

**CITY OF TIGARD
PLANNING COMMISSION
Meeting Minutes
February 7, 2011**

CALL TO ORDER

Vice President Anderson called the meeting to order at 7:04 p.m. The meeting was held in the Tigard Civic Center, Town Hall, at 13125 SW Hall Blvd.

ROLL CALL

Present: Vice President Anderson;
Commissioner Muldoon;
Commissioner Rogers;
Commissioner Ryan;
Commissioner Schmidt; and
Commissioner Shavey

Absent: Commissioner Doherty; Commissioner Hasman; and President Walsh

Staff Present: Marissa Daniels, Associate Planner;
Susan Hartnett, Assistant Community Development Director;
Doreen Laughlin, Sr. Administrative Specialist; and
Darren Wyss, Senior Planner

Others Present: Steve Faust, Sr. Planner for Cogan Owens Cogan;
Marc Woodard, City Council Liaison; and
Webelos Cub Scout Troop 232

COMMUNICATIONS:

Vice President Anderson welcomed and introduced Tigard City Councilor, Marc Woodard, as the new City Council Liaison to the Planning Commission. Councilor Woodard said hello to the commissioners and said he hopes to help the Commissioners out in any way he can.

Anderson also introduced a group of Webelos Cub Scouts from Troop 232. Some of their parents and siblings were there as well. They were auditing the meeting to learn how things at the City work. Anderson told the scouts that once they get a feel for the meeting, they can step outside Town Hall and Associate Planner Marissa Daniels would be happy to answer any questions they might have for her.

Commissioner Shavey spoke about a couple of recent newspaper articles that he'd read regarding downtown and a local building complex that is being built. He offered the articles to anyone who might be interested. He spoke about the importance of economic development in Tigard and is glad there will be a meeting dedicated to that on February 28th.

CONSIDER MEETING MINUTES

January 2nd Meeting Minutes: Vice President Anderson asked if there were any additions, deletions, or corrections to the January 2 minutes; there being none, Anderson declared the minutes approved as submitted.

WORK SESSION – ECONOMIC OPPORTUNITIES ANALYSIS (EOA) COMMITTEE

Darren Wyss, Tigard Senior Planner, introduced Steve Faust, Senior Planner with Cogan Owens Cogan. Wyss went over the goals of the meeting - which were to recap the purpose of the EOA; review the completed tasks, and review Task 6 - which calls for implementation recommendations. He went over a PowerPoint presentation (**Exhibit A**).

Steve Faust went over the memo that had been sent to the commissioners (**Exhibit B**). In particular, Faust walked the commissioners through the recommendations that they, the consultant team of Cogan Owens Cogan, had made. He went over them one by one and then he and Darren Wyss went over the specific recommended action measures.

QUESTIONS FROM THE COMMISSIONERS

In the Community Economic Development Objectives (CEDOs), you refer to “smart growth.” What exactly is that? *Like the City’s vision for redeveloping targeted areas within the City – Tigard Triangle... things like that – this is another part of the over-all City vision.* Faust asked Wyss to elaborate. *Multi-modal transportation to a variety of land uses; being able to walk or bike into your neighborhood and get some basic services; etc.* Faust: *We can make the definition of “smart growth” more clear if that’s what the commission would like.* The consensus was – yes – a definition of smart growth would be good. *We can do that.*

Commissioner Muldoon spoke about some test cases and suggested that the City consider adding a separate action item which would include language regarding monitoring of new local city economic development initiatives for cost and risk. Possibly worded differently, but basically looking at the risk and the upfront obligations, which he says are sizeable in that case, and whether it makes sense to imitate – or disregard. Wyss said he would add some language to that effect – a couple of choices – that the commission can look at at the next meeting. Or he may email it to the commission even before that.

Commissioner Muldoon spoke at length about one particular policy in the Economic Development chapter of the Comprehensive Plan. Goal 9.1, Policy 9 - which states “The City shall strongly represent its interests at the regional, state, and federal levels to acquire transportation funding, including truck and rail freight movement needed to support existing business activity, attract new business, and improve general transportation mobility throughout the community.” He believes high capacity transit should be specifically called out and included in that statement. He said that simply saying “rail” doesn’t include high capacity transit or high speed rail. Susan Hartnett, Assistant Community Development Director, interjected that this conversation had actually come up at the City Council level and there was some concern about “dividing our focus” on too many things – particularly since this will not necessarily go any further than a “study.” She added that one way to address interest in this is to specify in more detail what this policy is looking to say. Perhaps tease out a little bit more because it’s kind of collapsing a couple of different concepts. The key piece is the City is going to actively, strongly, pursue funding for transportation needs that support our economic development. It throws in there “including truck and rail freight movement” but she believes it’s really trying to address the full range of transportation funding for streets,

roads, passenger transportation, transit – as well as freight and industrial. She said we wanted to make sure we included truck and rail freight movement. She suggested that we might want to rearrange the statement and have the “including” portion of it be a little bit broader so we make it clear that we’ll go after whatever funding makes sense to support Tigard’s economic development as we see it at any given moment. That could be incorporated without necessarily naming “it” specifically, because it leaves whatever else might come down the road at some point in the future “named” by broadening the statement.

Commissioner Muldoon suggested adding an action item to “investigate regional funding.” He said that could be under that policy and staff would have some idea of how much money is available and how hard is it to obtain that money. Hartnett said staff could look at that question before they come back with specific recommendation on the language. She doesn’t believe it’s a good idea to put an action item in on something that might be able to be accomplished before the next meeting and give a suggestion on whether or not there’s value in putting it in as an action item to the Comp Plan. Anderson agreed that was a good idea.

