

## Decision Process and Engagement Schedule

SAC Meetings	Date	Subject	Public Participation
<b>Phase 1: Research/Analysis/Issue Identification</b>			
SAC #1	Tuesday 9/15	<b>Introductions</b> <b>Project Overview</b> <b>Members' Intro and Vision for Project</b>	<b>Project Updates Shared</b> <ul style="list-style-type: none"> <li>• E-Updates sent to project mailing list (sign up online, at events, or by calling project staff)</li> <li>• Project Website</li> <li>• BPS E-newsletter</li> <li>• BPS social media sites (Facebook, NextDoor, Twitter)</li> <li>• Project staff responds to public's emails and phone calls.</li> </ul> <b>All SAC meetings are open to the public.</b> There will be opportunities to comment at each SAC meeting (oral/written). SAC meeting summaries will include public comments.
SAC #2	Tuesday 10/6	<b>Administrative</b> <ul style="list-style-type: none"> <li>- Charter</li> <li>- Public Officials Disclosure</li> <li>- Project Process / Timeline</li> </ul> <b>Scale of Houses:</b> <ul style="list-style-type: none"> <li>- Staff Presentation</li> </ul>	
SAC #2a (Added)	Tuesday 10/20	<b>Scale of Houses:</b> <ul style="list-style-type: none"> <li>- Issue Identification / Options</li> </ul>	
SAC Walks	Saturday 10/24	<b>Neighborhood Walks-</b> Inner SE (morning) and SW (afternoon)	SAC meeting; public may attend. Routes are posted on project website.
SAC #3	Tuesday 11/3	<b>Big Picture:</b> <ul style="list-style-type: none"> <li>- Growth strategy</li> <li>- Investment strategy</li> <li>- Equity framework</li> </ul> <b>Alternative Housing Options:</b> <ul style="list-style-type: none"> <li>- Issue Identification / Options</li> </ul>	<b>All SAC meetings are open to the public.</b>
SAC Walks	Saturday 11/14	<b>Neighborhood Walks</b> East (morning) Inner N/NE (afternoon)	SAC meeting; public may attend. Routes are posted on project website.
SAC #4a	Tuesday 11/17	<b>OPTIONAL Q&amp;A Meeting</b> Land Divisions vs. Lot Confirmations	<b>All SAC meetings are open to the public.</b>
SAC #4b	Tuesday 12/1	<b>Debrief Walks</b> <b>Public Involvement Plan</b> <b>Narrow lots and lot confirmations</b>	<b>Public Outreach #1:</b> Online Survey (English and Spanish) 12/9/15 – 1/12/16
SAC #5	Tuesday 1/5/16	<b>Policy framework</b> <b>Principles for residential development</b> <b>Evaluation principles</b>	<b>All SAC meetings are open to the public.</b>  Online Survey Closes 1/12/16
<b>Phase 2 &amp; 3: Develop and Evaluate Options</b>			
SAC #6	Thursday 1/21	<b>Charrette</b> A full-day design workshop that creatively engages the SAC in developing a range of concepts and options to address key issues in infill development, covering two of the three primary concerns: scale, and narrow lot development	<b>Public Outreach #2</b> Public open house after charrette. Staff project overview and initial results of the online survey followed by Q and A. Written comments from participants included in charrette summary notes.
SAC #7	Tuesday 2/2	<b>Charrette (continued)</b> The SAC will complete their conversation by developing a range of concepts to address alternative housing options.	<b>All SAC meetings are open to the public.</b>  <b>Online Survey Summary Report</b> published, posted on website, 2/16.

SAC #8	Tuesday 3/1	<b>Review new schedule</b> To respond to the mayor's call for quick action, staff will cover the accelerated timeline.  <b>Term sheet discussion – Scale Pt. 1</b> SAC will review initial scenarios to address scale, starting with standard lots Discussion to include guiding principles and charrette takeaways.	<b>All SAC meetings are open to the public.</b>  <b>Prep for Public Outreach #3</b> Identify groups to be included in our outreach and strategize best ways to engage them. Talk to <ul style="list-style-type: none"> <li>• SAC members at special public involvement SAC meeting, March 10</li> <li>• Stakeholder groups and district neighborhood coalition staff</li> </ul>
SAC #9	Tuesday 3/15	<b>Term sheet discussion – Scale Pt. 2</b> SAC will review initial scenarios to address scale for narrow and attached houses.	<b>Develop Outreach Materials</b> (TBD) <ul style="list-style-type: none"> <li>• Updated Project Summary Sheet</li> <li>• Survey?</li> <li>• Q and A?</li> <li>• Focus Groups?</li> <li>• Community Meetings/ Presentations?</li> </ul>
SAC #10	Tuesday 4/5	<b>Term sheet discussion – Skinny Lots</b> SAC will review policy approaches for where skinny lots should be allowed	
SAC #11	Tuesday 4/19	<b>Term sheet discussion – Alt. Housing</b> SAC will review potential approaches for encouraging alternative housing types and forms.	
SAC #12	Tuesday 5/3	<b>Final Draft Term Sheets + Networks</b> SAC will review package of final draft term sheets, and other public resource materials.	<b>All SAC meetings are open to the public.</b>
	5/9	<b>Publish Draft Term Sheets</b>	<b>Public Outreach #3</b> Public Review of Draft Term Sheets 6 week public review (May 9 –June 20)
	7/5	<b>Publish Proposed Term Sheets with Summary of Public Comments on Draft Term Sheets</b>	<b>Public Outreach #4</b> Public Review of Proposed Term Sheets 30 day public review (July 5 to Aug 9 PSC public hearing)
SAC #13	Tuesday 7/12	<b>Prep for the Legislative Process</b> Review of summary of public comments and PSC hearing process/schedule	<b>All SAC meetings are open to the public.</b>
	Aug.	<b>PSC Hearing/Recommendations to City Council</b> (tentative dates) <ul style="list-style-type: none"> <li>• Public hearing (8/9)</li> <li>• Additional meeting, if needed (8/23)</li> </ul>	<b>PSC Public Hearing</b> The public is invited to testify in person or submit written testimony
	Sept.	<ul style="list-style-type: none"> <li>• Additional meeting, if needed (9/13)</li> </ul>	
	Oct.	<b>Publish Recommended Term Sheets</b> Available to public 30 days in advance of City Council hearing	<b>Public Outreach #5</b> Public Review of Recommended Term Sheets
	Nov.	<b>City Council Hearing/Vote</b> (tentative dates) <ul style="list-style-type: none"> <li>• Public Hearing (11/2)</li> <li>• Additional meeting, if needed (11/9)</li> <li>• Additional meeting, if needed (11/30)</li> </ul>	<b>City Council Hearing</b> The public is invited to testify in person or submit written testimony
	Dec.	<ul style="list-style-type: none"> <li>• Second reading and vote (12/14)</li> </ul>	
<b>Phase 4: Codify the Detailed Concepts</b>			
	Winter	Develop and publish code for house scale, narrow lot development, and alternative housing based on approved concepts (term sheets)	<ul style="list-style-type: none"> <li>• Project website kept up to date</li> <li>• E-Updates to project mailing list</li> <li>• News blogs, social media, media releases</li> </ul>
	Spring	SAC check-in and public review on proposed code	<b>Public Outreach #6</b> Public review of proposed code
<b>Phase 5: Planning and Sustainability and City Council (Legislative Process)</b>			
	Summer/ Fall	PSC and City Council Hearings	<b>Public Hearings</b> The public is invited to testify in person or submit written testimony