



PLANNING DEPARTMENT

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Pioneering pathways to prosperity.

WASCO COUNTY PLANNING **COMMISSION AGENDA PACKET**

FOR

Work Session Date: April 6, 2021

Time: 3:00 pm

Location: Virtually via Zoom

Registration <https://wascocounty-org.zoom.us/meeting/register/tZ0qdeytrD8sE9X5nTnc6ur5wuB37Z36oVBI>

Join by Phone: **(253) 215 8782**

Meeting ID: **897 2552 4691**

PLANNING COMMISSION WORKSESSION - Wasco County Land Use and Development Ordinance Update Scope, Work Tasks and Public Participation Plan



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Date: March 30, 2021
To: Wasco County Planning Commission
From: Wasco County Planning Office
Subject: Submittal for Work Session dated April 6, 2021
Re: **Wasco County Land Use and Development Ordinance update overview, work tasks and public participation plan.**

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LUDO Update Communications and Outreach Tools	PC 1 – 22
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Planning Department



Wasco County Land Use and Development Ordinance (LUDO) Update 2021-2022

Overview

- **Scope**
- **2021 Work Tasks Overview**
- **Process**

2021

- State or Federal Law Required
- Recommended by staff or partners
- Policies/implementation measures for Wasco County 2040

	Required	Recommended	Wasco County 2040
 Legislative Updates	X		
 Review Procedures	X	X	
 Land Divisions Procedures	X	X	
 Overlay Zones	X	X	X
 Agritourism			X

	Required	Recommended	Wasco County 2040
 Overlay Zones	X		X
 Energy Facilities	X		X
 Communication Facilities	X	X	X
 Wildfire Safety Standards	X	X	X
 Housing			X
 Short Term Rentals			X
 Destination Resorts	X		X

2022

- More optional items
- Based on Wasco County 2040

Work Task 1: EPDs 4-7, 9-10, 12, 14

- Update EPD language for consistency
- New name for EPDs (overlay zone or other)
- EPD 4, 5, 6, 7, 12 have specific Wasco County 2040 updates

Work Task 1: EPDs 4-7, 9-10, 12, 14

EPD 4: Make sure language is consistent with updates to State Historic Preservation rules

EPD 5: Ensure language is consistent with OAR 660-23

EPD 6: Make consistent with DSL Updates

EPD 7: Make language clear to include White River and make all uses in the underlying zone a CUP

EPD 12: Any updates related to the map adoption

Work Task 2: Legislative Updates & Model Code

- Mandatory legislative updates since 2012
- Evaluate some optional updates
- Modify Agricultural and Forest zones for consistency with state law

Legislative Update Summary

Mandatory

- Agricultural buildings allowed in forest zones
- County has 120 days (previously 90) to respond to a LUBA remand
- Cannot approve property line adjustments in farm/forest if creates a buildable lot
- Cannot use tax classification of dwellings when reviewing replacement dwellings in EFU

Optional

- Cideries permitted in EFU like wineries
- ADUs in rural residential zones with historic homes
- Allows equine therapeutic and counseling activities in EFU
- Guest ranches on 160 acre+ ranches
- Farm breweries may be permitted if farm grows hops
- Allows for poultry slaughtering and processing in EFU

Work Task 3: Chapter 2 (Procedures)

- Internal work group (2019/2020) to restructure
- State law consistency vetted by staff and legal counsel
- Most changes are mandatory/efficiency

Chapter 2 (Procedures)

- Reorganizing material:

From:

Section 2.010 - Purpose	1
Section 2.020 - Review Process	1
Section 2.030 - Coordination of Development Approval	1
Section 2.040 - Who May Apply	2
Section 2.050 - Pre Application Conference	2
Section 2.060 - Application/Completeness (Amended 4/12)	3
Section 2.070 - Filing Fees	5
Section 2.080 - Notice	5
Section 2.090 - Contents of Notice	6
Section 2.100 - Administrative Action Procedure of the Director	8
Section 2.110 - The Decision of the Director	8
Section 2.120 - Notice of a Decision by the Director	10
Section 2.125 - Time Limits for Permits and Extensions of Time	11
Section 2.130 - Establishment of Party Status	11
Section 2.140 - Hearing Procedure	12
Section 2.150 - Official Notice	14
Section 2.160 - Appeal from Decision of the Director	14
Section 2.170 - Review of a Decision of the Planning Commission	16
Section 2.180 - Review by the County Governing Body	17
Section 2.190 - General Conduct of All Hearings; Legislative, Administrative or Quasi-Judicial	19
Section 2.200 - Additional Hearing Notification Requirements	20
Section 2.210 - Zoning Maps	21