Wyss then wrapped up the meeting by giving them the “next steps:”

- February 28th – Economic Development Presentation
- March 7th – Final review of draft EOA
- April 4th – Public hearing on draft EOA

WORK SESSION – PUBLIC INVOLVEMENT PLAN REVIEW – HCT LAND USE PLAN

Susan Hartnett introduced the idea of the commission looking at reviewing public involvement and the High Capacity Transit (HCT) Land Use Plan. She clarified that sometimes the reviews will be related to very specific land use decisions that would come before the commission at some point in the future. For example, something like the EOA – where an outcome is likely to result in a land use decision. In the case of the EOA – there will be a decision as to whether the Comprehensive Plan should be amended or not. In other cases, a more generalized planning activity would take place. She noted that the high capacity transit plan falls into the more “generalized” planning category. There may be some recommendations for *future* amendments to the Comprehensive Plan, to the Community Development Code, and perhaps other implementing actions; however, the HCT land use plan is not likely going to end in a specific land use decision or recommendation on a land use decision for the Planning Commission. That said, it’s still very important that we get the public involvement right for this and other projects. It’s foundational for activities that will take place over a very long term horizon in Tigard.

Marissa Daniels, Associate Planner, gave a very brief overview of the actual project at hand and then said she would get more into the project from a public involvement perspective. And then she would talk about the public involvement tools – specifically what Tigard is going to do to make sure the community is well aware of this project – informed – and can participate in it. She said it’s on that last point that she’s looking to the CCI for the most feedback. [The Planning Commission is also the acting Committee for Citizen Involvement, or the CCI.]

Daniels gave the overview. This plan is a coordinated effort. It’s one of five larger plans that then become the Southwest Corridor Plan. The Tigard TGM HCT Land Use Plan will identify 6 to 10 potential high capacity transit station locations in Tigard and also define the “typology” – or what type of place each of those stations will be. Portland and Tualatin will have their own land use plans and Metro will look at the broader corridor – transportation in general – and then the alternatives analysis. So far on this project the top two questions are “What type of transit will this be?” and “Where is it going to go?” At this point – we

don't know. The Metro Alternatives Analysis is aware those decisions will be made. The timeline on that is something like 5 years. Daniels suggested that anyone interested might want to sign up for the Community Development Listserv to get information and stay up-to-date. She asked that the commissioners let her know they're interested and a link could be sent to them where they would need to sign up.

As for the public involvement perspective – Daniels went over the Communication Plan for Tigard's High Capacity Transit Land Use Plan (**Exhibit C**).

QUESTIONS - SUGGESTIONS

There were a couple of questions regarding the actual HCT project itself. Daniels was there to talk about the public involvement portion of it; however, Susan Hartnett suggested that the questions thus far might be more specific to the typologies of the stations at a later time.

So the kick off in March is an Open House event? *No – the kick-off in March will happen right here with the Planning Commission – to come and talk about the project and specifics about the Southwest Corridor and also this Land-Use Plan. There is a project Open House planned for April or May – most likely May.*

What kind of feedback have you gotten so far? *The stakeholder interviews have been very interesting. Talking to some of the key leaders – whether in the business community, or residents... I've been taken aback by how many people want to be involved in what the City's doing. Davidson's, for example, offered us space in their tableside newsletter. The priest at St. Anthony's said we could put things on their banner – things like that. More and more I'm realizing that, because I work for the City, I may not be the best project communicator. The same is true for the Mayor. So just because he's the Mayor – he may not be the best messenger. A lot of people get information talking to their neighbors, at the soccer field, on the side-lines. We need to get the information to the people who will communicate it to others.*

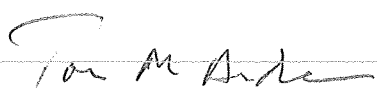
OTHER BUSINESS – Susan Hartnett gave some specifics on the upcoming February 28th special meeting on Economic Development.

ADJOURNMENT

Vice President Anderson adjourned the meeting at 8:27 p.m.



Doreen Laughlin, Planning Commission Secretary



ATTEST: Vice President Tom Anderson

EXHIBIT A

City of Tigard

Economic Opportunities Analysis

Presentation to Planning Commission
February 7, 2011



Goals of the Meeting

- Recap purpose of EOA
- Review completed tasks
 - Task 1 - CEDOs
 - Task 2 – Trends Analysis
 - Task 3 – Site Suitability Analysis
 - Task 4 – Inventory of Suitable Sites
 - Task 5 – Assessment of Potential
- Review Task 6 – Implementation Recommendations

