

8/16 IP: BVCP Schedule and Community Engagement Plan (L. Ellis)

Description: Information packet on the Boulder Valley Comprehensive Plan schedule and community engagement describing specific milestones and events coming up through the Fall of 2016 as requested by CAC.

Action: None

Timeframe: None

Contact: Leslie Ellis Phone: 303-441-1898 Email: EllisL@bouldercolorado.gov



INFORMATION PACKET MEMORANDUM

TO: Members of City Council

FROM: Jane S. Brautigam, City Manager
David Driskell, Executive Director, Planning, Housing & Sustainability (PH&S)
Susan Richstone, Deputy Director of Planning, PH&S
Lesli K. Ellis, Comprehensive Planning Manager, PH&S
Jean Gatza, Senior Planner, PH&S
Caitlin Zacharias, Planner I, PH&S

DATE: August 16, 2016

RE: **Information Item: Boulder Valley Comprehensive Plan Update (BVCP) Schedule and Community Engagement Plan**

PURPOSE

As requested by the Council Agenda Committee, the purpose of this memo is to provide information to City Council on the Boulder Valley Comprehensive Plan (BVCP) Update schedule (**Attachment A**) and upcoming community engagement for Phase 3 (**Attachment B**)

BACKGROUND

The BVCP is the community's plan for the future. Its policies are intended to guide decisions about growth management, development, preservation, environmental protection, economic vitality, transportation, housing and neighborhoods, arts and culture, and other topics. The Land Use and Area I, II, III Maps define the desired land-use pattern and location, type, and intensity of development. The BVCP is updated every five years to respond to changed circumstances or evolving community needs and priorities.

Project Timeline

The BVCP update has four phases, each with extensive community dialogue and engagement. The webpage for the project is: www.bouldervalleycompplan.net, which also includes a link to the 2010 plan and maps. **Attachment A** includes the project timeline and schedule.

- Phase 1—Foundations and Community Engagement Plan** (completed)
- Phase 2—Issues Scoping with Community** (completed)
- ➔Phase 3—Analyze and Update Plan Policies and Maps** (spring-fall 2016)
- Phase 4—Prepare Draft Plan for Adoption, Extend IGA** (fall 2016/early 2017)

Currently, Phase 3—Plan Analysis and Updated Policies and Maps are in progress. As with the first two phases, Phase 3 entails multiple opportunities for community engagement, described in detail below. To update the plan, the planning team and consultants will:

- address policy refinements and additions to better align the plan with master plans and adopted city and county policies,
- develop land use choices and policy analysis, advancing the 3D modeling and visualization tools to help convey options and tradeoffs, and do further research and analysis to support a community conversation,
- prepare analysis and site suitability for University of Colorado (CU) south campus to inform potential land use changes and agreements between the city and CU,
- identify metrics to measure plan outcomes, and
- update the Land Use Plan and Area maps, reflecting input and analysis from the public request process as well as the scenario analysis.

A joint Board and Commission discussion will occur, as well as additional localized (subcommunity) public events, pop up meetings, and a second survey in the fall. Detailed milestones for each task and plan component are also identified in **Attachment A**.

Next is Phase 4—Draft Plan and IGA (Fall 2016 – Early 2017). Phase 4 will synthesize all the previous phase deliverables into a draft plan for consideration/adoption, include metrics and measurements, and will have further opportunities for public review and engagement. Additionally, the “Comprehensive Development Plan Intergovernmental Agreement” (IGA) between the city and county (valid through Dec. 31, 2017) will need to be updated.

Community Engagement

Staff, with feedback from the process subcommittee, have refined the approach for community engagement for the remainder of the update process. This is described in more detail in **Attachment B**, which describes the approach to share information and gather feedback about preferences around type and location for potential land use changes in different scenarios as well as policies regarding community benefits, growth management, and housing and neighborhood character. Engagement includes:

- **Joint Advisory Board Meeting (Aug. 29)** - The meeting will include presentation of initial land use scenarios and policy choices with small group discussion among board members.
- **Targeted Outreach to Community Groups** - Staff is reaching out to civic and neighborhood organizations and joining them to share information and get input about scenarios and policy choices. These meetings are being scheduled through October.
- **Pop-Up Meetings** – Staff will schedule “pop-up” meetings in local gathering places (coffee shops, parks, etc.) in September.
- **Statistically-Valid Survey (Oct./Nov.)** – City Council and others will be able to review the draft survey and provide feedback beginning Sept. 22 through Sept. 30, 2016. Staff will provide information at the briefing on Sept. 13, 2016.
- **Local Area Meetings (Sept./Oct.)** – Building on the Listening Sessions that occurred in fall 2015, a series of four to five meetings will be hosted to share land use scenarios and policy choices and facilitate discussions among community members to gather feedback.