To:

Section 2.010 - Purpose	1
Section 2.020 - Review Authorities	1
Section 2.030 - Pre-Application Conference	1
Section 2.040 - Application Submittal and Completeness Review	2
Section 2.050 - Filing Fees	5
Section 2.080 - Final Action on Permit or Zone Change Application	6
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Work Task 4: Chapter 21 (Land Divisions)

- Internal work group (2019/2020) to vet
- Technical Advisory Group and legal review
- Most changes are mandatory/efficiency
- Proposing to separate land divisions with road standards (Chapter 22)

















Chapter 21 (Land Divisions)

- Using standard “unit of land” over parcel, lot
- Removing old procedures (like signage made by Wasco County)
- Requiring a preliminary title report at the time of application
- Removing surveyor directions, referencing ORS
- Creating a Road Standards Chapter (22)

Work Task 5: Agritourism

- Add agritourism provisions to agricultural zones
- Community recommendation was to add it verbatim from state law with no additions/edits

2021




































Jan - March	April	May	June	July	August	September-December
 	 					 
 	 					 
						

Research

Public
Outreach

Hearings

2022

January - February	March	April	May	June	July	August	September-December
  	  	 					  
 	 	 					 
 	 	 					 
							

Research


















Public
Outreach

Hearings

Process

- Research
- Public Input
- Hearings

2021

Jan - March	April	May	June	July	August	September-December
    	    					    



Research Phase

- Statute/rule review
- Case law research
- Best practices/comparative studies with other counties
- Peer reviewed research
- Preparing outreach

Public Outreach Activities

- Virtual Open House: Visit Anytime, Videos, One Sheet Explainers, Surveys
- Public Presentation: Summary with Q & A
- Ask a Planner
- Surveys/Polls
- In Person Kiosk for Comments, Reading

Other Input

- Technical Advisory Input
- Legal Review
- Staff Review
- Public Submitted Comments (Website, Email, Mail)

Legislative Process/Hearings

- Split tasks between two hearings in September
- BOCC hearings in Oct/Nov
- All updated Chapters, staff reports, additional materials (big packets!)

Questions?

Public can ask questions throughout the website by visiting the project website: wasco2040.com

Planning Department



2021 Wasco County Land Use and Development Ordinance (LUDO) Update Communications and Outreach Tools

Overview



- **2021 LUDO Update Outreach Tools**
- **Low tech and high tech options**
- **Many tools can be repurposed for 2022 LUDO Update**

2021 LUDO Update Outreach & Engagement Tools

- Notifications/Mail Lists
- Website Updates (wasco2040.com)
- Explainer Videos
- Comment Cards
- Facebook Posts & Graphics
- Editorial Calendar
- Internal 1-page Summary Sheets
- External Task Summary Talking Points
- Ask Me Anything (Ask A Planner)

No Tech Options

- Mailing List
- Comment Cards



Comment on the 2021-2022 Update Plan

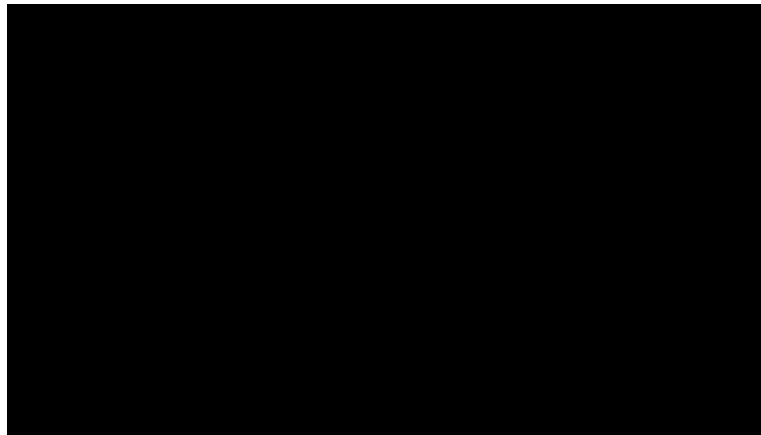
Name: _____ Email: _____

☐ Sign Me Up for Notification on News and Events

How can Wasco County improve it's land use plan? _____

Tech Options

- Central Website, WascoCounty2040.com
- Explainer Videos
 - Website, YouTube, Social Media
- AMAs



Thank you. Questions?

