



# Planning Commission Agenda

**Comprehensive Planning Manager:**  
Sandy Belson 541.736.7135  
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Sarah Weaver 541.726.3653  
**City Attorney's Office:**  
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**225 Fifth Street**  
**Springfield, Oregon 97477**  
**541.726.3610**

**Planning Commissioners:**

Isaac Rhoads-Dey, Chair  
Andrew Buck, Vice-Chair  
Matt Salazar  
Seth Thompson  
Steven Schmunk  
Alan Stout  
Bruce Webber

**Join Zoom Meeting or Attend in Person**

<https://us06web.zoom.us/j/4107418327?pwd=U1lPeWJxM0gxVnNDT1pPbFl0b3pTQT09>

**Meeting ID: 410 741 8327 Passcode: 5417263653**

**Call 971-247-1195 or 877-853-5247 toll-free**

Oregon Relay/TTY: Dial 711 or 800-735-1232.

Give the Relay Operator the area code and telephone number you wish to call and any further instructions

All proceedings before the Planning Commission are recorded.  
To view agenda packet materials or view a recording after the meeting, go to  
[SpringfieldOregonSpeaks.org](http://SpringfieldOregonSpeaks.org)

**February 21<sup>st</sup>, 2024**  
**6:00 p.m. Work Session**  
**Council Chambers (City Hall) & via Zoom**  
*Council Chambers is ADA accessible.*

CALL TO ORDER

ATTENDANCE

Chair Rhoads-Dey \_\_\_\_\_, Vice Chair Buck \_\_\_\_\_, Salazar \_\_\_\_\_,  
Thompson \_\_\_\_\_, Schmunk \_\_\_\_\_, Stout \_\_\_\_\_, and Webber \_\_\_\_\_.

ITEM(S)

- **Annual Legal Training and Overview of New Technology**  
**Staff: Sandy Belson, Comprehensive Planning Manager and**  
**Kristina Kraaz, City Assistant Attorney**  
**Sarah Weaver, Planning Commission Assistant**  
**45 Minutes**

**7:00 p.m. (approx.) Committee for Citizen Involvement (CCI)  
Council Chambers (City Hall) & via Zoom**  
*Council Chambers is ADA accessible.*

CALL TO ORDER

ATTENDANCE Chair Rhoads-Dey \_\_\_\_\_, Vice Chair Buck \_\_\_\_\_, Salazar \_\_\_\_\_,  
Thompson \_\_\_\_\_, Schmunk \_\_\_\_\_, Stout \_\_\_\_\_, and Webber \_\_\_\_\_.

PLEDGE OF ALLEGIENCE

APPROVAL OF THE MINUTES

- January 3<sup>rd</sup>, 2024

BUSINESS FROM THE AUDIENCE

ITEM(S)

- **CCI Approval of Community Engagement Plan for Climate Friendly Areas**  
**Staff: Chelsea Hartman**  
**30 Minutes**

REPORT ON COUNCIL ACTION

BUSINESS FROM THE PLANNING COMMISSION

BUSINESS FROM THE DEVELOPMENT AND PUBLIC WORKS DEPARTMENT

ADJOURNMENT

# Draft Planning Commission Minutes – January 3<sup>rd</sup>, 2024

## Springfield Planning Commission

Draft Minutes for Wednesday, January 3<sup>rd</sup>, 2024

Committee for Community Involvement 6:15 pm (approx.)

Meeting held in the Jesse Maine Room (City Hall) and via Zoom

Planning Commissioners Present: Chair Salazar, Vice Chair Rhoads-Dey, Stout, Buck, Thompson, Webber, and Schmunk

Absent – None

Staff: Sandy Belson, Comprehensive Planning Manager; Sarah Weaver, Community Development Administrative Assistant; Kristina Kraaz, Assistant City Attorney, Jeff Paschall, Director of Public Works; Stan Petroff, City Engineer; Haley Campbell, Senior Planner; Chelsea Hartman; Senior Planner

Chair Salazar called the Committee for Citizen Involvement to order at 6:35 p.m.

### Item(s):

- **Community Involvement Strategy: Annexation Code Amendments**  
**Haley Campbell / Chelsea Hartman, Senior Planners**  
**30 Minutes**

Haley Campbell / Staff: gave a brief presentation on the communication strategies for the Annexation Code Amendments. City staff requested input from the Commissioners on the proposed communication strategies in reaching out to the community as seen in the packet. They wanted to know, if there were any edits or additions to the key messages and are there any additional opportunities given the limited resources and timeline.

Chelsea Hartman / Staff: confirmed that during the last meeting the Commissioners requested that there should be a way to measure success of the outreach and engagement strategies. This was included in the updated **Community Involvement Strategy**. One change in the strategy was removing the governance committee. The governance committee was used in prior Development Code Update projects, but since Council did not appoint any Councilors to the governance committee for this project, no Commissioners will be appointed either.

Commissioner Stout: wanted to know, if staff already knew which properties would be affected? Are most of the properties residential or commercial and do they have the contact information for these properties?

Haley Campbell / Staff: When staff was drafting the Wastewater Master Plan, it was established that there were a little over 200 homes on septic systems within the Urban Growth Boundary that would be affected. Staff uses the Regional Land Information Database to access contact

## Draft Planning Commission Minutes – January 3<sup>rd</sup>, 2024

information for the property owners. Properties outside city limits are primarily residential with a few commercial businesses.

Sandy Belson / Staff: mentioned that there were a couple agricultural operations and larger undeveloped properties that would probably still have to go through the public hearing process, but already developed properties could potentially avoid the public hearing process depending on the language adopted in the Development Code.

Commissioner Stout: wanted to emphasize that some of the key people may not be the property owners but the business owners who are leasing the property. They should be included in the outreach.

Commissioner Schmunk: wanted to know if staff had already established which of the communication strategies was most effective. Would it be productive to sensationalize the Annexation Code update to reach a broader audience?

Haley Campbell / Staff: When staff worked on the previous Development Code Update for Stormwater last December, it was apparent that the workshops offered proved to be very successful. There were a few comments posted on Springfield Oregon Speaks, which were included in the final staff report. This Code Amendment would make annexations possible without going through the public hearing process under certain, well-defined instances.

Commissioner Buck moved to accept the Community Involvement Strategy as seen in Attachment 1 with the staff recommended removal of the Governance Committee. Commissioner Stout seconded the motion.

Roll call vote:

Thompson – Aye

Schmuck – Aye

Stout – Aye

Webber – Aye

Buck – Aye

Rhoads-Dey – Aye

Salazar – Aye

Motion passes: 7/0/0 Absent

**Springfield Planning Commission**  
**Draft Minutes for Wednesday, January 3<sup>rd</sup>, 2024**  
**Regular Session (approx.) 7:00 pm**

Chair Salazar called the Regular Session of the Planning Commission to order at 7:01 p.m.



# Draft Planning Commission Minutes – January 3<sup>rd</sup>, 2024

Since all the Commissioners are still in attendance, roll call will not be held again.

**ADJUSTMENTS TO THE AGENDA** – None

**PLEDGE OF ALLIAGENCE** – Led by Chair Salazar

**APPROVAL OF THE MINUTES** – **Approved with the corrections noted by staff.**

December 5<sup>th</sup>, 2023

- Staff have noted corrections to page 2 of the minutes, under the Housing Code Community Involvement Strategy. The first sentence on page 2 should be corrected to read: “Haley Campbell / Staff: gave a presentation on the Community Involvement Strategies for Affordable Housing Development Code Amendments, which is proposed to be renamed to talk about Income-Qualified Housing.”
- There is a typo on page 3 under **Public Hearing Item(s)** CIP Recommendation. Paschall instead of Pascall.

**BUSINESS FROM THE AUDIENCE** – None

Chair Salazar opened the Public Hearing.

**Public Hearing**

**Item(s):**

- **Capital Improvement Plan Recommendation**  
**Staff: Jeff Paschall, Director Community Development Stan Petroff, City Engineer**  
**10 Minutes**

Stan Petroff / Staff: reported on their presentation to the City Council on the Capital Improvement Plan and confirmed that the Council voiced no concerns or suggested changes regarding the Plan.

Chair Salazar: opened the Public Hearing to comment from the public: None.

Vice Chair Rhoads-Dey moved to approve the Order in Attachment 4 of the agenda packet for this item, recommending the City Council approve the 2025-2029 Capital Improvement Program. Commissioner Buck seconded the motion.

Roll call vote:

Thompson – Aye

## Draft Planning Commission Minutes – January 3<sup>rd</sup>, 2024

Schmuck – Aye  
Stout – Aye  
Webber – Aye  
Buck – Aye  
Rhoads-Dey – Aye  
Salazar – Aye

Motion passes – 7 / 0 / 0 Absent

### **REPORT OF COUNCIL ACTION**

- Commissioner Thompson reported on the City Council meeting on January 2<sup>nd</sup>.

### **BUSINESS FROM THE PLANNING COMMISSION**

#### Planning Commission Elections

- Commissioner Rhoads-Dey was elected by consensus to be the new Chair.
- Commissioner Buck was elected by consensus to be the new Vice Chair.
- Commissioner Stout was elected by consensus to be the new Council Liaison.
- Commissioner Thompson was elected by consensus to be the new Bicycle Pedestrian Advisory Committee Liaison.
- Commissioner Salazar was elected by consensus to be the new Community Development Advisory Committee Liaison.

### **BUSINESS FROM THE DEVELOPMENT AND PUBLIC WORKS DEPARTMENT**

Sandy Belson / Staff: confirmed that there will be no second meeting of the Planning Commission in January. The Planning Commission will be meeting in February, but it is unclear, if it will be Tuesday the 6<sup>th</sup> or Wednesday the 21<sup>st</sup> of February. Staff will inform you once the date has been confirmed.

ADJOURNMENT – 7:40 p.m.

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**AGENDA ITEM SUMMARY**

**Meeting Date:** 9/20/2022  
**Meeting Type:** Work Session  
**Staff Contact/Dept.:** Kristina Kraaz, CAO  
Sandy Belson, DPW  
Sarah Weaver, DPW  
**Staff Phone No:** 541-744-4062  
541-736-7135  
541-726-3653  
**Estimated Time:** 45 minutes  
**Council Goals:** Mandate

**SPRINGFIELD  
PLANNING COMMISSION**

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**ITEM TITLE:** Annual Legal Training and Overview of New Technology

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**ACTION REQUESTED:** Review audio-visual equipment use in the City Council Chambers. Receive legal training on topics relevant to the Planning Commission. Receive orientation to Zoom Webinar.

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**ISSUE STATEMENT:** The City Attorney’s Office provides annual legal training to the Planning Commission. Training topics for 2024 were selected for relevance to recent events and to capture changes in state law. The Planning Commission has not yet met in the remodeled Council Chambers, so will learn about the new audio-visual features. Also, the Planning Commission will switch to using Zoom Webinar as it offers more security features for public participation in meetings.

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**ATTACHMENTS:** Attachment 1 – Council Chambers: Sound System  
Attachment 2 - Presentation Slides for Legal Training  
Attachment 3 - Zoom Webinar

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**DISCUSSION:** The legal training will cover the following topics:

- Overview of the Planning Commission’s roles and responsibilities
- Recent changes to Public Meetings Law
- Restrictions and policies on speaking for the City, social media use
- Responding to disruptions in meetings – First Amendment considerations

Following the training, the Assistant City Attorney will be available to answer questions from the Commission related to training topics.

