City Comprehensive Plan Provisions
- C. Draft ordinance: OPTION 1 and OPTION 2
- D. Minutes from May 15, 2013, CCI meeting

Oregon's Statewide Planning Goals & Guidelines

GOAL 1: CITIZEN INVOLVEMENT

OAR 660-015-0000(1)

To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

The governing body charged with preparing and adopting a comprehensive plan shall adopt and publicize a program for citizen involvement that clearly defines the procedures by which the general public will be involved in the on-going land-use planning process.

The citizen involvement program shall be appropriate to the scale of the planning effort. The program shall provide for continuity of citizen participation and of information that enables citizens to identify and comprehend the issues.

Federal, state and regional agencies and special-purpose districts shall coordinate their planning efforts with the affected governing bodies and make use of existing local citizen involvement programs established by counties and cities.

The citizen involvement program shall incorporate the following components:

1. Citizen Involvement -- To provide for widespread citizen involvement.

The citizen involvement program shall involve a cross-section of affected citizens in all phases of the planning process. As a component, the program for citizen involvement shall include an officially recognized committee for citizen involvement (CCI) broadly

representative of geographic areas and interests related to land use and land-use decisions. Committee members shall be selected by an open, well-publicized public process.

The committee for citizen involvement shall be responsible for assisting the governing body with the development of a program that promotes and enhances citizen involvement in land-use planning, assisting in the implementation of the citizen involvement program, and evaluating the process being used for citizen involvement.

If the governing body wishes to assume the responsibility for, development as well as adoption and implementation of the citizen involvement program or to assign such responsibilities to a planning commission, a letter shall be submitted to the Land Conservation and Development Commission for the state Citizen Involvement Advisory Committee's review and recommendation stating the rationale for selecting this option, as well as indicating the mechanism to be used for an evaluation of the citizen involvement program. If the planning commission is to be used in lieu of an independent CCI, its members shall be selected by an open, well-publicized public process.

2. Communication -- To assure effective two-way communication with citizens.

Mechanisms shall be established which provide for effective communication between citizens and elected and appointed officials.

3. Citizen Influence -- To provide the opportunity for citizens to be involved in all phases of the planning process.

Citizens shall have the opportunity to be involved in the phases of the planning process as set forth and defined in the goals and guidelines for Land Use Planning, including Preparation of Plans and Implementation Measures, Plan Content, Plan Adoption, Minor Changes and Major Revisions in the Plan, and Implementation Measures.

4. Technical Information -- To assure that technical information is available in an understandable form.

Information necessary to reach policy decisions shall be available in a simplified, understandable form. Assistance shall be provided to interpret and effectively use technical information. A copy of all technical information shall be available at a local public library or other location open to the public.

5. Feedback Mechanisms -- To assure that citizens will receive a response from policy-makers.

Recommendations resulting from the citizen involvement program shall be retained and made available for public assessment. Citizens who have participated in this program shall receive a response from policy-makers. The

rationale used to reach land-use policy decisions shall be available in the form of a written record.

6. Financial Support -- To insure funding for the citizen involvement program.

Adequate human, financial, and informational resources shall be allocated for the citizen involvement program. These allocations shall be an integral component of the planning budget. The governing body shall be responsible for obtaining and providing these resources.

Oregon's Statewide Planning Goals & Guidelines

DEFINITIONS

ACCRETION. The build-up of land along a beach or shore by the deposition of waterborne or airborne sand, sediment, or other material

AGRICULTURAL LAND. See definition in Goal 3, "Agricultural Lands."

ANADROMOUS. Referring to fish, such as salmon, which hatch in fresh water, migrate to ocean waters to grow and mature, and return to fresh waters to spawn.

ARCHAEOLOGICAL RESOURCES. Those districts, sites, buildings, structures, and artifacts which possess material evidence of human life and culture of the prehistoric and historic past. (See Historical Resources definition.)

AVULSION. A tearing away or separation by the force of water. Land which is separated from uplands or adjacent properties by the action of a stream or river cutting through the land to form a new stream bed.

BEACH. Gently sloping areas of loose material (e.g., sand, gravel, and cobbles) that extend landward from the low-water line to a point where there is a definite change in the material type or landform, or to the line of vegetation.

BENTHIC. Living on or within the bottom sediments in water bodies.

BRIDGE CROSSINGS. The portion of a bridge spanning a waterway not including supporting structures or fill located in the waterway or adjacent wetlands.

BRIDGE CROSSING SUPPORT STRUCTURES. Piers, piling, and similar structures necessary to support a bridge span but not including fill for causeways or approaches.

CARRYING CAPACITY. Level of use which can be accommodated and continued without irreversible impairment of natural resources productivity, the ecosystem and the quality of air, land, and water resources.

CITIZEN. Any individual within the planning area; any public or private entity or association within the planning area, including corporations, governmental and private agencies, associations, firms, partnerships, joint stock companies and any group of citizens.

CITIZEN ADVISORY COMMITTEE (CAC). A group of citizens organized to help develop and maintain a comprehensive plan and its land use regulations. Local governments usually establish one such group for each neighborhood in a city or each district in a county. CACs may also be known as neighborhood planning organizations, area advisory committees, or other local terms. CACs convey their advice and concerns on planning issues to the planning commission or governing body. CACs also convey information from local officials to neighborhood and district residents.

CITIZEN INVOLVEMENT ADVISORY COMMITTEE (CIAC). A state committee appointed by the Land Conservation and Development Commission to advise that commission on matters of citizen involvement, to promote public participation in the adoption and amendment of the goals and guidelines, and to assure widespread citizen involvement in all phases of the planning process. CIAC is established in accordance with ORS 197.160.

CITIZEN INVOLVEMENT PROGRAM (CIP). A program established by a city or county to ensure the extensive, ongoing involvement of local citizens in planning. Such programs are required by Goal 1, "Citizen Involvement," and contain or address the six components described in that goal.

COASTAL LAKES. Lakes in the coastal zone that are bordered by a dune formation or that have a direct hydrologic surface or subsurface connection with saltwater.

COASTAL SHORELANDS. Those areas immediately adjacent to the ocean, all estuaries and associated wetlands, and all coastal lakes.

COASTAL STREAM. Any stream within the coastal zone.

COASTAL WATERS. Territorial ocean waters of the continental shelf; estuaries; and coastal lakes.

