Meeting Notes
2013 Comprehensive Plan Update Steering Committee Meeting
February 21, 2013

The 2013 Comprehensive Plan Update Steering Committee met at the Council Chambers at Sun Valley City Hall on February 21, 2013.

Call to order

Mayor Dewayne Briscoe called the meeting to order at 4:00 p.m. Isabel Lui conducted a roll call of Steering Committee members and confirmed a quorum was present.

Committee Present: Doug Brown**,** John Calvert, John Carver, David Holmes, Chase Hutchinson, Wally Huffman, Cynthia Knight, Peter Palmedo, Chuck Rumpf, Tim Silva, Chris Thiessen, Susan Tucker, Liz Warrick, Pat McMahon, Daniel Olmstead, Richard Flores, Peter Hendricks

Also Present: Mayor Dewayne Briscoe, Community Development Director Mark Hofman, Community Development Planning Technician and Associate Planner Isabel Lui, John O'Connor, Allen Spafford, Nils Ribi, Kevin Laird, Rick Rutkowski, John Gaeddert, Karen Reinheimer, Lisa Stelck

Introduction of Chairman and New Members

Mayor Briscoe welcomed and introduced new members to the committee. The new members are Doug Brown, Richard Flores, Peter Hendricks* and Chase Hutchinson, the latter representing the Youth Council. Mayor also welcomed Peter Palmedo as chairman to the Steering Committee, replacing Lisa Stelck, who recently withdrew from the Committee due to personal family reasons. Palmedo thanked the committee for their participation and support. He reiterated the importance of the process of the comprehensive plan update in ensuring the long term prosperity of our community for generations. He stated that he is committed to conducting the meetings in an efficient, productive and civil manner. Palmedo also invited members to step up and volunteer for the vice-chairman position to conduct meetings in his absence. He asked interested parties to contact him.

*Peter Hendricks was appointed to the Steering Committee after the meeting.

Committee Member Introductions

Individual Steering Committee members introduced themselves and provided general personal background. They also talked about their areas of interest within the Comprehensive Plan which are summarized as follows:

- To preserve wildlife, open space, aesthetic values and the community's unique culture which are the true assets of the community
- To protect and further the interest of the resort owner, which intertwines with community interest.
- The residential element in the comprehensive plan and how it will support the Community School's vision of broadening its educational offer internationally to accommodate students and families from around the world
- To promote the community's economic growth which has stagnated over the last few years
- To leave a heritage to our children.

Comments from the public

Nils Ribi said he was involved in the 2005 Comprehensive Plan update and emphasized that it is an important process in establishing a community vision, which is used as a guide for City Council, Planning & Zoning Commission, businesses and the public for future planning. He thanked the Steering Committee for driving the effort in the current update.

Karen Reinheimer said she attended the 2005 Comprehensive Plan Update and stressed the importance of true public participation in the process. She said that, if she recalled correctly, the whole Comprehensive Plan passed in one or two Planning and Zoning public hearings: it might have been just one meeting that was extended over two sessions. Following that, the whole Comprehensive Plan passed in one City Council public hearing. She thought majority of the citizens may not have the chance to comment the plan and there was a lack of true interaction to achieve a true vision of all citizens. She hoped the current update would avoid repeating the same mistake.

Rick Rutkowski said he was here during the 2005 Comprehensive Plan Update. He said he would like to see the Gateway Land Use Planning Area be maintained as open space in the current comprehensive plan update as it was in the old one, and thought the Sun Valley Company should be compensated through the allowance of higher density development in its other land ownership. However, Wally Huffman pointed out what Rutkowski talked about was about zoning, which was out of the scope of the Steering Committee. Rutkowski reiterated it was important to clarify this idea in the comprehensive plan and make suggestion to future zoning.

Cynthia Knight remarked that she would like City staff to inform Steering Committee on information and news pertaining to the comprehensive plan update ahead of the media and the public. Mark Hofman responded to the comment and said City staff is committed to distributing comprehensive plan information to the Steering Committee first, however, there are circumstances when the flow of information is not within the control of City staff.