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## Council Chambers: Sound System

- Each seat in Council Chambers for the Commissioners, City Staff, and the podium have their own microphone.
- There is an On/Off bar on all of the microphones (see A below). One can turn the microphone on and off by pressing down on the On/Off bar. A **Green** icon means it is **on** / A **Red** icon means it is **off**.
- When a microphone is “**on**”, the light near the top of the microphone is **green** (see B).
- When a microphone is “**off**”, the light near the top of the microphone is **red** (see C below).
- The sound system works best when only *two microphones are “on”* at any time, but more than two are able to be “on” at the same time. When three or more microphones are “on” at that same time, the sound can be distorted – or possibly even echo.
- When the Chair is running the meeting he/ she can have their microphone “on”, but if someone is presenting, he/she might want to turn it “off”.
- We recommend that the Commissioners turn their microphones “on” when talking, asking questions, or voting, but turn it “off” once they are done speaking.
- When presenters are talking, they should turn their microphones “on” and “off” once they have finished speaking.
- The Chair, City Assistant Attorney, and the Planning Commission Assistant have a central control to shut down **ALL** microphones in case of a disturbance. One can see it on the On/Off bar on the right-hand side as a white icon (see D below).
- When the control bar has turned of all microphones, the white right-hand icon will not change colors, but all microphones will turn red.

See pictures of the microphones and their features on the next page.

# Council Chambers: Sound System

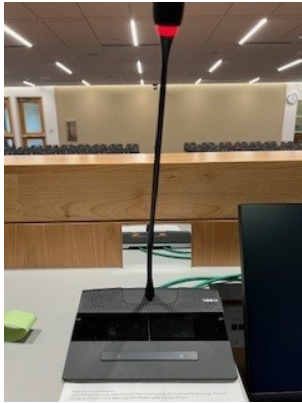
A) Commissioner/ Podium On/Off bar



B) General Microphone full view – “On”



C) General Microphone full view “Off”



D) Chair / Full control On/Off bar – white icon



# Springfield Planning Annual Legal Training

FEBRUARY 21, 2024

1

## PURPOSE OF THIS TRAINING

Legal  
Training  
2024

1. Understand the roles and responsibilities of the Springfield Planning Commission
2. Review City policies related to speaking on behalf of the City, social media use
3. Review other City policies applicable to Planning Commissioners
4. Understand Constitutional protections for public meeting participation and effective control of public meetings

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## Planning Commission Structure

SMC 2.40 to 2.424

- 7 members
- No more than two in the same kind of business or profession
- Four-year terms
  - Per Council Operating Policies – 2-term limit, unless overridden by Council vote
- Meeting Schedule
  - At least once per month, as designated by PC.
  - Special meetings as determined by the Commission

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## Planning Commission Roles & Responsibilities

SMC 2.40 to 2.424

- Recommendations to Council on Legislative planning decisions:
  - Adoption of land use plans and regulations
  - Springfield Comprehensive Plan, *Metropolitan Area General Plan*, refinement plans, functional plans
  - Springfield Development Code
- Quasi-Judicial review of development permits
  - Site-specific development applications that require Type 3 or 4 review
  - Appeals of City staff planning decisions
  - Inside City limits

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## Committee for Citizen Involvement

### Goal 1 Citizen Involvement Program

Charge: "Review and approve citizen involvement strategies for compliance with the required components of the Citizen Involvement Program for land use planning issues"

Three focus areas:

- 1) For comprehensive plans and related plans, provide opportunities to:
  - Participate in development of technical information and the plan itself
  - Review and recommend changes to proposed plans prior to and during hearings
  - Learn why policy choices were made
- 2) For land use regulations implementing adopted plans, provide opportunities to participation in the preparation and adoption of regulations or programs
- 3) For land use decisions, provide informative and timely notices, the opportunity to be heard, the opportunity to know the decision reached, and the basis for the decision.

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## Committee for Citizen Involvement

### Goal 1 Citizen Involvement Program

Specific CCI Tasks:

1. Review neighborhood association formation and make recommendations to the City Council
2. Select and appoint members to planning advisory committees and approve bylaws (when not appointed directly by the City Council)
3. Review, analyze, and evaluate existing land use citizen involvement programs
4. Initiate review of the citizen involvement program once per year
5. Present annual reports to the City Council and DLCD of CCI's review of the citizen involvement program, including recommendations for revising the program

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## Oregon Public Meetings Law Overview

- **State Law Requirements:**
  - Quorum cannot “meet” outside a noticed public meeting
  - A “meeting” is deliberation or discussion of Planning Commission business by a quorum of the commission
  - Includes email, phone, or texting
  - Includes “serial meetings” in statute
- **Rights of the Public:**
  - Entitled to attend all meetings (virtually and physically, post-COVID)
  - Participate during designated times (not all meetings/items)
  - Meetings to be accessible to persons with disabilities under the ADA

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## Oregon Public Meetings Law 2023 Updates

- **Serial meetings now in the state law**
- Convene: gathering in a physical place, virtual meetings, serial emails/texts, or using third-party intermediary
- Clarified what is not a public meeting:
  - Purely factual, no deliberation or decision
  - Not a matter that might reasonably come before the body
  - Non-substantive like scheduling, leaves of absence, etc.
- **Enforcement by Oregon Government Ethics Commission**
  - Training required by OGE, once per term

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## Statement of Economic Interest

Planning Commissioners  
must file annual verified  
statement of economic  
interest.

Due annually on April 15.

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## Speaking for the City and Social Media Use

- Political Activities
  - Cannot campaign for/against a candidate or measure in role as Planning Commissioner
- Cannot Speak for City Council
- Social Media Use:
  - No accounts using City email address
  - Use disclaimer for City-related topics:  
*My opinions are my own and not necessarily the views of the City of Springfield*
  - Be truthful and respectful, no personal attacks
  - No sharing confidential or privileged information
  - Be aware of quasi-judicial hearing rules (bias, ex parte)

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## Other City Policies

- No Harassment & Discrimination
  - Reports to City HR Director, City Manager, or other management staff
  - If comfortable, tell harasser to stop
  - Non-retaliation is enforced
- Reporting Improper & Unlawful Conduct
- Acceptable Use of City Network Services and Computing Devices

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## First Amendment and Meeting Disruptions

- Public has a right to speak when a forum (hearing) is opened
- Removal only for an “actual disruption”
- Give a warning
- If warning ignored, remove from meeting
- Cannot prohibit attendance at future meetings

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## First Amendment and Meeting Disruptions

### What is an “Actual Disruption”?

- Unreasonably loud, disruptive, or profane language
- Loud/disruptive noises
- Violent, destructive, or distracting behavior
- Intentionally damaging City property
- Refusing to obey procedural rules
- Any other obstruction to the meeting

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## Questions?

### Resources

- Oregon Government Ethics Commission *Guide to Public Official Ethics (2021 Edition)*
  - <https://www.oregon.gov/ogec/Documents/2021%20PO%20Guide%20Final%20Adopted.pdf>
- Oregon Attorney General’s *Public Meetings and Public Records Manual*
  - <https://www.doj.state.or.us/oregon-department-of-justice/public-records/attorney-generals-public-records-and-meetings-manual/>
- Oregon Department of Land Conservation and Development “Oregon Planning” page
  - <https://www.oregon.gov/lcd/OP/Pages/index.aspx>
- Oregon Chapter American Planning Association “Planning Commissioner Resources” page
  - <https://oregon.planning.org/knowledge/planningcommissioner/>
- City of Springfield City Council Operating Policies and Procedures
  - <http://laserfiche.springfield-or.gov/weblink/Browse.aspx?startid=28270>



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# Planning Commission: ZOOM WEBINAR

The Planning Commission is going to start using Zoom Webinar after the February meeting. If you have attended Springfield City Council meeting virtually, you will already have some experience with this software. The main difference between Zoom Meeting and Zoom Webinar is that Zoom Webinar creates two tiers of participants: panelists and attendees. In a Zoom Meeting, participants are generally all able to be seen, to speak, and to share content. In Zoom Webinar, only the panelists are able to be seen and heard and share content while the attendees can only listen and view.

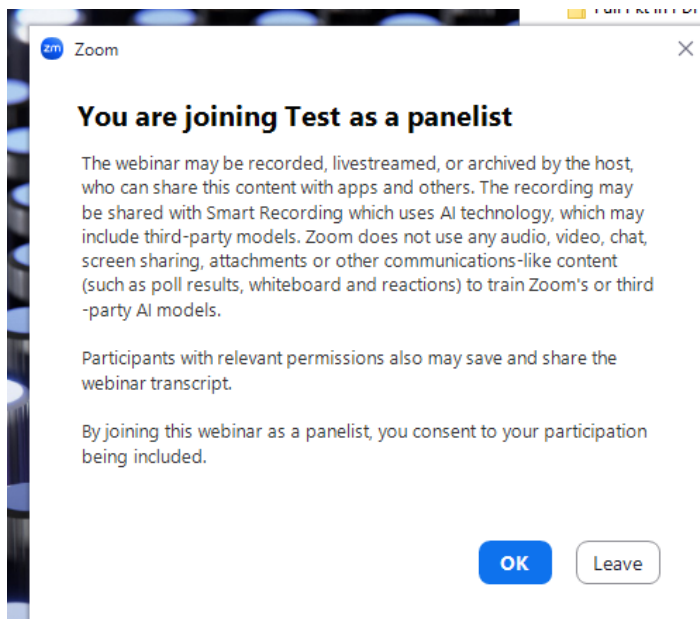
## ZOOM WEBINAR – Registering and Joining a Webinar as a Panelist

### 1) JOIN WEBINAR DIRECTLY AS A PANELIST

1) You will receive an email invitation to join as a panelist. This invite will allow you to join the meeting as a panelist without having to preregister. Each invitation is specific to the Commissioner’s city email.

If you join the meeting by clicking on the general public link such as that found in Springfield Oregon Speaks, you will need to register and you will join the Webinar as an attendee (see next section). Staff will then move you to become a panelist.

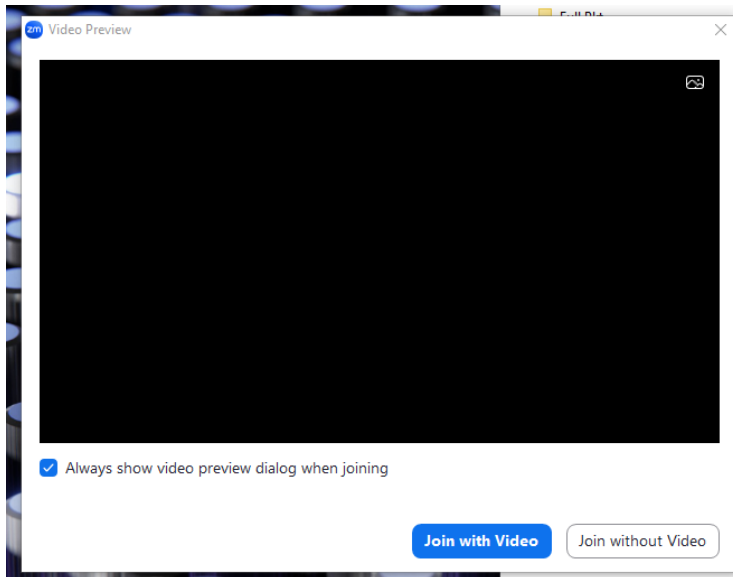
Please click on “Join as Panelist”.