COASTAL ZONE. The area lying between the Washington border on the north to the California border on the south, bounded on the west by the extent of the state's jurisdiction, and in the east by the crest of the coastal mountain range, with the exception of: (a) The Umpqua River basin, where the coastal zone shall extend to Scottsburg; (b) The Rogue River basin, where the coastal zone shall extend to Agness; (c) The Columbia River basin, where the coastal zone shall extend to the downstream end of Puget Island. (Formerly ORS 191.110)

COMMITTEE FOR CITIZEN INVOLVEMENT (CCI). A local group appointed by a governing body for these purposes: assisting the governing body with the development of a program that promotes and enhances citizen involvement in land use planning; assisting in the implementation of the citizen involvement program; and evaluating the process being used for citizen involvement. A CCI differs from a citizen advisory committee (CAC) in that the former advises the local government only on matters pertaining to citizen involvement and Goal 1. A CAC, on the other hand, may deal with a broad range of planning and land use issues. Each city or county has only one CCI, whereas there may be several CACs.

CONSERVE. To manage in a manner which avoids wasteful or destructive uses and provides for future availability.

CONSERVATION. The act of conserving the environment.

CONTINENTAL SHELF. The area seaward from the ocean shore to the distance when the ocean depth is 200 meters, or where the ocean floor slopes more steeply to the deep ocean floor. The area beyond the state's jurisdiction is the OUTER Continental Shelf.

GUIDELINES

A. CITIZEN INVOLVEMENT

1. A program for stimulating citizen involvement should be developed using a range of available media (including television, radio, newspapers, mailings and meetings).

2. Universities, colleges, community colleges, secondary and primary educational institutions and other agencies and institutions with interests in land-use planning should provide information on land-use education to citizens, as well as develop and offer courses in land-use education which provide for a diversity of educational backgrounds in land-use planning.

3. In the selection of members for the committee for citizen involvement, the following selection process should be observed: citizens should receive notice they can understand of the opportunity to serve on the CCI; committee appointees should receive official notification of their selection; and

Exhibit A
Page 5

committee appointments should be well publicized.

B. COMMUNICATION

Newsletters, mailings, posters, mail-back questionnaires, and other available media should be used in the citizen involvement program.

C. CITIZEN INFLUENCE

1. Data Collection - The general public through the local citizen involvement programs should have the opportunity to be involved in inventorying, recording, mapping, describing, analyzing and evaluating the elements necessary for the development of the plans.

2. Plan Preparation - The general public, through the local citizen involvement programs, should have the opportunity to participate in developing a body of sound information to identify public goals, develop policy guidelines, and evaluate alternative land conservation and development plans for the preparation of the comprehensive land-use plans.

3. Adoption Process - The general public, through the local citizen involvement programs, should have the opportunity to review and recommend changes to the proposed comprehensive land-use plans prior to the public hearing process to adopt comprehensive land-use plans.

4. Implementation - The general public, through the local citizen involvement programs, should have the opportunity to participate in the development, adoption, and application of legislation that is needed to carry out a comprehensive land-use plan. The

general public, through the local citizen involvement programs, should have the opportunity to review each proposal and application for a land conservation and development action prior to the formal consideration of such proposal and application.

5. Evaluation - The general public, through the local citizen involvement programs, should have the opportunity to be involved in the evaluation of the comprehensive land use plans.

6. Revision - The general public, through the local citizen involvement programs, should have the opportunity to review and make recommendations on proposed changes in comprehensive land-use plans prior to the public hearing process to formally consider the proposed changes.

D. TECHNICAL INFORMATION

1. Agencies that either evaluate or implement public projects or programs (such as, but not limited to, road, sewer, and water construction, transportation, subdivision studies, and one changes) should provide assistance to the citizen involvement program. The roles, responsibilities and timeline in the planning process of these agencies should be clearly defined and publicized.

2. Technical information should include, but not be limited to, energy, natural environment, political, legal, economic and social data, and places of cultural significance, as well as those maps and photos necessary for effective planning.

2007
Page 6

E. FEEDBACK MECHANISM

1. At the onset of the citizen involvement program, the governing body should clearly state the mechanism through which the citizens will receive a response from the policy-makers.

2. A process for quantifying and synthesizing citizens' attitudes should be developed and reported to the general public.

F. FINANCIAL SUPPORT

1. The level of funding and human resources allocated to the citizen involvement program should be sufficient to make citizen involvement an integral part of the planning process.

Current Dunes City Comprehensive Plan Provisions

To address Statewide Planning Goal 1, the Dunes City Comprehensive Plan currently provides:

A. Citizen Involvement and Land Use Planning

Policy A1. Citizens involvement. Dunes City's citizens involvement program shall insure that the citizens of Dunes City have the opportunity to be involved in all phases of the planning process. The City Council may appoint members to serve on the Committee for Citizen Involvement (CCI). All interested parties, by their attendance at the meetings of the CCI, shall become voting members of the CCI for that meeting. The CCI shall make recommendations to the Planning Commission, who themselves shall make recommendations to the City Council, on matters pertaining to post acknowledgment Plan amendments and periodic review of the Comprehensive Plan.

The citizens involvement program shall incorporate the following components:

1. Citizen Involvement; to provide for widespread citizen involvement.
2. Communication; to assure effective two-way communication with citizens.
3. Citizen Influence; to provide the opportunity for citizens to be involved in all phases of the planning process.
4. Technical Information; to assure that technical information is available in an understandable form.
5. Feedback Mechanism; to assure that citizens will receive a response from policy-makers.
6. Financial Support; to insure funding for the citizen involvement program.

Planning Recommendations

- a. The CCI will include the City Council, the Planning Commission, and citizens-at-large. Citizens will be members of the committee upon meeting attendance.
- b. Participation by elected officials in the CCI should be encouraged.
- c. Greater efforts will be made to increase participation by the public.

OPTION 1

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITIZEN INVOLVEMENT PROVISIONS OF THE DUNES CITY COMPREHENSIVE PLAN

WHEREAS, Oregon Revised Statute 197.175 requires cities to prepare, adopt, amend and revise comprehensive plans in compliance with the statewide planning goals approved by the Land Conservation and Development Commission (LCDC); and

WHEREAS, Goal 1 of the State of Oregon's Statewide Planning Goals and Guidelines, requires the City to develop a citizen involvement program (CIP) that insures the opportunity for citizen involvement in all phases of the planning process; and

WHEREAS, the original Dunes City Comprehensive Plan was adopted September 9, 1976, with amendments in 1978, with the current version having been adopted September 16, 1997; and

WHEREAS, on June 27, 2013, the Dunes City Planning Commission held a public hearing and deliberated regarding the changes proposed by this Ordinance and the City's Citizen Involvement Program generally and has recommended that the City Council adopt the changes; and

WHEREAS, the Dunes City Council believes it is in the best interests of the citizens of Dunes City to establish a clear and objective description of Dunes City's Citizen Involvement Program and to ensure that program's compliance with Oregon Revised Statutes and Oregon Administrative Rules;

NOW, THEREFORE, THE CITY OF DUNES CITY ORDAINS AS FOLLOWS:

Section 1. Policy A.1, including Planning Recommendations a, b. and c., of the Dunes City Comprehensive Plan is deleted in its entirety and replaced with the following:

Policy A1. Dunes City Citizens Involvement Program

A. Citizens Involvement Program. The City shall maintain a Citizen Involvement Program (CIP) that incorporates the following components:

1. *Citizen Involvement.* The CIP shall provide for widespread citizen involvement. The CIP shall provide opportunities for the involvement of a cross-section of affected citizens in all phases of the planning process.

