

# Neighborhood Planning Advisory Committee

February 17, 2009

City Hall, Bertha Knight Landes Room  
600 4th Ave, Seattle, WA 98124

## MEETING SUMMARY

*Prepared by Triangle Associates, Inc.*

### ATTENDANCE

✓ In attendance, ☐ Not in attendance, X Excused absence

Neighborhood Planning Advisory Committee Members			
Last	First	Affiliation/Neighborhood	In Attendance?
Ali	Abdirazak	At Large/Queen Anne, Magnolia	☐
Ashkenazy	Boaz	At Large/Wedgewood	X
Bailey	Adrienne	Central Area District Council/Central Area	✓
Balahadia	Aileen	At Large/Beacon Hill	☐
Brower	Josh	Seattle Planning Commission/Beacon Hill	X
Coney	John	Magnolia-Queen Anne District Council/Queen Anne, Magnolia	✓
Coxley	Christie	Southeast District Council/Rainier Beach	✓
Dalila	Mayet	Northeast District Council	☐
Edwards	Judith	Greater Duwamish District Council/North Beacon Hill	✓
Hale	Jeannie	Northeast District Council	✓
Hemminger	Dawn	Ballard District Council	X
Hill	Eddie	At Large/Southeast	✓
Im	Thomas	At Large/Downtown	✓
Knapton	Kay	Seattle Planning Commission	✓
Madsen	Joel	At Large/Eastlake	✓
Martin	Kate	Northwest District Council/Greenwood	☐
Meeks	Sharonn	Southwest District Council/West Seattle	✓
Oien	Heidi	At Large/Capitol Hill	✓
Ramirez	Maria	Delridge District Council/Delridge	✓
Saxman	Dennis	East District Council/Capitol Hill	✓
Stanford	Catherine	Downtown District Council	X
Staton	Renee	North District Council/Pinehurst	✓
Thaler	Toby	Lake Union District Council/Fremont	✓
Wall	Irene	City Neighborhood Council Neighborhood Planning Committee/Phinney Ridge	✓

Alternates			
Last	First	Alternate for	In Attendance?
Benjamin	Craig	Dawn Hemminger	☐
Counts	George	John Coney	✓
Leighton	Amalia	Josh Brower	✓
McAftertey	Blayne	Kate Martin	☐
Miller	David	Renee Staton	☐
Murakami	Pat	Adrienne Bailey	☐

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Hinrix	Robert	Judith Edwards	<input type="checkbox"/>
Pickrell	Boyd	Christie Coxley	<input type="checkbox"/>
Ramey	Brian	Toby Thaler	<input type="checkbox"/>
Stineback	Kate	Boaz Ashkenazy	✓
Wainwright	Mark	Sharon Meeks	<input type="checkbox"/>

**Project Team/Other City of Seattle**

Last	First	Organization	In Attendance?
Archie	Kimberlee	Department of Neighborhoods	<input type="checkbox"/>
Bicknell	Lyle	Department of Planning and Development	✓
Gastil	Raymond	Department of Planning and Development	<input type="checkbox"/>
Goldberg	David	Department of Planning and Development	✓
Kern	Michael	Triangle Associates	✓
Murdock	Vanessa	Department of Planning and Development	<input type="checkbox"/>
Nolte	Dan	Councilmember Clark's Office	✓
Stern	Renee	Triangle Associates	✓
Tenna	Sebhat	Department of Neighborhoods	✓

**Public**

Last	First	Organization	In Attendance?
Boddie	Ronald	Central Neighborhood District Council	✓
Knox	Skip		✓
Joncas	Kate	Downtown Seattle Association	✓

**WELCOME AND INTRODUCTIONS**

The Co-Chair opened the meeting, welcomed the Committee and asked each member to introduce himself or herself. The Co-Chair reported that the City of Seattle TV channel is unlikely to record and broadcast Committee meetings and that video recording would also be expensive. However, a digital audio recording (though not high quality) of the Committee's meetings can be made available on the website. The Committee agreed with this approach.

The facilitator reviewed the agenda, meeting materials and previous meeting summary. He noted that presentations and Committee member feedback from the February 9, 2009 NPAC orientation session will be posted on the Committee's website. The Committee reviewed, revised and approved the summary from its January 27 meeting.

**REPORT FROM COMMUNITY OUTREACH SUBCOMMITTEE**

The Community Outreach Subcommittee reported that it met twice between the full Committee's January and February meetings, to discuss outreach and develop draft recommendations. A representative of DPD attended a portion of one of the Subcommittee's meetings to present a draft matrix of the City's outreach activities. The subcommittee briefly presented its draft recommendations, for Committee members to consider in advance of the full Committee's discussion on outreach at the March meeting (available from the Committee's website). In addition, the Subcommittee presented some key themes that arose during its discussions. These included the following "three R's":

- Resolution—It will be important for the Committee to understand what the City Council intended for public outreach in the resolution and ordinance that created the Committee

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- process. This includes the timing for the outreach process, which seems to be moving very fast.
- Replication—How can the Committee help create an outreach process that serves as a model for future efforts?
  - Race and Social Justice—Cultural competency and trust is critical to involve under-represented minority groups.

A member of the Subcommittee added that the City Council tasked the Department of Neighborhoods (DON) and Department of Planning and Development (DPD) with building a broad, inclusive public outreach effort that actively involves neighborhoods and the Committee. This includes working with neighborhoods to develop neighborhood status reports. The Committee is tasked with providing advice on scope, elements, contents and general format of these status reports. The Subcommittee is concerned that the outreach currently being done in the Southeast area is occurring prior to the Committee being able to provide input on outreach. The Subcommittee is therefore suggesting that the Committee consider advising the City to allow more time for outreach in the Southeast neighborhoods.