# Planning Commission: ZOOM WEBINAR

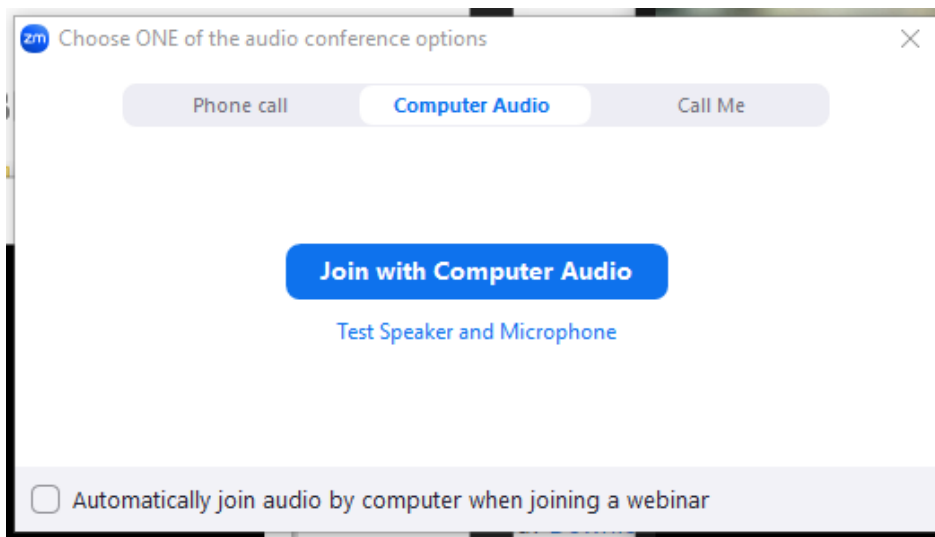
## 2) JOIN WITH VIDEO

2) Video Settings: You will then have the option to join with or without video. Please join with video unless you are in-person at City Hall. You can always turn it off on your own computer/ iPad.



## 3) JOIN WITH AUDIO

3) Audio Settings: You will have the option to join using your computer audio. Please do so unless you are in-person at City Hall.



# Planning Commission: ZOOM WEBINAR

## ZOOM WEBINAR – Registering and Joining a Webinar as an Attendee

1) Each participant can join the Webinar by using the link in the agenda on Springfield Oregon Speaks.

The dial-in telephone numbers are always the same. The meeting ID and the Webinar Link will be new each meeting. (The link used for Zoom meeting did not change, but it will change it time for Zoom Webinar.)

### 1) INVITATION TO WEBINAR

“Hi Everyone,

You are invited to a Zoom webinar.

When: Feb 9, 2024 02:00 PM Pacific Time (US and Canada)

Topic: TEST

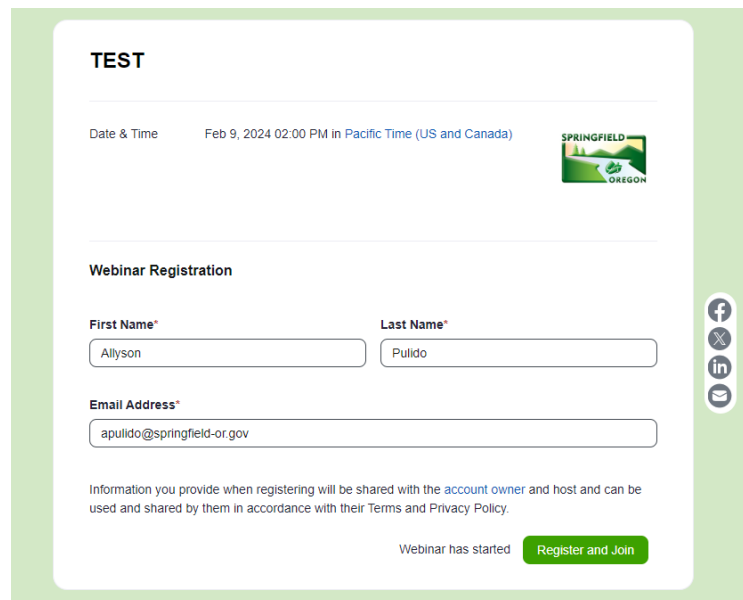
Register in advance for this webinar:

[https://us06web.zoom.us/webinar/register/WN\\_gp7hHLGVS6iK1YnajEnEkg](https://us06web.zoom.us/webinar/register/WN_gp7hHLGVS6iK1YnajEnEkg)


After registering, you will receive a confirmation email containing information about joining the webinar.”

### 2) REGISTRATION TO WEBINAR

Once you click on the Webinar Link, it will take you to the registration page. This should automatically populate your name and email address.



**TEST**

Date & Time Feb 9, 2024 02:00 PM in Pacific Time (US and Canada) 

**Webinar Registration**

First Name\* Allyson Last Name\* Pulido

Email Address\* apulido@springfield-or.gov

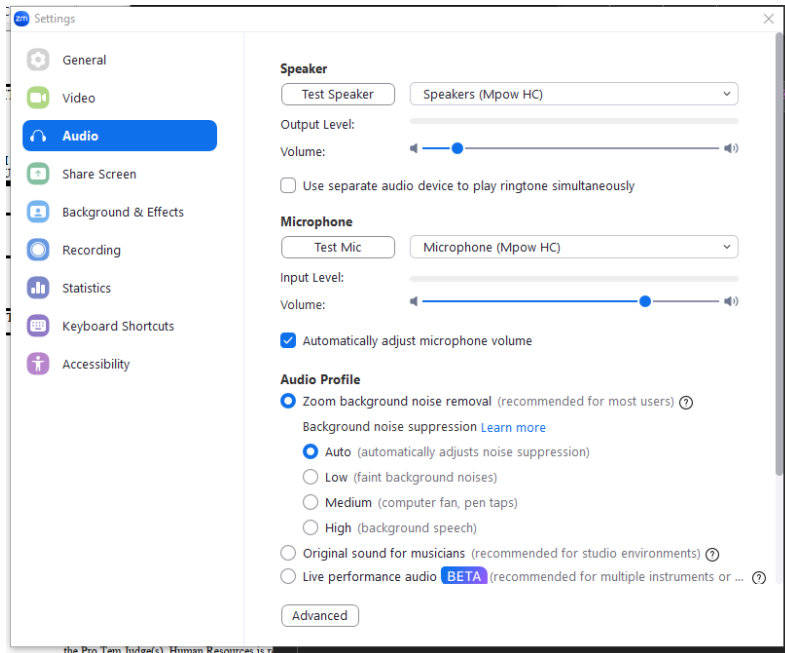
Information you provide when registering will be shared with the account owner and host and can be used and shared by them in accordance with their Terms and Privacy Policy.

Webinar has started [Register and Join](#)

# Planning Commission: ZOOM WEBINAR

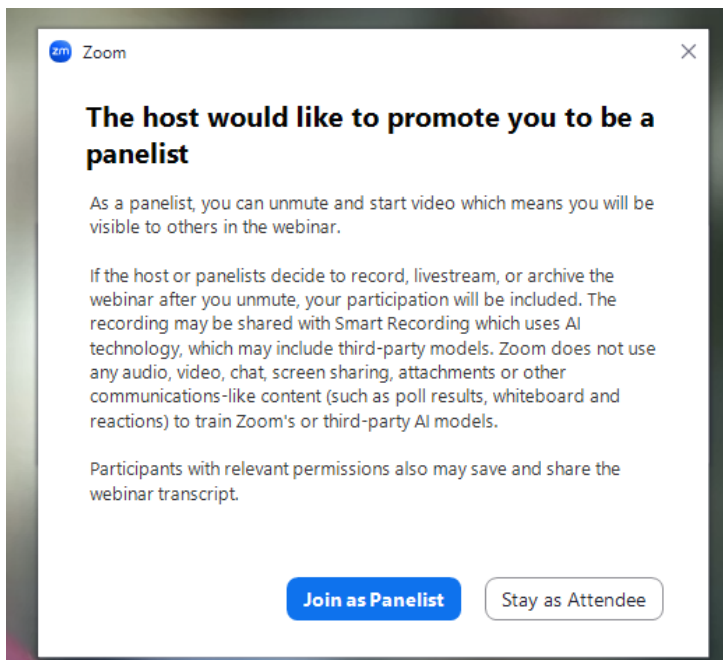
## 3) AUDIO SETTINGS

Once you have submitted the registration, a screen may appear with the audio settings. You can make any adjustments or just X out of this window.



## 4) PROMOTED TO A PANELIST

5) The Host will send you an invitation to promote you to panelist. Please accept. As a panelist you may speak and present during the Webinar.





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**AGENDA ITEM SUMMARY**

**Meeting Date:** 2/21/2024  
**Meeting Type:** Regular Meeting  
**Staff Contact/Dept.:** Chelsea Hartman  
**Staff Phone No:** 541-726-3648  
**Estimated Time:** 30 minutes  
**Council Goals:** Mandate

**SPRINGFIELD  
COMMITTEE FOR CITIZEN INVOLVEMENT**

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**ITEM TITLE:** CLIMATE-FRIENDLY AREAS: DRAFT COMMUNITY ENGAGEMENT PLAN

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**ACTION REQUESTED:** Staff request input on the Draft Areas-at-a-Glance document to learn if this summary serves as a helpful tool to convey key project information. Staff request input on and approval of the Draft Community Engagement Plan for the Climate-Friendly Areas project.

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**ISSUE STATEMENT:** Comprehensive planning staff have been working to implement the Climate-Friendly and Equitable Communities (CFEC) administrative rules passed in July 2022 by Oregon’s Land Conservation and Development Commission in response to Governor Brown’s Executive Order 20-04. These rules include wide-ranging requirements for metropolitan areas and the City of Springfield is mandated to comply with the rules that affect community engagement, land use, and transportation. To reduce air pollution, one component of the rules requires Springfield to identify and designate Climate-Friendly Areas, dense urban mixed-use centers where people can meet most of their needs without relying on a car.

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**ATTACHMENTS:**

1. Climate-Friendly Areas – Draft Areas-At-A-Glance
2. Climate-Friendly Areas – Draft Community Engagement Plan

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**DISCUSSION:** The CFEC rules are broad reaching, complex, and are changing the basis for land use and transportation in the metropolitan areas of Oregon. To assist with establishing Climate-Friendly Areas, the Department of Land Conservation and Development (DLCD) contracted with Lane Council of Governments to complete technical analysis and with Kearns and West to support community engagement. This work was completed in 2023 and resulted in City staff submitting the Climate-Friendly Area Study and Community Engagement Toolkit for the designation process to DLCD as required by the CFEC rules.

The Areas-at-a-Glance document provides an overview of Climate-Friendly Areas and how this work applies to Springfield, including a summary of work done so far and a preview into what’s next. This summary intends to be a helpful tool to share key information from the Climate-Friendly Areas Study. Staff also drafted a Community Engagement Plan for the Committee for Citizen Involvement’s review and approval. The Engagement Plan will serve as a guide for project communication and outreach activities.

To promote and enhance meaningful opportunities to work with community members on the City’s planning projects, Springfield’s Committee for Citizen Involvement evaluates and approves community engagement plans. These documents propose actions to seek an effective exchange of information during the formation and adoption of amendments to land use regulations. Staff propose various tactics tailored to different outreach audiences as noted in the draft Community Engagement Plan.

At this meeting, staff will provide an overview of the project, highlight the content of the Community Engagement Plan, and be available for questions. Some questions for discussion include, but are not limited to:

1. Are the proposed involvement tactics the best method to achieve the outreach goals given limited resources?
  2. Any edits or additions to the Key Messages?
  3. Are there other opportunities to involve the community given the adoption requirements and time constraints?
-



# CLIMATE-FRIENDLY AREAS

*Applying Oregon's **Climate-Friendly & Equitable Communities** rules to Springfield.*

## DRAFT Areas At-A-Glance

### Overview

This Areas-at-a-Glance document provides an overview of Climate-Friendly Areas and how this work applies to Springfield, including a summary of the work done so far and a preview into what's next.