Public Request Land Use Changes

- **Open Houses (Aug. 8 and Sept. 26)** – Staff will share information and draft recommendations and gather feedback on public request land use changes.

NEXT CITY COUNCIL EVENT

Sept. 13, 2016 City Council briefing

ATTACHMENT(S)

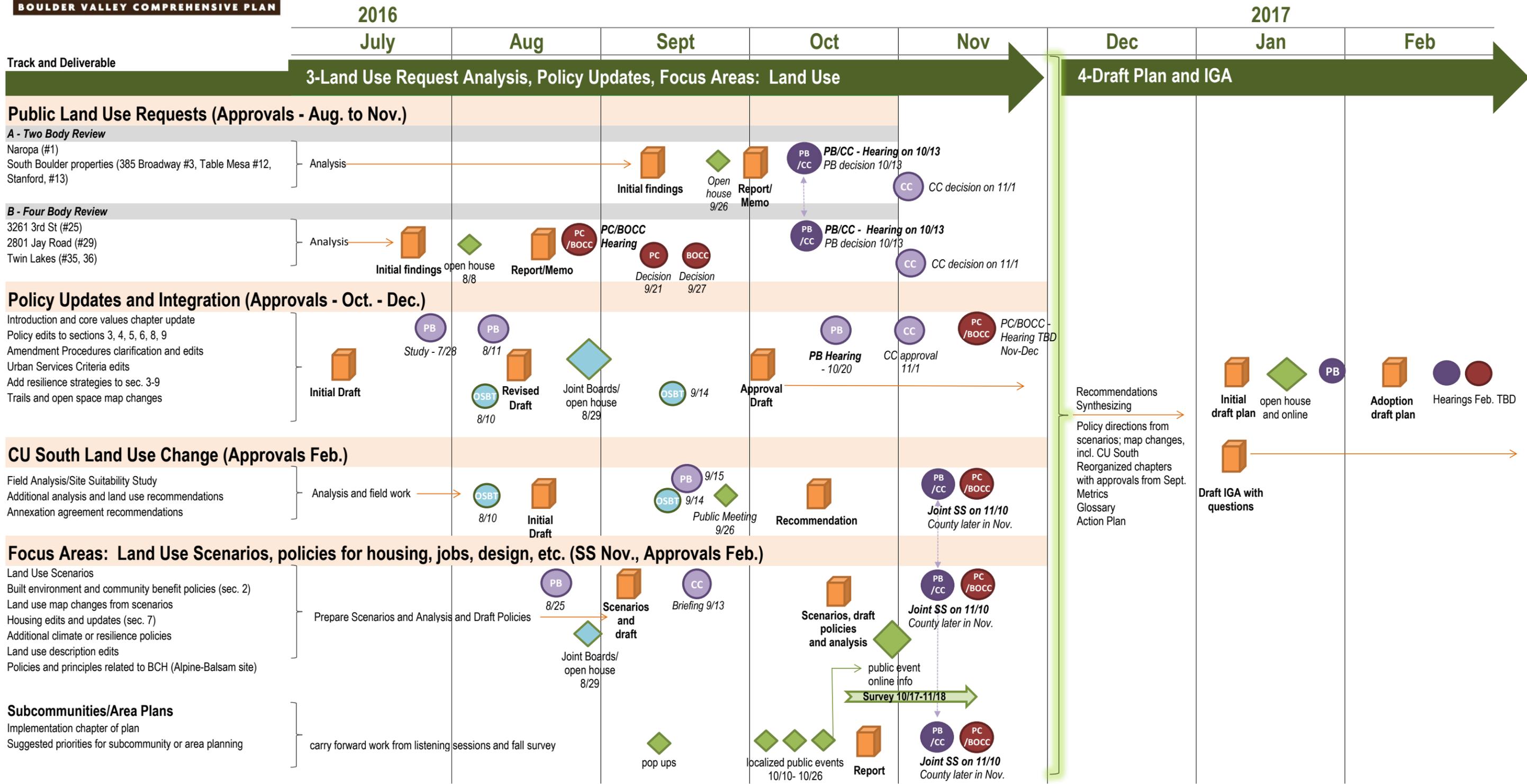
- A. BVCP Work Plan Timeline & Schedule of Milestones
- B. Community Engagement Plan for Phase 3



BOULDER VALLEY COMPREHENSIVE PLAN

Detailed Schedule for Phases 3 and 4 and Approval Process

Updated - Aug. 8, 2016



OUR LEGACY. OUR FUTURE.