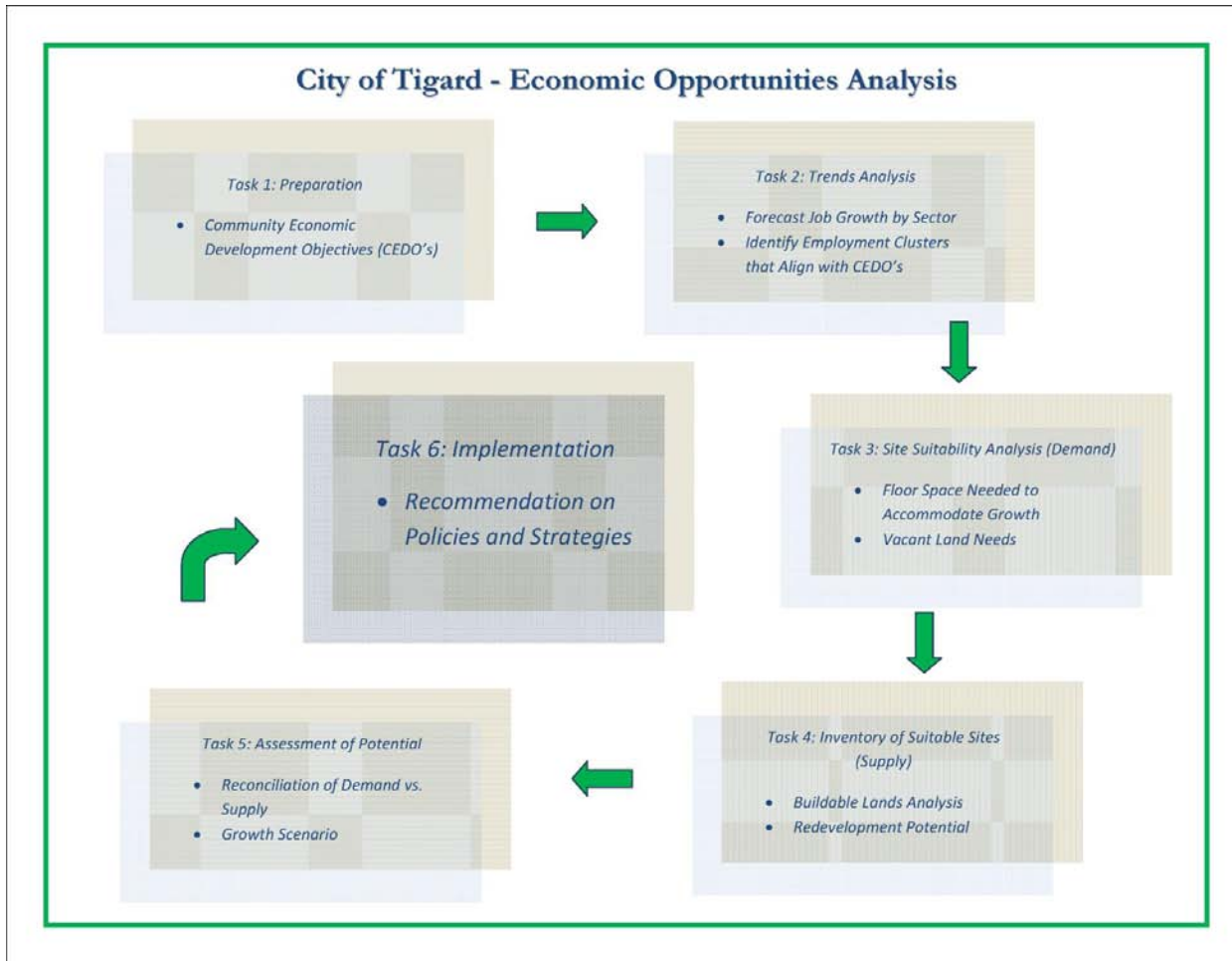


Economic Opportunities Analysis

- Required by OAR 660, Division 9
- Tigard periodic review requirement
- Technical study
 - Compare projected 20-year industrial and employment land demand to existing supply
 - Ensure adequate supply of land for industrial and employment uses



Process



Task 1: Community Econ. Dev. Objectives

1. Encourage family-wage jobs
2. Develop existing industry clusters
3. Promote efficient development of employment lands
4. Ensure flexible and adaptive regulatory practices
5. Focus growth in designated centers and corridors
6. Limit retail and service uses in industrial areas; support neighborhood commercial areas
7. Encourage businesses that are environmentally and economically sustainable



Task 2: Trends Analysis

- Forecast job growth by sector
- What type of growth is probable for Metro region?
- What type of growth do we want in Tigard?
 - Family-wage employment
 - Targeted clusters

