

## Planning Commission Retreat: March 8, 2024

10 a.m. – 2:30 p.m.

The Portland Building | 1120 SW 5<sup>th</sup> Ave, Room 1500

### Commissioners Present

Michael Alexander, Wade Lange, Mary-Rain O’Meara, Nikesh Patel, Michael Pouncil, Steph Routh, Eli Spevak, Erica Thompson

### City Staff

Commissioner Carmen Rubio

Donnie Oliveira, Patricia Diefenderfer, Sandra Wood, Julie Ocken (BPS)

Lauren King (City Attorney)

10 a.m. – Welcome: Commissioner Carmen Rubio & BPS Director Donnie Oliveira

*Commissioner Rubio:* It’s been a year since we last met at the first Planning Commission retreat. Thank you for your work in this past year, particularly the Housing Regulatory Relief project. This was an example of why the PC is vitally important. In the year ahead, I’m excited to have the PC dive into issues that are critical and/or emergent to Portlanders. Overview of upcoming items the Planning Commission will have an opportunity to work on this upcoming year.

*Donnie:* This is an incredible time to be a part of the City of Portland in the upcoming governmental transition. We are doing this for our communities and the health and well-being of our city and the environment. Update on some nuts-and-bolts on building the scaffolding for 2025 as well as being flexible in this year as we move towards that. There will be some changes in many of the City’s advisory bodies, and there is a deliberate analysis of this going on now – though this likely will be separate from anything the Planning Commission does given the direction and requirements this body has from the State. The Community & Economic Development service area has some big opportunities for alignment with our sister bureaus in this group, which the Planning Commission may have opportunities to collaborate with other advisory bodies in this group.

*Commissioner Alexander:* Thank you for the detailed and thorough overview – we’re looking both forward and in the rear-view mirror. I’m looking forward to our ambitious path forward.

*Commissioner Routh:* Question about the ninth seat on this commission.

- *Commissioner Rubio:* This is definitely top of mind, and we are actually starting to look throughout the service area on streamlining our recruitment opportunities, which will later expand across the City.
- *Donnie:* We all have vacant or soon openings in advisory bodies across our service area. C&ED tends to lead by example, and we will do so with recruitments in the upcoming months.

*Commissioner Thompson:* What can we do to strengthen our interactions with City Council members – now and with the new form of government.

- *Commissioner Rubio:* It has been challenging, but this is a good relationship to grow and develop. This is a huge opportunity to reset and reintroduce culture, for example the Planning

Commission meeting with Council members for relationship-building. They need to value and see the thoughtful work and hours this body does, which in turn will help Council understand the importance of this commission.

- Donnie: It was my hope to have more regular check-ins with the Council offices, which we know are few and far between (even at the bureau level). The decorum for briefings needs some fixing (e.g. the PC Chair meeting with City commissioners).

*Chair O'Meara:* Similarly, I would like the PC to be able to think about HSP as a roadmap that's tied to resources and implementation roles.

10:30 a.m. – Orientation to the day (Ryan Singer)

10:45 a.m. – 2023 Year in Review and 2024 Look Ahead (Patricia Diefenderfer)

### Presentation

11:15 a.m. – Planning Commission Code of Conduct (Sandra Wood)

Planning Commission powers and duties are outlined and defined in the Zoning Code (33.710). We also have the Bylaws to ensure the Planning Commission performs its business and responsibilities in an inclusive, efficient, effective, and equitable manner.

The Code of Conduct will establish agreed-upon behaviors for members on the Commission. ... to help volunteers navigate their role on a City commission. It is not a comprehensive document; Commissioners should remain committed to maintaining the credibility of the commission and be respectful, act with integrity, and be courteous to all.

Today we'll just begin the discussion on this document, which we'll continue to work on and flesh out for a comprehensive document.

Document.

- Communications on the dais.
- Communications off-the-dais.
- Shared leadership.
- Formalize steps for Commissioners leaving the Commission.
- Information communication with the public.
- Commissioners' role in community engagement.
- Making the PC more accessible.
- Recruitment process.
- Formal communications to City Council.
- Annual report.
- Working with the media.
- Working with other bodies.
- Working with project staff.

Questions and discussion.

- “Sequential discussions” on a specific topic and how that can lead to quorum issues.
- Community engagement.
- Can commissioners reach out to advisors and experts to refine your own vote?
- Discussion about communication off the dais.

We will send the updated draft document out for review, and we will continue the conversation on the dais at upcoming meetings.

12:00 p.m. – Working Lunch Break and Discussion (Ryan)

Round Robin Discussion:

- What adjective would you use to describe the Commission today?
- What adjective would you use to describe the ideal Commission?

1 p.m. – City Attorney training (Lauren King)

- Evidence as a basis for PC decisions.
- Robert’s Rules and procedures overview and reminders.
- Local and national elections.
- Public records and email retention.

1:30 p.m. – Advising Role (Patricia)

[Presentation](#)

Suggested approach (slide 8) discussion.

Questions of “transportation” and non-legislative projects coming to the PC as a public forum and/or an option to transmit a letter to City Council (or another body).

Planning Commission role to speak to the nuances in proposals, looking holistically in Comp Plan goals. Consistency (or not) of a plan within these parameters as advice/input to City Council.

We will return with further time for discussion at an upcoming Planning Commission meeting.

2:40 p.m. – Adjourn