2. *Communication.* The CIP shall assure effective two-way communication

with citizens. Mechanisms shall be established to provide for effective communication between citizens and elected and appointed officials of Dunes City, including but not limited to the use of newsletters, mailings, posters, mail-back questionnaires, and other available media.

3. *Citizen Influence.* The CIP shall provide the opportunity for the general public to be involved in the following phases of the planning process:

- Data Collection: Inventorying, recording, mapping, describing, analyzing and evaluating the elements necessary for development of the City's Comprehensive Plan.
- Plan Preparation: Developing a body of sound information to identify public goals, develop policy guidelines, and evaluate alternatives for the preparation of the City's Comprehensive Plan.
- Plan Adoption: Reviewing and recommending changes to the City's proposed Comprehensive Plan.
- Plan Implementation: Development, adoption, and application of legislation necessary to implement the City's Comprehensive Plan.
- Plan Evaluation: Evaluation of the City's Comprehensive Plan.
- Plan Revision: Reviewing and recommending proposed changes to the City's Comprehensive Plan.

4. *Technical Information.* The CIP shall include measures to assure technical information is available in an understandable form. Assistance shall be provided to interpret and effectively use technical information. A copy of all technical information relied upon in each decision making process will be available at Dunes City Hall.

5. *Feedback Mechanism.* The CIP should include measures to assure citizens receive a response from policymakers. Recommendations resulting from the CIP shall be retained and made available for public assessment. The rationale used to reach land-use policy decisions shall be available in the form of a written decision.

6. *Financial Support.* Adequate human, financial and informational resources shall be allocated for the CIP. These allocations shall be part of the City planning budget.

Implementation Measure: Except during periodic review and when the Council, in its sole discretion, determines that a greater level of citizen involvement is required, compliance with state law requirements and the requirements of the City's land use code shall constitute compliance with this Policy A1 and the CIP. During periodic review, a citizen advisory committee may be appointed to advise the Planning Commission on periodic review subject matters.

B. Committee for Citizen Involvement.

1. *Appointment.* The Planning Commission will serve as the City's Committee for Citizen Involvement (CCI). The Land Conservation and Development Commission (LCDC) will be notified as required by Goal 1.

2. *Duties.* The CCI will assist the City Council with the continued development of the CIP that promotes and enhances citizen involvement in land-use planning. The CCI will also assist in the implementation of the CIP and will evaluate the process being used for citizen involvement.

C. Citizens Advisory Committee.

1. *Appointment.* During periodic review or when directed by the Council, the Planning Commission shall appoint citizens to a Citizen Advisory Committee (CAC), in order to solicit citizen input on proposed changes to the City's Comprehensive Plan and/or land use regulations. CACs are fluid and may also be appointed or reappointed on an ad hoc basis for each issue on which the Planning Commission seeks public input.

2. *Duties.* CACs will make recommendations to the Planning Commission specifically regarding the proposed change to the Comprehensive Plan and/or land use regulation for which the CAC was created.

Section 2. The following two sentences from the ninth full paragraph in the Introduction section of the Dunes City Comprehensive Plan are revised as follows:

"Any resident or landowner attending a Citizen's Committee for Involvement meeting automatically became a voting member. This town hall meeting atmosphere helped assure that the plan truly represents the desires of Dunes City residents. With changes made to the plan in 2013, the City moved to the format for citizen involvement described in Statewide Planning Goal 1, with a standing Committee for Citizen Involvement (CCI) that is devoted solely to maintaining the City's Citizen Involvement Program and ad hoc Citizen Advisory Committees formed to address land use matters as needed."

Section 3. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is judicially declared to be invalid, unenforceable, and/or void by a court of competent jurisdiction, such decision shall not have the effect of invalidating or voiding the remainder of this Ordinance, and the part(s) of this Ordinance so held to be invalid, unenforceable, and/or void shall be deemed stricken, and the remainder of this Ordinance shall have the same force and effect as if such stricken part(s) had never been included.

This ordinance was first read in regular meeting of the City Council of Dunes City, Oregon, on this _____ day of _____, 2_____.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

This ordinance was read for a second time and adopted by the City Council of Dunes City, Oregon, on this _____ day of _____, 2_____.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

ADOPTED BY THE DUNES CITY COUNCIL, THIS _____ DAY OF _____, 2_____.

Rebecca Ruede, Mayor

ATTEST:

Fred Hilden, City Recorder

F:\Clients\Muni\Dunes City\Planning\Comprehensive Plan Amendments\Citizen Involvement Program\Draft Ord (Option 1) for Council Packet.docx

OPTION 1

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITIZEN INVOLVEMENT PROVISIONS OF THE DUNES CITY COMPREHENSIVE PLAN

WHEREAS, Oregon Revised Statute 197.175 requires cities to prepare, adopt, amend and revise comprehensive plans in compliance with the statewide planning goals approved by the Land Conservation and Development Commission (LCDC); and

WHEREAS, Goal 1 of the State of Oregon's Statewide Planning Goals and Guidelines, requires the City to develop a citizen involvement program (CIP) that insures the opportunity for citizen involvement in all phases of the planning process; and

WHEREAS, the original Dunes City Comprehensive Plan was adopted September 9, 1976, with amendments in 1978, with the current version having been adopted September 16, 1997; and

~~WHEREAS, on June 27, 2013, the Dunes City Planning Commission held a public hearing and deliberated regarding the changes proposed by this Ordinance and the City's Citizen Involvement Program generally and has recommended that the City Council adopt the changes; and~~

Comment [ENJ1]: Added for legislative history.

WHEREAS, the Dunes City Council believes it is in the best interests of the citizens of Dunes City to establish a clear and objective description of Dunes City's Citizen Involvement Program and to ensure that program's compliance with Oregon Revised Statutes and Oregon Administrative Rules;

NOW, THEREFORE, THE CITY OF DUNES CITY ORDAINS AS FOLLOWS:

Section 1. Policy A.1, ~~including Planning Recommendations a, b, and c,~~ of the Dunes City Comprehensive Plan is deleted in its entirety and replaced with the following:

Policy A1. Dunes City Citizens Involvement Program

A. **Citizens Involvement Program.** ~~The City shall maintain a Citizens Involvement Program (CIP) shall be developed by the Committee for Citizen Involvement (CCI) and shall that incorporates the following components:~~

Comment [ENJ2]: Revised to reflect the fact that the City already has a Citizen Involvement Program / use of "CIP" for consistency.