### What are Climate-Friendly Areas?

The built vision for Climate-Friendly Areas (CFAs) is dense, urban mixed use centers that will have jobs, homes, and services close to each other so people can meet most of their needs without relying on a car. These areas are served, or are planned to be served, by high-quality pedestrian, bicycle, and transit infrastructure to provide frequent, comfortable, and convenient connections to key destinations within Springfield and the region.

### Background

#### Why are we doing this?

In 2007, the Oregon Legislature established a target to reduce greenhouse gas emissions by 2050. In response, Executive Order 20-04 issued by Governor Brown in 2020 directed State agencies to take additional actions to reduce emissions. To meet the Executive Order, the Oregon Department of Land Conservation and Development created the Climate-Friendly and Equitable Communities (CFEC) rules.<sup>1</sup>

Oregon's CFEC rules requires some cities, including Springfield, to reduce air pollution from vehicles by updating transportation and land use plans to reduce the need to drive alone. Transportation changes involve removing requirements for off-street parking and preparing Springfield for more electric vehicles and travel choices. One component of the rules requires Springfield to designate one or more CFAs. Springfield is now working to meet these State requirements.

<sup>1</sup> Oregon Administrative Rules (OAR) 660-008 (Interpretation of Goal 10 Housing); 660-012 (Transportation Planning); and 660-044 (Metropolitan Greenhouse Gas Reduction Targets)



## What are the CFEC rules?

The CFEC rules define important features of CFAs, which include:

Intended Outcome	How CFA Requirements <sup>2</sup> Apply in Springfield
<p><b>More opportunities for development where people can live, work, shop, and play close to each other</b></p>	<ul style="list-style-type: none"> <li>• Inside urban growth boundary</li> <li>• Existing or planned urban centers (based on Springfield’s designated Nodal Development Areas, Multimodal Mixed-Use Areas, and the Downtown Urban Renewal District)</li> <li>• At least one CFA that’s at least 25 acres</li> <li>• At least 750 feet wide</li> <li>• Outside the floodway and areas with steep slopes (more than 15%) to exclude areas that are most vulnerable to natural disasters and hazards</li> <li>• Requirement to prioritize public services and parks, plazas, or other amenities in CFAs where there is currently not enough</li> </ul>
<p><b>Easier and safer ways for people to walk, bike, roll, and take the bus with high-quality streets including sidewalks, and paths for everyone</b></p>	<ul style="list-style-type: none"> <li>• Accessible via existing or planned high-quality bicycle and pedestrian networks</li> <li>• Within ½ mile of existing or planned high frequency transit corridors (existing routes include EmX and Route 11)</li> <li>• Blocks no longer than 500 feet for sites less than 5.5 acres</li> <li>• Blocks no longer than 350 feet for sites 5.5 acres or larger</li> </ul>
<p><b>Allow for a greater mix and intensity of housing, businesses, and other services</b></p>	<ul style="list-style-type: none"> <li>• Fit at least 9,923 housing units (30% of current and future housing needs<sup>3</sup>)</li> <li>• A minimum residential density of 25 units per net acre</li> <li>• Prohibit maximum densities</li> <li>• Allow building heights of at least 85 feet</li> <li>• Allow for a mix of uses, including:               <ul style="list-style-type: none"> <li>○ Multiple unit and attached single-unit residential</li> <li>○ Office-type uses</li> <li>○ Retail/commercial uses that are not auto-dependent</li> <li>○ Childcare, schools, government facilities, other public uses</li> </ul> </li> </ul>

## What’s been done so far?

The CFEC rules outline a process, which includes:

1. Identifying potential locations for CFAs (completed in 2023).
2. Selecting one or more locations as CFA(s) and applying development standards and identifying strategies to help alleviate or prevent the need community members to move elsewhere because of rising costs within the selected area(s) (estimated 2024-2025).

<sup>2</sup> OAR 660-012-0310, OAR 660-012-315, and OAR 660-012-0320

<sup>3</sup> Based on the Springfield 2030 Residential Land & Housing Need Analysis (adopted in 2011)



In 2023, Lane Council of Governments provided technical assistance to Springfield to study potential CFA locations that have the best potential to meet State requirements and align with the City's existing plans and policies. The CFA Study included:

- Evaluation of how current land use regulations and other policies conform with CFEC rules
- Calculation of the capacity of the areas to accommodate residential uses based on zoning
- Determination if areas outside the city limits (i.e. Glenwood Riverfront) could be readily serviceable with urban levels of water, wastewater, stormwater, and transportation
- Analysis of demographics and potential for displacement of underserved populations, including identifying possible strategies for addressing this concern

Additionally, Kearns & West developed a Community Engagement Toolkit that identified a range of engagement approaches that can be tailored for different audiences. This informed the project's Community Engagement Plan, which will serve as a guide for project communications and outreach for implementation of Climate-Friendly Areas.

## Potential Climate-Friendly Areas

### Where are the potential CFAs?

Pages 8-12 show maps of the potential CFA locations, which are:

- **Downtown**
- **Glenwood Riverfront**
- **Mohawk**
- **Gateway/RiverBend**

### How did we identify potential CFAs?

The CFA Study started by looking citywide and then used **locational and dimensional criteria** required by the CFEC rules to narrow the list of potential CFAs. Springfield could have just one primary CFA, or one primary and one or more secondary CFAs. CFAs must be:

- ✓ **Inside urban growth boundary**
- ✓ **Existing or planned urban centers**
  - Downtown CFA is primarily based on the Downtown Urban Renewal District and includes an existing Nodal Development Area.
  - Glenwood Riverfront CFA is primarily based on the existing Nodal Development Area, which overlaps with part of the Multimodal Mixed-Use Area.
  - Mohawk and Gateway/RiverBend CFAs are based on existing Nodal Development Areas.
- ✓ **At least 25 acres (for the primary CFA) and at least 750 feet wide**
  - The Nodal Development Area at 30th & Main was removed from consideration early in the process since it does not meet this requirement.
- ✓ **Outside the floodway and steep slope areas**
- ✓ **Accessible via existing or planned high-quality bicycle and pedestrian networks and within ½ mile of existing or planned high frequency transit corridors**



- The potential Mohawk CFA was not included in the initial analysis since the area is not currently served by high frequency transit. Mohawk was later added as a potential location since this area is planned to be served by high frequency transit in the future.

The City Council determined that it is not appropriate to include the following districts that have the lowest existing compliance with CFEC rules in the initial consideration of potential CFA boundaries:

- R-1 (low density residential) land use district
- Washburne Historic District
- Heavy Industrial and Light Medium Industrial land use districts
- Glenwood Employment Mixed Use Plan District and remaining area south of Franklin Blvd. to maintain a contiguous potential CFA location

These changes resulted in shrinking the potential areas for Downtown and Glenwood Riverfront and removing two very small areas from Mohawk.

### How well do potential CFAs align with CFEC rules?

The table below provides a summary of rankings showing how each potential CFA aligns with certain State requirements.

Ranking of Potential CFAs based on Evaluation Criteria	Downtown	Glenwood Riverfront	Mohawk	Gateway/RiverBend
Development Regulation Compliance	2	1	4	3
Dwelling Unit Capacity	1	2	4	3
In or Near High-Density, Mixed Use Areas	1	2	3	4
Contain or near Parks or Similar Amenities	1	2	4	3

### Development Regulation Compliance: How do existing land use regulations align with the CFEC rules?

- This analysis helped identify how this work can build on planning Springfield has done to identify and address needs for mixed use areas. Updates to development standards, like building height and density, will not differ much from those already in place for Downtown and Glenwood Riverfront.
- Land use districts with the highest existing compliance with CFEC rules include: (see maps of existing zoning on pages 9-12)
  - Glenwood Mixed Use Plan Districts (except Employment Mixed Use)
  - Mixed Use Commercial
  - Mixed Use Residential
  - Community Commercial
  - Medical Services District with the Nodal Development Overlay
  - Booth-Kelly Mixed Use
- **Topics to consider moving forward:**
  - CFA **adjacency to R-1** is a factor that potentially deserves consideration, as the CFEC rules do not explicitly allow adjustments for setbacks or transitions for areas that are adjacent to R-1.





- The City will consider how to address individual properties in the potential Downtown CFA that are within the **Historic District Overlay District** (e.g., building height requirements) as part of next steps in the process.
- The City will consider how to address properties in the **Willamette Greenway Overlay District** in the potential Downtown and Glenwood Riverfront CFAs.
- Other adjustments to the CFA boundaries that we may want to consider.

**Dwelling Unit Capacity: Can the area accommodate at least 30% of Springfield’s current and future housing need?**

- The CFEC rules require that any area or areas we designate as CFAs be large enough to accommodate 30% of Springfield’s needed housing capacity. Based on the Springfield 2030 Residential Land & Housing Need Analysis (adopted in 2011), 9,923 housing units represents 30% of current and future housing need.
- **[[Placeholder for updated information about needed housing capacity calculations within potential CFA locations]].**
- Different parts or combinations of the potential CFAs could be identified that can meet current and future housing need. It is also an option to increase allowed densities so that needed capacity could be met.

**Supportive Adjacent Uses: Is the area in or near high-density mixed use areas? Does the area contain or is it near parks, open space, plazas, or similar public amenities?**

- All four CFA locations have been identified as mixed use areas (e.g., Nodal Development) in prior Springfield planning efforts and this CFA work can continue to build on this.
- Both the Downtown and Glenwood Riverfront CFAs have a relatively strong proximity to parks, open space, plazas, and similar public amenities. Both areas are adjacent to the Willamette River with Downtown having some properties zoned Public Land and Open Space near the river. Both areas are connected to a multi-use path that follows the river and provides access to the University of Oregon and Downtown Eugene.
- The Phase I Glenwood Refinement Plan requires significant additions of parks and open space in the Glenwood Riverfront area.
- Both the Mohawk and Gateway/RiverBend CFAs have a relatively weak proportion of and proximity to parks, open space, plazas, and similar public amenities.
- The Mohawk CFA is bounded to the southwest by Willamalane Park, which is zoned Public Land and Open Space.
- The Gateway/RiverBend CFA is bounded to the east by the McKenzie River and includes the hospital grounds and agricultural open space to the north.

**Key Considerations for CFAs**

In addition to analyzing how the potential CFAs align with the criteria above (summarized on pages 3-5), Springfield will also examine the following key considerations.



## Displacement Risk & Mitigation Strategies

As part of identifying and designating CFAs, Springfield must consider that these changes may put some underserved communities at risk of displacement as new development takes place in these areas over time. Part of the CFA Study identified these underserved communities across Springfield. As part of next steps, the City will conduct further analysis to better understand how demographic or housing market factors contribute to displacement risk.

Due to the lack of quantitative data for some populations, there is a lack of analysis for some underserved community groups. This gap in knowledge may be addressed by collecting qualitative data during community engagement efforts. In 2022 and 2023, interviews with community leaders provided suggestions on how to engage underserved community members in transportation and housing planning projects. Feedback from these interviews is foundational to our engagement efforts.

Next steps with analysis and outreach will inform the identification of displacement mitigation strategies that help to avoid, lessen, or alleviate the need for people to move elsewhere because of rising costs. In line with CFEC rules, the City's engagement efforts will strive to center the voices of underserved community members—especially those who have been harmed by past planning, climate, and transportation decisions.

## Other CFA Study Recommendations:

As part of next steps with the community and decision-makers, Springfield can consider other recommendations from the CFA Study.

