



**Comprehensive Plan
 Citizen Advisory Committee
 AGENDA
 Thursday, June 23, 2016**

HILLSBORO CIVIC CENTER
 150 East Main Street

4:00-6:00 PM
 Conference Room 113B/C

Time	Topic	Lead	Action
4:00	A. Group Photo: Meet in Conference Room 113B/C, then proceed to plaza or lobby (depending on weather).	-	Smile!
4:15	B. Introductions/Welcome	All	I
4:20	C. Minutes Review – May 26 meeting	Nick	I, D
4:25	D. Economic Development a. Economic Opportunities Analysis Findings b. Draft Goals and Policies	Staff	I, D, R
5:10	E. Staff Updates a. Public Outreach Update: Hillsboro 2035 Community Celebration and Celebrate Hillsboro	Aaron	I, D
5:20	F. Public Comment	-	I
5:30	G. Adjourn	-	

I=Information, D=Discussion, R=Recommendation

Attachment	Page
1. May 26 meeting minutes	1
2. Staff report for June 2016 meeting	5
3. Economic Development Draft Goals & Policies	6

Next Regular Meeting:

Thursday, July 28, 2016
 4:00-6:00pm
*Hillsboro Civic Center
 Conference Room 113B/C
 150 E. Main Street, Hillsboro*

For further information on agenda items, contact Laura Weigel, Long Range Planning Manager, at (503) 681-6156 or email at laura.weigel@hillsboro-oregon.gov.

Meeting Summary

Citizen Advisory Committee – Comprehensive Plan Update

May 26, 2016 - 4:00 p.m. – 6:00 p.m.

Hillsboro Civic Center – Conference Room 113B/C

150 East Main Street

Hillsboro, OR 97123

Members Present

Steve Calloway, Katie Eyre, Tricia Mortell, Daniel Nguyen, Ahne Oosterhof, Aron Carlson, Glenn Miller, Bonnie Kookan, Wil Fuentes, Marc Cardinaux

Members Excused

Mica Annis, Bryan Welsh, Gwynne Pitts, Ken Phelan, John Godsey

Staff Present

Colin Cooper, Laura Weigel, Nick Baker, Ben Kahn

Welcome and Introductions

The meeting opened with introductions of the committee members and staff.

Minutes – April 28, 2016

A grammatical mistake was corrected on page 4, and the minutes were accepted.

Water Supply and Distribution – Background Report, Goals & Policies

Nick Baker introduced the topic of Water Supply and Distribution. He explained that it's not only vital to consider the supply of water for drinking to residents, but also for industrial uses. This is an especially important consideration for the City of Hillsboro, due to the large number of industrial businesses in the City.

At this point, there were several comments and questions from the committee, including:

- This topic doesn't address commercial water use in the background report, but is addressed in the policies. Staff replied that they will provide greater clarity and information regarding commercial water use in the background report.
- How does Hillsboro's water usage compare to nearby cities, and particularly those without the industrial employment that Hillsboro does?

- There is a complicated web of agencies that regulate and deliver water, and it is difficult to understand the hierarchy of agencies. Staff responded that they will look to create a diagram in order to visualize the hierarchy and how it impacts the distribution of water.
- There is no mention of “gray water”. Staff responded that this will be addressed in the Wastewater Collection section of the Comprehensive Plan update. Staff mentioned that there is significant overlap in the various sections focusing on water, and that they will further clarify their differences.
- It would be helpful to have the related goals and policies for the different water topics cross-referenced. Staff said it is a goal to link content for the website, but it is difficult for physical documents.
- Is there any intent to include language about customers’ responsibilities in disposing of water? Staff replied that they don’t think the Comprehensive Plan is the place to address this, and that this issue would fall under the “Wastewater Collection” topic.

Nick continued explaining the contents of the background report. He reiterated that there are other topics related to water. He next addressed the special considerations:

- Water supply and distribution are not directly addressed in Hillsboro’s existing comprehensive plan.
- Natural resources, stormwater, and wastewater management are covered in separate background reports.

