
MEMORANDUM**CITY OF SPRINGFIELD**

DATE OF WORK SESSION: March 4, 2008**TO:** Committee for Citizen Involvement**TRANSMITTAL
MEMORANDUM****FROM:** George Walker, ^{gww} Stormwater Facility Planner**SUBJECT:** Planning Commission/Committee for Citizen Involvement review and approval of the following project: City of Springfield Stormwater Facility Master Plan.**ISSUE:** The Planning Commission is asked to:

In the role of the "Committee for Citizen Involvement" (CCI), approve the public involvement portion of the City's Stormwater Facility Master Plan (SWFMP) update. Proposed citizen involvement will include, but is not limited to, holding an open house at City hall to discuss the draft SWFMP with the engineering and development community as well as the general public; posting of the draft plan to the City's website for public comment; and a Planning Commission, City Council and a Joint Elected Officials public hearing for adoption. The Public Involvement Plan (Attachment 1) is consistent with Springfield's planning policies and statewide planning Goal 1 – Citizen Involvement.

DISCUSSION: The SWFMP is a public infrastructure plan that takes a citywide look at the stormwater system to identify both existing and future needs. The SWFMP project was initiated by the City Council, and represents an update of two existing plans developed in the mid 1980's. The project was initiated, and URS Corporation was selected as our consultant, in 2003. The plan will identify and provide solutions to chronic capacity problems and outline capital projects to provide for future growth in the City, including Glenwood, Thurston area, and the Gateway area. The plan will also address water quality policies, best management practices and sustainable development to support compliance with the Clean Water Act and Endangered Species Act, not addressed in our existing plans. The SWFMP will also provide basic data for the City's capital improvement program, system development charge methodology update, and system information for the development community.

The initial citizen involvement, facilitated through an inter-governmental agreement with Lane Council of Government (LCOG) staff, occurred through news media outreach, selected mailings, and two area-focused open houses held in May of 2006. This outreach was intended to inform citizens and acquire information from the community, both inside and outside of the City jurisdiction, to be used in developing the plan. This is consistent with the watershed approach of the plan. Staff has briefed the City Council on two occasions in the past year.

The attached Public Involvement Plan describes the next steps in the public involvement efforts with citizens and stakeholders during the SWFMP adoption process. A public workshop is planned at City Hall, which will present the issues identified in the draft master plan and allow for public input. The draft SWFMP will also be posted to the City's website for a public comment period. At the end of the comment period, necessary revisions will be incorporated and open public meetings with public officials for adoption will be held.

RECOMMENDATION/REQUESTED ACTION: The Planning Commission, in their role as the Committee for Citizen Involvement, is requested to review and approve, not approve, or approve with modifications, the proposed citizen involvement element of the SWFMP update.

ATTACHMENTS:

Attachment 1: Public Involvement Plan

SPRINGFIELD STORMWATER FACILITY MASTER PLAN

PUBLIC INVOLVEMENT PLAN

PUBLIC NOTIFICATION

City staff will collaborate with LCOG staff to develop a public notification task, to include media publications, additional focused mailings and coordination with elected officials to meet local and state-wide planning goals. The mailing will include active members of the professional consulting and development community and other identified stakeholders.

PUBLIC WORKSHOP

City staff will facilitate an open house/public workshop at Springfield City Hall. The workshop will be 2 to 3 hours long, and allow the public to explore provisions of the draft Stormwater Facility Master Plan (SWFMP) and other topics addressed by the plan. The date for the event has not been established at this time.

The focus of the workshop will be an overview of proposals developed in the master plan. Copies of the draft plan will be available for review. City staff, consultant support and LCOG personnel with expertise in the multi-objective plan will be available as resources.

An additional open house/workshop may be proposed following the outcome of this workshop.

PUBLIC HEARINGS

The adoption process for the SWFMP will include, at a minimum, the public hearings described below. Staff is currently researching the requirements for additional involvement by the elected officials of both Eugene and Lane County. They may need to approve the necessary amendments to the Public Facilities and Services Plan and the Metro Plan.

- ❖ **Public Hearing #1:** This hearing will be before the Planning Commission, and will be open to the public. The purpose of the hearing will be to seek public comment, and the Commission's approval for adoption of the Stormwater Facility Master Plan, and necessary amendments to the Public Facilities & Services Plan and Metro Plan.
- ❖ **Public Hearing # 2:** This hearing will be before the City Council, and open to the public. The purpose of the hearing will be to seek additional public comment, and final adoption of the Stormwater Facility Master Plan and necessary amendments to the Public Facilities & Services Plan and Metro Plan.