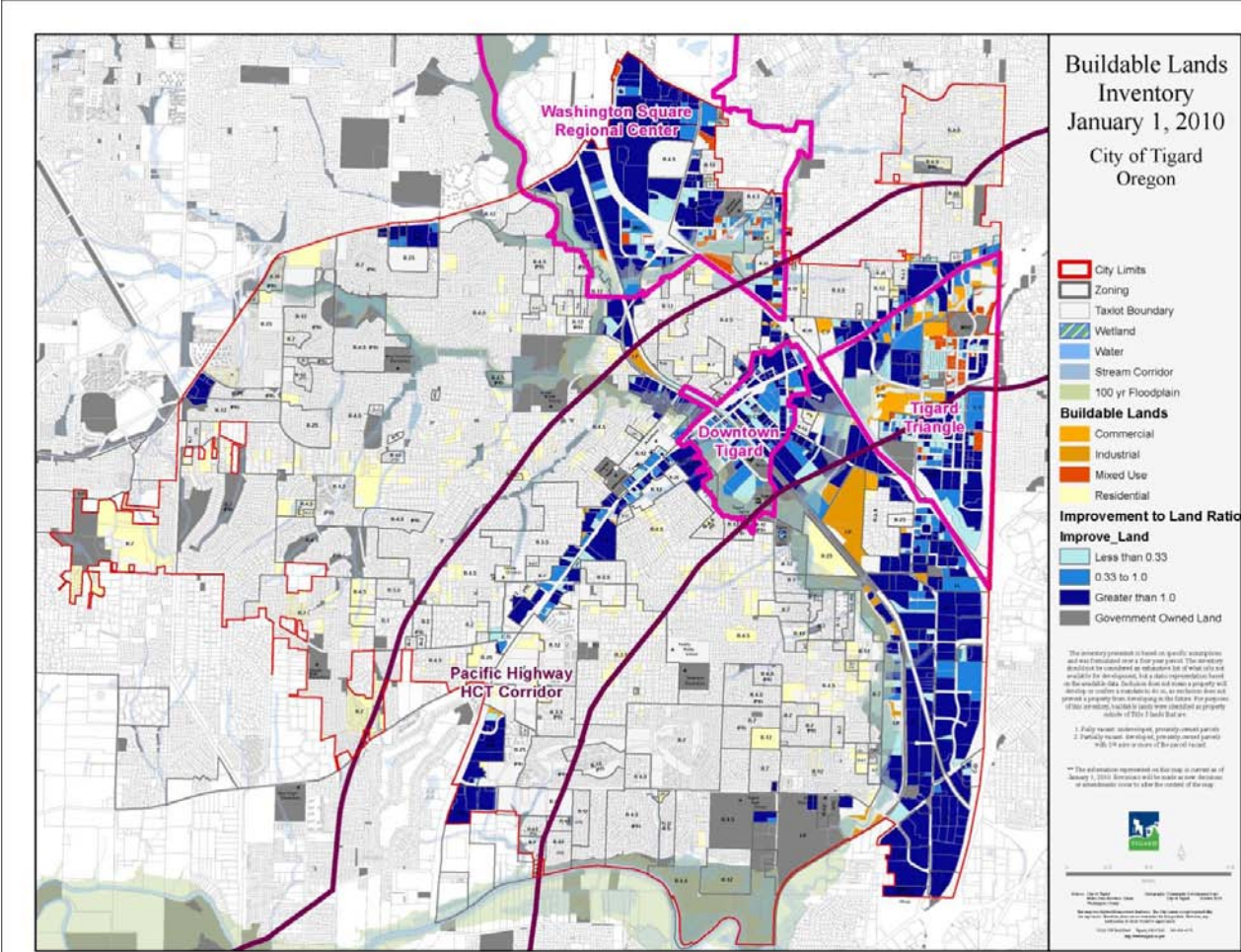


Task 3: Site Suitability Analysis (Demand)

- Project land needs based on forecast job growth
 - Analyzed three “land need” scenarios
- Floor space needed to accommodate growth
 - General job sector by building type
 - Redevelopment/vacant building assumptions
- Vacant land needs



Task 4: Inventory of Suitable Sites (Supply)



Task 4: Inventory of Suitable Sites (Supply)

- Buildable lands analysis
 - Supply of vacant industrial, commercial, and mixed-use zoned properties
- Redevelopment potential
 - Based on improvement to land ratio
 - High, moderate, and low potential
- Check capacity to accommodate cluster needs



Task 5: Assessment of Potential

- Reconciliation of demand vs. supply
 - Analyzed three “land need” scenarios
- “Land efficient” scenario is appropriate
- Requires no rezoning of vacant property
- Consistent with current conditions and identified City “vision”



Task 5: Assessment of Potential

- City has a limited supply of vacant industrial & employment lands
- City is limited in ability to expand boundaries
- Good supply of “high redevelopment potential”
- Redevelopment
 - Downtown, Triangle, 99W Corridor, WSRC
- Future opportunity with HCT



Task 6: Implementation Recommendations

- Review existing Comp Plan language
- Two types of recommendation:
 - Implement the EOA (policies)
 - Address future economic development activities (recommended action measures)
- Commission feedback on draft potential changes



Next Steps

- Feb. 28th – Economic Development Presentation
- March 7th – Final review of draft EOA
- April 4th – Public Hearing on draft EOA





City of Tigard Memorandum

To: President Dave Walsh and Planning Commission Members

From: Darren Wyss, Senior Planner

Re: Economic Opportunities Analysis Advisory Committee

Date: January 31, 2011

At the February 7th meeting, the Planning Commission will act in its role as the Economic Opportunities Analysis (EOA) Advisory Committee. The process to complete the EOA is composed of six tasks:

- Task 1: Preparation & Community Economic Development Objectives
- Task 2: Trends Analysis
- Task 3: Site Suitability Analysis (Demand)
- Task 4: Inventory of Suitable Sites (Supply)
- Task 5: Assessment of Potential (Reconciliation of Demand vs. Supply)
- Task 6: Implementation

The first five tasks have been completed and reviewed by the Commission. The result was consensus by the Commission that the “efficient land need” scenario is appropriate for Tigard’s future employment, commercial, and industrial land needs. This scenario will not require any rezoning of property at this time. This scenario is consistent with the City’s limited supply of vacant land and its strategy for the redevelopment of Downtown Tigard, the Tigard Triangle, and the Pacific Highway Corridor.

The Commission is now being asked to help develop policies and strategies to complete Task 6. A good starting point is to review the current Goal 9: Economic Development policies and recommended action measures (see Attachment 1) in the newly updated Tigard Comprehensive Plan. The Commission did a thorough job during the update process and City staff and the consultant team does not see a need for wholesale changes.

