



# JOINT COMMUNITY ADVISORY/TECHNICAL ADVISORY MEETING SUMMARY

February 2, 2017 | 5:30 pm – 7:30 pm | Renton Pavilion Event Center, 233 Burnett Ave. S

## 1. Meeting Overview

On February 2, 2017, the City of Renton held its first Community Advisory and Technical Advisory meeting to guide the Renton Downtown Civic Core Vision and Action Plan (the Plan). The purpose of this first joint meeting was to introduce the project and members of each committee, identify opportunities and challenges facing the Civic Core, and explore ideas for the envisioned future of Downtown. This summary includes the sign-in sheets of meeting attendees. The advisory groups include both community members and public agencies:

- **CAC** members represent a variety of stakeholder groups and play a very important role linking stakeholders to the project process. CAC members are charged with providing guidance, recommendations, and feedback on project deliverables to the Project Management Team (PMT) and City leadership, supporting other CAC members to share their opinions, and coordinating communications.
- **TAC** members represent public agencies or other project partners. In addition to communicating internally with agency or department staff about the project deliverables, TAC members will also provide technical review of deliverables from the perspective of each member's area of expertise.

MIG project manager Alex Dupey welcomed participants, introducing the City's project manager John Collum who discussed the project background, with an additional greeting provided by Council President Armondo Pavone. Mr. Dupey then invited each participant to introduce themselves and identify something that they value about Downtown Renton. This was followed by a review of the process and committee charter and a brief presentation on preliminary observations of the study area. Jon Pheanis, also with MIG, recorded notes on a large sheet of paper in front of the audience, included in this summary.

The majority of the meeting consisted of a small group exercise to uncover different observations and perspectives around the future vision and related to existing conditions

facing the study area. The following summary outlines common themes that emerged from the small group activity, including existing opportunities and constraints and vision elements for the future of Downtown. This summary includes photos of the small group notes.

## 2. Opportunities and Constraints

Across all groups, participants felt that Downtown Renton has what it takes to have a great downtown. A

number of popular shops and restaurants, historic buildings, proximity to a larger urban region, and great parks are just some of the most common observations noted by participants. However, a number of challenges also exist that will need to be addressed in order to move forward with the range of ideas for the future.



### In Downtown and the Civic Core today...

- It's **easy to get around**, especially on foot and taking transit
- **Access** to and from Downtown is difficult from surrounding areas
- **One-way streets** make it challenging to get around
- There is a perception that people don't feel **safe**
- Existing **businesses** are great but there is a need for more
- Empty spaces and storefronts should be **activated**
- Non-local property/business owners make **redevelopment** a challenge
- There are great **historic** buildings and **cultural** resources
- There isn't enough quality **housing** or density

- There is a need for more **people** and **activities**, day and night
- There are incredible **recreation** and **natural resources** nearby
- There isn't a clear **identity** that defines it
- There is **disparity** between the Core and surrounding neighborhoods
- There aren't enough opportunities for **families**

### 3. Vision Elements

Participants shared many common ideas about the future of the Civic Core and Downtown, building on the area's strengths and opportunities. The following statements summarize some of the most common ideas expressed by meeting participants.