Nick then explained the key challenges and opportunities for water supply and distribution:

- **Supply development** – Hillsboro has secured a second water supply via the purchase of Willamette River water rights from the City of Salem.
- **Seismic rehabilitation** – The City at one time considered Hagg Lake for a new water supply, but the fact that the reservoir needed seismic upgrades ultimately prevented this.
- **Aging infrastructure**
- **Meeting unique quantity and quality needs**
- **Regulatory challenges** – In particular, the contaminants required to be monitored are often changed, which makes it necessary to recalculate and reevaluate the monitoring procedure regularly.
- **Water and energy conservation** – The process of treating and pumping water in Hillsboro is one of the largest sources of energy consumption for the City of Hillsboro’s operations. Efforts should be made to reduce this energy consumption to be as sustainable as possible.
- **Regional collaboration**

Questions and comments from the committee included:

- In the event of an earthquake, is it possible to shut off damaged water supply facilities and pipes? Staff responded that there are redundancies built into the system that would allow for water to be routed around damaged infrastructure.
- Should there be a distinction between the specific water quality needs of industrial versus residential users? For example, water needed for manufacturing lasers requires distilled water. Staff responded that the City should strive to have high standards so that businesses are attracted to the city.

- In section 7.7, the language should be clarified to say “each megawatt” instead of “one megawatt”.

Nick then introduced the goals policies for Water Supply & Distribution. He first explained that a few new policies were added and others were revised based on feedback from the Technical Advisory Committee. Policies 3.2 and 3.3 are new, while language was revised in other policies and goals. Suggestions from TAC include separate goals and more language related to water quality and sustainability. The comments and questions from the committee regarding the goals and policies are detailed:

- Goal WS 1 – Provide a reliable and adequate supply of water to meet current and future needs.
 - Policy 1.1 – “Drinking” water was eliminated in the goal title, so should it be eliminated in the policy language as well? Staff explained that based on feedback from the TAC, “drinking” should be removed from the entire report, and that they simply missed this one when making edits. The committee then asked the reason for “drinking” to be eliminated. Staff replied that the topic deals with more than just drinking water. A discussion proceeded to determine whether to come up with an alternative term, like “potable.”
 - Policy 1.3 – Is “support” capital projects the right phrasing, or should a different term be used, like “facilitate”? Staff responded that they will discuss this with the Water Dept. to determine the appropriate language.
 - For goal 1, should language specifying that water should be affordable be included? A discussion amongst staff and the committee took place, where it was decided that “economical” is the best word to use in this situation.
 - Given the recent events in Flint, Michigan, water safety should be one of the most important considerations for water distribution. Staff responded that safety is articulated in the goals & polices, just not under goal 1. There is no hierarchy of goals, but the order will be switched to put safety first.
- Goal WS 2 – Provide safe, high-quality water to all customers.
 - Should “all” be removed?
 - Policy 2.1 – It’s hard to reach “future water quality” standards today. Suggestions from the committee included adding the term “contemporaneous”. The committee expressed confusion over the language of the policy, as members interpreted it differently. Staff said they will revise the language in order to clarify the policy’s intent.
 - Policy 2.2 – This policy addresses industrial users while there is no similar policy addressing residential users. Staff explained this policy was carried over from when the topic addressed just drinking water, and when “drinking” was removed, this policy no longer made sense. The committee suggested striking this policy entirely.
 - Policy 2.3 – The City should continue to remain a leader in regional water distribution and supply, and this policy should have language supporting this. Staff replied that they will incorporate this suggestion. The committee and staff discussed where this policy should be located, as it could fit under all three.
- Goal WS 3 – Encourage sustainable practices in the supply and distribution of water.
 - Policy 3.1 – What is the meaning of “development practices”? Staff explained that it refers to development patterns, not the development of infrastructure itself, but instead things like Planned Unit Developments and other measures that can help make

water use more efficient. The committee said that a definition for this term should be included.

- It is important to emphasize that there is a private ability to collect water, such as through rain water catchment systems.

Upcoming Meeting Schedules and Topics

- The next meeting will take place on June 23rd from 4:00-6:00pm in Conference Room 113 B/C at the Hillsboro Civic Center. The Economic Development background report and goals & policies, as well as the Transportation Background Report, will be addressed.

