

RESOLUTION NO. CCXIX (219)

A RESOLUTION ADOPTING A CITIZEN INVOLVEMENT PROGRAM AND AGENCY INVOLVEMENT PROGRAM FOR PREPARATION OF THE CITY'S COMPREHENSIVE DEVELOPMENT PLAN.

WHEREAS, the City of Canby has adopted an INTERIM GENERAL PLAN and INTERIM GENERAL PLAN MAP by Ordinance No. 608 enacted November 1, 1976, pursuant to ORS 197.175; and

WHEREAS, work is continuing by the City for preparation of a final "Comprehensive Plan" as defined by ORS 197.015 and required by ORS Chapter 197, and completion of such Plan requires citizen and agency involvement programs; and it is the intent of the Canby City Council to maintain open, direct and responsive programs for such involvement. It is also the City's intent to maintain complete compliance with the spirit and as much as possible with the letter of the law. Therefore, it is hereby

RESOLVED that:

1. A committee for citizens involvement (CCI) shall be appointed by the Mayor with approval of the Council which shall be made up of one (1) Councilman, one (1) Planning Commissioner, and three (3) other citizens of the City who are not elected or appointed City officials. Said committee shall develop a citizens involvement program (CIP) for adoption by the City Council, and shall revise and monitor such program to maintain greatest effectiveness. Said committee (CCI) shall work with or in conjunction with the previously appointed Mayor's Citizens Advisory Committee (MCAC), which shall review all aspects of the Plan and shall then recommend them to the Council for adoption. When appropriate or deemed necessary, task committees (TC) shall be appointed by the MCAC to study specific problems.

2. A public hearing will be held by the MCAC before recommending an element to the City Council for adoption. All considerations will be at public meetings which will be (1) reported in the paper, (2) posted at City Hall, (3) established at the prior meeting or as

published in the paper but need not be "public hearing" for some actions to take place. Open house meetings will take place in which work in progress will be displayed, and the public invited to review it and discuss it with the MCAC at an informal session. Notifications of meetings and action may be through (1) newspaper notices, (2) newspaper stories or reports, (3) posting at City Hall, post office and other appropriate public places, (4) mailing of notices to groups, and (5) general Citywide mail or inclusion in utility billings.

3. The CCI and the MCAC shall solicit citizen input which can be verbally at public meetings, by letters to the committees, by questionnaires or privately from individuals. Committee notices of requests for input should specify the times and places of committee meetings to consider various matters and should also give notice of the manner in which any person desiring to be heard on any matter can submit his or her proposals, comments, suggestions, objections, etc., i.e., by personal appearance at the hearing, letters, petitions or personal private contact with a committee member. Groups for notification of any committee's work shall include all service clubs in the City, Chamber of Commerce, garden clubs and others as designated by the CCI.

4. All committees shall keep Minutes of their meetings and copies of the same, together with any technical data, shall be kept on file at the Canby City Hall and available to the public. Financial support for the committees shall be made available by the Council within the limits of its budget and for such necessary expenses as may be required and requested by each committee and approved by the Council.

5. The MCAC shall develop goals for each "goal topic," review technical data and develop plans, all at public meetings which will include specific times for public input. A public hearing shall be held prior to MCAC recommending to the City Council and prior to City Council action.

6. An AGENCY INVOLVEMENT PROGRAM is hereby established and for the purpose of providing an opportunity for the City to coordinate its planning efforts with community groups and other levels of government. Said program (AIP) shall be supervised and developed by MCAC, and the purpose of such program shall be to:

- a. Develop master lists to assist in identifying affected agencies (agency names, addresses, zip codes, contact person)
  - i. Primary - agencies and community groups that could serve to further distribute planning materials and documents.
  - ii. Secondary - all affected agencies and groups that have business with the City.
- b. Provide compliance schedules and evaluation summaries to affected agencies by mail.
- c. Notify affected agencies by written notice and telephone of meetings and procedures of City Council, Planning Commission and Committee for Citizen Involvement (regular/special meetings, work sessions, public hearings).
- d. Schedule joint meetings of Council and Planning Commission with outside agencies.
- e. Distribute draft documents to affected agencies for review and comment.
- f. Orient CRAG/LCDC coordinators to the physical topography and improvements within the City and periodically notify via phone of important events.
- g. File plan elements, written comments and responses with the City Recorder to provide public access to the information.
- h. The following is a list of primary agencies for the MCAC development of the agency involvement program:

FEDERAL

Corps of Engineers

STATE

LCDC  
DEQ  
DOT

REGIONAL

CRAG  
Metropolitan Boundary Commission  
Port of Portland

COUNTY OF CLACKAMAS

Board of Commissioners  
Action Council  
Planning  
Public Works  
Extension Service

CITIES

Aurora  
Barlow  
West Linn  
Wilsonville

SPECIAL DISTRICTS

Canby Rural Fire District  
Canby School District 86  
Canby Union High School District 1  
Clackamas Community College  
Aurora Rural Fire District

NEWSPAPERS

Canby Herald

PRIVATE

Chamber of Commerce  
Southern Pacific Transportation Co.  
Portland General Electric Co.  
Canby Area Neighborhood Development Organization  
Far West Clackamas County Association of Neighborhoods  
South of Canby Neighborhood Association

PUBLIC

Canby Untility Board

Adopted by the Canby City Council at a meeting  
thereof on \_\_\_\_\_, the \_\_\_\_\_ day of \_\_\_\_\_, 1977.

Robert E. Rapp  
ROBERT E. RAPP - Mayor

ATTEST:

Harold A. Wyman  
HAROLD A. WYMAN - City Recorder