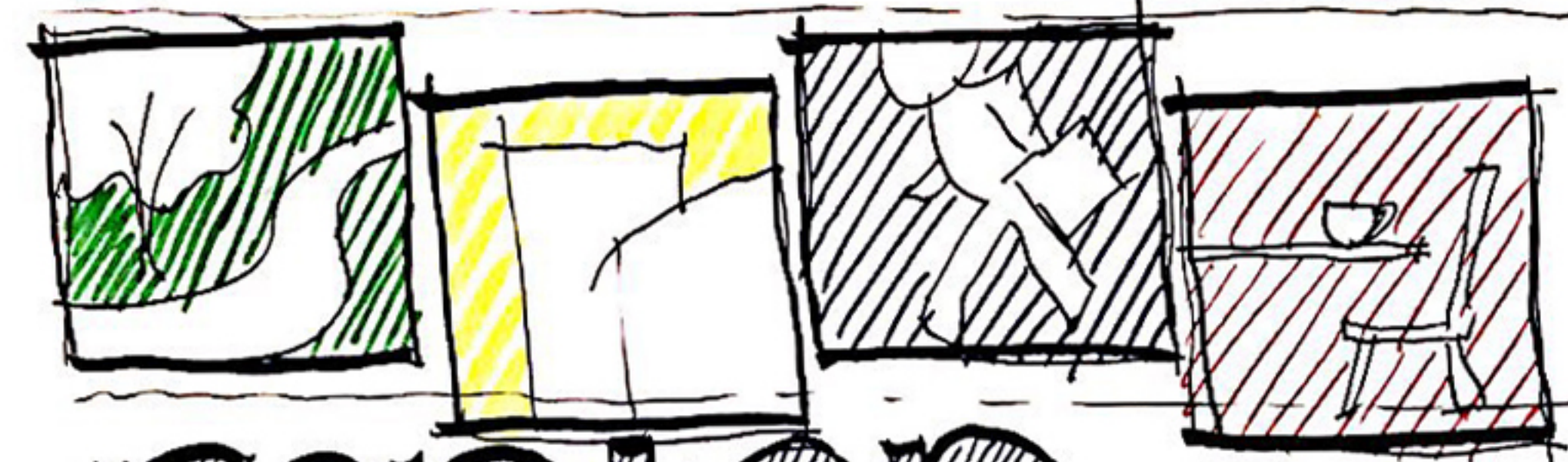
**In the future,  
Renton's Downtown  
and Civic Core will...**

- **Maintain its small town feel**, and continue to be convenient, friendly and a welcoming place to live, work and visit;
- **Showcase a rich history and unique identify**, rooted in its connection with the Cedar River, its historic building stock and role as the center for commerce and activity;
- **Welcome everyone with great public spaces** that are safe and welcoming, including its farmers market, parks, plazas and library;
- **Provide a range of art and cultural attractions**, including businesses, civic institutions, public art installations, events and programs;
- **Offer convenient urban living**, with a variety of housing options, a Downtown grocery, theater and entertainment venues;

- **Enjoy efficient and multi-modal access** to and through Downtown, on foot, bike, car and taking transit, with well connected, accessible and clearly defined transportation routes;
- **Function as a destination and focal point in Renton**, supporting a strong economy and source of civic pride;
- **Serve as a round-the-clock Downtown**, with a bustling night-life, dining, arts, events and family fun; and
- **Include consistent, clean and green infrastructure** fully capable of sustaining future growth and development.

## 4. Next Steps

The ideas and observations expressed during this first meeting will form the basis of information that the City will present to the public at the first public event in March, 2017. Together with members of the advisory committees, the public open house will help refine ideas that will form the development concepts for the next task in the project.



