

**Bureau of Planning & Sustainability Seeks Applicants for
Three Seats on Community Involvement Committee for the
Portland Plan and Comprehensive Plan Update's
Public Involvement Process**

*A once-in-a-generation chance to
participate in shaping Portland's future*

**Contact:
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City of Portland, Bureau of Planning & Sustainability**

Tuesday, April 12, 2011

The City of Portland's Bureau of Planning & Sustainability is accepting applications through May 6, 2011, for three community members to serve on the Community Involvement Committee (CIC) for the Portland Plan and the Comprehensive Plan Update.

The **Portland Plan** provides an opportunity for Portlanders to help define priorities, guide investments and set the course for the city for the next 25 years. It is a multi-year, citywide project to create a strategic plan, with short-term actions and a long-range plan, to guide the physical, economic, social, cultural and environmental development. Eighteen partners from local government and public agencies have joined in this effort.

The **Comprehensive Plan** will provide a coordinated set of guidelines for decision-making for the future growth and development of the city, as well as implementation measures to accomplish the desired results. The Comprehensive Plan will provide the City with:

- A set of Land Use and Public Facilities Goals and Policies to guide the development and redevelopment of the city.
- A Comprehensive Plan Map and a set of regulations for development, including a revised Zoning Code, to carry out the policies.
- A guide for the major public investments required to implement the plan.
- A process for review and amendment of the plan.



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Community Involvement Committee Charge

The charge of the CIC is to review and make recommendations on the public involvement efforts for the Portland Plan and the Comprehensive Plan Update. The committee reviews past involvement efforts and results and preview upcoming involvement activities. The committee makes recommendations to the Planning & Sustainability Commission (PSC) and staff on ways to continue or improve its public involvement activities so they meet the overall goals of the public involvement work program.

The CIC comprises of up to three Planning & Sustainability Commissioners and 15 members of the community at large. CIC members should expect to meet monthly at Wednesday morning meetings. Quarterly, there are Wednesday evening meetings held instead.

Additional information about the CIC is available at:

(<http://www.portlandonline.com/portlandplan/index.cfm?c=50731>)

Member Qualifications and Skills

Portlanders who are interested in serving on the CIC should have the following:

- Strong interest in and understanding of public involvement processes.
- Commitment to the City's goal for the CIC: To oversee and strengthen the community's involvement and capacity to participate with the Bureau of Planning & Sustainability, partner bureaus and government agencies in the development of the Portland Plan and Comprehensive Plan Update.
- Ability to work collaboratively with people of diverse perspectives and experiences.
- Willingness to contribute to successful group work; team player.
- Ability to commit 2-3 hours every month, plus preparation for monthly meetings; additional subcommittee meetings; public involvement events; presenting at Planning & Sustainability Commission, City Council, etc.
- Live, work and/or go to school in the City of Portland.

Member Responsibilities

- Review public involvement methods, activities and results. Approximate end date for the Portland Plan is December 2011 and Comprehensive Plan Update is December 2012.
- Review and make recommendations for involvement methods and activities for the coming month.
- Consider issues and concerns from a citywide perspective.

Selection Process

Applications will be reviewed by a selection committee consisting of members of the Portland Plan Community Involvement Committee; Bureau of Planning & Sustainability staff; and Office of the Mayor staff. Final consideration and appointments will be made by the Mayor and approved by City Council in June 2011. This application is to fill three vacant positions on the CIC.



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Application Process

To apply to be a member of the CIC for the Portland Plan and Comprehensive Plan Update, please submit the following by Friday, May 6, 2011, 5:00 PM:

1. Fill out a "City Boards & Commissions Interest Form" below.
2. Submit your responses to the supplemental questions below. Please keep answers to a maximum of two pages (single sided and single spaced), 12 point font.

City Boards & Commissions Interest Form for Community Involvement Committee

The purpose of this form is to obtain information for the use in making appointments to City boards, commissions, and committees, and to assist the Mayor in making inquiries concerning the qualifications of applicants for appointment. Please note that information provided in this document is public information, with the exception of the confidential section. (Information in the confidential section will only be disclosed as required by law.) If you have a recently prepared biography or resume, please attach it to this form. Thank you for your interest.