Wasco County Major LUDO Work Tasks

Task # ¹	Task Summary and Products	Public work sessions	PC Hearing	BOCC Hearing #1	BOCC Hearing #2	Date of DLCD Submittal
1	Environmental Protection Districts (EPDs) 4-7, 9-10, 12, 14 Updates² <ul style="list-style-type: none"> Update EPD language to be consistent and clear Change name (where applicable) from Environmental Protection District to (Name of Category) Overlay Zone (ie Flood Hazard Overlay Zone, Geological Hazard Overlay Zone, Public Airport Overlay Zone, etc) Make any updates resulting from Wasco County 2040 (specifically EPD 4, 5, 6, 7, 12) Anticipated Product: (1) Amendments to EPD Chapters approved by BOCC	May & August 2021	September 14, 2021	October 20, 2021	November 3, 2021	November 22, 2021
2	Legislative and Model Code Updates <ul style="list-style-type: none"> Minimal legislative updates have been made since 2012 to the Wasco County LUDO. These updates are mandatory and will ensure consistency with state law. Based on the Model Code Audit, make corrections to permission of uses/activities in resource zones. These updates are mandatory and will ensure consistency with state law. Anticipated Product: (1) Amendments to provisions in Chapter 3, Chapter 1 and 2, approved by BOCC	May 2021	September 7, 2021	October 20, 2021	November 3, 2021	November 22, 2021
3	Update Chapter 2 <ul style="list-style-type: none"> Restructure for clarity Make procedures consistent with state law Include any changes recommended by Wasco County 2040 (Goal 1 or 2) Anticipated Product: (1) Amendments to LUDO Chapter 2 approved by BOCC	April 2021	September 7, 2021	October 20, 2021	November 3, 2021	November 22, 2021
4	Update Chapter 21 <ul style="list-style-type: none"> Update for clarity, based on Technical Advisory input Update to reflect any changes to state law Separate Roads criteria into a new Chapter/Section Anticipated Product: (1) Amendments to LUDO Chapter 21 approved by BOCC (1) new Road Chapter (22)	April 2021 (Technical Advisory Group)	September 7, 2021	October 20, 2021	November 3, 2021	November 22, 2021
5	Update Chapter 3 with agri-tourism use <ul style="list-style-type: none"> Per Wasco County 2040, edit A-1 zone to reflect the addition of all agri-tourism uses Evaluate setbacks Anticipated Product: (1) Updated Chapter 3, Section .200 of LUDO	May 2021	September 7, 2021	October 20, 2021	November 3, 2021	November 22, 2021
6	Modifications to LUDO and evaluation of potential STR Ordinance <ul style="list-style-type: none"> Evaluate a Short Term Rental Ordinance to regulate short term rentals If necessary, modify LUDO to define permitting process 	May, June, August 2022	September 13, 2022	October 19, 2022	November 2, 2022	December 2022

¹ Task numbers are not assigned chronologically, and many tasks will be addressed concurrently.

² EPD 4: Cultural and Historic, EPD 5: Mineral and Aggregate, EPD 6: Reservoir, EPD 7: Natural Areas and Scenic Rivers, EPD 9: Big Muddy Limited Use, EPD 10: Badger Creek Limited Use, EPD 12: Sensitive Birds, EPD 14: Camp Morrow