# renton downtown

## CIVIC CORE VISION ACTION PLAN

JOINT COMMITTEE  
KICK OFF MTG. 2.2.17

rentonciviccore.com

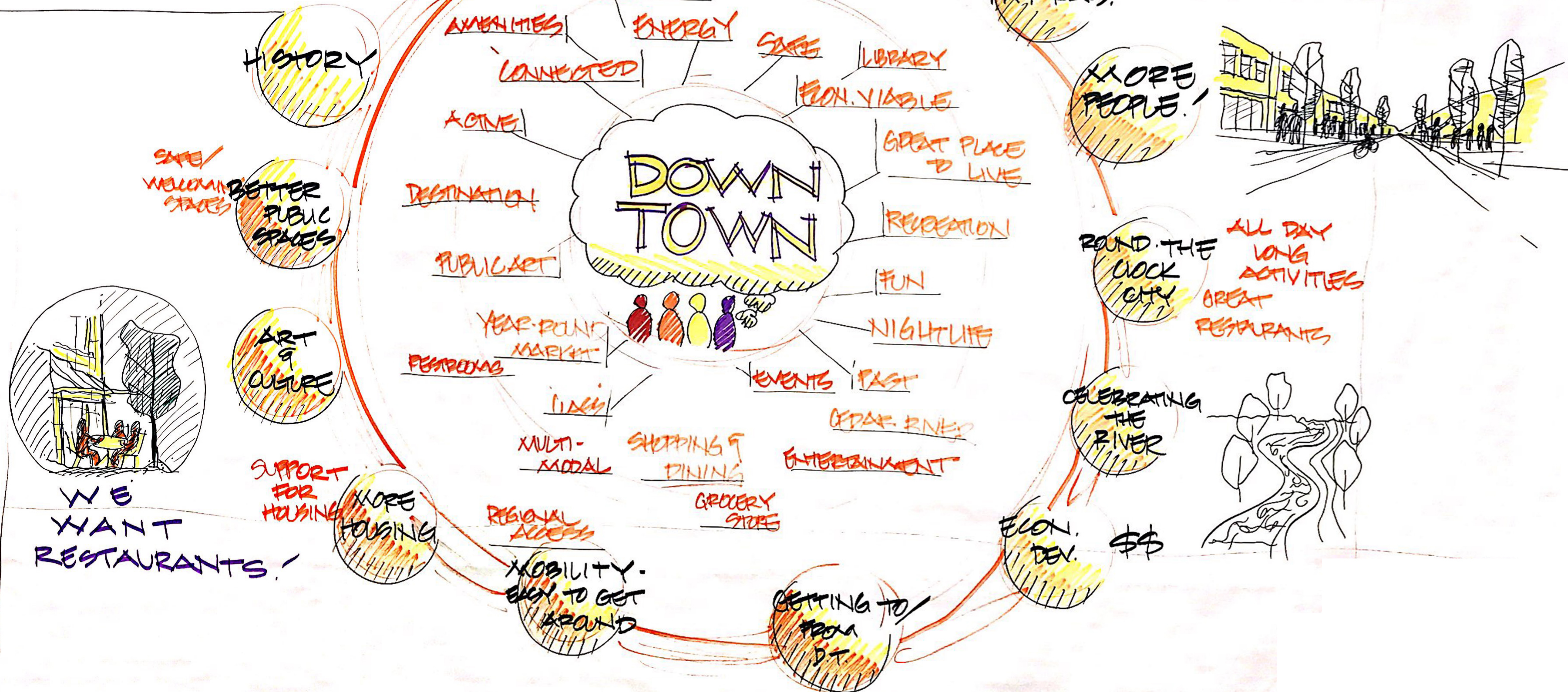


- cedar river trails & rec.
- TRANSIT
- SAFETY PERCEPTION V. REALITY
- PERCEPTION NEW/OLD LIGHTING
- VISITORS
- CONNECTIONS/ LOCAL & REGIONAL WALKABILITY
- ECON. DEV. MORE BUSINESSES
- UNDERSTANDING PUBLIC CONCERNS ADDRESSING DIVERSITY OF IN/OUT OF DT.
- ACTIVATE EMPTY SPACES
- A SENSE OF PLACE! EMPTY BLDGS.
- CREATING SENSE OF OWNERSHIP PRIDE!
- MORE PEOPLE/ ALL HOURS
- ADDRESSING HOMELESS.
- THINKING ABOUT NEXT GENERATION
- HOUSING
- MAINT. IDENTITY
- OPPS FOR FAMILIES
- KEEPING MOMENTUM!
- MORE PEOPLE!
- PLANNED GROWTH
- MORE ACTIVITIES

A SMALL TOWN FEEL CONVENIENCE

# A Vision FOR DOWNTOWN!

FIXING INFRASTR.





