

RESOLUTION 2551

AMENDING RESOLUTIONS 1750 AND 1759, WHICH ESTABLISHED THE NEIGHBORHOOD PLANNING PROGRAM AND THE ALBANY COMMITTEE FOR CITIZENS' INVOLVEMENT AND RESOLUTION 2042 WHICH AMENDED RESOLUTION 1750 TO ALLOW FOR THE ADDITION OF NEIGHBORHOOD REPRESENTATIVES FROM NORTH ALBANY, SOUTH ALBANY, EAST ALBANY, AND MILLERSBURG TO THE COMMITTEE FOR CITIZEN'S INVOLVEMENT

WHEREAS, the City of Albany has formally adopted a Neighborhood Planning Program (Resolution No. 1750) in 1975 as the basis for creating a Committee for Citizen Involvement for a community wide Citizen's Involvement Program; and

WHEREAS, the City of Albany formally adopted a Committee for Citizen Involvement (Resolution No. 1759) in 1976 to meet the Citizen Participation Statewide Planning Goal 1 requirements of the Land Conservation and Development Commission; and

WHEREAS, the City of Albany adopted Resolution 2042 in 1979 which amended Resolution 1750 to include representatives from those area of Albany's Preliminary Urban Growth Boundary outside the City limits as part of the Citizen Involvement Program for purposes of developing the Albany Comprehensive Plan; and

WHEREAS, the Albany Comprehensive Plan was adopted by the City on December 17, 1980 and subsequently acknowledged by the Land Conservation and Development Commission in November of 1982 as being in compliance with Statewide Planning Goals; and

WHEREAS, following acknowledgement of the Comprehensive Plan, the Committee for Citizen Involvement ceased to function due to completion of the Plan and the lack of other business; and

WHEREAS, it is necessary to provide for a Review and Update of the Albany Comprehensive Plan to comply with the provisions of Comprehensive Plan Periodic Review mandated by the 1983 Oregon Legislature, subsequent rules adopted by the Land Conservation and Development Commission, and the internal update and review goals and policies of the Albany Comprehensive Plan; and

WHEREAS, the updated Albany Comprehensive Plan is scheduled for review by the Land Conservation and Development Commission during the last half of 1987; and

WHEREAS, it is necessary to adopt a revised Citizen Involvement Program because:

-The nature and scope of the Periodic Review and Update process is significantly different than the initial comprehensive planning effort.

-Since acknowledgement of the Comprehensive Plan in 1982, the previous citizen's involvement process no longer operates.

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-The neighborhoods that formed the basis of the Committee for Citizen Involvement have not been active or organized regarding comprehensive planning issues.

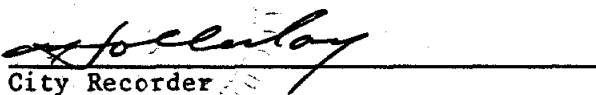
WHEREAS, it is the intent of the City of Albany to adopt a new Citizen Involvement Program to meet the requirements of the Albany Comprehensive Plan for the specific task of Comprehensive Plan Review and Update, and involve as broad a cross section of the community as possible.

NOW THEREFORE BE IT RESOLVED by the Albany City Council that a revised Citizen Involvement Program is hereby established as outlined in attached Exhibit A.

Dated this 24th day of July, 1985.



Mayor



City Recorder

CITY OF ALBANY COMPREHENSIVE PLAN REVIEW AND UPDATE
Citizen Involvement Program

PERIODIC REVIEW

As per the requirements of OAR 660-19-060, Division 19, Periodic Review; the City of Albany Citizen Involvement Program shall be used to provide adequate participation opportunities for citizens, other interested persons, and affected jurisdictions and agencies in all phases of the Albany Comprehensive Plan Periodic Review and Update.

The City shall issue a specific, written notice informing citizens in the community and other persons requesting such notice about the initiation of Comprehensive Periodic Review. The requirements of OAR 660-Division 19-Periodic Review shall be followed to provide for subsequent procedural coordination with the Department of Land Conservation and Development and other affected local, state, and federal agencies.

