



Planning and Building Services Department Memorandum

TO: Comprehensive Plan Citizen Advisory Committee

FROM: Sidaro Sin, Senior Planner

DATE: November 24, 2010

SUBJECT: Comprehensive Plan Update (PP 10-0007) – Periodic Review Project Coordination

ACTION

No Action is required at this time. This information is being provided as background information and is intended to provide a description of other on-going or pending city projects in relation to the Comprehensive Plan (Plan) update process. This memorandum focuses on the following projects:

- Transportation System Plan
- Wastewater Master Plan
- Stormwater Code & Design Manual Update
- Parks, Recreation and Natural Areas System Plan

DISCUSSION

The charge statement in Resolution 10-45 (R10-45) adopted by the City Council establishing the Comprehensive Plan Citizen Advisory Committee (CAC) states among other things:

“Make recommendations that assist the City in meeting state-mandated planning requirements, Statewide Planning Goals and Administrative Rules and Metro functional plan requirements.”

At the September 22 CAC meeting staff prepared a memorandum providing an overview of the Oregon land use regulatory system and outlined the five major topic areas required to be updated as part of the state-required periodic review process. Although the intent of periodic review is to comprehensively update all sections of the Plan, there are five core requirement areas: economic development (Goal 9), housing (Goal 10), public facilities (Goal 11), transportation (Goal 12), and urbanization (Goal 14). While periodic review is focused on these five areas, the Council has directed through R10-45 that all chapters within the Plan be updated to ensure a “comprehensive” approach to future planning.

The project lead on the overall Plan update is the Planning Department, but due to the breadth and depth of the topic areas in the Plan and departmental areas of expertise, certain project require that other City departments take the lead on project management.. Regardless of which department leads the project, the CAC is charged with making recommendations and incorporating updates into the overall Plan update.

The following summaries provide pertinent information on the projects, including: purpose, timeline, recommended CAC role.

Transportation System Plan (TSP)

Department Lead/ Project Manager	Planning Department Laura Weigel, Associate Planner
Periodic Review Requirement	Yes – Per 4/15/10 DLCDC approved work program, Task #3
Statewide Planning Goal	Goal 12 – Transportation
Updated Comp Plan Action Area	Connected Community
Purpose	Update the 1997 Transportation System Plan
Objectives	<ul style="list-style-type: none"> • Adopt an Updated TSP that provides for a safe, efficient, multi-modal transportation network, based on the needs of existing and planned land uses; • Prioritize transportation facilities and services considering likely future revenues; • Analyze and determine the appropriate means for managing the state highways to meet both local and through traffic needs as well as improving safety and mobility; • Strategically plan for a network of pedestrian and bicycle facilities; • Prepare Safe Routes to Schools plans for local schools; • Address the needs and preferences of transportation system users and obtain broad public support for the plan; and • Ensure compliance with Metro’s Regional Transportation Plan, the Transportation Planning Rule, Oregon Transportation Plan, and Oregon Highway Plan.
Timeline	Begin early 2011 – take up to 18 months
CAC Recommended Role	It is anticipated that a subcommittee will be formed to advise on this project and are considering the Transportation Advisory Board to serve in this capacity. The subcommittee will report back to the CAC on a regular basis. The subcommittee will also develop goals/policy recommendations for the CAC to consider.
Comments	More information and a presentation will be provided as details are refined.

