

## NPAC Orientation Session 2/9/09 Summary of Lessons Learned

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- Sources
- Continuum & Context
- Information in the fields
- How to filter
- Considerations for usefulness

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- Sources
  - Listed on separate sheet and second tab of file
  - Results of study efforts & major workshop
  - Used exact wording, but many items had explanatory remarks following, so included page number for quick research
  - Left out a couple of items, could be brought in

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- Organization and context
  - Listed in order by year with a short note of historical context
  - You might see some of the earlier recommendations incorporated as time passes
  - There are two columns: Lessons Learned/Major Groupings, and Recommendations

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- Informs and Res Item # columns
  - “Informs” will allow NPAC to group into the broad areas of their work, such as Outreach, Scope or Implementation.
  - “Informs” can also be used to denote those outside of NPAC scope.
  - “Res Item #” could let NPAC quickly list those that might be associated with a specific Resolution work item (1 through 13)
  - Both columns still need work

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Ref #	page	Inform:	Res item	Lesson Learned / Major groupings	Detailed Recommendations
6	40	Outreach		Provide tools and resources to stewardship groups to help them carry out basic communications, plan monitoring and organization functions	Provide a small amount of ongoing funding for outreach and communication
6	40	Implement		Provide tools and resources to stewardship groups to help them carry out basic communications, plan monitoring and organization functions	Provide coordinated staffing support
6	41	Implement			Define the role of stewardship groups; link resources to responsibilities
6	41	Implement			Expand the capacity of the neighborhood development managers to support neighborhood plan implementation
6	42	Implement			Monitor the progress of neighborhood planning stewardship and make adjustments where needed
7	S-7	Outreach		Neighborhood planning groups may not always be representative of their community	
7	S-7	Implement		Entities independent of the city do not cooperate with neighborhood plans, and indeed that even some city departments are difficult to work with.	

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### ■ How to filter for quick use

Ref #	page	Inform:	Res item	Lesson Learned / Major groupings	Detailed Recommendations
1	34	Implement			The Planning Commission strongly urges the City to make a significant and long term commitment to supporting and facilitating neighborhood planning, first as a major vehicle for implementing the Comprehensive Plan and as a means of establishing and maintaining long term collaborative relationships with neighborhoods throughout the city. This commitment must be accompanied by sufficient resources, both now and in the future to neighborhood planning.
1	34	Not in NPAC scope?			The two main sources of City funding for neighborhood planning should not only be increased, but should work together to maximize their effectiveness. City General Funds should be targeted to carry out Urban Village / neighborhood planning across the City.
1	35	Not in NPAC scope?			The Neighborhood Matching Fund should have a special category for neighborhood planning, with priorities and criteria established to encourage neighborhood initiated planning to contribute to or augment the City's planning efforts.
1	35	Outreach			... The Commission advocates a collaborated approach to neighborhood planning, regardless of whether it is initiated by the City or neighborhood generated.
1	35	Scope			Neighborhoods should be permitted as much flexibility as possible in defining the scope and desired outcomes of a neighborhood initiated plan, but the Dept of Neighborhood should coordinate with the Planning department in giving assistance and guidance to assure that such efforts contribute to Comprehensive Plan implementation in the area.
2	19	Outreach			Neighborhood Planning Office (NPO) approves the process for conducting outreach, not the result. [related to contracts set in Phase I & II and the monitoring of completion of tasks in the contract]
2	19	Process			Provide substantial support for the development of approval and adoption packages
2	24	Outreach			Through NPAC [in 1996], convene a group of representatives from neighborhood committees to identify new ways of disseminating information to planning committees.

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1	35	Outreach			... The Commission advocates a collaborated approach to neighborhood planning, regardless of whether it is initiated by the City or neighborhood generated
2	19	Outreach			Neighborhood Planning Office (NPO) approves the process for conducting outreach, not the result. [related to contracts set in Phase I & II and the monitoring of completion of tasks in the contract]
2	24	Outreach			Through NPAC [in 1996], convene a group of representatives from neighborhood committees to identify new ways of disseminating information to planning committees.
2	24	Outreach			Document successful organizational models, decision-making models, and outreach strategies as references for neighborhoods.
2	25	Outreach			Increase opportunities for meeting and sharing experiences among neighborhoods in order to prevent each neighborhood from reinventing the wheel.
2	31	Outreach			Facilitate more direct contact between neighborhoods and Interdepartmental Teams.
2	31	Outreach			Organize a series of topical meetings with "experts" from relevant departments, to which all neighborhoods are invited to send representatives.
2	32	Outreach			Publish a directory of city staff supporting Neighborhood Planning
2	33	Outreach	11		Develop an "in-reach" program and implement in 1997 [to inform city depts. about NH Planning efforts]
2	34	Outreach			Further attention should be given to clarifying what is happening for citizens and a forum to promote regular communication and allow for ongoing negotiation of what roles should be created.
2	36	Outreach			Hire a consultant to assist in developing city-wide publicity
2	36	Outreach			Announce the Neighborhood Planning program through an insert in City Light bills

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2	33	Outreach	11		Develop an "in-reach" program and implement in 1997 [to inform city depts. about NH Planning efforts]
2	38	Implement	11		Recommendation for a final Neighborhood Planning Office evaluation
3	2	Implement	11		Departments need to revise how they set priorities (this process will begin this year with Plan Adoption/Approval process)
9	35	Process	11		Establish a plan template that will facilitate response to the plans by the City and others, while still allowing for variations that acknowledge the uniqueness of each neighborhood.
9	36	Process	11		Set a timetable from the beginning, both a timetable for planning and an expected life cycle for the resulting plan. Plan for periodic updates and re-prioritizing of recommendations, as is done for the Comprehensive Plan.
9	36	Process	11		Ensure participants prioritize the recommendations from the start.
11	11	Process	11	Rebuild trust	Create a structured relationship of mutual accountability

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- Not intended to be simply a list to adopt, but rather to find the ones that still are relevant in the 2009 – 2010 context
- Many voices went into these studies, but be aware they were primarily the ones involved in the first plans, there may be missing perspectives.
- Springboard!

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