PUBLIC INFORMATION AND NOTIFICATION

The following opportunities shall be provided to ensure that Albany's citizens and other affected groups and agencies are involved in every phase of the planning process:

1. Published notice of the Comprehensive Plan Review Committee meeting dates, times, and agendas shall appear in at least one local publication a minimum of five days prior to each meeting. The general public shall be invited to attend the CPRC meetings to provide input and comment.
2. When appropriate, other media shall be utilized to inform citizens including newsletters, posters, radio, and television. Also, when appropriate, questionnaires, neighborhood meetings, and workshops shall be utilized to provide citizen feedback to the CPRC and other appointed and elected officials.
3. Review and input shall be solicited from the Albany area special committees, boards, commissions, and interest groups in their specific areas of expertise that are subject to Comprehensive Plan Review and Update.
4. Copies of all reports, technical information, or minutes of proceedings shall be made available to the public upon written request. In addition, copies of all technical information and reports shall be made available for review by the general public at the Planning Department offices and at the two City of Albany libraries.
5. Prior to the formal public hearing process to consider changes to the Comprehensive Plan, the public shall be notified by a combination of the above means to provide input and feedback on proposed changes to goals, policies, and implementation measures.

These opportunities for public input prior to formal adoption shall occur at the following times:

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- A. At public workshops to review final recommendations of the CPRC to the Albany City Council for changes to Comprehensive Plan goals, policies, and implementation measures.
- B. During City Council deliberations of CPRC recommendations prior to the setting of the date(s) for final public hearing(s) to consider formal adoption of changes to the Comprehensive Plan.
- C. Public hearings will be the formal point of input.

PUBLIC HEARING(S)

After review of all CPRC recommendations and receipt of public input, the City Council shall move to set the date(s) for public hearing(s) to consider formal legislative adoption of changes or revisions to the Albany Comprehensive Plan.

All procedural requirements of OAR-660-Division 19-Periodic Review shall be followed to provide for coordination with the Department of Land Conservation and Development and other affected State, local, and federal agencies.

Following formal adoption, the revised Albany Comprehensive Plan and all associated background information and implementation measures shall be forwarded to Land Conservation and Development Commission and the Department of Land Conservation and Development for review and approval.

OPPORTUNITIES FOR CITIZEN INVOLVEMENT NOT PART OF PERIODIC REVIEW PROCESS

The City of Albany shall continue to utilize the public notice and hearing requirements outlined in Articles 2, 3, and 4 of the Albany Development Code to provide for public participation in land use planning issues.

The Albany Development Code provides for public participation through the following means:

1. Type II Procedures: Major Partitionings, Type II Variances, Conditional Use Permits, Modifications to Non-Conforming Uses, Final Planned Development Plans, Greenway District Use Permits, Floodplain Excavation and/or Fill.

Notice of the proposed action is mailed to all abutting property owners and those separated from the development site by a public utility, street, or railroad right-of-way except for a Conditional Use Permit which requires notice to be sent to all property owners within 300 feet.

The notice summarizes the relevant facts related to the proposed action and invites the recipient to submit additional information and comments based on the criteria of the Albany Development Code. The notice also advises the recipient of their right to request a public hearing on the matter.

The Director may also require the applicant to post notice on the property within three days of filing and remain posted for seven days or until the date of public hearing, whichever is longer.

The Director may also, at his discretion, choose to initiate a public hearing and provide notice as outlined above.

2. Type III Procedures: Interim Planned Developments Plans, Preliminary Subdivision Plats, Future Street Plans.

Under the Type III procedures, an application is automatically scheduled before the Planning Commission. All property owners within 300 feet of the development site receive notification. In addition, notices are also posted on the property at least seven days prior to the Planning Commission hearing and remain until a decision is rendered.

3. Type IV Procedures: Zone Changes, Comprehensive Plan Amendments, Annexations, and Vacations:

Notice and posting procedures as outlined above are required for these development actions prior to the public hearing and City Council review.

4. Legislative Actions:

The Director may prepare a notice to reach persons believed to have particular interest and to provide the public with reasonable opportunity to be aware of the hearings on legislative proposals.

5. Public Hearings:

In addition, to persons receiving notice as required by the matter under consideration, the Director may provide notice to others he has reason to believe are affected or otherwise represent an interest that may be affected by the proposed development. Required notice shall also be published in a newspaper of general circulation at least once during the week preceding the hearing and additional notices as may be required by State law for a particular proceeding.