1. *Citizen Involvement.* The CIP shall provide for widespread citizen involvement. The CIP shall provide opportunities for the involvement of a cross-section of affected citizens in all phases of the planning process.

2. *Communication.* The CIP shall assure effective two-way communication with citizens. Mechanisms shall be established to provide for effective communication between citizens and elected and appointed officials of Dunes City, including but not limited to the use of newsletters, mailings, posters, mail-back questionnaires, and other available media.

3. *Citizen Influence.* The CIP shall provide the opportunity for the general public to be involved in the following phases of the planning process:

- Data Collection: Inventorying, recording, mapping, describing, analyzing and evaluating the elements necessary for development of the City's Comprehensive Plan.
- Plan Preparation: Developing a body of sound information to identify public goals, develop policy guidelines, and evaluate alternatives for the preparation of the City's Comprehensive Plan.
- Plan Adoption: Reviewing and recommending changes to the City's proposed Comprehensive Plan.
- Plan Implementation: Development, adoption, and application of legislation necessary to implement the City's Comprehensive Plan.
- Plan Evaluation: Evaluation of the City's Comprehensive Plan.
- Plan Revision: Reviewing and recommending proposed changes to the City's Comprehensive Plan.

4. *Technical Information.* The CIP shall include measures to assure technical information is available in an understandable form. Assistance shall be provided to interpret and effectively use technical information. A copy of all technical information relied upon in each decision making process will be available at Dunes City Hall.

5. *Feedback Mechanism.* The CIP should include measures to assure citizens receive a response from policymakers. Recommendations resulting from the CIP shall be retained and made available for public assessment. The rationale used to reach land-use policy decisions shall be available in the form of a written decision.

6. *Financial Support.* Adequate human, financial and informational resources shall be allocated for the CIP. These allocations shall be part of the City planning budget.

Implementation Measure: Except during periodic review and when the Council, in its sole discretion, determines that a greater level of citizen involvement is required, compliance with state law requirements and the requirements of the City's land use code shall constitute compliance with this Policy AI and the CIP. During periodic review, a citizen advisory committee may be appointed to advise the Planning Commission on periodic review subject

matters.

B. Committee for Citizen Involvement.

1. *Appointment.* The Planning Commission will serve as the City's Committee for Citizen Involvement (CCI). The Land Conservation and Development Commission (LCDC) will be notified as required by Goal 1.

2. *Duties.* The CCI will assist the City Council with the ~~continued~~ development of ~~a program~~ the CIP that promotes and enhances citizen involvement in land-use planning. The CCI will also assist in the implementation of the ~~citizen involvement program~~ CIP, and will evaluate the process being used for citizen involvement.

Comment [EN13]: Revised to reflect the fact that the City already has a Citizen Involvement Program / use of "CIP" for consistency.

C. Citizens Advisory Committee.

1. *Appointment.* During periodic review or when directed by the Council, the Planning Commission ~~may~~ shall appoint citizens to a Citizens Advisory Committee (CAC), in order to solicit citizen input on proposed changes to the City's Comprehensive Plan and/or land use regulations. CACs are fluid and may also be appointed or reappointed on an ad hoc basis for each issue on which the Planning Commission seeks public input.

2. *Duties.* CACs will make recommendations to the Planning Commission specifically regarding the proposed change to the Comprehensive Plan and/or land use regulation for which the CAC was created.

Comment [EN14]: Revised to clarify that the Planning Commission will be required to appoint a CAC if Council directs it to do so and that the Planning Commission may also choose to appoint a CAC on its own initiative for any issue on which it seeks public input.

Section 2. The following two sentences are ~~deleted~~ from the ninth full paragraph in the Introduction section of the Dunes City Comprehensive Plan are revised as follows:

"Any resident or landowner attending a Citizen's Committee for Involvement (CCI)-meeting automatically became a voting member. This town hall meeting atmosphere helped assure that the plan truly represents the desires of Dunes City residents. With changes made to the plan in 2013, the City moved to the format for citizen involvement described in Statewide Planning Goal 1, with a standing Committee for Citizen Involvement (CCI) that is devoted solely to maintaining the City's Citizen Involvement Program and ad hoc Citizen Advisory Committees formed to address land use matters as needed."

Comment [EN15]: Revisions to respond to testimony that requested the Plan Introduction remain "historic" in nature.

Section 3. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is judicially declared to be invalid, unenforceable, and/or void by a court of competent jurisdiction, such decision shall not have the effect of invalidating or voiding the remainder of this Ordinance, and the part(s) of this Ordinance so held to be invalid, unenforceable, and/or void shall be deemed stricken, and the remainder of this Ordinance shall have the same force and effect as if such stricken part(s) had never been included.

This ordinance was first read in regular meeting of the City Council of Dunes City, Oregon, on this _____ day of _____, 2____.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

This ordinance was read for a second time and adopted by the City Council of Dunes City, Oregon, on this _____ day of _____, 2____.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

ADOPTED BY THE DUNES CITY COUNCIL, THIS _____ DAY OF _____, 2____.

Rebecca Ruede, Mayor

ATTEST:

Fred Hilden, City Recorder

F:\Clients\Muni\Dunes City\Planning\Comprehensive Plan Amendments\Citizen Involvement Program\Draft Ord (Option 1) for Council Packet.docx

OPTION 2

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITIZEN INVOLVEMENT PROVISIONS OF THE DUNES CITY COMPREHENSIVE PLAN

WHEREAS, Oregon Revised Statute 197.175 requires cities to prepare, adopt, amend and revise comprehensive plans in compliance with the statewide planning goals approved by the Land Conservation and Development Commission (LCDC); and

WHEREAS, Goal 1 of the State of Oregon's Statewide Planning Goals and Guidelines, requires the City to develop a citizen involvement program (CIP) that insures the opportunity for citizen involvement in all phases of the planning process; and

WHEREAS, the original Dunes City Comprehensive Plan was adopted September 9, 1976, with amendments in 1978, with the current version having been adopted September 16, 1997; and

WHEREAS, on June 27, 2013, the Dunes City Planning Commission held a public hearing and deliberated regarding the changes proposed by this Ordinance and the City's Citizen Involvement Program generally and has recommended that the City Council adopt the changes; and

WHEREAS, the Dunes City Council believes it is in the best interests of the citizens of Dunes City to establish a clear and objective description of Dunes City's Citizen Involvement Program and to ensure that program's compliance with Oregon Revised Statutes and Oregon Administrative Rules;

NOW, THEREFORE, THE CITY OF DUNES CITY ORDAINS AS FOLLOWS:

Section 1. Policy A.1 of the Dunes City Comprehensive Plan, including Planning Recommendations a. b. and c., is deleted in its entirety and replaced with the following:

Policy A1. Dunes City Citizens Involvement Program

A. Citizens Involvement Program. The City shall maintain a Citizen Involvement Program (CIP) that incorporates the following components:

1. *Citizen Involvement.* The CIP shall provide for widespread citizen involvement. The CIP shall provide opportunities for the involvement of a cross-section of affected citizens in all phases of the planning process.

