

**From:** Cliff VOLIVA  
**To:** LCDC Members  
**Date:** 1/28/2008 3:31 PM  
**Subject:** Fwd: Re: Letter Re: Polk Co. PAPA  
**Attachments:** Re: Letter Re: Polk Co. PAPA

**CC:** Watson, Sarah; Wheeler, Pat; Zimmerman, Pat  
Commissioners,

Attached is an e-mail from Pat Wheeler (CIAC Chair) relating to the CIAC's review of Polk County's PAPA on citizen involvement.

This issue was briefly discussed last Thursday during the CIAC agenda item.

Cliff

Cliff Voliva  
Communications Officer  
Department of Land Conservation and Development  
635 Capitol St. NE, Suite 150  
Salem, OR 97301-2540  
Phone: (503) 373-0050 x268  
Fax: (503) 378-6033  
cliff.voliva@state.or.us  
<http://www.oregon.gov/LCD/index.shtml>

January 25, 2008

Land Conservation and Development Commission  
635 Capitol St. NE, Suite 150  
Salem, OR 97301-2540

Dear Commissioners:

The Citizen Involvement Advisory Committee of the Land Conservation and Development Commission has reviewed the proposed changes to the Polk County Citizen Involvement Program. Polk County's submission and the CIAC review are part of the Post-Acknowledgement Plan Amendment (PAPA) process. When a local government proposes to amend its Comprehensive Plan, the amendment must be shown to be consistent with the statewide planning goals; in this case the relevant goal is Goal 1 – Citizen Involvement. As an advisory body, CIAC is providing you with the results of its review as part of its role in the development of effective avenues for public participation in land use decisions.

Polk County proposes to replace its seven Area Advisory Committees with one Citizen Advisory Committee (CAC). The CAC will include one representative from each of the seven geographic areas.

The LCDC explanatory materials regarding Goal 1 state that, "Committee members shall be selected by an open, well-publicized public process." The changes proposed by Polk County do not address important aspects of committee selection. For example:

- How are members of the CAC appointed?
- What are the criteria for appointment?
  - How is the geographical area determined: by population or by level of land use activity?
  - Do and will the members represent a diversity of interests and backgrounds?
- Who serves on the screening committee? How balanced and neutral is this committee?

The explanatory materials also state that a citizen involvement program shall "provide the opportunity for citizens to be involved in all phases of the planning process." The proposed changes appear to diminish access to information, which obviously makes citizen involvement more difficult.

- How will Polk County assure citizen involvement in all phases of planning? It would be helpful if the proposed change included in the document more specifics about how the County is addressing citizen involvement.

The citizens of Polk County benefit from having a Citizen Involvement Program that clearly establishes an open and fair process. While that may be the intent of the County, adding

responses to the above questions would clarify the county's intent and assure success of its program.

We have reviewed Citizen Involvement Programs for other local jurisdictions and these proposals usually indicate the procedure(s) used to involve local citizens in the process of developing comprehensive plan amendments. It is not evident that local citizens have been involved in the development or review of the revised citizen involvement program that was submitted to DLCD. As stated in statewide Goal 1: "The general public through the local citizen involvement program, should have the opportunity to review and make recommendations on proposed changes in the comprehensive land-use plans prior (underscore added) to the public hearing process to formally consider the proposed changes." We strongly recommend that Polk County provide adequate opportunity for citizen review of the proposed revision before approving or implementing any changes.

Citizen involvement is a vitally important part of land use planning. Citizens benefit from participating and, by gaining an understanding of the complexities and tradeoffs involved, they can support wise land use planning. Planners and local government officials benefit from an involved and informed citizenry because citizens are less likely to challenge decisions in which they have participated.

Thank you for your consideration of our concerns.

Pat Wheeler,  
CIAC Chair

cc: Department of Land Conservation and Development  
Richard Whitman, Director  
Darren Nichols, Director of Community Services  
Gary Fish, Regional Representative

Polk County Planning Department  
Austin McGuigan, Planning Director  
Board of County Commissioners  
Planning Commission  
Committee for Citizen Involvement  
Area Advisory Committee Chairs  
Eola AAC, Rob Rardin  
Rickreall AAC, Penny Cox  
Southeast Polk AAC, Pat Wheeler

**Statewide Land Use  
Planning Goal One:**

To insure the  
opportunity for citizens  
to be involved in all  
phases of the planning  
process.

Website:

[http://www.oregon.gov/  
LCD/citizeninvolvement.  
shtml](http://www.oregon.gov/LCD/citizeninvolvement.shtml)

CIAC Members:

Peter Frothingham  
Odell

Ann Glaze  
Dallas

Jack L. Johnson  
Cove

Ian Maitland  
Harbor

Pat Wheeler (Chair)  
Monmouth

Christine White  
Portland

Pat Zimmerman  
Scappoose

# Oregon

## Citizen Involvement Advisory Committee

### (Advisory Committee to the Land Conservation and Development Commission)

Cliff Voliva, DLCD  
Communications Officer  
635 Capitol Street, Suite 150

January 25, 2008

#### MEMORANDUM

TO: LCDC and Polk County Planning Department

FROM: Citizen Involvement Advisory Committee

RE: Review of Polk County's PAPA for the Citizen Involvement Program

#### BACKGROUND

The Citizen Involvement Advisory Committee (CIAC) is a statutorily defined body that provides advice to the Land Conservation and Development Commission and to local governments on matters pertaining to citizen involvement. The purpose of CIAC is to assure widespread citizen involvement in all phases of the planning process (ORS 197.160). The work of CIAC centers on the continuing implementation of Goal 1 -- Citizen Involvement. Members of the CIAC represent a variety of interests and the geographical diversity of Oregon. All members have expertise in effective citizen involvement.

When a local government proposes a change to its citizen involvement process, that change must be submitted to the Department of Land Conservation and Development 45 days in advance of the first local evidentiary hearing. One of the reasons for that time leeway is to allow CIAC the opportunity to review and comment on proposed changes.

CIAC has reviewed the proposed changes to the Polk County Citizen Involvement Program. The attached letter to the Land Conservation and Development Commission summarizes the concerns that arose in that review.