rentondowntown  
CIVIC CORE VISION AND ACTION PLAN

## Renton Downtown Civic Core Vision and Action Plan

Meeting: FAC/TAC JOINT MTG Date: 2/02/2017

**WELCOME! Please sign in.**

Name

Organization/Affiliation

June Ly	Safe Home MTC
Illisty Baker	City of Renton
Bruce McIntyne	SRN
Dorinda SMITH	SKY
Daniel Teal	RSD
Caitlin Hunsaker	CCSD/Parks
Betsy Prather	Renton Historical Society
MARTIN REEVE	PLANNING COMMISSION
Dale Harrison	RDP
GENE SENS	RED HOUSE
Tim Seaving	Parks Commission
DAVE BRETHAUER	CORTONA BUILDING
Mary Clymer	Renton Arts Commission
Lys Hornsby	Renton Utilities









# Renton Downtown Civic Core Vision and Action Plan

Meeting: CAC/TAC JOINT MTG Date: 2/02/2017

**WELCOME! Please sign in.**

Name	Organization/Affiliation
✓ Kelly Feyler	COR
✓ Maggie McGehee	Metro
✓ Jennifer Hanning	CED - Renton
✓ Angelina Gonzalez	CCCPA/3
✓ Chip Linerit	CED
✓ Armando Pavone	City of Renton
✓ John Collum	City of Renton
✓ Kerlie Betlach	City of Renton
✓ Jim Seitz	City of Renton