BOULDER VALLEY COMPREHENSIVE PLAN

Boulder Valley Comprehensive Plan Schedule of Milestones

Updated – Aug. 9, 2016

Check www.BoulderValleyCompPlan.net webpage for current information on times and locations. Dates may be subject to change, and additional events will be scheduled.

BVCP Process Subcommittee

The process subcommittee, consisting of city and county members, guides the process. Currently, all remaining 2016 meetings are scheduled in the Municipal Building, 1777 Broadway, in the west conference room from noon to 1:30 p.m. Meeting dates include:

- **Aug. 17, 2016**
- **Sept. 21, 2016**
- **Oct. 19, 2016**
- **Nov. 16, 2016**
- **Dec. 21, 2016**

City Council Meetings

This list outlines the City Council meetings. More detail about the tasks is provided on the following pages.

- **Sept. 13, 2016** **City Council Briefing** on land use scenarios, key policy options, CU South, discussion of Survey #2, and other aspects of the project
- **Sept. 22, 2016** **BY EMAIL** - Staff requests review of draft Survey #2 and input by Sept. 30
- **Oct. 13, 2016** **Joint Public Hearing of City Council and Planning Board** for all public land use requests, eight total; four go to county first in August and Sept., as noted below
- **Nov. 1, 2016** **City Council Agenda Item** (public hearing closed on Oct. 13) - Decision on the land use requests (after Planning Board decision on Oct. 13)
Council also gives direction and approval regarding Policy Integration: core values, Sections 3, 4, 5, 6, 8, 9 (Note: may get rescheduled in Dec.)
- **Nov. 10, 2016** **Joint Study Session of City Council and Planning Board** to review scenarios, analysis, community engagement results from Oct., and initial online input from Survey #2 (non-statistical), ideas for draft plan
- **Dec. TBD** **City Council receives Survey #2 results**
- **Feb. 2017 TBD** **City Council Study Session** re: Draft Plan and Focus Areas

Public Land Use Requests

Includes final analysis and recommendations for land use changes, some which require approval by all four bodies (city and county), and some of which require only city approval.

Four-Body (City and County) Approval (i.e., 3261 3rd St. (#25), 2801 Jay Road (#29), 6650, 6655 Twin Lakes Rd. and 0 Kalua Rd. (#35 and 36))

- **Aug. 8, 2016** Public Open House, 5-7 p.m.
- **Aug. 22, 2016** Memo and recommendation
- **Aug. 30, 2016** Joint Public Hearing of Planning Commission and Board of County Commissioners
- **Sept. 21, 2016** Planning Commission Decision
- **Sept. 27, 2016** BOCC Decision
- **Sept. 28, 2016** Send Planning Commission and BOCC Decisions to Planning Board and City Council

Two-Body (City only) Approval (i.e., Naropa properties at 2130 Arapahoe Ave. and 6287 Arapahoe Ave. (#1), 385 Broadway (#3), 0, 693 and 695 S. Broadway, Table Mesa (#12), and 3485 Stanford Ct. (#13))

- **Sept. 26, 2016** Public Open House for four city properties and CU South
- **Oct. 3, 2016** Memo and recommendation
- **Oct. 13, 2016** Joint Public Hearing of City Council and Planning Board for all requests
- **Oct. 13, 2016** Planning Board Decision
- **Nov. 1, 2016** City Council Decision

Policy Integration

Includes:

- ✓ Updates to Introduction and Core Values
- ✓ Policy edits to Sections 3-Natural Environment, 4-Energy and Climate, 5-Economy, 6-Transportation, 8-Community Well-Being, and 9-Agriculture and Food to reflect master plans, including some new resilience strategies
- ✓ Amendment Procedures clarification and edits
- ✓ Urban Service Criteria edits
- ✓ Trails and Open Space map changes

Dates:

- **July 28, 2016** Planning Board discussion regarding core values; Sections 3, 4, 5, 6, 8, and 9; and Amendment Procedures
- **Aug. 8, 2016** Transportation Advisory Board (TAB) review of Section 6
- **Aug. 10, 2016** Open Space Board of Trustees (OSBT) review of Sections 3 and 9
- **Aug. 11, 2016** Planning Board continues discussion regarding core values, Sections 3, 4, 5, 6, 8, 9
- **Aug. 29, 2016** Public Open House to review revised sections
- **Aug. 29, 2016** Joint Boards and Commissions review of revised sections
- **Sept. 14, 2016** OSBT review of trails and open space map changes
- **Oct. 7, 2016** Approval draft, sections noted above
- **Oct. 20, 2016** Planning Board direction and approval regarding core values, Sections 3, 4, 5, 6, 8, 9
- **Nov. 1, 2016** City Council direction and approval regarding core values, Sections 3, 4, 5, 6, 8, 9 (Note: may get rescheduled to Dec., depending on public request hearings)
- **TBD – Nov.** County PC and BOCC direction and approval regarding same

CU South Land Use Change

Intended to complete Site Suitability Study for University of Colorado property on US 36, recommendations for a land use change, and recommendations for City/CU agreements for future use and services on property.

Dates:

- **Aug. 10, 2016** Open Space Board of Trustees (OSBT) discussion of process
- **Sept. 14, 2016** OSBT reviews and gives input on initial Site Suitability study
- **Sept. 15, 2016** Planning Board reviews and gives input on initial Site Suitability Study
- **Sept. 26, 2016** Public open house to review and give input on initial Site Suitability Study and recommendations for property
- **TBD – Oct.** Update for County Planning Commission and BOCC
- **Oct. 10, 2016** Staff and consultant analysis complete; initial recommendation
- **(Oct. 10-26)** TBD Local South meeting, additional public input
- **Nov. 10, 2016** Joint Study Session of Planning Board and City Council to review and discuss initial recommendation for land use change and City/CU agreement(s)
- **TBD - Nov.** County Planning Commission and BOCC discussion
- **Feb. 2017** Final Recommendations and Approvals

Land Use Scenarios and Key Policy Changes for Focus Areas

To address:

- ✓ Land use scenarios that may result in changes to Land Use Designation map and land use descriptions (e.g., industrial and mixed use designations)
- ✓ Key policy options and analysis that may result in changes to Section 2, Built Environment and community benefit or job/housing balance policies, Section 7, Housing policies; and any additional climate or resilience policies
- ✓ Housing prototypes (e.g., single family small lot, ADU, rowhouse, townhome, etc.)
- ✓ Visualization to support built environment choices
- ✓ Analysis of jobs/housing mix and other impacts and benefits of scenarios
- ✓ Policies related to Alpine-Balsam site and urban design principles

Dates:

- **Aug. 19, 2016** Draft scenarios and prototypes - materials from consultant for Planning Board
- **Aug. 25, 2016** Planning Board initial input on scenarios and prototypes
- **Aug. 29, 2016** Public open house and online information for draft scenarios and prototypes
- **Aug. 29, 2016** Joint Boards and Commissions input on draft scenarios and prototypes
- **Sept. 13, 2016** City Council briefing on topics noted above and draft survey topics
- **Sept. 15, 2016** Planning Board input on draft survey topics
- **Sept. 22, 2016** City Council and Planning Board – Electronic review of draft Survey #2 review (final comments due to staff Sept. 30)
- **Sept. 22, 2016** Initial visualizations and analysis complete for scenarios and survey (i.e., fiscal, transportation, energy, housing, etc.)
- **Oct. 3, 2016** Analysis complete for public events and survey
- **Oct. 10, 2016** Survey #2 Ready for Online and Print
- **Oct. 10-26** 4-5 Local community engagement sessions – East, South, North, Central, Gunbarrel

Attachment A - BVCP Work Plan Timeline & Schedule of Milestones

- **Oct. 17, 2016** BVCP Survey #2 (through Nov. 18). Two postcards. Online version, week of Oct. 10
- **Wk of Oct. 31** Community event to review feedback from local sessions and initial input around scenarios and policy choices
- **Nov. 10, 2016** Joint City Council and Planning Board Study Session to review scenarios, analysis, community engagement results from Oct., and initial online input from Survey #2 (non-statistical), ideas to produce draft plan
- **Dec. 12, 2016** Survey #2 Report completed and distributed to City Council, Planning Board and County
- **TBD** Planning Commission and BOCC study session to review scenarios and analysis and community engagement results
- **Nov/Dec** Other boards and commission input on remaining sections
- **Jan-Feb TBD** Initial draft plan

Community Engagement Planning for

BVCP Update - Phase 3

Updated Aug. 9, 2016



August – December

Building on the goals and framework outlined in the [BVCP Engagement Plan](#), **guidance** specific to Phases 3 and 4 includes:

- Early Input Reflected in Options
- Understanding of Analysis and Trade-offs
- Common Ground Solutions
- Citywide and Local Scale
- In-Person & Online Engagement Venues
- Input from Targeted Groups
- Ample Time for Review and Feedback
- Easy to Find, Relevant Information
- Fun Factor

The purposes of Phase 3 include building on what was heard in earlier phases of the update, and sharing options, analysis and recommendations. This work will inform final changes to the plan and adoption in Phase 4.

