

City of Lake Oswego Transportation System Plan Update

DRAFT PUBLIC INVOLVEMENT PLAN

Date: March 7, 2012 Project #: 11187
To: Project Management Team
Cc: Transportation System Plan Advisory Committee
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INTRODUCTION AND OVERVIEW

The City of Lake Oswego is updating its Transportation System Plan (TSP) to ensure the city's Comprehensive Plan is coordinated with other plans and in compliance with statewide goals and statutes. As part of the City's "periodic review" of its Comprehensive Plan, the TSP will meet the requirements of the Transportation Planning Rule (TPR), the Oregon Transportation Plan and the Regional Transportation Functional Plan (RTFP), and be consistent with 2008 ODOT Transportation System Planning Guidelines. The updated TSP will support the update of Lake Oswego's Comprehensive Plan currently underway, and address the Lake Oswego Community Vision for 2035. The project is intended to be completed in the spring of 2013, allowing the TSP updates element of the Comprehensive Plan to be adopted with the updated Comprehensive Plan.

The purpose of the TSP is to provide a safe, convenient and economical network of transportation facilities to support a variety of travel choices. It guides the development of transportation facilities and services to ensure they are adequate to meet the needs of planned land uses. The TSP will do the following:

- Establish an efficient network of arterials/collectors
- Include standards for the layout, spacing and connectivity of local streets
- Protect facilities and corridors for intended uses
- Provide a public transportation plan to meet basic needs
- Establish a network of sidewalks and bikeways linking residential areas to activity centers
- Propose a finance program that is reasonably likely
- Include implementing code and ordinances

OBJECTIVES FOR PUBLIC INVOLVEMENT

1. Design and manage a convenient and transparent process that invites meaningful public involvement using a range of strategies that are efficient and effective.
2. Build consensus and ensure that transportation system and policies effectively address the Community Vision, goal statements and the expectations of local agencies, private stakeholders and community members.
3. Coordinate with overall Comprehensive Plan public involvement efforts.

PUBLIC INVOLVEMENT ACTIVITIES

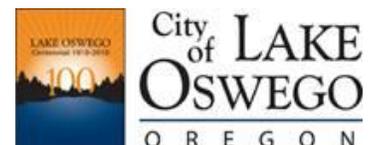
Stakeholder Mailing List (Database)

The City will develop and maintain a comprehensive stakeholder contact list to help keep affected and interested parties aware of project developments, timetable and opportunities for public involvement. The list will be updated throughout the project as needed and include the following:

- Lake Oswego City Council
- Lake Oswego Planning Commission
- Transportation Advisory Board (TAB)
- Oregon Department of Transportation (ODOT)
- Metro
- TriMet
- Lake Oswego School District
- Police, Fire and Emergency Responders
- Solid waste collectors
- Clackamas County
- Lake Oswego Chamber of Commerce and business community
- Lake Oswego Neighborhood Associations and general public
- Adjacent communities (cities of Portland, West Linn, Tualatin and Tigard and Multnomah and Washington counties)

Policy Advisory Committee (PAC)

The Transportation Advisory Board (TAB) will serve as the PAC for this process. The PAC will review and comment on work products, guide public involvement efforts, act as liaisons to specific constituencies or interest groups, and encourage community members to participate in the process. This group will serve as citizen representatives to the overall TSP Update process. The TAB/PAC will meet a minimum of six (6) times throughout the course of the project.



The City also has established a Technical Advisory Committee (TAC) for this process. The TAC will meet concurrently with the PAC and will include representatives of the following agencies:

- Clackamas County
- DLCD
- Lake Oswego Fire Department
- Lake Oswego Police Department
- Metro
- ODOT
- TriMet

As needed, the City may schedule additional meetings or create additional ad hoc stakeholder groups to address specific issues.

City staff will be responsible for meeting logistics, providing copies of meeting materials and preparing meetings summaries. The consultant will be responsible for preparing agendas and other relevant materials and facilitating meetings of the PAC/TAC.

Public Outreach Materials

The public involvement program will use a variety of public outreach materials to keep the public informed on TSP update issues and progress. Public outreach tools may include:

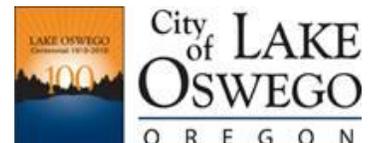
- Email
- Fact sheets
- Flyers
- “Hello LO” Newsletter
- Media Releases
- “We Love LO” website

The City will provide content for public outreach materials. The consultant will review, revise content and prepare graphic layouts for up to three public involvement outreach materials. This includes one draft and one final review for each product. The City may use consultant-prepared materials as templates for future materials.

Public Events

The public involvement plan includes up to four (4) public events to be hosted by the PAC. The purpose of these events is to share information and solicit public suggestions, issues and concerns. Tentative agendas for these public events include:

- Event 1 – reflecting on the 2035 vision, discuss existing transportation conditions and issues
- Event 2 – examine projected future conditions and propose solutions



- Event 3 – evaluate model results and establish transportation priorities
- A fourth public event or other opportunity for input may be used for the public to review the draft TSP

City and consultant staff will jointly develop timelines, agendas and materials for the public events. The City will plan and conduct the public events, and collect, compile and report the input gathered. The City also will print all maps, graphics and other meeting materials. The consultant will participate in the public event and provide up to twenty (20) hours of technical support including the development of maps and graphics.

Project Briefings

The public involvement plan includes up to six (6) meetings with the City Council, Planning Commission, and/or Comprehensive Plan Citizen Advisory Committee (CAC) to provide briefings on the TSP and/or support the adoption process. Each briefing will last no more than two (2) hours and will utilize materials prepared for the PAC. The City will handle logistics and provide copies of all materials for the briefings. Only the Consultant Project Manager will attend unless otherwise approved by the City Project Manager.

EVALUATION

Measurements to evaluate how well the Public Involvement Plan accomplishes the project objectives include:

- Availability and transparency of public outreach materials.
- Number of stakeholders contacted through public outreach efforts.
- Documentation of stakeholder suggestions, issues and concerns, and indication of response in the planning process.
- Documentation of efforts to coordinate with the Comprehensive Plan Update and other related planning processes.