It will also be beneficial for the Commission to consider implementation language in two ways:

1. Language to implement the EOA and its “efficient land need” scenario (primarily policies)
2. Language to address the Commission’s interest in future economic development activities beyond the scope of the EOA (primarily recommended action measures)

City staff and the consultant team have developed some draft changes to Tigard Comprehensive Plan language for the Commission to consider. The language is found below and based on Statewide Planning Goal 9: Economic Development guidelines and discussion with the Commission throughout the EOA process.

Community Economic Development Objectives (CEDOs)

The majority of CEDOs are already embedded in existing policies. One new policy is recommended:

“The City shall encourage neighborhood commercial uses to meet smart growth goals.”

Commitment to Provide Adequate Sites and Facilities and Commitment to Provide a Short-Term Supply of Land

The commitment to provide adequate public facilities is embedded in existing Policy 9.1.4 of the Comprehensive Plan. One new policy is recommended to describe the commitment to provide adequate sites and a short-term land supply:

“The City shall monitor and update its Buildable Lands Inventory to ensure adequate short and long-term supplies of buildable employment land.”

Provide for Prime Industrial Land Development on Large Lots

Existing Policy 9.1.7 addresses the need to protect prime industrial land but does not address the need for large lots. It is recommended the policy be revised as follows:

“The City shall limit the development of retail and service land uses in Metro-designated industrial areas, and especially on lots of 10 or more acres, to preserve the potential of these lands for industrial jobs.”

Promote Targeted Redevelopment in Downtown and Other Areas

This issue is addressed by several existing policies and recommended action measures, but most directly by Policy 9.3.1: “The City shall focus a significant portion of future employment growth and high-density housing development in its Metro-designated Town Center (Downtown); Regional Center (Washington Square); High Capacity Transit Corridor (Hwy 99W); and the Tigard Triangle.” No new language is proposed.

Assist property owners with the Oregon Industrial Site Certification Process

A new recommended action measure is suggested:

“Assist property owners with the Oregon Industrial Site Certification Process to help preserve and market the City’s inventory of industrial lands.”

Economic Development Marketing and Incentives Directed Towards Strategic Clusters

This issue is addressed indirectly by several recommended action measures, but could benefit from more concise language. A new recommended action measure is suggested:

“Explore an economic development marketing and incentives program targeting strategic business clusters.”

Work with ODOT to Address Mobility Standards

Capacity issues on state highways (particularly Pacific Highway, Hwy. 217, and Interstate 5) impact economic development opportunities through trip caps, limited floor-to-area ratios, and required road improvements that are expensive. The conversation is just getting started at the regional level. A new recommended action measure is suggested:

“Work with state and regional partners to develop alternative mobility standards that will benefit the community and its economic development efforts.”

Develop an Economic Development Strategy

This request from the Planning Commission is addressed in recommended action measure 9.1.i: “Develop a formal City of Tigard economic development program and strategy to implement the community’s economic development goals and policies and consider the creation of an Economic Development Director position to develop and implement the program.” No new language is proposed.

Comments from John Frewing

Mr. Frewing provided public comment at the end of the January 3, 2011 EOA meeting. He recommends the City concentrate on creating a highly desirable and livable community (parks, open spaces, good public facilities, etc.) that would help foster economic development. The Tigard Comprehensive Plan addresses these issues in policies 9.3.2 and 9.3.3, and again in several recommended action measures. No new language is proposed.

Metro Designated Centers and Corridors

The Metro Council, at the request of Tigard City Council, recently approved an amendment of the Tigard Town Center Boundary to include the entire Tigard Urban Renewal District and the Tigard Triangle. The City is required to adopt this change into its Comprehensive Plan. Staff recommends this occurs during the adoption of the EOA. No new language is proposed, just the adoption of the map.

Next steps in the process:

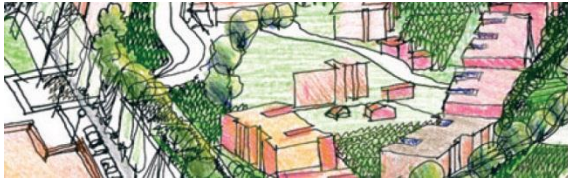
February 28, 2011	Special Meeting for Economic Development Presentation
March 7, 2011	Final review of draft Economic Opportunities Analysis
April 4, 2011	Public Hearing on draft Economic Opportunities Analysis

Steve Faust, Senior Planner for Cogan Owens Cogan, will join us for the discussion. As always, if you have any questions that you would like to discuss before the workshop, please feel free to contact me at darren@tigard-or.gov or 503-718-2442.



Communication Plan

for Tigard's High Capacity Transit Land Use Plan



I. Project Overview

The City of Tigard is currently engaged in a regional coordinated planning effort being referred to as the “Southwest Corridor Plan.” The SW Corridor Plan is comprised of five separate plans. These include land use plans for the cities of Tigard, Tualatin, and Portland that are focused on identifying land uses to support future transit investments. In conjunction with these land use plans, Metro, ODOT, and TriMet are leading efforts specifically addressing multi-modal transportation analyses, needs, and solutions.

The *TGM: Tigard High Capacity Transit Corridor Land Use Plan (HCT Corridor Land Use Plan)* will identify locations and land use characteristics for potential future high capacity transit (HCT) stations. HCT can take many forms: the most common are Bus Rapid Transit (BRT) and Light Rail Transit (LRT). The purpose of the HCT Corridor Land Use Plan is to help the Tigard community identify the best land use and development alternatives in a way that integrates transportation with land use planning, and

supports Tigard’s vision for the future. The *HCT Corridor Land Use Plan* is expected to be completed in approximately 16 months. It will be coordinated with the larger SW Corridor Plan effort described above.