Stormwater Code & Design Manual Update

Department Lead/ Project Manager	Public Works (Engineering) David Gilbey, Water Quality Program Coordinator
Periodic Review Requirement	Yes – Per 4/15/10 DLCDC approved work program, Task #4(1)(b)
Statewide Planning Goals	<ul style="list-style-type: none"> • Goal 5 – Open Space, Scenic & Historic Areas, and Natural Resources • Goal 6 – Water Resource Quality • Goal 11 – Public Facilities & Services (Storm Water Management) • Goal 15 – Willamette River Greenway
Updated Comp Plan Action Areas	<ul style="list-style-type: none"> • Healthy Ecosystems • Community Health & Public Safety
Purpose	Implement/codify recommendations from the Clean Streams Plan for stormwater management
Objectives	<ul style="list-style-type: none"> • Improve the City's stormwater/surface water code – simplifying and referencing design standards in the updated Stormwater Design Manual • Revise the Stormwater Design Manual (detailed design guidelines) • Development of a Policies and Procedures Manual for stormwater review, inspection, and maintenance
Timeline	Begin early 2011 – take up to 18-24 months
CAC Recommended Role	An extensive public and stakeholder outreach program is proposed. Engineering staff will solicit input and recommendations from the CAC on the code and design manual updates
Comments	More information and a presentation will be provided as details are refined.

Wastewater Master Plan (WWMP)

Department Lead/ Project Manager	Public Works (Engineering) Josh Robertson, Associate Engineer
Periodic Review Requirement	Yes – Per 4/15/10 DLCDC approved work program, Task #4(1)(c)
Statewide Planning Goal	Goal 11 – Public Facilities & Services (Wastewater Collection & Treatment)
Updated Comp Plan Action Area	Community Health & Public Safety
Purpose	Update the 1989 Sewer Master Plan
Objectives	<ul style="list-style-type: none"> • Review & recommend wastewater collection system policies & criteria • Update sanitary and inflow/infiltration projections • Document the existing system • Perform a conditions assessment for critical pump stations and major collectors • Update the hydraulic model • Evaluate the capacity of the system • Provide inflow/infiltration reduction plan • Prepare a Capital Improvements Plan to address deficiencies
Timeline	Projected completion date December 2011
CAC Recommended Role	Staff is recommending that the CAC focus on policy development beginning Summer 2011.
Comments	Staff will schedule a presentation on the WWMP to provide greater detail/understanding of the project and to help refine the CAC's role.

Parks, Recreation and Natural Areas System Plan 2025 (System Plan)

Department Lead/ Project Manager	Parks & Recreation Ryan Stee, Park Analysts/Project Manager
Periodic Review Requirement	This does not fall under the periodic review core requirements, however does fall under the Council's direction to comprehensively update all sections of the Plan
Statewide Planning Goals	<ul style="list-style-type: none"> • Goal 5 – Open Space, Scenic & Historic Areas, and Natural Resources • Goal 8 – Recreation Needs • Goal 15 – Willamette River Greenway
Updated Comp Plan Action Areas	<ul style="list-style-type: none"> • Community Culture • Healthy Ecosystems • Community Health & Public Safety
Purpose	Builds upon 2002 & 2008 Parks Plans - Strategic Plan for 2025
Objectives	<ul style="list-style-type: none"> • Parks Plan 2025 is the long-range plan for changes to the park land and facilities that make up this system. • Existing condition and needs assessment • Analyze and make recommendations about the recreation programs and administration of the system, including goals and departmental policies, to ensure alignment to community's needs and maximize the potential benefits of the system. • Parks and Recreation is also running a parallel project to complete a master plan for the Luscher Area (expanding the 1997 master plan to include the properties added around Luscher Farm). This effort will draw from the system plan analysis and direct community input to identify a mix of uses that balances the community-wide needs with the unique nature of this site.
Timeline	<p>One-year timeline that is broken down into four phases:</p> <ul style="list-style-type: none"> • Existing Parks, Recreation and Natural Areas (August – December 2010) • Community Needs Assessment (December 2010 – February 2011) • Plan Development (February – May 2011) • Plan Review and Documentation (May – July 2011)
CAC Recommended Role	The Parks and Recreation Advisory Committee (PRAB) is the lead advisory body of this project. PRAB and staff will solicit input and recommendations from the CAC on the code and design manual updates
Comments	Staff will schedule a presentation on the System Plan to provide greater detail/understanding of the project and to help refine the CAC's role.