



# Oregon

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November 23, 2011

TO: Land Conservation and Development Commission (LCDC)

FROM: Bob Rindy, DLCD

RE: Agenda Item 11, December 7-9, 2011, LCDC Meeting.

## REPORT FROM THE CITIZEN INVOLVEMENT ADVISORY COMMITTEE

This is a standing LCDC agenda item provided as an opportunity to update the commission regarding work of its Citizen Involvement Advisory Committee (CIAC). For this meeting, this agenda item has two parts:

1. A report to LCDC on recent work by CIAC; and
2. Reappointment of two committee members whose terms expire in December.

For additional information about this agenda item, contact Bob Rindy at (503) 373-0050 ext. 229, or email [bob.rindy@state.or.us](mailto:bob.rindy@state.or.us).

### 1. Recent work by the committee:

Virtual Meetings: On October 20, the committee convened its meeting via the iLinc Virtual Meeting System. This system allowed the committee members to see and hear each other in real time, but removed the necessity for travel by the CIAC members. With this system, a meeting location is established in Salem each time, open to the public, and generally at least one committee member will be attending in Salem. However, the remaining members are on line, and can both see and hear each other through this system. The iLinc system is free for the State of Oregon if the meeting has 50 or fewer participants. In the future, the committee intends to meet in-person quarterly in Salem, but to use the iLinc meeting system for all other meetings.

CIAC Work Program: For the biennium, LCDC has indicated it would like CIAC to:

- Develop a tool kit for large planning projects that will be undertaken by local jurisdictions.
- Increase awareness about citizen involvement among the general public. One method suggested was to hold a statewide forum on citizen involvement.
- Possibly provide a newsletter or press release every few months.

In finalizing its biennial work program, CIAC members discussed what it might do for each of these three items. One suggestion was to meet more frequently with city and county planning

director associations, including the Association of Oregon County Planning Directors (AOCPD) and the Association of Oregon City Planning Directors (AOCPD). The purpose of these meetings would be to exchange ideas and information.

CIAC members discussed ideas for a CIAC newsletter, which would include information on citizen involvement, coming events and related news highlights. At this time there is no funding for such a newsletter. CIAC discussed ways to provide information about citizen involvement and the positive side of land use planning, including information about the positive aspects of land use planning in Oregon, the history of land use planning and its benefits, and a focus on the upcoming 40<sup>th</sup> anniversary of the program in 2013.

CIAC Recommendations for LCDC Policy Agenda: The committee debriefed on the commission's October meeting discussion of the CIAC recommendation for new Goal 1 rules. The purpose of the CIAC proposal was not only to encourage improvements to implementation of Goal 1, but also to give citizen involvement a higher profile with the commission than in the recent past. The committee was grateful for the attention LCDC gave to this recommendation. For the future, the committee discussed whether a rulemaking proposal could be divided into smaller components. Noting that LCDC usually revisits the Policy Agenda midway through the biennium, the committee may consider presenting a revised recommendation. This will be discussed further at the February CIAC meeting.

Other: The committee continued its discussion of revisions to its bylaws. It anticipates presenting revised bylaws for approval by LCDC at its January 2012 meeting. CIAC is considering changing its meetings to Tuesdays; currently CIAC meets on Thursdays, but one member will not be able to make Thursday meetings.

## **2. Reappointment of CIAC Members**

Two current CIAC members are at the end of their term, Pat Zimmerman (District 1) and Gregory McClarren (District 4). They have both agreed to continue serving on CIAC. The CIAC and the department recommend that LCDC reappoint them to another 4-year term. This is an action item that requires a formal motion and approval by the commission.

The state's Citizen Involvement Advisory Committee is established in accordance with ORS 197.160(a), which states that

*The Land Conservation and Development Commission shall appoint a State Citizen Involvement Advisory Committee, broadly representative of geographic areas of the state and of interests relating to land uses and land use decisions, to develop a program for the commission that promotes and enhances public participation in the adoption and amendment of the goals and guidelines.*

The CIAC has eight volunteer members, one from each of Oregon's five Congressional Districts and three chosen at-large. District 1 includes the north coast, Columbia, Clatsop, Yamhill and portions of Washington County. District 4 includes Linn, Benton, Lane, Douglas, Coos, Curry,

and portions of Josephine County. Pat Zimmerman lives in Scappoose and Gregory McClarren (Vice-Chair) lives in Coos Bay.

Recruitment of new CIAC member: One CIAC member, Roberta Donovan, resigned recently and her at-large seat is subject to an open recruitment recently begun by the department (See Attachment A). The hope is to have an eastern Oregon representative again, but CIAC recommends the commission should also consider people who bring skills that are not well-represented among current CIAC members, regardless of the location of their residence.

Information is on the DLCD website at the following link:

<http://www.oregon.gov/LCD/citizeninvolvement.shtml#Recruitment> At Large Member



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November 15, 2011

Oregon Department of Land Conservation and Development (DLCD) and the Land Conservation and Development Commission (LCDC) are seeking a volunteer to serve as a member of the state's Citizen Involvement Advisory Committee (CIAC). CIAC is an eight-person committee that advises the LCDC on citizen involvement in land use planning. Members of CIAC are advocates for citizen involvement serving a critical role in the statewide land use planning process. This appointment will run January 2012 through December 2015.

The committee meets approximately ten times a year. For four of these meetings, members meet together in Salem; other meetings are also held in Salem but CIAC members attend on line.. Regular attendance is expected of appointed CIAC members. The State of Oregon (DLCD) pays travel costs to the quarterly meetings in Salem.

This committee is established by state law in order to assure widespread citizen involvement in all phases of the Oregon land use planning process. CIAC's work centers on Statewide Planning Goal 1: Citizen Involvement. The committee advises LCDC and helps further the statewide goal through activities such as:

- Advising LCDC, state, and local officials about ways to enhance citizen involvement;
- Reviewing local government changes to citizen involvement plans;
- Gathering and disseminating information about citizen involvement techniques; and
- Writing materials to educate and inform Oregonians about citizen involvement.

Additional information about CIAC is available on the Web at:

<http://www.oregon.gov/LCD/citizeninvolvement.shtml>. Interested candidates are welcome to contact any of the current CIAC members for more information about duties and activities.

Submit completed applications to **DLCD by 5 p.m. on Friday, December 16, 2011.**

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### APPLICATION MATERIALS:

- Resume
- Four letters of recommendation and/or references
- Answers to four questions below (Please answer on a separate sheet of paper.)

### APPLICATION QUESTIONS:

1. Please explain why you are interested in this position.
2. Please explain any involvement you have had with community planning or citizen involvement committees.
3. Please explain any experience you have had in writing, editing or producing educational materials.
4. Please explain any involvement you have had with state, regional or local advisory boards.

Please send application materials to:

Oregon Department of Land Conservation and Development

Attn: Bob Rindy

635 Capitol St. NE, Suite 150

Salem, OR 97301

Alternatively, you can submit your application by:

FAX: 503-378-5518

E-MAIL: [bob.rindy@state.or.us](mailto:bob.rindy@state.or.us)