Tigard aspires to promote a high quality of life with opportunities for health, mobility, and community prosperity.

This Public Involvement/Communications Plan for the Tigard *HCT Corridor Land Use Plan* identifies the public outreach and involvement elements as they relate specifically to planning in Tigard. Some elements of this public involvement plan will lay the foundation for on-going Tigard community engagement as other elements of the SW Corridor Plan and HCT planning progress.

Project Objectives

The objectives of the Tigard High Capacity Transit (HCT) Corridor Land Use Plan are to:

- Enhance ability of transit to support City’s vision and local aspirations for growth;
- Enhance City’s ability to warrant HCT investment;
- Promote transit-oriented development consistent with the Metro 2040 Concept Plan Corridor and Station Community designations and with the HCT Plan SEP targets;
- Develop strategic messaging to communicate with citizens and decision makers;
- Meet state, local, and regional goals, plans, and standards, including, but not limited to, the 2040 Concept Plan, RTP, HCT, SEP, TPR and OHP;
- Identify potential station area locations throughout the study area, considering opportunities and constraints; and



Pacific Highway at Highway 217

- Develop a preferred land use alternative, opportunities for transit-oriented developments, and recommendations leading to proposed Tigard Comprehensive Plan and Development Code map and text amendments (contingent on further planning, project development, and funding of the HCT alignment).

This project is partially funded by a grant from the Transportation and Growth Management (TGM) Program, a joint program of the Oregon Department of Transportation and the Oregon Department of Land Conservation and Development. This TGM grant is financed, in part, by federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETY-LU), local government, and State of Oregon funds.

Local Aspirations

The Tigard HCT Station Area Land Use Plan will lay a foundation for community investments in the Pacific Highway corridor between Portland and Sherwood. In addition to the longer range regional outcomes, the plan must recognize and support local aspirations that reflect the values and priorities of the Tigard community.

Through this planning process Tigard aspires to:

- Bring together our community’s vision for the integration of HCT and land use;
- Accommodate growth in a way that preserves existing residential neighborhoods;
- Adopt a planning approach that recognizes the diversity of community interests and desires;
- Provide housing, employment, leisure, and transportation choices and options;
- Promote a high quality of life with opportunities for health, mobility, and community prosperity;
- Ensure equity;
- Create vibrant and economically viable neighborhood, corridor, downtown, and station area activity; and
- Improve environmental quality and natural resources.

Key Principles/Priorities

Project will be guided by the following key principles and priorities:

- Tigard is partnering with other regional agencies and jurisdictions to bring potential HCT and other community investments to the SW Corridor.
- SW Corridor planning is an opportunity to promote economic development and prosperity in the SW Corridor by planning for an integrated land use and transportation system with reliable and accessible transportation services and facilities.

We Need Your Input

Online

Submit your comments at www.tigard-or.gov/hct.

E-mail

Send your comments and questions about the HCT Land Use Plan process to Judith Gray, Senior Transportation Planner, at judith@tigard-or.gov.

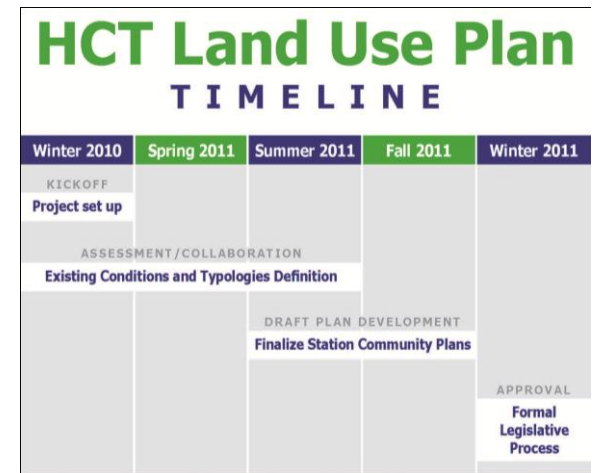
Mail

Send comments or questions to:
City of Tigard | Attn: Judith Gray | 13125
SW Hall Blvd. | Tigard, OR 97223

- A multimodal transportation system is necessary in order to efficiently balance the diversity of housing, employment, mobility, and development desires and interests represented in the Tigard community.
 - SW Corridor planning is an opportunity to transform Pacific Highway through long-term redevelopment and transportation investments.
 - Past HCT planning experience will help to inform the current planning in Tigard to ensure that its land use designations and urban design principles will support future community, transit, and other transportation investments.
- Design session & public meeting
 - Draft plan development
 - Launch HCT Team Activities
 - Open house
- ❖ Approval Process
 - Planning Commission
 - City Council

Schedule

The project phases are to be carried out within an 18 month time period from the Notice to Proceed from the State of Oregon Department of Transportation.



Next Steps

At the conclusion of this TGM contract, some aspects of the Communication Plan will continue in support of SW Corridor efforts. Specific elements expected to continue after completion of the TGM contract include HCT Team activities, TTAC engagement, City website updates, and collaboration with other agencies involved in SW Corridor Planning.

II. Process

Project Phases

- ❖ Project Kickoff
 - Approve Communication Plan
 - Get the word out
 - Launch the CAC
 - Recruit HCT Team
 - Stakeholder interviews
 - Launch web materials
- ❖ Assessment and Collaboration
 - Determine existing conditions
 - Develop options

III. Public Involvement

Public Involvement Plan Requirements

The public involvement plan seeks to achieve the goals outlined in the Tigard Comprehensive Plan and to include a broad cross section of the community, consistent with federal requirements for Title VI communities.

