

THE PLANNING PROCESS

A. INTRODUCTION

Planning is a process which involves affected persons and approving authorities 1) defining issues and problems, 2) establishing goals and policies, 3) adopting implementation measures, 4) enforcing and carrying out those measures and 5) evaluating and updating each of the above steps. The Comprehensive Plan and implementing zoning ordinance documents represent a guide to action and are not an end in themselves. They must be continually reviewed and updated to respond to changing values, policies and conditions. Likewise, plans and ordinances must be properly implemented or their primary purpose as a guide to action is negated. This Section outlines three major ingredients in the Sherwood Comprehensive Planning Process: Citizen Involvement, Planning Coordination and Plan Administration.

B. CITIZEN INVOLVEMENT

The City of Sherwood is committed to maintaining a creative and responsive planning process which assures the opportunity for the involvement of all parties affected by development decisions in the Urban Growth Boundary consistent with LCDC Goal 1. To that end the City has adopted a Citizen Involvement Program (CIP) outlining how it intends to assure opportunity for citizen involvement in the planning process. The goals of the program are as follows:

To insure the opportunity for citizens to be involved in all phases of the development and implementation of Sherwood's Comprehensive Plan.

To provide information that enables citizens to identify the issues and suggest alternative approaches to addressing identified needs and problems.

To provide a local citizen participation structure which may be used by federal agencies, LCDC, Metropolitan Service District and other agencies involved in the Sherwood urban area.

To assure effective two-way communication between citizens and elected officials on planning related matters.

In adopting the CIP, the City established the Sherwood Citizens Planning Advisory Committee as the Committee for Citizen Involvement (CCI). SCPAC adopted its own bylaws in December of 1978 which include the following organizational goals:

1. To assist City government in making decisions regarding land use by providing information based on available citizen input.
2. To provide a forum for the development of ideas and concepts that benefit the

Sherwood community as a whole by careful monitoring and continued use of the Comprehensive Plan.

3. To create an awareness of the planning process, and to encourage citizen involvement so that the citizens decisions reached reflect the broadest technical opinion.
4. To speak to those issues involving the community as a whole, rather than specific areas that may be affected by growth decisions.

The full texts of the Citizen Involvement Program and SCPAC bylaws as well as a more detailed account of citizen involvement during plan development is contained in Background Data and Analysis, Section 1.

Consistent with provisions of LCDC Goal 1, the Sherwood Citizens Planning Advisory Committee (SCPAC) shall conduct an evaluation of the City's Citizen Involvement Program (CIP) and include the evaluation with the Plan when it is submitted for LCDC acknowledgment. SCPAC will conduct an evaluation of the CIP each year on the anniversary of initial Plan acknowledgment at the time of each Plan update.

Preceding the 1989 Plan update, the City evaluated the adopted CIP in relation to the update process. Because of the minimal response to advertised citizen participation solicitation and the nature of a limited update, versus full plan development, the City appointed one eleven (11) member advisory committee responsible for all elements of the update. The elaborate system of subcommittees was not possible nor deemed necessary. The adopted CIP program remains unchanged, however, and will be evaluated with each Plan update.

C. AGENCY INVOLVEMENT

LCDC Goal 2 requires that "each plan and related implementation measure shall be coordinated with the plans of affected governmental units." The City and its consultants have coordinated work on the Plan in its various phases with interested agencies. Coordination has occurred in the area of data provision and consistency, goal and policy development and implementation of current programs and procedures. Specifically, the City has received and reviewed State agency coordination programs pursuant to ORS 197.80 and have taken advantage of technical assistance offered in several cases. The City will provide the following agencies with plan products for review and comment during progressive plan phases.

1. Land Conservation and Development Commission
2. Metropolitan Service District
3. Washington County
4. Cities of Tualatin, Wilsonville, and Tigard

5. Portland Metropolitan Area Local Boundary Commission
6. Tri-Met
7. Sherwood School District 88J
8. Clackamas County
9. Tualatin Valley Fire and Rescue
10. Unified Sewerage Agency
11. State of Oregon:
 - Department of Transportation
 - Department of Environmental Quality

In addition, contact has been maintained with the following private utility companies concerning matters of mutual concern: General Telephone Company, Portland General Electric, Northwest Natural Gas, and Columbia Cable Co.

D. PLAN DEVELOPMENT PROCESS

The development of Sherwood's first Comprehensive Plan has proceeded from the development of an initial draft plan in 1974 through present efforts to achieve compliance with Statewide Goals and Guidelines. Since the availability of Planning Assistance funds in fiscal 1976-1977, the City has conducted its planning in five major phases; Data Collection and Analysis; Evaluation of Alternative Policy; Plan Preparation and Adoption and Preparation and Adoption of Implementing Ordinances. A chronology of the process through the City's original compliance date of January 1, 1980 is shown in Figure II-1. The 1989 Plan Update followed a similar process as illustrated in Figure II-2.

E. PLAN INTERPRETATION

The Sherwood City Council shall have final authority for the interpretation of the text or maps of the Sherwood Comprehensive Plan. In cases of conflict between the map and text of the Comprehensive Plan, the text of the plan shall take precedence in interpreting plan intent. The location of zones on the Plan Map shall be determined according to the rules contained in Part 3, Section 1.102.03. The Plan Map and Zoning Map are identical.

F. PLAN AMENDMENTS

This Plan, and each of its parts shall be opened for amendments that consider compliance with the goals and objectives and plans of the Metropolitan Service District (MSD) or its successor, on an annual basis and may be so amended or revised more often than annually if

deemed necessary by the City Council as provided in this Section. Annual amendment and revision for compliance with the above regional goals, objectives and plans shall be consistent with any schedule for reopening of local plans approved by the Land Conservation and Development Commission (LCDC).

Amendments to the maps and text of this Part shall comply with the provisions of Part 3 Chapter 4 Section 4.200.