2. *Communication.* The CIP shall assure effective two-way communication

with citizens. Mechanisms shall be established to provide for effective communication between citizens and elected and appointed officials of Dunes City, including but not limited to the use of newsletters, mailings, posters, mail-back questionnaires, and other available media.

3. *Citizen Influence.* The CIP shall provide the opportunity for the general public to be involved in the following phases of the planning process:

- Data Collection: Inventorying, recording, mapping, describing, analyzing and evaluating the elements necessary for development of the City's Comprehensive Plan.
- Plan Preparation: Developing a body of sound information to identify public goals, develop policy guidelines, and evaluate alternatives for the preparation of the City's Comprehensive Plan.
- Plan Adoption: Reviewing and recommending changes to the City's proposed Comprehensive Plan.
- Plan Implementation: Development, adoption, and application of legislation necessary to implement the City's Comprehensive Plan.
- Plan Evaluation: Evaluation of the City's Comprehensive Plan.
- Plan Revision: Reviewing and recommending proposed changes to the City's Comprehensive Plan.

4. *Technical Information.* The CIP shall include measures to assure technical information is available in an understandable form. Assistance shall be provided to interpret and effectively use technical information. A copy of all technical information relied upon in each decision making process will be available at Dunes City Hall.

5. *Feedback Mechanism.* The CIP should include measures to assure citizens receive a response from policymakers. Recommendations resulting from the CIP shall be retained and made available for public assessment. The rationale used to reach land-use policy decisions shall be available in the form of a written decision.

6. *Financial Support.* Adequate human, financial and informational resources shall be allocated for the CIP. These allocations shall be part of the City planning budget.

Implementation Measure: Except during periodic review and when the Council, in its sole discretion, determines that a greater level of citizen involvement is required, compliance with state law requirements and the requirements of the City's land use code shall constitute compliance with this Policy A1 and the CIP. During periodic review, a citizen advisory committee may be appointed to advise the Planning Commission on periodic review subject matters.

B. Committee for Citizen Involvement.

1. *Appointment.* Periodically, the City Council shall call for a meeting of the City's Committee for Citizen Involvement (CCI) for any or all of the purposes set out in B.2., below. All interested parties, by their attendance at the meetings of the CCI shall become members of the CCI for that meeting.

2. *Duties.* The CCI will assist the City Council with the continued development of the CIP that promotes and enhances citizen involvement in land-use planning. The CCI will also assist in the implementation of the CIP and will evaluate the process being used for citizen involvement.

C. Citizens Advisory Committee.

1. *Appointment.* During periodic review or when directed by the Council, the Planning Commission shall appoint citizens to a Citizen Advisory Committee (CAC), in order to solicit citizen input on proposed changes to the City's Comprehensive Plan and/or land use regulations. CACs are fluid and may also be appointed or reappointed on an ad hoc basis for each issue on which the Planning Commission seeks public input.

2. *Duties.* CACs will make recommendations to the Planning Commission specifically regarding the proposed change to the Comprehensive Plan and/or land use regulation for which the CAC was created.

Section 2. The following two sentences from the ninth full paragraph in the Introduction section of the Dunes City Comprehensive Plan are revised as follows:

"Any resident or landowner attending a Citizen's Committee for Involvement meeting automatically became a voting member. This town hall meeting atmosphere helped assure that the plan truly represents the desires of Dunes City residents. With changes made to the plan in 2013, the City moved to the format for citizen involvement described in Statewide Planning Goal 1, with a standing Committee for Citizen Involvement (CCI) that is devoted solely to maintaining the City's Citizen Involvement Program and ad hoc Citizen Advisory Committees formed to address land use matters as needed."

Section 3. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is judicially declared to be invalid, unenforceable, and/or void by a court of competent jurisdiction, such decision shall not have the effect of invalidating or voiding the remainder of this Ordinance, and the part(s) of this Ordinance so held to be invalid, unenforceable, and/or void shall be deemed stricken, and the remainder of this Ordinance shall have the same force and effect as if such stricken part(s) had never been included.

This ordinance was first read in regular meeting of the City Council of Dunes City, Oregon, on this _____ day of _____, 2____.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

This ordinance was read for a second time and adopted by the City Council of Dunes City, Oregon, on this _____ day of _____, 2____.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

ADOPTED BY THE DUNES CITY COUNCIL, THIS _____ DAY OF _____, 2____.

Rebecca Ruede, Mayor

ATTEST:

Fred Hilden, City Recorder

F:\Clients\Muni\Dunes City\Planning\Comprehensive Plan Amendments\Citizen Involvement Program\Draft Ord (Option 2) for Council Packet.docx

OPTION 2

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITIZEN INVOLVEMENT PROVISIONS OF THE DUNES CITY COMPREHENSIVE PLAN

WHEREAS, Oregon Revised Statute 197.175 requires cities to prepare, adopt, amend and revise comprehensive plans in compliance with the statewide planning goals approved by the Land Conservation and Development Commission (LCDC); and

WHEREAS, Goal 1 of the State of Oregon's Statewide Planning Goals and Guidelines, requires the City to develop a citizen involvement program (CIP) that insures the opportunity for citizen involvement in all phases of the planning process; and

WHEREAS, the original Dunes City Comprehensive Plan was adopted September 9, 1976, with amendments in 1978, with the current version having been adopted September 16, 1997; and

WHEREAS, on June 27, 2013, the Dunes City Planning Commission held a public hearing and deliberated regarding the changes proposed by this Ordinance and the City's Citizen Involvement Program generally and has recommended that the City Council adopt the changes; and

Comment [ENJ1]: Added for legislative history

WHEREAS, the Dunes City Council believes it is in the best interests of the citizens of Dunes City to establish a clear and objective description of Dunes City's Citizen Involvement Program and to ensure that program's compliance with Oregon Revised Statutes and Oregon Administrative Rules;

NOW, THEREFORE, THE CITY OF DUNES CITY ORDAINS AS FOLLOWS:

Section 1. Policy A.1 of the Dunes City Comprehensive Plan, including Planning Recommendations a, b, and c, is deleted in its entirety and replaced with the following:

Policy A1. Dunes City Citizens Involvement Program

A. Citizens Involvement Program. The City shall maintain a Citizens Involvement Program (CIP) shall be developed by the Committee for Citizen Involvement (CCI) and shall that incorporates the following components:

Comment [ENJ2]: Revised to reflect the fact that the City already has a Citizens Involvement Program / use of "CIP" for consistency.

