

To: Planning Commission

From: Mary Phillips, Senior Planner

Memo Date: May 2, 2024

Meeting Date: May 13, 2024

Subject: Discussion of Draft 2024-25 Planning Commission and Subcommittees Work Plan

Attachments: 1. Draft 2024-25 Planning Commission and Subcommittees Work Plan
2. 2022-2025 Gresham Strategic Plan
3. Fiscal Year 2023-24 Action Plan

This work session provides an opportunity for staff and members of the Planning Commission to discuss the Draft 2024-25 Planning Commission and Subcommittees Work Plan before the Planning Commission brings it to City Council for their endorsement. The Planning Commission and staff will review the draft work plan (Attachment 1) to ensure it is focused around the Strategic Plan (Attachment 2) and its implementing Action Plan (Attachment 3). Commissioners are asked to provide any final comments on the draft work plan at this work session.

PLANNING COMMISSION AND SUBCOMMITTEES WORK PLAN

The Planning Commission and Subcommittees Work Plan is a working document that is meant to help focus and align the work of the Planning Commission and each of the Subcommittees in relation to the City’s Strategic Plan for the 2024-2025 fiscal year. The roles of the groups are as follows:

- The **Planning Commission** makes recommendations to Council on how land in the city could be used and helps plan how the city will grow and change over time.
- The **Community Development and Housing Subcommittee** makes recommendations on the use of the City’s federal housing funds to support the housing needs of the city’s low and moderate-income residents.
- The **Design Commission** reviews applications for development in our city’s centers and helps create design standards for development that reflect our diverse and welcoming community.
- The **Historic Resources Subcommittee** helps identify and protect historic and cultural resources in our city and makes recommendations on development applications involving historic properties.
- The **Transportation Subcommittee** advises Council on the ongoing development of the city’s multi-modal transportation network to improve safety, mobility, and livability in Gresham.
- The **Urban Forestry Subcommittee** advises Council on tree issues throughout the city, and supports the City’s significant tree list, approved street tree list, and Tree City USA activities.

The work items for each of these groups are focused around the guiding principles and priority goals of the 2022-2025 Gresham Strategic Plan and typically support specific items on the Fiscal Year 2023-24 Action Plan. Work items also include planning projects that have been initiated by Council which are related to the role of the group. The plan is meant to focus on what is specific to the year it is for, so does not include tasks that are part of the regular ongoing function of the groups.

Gresham Strategic Plan

Mission

- To foster a safe, thriving, and welcoming community for all.

Vision

- Gresham is a vibrant, inclusive, and resilient community where everyone can share in economic prosperity, enjoy connection and belonging, and live a high-quality life.

Guiding Principles

- Diversity, Equity, and Inclusion
- Authentic Engagement
- Stewardship of Resources
- Innovative and Adaptive
- Trustworthy and Accountable

Strategic Priority Goals

- *Financial Stability:* Gresham's different revenue sources provide the City organization with a fair and stable financial foundation that adapts to change and challenges...
- *Community Safety:* Gresham is a safe and resilient place. The City works to reduce risk, harm and violence and meet the community's needs...
- *Thriving Economy:* Gresham creates greater opportunities for economic well-being and shared wealth for all.
- *Housing for All:* Everyone in Gresham can live in a secure and reliable place they call home, and no one experiences housing uncertainty. All Gresham community members can access housing that meets their changing needs and wants.
- *Community Vibrancy:* Community members and visitors come and find a wide choice of activities and opportunities to enjoy recreation and nature. We celebrate Gresham's many cultures and vibrant neighborhoods. Community events bring us together and build a shared sense of belonging.

BACKGROUND

The Planning Commission and Subcommittees Work Plan is called out in the Gresham Revised Code (GRC), but the GRCs do not establish formal requirements for it. As such, City staff have been working with Council, the Planning Commission, and each of the Subcommittees to establish a template and process for the creation of the annual work plan. This process has included several meetings with the Planning Commission, including in the last year:

- May 22nd, 2023, Planning Commission Work Session: Review of preliminary work plan purpose, template, and process.

- December 5, 2023, joint work session with City Council: Review of work plan purpose, template, process, and focus.
- February 26, 2024, Planning Commission Work Session: Review of draft Planning Commission work items. (No edits were made at this meeting, and no additional comments were received after the meeting).

Since the February 26 work session, staff liaisons have shared the draft work plan with each of the Subcommittees, and their feedback on their tasks has been incorporated into the attached draft work plan.

NEXT STEPS

After the Planning Commission's review of the draft work plan to ensure its relation to the Strategic Plan, the next steps are as follows:

- Staff and the Planning Commission will present the draft work plan to City Council at a joint work session for their endorsement.
- City Council will formally adopt the work plan as part of the consent agenda at a business meeting.
- The final work plan will be shared with the Planning Commission and Subcommittees and posted on the Planning Commission webpage.

FOR MORE INFORMATION

Staff contact: Mary Phillips, Senior Planner, Planning Commission Staff Liaison

Staff email: Mary.Phillips@GreshamOregon.gov

Telephone: 503-618-2610

Website: GreshamOregon.gov/Middle-Housing/