CONTINUING CITIZEN INVOLVEMENT

It is the intent of the City to maintain a means to assure the continued involvement of Albany's citizens in land use matters and to measure the effectiveness of the City's Citizen Involvement Program after the task of Comprehensive Plan Review and Update is completed. This Citizen Involvement Committee shall be formed from the Comprehensive Plan Review Committee. The CIC shall report periodically to the Planning Commission regarding the following:

1. The effectiveness of the city's Citizen Involvement Program in providing opportunities for citizen participation;
2. Methods to improve the City's Citizen Involvement Program; and

3. Identify specific and procedural problems regarding the City's Citizen Involvement Program.

AGENCY INVOLVEMENT PROGRAM

The City of Albany has a responsibility to implement an Agency Involvement and Coordination Program to assure an effective working relationship with those local, State, and federal agencies which may have an interest in the City and its surrounding area. As with the initial development of the current Albany Comprehensive Plan and its implementation ordinances, agency involvement will continue to be of importance.

The Albany Comprehensive Plan Periodic Review and update process shall consider and incorporate the plans of all units and levels of government within the Albany area. This is determined to be necessary in order to provide a common focus for decisions by the various agencies and jurisdictions regarding development or conservation issues of mutual concern.

Therefore, any goal, policy, or implementation measure changes proposed by the Albany Comprehensive Plan Review and Update process and subsequent implementation measures shall be reviewed and agreed to by:

- A. Each special district having any land-related responsibilities within the Albany Planning Area such as water, sewer, solid waste, schools, roads, irrigation, fire and crime protection, soil conservation, etc.;
- B. Each state and federal agency having responsibility for regulations, standards, services, property, or the operation and maintenance of facilities in the area; and
- C. Optimally, by semi-public agencies such as electric power and telephone companies, solid waste disposal, natural gas distribution, and certain special service providers because of the direct impact of public decisions.

Throughout the Comprehensive Plan review and update process and ensuing implementation of the Plan, the City shall:

- A. When applicable, provide agencies with status reports of all planning efforts, work schedules, and regular meeting dates of the Comprehensive Plan Review Committee, Hearings Board, City Planning Commission, and City Council;
- B. Provide on written request copies of studies, plans, and implementing ordinances related to the City's Planning Program;
- C. Provide notice of public hearings and special meetings when applicable when it is determined that it is in the best interests of the City, the general public, and the specific agency(s) to have notice and the opportunity to participate;
- D. Request all coordinating agencies designate a contact person who will be responsible for coordination with the City;

- E. Request that each coordinating agency continue to provide the information which is needed by the City to maintain the elements of its required planning program. This shall include, but not be limited to:
1. Provision of plans or studies prepared by the agency or jurisdiction that may assist the City;
 2. Participation by the affected agency(ies) or jurisdiction(s) in public hearings or other meetings;
 3. Direct assistance by the agency in the development of a plan or study or assistance with specific planning related problems.
- F. Utilize the A-95 Clearinghouse Review and other functions of the Oregon District 4 Council of Governments and the State Intergovernmental Relations Division to encourage and enhance intergovernmental coordination.
- G. The City shall utilize the services of the Department of Land Conservation and Development Division's field representative to facilitate intergovernmental coordination and to assist in identifying and resolving conflicts.

Agency coordination shall include, but not necessarily be limited to, the following agencies:

Local Agencies

Albany Chamber of Commerce	Linn-Benton ESD
Benton County	Linn-Benton Community College
City of Corvallis	Linn County
City of Millersburg	Northwest Natural Gas Company
City of Tangent	Oregon District 4 Council of Govern.
Consumers Power	Pacific Northwest Bell
Greater Albany Public School District 8J	Pacific Power & Light Company
Linn-Benton Housing Authority	

State Agencies

- Departments of Agriculture, Economic Development, Energy, Environmental Quality, Fish & Wildlife, Geology & Mineral Industries, and Water Resources
- Department of Transportation - Aeronautics, Highway, Parks & Recreation, and Mass Transit Divisions
- Division of State Lands
- Health Division
- Intergovernmental Relations Division
- 1000 Friends of Oregon
- Oregon Business Planning Council
- Oregon Manufactured Housing Dealers
- Public Utility Commissioner
- State Housing Division
- State Board of Higher Education

70

Federal Agencies

- Agricultural Stabilization & Conservation Service
- Bonneville Power Administration
- Bureau of Land Management
- Corps of Engineers
- Department of Housing & Urban Development
- Environmental Protection Agency
- Farmers Home Administration
- Fisheries & Wildlife
- Pacific Northwest River Basins Commission
- Soil Conservation Service
- Upper Willamette RCD
- US Forest Service
- US Geological Survey

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