1. *Citizen involvement.* The CIP shall provide for widespread citizen involvement. The CIP shall provide opportunities for the involvement of a cross-section of affected citizens in all phases of the planning process.

Ordinance No. _____ - Comprehensive Plan: Citizens Involvement Program

OPTION 2
Page 1 of 4

2. *Communication.* The CIP shall assure effective two-way communication with citizens. Mechanisms shall be established to provide for effective communication between citizens and elected and appointed officials of Dunes City, including but not limited to the use of newsletters, mailings, posters, mail-back questionnaires, and other available media.

3. *Citizen Influence.* The CIP shall provide the opportunity for the general public to be involved in the following phases of the planning process:

- Data Collection: Inventorying, recording, mapping, describing, analyzing and evaluating the elements necessary for development of the City's Comprehensive Plan.
- Plan Preparation: Developing a body of sound information to identify public goals, develop policy guidelines, and evaluate alternatives for the preparation of the City's Comprehensive Plan.
- Plan Adoption: Reviewing and recommending changes to the City's proposed Comprehensive Plan.
- Plan Implementation: Development, adoption, and application of legislation necessary to implement the City's Comprehensive Plan.
- Plan Evaluation: Evaluation of the City's Comprehensive Plan.
- Plan Revision: Reviewing and recommending proposed changes to the City's Comprehensive Plan.

4. *Technical Information.* The CIP shall include measures to assure technical information is available in an understandable form. Assistance shall be provided to interpret and effectively use technical information. A copy of all technical information relied upon in each decision making process will be available at Dunes City Hall.

5. *Feedback Mechanism.* The CIP should include measures to assure citizens receive a response from policymakers. Recommendations resulting from the CIP shall be retained and made available for public assessment. The rationale used to reach land-use policy decisions shall be available in the form of a written decision.

6. *Financial Support.* Adequate human, financial and informational resources shall be allocated for the CIP. These allocations shall be part of the City planning budget.

Implementation Measure: Except during periodic review and when the Council, in its sole discretion, determines that a greater level of citizen involvement is required, compliance with state law requirements and the requirements of the City's land use code shall constitute compliance with this Policy A1 and the CIP. During periodic review, a citizen advisory committee may be appointed to advise the Planning Commission on periodic review subject

matters.

B. Committee for Citizen Involvement.

1. *Appointment.* Periodically, The Planning Commission will serve as the City Council shall call for a meeting of the City's Committee for Citizen Involvement (CCI) for any or all of the purposes set out in B.2. below. The Land Conservation and Development Commission (LCDC) will be notified as required by Goal 1. All interested parties, by their attendance at the meetings of the CCI shall become members of the CCI for that meeting.

Comment [ENJ3]: OPTION 2 REVISIONS: revised to maintain the CCI as it is currently constituted, but to narrow the issues on which the CCI works to those identified in Statewide Planning Goal 1.

2. *Duties.* The CCI will assist the City Council with the continued development of a program the CIP that promotes and enhances citizen involvement in land-use planning. The CCI will also assist in the implementation of the citizen involvement program CIPs and will evaluate the process being used for citizen involvement.

Comment [ENJ4]: Revised to reflect the fact that the City already has a Citizen Involvement Program / use of "CIP" for consistency.

C. Citizens Advisory Committee.

1. *Appointment.* During periodic review or when directed by the Council, the Planning Commission may shall appoint citizens to a Citizen Advisory Committee (CAC), in order to solicit citizen input on proposed changes to the City's Comprehensive Plan and/or land use regulations. CACs are fluid and may also be appointed or reappointed on an ad hoc basis for each issue on which the Planning Commission seeks public input.

Comment [ENJ5]: Revised to clarify that the Planning Commission will be required to appoint a CAC if Council directs it to do so and that the Planning Commission may also choose to appoint a CAC on its own initiative for any issue on which it seeks public input.

2. *Duties.* CACs will make recommendations to the Planning Commission specifically regarding the proposed change to the Comprehensive Plan and/or land use regulation for which the CAC was created.

Section 2. The following two sentences are deleted from the ninth full paragraph in the Introduction section of the Dunes City Comprehensive Plan are revised as follows:

"Any resident or landowner attending a Citizen's Committee for Involvement (CCI) meeting automatically became a voting member. This town hall meeting atmosphere helped assure that the plan truly represents the desires of Dunes City residents. With changes made to the plan in 2013, the City moved to the format for citizen involvement described in Statewide Planning Goal 1, with a standing Committee for Citizen Involvement (CCI) that is devoted solely to maintaining the City's Citizen Involvement Program and ad hoc Citizen Advisory Committees formed to address land use matters as needed."

Comment [ENJ6]: Revisions to respond to testimony that requested the Plan Introduction remain "historic" in nature.

Section 3. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is judicially declared to be invalid, unenforceable, and/or void by a court of competent jurisdiction, such decision shall not have the effect of invalidating or voiding the remainder of this Ordinance, and the part(s) of this Ordinance so held to be invalid, unenforceable, and/or void shall be deemed stricken, and the remainder of this Ordinance shall

OPTION 2

Ordinance No. _____ - Comprehensive Plan: Citizens Involvement Program

Page 3 of 4

have the same force and effect as if such stricken part(s) had never been included.

This ordinance was first read in regular meeting of the City Council of Dunes City, Oregon, on this _____ day of _____, 2_____.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

This ordinance was read for a second time and adopted by the City Council of Dunes City, Oregon, on this _____ day of _____, 2_____.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

ADOPTED BY THE DUNES CITY COUNCIL, THIS _____ DAY OF _____, 2_____.

ATTEST:

Rebecca Ruede, Mayor

Fred Hilden, City Recorder

F:\Clients\Muni\Dunes City\Planning\Comprehensive Plan Amendments\Citizen Involvement Program\Draft Ord (Option 1) for Council Packet.docx F:\Clients\Muni\Dunes City\Planning\Comprehensive Plan Amendments\Citizen Involvement Program\Draft Ord (Option 2) for Council Packet.docx

Ordinance No. _____ - Comprehensive Plan: Citizens Involvement Program

OPTION 2
Page 4 of 4

Exhibit C
Page 10

Minutes for Dunes City Committee for Citizen Involvement Meeting
May 15, 2013
Dunes City Hall

Members present: Theresa Baer Mary Jo Leach
David Bellemore Jamie Mills
Fred Hilden Susie Navetta
Peter Howison Lee Riechel
Richard Koehler John Stead

Facilitators: Emily Jerome – Local Government Law Group
Lauren Sommers – Local Government Law Group
Jacob Callister – Lane Council of Governments

Minutes

The meeting began at approximately 6:05 p.m.

