



Planning Commission

Discussion of the 2014 Annual Planning Commission Retreat

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Title

Discussion of the 2014 Annual Planning Commission Retreat

Report

Issue:

The Planning Commission will establish the topics, a date and time for their 2013 annual retreat.

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Presenter(s):

Chair Max Brown
Amy Buckler

Background and Analysis:

Planning Commission retreats vary from year to year. The subject and structure are determined by the Commission, and staff provides logistical assistance.

The Commission briefly discussed their retreat on May 5, and asked staff to poll the Commissioners for a list of possible dates. It looks like Saturday, June 21 is the date that works best for the majority, or at least every Commissioner can attend.

On May 5, the Commission discussed the following as possible topics for the retreat:

1. A conversation about moving forward as a productive Planning Commission.
2. A status report about downtown to include an overview of all studies done.
3. Fostering greater relationships between advisory committees and other groups.

On May 9, the OPC Leadership Team discussed this further and proposes the following:

1. **First ½ - OPC Effective Communications:** Group discussion about:
 - The role of the Commission as liaison to the community/advocates of the Comprehensive Plan (in addition to the main role of advising Council.)

- Effective relationships with other groups (City Council, staff, advisory committees, neighborhoods, business owners, etc.)
- Possibly facilitated by a third party

2. Second ½ - Downtown: Briefing from staff and discussion about:

- Status of downtown - get a general sense of what's happening
- Slide show of best downtowns in the Puget Sound or other areas (i.e., Mount Lake Terrace, Mill Creek, Santa Barbara) - what is it about these downtowns that you like? How did they become successful?

OPC typically holds the retreat in a local venue so the public may attend, if interested. Staff is looking into possible locations, and can provide more information at the meeting.

The staff asks the Commission to answer the following questions this evening so that planning and logistics for the retreat can begin:

1. Confirm a date and time.
2. Confirm retreat topics and expectations.
3. Confirm use of a third party facilitator.
4. Confirm if lunch should be served.
5. Indicate a priority location for the retreat.
(*Final decision will be based on availability.*)
6. Select the Leadership Team or a subcommittee to work with staff on the logistics.

Neighborhood/Community Interests (if known):

The public is welcome to attend OPC retreats and observe. The retreat date and location will be noticed to the public.

Options:

Discussion item; Provide any direction to the Leadership Team and staff on next steps.

Financial Impact:

There is no specific allocation for advisory board retreats. Costs are typically included in the department's base budget. There is some money available for a facilitator or other special speaker, or a local field trip.