Tigard Comprehensive Plan

The Public Involvement Plan will implement the Tigard Comprehensive Plan Citizen Involvement Goals, which are as follows:

Goal 1.1: Provide Citizens, affected agencies, and other jurisdictions the opportunity to participate in all phases of the planning process.

Goal 1.2 Ensure all Citizens have access to:

- A. Opportunities to communicate directly to the City; and
- B. Information on issues in an understandable form.

Specifically the Plan will ensure that citizens and other stakeholders can participate, communicate and receive information about the Tigard HCT Corridor Land Use Plan.

Title 6

The Public Involvement Plan must include specific steps to provide opportunities for participation by federal Title VI communities. The City and Consultant shall utilize the ODOT Title VI (1964 Civil Rights Act) Plan guidance to identify Title VI populations, formulate public involvement strategies, and report outreach efforts to and participation by Title VI communities.

Communication Principles

Early identification of key messages will contribute to initial and ongoing project communications. The project management team will refine and coordinate messaging and also explore options for creating visual elements to tie together the Tigard HCT Corridor Land Use Plan in the context of other citywide and regional efforts.

- The project team will make every effort to provide timely information and answer questions from the public.
- Interaction and engagement will improve the quality of planning for potential transit-supportive land uses selected for potential station areas in the Tigard portion of the SW Corridor.



University of Oregon Architecture Students present model of Tigard Pacific Highway corridor

- Some concerns will not be able to be fully addressed during this process and, regardless of which potential station areas are selected, there will be challenges. Continued cooperation among agencies, citizens, and other jurisdictions will be required to resolve issues as the project advances.
- Changes will not occur overnight. There will be ongoing opportunities for citizens to influence this process.
- A lot is still unknown about the direction HCT planning might take; yet, there is great value to the community in

participating in a robust manner in the HCT Corridor Land Use Plan.

- The HCT Land Use Plan will inform but not determine a specific HCT alignment.

Key players

- ❖ Project Management Team (PMT) – The Project Managers are Crista Gardner (Metro), Judith Gray and Sean Farrelly (City). Together with Lidwien Rahman, ODOT’s Project Manager, and Jason Franklin, the Consultant Project Manager, the City and Metro Project Managers form the Project Management Team (PMT). The job of the PMT is to direct the Consultant, City, and Metro staff



The SW Corridor includes the area inside the Tigard Triangle

work; make contract-related decisions; and provide guidance, coordinate, and act as a liaison to the project Technical Advisory Committee (TAC).

- ❖ Technical Advisory Committee (TAC) – The TAC will include stakeholder agencies, including but not limited to ODOT, Department of Land Conservation and Development, TriMet, Metro, the City of Tigard, the City of Portland, the City of King City, Washington County, and Water Environment Services. The TAC will provide technical review, ensure coordination among agencies and other planning efforts in the Study Area, and ensure compliance with state and regional plans, policies, and standards.
- ❖ Citizen Advisory Committee (CAC) – The CAC will provide community representative review and ensure coordination with community efforts and public opinion. The Tigard Transportation Advisory Committee (TTAC) will serve as the CAC for this project.
- ❖ High Capacity Transit Team (HCT Team) – Formation of an HCT Team will be one outcome of this project. HCT Team members will be identified, in part, through stakeholder interviews, and will play an active role in community outreach in the latter

SW Corridor planning is an opportunity to transform Pacific Highway through long-term redevelopment and transportation investments.

half of the project. The intent of the HCT Team is to have an on-going group of citizen liaisons to facilitate community outreach for this TGM project as well as further planning activities related to future HCT planning.

Stakeholders

- ❖ Residents – those who live in and near the Tigard community.
- ❖ Businesses and employees – those who operate businesses or work in the Tigard portion of the SW Corridor.
- ❖ Property owners – those who own property in the Tigard portion of the SW Corridor.
- ❖ Commuters or through-travelers – those who travel through the Tigard portion of the SW Corridor.
- ❖ Advocacy groups – those with a particular interest in the Tigard portion of the SW Corridor. For

instance, those engaged with providing affordable housing in Tigard (Community Partners for Affordable Housing), increasing travel on foot (Willamette Pedestrian Coalition) and by bicycle (Bicycle Transportation Alliance), or protecting our natural resources (Tualatin Riverkeepers).

- ❖ Internal partners – those who participate in the governance of the City of Tigard. This includes the Tigard City Council, Planning Commission, Boards and Committees, and City staff.
- ❖ External Partners – those who are outside the city limits but have a heightened interest in this project. This includes outside agencies, jurisdictions, and transportation providers.