Emily Jerome welcomed everyone and explained that the meeting would be facilitated to obtain input from everyone present, in order to evaluate and improve the citizen involvement program in Dunes City. Every attendee would be a member of the Committee for Citizen Involvement for the evening.

Sitting in a circle, each member of the Committee introduced him or herself and told the group something they like about Dunes City.

Each member of the Committee then wrote down a response to: "What worries you when the City is considering changes to its Citizen Involvement Program?" Emily read the responses to the group.

The Committee divided into two small groups. Jacob gave a short presentation about the requirements of Statewide Planning Goal 1. Lauren gave a short presentation about the types of citizen involvement opportunities already contained in the City Code.

While in small groups, each person was asked to respond to the following questions:

1. What is not working in Dunes City's current citizen involvement program? Or, what would not work in a citizen involvement program?
2. What is working in Dunes City's current citizen involvement program? Or, what would be important to include in a good citizen involvement program?

Author D
Page 1

As each person spoke, the small group facilitator wrote down verbatim responses, and confirmed with a designated "listener," the speaker, and the rest of the small group that the written response accurately reflected the speaker's comments.

The full Committee reconvened in a large circle and agreed that Mary Jo Leach and John Stead would present all the Committee's comments, compiled in a "collective statement," to the Planning Commission at the Planning Commission meeting on June 27, 2013.

Each member of the Committee wrote down their response to, "What is the best possible outcome of the work that we, as a Committee, did tonight?"

The Committee meeting closed with recognition by the committee members of each other for their contributions to the City, the evening's hard work, and for attending, sharing their views, and listening respectfully.

The meeting adjourned at 9:00 p.m.

[A transcription of all Committee members' comments is attached to these Minutes.]

F:\Clients\Mun\Dunes City\Planning\Comprehensive Plan Amendments\Citizen Involvement Program\Minutes for Dunes City Committee for Citizen Involvement Meeting (051613).docx

Exhibit D
Page 2

COLLECTIVE STATEMENT¹

City of Dunes City
Committee for Citizen Involvement Meeting²
Dunes City Hall
May 15, 2013

WHOLE COMMITTEE (BEGINNING OF MEETING)

WHAT WORRIES YOU WHEN THE CITY IS CONSIDERING CHANGES TO ITS CITIZEN INVOLVEMENT PROGRAM?

- o I ran into the authority problem of city vs. state vs. litigation potential when rewriting codes. City must follow state rules.
- o Will it be done correctly? Will they make rules protecting water quality/environmental too lax.
- o Citizen involvement program changes would limit interaction with citizens and it would be selective like the one-mind council—input regarding preservation vs. land use profiting would be quashed. The change would be a start to manipulating a perfect document.
- o The comprehensive plan and its many protections will be next and it will be weakened.
- o PAC agenda is represented favoring development instead of placing the wishes and welfare of current residents first.
- o Each group in power attempts to disassemble or derail what the previous group put in place. Some city councilors and commissioners have their own agendas regarding land use and people need to have this information. I would assume those agendas will apply to how a CCI would function. Local residents and officials cannot function within the guidelines of a formal meeting, nor behave in an informal meeting. A CCI may be the only way the public would be allowed to speak and go on record.

¹ This document is referred to as a "Collective Statement." This Collective Statement is the result of transcribing the 5/15/13 Citizen Involvement Committee Members' individual statements, to create a statement of the total group. This is not a consensus statement or a majority statement.

² Comments from City Attorneys and Planner are omitted.

- o What worries me is the sense that I and other like-minded citizens are being shut-out of communications and knowledge in order that legislative maneuvers can be accomplished illegally.
- o "TRANSPARENCY" – Reason – The present Council has conducted secret meetings in the past and I fear they are at it still.
- o This is the camel getting his nose under the tent. Council is studying the comp. plan at present – the intent is unclear. Suggestions from Council members are being recorded – minutes of the meeting are not available on the City's website.
- o Not allowing citizens to be heard. Having a program that only provides one side to be presented. Having a process dominated by one group because they lobby and bring all their friends, neighbors etc., making false claims as to what the City's intentions are. (Fear - not facts)

GROUP 1:

WHAT IS NOT WORKING IN DUNES CITY'S CURRENT CITIZEN INVOLVEMENT PROGRAM? OR, WHAT WOULD NOT WORK IN A CITIZEN INVOLVEMENT PROGRAM?

- What did not work in my opinion was having a meeting where everyone got to vote and having another meeting where a different group came and counteracted that vote. Drew process out longer than needed to be. In my experience no decision was reached as a result.
- What we don't have now is enough public energy to come out in large numbers to support the city to do what the city really needs right now. The council can't do it by itself. Why is that not happening? Is it the citizens or the council not facilitating? Assume it is a combination of both.
- The way we run our meetings whether formal or informal, city councilors are learning procedures and codes afterwards, having to constantly do do-overs because we don't know our own codes. They don't know meeting process and codes; it's understandable.
- A citizen comes into speak at citizen input time and they are not treated respectfully. If the mayor likes a person they get to talk more than 3 minutes, otherwise they are beeped out of there. For example, recently a councilor said to a citizen, "you are wasting our time." The public's thoughts are not welcome. They have already decided.
- The efforts to communicate with the citizens are often inadequate because only selected individuals learn of critical matters. One of the problems is that what may be critical to one group is of little consequence to a second group.

WHAT IS WORKING IN DUNES CITY'S CURRENT CITIZEN INVOLVEMENT PROGRAM? OR, WHAT WOULD BE IMPORTANT TO INCLUDE IN A GOOD CITIZEN INVOLVEMENT PROGRAM?

- It is important that citizens who participate in the citizen involvement program be encouraged to participate fully, i.e., be able to vote when voting is required – when decisions are being made.
- In place of our citizen involvement committee the city has used ad hoc committees that are too small and too narrow-minded. The current CCI program works because it is open and inclusive. It encourages participation, discussion, and new ideas.

- Currently the city has a structure for proper input and proper voting process; we have city council, planning commission, and road commission. The other thing we have that is working is a really passionate population and passionate individuals in the population. If we could make those things work together, we would be more successful. The trick would be to get us all to work together so those functions can work.
- What is a part of a really good system is what the CCI process has done in the past. The process of having individuals having a say and a vote in a meeting because they show up encourages the citizens to have a say and a view. The CCI process mobilizes a lot of people around an issue, which really had an impact on what city council decided. I don't think that would have happened without people being able to come out and see who is for and against – that is true democracy in my opinion. The process of having people put themselves forward heightens the responsibility that the council and other deciders have. They have to take it more seriously. And allows for more dramatic change. Not necessarily efficient, but did bring out a lot of people and made changes.
- It is important to follow the rules, maybe it is just semantics, but a CCI under state rules does not have authority to make recommendations on specific land use issues, so to me it is important to follow state law. A CCI has authority to make recommendations on citizen involvement and not on subject matter of land use decisions.

