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Improving Developer Communication with the Natural Resources Committee for Natural Resources Overlay District Applications

**RECOMMENDED ACTION (Motion):**

Review and discussion of proposed pre-application conference language regarding NROD applications.

**BACKGROUND:**

The Planning Division follows codified administrative procedures that require providing notice of land use applications in accordance with OCMC 17.50. The Planning Division also provides additional public notice of all land use applications via email to the Chairs of the recognized Neighborhood Associations, to the Natural Resource Committee, and also posts the application materials on the City website: <https://www.orcity.org/projects> (Select "Land Use").

However, because land use applications may be submitted at any time, and the NRC meets only once a month, and the committee is required to follow public meetings laws, there is seldom an appropriate time or opportunity for the Natural Resources Committee to provide coordinated suggestions or concerns about a land use application that is proposed within the Natural Resource Overlay District.

In order to improve this situation, staff has discussed recommending to developers during the required pre-application conference that they meet with the NRC prior to submitting an NROD land use application. All comments would remain strictly advisory, however, since NROD standards are minimum code requirements, the NRC would have the opportunity to provide thoughtful, creative and constructive suggestions in a group setting, so that a developers could use these suggestions to enhance the natural resource aspects of their projects.

Staff proposes therefore to add the following draft language to all pre-application conference notes:

"Applicants applying for all Type II and higher applications within the Natural Resources Overlay District subject to OCMC 17.49, are encouraged to schedule and attend a meeting with the Natural Resources Committee (NRC) prior to submitting an application. The NRC may comment on all land use applications within the Natural Resource Overlay District pursuant to their adopted Bylaws. The purpose of the meeting is to inform the Natural Resources Committee about the proposed development and to receive preliminary responses and suggestions from the NRC. If an applicant wishes to meet with the NRC, planning staff will place the item on the next available NRC Agenda. All comments made at the meeting are strictly advisory and non-binding on either the applicant or the city."

The NRC is encouraged to review this proposed policy and provide feedback.