## Agenda: Joint Community Advisory/Technical Advisory Committees CCVAP Kickoff

Date: February 2, 2017

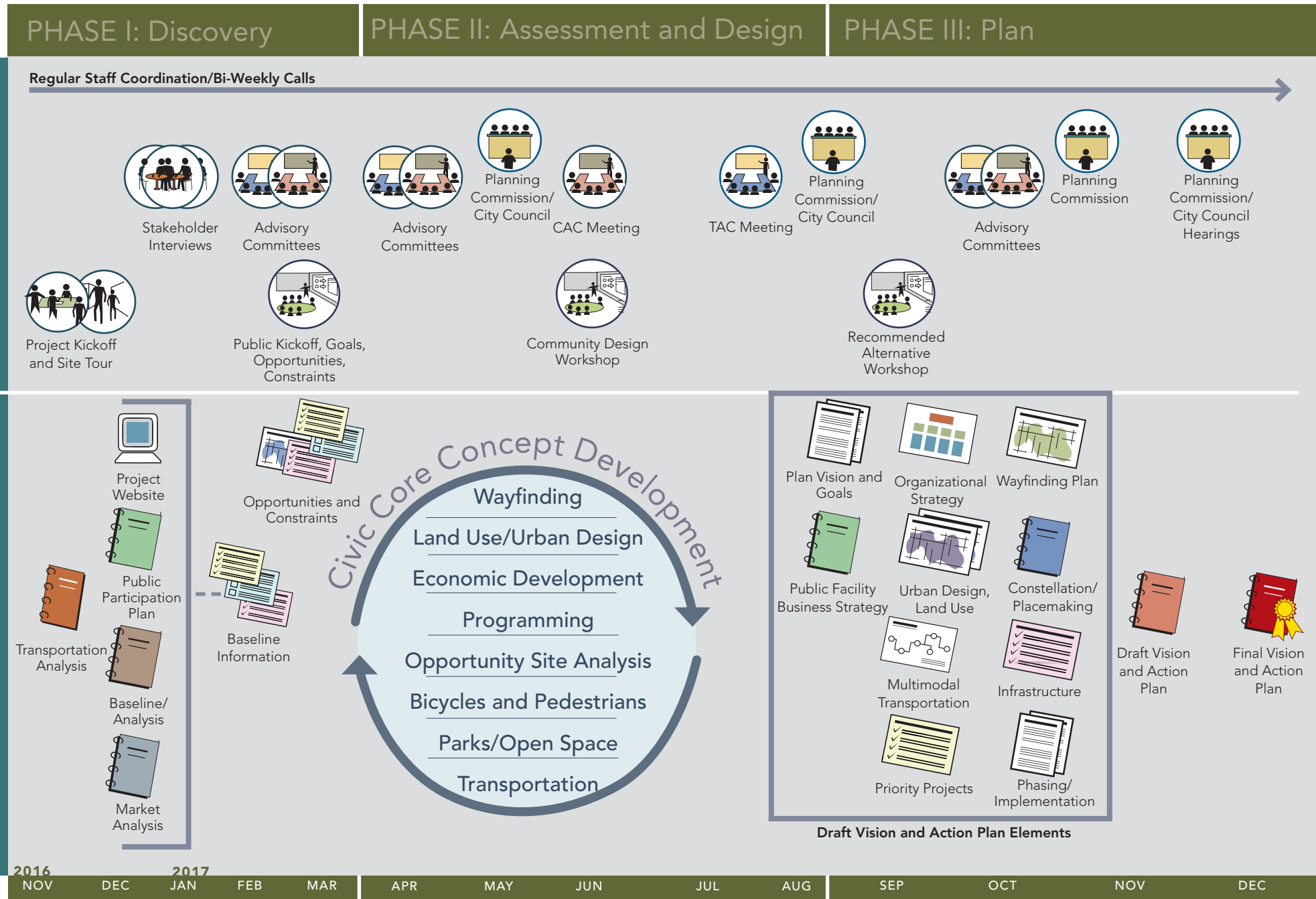
Time: 5:30 pm -7:30 pm

Location: Renton Pavilion Event Center, 233 Burnett Ave S.

5:30 pm	I. Welcome and Introductions (City)
5:45 pm	II. Project Overview and Schedule
	A. Upcoming Meetings
6:00 pm	III. Advisory Groups Charter
6:10 pm	IV. Public Engagement Plan
6:20 pm	V. Exercises:
	A. Vision Elements
	B. Opportunities and Constraints
7:20 pm	VI. Next Steps
7:30 pm	VII. Close

Visit the project website for additional information at [www.rentonciviccore.com](http://www.rentonciviccore.com)

# Renton Downtown Civic Core Vision and Action Plan: Process Schedule





## **COMMUNITY AND TECHNICAL ADVISORY COMMITTEES CHARTER**

### **1. Purpose**

The purpose of the Community Advisory Committee (CAC) and Technical Advisory Committee (TAC) is to serve in an advisory role to the City of Renton for the Renton Downtown Civic Core Vision and Action Plan (Plan) project. The Plan will identify connections and placemaking interventions to bolster Renton's existing amenities. Public input and ongoing involvement will be foundational to the success of the Plan.

### **2. Roles and Responsibilities**

Both the CAC and TAC play critical roles in the success of the project.

CAC members represent a variety of stakeholder groups and play a very important role linking stakeholders to the project process. CAC members are charged with providing guidance, recommendations, and feedback on project deliverables to the Project Management Team (PMT) and City leadership, supporting other CAC members to share their opinions, and coordinating communications.

TAC members will represent public agencies or other project partners. In addition to communicating internally with agency or department staff about the project deliverables, TAC members will also provide technical review of deliverables from the perspective of each member's area of expertise.

### **3. Conditions of Membership, Standards of Conduct**

Each CAC and TAC member is expected to meet the following conditions of membership:

- Participate in group discussions, staying on agenda topic and framing comments in such a way that advances the discussion
- Participate, but share the floor
- Respect the facilitator's role
- Wait to speak in turn
- Speak with civility, both in tone and content
- Speak to issues, not individuals (avoid making or taking issues personally)
- Strive for brevity, avoiding restatement or speech-making
- Value diverse points of view and the right of others to express differing points of view
- Extend trust relative to the intentions of other members. Avoid making assumptions about the interests and motivations of others
- Avoid side conversations and distractions during meetings



- Turn off cell phones

## 4. Meeting Process

Meetings will start and end on time. Please arrive on time and prepared for the discussion.

- Discussion will be an open format managed by Alex Dupey.
- In general, the committees will seek to reach consensus on issues. When necessary, the facilitator may ask for specific motions with votes to resolve issues. Majority and minority views will be reflected in the meeting notes.