Please return this form by May 6, 2011, 5:00 PM to:

**Marty Stockton, Community Outreach and Information
City of Portland, Bureau of Planning & Sustainability
1900 SW 4th Avenue, Suite 7100, Portland OR 97201**

**Or email to marty.stockton@portlandoregon.gov
(email confirmation to be sent once received).**

Or fax to: 503-823-7800

To help ensure equal access to City programs, services and activities, the City of Portland will reasonable modify policies/procedures and provide auxiliary aids/services to persons with disabilities. Call 503-823-2030 or 503-823-4000 with such requests.



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Name

First _____ Middle Initial _____ Last _____

Mailing Address

City _____ State _____ Zip _____

Occupations

Daytime Phone _____

Email _____

Biography/Resume Attached? Yes No

A. Please describe your reasons for wanting to serve on the CIC:

Empty text box for reasons for wanting to serve on the CIC.

B. List skills or knowledge that would be relevant to the CIC:

Empty text box for listing skills or knowledge relevant to the CIC.



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C. List work or volunteer experience that would add to your expertise for the CIC:

Dates (from/to) _____

Employer or Responsibilities _____

Volunteer Activity _____

Dates (from/to) _____

Employer or Responsibilities _____

Volunteer Activity _____

Dates (from/to) _____

Employer or Responsibilities _____

Volunteer Activity _____

D. List your experience working on diverse teams or committees:

E. Describe your understanding of the services the City of Portland provides:



SUPPLEMENTAL QUESTIONS

1. Name _____

2. The CIC seeks to have representatives from the community at large and/or from community organizations. How do you identify yourself?

Community member at large

If you are a member of a community organization, please list the name(s) of the organization(s):

3. Please list two references below that are knowledgeable about your qualifications and skills relative to serving on the CIC.

Name _____

Title/Organization _____

Relationship _____

Phone number _____

Email address _____

Name _____

Title/Organization _____

Relationship _____

Phone number _____

Email address _____



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4. The CIC will make recommendations to help the City to engage the broad diversity of Portland's communities in the Portland Plan and the Comprehensive Plan Update. Please describe your experience in engaging diverse groups and those traditionally underrepresented in community planning or project implementation.

5. How would you work to support successful collaboration between CIC members with differing perspectives? (For example, how would you help resolve potential differences between community views?)

6. CIC members are charged with reviewing Bureau of Planning & Sustainability public involvement activities for the Portland Plan and the Comprehensive Plan Update and making recommendations to improve these activities and outcomes. This may at times challenge your own individual perspective due to either your employment, your involvement with a specific community organization or simply due to your own personal viewpoints. Please describe how you would handle such challenges if they were to arise.



My signature affirms that all information contained herein is true to the best of my knowledge, and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature _____ Date _____

Please send a completed application package by email, mail, fax, or in person (email preferred) by Friday, May 6, 2011, 5:00 PM to:

**Marty Stockton
Community Outreach and Information
City of Portland, Bureau of Planning & Sustainability
1900 SW 4th Avenue, Suite 7100
Portland, OR 97201**

503-823-2041 | Fax: 503-823-7800

marty.stockton@portlandoregon.gov

For more information about the CIC, please contact Marty Stockton or view the CIC webpage at:

<http://www.portlandonline.com/portlandplan/index.cfm?c=50731>



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Please note this optional information must remain on a separate page from the rest of the application.

OPTIONAL INFORMATION

The City asks that you voluntarily provide the following information. By providing this information, you will help us ensure that appointments represent a broad cross-section of the community. You are under no legal obligation to provide this information. State and federal law prohibits the use of this information to discriminate against you. The City will treat this information as confidential to the fullest extent allowed by law.

Age

- Under 18 18-64 65+

Race

- African-American Asian Caucasian
 Hispanic Native American Mixed/Other

Gender

- Female Male

Disability

- No Yes

If yes, please specify:



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