

New Chinatown/Japantown Design Guidelines

Public Participation Overview

March 16, 2016

The Bureau of Planning & Sustainability (BPS) and the Portland Development Commission (PDC) are partnering on the development of Design Guidelines for the New Chinatown/Japantown National Register Historic District. Once adopted by City Council, the Design Guidelines will be used as approval criteria to be met as part of historic resource reviews of both exterior alterations/additions to existing buildings and new construction.

Development of the New Chinatown/Japantown Design Guidelines (Project) will include the public participation summarized herein, with the intention of:

- Seeking out and facilitating the involvement of people potentially affected by the Project;
- Providing participants with the information they need to be involved in a meaningful way; and
- Communicating to participants how their input will affect decisions.

Public participation activities are designed to achieve the following spectrum of outreach:



Role of the Stakeholder Advisory Committee, Consultant Team, and the Public:

Community Input - Members of the public will provide input to the project team and the SAC through surveys, stakeholder interviews, open houses, and public comment at SAC meetings.

Stakeholder Advisory Committee - The Stakeholder Advisory Committee (SAC) will evaluate information presented by project staff and the consultant team and make recommendations for their consideration. The SAC will inform the project problem definition, existing conditions analysis and development of draft design guidelines for both exterior alterations/additions to existing buildings and new construction within the New Chinatown/Japantown Historic District. The SAC will develop an advisory recommendation regarding the proposed design guidelines which will be forwarded to the Portland Historic Landmarks Commission and Portland City Council for consideration and approval.

Project Team - The project team will consist of consultants and staff from the Portland Development Commission and Bureau of Planning and Sustainability. The project team will develop a range of concepts for possible design guidelines, facilitate community and stakeholder input considering the options and prepare a set of recommendations for district Design Guidelines and possible code revisions based upon the feedback received. Staff will present proposed draft Design Guidelines based upon the SAC and the public's input to the Portland Historic Landmarks Commission, who will forward a recommended draft to the City Council for adoption.

Portland Historic Landmarks Commission and Portland City Council - The Portland Historic Landmarks Commission will edit and recommend draft Design Guidelines to the City Council, who make the final

decision regarding the Design Guidelines for the New Chinatown/Japantown Historic District after required public hearings and based on guidance from the SAC, the project team, and the community.



Stakeholders & Target Audiences:

Public involvement efforts will reach a variety of agency and community partners, affected stakeholders and interested community members. Communication methods will inform, involve and seek input from those that will be impacted by the project, those that may be interested in the project and process, and those that may be influential to the process.

Influential parties:

- Portland Historic Landmarks Commission
- Portland City Council

Interested parties:

- Architects
- Developers
- Historic Organizations
- Chinese and Japanese Cultural Organizations
- Old Town/Chinatown Community Association
- Area property owners
- Area businesses
- Area residents

Key Messages:

Key messages are descriptive, clear, concise and factual statements about the project that provide the public and stakeholders with information essential to being informed. They are the foundation statements that the project team and partners will use to ensure understandability, consistency and accuracy in describing the project.

- The project will result in the development of Design Guidelines for the New Chinatown/Japantown Historic District. In coordination with existing area land use plans, this is an important effort to help shape redevelopment in this unique area of the district.
- The New Chinatown/Japantown Historic District is bound by West Burnside, NW Glisan Street, NW 3rd Avenue, and NW 5th Avenue.
- The Design Guidelines will be used as a framework for preserving and promoting historic character and architecture as part of the land use review process for future exterior alterations/additions to existing buildings and new construction.
- The Portland Development Commission and the City of Portland is committed to engaging the public in the planning process and is employing engagement tools to be accessible to a broad, diverse audience.

Tool	Description	Level of Participation	Timing	Team Roles
Stakeholder Advisory Committee (SAC)	Five meetings at key project milestones: <ol style="list-style-type: none"> 1. March 16: Discuss, revise and adopt SAC Charter, conflict of interest disclosure, and District Walking Tour. 2. March 29: Confirm project purpose and need, develop project objectives and guiding principles. 3. April 26: Review proposed concepts for historic design guidelines; gather input. 4. May 24: Review draft guidelines and proposed code revisions; gather input. 5. June 7: Review and endorse revised draft guidelines and code revisions. 	Involve	March - June	Facilitate: JLA Present: PMA/Waterleaf Support: PDC/BPS
Landmarks Commission briefings	Three to five briefings at key project milestones; Approval of Project Recommendations	Inform / Collaborate / Approve	March - October	Present: PMA/Waterleaf Support: PDC/BPS

Stakeholder Interviews	Up to 20 one-on-one interviews with SAC members and other key project stakeholders to understand individual goals, interests, and concerns	Input	March - April	Interview: JLA, PMA
Public Open House	Two public open houses at key project milestones; Format TBD 1. Open House #1: Present project overview, purpose and need, collect input on proposed design concepts. 2. Open House #2: Present draft recommendations; gather feedback.	Inform / Input	April & June (TBD)	Facilitate: JLA Present: PMA/Waterleaf Support: PDC/BPS
Community Association briefing(s)	Briefings at OTCT CA General Meeting and/or Land Use Subcommittee	Inform / Input	March - October	Present: PDC/BPS
Project Website	Post project materials and draft recommendations	Inform	March - October	Support: PDC/BPS