I. BVCP Scenarios, Trade-Offs and Built Environment Questions

The areas of focus related to design, housing and the jobs-housing balance may lead to land use or policy changes in the plan. Initial scenarios with analysis of outcomes and trade-offs will be ready to share with the community in late August, and analysis will be complete in September. It is anticipated that all of the following engagement approaches and events would provide opportunities for community members to provide feedback on their preferences based on scenarios and analysis.

A. Update Advisory Boards at a Proposed Joint Meeting – August 29, 6:30-8:30

Purpose: invite members from most city advisory boards and commissions to get an update about the status of the BVCP update, present information about the land use scenarios and gather feedback. Most of the meeting will be designed for small group discussions of mixed board members to garner feedback on key questions. Feedback will inform scenario and policy analysis as well as decision-makers.

B. Open House – August 29, 6:30-8:30

Purpose: invite public to see an update about the status of the BVCP update including initial policy updates, information the land use scenarios, and what to expect in September.

C. Pop-ups - September-October

Purpose: gather feedback from people not typically involved in planning processes about specific land use changes in places near the opportunity areas. Staff members will host times at coffee shops, parks (using Neighborhood Block Party Trailer), ice cream stores, and other gathering places to ask people questions about their preferences for land use changes in that area. These preferences will be recorded on paper or in online questionnaires and compiled with other feedback for decision-makers. Locations might include: 55th and Arapahoe, Diagonal Plaza or other areas with proposed changes. Two to three pop-ups per area are anticipated, and people who live in the area would be alerted to these opportunities through the project website, the weekly planning e-mail, Next Door or other communications tools.

D. Local Area Meetings – October

Purpose: examine scenarios, analysis and trade-offs in depth and identify common ground on proposed changes to the plan among community members with a variety of interests. Each meeting would have area-specific materials as well as citywide information. Similar to the early local listening sessions, the primary focus will be on the comp plan with opportunities for facilitated small group discussions around proposed changes and scenarios. The discussions would be designed to help people identify areas where they agree and where they do not and potentially the need for additional analysis. Meetings would also provide opportunities to share information about other city projects in an open house. Venues would need to be capable of comfortably hosting a significant number of people and staff or outside facilitators will be employed to assist in the small group discussions.

1. Central / Crossroads
2. South / Southeast / East
3. North / Palo
4. Gunbarrel

E. Statistically-Valid Survey – October-November

Purpose: gauge community preferences for specific changes to the comprehensive plan. Topics for the survey questions may include but are not limited to: preferences around type and location for potential land use changes as identified through land use scenarios, growth management, and policies regarding community benefits, urban design quality, and housing and neighborhood character. Questions would be limited and focused on pivotal topics and choices for changes.

F. Community Event – Late October

Purpose: summarize and share feedback about the land use scenarios in an open house format. The event would serve as the culmination of community feedback on the scenarios, trade-offs and built environment issues before meeting with the decision-making bodies for direction on these choices.

G. Meetings with community organizations – July – October

Purpose: seek feedback from groups of community stakeholders at their regular meetings (e.g. Boulder Chamber, Future-oriented Community Organizations).

H. Targeted and Culturally-Sensitive Outreach – August – October

Purpose: gather feedback from immigrants. Staff will work with community partners to organize and host at least three focus groups in partnership with immigrant-serving organizations (Immigrant Advisory Committee, Family Resource Center, Latino Task Force) to ask questions about preferences around the scenarios.

II. Land Use Public Requests & CU South – August & September

A. Area-Specific Open Houses – to provide feedback on land use change requests.

- August 8 – focusing on Area II properties: 3261 3rd Street; 2801 Jay Road and 6500 and 6655 Twin Lakes
- September 26 – focusing on Area I properties and CU South

B. Public Hearings – both the county and city will hold joint public hearings on these public request land use changes

- a. August 30 – Boulder County Planning Commission and Board of County Commissioners
- b. October 13 – City Planning Board and City Council