Public Comment

No members of the public offered comment at the meeting.

Adjournment

With no additional business to consider, the CAC meeting was adjourned, and the committee gathered to take a picture.

DRAFT

MEMORANDUM

To: Comprehensive Plan Update Citizen Advisory Committee (CAC)

From: Long Range Planning Staff

Date: June 17, 2016

Subject: Economic Opportunities Analysis Findings and Economic Development Draft Goals and Policies Review

Requested Citizen Advisory Committee Action:

Review and provide feedback on the draft Economic Development goals and policies.

Background:

This month, the committee will examine goals and policies from one new topic:

Core Area	Topic
Building Economy and Infrastructure	• Economic Development

Cities are required to address economic development in their Comprehensive Plan as part of complying with Statewide Planning Goal 9. The City's existing Comprehensive Plan includes economic development goals and policies, however most them haven't been updated since the 1980's and do not reflect the state of the City's recent economic development strategies.

In lieu of a background report for this topic, staff will present a PowerPoint that provides an overview of findings from the Economic Opportunities Analysis (EOA) that is required by the state when a City updates the Economic Development section of their Comprehensive Plan. The EOA was developed by a consultant and reviewed through a series of meetings with the EOA Subcommittee. The report, which would serve as the background report, is not yet complete.

The CAC will be providing feedback on draft Economic Development goals and policies attached to this staff report. The draft goals and policies for this section were developed collaboratively by an internal working group including staff from the Economic Development Department, as well as the EOA Subcommittee. The attached draft incorporates input solicited from the Technical Advisory Committee at their June meeting. Revisions from CAC will be shared with TAC at their July meeting, and subsequently reviewed by the Planning Commission later this summer.

Cost:

Costs for the EOA project are covered under services contracted from Johnson Economics with additional staff time for development of goals and policies.

Attachments:

1. Economic Development draft goals and policies.

Economic Development

Goals and Policies DRAFT – June 16, 2016

Review History

Date	Reviewed By
3.15.16 - 5.9.16	Internal Committee Meetings – <i>Comments Incorporated</i>
5.24.16	Economic Opportunities Analysis Subcommittee – <i>Comments Incorporated</i>
6.9.16	Technical Advisory Committee – <i>Comments Incorporated</i>

GOAL 1 Diversify and expand the economy to give Hillsboro, the region, and the state a competitive advantage.

- POLICY 1.1 **Diverse range of employment opportunities.** Foster a diverse range of employment opportunities to benefit Hillsboro, the region, and the state.
- POLICY 1.2 **Competitive advantage.** Maintain and strengthen the city’s competitive economic advantages including access to a highly-skilled workforce, robust local workforce development, business diversity, competitive business climate, quality educational institutions, a supply of developable employment land of varying sizes, and globally-competitive infrastructure.
- POLICY 1.3 **Traded-sector and target industry retention, expansion and recruitment.** Sustain the ongoing vitality of the city’s traded-sector* and targeted industries by aligning plans and investments to retain, expand, and recruit employers and investment in Hillsboro.
- POLICY 1.4 **Business Innovation.** Facilitate scale-up* and business innovation opportunities where new or incubating companies* can create a sense of place and benefit from co-location, proximity to transit, affordable space, mentorship, and shared services.
- POLICY 1.5 **Partnerships.** Leverage program and resource partnerships with local, regional, and statewide stakeholders, such as governments, educational institutions, economic development and business organizations, and major employers, to attract and retain employment and investment.
- POLICY 1.6 **Economic resiliency.** Pursue collaborative and innovative approaches to strengthen and sustain Hillsboro, the region, and the state’s economic resiliency*.
- POLICY 1.7 **Energy, water, and climate change challenges.** Reduce the vulnerability of Hillsboro, the region, and the state’s economies to energy, water and climate change challenges.

GOAL 2 Catalyze economic development through infrastructure investments and supporting services.

- POLICY 2.1 **High-quality utilities.** Maintain existing public utility assets and invest in the expansion of high-quality utilities* to catalyze economic development.