7	Housing Updates <ul style="list-style-type: none"> Make modifications to LUDO uses to permit single wide mobile or manufactured homes in residential zones Identify any additional criteria to siting standards for mobile/manufactured homes As state law permits, update residential zones to permit ADUs Identify any additional criteria, including site plan review, for ADUs Invite and respond to public input on accessory structure limitations Any updates to Chapters 16 , 17, 20 Anticipated Product: (1) Amendments to LUDO Zones, Chapter 4 and Chapter 20 approved by BOCC	May, June, August 2022	September 13, 2022	October 19, 2022	November 2, 2022	December 2022
8	Update Chapter 10 based on Community Planning Assistance for Wildfires (CPAW) and the Community Wildfire Protection Plan (CWPP) <ul style="list-style-type: none"> Revise fire siting standards Anticipated Product: (1) Updated Chapter 10	April 2022	September 6, 2022	October 19, 2022	November 2, 2022	December 2022
9	Update any additional Chapters with WC2040 info <ul style="list-style-type: none"> Make sure all minor home occs are outright permitted in residential zones Anticipated Product: Make updates to LUDO on other WC2040 input	March 2022	September 6, 2022	October 19, 2022	November 2, 2022	December 2022
10	EPD 1-3, 11 & 15 Updates <ul style="list-style-type: none"> Prepare criteria for destination resorts Prepare any updates to EPDs 1 and 2 if mapping is complete Evaluate a military airspace overlay EPD 3 & 11 withany military airspace information Anticipated Product: (1) Amendments to EPD Chapters approved by BOCC, When 2 is amended we will need to amend Comp Plan Chapt 7 to remove implementation measure	April & May 2022	September 6, 2022	October 19, 2022	November 2, 2022	December 2022
11	Update Chapter 19 <ul style="list-style-type: none"> New solar criteria Any other updates to energy conservation rules Triggers to adopt any new facilities as critical along with Goal 5, do an ESEE analysis Military airspace notifications Anticipated Product: (1) Amendments to Chapter 19 approved by BOCC	March 2022	September 6, 2022	October 19, 2022	November 2, 2022	December 2022
12	Communication Facilities Chapter <ul style="list-style-type: none"> Develop a communication facilities chapter with standards 5G Anticipated Product: (1) Adopt a new Chapter	April & May 2022	September 6, 2022	October 19, 2022	November 2, 2022	December 2022
13	Other work as yet unidentified Anticipated Product:					December 2022
14	Final revisions of LUDO <ul style="list-style-type: none"> Update definitions chapter to capture all edits Correct references and scrivener errors Ensure formatting consistency 					December 2022

	Product: (1) Final draft of LUDO to be acknowledged by DLCD via Post Acknowledgment Plan Amendment					
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Notice and Hearings Deadlines:

2021- Tasks 1-5

ORS 215.503- (20 to 40 days before evidentiary): Mailed August 18, 2021

September Planning Commission 1st Evidentiary Hearing:

September 7th Tasks 2, 3, 4, 5

September 14th Tasks 1

Last Date for 1st Evidentiary: September 27th, 2021

2022- Tasks 6-14

ORS 215.5030 (20 to 40 days before evidentiary): Mailed August 17th, 2021

September PC 1st Evidentiary Hearing

September 6th Tasks 8, 9, 10, 11, 12

September 13th Tasks 6 & 7

Last Date for 1st Evidentiary: September 26th, 2021

Land Use and Development Ordinance Update

Public Participation Plan



Executive Summary

Following the update of the Wasco County Comprehensive Plan (Wasco County 2040), the Wasco County Planning Department will take some policies and implementation measures into the rulemaking phase. Rulemaking is the process by which the Planning Department will work with the public and decision making bodies to turn policies and implementation measures into criteria and regulation used in permitting land use development and use applications. These criteria and regulations make up a substantial amount of the Wasco County Land Use and Development Ordinance (LUDO).

In addition to rulemaking associated with Wasco County 2040, the Planning Department has also identified several other key updates that need to be made to the LUDO, including legislative updates (laws passed since 2012), issues identified during a consultant's model code audit of farm and forest zones, community driven initiatives separate from Wasco County 2040, and stakeholder and staff proposed amendments.

This plan addresses how the Wasco County Planning Department will meet state requirements for continuous and robust citizen involvement, in conjunction with Statewide Land Use Planning Goal 1.

PROCESS GOALS

The overall goals of the citizen involvement component of the LUDO Update include:

1. Encourage open attendance and participation by all people at public hearings and workshops. Offer opportunities for different communication styles to engage, explore, evaluate, and experience.
2. Reach a diverse population through a multi-media strategy and by holding meetings in different geographic locations to reach all parts of the County. Engage those who are not usually involved and/or have little to no exposure to land use planning.
3. Provide transparent and thorough information to assist the public and stakeholders in understanding issues and how to contribute. Use visuals and plain language to tell a strong story about past, present and future of Wasco County.
4. Seek early and continuous involvement of the public and stakeholders. Be led by the shared community vision and help refine plan through critical dialogue.

Who are the Stakeholders?