- **Aim High.** The City could consider designating more than one or all four CFAs to accommodate more than the minimum needed housing capacity to better prepare for future planning efforts for accommodating housing and employment needs over time.
- **Maximize Park and Open Space Access.** Several CFAs are near large urban parks and well-connected by multi-use paths along the regional park/open space corridor of the Willamette River. The City could consider pursuing CFA(s) designation in areas that have existing access to the Willamette River and parks and trail systems and consider how to maximize parks and open space opportunities within CFAs.
- **Favor Connection.** Closely connected CFAs meet the transportation goals for CFAs but also magnify the benefits of each by placing each other's uses near each other. The City could pursue designation of a set of closely connected, centrally located CFA locations. This could include coordinating with City of Eugene to maximize connection to Springfield CFAs via the Willamette River corridor and multi-use paths.
- **Consider Glenwood Master Planning.** The City will coordinate with the Glenwood Master Planning team to consider how a potential CFA designation would align with the Glenwood Master Planning efforts and if it would be beneficial to explore the option to more flexibility than the prescriptive development standards in the CFEC rules.



## Springfield's Planning Process

### What's next?

While policy and development requirements come directly from State law, Springfield has a choice in selecting and designating one or more CFAs, shaping the boundaries, and forming strategies to help deal with the potential impact of CFAs.

In 2024, the City will further explore the four potential CFAs to understand how the City would need to change existing plans and policies to meet State requirements. CFAs are meant to support a transition to higher densities and a broader mix of uses over time, so the changes may not be immediate.

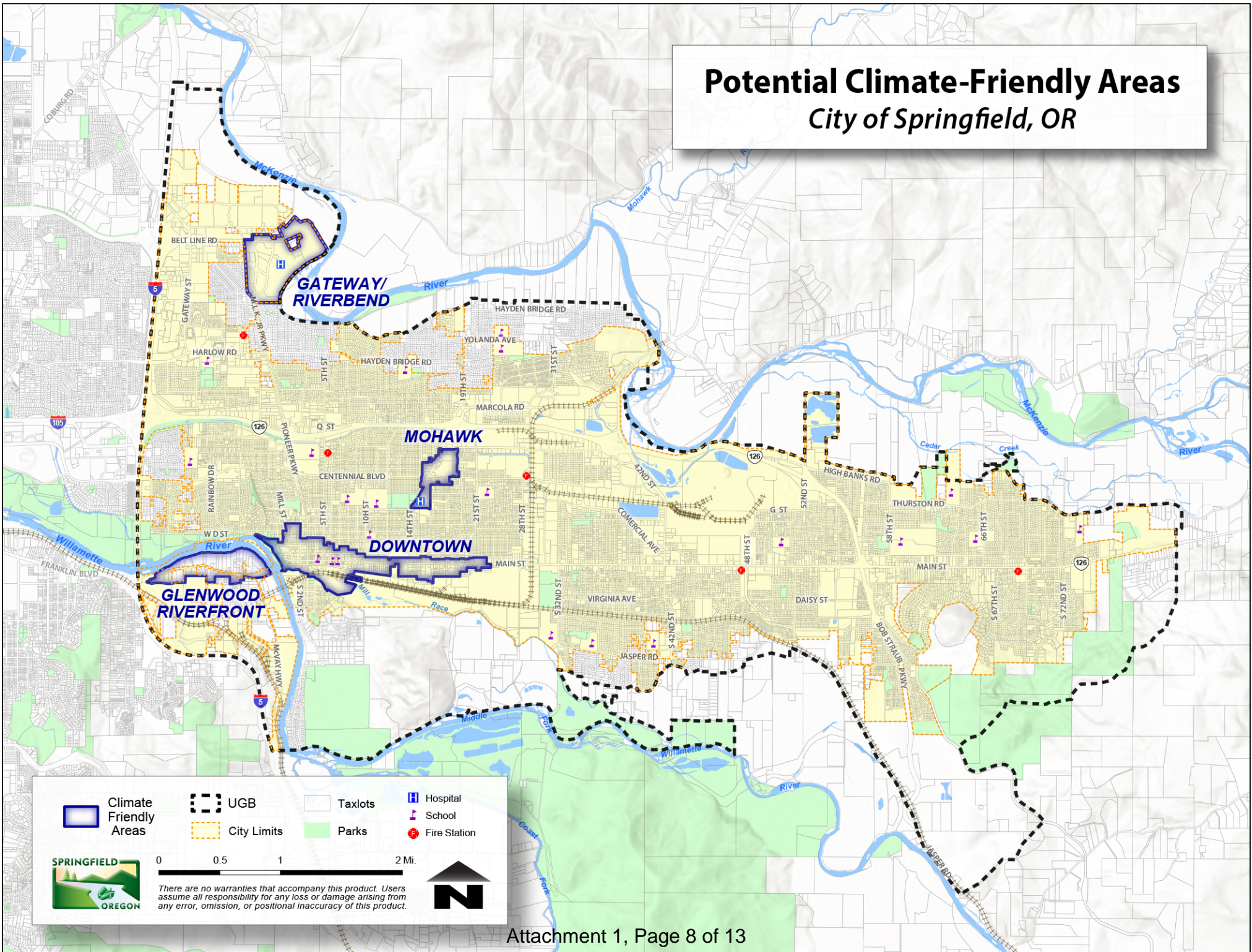
Designating one or more CFAs will include changes to policies in Springfield's Comprehensive Plan and changes to land use and zoning rules that are in the Springfield Development Code. We may also need to change Springfield's neighborhood refinement plans to include CFAs. Ultimately, Springfield City Council will formally designate one or more CFAs and adopt corresponding amendments to land use plans and the Development Code. If the selected area(s) include property outside the city limits, the Lane County Board of Commissioners will also be part of the adoption process. The timeline graphic on page 13 provides an overview of next steps in the process.





# Potential Climate-Friendly Areas

## City of Springfield, OR





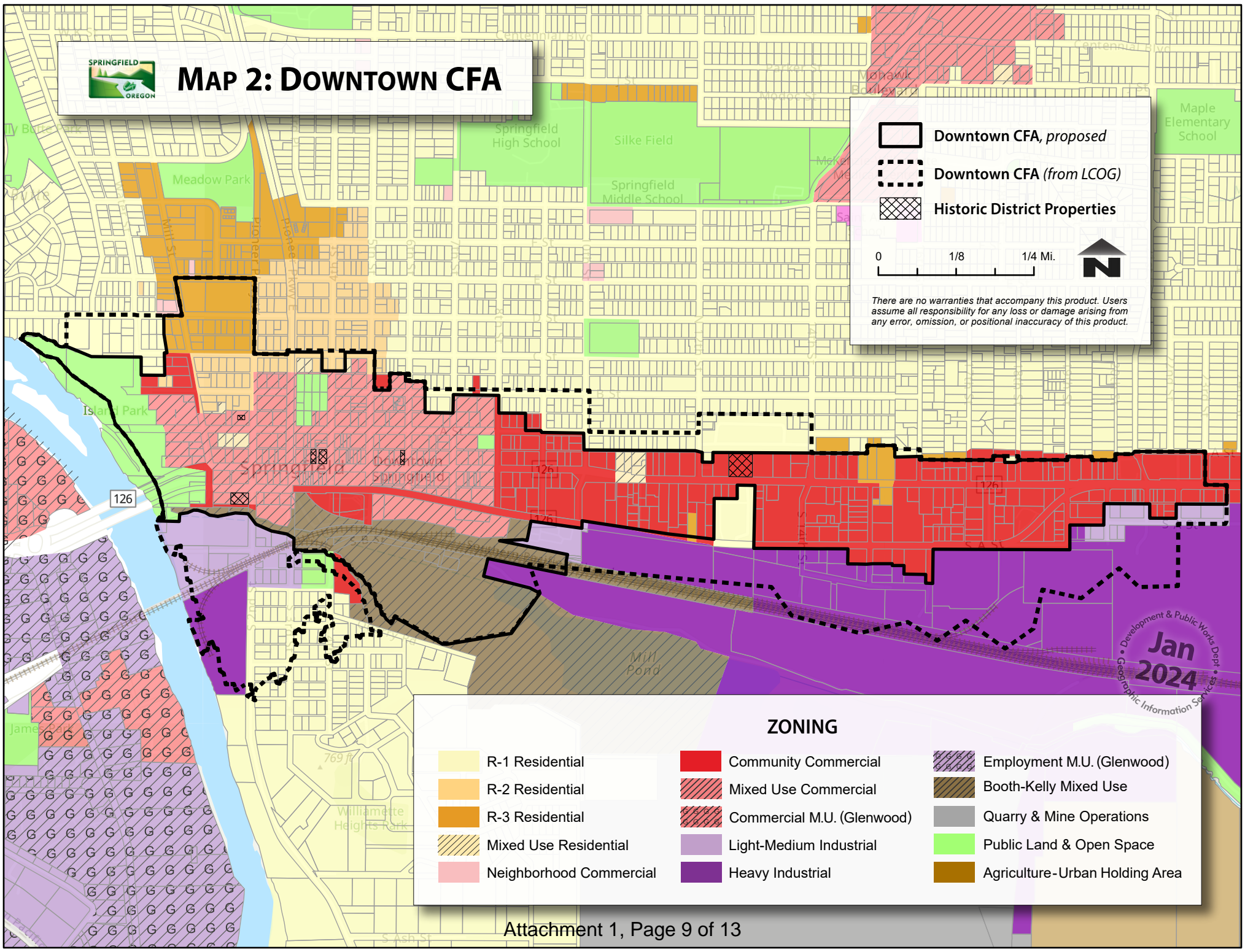


# MAP 2: DOWNTOWN CFA

- Downtown CFA, *proposed*
- Downtown CFA (from LCOG)
- Historic District Properties



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Development & Public Works Dept.  
**Jan 2024**  
Geographic Information Services

## ZONING

- |                         |                            |                                |
|-------------------------|----------------------------|--------------------------------|
| R-1 Residential         | Community Commercial       | Employment M.U. (Glenwood)     |
| R-2 Residential         | Mixed Use Commercial       | Booth-Kelly Mixed Use          |
| R-3 Residential         | Commercial M.U. (Glenwood) | Quarry & Mine Operations       |
| Mixed Use Residential   | Light-Medium Industrial    | Public Land & Open Space       |
| Neighborhood Commercial | Heavy Industrial           | Agriculture-Urban Holding Area |



# MAP 3: GLENWOOD RIVERFRONT CFA

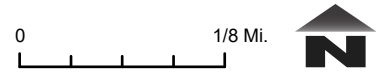
Development & Public Works Dept  
Geographic Information Services  
**Jan 2024**

Downtown CFA, *proposed*      Downtown CFA (from LCOG)

**ZONING**

R-1 Residential	Employment M.U. (Glenwood)
R-2 Residential	Booth-Kelly Mixed Use
R-3 Residential	Office Mixed Use (Glenwood)
Residential M.U. (Glenwood)	Public Land & Open Space
Neighborhood Commercial	Commercial M.U. (Glenwood)
Community Commercial	Light-Medium Industrial
Mixed Use Commercial	Heavy Industrial

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# MAP 4: MOHAWK CFA

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Mohawk CFA, *proposed*












Mohawk CFA (from LCOG)