- POLICY 2.2 **High-quality public facilities and services.** Maintain and invest in expansion of high-quality public facilities and services* to catalyze economic development.
- POLICY 2.3 **Multi-modal transportation.** Develop safe, well connected, and efficient multi-modal* transportation infrastructure that improve access to employment areas while facilitating freight movement capabilities.
- POLICY 2.4 **Hillsboro Airport.** Facilitate the long-term viability of the Hillsboro Airport facility.
- POLICY 2.5 **Coordination of infrastructure investments and supporting services.** Coordinate the type, design, timing, and location of infrastructure investments and supporting services with other public agencies, utilities, the private sector, and property owners to move employment land closer to development-ready* status.
- POLICY 2.6 **Financing of infrastructure investments and supporting services.** Adopt additional funding methodologies, as needed, to ensure that new development and redevelopment adequately contribute to funding the necessary extension of infrastructure investments and supporting services.

GOAL 3 **Manage land supply to meet short and long-term economic development needs of Hillsboro, the region, and the state.**

- POLICY 3.1 **Supply of developable employment sites and flexibility.** Sustain a supply of developable employment sites and adequate flexibility to meet the short and long-term needs of Hillsboro, the region, and the state.
- POLICY 3.2 **Employment land designation.** Designate land in a manner that accommodates projected employment growth.
- POLICY 3.3 **Employment land lot sizes.** Manage employment land to provide a range of available and developable lot sizes to accommodate a variety of uses, industry clusters*, and emerging market opportunities.
- POLICY 3.4 **Higher-density employment land.** Pursue the development of higher-density employment land in areas with planned or existing enhanced transportation connectivity, access to transit, and utility infrastructure.
- POLICY 3.5 **Health and education campuses.** Promote the stability and growth of health and education campuses* as essential service providers, centers of innovation, workforce development providers, and major employers that can also provide amenities to the surrounding neighborhoods.
- POLICY 3.6 **Revitalization and reinvestment.** Support additional investment in existing Employment Areas*, Regional Centers*, Town Centers*, and along targeted Corridor* areas, such as assembly of existing small employment parcels for redevelopment, programs supporting adaptive reuse, and identification of options to mitigate and/or redevelop sites and structures.
- POLICY 3.7 **Employment-land supply.** Pursue additional land for urbanization when the Hillsboro Planning Area* will not accommodate the 20-year projected demand for employment to meet local, regional, and state needs.

GOAL 4 Promote economic development opportunities for individuals and small and emerging businesses to ensure equitable access to resources.

- POLICY 4.1 **Individual training.** Encourage collaboration between local K-12 schools, trade schools, colleges, and employers to facilitate individuals' access to cutting-edge career development, workforce programs, technology, and other high-quality educational opportunities.
- POLICY 4.2 **Entrepreneurial opportunities.** Expand opportunities for small business and business development across our diverse community.
- POLICY 4.3 **Mitigating gentrification.** Create strategies to mitigate the effects of gentrification* on individuals, small and emerging businesses, and neighborhoods.

GOAL 5 Develop and sustain a vibrant city to support economic development.

- POLICY 5.1 **High-quality public realm.** Plan, develop, and enhance a high-quality public realm* that interacts with adjacent development and uses.
- POLICY 5.2 **Development impacts.** Ensure architectural and site designs that limit impacts on surrounding neighborhoods and that respect the fundamental characteristics of applicable Hillsboro design type designations*.
- POLICY 5.3 **Innovative architecture and site design.** Facilitate innovative architectural and site designs that complement and enhance the public realm, particularly at the edges of development sites, to enhance their integration into adjacent uses.
- POLICY 5.4 **Distribution of commercial areas.** Disperse the types and sizes of commercial opportunities throughout the city in proportion to the needs of the area.
- POLICY 5.5 **Shopping, dining, entertainment, and recreation options.** Facilitate an array of shopping, dining, entertainment, and recreation options to benefit the community and help attract and retain major employers.
- POLICY 5.6 **Locational compatibility.** Focus economic development in Employment Areas, Regional Centers, Town Centers, Neighborhood Centers*, and along Corridors.
- POLICY 5.7 **Innovation economy.** Plan for new and innovative economic trends, such as the sharing economy*.
- POLICY 5.8 **Environmental sustainability.** Pursue environmental sustainability* actions that aim to preserve natural resources and reduce environmental impacts.