FINAL CLOSING THOUGHTS ABOUT WHAT IS IMPORTANT IN A CITIZEN INVOLVEMENT PROCESS

- Access to decision-makers
 - More council participation
 - More council presence at functions
- Citizens work hard and it doesn't turn into anything after it reaches council. Not always because not heard – lots of council turnover.

GROUP 2:

WHAT IS NOT WORKING IN DUNES CITY'S CURRENT CITIZEN INVOLVEMENT PROGRAM? OR, WHAT WOULD NOT WORK IN A CITIZEN INVOLVEMENT PROGRAM?

- To my knowledge there have been no CCI meetings for approximately 2 ½ years how can I say what's working or not working? I have difficulty with the premise of the question.

To have been appointed to committees and been directly involved – attend a meeting and you will see how there is no interaction.

Council people are mostly PAC members. Planning commission majority is PAC members. Budget committee are mostly PAC members. Not a broad spectrum. I am not paranoid; I am a critical thinker and a good observer.

- 1) In my opinion – lack of structure in CCI process – voting members change meeting to meeting – constant change in direction of the CCI – because of this change.
- 2) There is much confusion about CCI vs. CAC. Dunes City is only familiar with CCI. When you appoint planning commission as CCI (which may or may not be good) people freak out because a governing body is CCI. CAC is supposed to be doing what CCI is traditionally doing. If you have a bonafide CAC it replaces the CCI. It's a definition problem.
- The fact that the CCI is defined as determined by Dunes City – and not consistent with the state. Does not provide interface with Planning Commission as called out for by the state. Things that go along with that: CCI should be an oversight group for decision making, right now it is doing technical work to give to decision makers. CCI is not used just for citizen involvement purposes. Current committee, labeled "CCI," is assigned for specific tasks whereas CAC should be ongoing.
- Need to have a conversation about terms. A CAC (state term) is called a CCI (in Dunes City) I don't think that voting at the meetings is productive. Purpose of meeting is to communicate: Citizen's to decision makers. Voting creates winners and loser and losers are not heard.
- Since Dunes City (last 2 ½ years) have not concerned themselves with citizen's thoughts why should we start. Comp plan is fine the way it is. We should first start with discussion with citizens and understanding the divisions that occurred in 2006.

WHAT IS WORKING IN DUNES CITY'S CURRENT CITIZEN INVOLVEMENT PROGRAM? OR, WHAT WOULD BE IMPORTANT TO INCLUDE IN A GOOD CITIZEN INVOLVEMENT PROGRAM?

- Resolving the "schvammunda" (garbage). It's what keeps us separate. It's a right vs. left issue.
- As imperfect as it is, it works to a point. It does give citizens a chance to be involved.

Follow the state's structure. Having a permanent CCI or plan with ad-hoc CAC Committee.

Making Comp Plan better than the state – holding it to a higher standard.

- State structure – You've got to structure everything in line.

Having been involved in earlier CCI processes, the CCI, in whatever it's doing, as given the authority by legislative body, has got to work under same time schedule. It's got to have a definite goal and a true commitment to meeting that goal.

Get rid of voting.

Builds divisions – the city is floundering on divisions – consequences of voting. No voting would go a long ways to bring us together.

Bunch of new people – everything decided beforehand. Nothing to do about it except open it back up.

Combination of turning state structure to Dunes City needs – state very general – respect needs to be given to Dunes City needs.

Stop eliminating the work of others.

More responsive officials (people don't feel like they are being listened to).

- At least a limited opportunity for citizen input – good thing. Some places there is none.

We really need to work on education: What things mean, what they don't mean. Ok with higher level of standard – want everyone to understand.

Would be better if we do not have a vote. Sometimes you have to get down to a vote (CAC even).

(Voting body isn't always changing.)

WHOLE COMMITTEE (END OF MEETING)

WHAT IS THE BEST POSSIBLE OUTCOME OF THE WORK THAT WE, AS A COMMITTEE, DID TONIGHT?

- o Preservation of Dunes City's old CCI process which appears doomed already, nonetheless.
- o Understanding others' opinions better and getting some great new ideas.
- o The best outcome would be if procedures are adopted so that every citizen who wants to be heard will be and are able to visibly see decision makers take advantage of the collective wisdom and reasoning offered before making determinations that affect us all.
- o I don't know.
- o Outcome is surface tension easing – and potential change, yet highly unlikely since it's already decided.
- o A CCI program that works better/easier and involves more of the DC community in DC public affairs
- o 1. Understanding the task of this CCI.
2. Remembering that the PC will be looking for DC compliance with state definitions and format.
- o That people will realize they can work as a group in this town. That people will work hard to listen to each other. That council and other officials take the citizens' concerns seriously, whether past or current.
- o Creation of a Citizen Involvement Program that complies with state law, involves as many citizens as possible, and guarantees decision-makers hear the citizens' concerns.
- o We ventilated this evening – forward your perception of the committee's concerns to the City Council – along with a copy of the document produced. Make recommendation to the Council re: improvement of its relationship with the community.

- We're focusing on stumbling block, approx. 70% of comp plan actually works.
- Have "dissenting opinions" – important to hear the other side.

Hear it – openly debate it.

I don't see why everyone doesn't feel good about that.

Whoever gets this stuff has to reflect that they have heard it and considered it and understand it in front of the public – currently it's a parliamentary basketball game.

- Reiterate that after all this time is put in – there has to be positive feedback that the info that has been gathered from many sources – has been meaningfully considered.

If not you don't need process – just a big waste of time.

FINAL CLOSING THOUGHTS ABOUT WHAT IS IMPORTANT IN A CITIZEN INVOLVEMENT PROCESS

Unconventional Ideas

- Reader Board – on the website
- Blog for issues

\$1.720

US POSTAGE
FIRST-CLASS
062S0006796729
97401



000011

DEPT OF

OCT 21 2013

LAND CONSERVATION
AND DEVELOPMENT

Local Government Law Group PC

A member of SPEER HOYT LLC

975 Oak Street, Suite 700

Eugene, Oregon 97401

TO:

ATTN: PLAN AMENDMENT SPECIALIST
DEPARTMENT OF LAND CONSERVATION
AND DEVELOPMENT
635 CAPITOL STREET NE, SUITE 150
SALEM, OREGON 97301-2540