One of the most critical foundations of the public participation plan is to identify stakeholders. For the LUDO update, stakeholders include but is not limited to:

- Residents
- Property owners
- Business owners/employers
- Wasco County Departments (Assessor, Public Works, Sheriff)
- Local agency/organization partners (Building Codes Services, Environmental Healthy, Surveyors)
- Regional agency/organization partners (MCEDD, Mid Columbia Housing Authority)

- State agency/organization partners (State Agency Departments)
- Federal agency/organization partners
- Utilities
- School Districts


Guiding Principles

Wasco County Planning Department staff conducted an analysis and developed a framework for the public participation plan based on the International Association for Public Participation (IAP2)'s spectrum for public participation:

IAP2'S PUBLIC PARTICIPATION SPECTRUM



The IAP2 Federation has developed the Spectrum to help groups define the public's role in any public participation process. The IAP2 Spectrum is quickly becoming an international standard.

INCREASING IMPACT ON THE DECISION 					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will work together with you to formulate solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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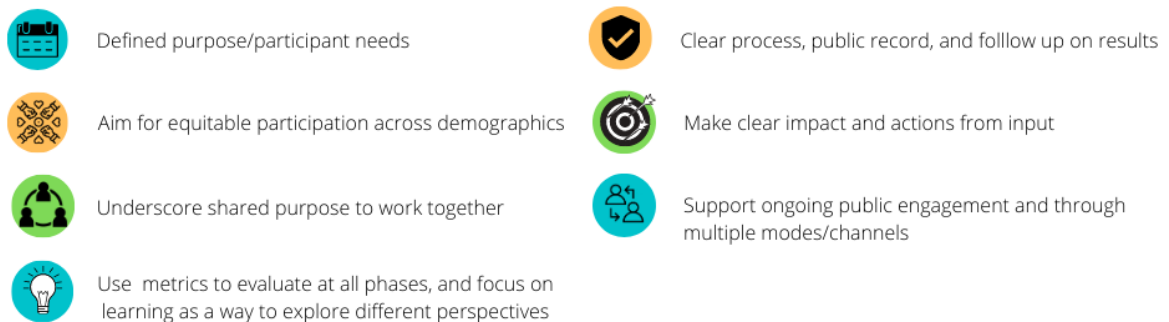
Using this framework, staff identified the following key principles¹:

¹ Key principles are based on the "Core Principles for Public Engagement" from the National Coalition for Dialogue and Deliberation (http://www.ncdd.org/files/NCDD2010_Resource_Guide.pdf) and modified to be specific to the LUDO Update.

Key Principles for Public Participation



Action Items



Careful Planning and Preparation: Through adequate and inclusive planning, ensure that the design, organization, and convening of the process serve both a clearly defined purpose and the needs of the participants.

For the LUDO Update, the purpose is outlined in the Executive Summary. To address all the needs of residents, we will:

1. Define the diverse audience and stakeholders
2. Identify multiple modes for input and output

Inclusion and Demographic Diversity: Equitably incorporate diverse people, voices, ideas, and information to lay the groundwork for quality outcomes and democratic legitimacy.

The Planning Department aims to incorporate the diversity of ideas and voices across Wasco County in all plans. Diversity is defined and understood through a comprehensive demographic analysis. Inclusion is then operationalized through:

1. Following ADA and other standards for readability

2. Using visual, audio, and written communications to incorporate all learning/communication styles
3. Giving equal opportunity for public comment by limiting testimony times
4. Offering multiple public comment formats (written, verbal, exercises, surveys, etc.)
5. Translation services
6. Partnering with trusted community organizations to bring participants to the table
7. Acknowledging cultural or other bias
8. Following the American Planning Associations guidelines on diversity and inclusion²

Collaboration and Shared Purpose: Support and encourage participants, government and community institutions, and others to work together to advance the common good.

Policies and implementation strategies in the Wasco County Comprehensive Plan (Wasco County 2040) were made up of a). community driven goals and vision b). items required by law. For those items not required by law, the shared purpose will be clearly restated with links to the past process. For those items required by law, staff will develop clear avenues for channeling public input.

Openness and Learning: Help all involved listen to each other, explore new ideas unconstrained by predetermined outcomes, learn and apply information in ways that generate new options, and rigorously evaluate public engagement activities for effectiveness.