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## ZONING

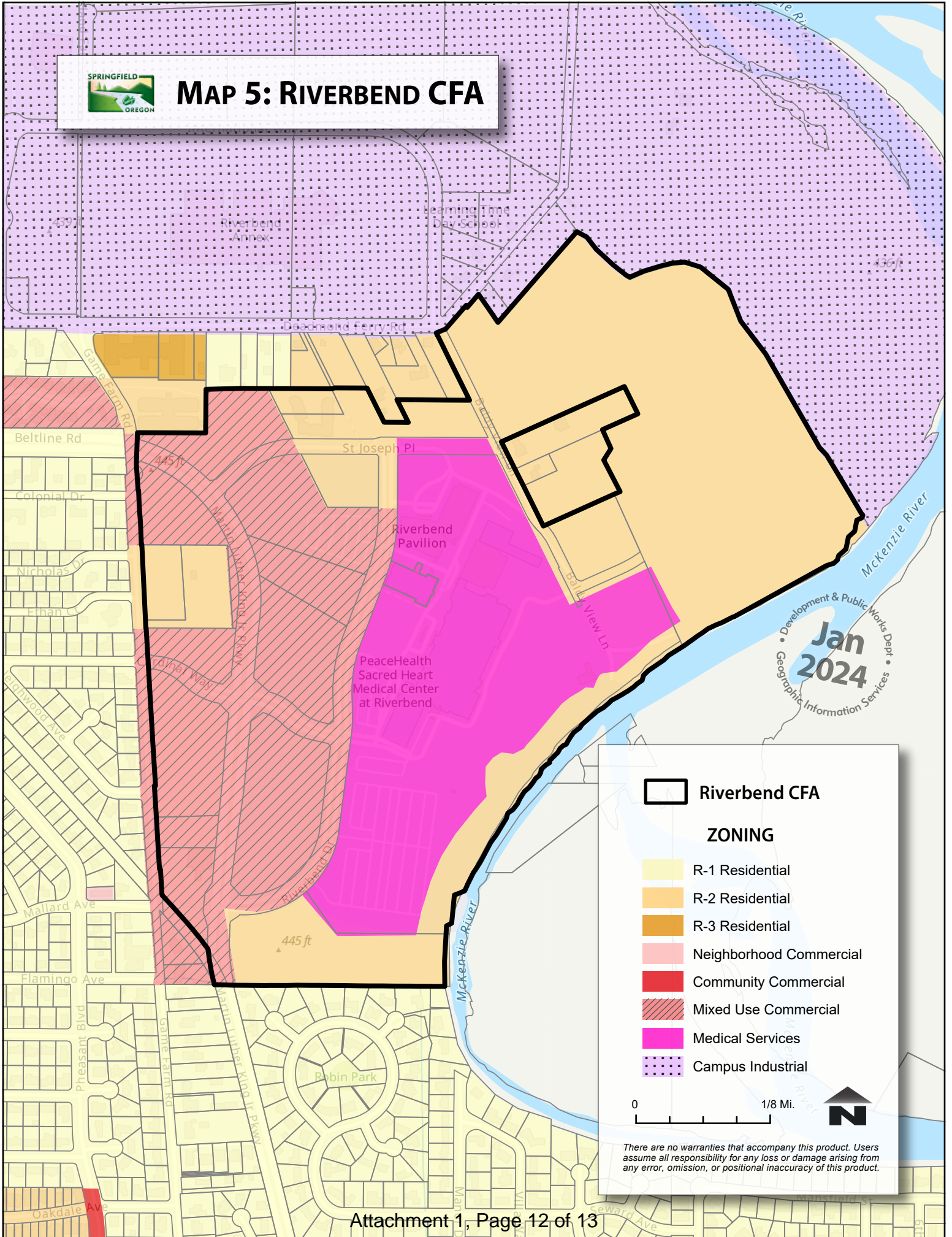


-  R-1 Residential
-  R-2 Residential
-  R-3 Residential
-  Mixed Use Residential
-  Community Commercial
-  Major Retail Commercial
-  Mixed Use Commercial
-  General Office
-  Public Land & Open Space












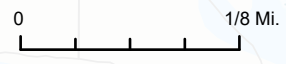


# MAP 5: RIVERBEND CFA



Development & Public Works Dept.  
 Jan 2024  
 Geographic Information Services

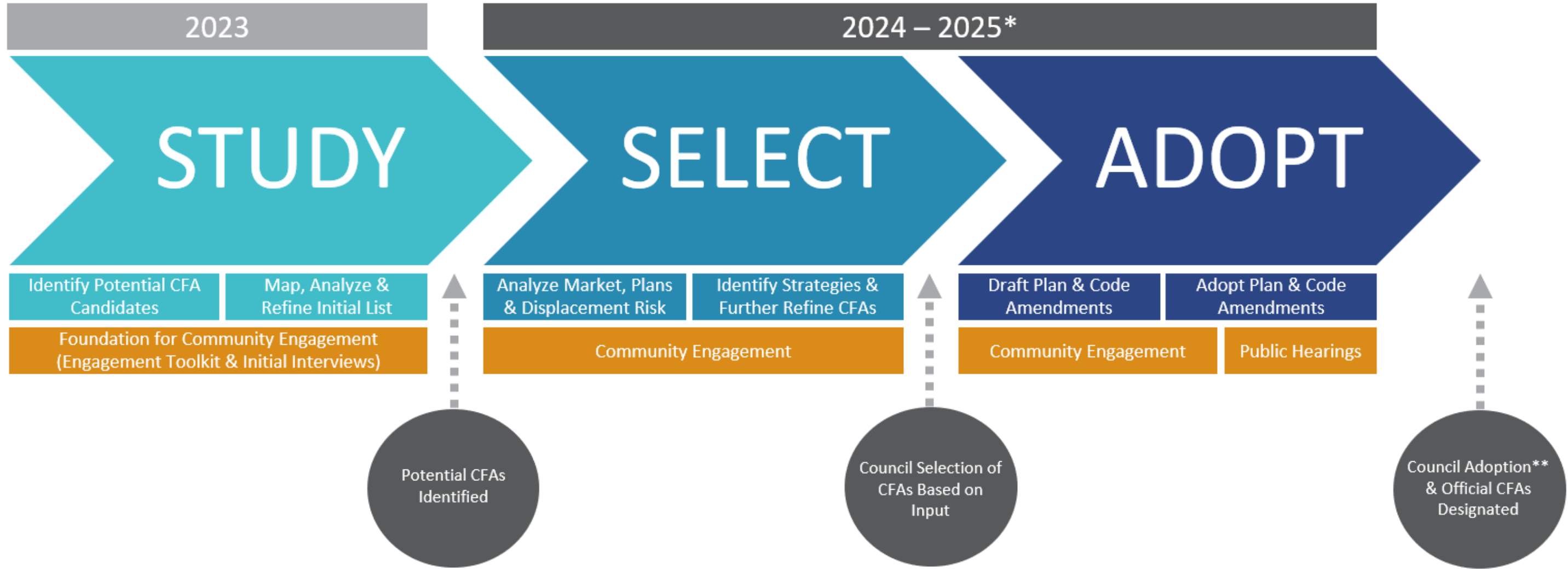
-  Riverbend CFA
- ZONING**
-  R-1 Residential
-  R-2 Residential
-  R-3 Residential
-  Neighborhood Commercial
-  Community Commercial
-  Mixed Use Commercial
-  Medical Services
-  Campus Industrial



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# PROJECT PHASING FOR CLIMATE-FRIENDLY AREAS (CFAs)



\* 2025 = estimate, December 2026 = deadline

\*\* Lane County Board of Commissioners to co-adopt areas outside city limits



# CLIMATE-FRIENDLY AREAS

*Applying Oregon's Climate-Friendly & Equitable Communities rules to Springfield.*

## Draft Community Engagement Plan

February 2024

### Introduction

This Community Engagement Plan serves as a guide for project communication and outreach for Springfield's implementation of Climate-Friendly Areas. The public, property owners, decision makers, and the project team can use this Engagement Plan as a reference throughout the project. The toolkit of engagement approaches that Kearns & West prepared for the City in 2023 helped inform this Engagement Plan. The City developed this Plan to: (1) describe how the City will work with community members to select and adopt Climate-Friendly Areas; and (2) identify community engagement tactics that will increase public awareness and understanding of the purpose of Climate-Friendly Areas and their intended outcomes. For this process, this Plan describes how the project team will effectively communicate project information with a variety of audiences in mind and when and how community members can provide meaningful feedback or input to inform decisions.

### Context

In March 2020, Governor Brown signed Executive Order 20-04, which directed State agencies to take urgent action to meet Oregon's climate pollution reduction targets. The latest analysis (2022) shows that Oregon is falling short of reaching its goal: By 2050, reduce Oregon's greenhouse gas emissions by at least 75% of the levels Oregonians produced in 1990.

In response, Oregon's Land Conservation and Development Commission adopted rules on July 21, 2022, that directly affect how Oregon's eight largest urban areas plan for transportation and buildings. Springfield is in one of those areas along with Eugene, Albany, Bend, Corvallis, Grants Pass, Medford-Ashland, Portland Metro, and Salem-Keizer.

Springfield is now working to meet State requirements for Climate-Friendly and Equitable Communities. One component of the Climate-Friendly and Equitable Communities rules<sup>1</sup> requires Springfield to allow one or more places that have plenty of jobs, housing, and services close to one another and are easy to get to by ways other than driving. These places will be called "Climate-Friendly Areas." Designating

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<sup>1</sup> Springfield recently eliminated required parking minimums from its Development Code (Ord. 6465) to comply with Climate-Friendly and Equitable Communities rules and will later change other aspects of transportation planning to meet the rules as a separate project.

Climate-Friendly Areas in Springfield will result in changes to the Springfield Development Code and adopted land use plans, such as the Springfield Comprehensive Plan and neighborhood refinement plans. Requirements will support a transition to higher densities and a broader mix of uses over time.

There are parameters within which Springfield must work to ensure it meets the State's requirements. Climate-Friendly Areas must be a certain size, near transit, accommodate at least 30% of Springfield's housing need<sup>2</sup>, and will (in theory) be able to do this through a set of prescriptive development standards. There is some flexibility with regard to which of the Climate-Friendly Areas locations Springfield chooses to adopt. Springfield will also consider strategies for helping residents within each of the adopted areas who may face displacement as a result of redevelopment.

## Foundations for Community Engagement

The project team will strive for thoughtful engagement with Springfield's community members, which will span a spectrum of formats throughout the project. Working to comply with the State's rules in a way that will benefit Springfield most will require a realistic perspective of the limitations of funding, resources, and timeline for engagement activities. From information-sharing, to in-depth dialogue, to incorporating input into work products where appropriate, actions will center on:

### Project-Specific Goals

- Identify early on and as part of this Plan, how to focus engagement efforts so they can have the greatest impact within the requirements of the State's rules. Then, clarify through messaging and use of tactics:
  - What aspects of the project will allow constructive input to influence the outcome (i.e., where the State provides Springfield opportunities to make local choices); and
  - What aspects of the project are "non-negotiables" (i.e., what Springfield does not have flexibility to decide on due to specific State requirements).
- Engage the community to explore the opportunities and impacts of what it means to designate one or more Climate-Friendly Areas, so the City Council has the information needed to make the best-informed decisions for Springfield.
- Engage voices of underserved (historically marginalized and vulnerable) community groups, particularly those disproportionately harmed by past land use and transportation decisions, in ways that best meet their unique needs.
- Help property owners, residents, and businesses within potential Climate-Friendly Areas understand the development opportunities and possible limitations provided by the changes to plans and regulations so they can provide informed suggestions and help move our community toward reduced greenhouse gas emissions.
- Recognize the effects of the project will not be seen until years after ordinance adoption: make the transition to new requirements easier by being responsive to questions during and after adoption, and through clear messaging in online and at in-person resources.

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<sup>2</sup> Based on the Springfield 2030 Residential Land & Housing Need Analysis (adopted in 2011), 9,923 housing units represents 30% of Springfield's current and future housing need.





