

**BVCP Process Subcommittee Meeting**  
**September 28, 2016 – noon-1:30**  
**1777 West Conference Room**



**Subcommittee Purpose**

The Boulder Valley Comprehensive Plan (BVCP) Process Subcommittee's Role is to monitor and provide input on the public process throughout the BVCP Update process. The BVCP Committee consists of 2 council members (Weaver, Brockett), 2 planning board members (Gerstle, May), a Boulder County Commissioner (Jones), and a County planning commission member (Gargano).

**Attendee:** Aaron Brockett, John Gerstle, Leonard May, Elise Jones, and Lieschen Gargano

**Staff:** Lesli Ellis, Jean Gatzka, Caitlin Zacharias, Sung Han Chris Ranglos, Jay Sugnet, Steven Giang, Nicole Wobus, and Michael Davidson,

**Public:** (7 members)

**\*Comments by subcommittee** are the bullet points that begin with bold text.

**\*\*Staff responses are in italics.**

**Proposed Agenda**

**1. Update from last meeting (10 minutes)**

- Update on recent events: Aug. 29 open house/meeting and Joint Board meeting; Sept. 26 open house for CU South and Area I public requests.
  - *The August 29<sup>th</sup> open house/meeting had a high attendance. People were very interested in the key topics of the update. Great ideas and information were exchanged in the discussion groups. The purpose of the meeting was to take a preliminary look at the different options and scenarios as we move forward.*
  - **The event did a great job in getting the public to interact with the decision makers.** The public appreciates this type of engagement and the decision makers were able to get good feedback.
  - **The meeting on September 26<sup>th</sup> was nicely organized** though it ended prematurely. The public seemed frustrated that they didn't have an opportunity to express their personal thoughts. It is important to make it clear to the public that they can provide comments via email or by writing if they don't get a chance to verbally express themselves.  
*The intent of the meeting was to have a Q&A session with the public. Staff did not anticipate the high number of attendance. Prior to the meeting, many people were provided with misinformation and fortunately the open house helped clear that misunderstanding. As a result, staff will look towards November to have another meeting dedicated to the CU South Project. Additional community input will be gathered and staff will prepare additional analysis for the community to comment on.*
  - *The project is still early on in the process and not at a point where staff is looking to consider any recommendations.*

- **Make sure that the messaging of the upcoming open houses is clear on the type of format that will be used for the meeting.**
- *Basic definitions and clarification on the process will be helpful as people are unfamiliar on what annexation is and the process it follows.*
- Meetings with organizations and groups
  - *Staff has reached out to various community groups to see if they are interested in engaging with staff. These groups include Boulder Chamber of Commerce, Livable Boulder, Better Boulder, Boulder Neighborhood Alliance, and more. Early input will help shape the options and survey questions.*

## 2. **Schedule update (15 minutes)** see Attachment A - Schedule

### **Highlights:**

- Adjustments to public requests City Public Hearings – Oct. 13 (2 body) & Nov. 10 (4 body)
- PB / CC Study Session – Jan 24 to review scenarios, analysis, community engagement results, survey, etc.
  - *Two important adjustments have been made to the schedule. The first is moving the joint Study Session with City Council and Planning Board from Nov. 10 to Jan. 24<sup>th</sup>. The Joint Study Session in January will be used to review scenarios, analysis and community engagement results; Nov 10<sup>th</sup> will consist of a public hearing for the four-body public requests. The second is related to the hearings for the change requests; Public hearing for the two body public requests will take place on Oct. 13<sup>th</sup>, while the four-body requests will take place on Nov. 17<sup>th</sup>. *(this timing changed again after this meeting)**
  - *The change in schedule allows staff to allow more time for events through the fall.*
  - **Should we start the meeting earlier at 5 or half an hour earlier?** Staff will check with CAC to see if that's possible.
  - **What will the format be?**  
*The hearing on the 13th will go property by property. City Council will be dismissed after Q&A, and Planning Board will deliberate and make a final decision.*
- CU South – Proposed tour and focused event, likely in November
- Policy integration schedule – close feedback Oct. 28, drafts in December
  - *Closing the community feedback by the end of October will provide staff enough time to produce a draft and review it with the bodies.*
  - **I understand the rationale, but make the deadline and schedule very clear to the public.**  
*Staff can provide more clarity by assigning due dates for the different sections of the plan.*

## 3. **Community Involvement Planning for Focus Areas & Scenarios (50 minutes)**

- Range of involvement opportunities – see Attachment B
  - *Are these opportunities and approaches likely to effectively garner community feedback that will be useful to staff and decision-makers in identifying preferences for changes to the plan?*
    - **How are we engaging people who speak different languages?**

*Staff is currently working with the Immigration Advisory Committee and staff from the family resource center. Staff is looking to target questions that are relevant and meaningful to these groups with the help from people that know these communities very well.*