IV. Public Involvement/Communications Activities

Deliverable/Description	Phase				Target Audience(s)	Delivery Method	Who's Responsible?
	PK	AC	DP	AP			
Opportunities for Participation:							
1. CAC meetings: Tigard's Transportation Advisory Committee (TTAC) will serve as the CAC for this project. TTAC was created to act as an advisory body to the Tigard City Council and staff and to provide a venue for citizen involvement opportunities in transportation matters and increase community awareness of transportation issues that affect the City of Tigard.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	❖ Residents ❖ Business Owners ❖ Property Owners ❖ Internal Partners	Meetings scheduled throughout the process	City of Tigard: organize Consultant: facilitate
2. HCT Team: The intent of the HCT Team is to have an on-going group of citizen liaisons to facilitate community outreach for this project as well as further planning activities related to future HCT development.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	❖ Residents ❖ Business Owners ❖ Property Owners ❖ Internal Partners	Meetings scheduled throughout the process	City of Tigard
3. Open House: The City of Tigard will host an open house. The event will be organized to inform/involve target participants, disseminate/reinforce project messages, and promote connections between project team members and stakeholders.		<input checked="" type="checkbox"/>			❖ All stakeholders	Open house scheduled in the assessment and collaboration phase	City of Tigard

Deliverable/Description	Phase				Target Audience(s)	Delivery Method	Who's Responsible?
	PK	AC	DP	AP			
4. Project Design Workshop: A half-day design session and evening public event will be held to help determine the typologies to use within the corridor and a general HCT route.		<input checked="" type="checkbox"/>			❖ PMT ❖ CAC ❖ Residents ❖ Business Owners ❖ Property Owners	Project design workshop scheduled in the assessment and collaboration phase	City of Tigard: organize and publicize Metro: Facilitate
5. School Outreach: Opportunities for participation will be extended to local schools and/or school groups.		<input checked="" type="checkbox"/>			❖ Residents	Meetings scheduled with the Tigard Youth Advisory Council and/or at Tigard schools	City of Tigard
6. Comment period: The opportunities for public comment will be advertised in advance. Such opportunities include Citizen Advisory Committee meetings, online comment form, the open house, etc.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	❖ All stakeholders	Online Comment Form Time allowed at scheduled meetings	City of Tigard
Opportunities for Communication:							
7. Stakeholder Interviews: The purpose of these interviews is to solicit opinions regarding community investments and the potential for transit-supportive development. These interviews will be an opportunity to recruit members for the HCT Team.	<input checked="" type="checkbox"/>				❖ All stakeholders	Interviews scheduled in project kickoff phase	City of Tigard

Deliverable/Description	Phase				Target Audience(s)	Delivery Method	Who's Responsible?
	PK	AC	DP	AP			
8. Community briefings and Outside Events: City staff will offer presentations to interested community groups and key stakeholders at their regular meetings. This will include presentations to the Tigard Chamber of Commerce. Potential outsited events include a bus survey, the Tigard Area Farmers Market, etc.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<ul style="list-style-type: none"> ❖ Residents ❖ Businesses ❖ Property Owners ❖ Advocacy groups 	Meetings scheduled throughout assessment and collaboration and draft plan development	City of Tigard
9. City Council/Planning Commission briefings: Tigard City Council and Planning Commission will be briefed on project progress in work sessions at key intervals. Members will also be invited to participate in events, and will receive project materials.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> ❖ Residents ❖ Businesses ❖ Property Owners ❖ Advocacy groups ❖ Internal Partners 	Presentations at Planning Commission and City Council	Project Management Team
10. Outside events: Informational booths at community events	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<ul style="list-style-type: none"> ❖ Residents ❖ Businesses ❖ Property Owners 	Events scheduled in first two phases	City of Tigard
11. Enhanced Web Tools: Interactive materials on the project website will help to enhance knowledge about the project and provide opportunities to submit comments.		<input checked="" type="checkbox"/>			<ul style="list-style-type: none"> ❖ Residents ❖ Businesses ❖ Property Owners 	Project web page	City of Tigard

Deliverable/Description	Phase				Target Audience(s)	Delivery Method	Who's Responsible?
	PK	AC	DP	AP			
Opportunities for Information:							
12. Website/webpage: Timely information will be posted/updated on the City of Tigard's website. Website updates may be announced to interested stakeholders through email communications.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> ❖ Residents ❖ Businesses ❖ Property Owners ❖ Advocacy groups ❖ Internal Partners 	City of Tigard website Pacific Highway project page	City of Tigard Communications Team
13. Pacific Highway Model: The Portland Urban Architecture Research Laboratory (PUARL) of the University of Oregon – Portland developed a model of Pacific Highway through Tigard. The model will be displayed at appropriate events.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<ul style="list-style-type: none"> ❖ All stakeholders 	Display at project events	City of Tigard Communications Team
14. Information material/display(s): Project information will be made available in multiple formats: maps, flyers, factsheets, mail distribution, posters, customer counter handouts, project displays, etc.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> ❖ All stakeholders 	Delivery method will depend on the type of informational material/display(s)	City of Tigard Communications Team
15. Community Development Listserv: Information will be created and distributed periodically to interested parties and other subscribers through email. Frequency and content of messages will be adapted to project activities.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> ❖ All stakeholders 	Email Listserv	City of Tigard Communications Team

Deliverable/Description	Phase				Target Audience(s)	Delivery Method	Who's Responsible?
	PK	AC	DP	AP			
16. Expanded resource list: To provide the community with educational resources, an expanded resource list will be developed and posted online.	<input checked="" type="checkbox"/>				❖ All stakeholders	Project web page	Project Management Team
17. Neighborhood Networks: Provide updates to the Neighborhood Network web administrators.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	❖ Residents ❖ Businesses ❖ Property Owners	Press Releases	Communications Team
18. News media outreach: The Communications Team will prepare stories about the program for <i>The Times</i> , <i>Oregonian</i> , <i>Cityscape Newsletter</i> , and other local media, to announce the project, extend event invitations, provide timely information, and highlight project milestones/ accomplishments.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	❖ All stakeholders	Press releases and <i>Cityscape Newsletter</i> articles	Communications Team