In response to a question, DPD stated that the City looks forward to receiving advice on outreach from the Committee. DPD pointed out that it is important for the Committee to remember the distinction between the neighborhood plan updates and the neighborhood plan status reports, as well as the different tasks called out for the Committee in the resolution and the ordinance on these two products. In addition, the resolution and ordinance spell out a different process and a different role for the Committee for the neighborhood plan updates that are beginning in the three Southeast neighborhoods soon to be served by LINK light rail service: 1) MLK at Holly Street (Othello Station), 2) North Beacon Hill (Beacon Hill Station) and, 3) North Rainier Valley (Mount Baker Station). DPD promised to send out information on upcoming community workshops in these neighborhoods.

DPD and the Committee Co-Chair encouraged NPAC members to attend one or more of these workshops. The Co-Chair suggested that the City and the Committee look at the first workshop (which will occur prior to the next Committee meeting) as a “pilot,” providing an opportunity for the Committee to provide feedback to the City at the next Committee meeting.

The Co-chair thanked the Subcommittee for its efforts. She encouraged Committee members to provide feedback to the Subcommittee on its draft recommendations. The Subcommittee will use the input to revise and resend its recommendations prior to the next Committee meeting.

**OVERVIEW OF NEIGHBORHOOD PLAN STATUS REPORTS**

DPD presented an overview of the City’s thinking to date on how to create the neighborhood plan status reports, including the purpose of the reports, what information they need to contain, and draft ideas about format (presentation available from the Committee’s website). As specified in the resolution, the City is hoping to solicit comment and advice from the Committee on the content and format of the status reports, and on the proposed format for a series of public outreach open houses on the status report process, which the resolution calls on the Committee to co-host with the Seattle Planning Commission.

**COMMITTEE DISCUSSION ON NEIGHBORHOOD PLAN STATUS REPORTS**

The Committee discussed neighborhood plan status reports and asked questions of DPD and DON. DPD explained that the parameters for neighborhood plan status reports were established by the City Council and that DPD is “tightly scoped” for this process. Committee members

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proposed additional topics for the scope of the status reports such as open space and transportation, parks, transit, recreation/community centers, design guidelines, education, public health services, green streets, local business enhancement/pedestrian overlay zones, and continuing issues. The Committee discussed the importance of coordination, clarity and transparency in the status report public outreach process, including connections with neighborhood organizations. The Committee discussed resources available at universities and elsewhere to assist the City in the neighborhood planning and status report processes. The Committee also discussed data sources for the status reports, including concern that DPD will not be creating new data for these reports and that the 2000 census data DPD will be using is outdated.

The Committee discussed the importance of ensuring that the outreach process for status reports is as inclusive as possible, including the timing and location of the open houses. The Committee noted that public outreach materials for the open houses should be clear and simple, easy for non-English speakers to understand.

The Committee discussed its involvement in public outreach for the three station areas in Southeast Seattle that are the focus of the first round of neighborhood plan updates. Concern was expressed about whether the Committee and its Outreach Subcommittee are getting the opportunity to provide advice on community outreach for these updates as called for in the resolution and ordinance (which includes a series of outreach principles), given that the first community workshops in these areas are scheduled for March. One member urged the Committee to express these concerns to the City Council and the Mayor's Office. The same member disputed DPD's statement that outreach was to be handled differently for these first three neighborhoods than for subsequent neighborhoods.

The Co-Chair noted this concern and again encouraged Committee members to attend the March community workshops, looking at them as "pilots," so that the Committee can develop substantive recommendations to improve the process, especially regarding presentation of data and outreach to underrepresented groups. She also stated that many Committee members may not be fully aware of the City's outreach activities and requested that the City provide an update on this at the next meeting. She also agreed that at least two Outreach Subcommittee members will participate in between-meeting discussions to prepare for the full Committee discussion on outreach at the March meeting.

The Committee requested that the Co-Chairs review the notes of the Committee's questions, concerns and recommendations regarding the City's status report content and general format, and propose a strategy for moving forward with developing advice from the Committee on this topic.

**PUBLIC COMMENT**

During the public comment period, a member of the public provided input on NPAC's efforts. He stated that communities by the water need to be given special attention and outreach because they are often excluded from neighborhood planning activities. He also asked that the Committee consider adopting a recognizable visual symbol for neighborhood planning, to increase public awareness of the project. In addition, he stated that communities in North Seattle above 85<sup>th</sup> Avenue haven't yet received sidewalks and this is an important issue. He further asked that the Committee's meetings be videotaped and audio recorded, to improve transparency and better involve the public. Regarding status reports, he asked that the Committee consider incorporating graffiti, creeks, walkways, sidewalks, paths, youth facilities and activities, and police stations into

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the report contents. He also asked that the Committee consider using summaries more closely aligned with Robert's Rules of Order.

Another member of the public noted that a workshop on House Bill 1490 will be held on Wednesday, February 18. He encouraged Committee members to attend.

**NEXT STEPS/FINAL THOUGHTS**

The Committee reiterated that the next meeting will be Tuesday, March 17, 2009 at the Bertha Landes Room in City Hall. The agenda for this meeting will include discussion on outreach recommendations, time for review and comment on a status report "mock-up", and feedback on the initial Southeast community workshop. The Co-Chair thanked the members for their participation and adjourned the meeting.