## General Principles

- Aim for quality connections with community members using a thoughtful approach to engagement by learning from other projects about what processes and tactics worked well and which did not.
- Communicate information in a complete, accurate, and understandable way so affected parties, interested community members, and officials are aware of the project's timeline, intended outcomes, and decision making structure so they can confidently provide feedback or input.
- Tailor the engagement tactic (type of activity) to the type/scale of input sought and to whom the project team is seeking input from. Specifically:
  - Be efficient in providing timely opportunities for the community and partners to be informed about the project but know when to slow down to take time to dive into deeper connections with people, whether through conversations or other forms of in-depth feedback or input.
- Make opportunities to provide input convenient and a worthwhile use of time.
- Maintain respectful environments for dialogue by being open to ideas and critiques.
- Demonstrate accountability by reporting back to community members on how input influenced the process and decisions and/or why it did not.

## Measures of Success

The project team will evaluate the effectiveness of community engagement at key project milestones and after completion. The following factors can guide the project team's assessment of whether efforts achieved meaningful engagement:

- Number of participants attending meetings or events relative to participants invited.
- Number of survey respondents and comments captured.
- Number of website views and social media interactions during specific time periods.
- Number of project comments received (phone, email, comment cards, online).
- How project decisions have been modified as a result of feedback or input.
- Whether the comments received are relevant to the project.

## Key Messages for Community Engagement

Using key messages helps maintain consistent communication about the purpose and goals of Climate-Friendly Areas. The following messages are a starting point as the project is in its early stages. The project team may adapt these messages based on feedback received throughout the project. These messages can serve as verbal talking points or continue as written content.

### Why:

- In 2007, the State of Oregon established a target to reduce greenhouse gas emissions by 2050.
- In response, Executive Order 20-04 issued by Governor Brown in 2020 directed State agencies to take additional actions to reduce emissions.
- To meet Executive Order 20-04, the Oregon Department of Land Conservation and Development created the Climate-Friendly and Equitable Communities program.
- Oregon's Climate-Friendly and Equitable Communities program requires some cities, including Springfield, to update transportation and land use plans to reduce air pollution. Transportation changes involve removing requirements for off-street parking, preparing Springfield for more



electric vehicles, and providing more travel choices so there is less of a need to drive alone. Climate-Friendly Areas focus on how land use plans can foster dense mixed use areas.

- Implementing Climate-Friendly Areas rules to reduce pollution from greenhouse gasses and to improve transportation options is one way we can take care of community members who call Springfield home now and in the future.

### What:

- The built vision for Climate-Friendly Areas is dense urban centers that will have jobs, homes, and services close to each other so people can meet most of their needs without relying on a vehicle. Climate-Friendly Areas are meant to support a transition to higher intensity uses over time, so the changes may not be immediate.
- Climate-Friendly Areas have potential to reduce air pollution and prioritize equitable outcomes. Springfield can accomplish these outcomes by enabling:
  - More opportunities for places where people can live, work, shop, and play in areas close by.
  - Easier and safer ways for people to walk, bike, roll, and take the bus by making sure we have high quality streets and paths for everyone.
  - Less off-street parking to free up land for housing, businesses, and other services.
  - Practical strategies to avoid, minimize, or mitigate the need for people to relocate elsewhere due to rising costs, and to keep and increase affordable housing options.
- While policy and development requirements come directly from State law, Springfield has a choice in selecting the final list of Climate-Friendly Areas, shaping their boundaries, and forming strategies to meet the requirements.
- This work will build on planning Springfield has led to advance needed improvements for mixed use areas in places like Downtown, Glenwood, Mohawk, and Gateway/RiverBend.
- Updates to development standards, like building height and density, will not differ much from those already in place for Downtown and Glenwood.

### When & How:

- Adopting Climate-Friendly Areas involves:
  - Finding potential locations for Climate-Friendly Areas.
  - Selecting one or more locations while applying requirements and strategies within the chosen Area(s). This work will take several years.
- In 2023, the City studied potential locations that can meet State rules. We are sharing the results from this study in 2024.
- In 2024, the City will further explore the four potential Climate-Friendly Areas to understand how it would need to change existing plans and policies to meet State requirements.
- Designating Climate-Friendly Areas may put some vulnerable communities at risk of displacement as new development takes place in these areas over time. Early in the project, an analysis identified these communities across Springfield. We have a chance to identify strategies for Springfield that help to avoid, lessen, or alleviate the need for people to move elsewhere because of rising costs.
- Elected officials will ultimately select one or more Climate-Friendly Area(s) by adopting an ordinance. The adoption process is estimated to start in 2025.
- Climate-Friendly Areas will also be important as Springfield tackles transportation priorities and housing needs in our region. Related work includes:



- **Scenario Planning:** An exploration of local transportation and land use actions that could reduce greenhouse gas emissions. As part of this, the City will look at how different policies might support growth and development in Climate-Friendly Areas.
- **Transportation System Plan:** A blueprint for the City's transportation investments over the next 20 years. As part of updating the Plan, the City will identify key investments to ensure Climate-Friendly Areas are safe and easy to get around without a car.
- **Planning for Housing:** Climate-Friendly Areas will be sized to fit at least 30% of existing and future housing needs. They will be one way we measure whether we have enough land to house our growing population.
- Selecting Climate-Friendly Areas will include changes to land use and zoning rules and to Springfield's Comprehensive Plan. We may also need to change Springfield's neighborhood refinement plans to include Climate-Friendly Areas.

### Who:

- The City will give anyone who is interested in this project a chance to provide input on the exploration of potential Climate-Friendly Areas and on the related strategies to help community members stay in their neighborhoods.
- Housing and economic development interests are an important part of the conversation that informs the Climate-Friendly Area selection process.
- In line with Climate-Friendly and Equitable Communities requirements, the City's engagement process will strive to center the voices of underserved community members—especially those who have been harmed by past planning, climate, and transportation decisions.
- In 2022 and 2023, interviews with community leaders provided suggestions on how to engage underserved community members in transportation and housing planning projects. What we learned from these interviews will be a reference point for future engagement.

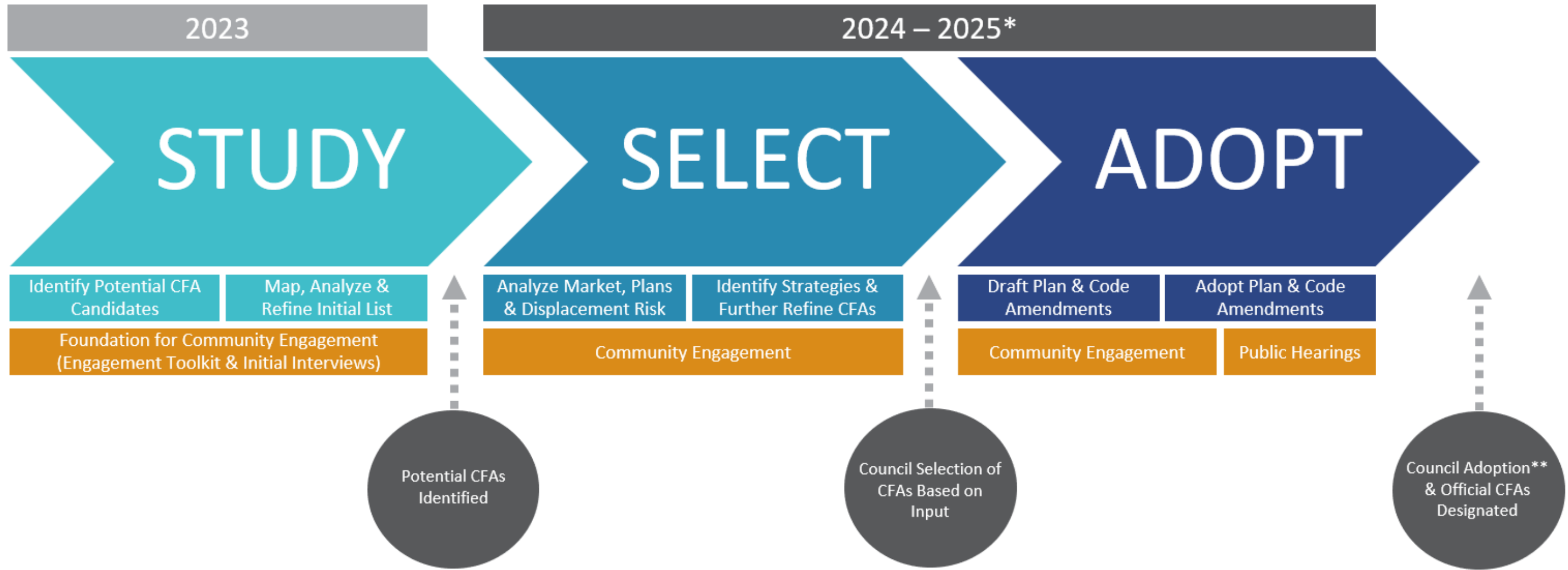
## Overall Project Phasing & Estimated Timeline

Page 6 shows the major areas of focus for each phase of the project, with the last phase estimated for completion in 2025.





# PROJECT PHASING FOR CLIMATE-FRIENDLY AREAS (CFAs)



\* 2025 = estimate, December 2026 = deadline

\*\* Lane County Board of Commissioners to co-adopt areas outside city limits

## Voices in Community Engagement

People are the basis of process. A sound process responds to the interests of those whom it intends to serve. Perspectives and roles represented throughout the project will include:

### The Larger Community

The larger community (individuals and groups or organizations) may be interested in the project or offer key perspectives to support informed decisions. Perspectives from groups or organizations can provide knowledge on a variety of topics, such as housing, economic feasibility, public safety, and more. This knowledge applied to the list of potential Climate-Friendly Areas can inform which Climate-Friendly Area(s) Springfield ultimately selects. Depending on the audience, input may also focus on how well the State's requirements for new plan policies and zoning/development codes fit with the list of potential Climate-Friendly Areas. Group- or organization-based community members could represent perspectives from:

- Housing and community development interests
- Economic interests including the Springfield Area Chamber of Commerce
- Civic organizations including Springfield City Club
- Tourism agencies and interests including Travel Lane County
- Social service providers
- Transportation interests including Lane Transit District, Oregon Department of Transportation
- Environmental interests
- Waste management interests including Sanipac
- Park and recreation interests including Willamalane Park and Recreation District
- Utilities including Springfield Utility Board, telecommunications, fiber/internet, etc.
- Eugene-Springfield Fire Marshal's Office
- Springfield and Eugene Public Schools

### Communities within Potential Climate-Friendly Areas

Outcomes that result from implementing Climate-Friendly Areas can directly affect Springfield's community members who, within the boundaries of potential Climate-Friendly Areas:

- Have property and/or
- Live and/or
- Work and/or
- Own businesses

Connecting with and hearing from them will mean making concerted efforts for engagement, including additional tactics (page 14). Examples of non-residential community members the City will reach out to include: PeaceHealth in the Gateway/RiverBend area, Glenwood's redevelopment team (including property owners), Downtown businesses, and realtors/developers/property owners working on Mohawk's redevelopment.





Understanding the interests and needs of underserved community members as the City works to identify solutions and inform CFA options will also be important to this project and meet State rules. These Rules make clear that transportation and land use projects must pay specific attention to underserved populations at all levels of the project and decision making due to historic and continuing marginalization.<sup>3</sup> Underserved populations, as defined by the State, include:

- Black and African American people
- Indigenous people (including Tribes, American Indian/Alaska Native and Hawaii Native)
- People of color (including but not limited to: Hispanic, Latina/o/x, Asian, Arabic or North African, Middle Eastern, Pacific Islander, and mixed-race or mixed-ethnicity populations)
- Immigrants, including undocumented immigrants and refugees
- People with limited English proficiency
- People with disabilities
- People experiencing homelessness
- Low-income and low-wealth community members
- Low- and moderate-income renters and homeowners
- Single parents
- Lesbian, gay, bisexual, transgender, queer, intersex, asexual, or two-spirit community members
- Seniors
- Youth

## Appointed & Elected Officials

**Springfield Planning Commission:** The Springfield Planning Commission will hold a public hearing and provide recommendations to City Council on the designation of one or more Climate Friendly Areas and the draft Plan and Development Code amendments.