Staff will use a learning approach to work sessions to encourage listening, exploration of new ideas, and ways to build in new options. The public participation also lays out clear metrics for evaluating public engagement activities throughout the process to determine effectiveness and improve the process moving forward.

Transparency and Trust: Be clear and open about the process, and provide a public record of the organizers, sponsors, outcomes, and range of views and ideas expressed.

Staff will develop explainer videos, infographics, and other content to explain the process, how to participate, how to access the public record, and how public input it used. Public outreach and input is also compiled into public outreach reports that demonstrate how public input is used.

² https://planning-org-uploaded-media.s3.amazonaws.com/document/APA_Diversity_and_Inclusion_Strategy.pdf

Impact and Action: Ensure each participatory effort has real potential to make a difference, and that participants are aware of that potential.

For the LUDO Update, staff will highlight key areas for impactful input, possible scenarios as a result of input, and the action that results from each scenario.

Sustained Engagement and Participatory Culture: Promote a culture of participation with programs and institutions that support ongoing quality public engagement.

Clear timelines for public comments will be published along with the various channels for participation throughout the LUDO Update process. Staff will also utilize every opportunity to encourage and channel public input.

Outreach and input method definitions:

High tech: Includes websites, interactive surveys, polls, or virtual software tools, and video conferencing

Low tech: Includes more passive virtual methods including email, online media, phone call usage (as opposed to video conferencing)

No tech: Includes in person functions or methods that do not require an internet connection including mail and flyers

Outreach methods

	High Tech	Low Tech	No Tech
Mailers			X
Email newsletter	X	X	
Traditional Media	X	X	X
Social Media	X	X	X
Website	X	X	
Flyers	X	X	X
Work sessions	X	X	(depending on Governor restrictions or satellite meeting capabilities)
Open Houses	X	X	(depending on Governor restrictions or satellite meeting capabilities)
Ask Me Anything	X	X	
Tabling/events	X	X	X
Community station	X	X	X
Code Annotation	X		
Explainer Videos	X		
One sheets		X	X

Mailers: At least one countywide mailer is sent per year. The mailer typically includes links to the website and other resources, so includes a high and low tech component.

Email Newsletter: Schedule newsletters at the beginning of each month and during any ad hoc events/updates as reminders.

Traditional Media: Press releases will be sent ahead of major events and legislative process. Newspaper notifications required ahead of every legislative hearing.

Social Media: **Explainer** videos, Facebook, Instagram “engagement stories”

Website: Many hub of reference, events, and other material. People can follow website via RSS feed to email, providing a low tech option. May need a how to for that.

Flyers: For advertising events, or placed at community kiosk stations. QR codes to make high and low tech.

Work sessions: Community meetings using a variety of techniques and tools to share information and gather input. Best estimates have these as digital throughout 2021. These could also be no tech with satellite or drive in meetings.

Open houses (or open office hours): Use virtual tools to hold flexible meetings for information and input opportunities. These could, also, be scheduled open “office hours” for folks to drop in via phone or video and ask questions.

Ask Me Anything (or open office hours): Use social media tools, like Facebook, YouTube, Reddit, or all of the above, to host a few “Ask Me Anythings” with staff so citizens can call in with specific questions.

Tabling/events: Tabling at community events to share information. This may be manned or unstaffed.

Community station: Two kiosks (South and North County) where individuals can go throughout the process to learn more information, provide feedback, and leave comment cards.

Code Annotation: Staff will provide both annotated text, demonstrating which changes are optional and which are mandatory according to state and federal law, and provide opportunities for the public to insert comments into proposed revisions.

Explainer Videos: Videos on the update categories, how to participate, the process and more will be produced.

One Sheets: Every proposed category of revision will be accompanied by a summary sheet explaining changes. One sheets will also be produced for the overall process and incorporated into things like the online FAQ.

Input methods

	High Tech	Low Tech	No Tech
Dot Exercises/StickyNotes	X	X	X
Surveys and Polls	X	X	
Comment Cards			X
Engagement Stories	X	X	
Website Comments	X		
Email Comments		X	
Mailed Letters			X
Open Houses	X	X	(depending on Governor restrictions or satellite meeting capabilities)
Ask Me Anything	X	X	
Tabling/events	X	X	X
Community station			X
Code Annotation	X	X	
Meeting Comments	X	X	X

Dot Exercises/Sticky Notes: These are two popular methods to utilize during work session, open houses, or online, to engage citizens with concepts and have them provide specific input. These can be used both in paper form or utilizing online software, both which will be employed for the LUDO Update.