DEFINITIONS

(Notes in parentheses indicate definitions from CDC or other Comp Plan sections)

Corridors – Major streets that may accommodate higher densities and intensities and feature a high-quality pedestrian environment and convenient access to transit. Corridors provide critical connections to centers, and serve as major multi-modal transportation routes for people and goods. (Design & Development Design Type Definitions)

Development-Ready – Lands available for development within 180 days, with appropriate zoning to allow industrial or traded-sector uses. (Definition adapted from Business Oregon)

Economic Resiliency – Reducing the vulnerability of economies to crises and strengthening their capacity to absorb and overcome severe economic shocks while supporting strong growth.

Employment Areas – Areas that serve as hubs for regional commerce. They include industrial land for high tech, business parks, manufacturing, and other business uses. These areas should include limited supporting commercial and retail uses to serve employees. These areas should contain multi-modal commuting options and good connectivity to regional transportation facilities for the movement of goods and cargo. (Design & Development Design Type Definitions)

Environmental Sustainability – Meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Gentrification – An under-valued area that becomes desirable, resulting in rising property values and changes to demographic and economic conditions of the neighborhood. These changes sometimes include a shift from lower-income to higher-income households, and often there is a change in racial and ethnic make-up of the neighborhood's residents and businesses.

Health and Education Campuses – Essential healthcare and education service providers in a defined geographic area that serve as a major sources of jobs, workforce development, and innovation.

Hillsboro Design Type Designations – See descriptions in Design and Development Goals and Policies.

Hillsboro Planning Area – Hillsboro city limits as well as unincorporated areas where the City is ultimately responsible for comprehensive planning and implementing regulations to govern future development per the urban planning intergovernmental agreement and other intergovernmental agreements with Washington County.

Incubating Companies – New and start-up companies that require an array of business support resources and service to develop, such as physical space, capital, coaching, common services, and networking connections.

Industry Clusters – Groups of similar and related firms in a defined geographic area that share common markets, technologies, worker skill needs, and which are often linked by buyer-seller relationships.

Multi-Modal – Transportation facilities or programs designed to serve many or all methods of travel, including all forms of motor vehicles, public transportation, bicycles and walking. (Metro RTFP)

Neighborhood Centers – Areas with a mix of retail and services to meet day-to-day living needs of the immediate neighborhood with less density and intensity than Regional or Town Centers. These areas have a high level of connectivity to the immediate neighborhood by walking or biking, with the potential for transit access nearby. (Design & Development Design Type Definitions)

Public Facilities and Services – Facilities and services provided by government agencies, service districts, or other public entities to meet the health, safety and welfare needs of the public, including but not limited to police and fire protection, recreation facilities and services, energy and communication services, health and education services, zoning and subdivision control, and local government services.

Public Realm – The system of publicly-accessible spaces made up of streets, pathways, right of ways, parks, open spaces and public and civic buildings and facilities, and publicly-accessible spaces in private development (including lobbies and courtyards).

Regional Centers – Compact hubs of high density housing, employment, and commercial uses supported by high quality transit, multi-modal street networks, and supportive amenities and services. (Design & Development Design Type Definitions)

Scale-Up – Companies looking to expand in terms of market access, revenues, added value or number of employees.

Sharing Economy – An economic model in which individuals borrow, rent, or trade goods, services, space, and other resources from each other typically via the internet.

Town Centers – Areas comprised of medium to high intensity mixed use development containing

housing, commercial, retail and civic uses. These areas are well served by transit, have supportive amenities, and are accessible by the surrounding neighborhood by walking or biking. (Design & Development Design Type Definitions)

Traded Sector – Industries and firms that produce goods and services sold outside the region.

Utilities – Fundamental services necessary to support community health, well-being, and economic function, including but not limited to electricity, natural gas, water, sewer, telecommunications, and waste management services.