Format for the current Comprehensive Plan update

Mark Hofman pointed out the 2005 Comprehensive Plan adopted a "from broad to specific" approach and asked members of their comfort level in adopting the same approach in the current update of the Comprehensive Plan. Three members said that they liked the format of the 2005 Comprehensive Plan, it would be easier to base on the given format to start the current update and they did not see any reason to start all over again. Chairman Palmedo asked if there was anyone not comfortable with the framework used in 2005 Comprehensive Plan Update and there were no comments in that regard. Everyone agreed the 2005 Comprehensive Plan framework is a solid structure to begin with for the current update.

Review and initial discussion of current Vision Statement, Executive Summary and Section I of 2005 Comprehensive Plan

Mark Hofman said anything in the 2005 Comprehensive Plan can be recommended for change anytime throughout the Steering Committee meetings. He encouraged members to submit their suggestions of change in writing to staff. After staff receives all inputs from Steering Committee, they will organize and present the information to the Committee. The same information will also be available to the public through the website and other means. Staff will consolidate all ideas and provide drafts for review by the Committee. Furthermore, suggested revisions will be tracked to reflect suggestions and changes in each draft version.

Staff will begin researching the economic data and update the tables in the 2005 Comprehensive Plan. Any feedback on the need of additional data for the current comprehensive plan is welcome.

Chuck Rumpf remarked that the vision statement and other elements of the big picture are expected to change as time evolves. He suggested that for future meeting agendas; include an item which invites members to comment on the discussion outcome from the last meeting.

Hofman also reminded the Steering Committee about communication etiquette. The preferred method of communication is to have business conducted in a transparent Steering Committee meeting setting, where the public and the Steering Committee can directly interface and exchange ideas. The City Attorney is a resource available to the Steering Committee when required, especially on questions relating to property rights. However, it was emphasized that Steering Committee members should not contact the City Attorney directly; they should inform City staff of the issue.

A steering committee member remarked that sufficient time should be provided for the public to bring their issues to the Committee.

Community Outreach for input to the Comprehensive Plan

Steering Committee concurs that a more proactive approach should be taken to involve the community in the Comprehensive Plan update and seek as much input as possible. The following are some suggestions to the community outreach effort:

- Send out public meeting notices of the Steering Committee meeting 15 days in advance of the meeting date. (published in local newspaper, City website, Eblast, bulletin boards of City Hall, Elkhorn Fire Station, Elkhorn Store, Post Office and the Episcopal Church)
- Issue press release on updates of Steering Committee meetings, encourage people to sign up for Eblasts to receive 2013 Comprehensive Plan Update information through email
- Members of Steering Committee to encourage neighborhood participation
- Set up information counter at high traffic areas in the City to create awareness of Comprehensive Plan update and provide information on how to participate.

In regard to the question of who can give input to the Comprehensive Plan, Mark Hofman said that any constructive input from any person is welcome.

Steering Committee Regular Meeting Schedule

The Steering Committee approved the suggested meeting schedule. Members are encouraged to inform staff if they are not able to attend any particular meeting.

Comments and Questions

Karen Reinheimer pointed out that the Comprehensive Plan update should not be limited by the form of the plan eight years ago. She said that the earlier Sun Valley Comprehensive Plan and present Ketchum Comprehensive Plan are good example for reference.

Wally Huffman suggested that for discussion of critical issues, the update should take place in the summer months when there is a high turnout of residents in the community.

Chuck Rumpf suggested having name plates for steering committee members starting next meeting.

Mark Hofman said that the public meeting notice for the next meeting will be sent out 15 days before the meeting date. The agenda will be sent at least 48 hours prior to the meeting, and will be available sooner if it

is ready. Unlike the published meeting notice, there is no plan to put the meeting agenda in the newspaper, but the public will be prompted to look up the agenda on the City website or City Hall.

Adjourn

There being no other business, the meeting was adjourned at 6:00 p.m.