Survey and Polls: Wasco County Planning Department uses Survey Monkey to generate polls on specific revisions or proposed topics, and polls posted on the project website for shorter engagement on issues.

Comment Cards: Comment cards are available for individuals to submit written comments during the update process.

Engagement Stories: This concept leverages social media to ask participants to engage and share input through stories or other creative methods.

Website Comments: The project website has a dedicated submit a comment form function. Staff has also added an “Ask a Planner” form function for use in the FAQ or to encourage direct engagement.

Emailed Comments/Mailed Letters: Citizens are able to submit written comments both electronically or via mail.

Open Houses: An open house is typically an in person or via video conferencing meeting where participants have an opportunity to interact with concepts and proposed revisions in an informal environment, with staff on hand to answer questions.

Ask Me Anything: Staff proposes to use Reddit or a similar platform to host a few Ask Me Anything (AMA) sessions so that citizens can ask questions of planners in a real time setting about proposed changes.

Tabling/events: Staff can participate in community events and functions, when available, to answer community questions and receive feedback.

Community station: This low tech, interactive kiosk will be available for citizens to engage with materials offered online, but in a no or low tech fashion, so that they may contribute feedback. This may include paper survey options, white board exercises, comment cards, and informational flyers.

Code Annotation: Citizens will have the ability to submit or interact with the proposed Land Use and Ordinance revisions to indicate preferences or suggest alternatives to the text or tables.

Meeting Comments: During public meetings, citizens have the opportunity to provide comment on the record.

Analysis

Any public feedback gained prior to hearings through the multiple channels will be collected, categorized, and shared in an annual Outreach Report. The Outreach Report serves to indicate the most successful outreach and input methods, as well as represent the broad base of citizen input on proposed updates.

Feedback will be sorted related to relevance to different work tasks, and sentiment, solutions, and alternative proposals will be teased out to offer alternative scenarios for different proposed amendments. Staff will be also relying on recommendations to new or revised language, and present that to the decision making bodies for review.

The analysis will include a clear delineation between mandatory and optional updates to provide decision making bodies a selection of options for adoption.

Strategies to Address Challenges

Challenge	Strategy
Multilingual populations	<ul style="list-style-type: none"> Website: The website will include option for translation into various languages. ADA standards for visually or hearing impaired populations will also be adhered to. Physical materials: Key mailers will be made available in English and Spanish. Wherever possible, handouts or materials will be posted to the website in html format, enabling the use of automate translation. Effective content: In all communication materials, use of active-voice that minimizes jargon and colloquialisms will reduce difficulties for translation. Graphics will be used heavily to draw attention/convey the message outside words. Public events: Translation services and those for visual/audio impaired populations will be made available upon request.
Diverse customs and practices	<ul style="list-style-type: none"> A variety of outreach methods will be employed, in consideration of different populations in Wasco County. Any in person venues will be chosen with accessibility in mind, including being public. Meeting times will be scheduled to avoid conflict with other events or practices and event materials/exercises will be available online for participants who could not attend meetings.
Renters and Owners	<ul style="list-style-type: none"> Staff will incorporate postal customers to major mailings to ensure capturing renters who may otherwise not receive the notices. Public notices will also be available on the project website and promoted through social media.
COVID-19 Limitations on Public Meetings	<ul style="list-style-type: none"> Staff will continue to follow Wasco County protocols and North Central Public Health recommendations for public assembly. Staff will utilize video conferencing and the combination of high, medium and low technical options as detailed in the outreach/input method section to accommodate various populations. The project scope will be specifically designed to focus, in the first year, on largely mandatory updates as to give the greatest amount of time for public input and the potential for in person meetings for optional updates.

Assessment Outcomes and Deliverables

In addition to analysis for content, staff will also continuously audit outreach and input methods using the participation metrics to shift resources as necessary. The goal overall is maximum citizen involvement, and these metrics will be shared in the annual outreach reports.

Participation Metrics

Medium/Method	Reach	Ripple/Share	Response	Return	Sentiment/Tone
Newsletter					
Workshop/Hearing					
Survey					
Webpage					
Social Media					
Open House					
Stakeholder Meeting					
Press Release					
Media Buys					