**Springfield City Council<sup>4</sup>:** The Springfield City Council has oversight and decision making responsibilities for the Project. The project team will provide briefings to City Council and seek feedback and guidance on an as-needed basis. Ultimately, Springfield City Council will formally designate one or more Climate-Friendly Area(s) and adopt corresponding amendments to land use plans and the Development Code.

## Process & Tactics for Community Engagement

### Process

Working with staff, City Council identified four potential Climate-Friendly Areas. Going forward, there are opportunities to hear from property owners, residents, and businesses within the potential Areas and from the larger community on which Area(s) Springfield should select. Springfield's ability to offer strategies to avoid, lessen, or alleviate the effects of possible displacement within Climate-Friendly Areas as they redevelop over time may affect this decision. To create informed products and a thoughtful process, the project team will work collaboratively with multidisciplinary staff who work

<sup>3</sup> OAR 660-012-0125, 660-012-0130

<sup>4</sup> If any portion of a Climate Friendly Area is outside city limits, Lane County's Board of County Commissioners must co-adopt plan and Code amendments.

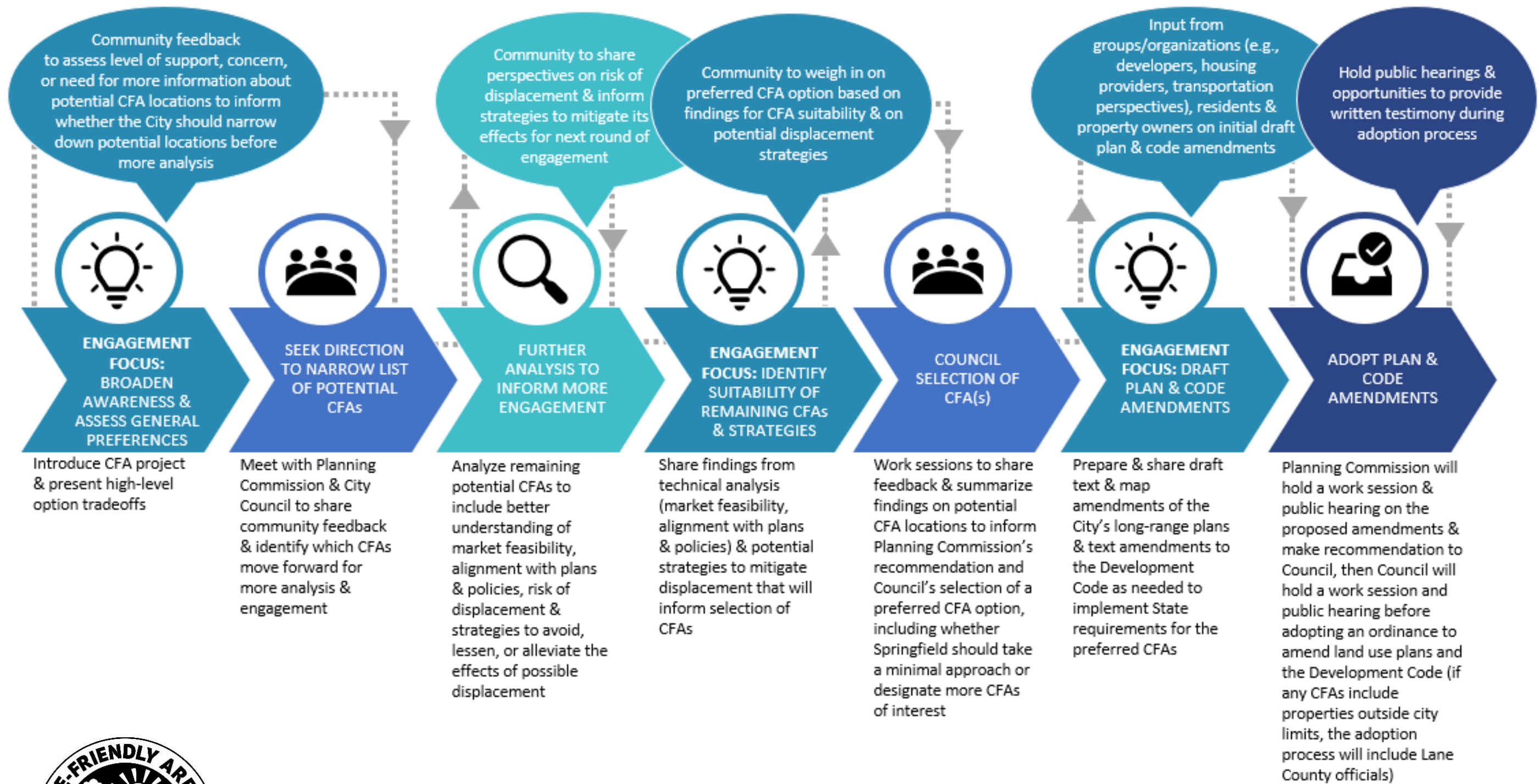


toward the related goal of making Springfield the best it can be, such as with the City’s Housing and Economic Development teams and partner agencies.

Page 10 shows a high-level process graphic of how information will flow between staff, appointed elected officials, and community members throughout the project. This graphic highlights how and when community members can provide meaningful input.

DRAFT





## CLIMATE-FRIENDLY AREAS (CFAs) PROCESS: INFORMATION & ENGAGEMENT FLOW



## Tactics

The tactics highlight the project team’s anticipated activities to engage the community throughout the Climate-Friendly Area designation process. There are two overall sets of tactics to clearly distinguish:

- Ways to engage the larger community (individuals and groups/organizations)
- Additional ways engage property owners, residents, and businesses within Climate-Friendly Areas, particularly community members who are underserved

The project team will consider various needs (e.g., language, complexity of information, accessibility of electronic or printed formats) in its design of materials based on the availability of resources and will strive to make engagement possible for people.

## The Larger Community

Members of the larger community have a wide range of perspectives based on different experiences and varying levels of interest and background knowledge. The project team will use tactics (page 12) that are easily accessed in a convenient way and support them with clear messaging. Individuals and groups/organizations as part of this larger community will have multiple opportunities to provide input at key points throughout the project. The content and process of communication and engagement will aim to share updates on the project’s progress for consistency and will highlight specific ways to participate along the way for clarity. Topics shared will include:

- What the effort is about
- The list of potential Climate-Friendly Areas and why they came to be
- Which Climate-Friendly Areas are “no ways” and which should move forward for considerations
- Proposed strategies to avoid, lessen, or alleviate the effects of possible displacement within Climate-Friendly Areas
- Proposed plan and Development Code amendments (the project team will directly seek input from groups/organizations though anyone can provide input)
- The adoption process



## Engagement with the Larger Community

Tactic	Purpose	Level of Engagement	Timing
<b>Staff contacts</b>	Be responsive to people who want to visit City Hall, call, or e-mail staff to talk about the project	Inform	Ongoing
<b>Project webpage on Springfield Oregon Speaks</b>	Provide a convenient resource for learning about the project and how to engage and to gather documents	Inform	Ongoing
<b>Social media updates</b>	Build overall awareness about project and about when and how people can engage, announce timely information	Inform	Ongoing
<b>News releases</b>	Announce timely information	Inform	As needed
<b>Factsheets (also on project webpage)</b>	Share key information about the project and answer anticipated or common questions in digital or printed formats	Inform	As needed
<b>Story map (also on project webpage)</b>	Explain the project and key decision points visually, comparing potential Climate-Friendly Areas and showing decision tradeoffs with embedded survey link	Inform, Consult	Selection phase
<b>Survey (also on project webpage)</b>	Obtain input on preferred Climate-Friendly Area(s) and/or displacement strategies	Consult	Selection phase
<b>Tabling</b>	Join community events to reach a wider audience who does not typically engage in City projects and provide multiple formats (factsheets or general handouts, comment boards or other interactive activities)	Consult	Selection phase
<b>Printed &amp; digital posters/announcements</b>	Provide information near the Development Center counter (for example, to explain changes to the Development Code and adopted plans)	Inform	Adoption phase at minimum
<b>Public hearings</b>	Provide notice (newspaper, online, City Hall) that people can give testimony and/or observe proceedings on draft materials	Involve (public), Empower (decision makers)	Adoption phase
<b>Additional Tactics for Groups/Organizations At-Large</b>			
<b>Direct outreach (e-mail, phone)</b>	Connect with organizations/groups of the project (link to webpage), invite future conversations as desired	Inform	Ongoing
<b>Coordinated messaging</b>	Align project announcements with interested organizations' newsletters and/or social media and/or attendance at virtual or in-person events	Inform	Ongoing
<b>Targeted virtual sessions</b>	Share project updates and, as needed, seek feedback or input on draft products	Inform, Consult	To scope with each phase



## Communities within Potential Climate-Friendly Areas

The project team will tailor additional tactics (page 14) to understand the needs of community members within the potential Climate-Friendly Area boundaries, including property owners, residents, and businesses. These are the people the rules will affect most directly. The tactics are designed to enable community members within potential Climate-Friendly Areas to hear from the City first-hand and in ways that offer interaction. Most times, this will mean focused outreach to include direct mailings, strategically placed handouts or flyers, and opportunities for conversations or meetings where people are already at or are comfortable talking. Possible partnerships with organizations or agencies (e.g., Lane Independent Living Alliance, Lane Transit District, etc.) to make engagement convenient and appropriate for the intended audience can inform specific actions for each tactic. Input sought will focus on:

- Which potential Climate-Friendly Areas are preferred and why
- How to enable community members to stay in place - not having to move elsewhere due to redevelopment (displacement)
- What types of strategies would be most helpful if displacement someday occurs

The project team will emphasize connections with underserved populations (those who have been historically marginalized and are currently most vulnerable)<sup>5</sup> and any input they offer, starting with following up with leaders of underserved community members who interviewed with Kearns & West in 2022 and 2023. These leaders may also inform how the project team will move forward with engagement and help with establishing connections.

The tactics below are examples of what the project team can do, but the actual tactics used will also depend on the demographic makeup of each potential Climate-Friendly Area.

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<sup>5</sup> As noted, State rules for this project require, to the extent possible, that the process to designate a Climate-Friendly Area centers the voices of underserved populations.



## Engagement with Communities within Potential Climate-Friendly Areas

Tactic	Purpose	Level of Engagement	Timing
Those listed for the larger community	Provide opportunities others have to stay informed or get involved	Varies	Varies
Pop-ups	Reach a wider audience of community members who do not typically engage in City projects and provide tools for input (immediate if time and interest and/or takeaway information about other current or future opportunities)	Inform, Consult	Selection phase
In-depth formats (in-person or online TBD) (roundtables, focus groups, workshops, interviews, or 1-on-1 conversations/meetings)	Hold space to understand honest perceptions, experiences, and values in a comfortable setting as determined best by each community group or member and contingent on specific makeup of potential Climate-Friendly Area(s)	Consult, Involve	As needed, to scope with each phase
Direct mailings	Provide a direct connection to project staff and share updates, including ways people can engage with current and upcoming project efforts	Inform	As needed, to scope with each phase
Printed flyers	Distribute visually engaging project information at existing places of interest (e.g., grocery stores, laundromats, bus stations, restaurants) to spread the word about how to stay informed or get involved	Inform	Selection phase, Adoption phase