- **Pop-up meetings and social media is experimental.** It's less clear on what the outcome will be, but remain optimistic that it will produce good feedback. Encourage people to provide written comments as well.
- *What kind of feedback will be most useful from these events or opportunities?*
- *Are we reaching the community members we are seeking to involve?*
- *Can you help staff articulate how decision-makers will use the input?*
  - **All approaches are appropriate but the questions will need to be supported by context.** Context free responses are not useful for decision makers.
  - **Pictures can help get around character limits.**
  - **Targeted facebook advertisements or other social media.** Think about how you can break up the topics and their related questions into smaller portions (citywide scenarios, housing prototypes, e.g). Break down the policy questions and provide small advertisements for these shorter surveys.
  - **Twitter is a good platform for communication for building on conversations.**
  - **Both Facebook and Twitter are good for communication.**
  - **The range of categories work really well.** Spread your times of engagement in order to reach a diverse set of community members.
- Future Choices Forums – *see Attachment C – Draft Forums Description*
  - *Does the committee have feedback on the agenda and structure, timing?*
    - *The date of the first event is on the 19<sup>th</sup> which is also the night of the presidential debate; the date of the event will most likely change to avoid this conflict. In anticipating a large turnout, staff is planning to host these events where there are plenty of space.*
    - *Training will be provided for staff facilitators and recorders, specifically for these events.*
    - **Not clear to me that we've decided to address jobs: housing balance with non-residential growth management policies.** This will be framed as a question to consider. *The scenarios will be more evolved and refined when presented back to the public during the next round of outreach.*
    - **Will staff be looking for any elected officials to come by the event?**  
*Aaron Brockett will be willing to start off the North Boulder meeting. Staff should notify both City Council and Planning Board to inform them where the need is.*
    - *The meeting with Gunbarrel is tentative on the schedule. Staff is looking to see if any of the businesses will be willing to open up their space for the event. The business community in Gunbarrel will be strongly encouraged to join the event.*
- Feedback Summary Approach

- *What is particularly helpful in providing an overall summary of input / feedback?*
  - **This format is useful.** Good level of information is provided.

#### 4. Revised Survey #2 Schedule and Process (5 minutes)

- Draft survey ready for board, public review (Oct. 10)
- Final comments from 4 bodies and public due (Oct. 14).
- Survey ready online and for print (week of Oct. 24)
- First postcard goes out/Survey Opens, (week of Oct. 31)
- Second postcard goes out (week of Nov. 14 post-election)
- Survey Closes (Dec. 3)
- Open online survey open (Dec. 2 – Dec. 23)
- Survey report completed and distributed (January)
  - *The subcommittee has recommended that the draft survey be available to members of the public to review and suggest revisions. The window for feedback is short (Oct. 10-14). Does the subcommittee have recommendations about how to request and use public feedback on the draft survey?*
  - *Potential questions (online feedback?):*
    - *Are the survey questions clear?*
    - *Is there any perceived bias?*
    - *Are there questions you think are missing?*
- **Good idea to hear public response and have the opportunity for the public to provide feedback.**
- **Will staff be sending out the category of the questions and the general framework of the survey before coming forward with a draft?**

*Themes were stated in past council and planning board meetings but we can definitely put that back out in the community.*

#### 5. Public Comment (10 minutes)

- Sally – If we would like address the issue of arts and community benefit for this update, is the community meeting in North Boulder on October 26<sup>th</sup> the most appropriate time to discuss this? Also, the average person does not know what a Comprehensive Plan is or even the fact that the update is happening. It might be helpful to take an extra sentence to say what the comp plan is about.  
*Yes. Staff can work with you and see what the right level of input would be for a comp plan update and see how we can address your concerns/input.*
- Elizabeth – Pop up meetings are not an experiment. I am a strong believer in pop-ups, and we as an organization have used this method ourselves. Going where people are at is very important to do. Hampton Inn might work well for a meeting space in Gunbarrel. Farmers market early Saturday morning may also be a good time to consider. Elder population beyond 60 will also be important to engage.
- Dick – Calvin Welch came to speak to PLAN – Boulder about the issues of affordable housing in San Francisco. He is both a planner and activist, and has a great insight the issues of affordable housing. The video can be found in PLAN Boulder’s website, [Planboulder.org](http://Planboulder.org). The Planning

Calendar needs to be updated and managed with care. The calendar shows that this meeting was scheduled for last week. This error has occurred once before. If you can send out a message to a significant number of people that states “city changes”, helping clarify what the current schedule is, people can be better informed. I look forward to the future choices forum that staff is preparing for this fall.

- Michael- Most if not all meetings should have some type of evaluation. Taking a quick 5 minutes to assess what worked and what didn't will be valuable to both staff and the community. It allows you to get a pulse, and an idea if staff is doing a good job. It also allows the public to get a sense that staff actually cares about the quality of the process. Another important question to consider is “how do you do an appropriate job so that the community knows and feel like they have been heard.” How do we make small groups longer? There should be professional floating facilitators that cover 2-3 tables so they can provide assistance when needed.
- Donna – I do not feel that the open space request was given adequate and fair genuine analysis. The paper that came out from the planning staff took out the studies that the community put together. I feel that the process is biased. If you want real input from the citizens, why aren't you listening to them. Never mentioned the information that the citizens gathered and spent a lot of time in. How will my request and all those other requests by the community get a balanced look?
- Lynn- A Greenhouse tour I had attended, told me that one particular tiny house was valued at 1.2 million dollars. This is out of control, and dividing our community. There are a broad spectrum of issues going on. I want to see a question asked, “Do you want to see the tax payers to pay or the developers pay?”.

Attachments:

A: Schedule

B: Engagement Opportunities Table

C: Future Choices Forums Description