CAC and TAC meetings will be held approximately four times throughout the project, beginning in February 2017 and ending in December 2017. Materials provided for CAC and TAC meetings will include:

- An agenda stating the time, place and discussion items
- Reasonable notice given in writing or by email to all committee members within five (5) days before the meeting

Materials will be emailed or placed on the project website ([www.rentonciviccore.com](http://www.rentonciviccore.com)), depending on the size and number of documents.

# Renton Downtown Civic Core Vision and Action Plan

## Public Engagement and Communications Plan

December 22, 2016

### Overview

The City of Renton is developing a Downtown Civic Core Vision and Action Plan (Plan). The Plan will identify connections and placemaking interventions to bolster Downtown's existing amenities. Public input and ongoing involvement will be foundational to the success of the Plan. This Public Engagement and Communications Plan describes the methods, tools, and activities that will be used and specifies expected goals, outcomes, and audiences.

### Outreach Goals and Outcomes

This strategy offers a range of opportunities for business owners, property owners, underserved communities, key community and business leaders, City staff, elected officials, and the broader public to be involved in the planning and analysis work.

### GOALS

The approach includes the following goals:

1. **Build relationships in Renton.** Create opportunities for stakeholders and the public to meet and engage with others interested in the future of Civic Core.
2. **Create opportunities for inclusive participation.** Provide multiple and varied opportunities for a wide range of community members and stakeholders to provide meaningful input.
3. **Collaborate and inform strategic plan decision-making.** Collect useful and relevant public input that reflects local expertise and values and informs the decision-making process, including existing transit-related projects within the Civic Core and Downtown Renton.
4. **Generate excitement and community ownership.** Tell a story that captures the Civic Core as a geographic, economic, and cultural hub in Renton and that carries forward the city's unique history, character, and role in the region. The Plan will support Renton's evolving identity and sense of place.
5. **Balance the diverse interests of the community.** Work with existing business and property owners, as well as community members, to meet current and future needs and facilitate future uses.
6. **Build long term capacity for civic engagement.** Build social capital and support from community members and stakeholders who will continue to stay involved and share their issues and concerns, as well as participate in solutions and strategies necessary to implement the Plan.
7. **Align with Renton planning city-wide.** Coordinate public engagement and recommended actions with other ongoing and proposed efforts throughout the city, including ongoing nationwide transit planning .

### GUIDING PRINCIPLES

These guiding principles are integrated within the proposed outreach methods:

- **Inclusive, Flexible and Innovative.** The Project Team – consisting of City staff and the Consultant Team – will proactively reach out and engage a full range of stakeholder groups across Renton. The public participation process will accommodate engagement in a variety of settings, for both individuals and different size groups, both in-person and online.
- **High-Touch and High-Tech.** Many people respond well to face-to-face communication. Public meetings will allow staff to engage with the community and reach people in a more direct setting. Many of the meeting materials will

be adapted to the digital environment through the online questionnaires. Adapting these tools to be accessible by tablet, smartphone and home computer will help reach many additional users, especially those who typically do not or cannot attend traditional meetings.

- **Clear, Focused and Understandable.** Activities will have a clear purpose and use, and will be described in language that is easy to understand.
- **Authentic and Meaningful.** The Project Team will support public participation activities as a meaningful investment that requires teamwork and commitment.
- **Team Effort.** The Project Team and the City will work together to create public engagement materials, including updating the project website and coordinating with area stakeholders to stay involved in the project.

## TARGETED OBJECTIVES

The Public Involvement Plan will follow the targeted objectives outlined below:

1. **Accessibility.** The process should provide community members with diverse abilities and needs with opportunities to engage.
  - City sponsored public events will be held in an ADA accessible location near public transit lines, when possible.
  - When feasible, City sponsored public events will be scheduled at varying times to allow participation by people with a range of different work schedules.
  - When feasible, stakeholder meetings will be held in a variety of locations and formats to accommodate the different needs of participants.
2. **Extent.** The process should involve and inform as many members of the business community and public as possible.
  - Opportunities for involvement will be publicized broadly using an array of City of Renton communication channels.
  - The total number of participants will be tracked across all outreach activities.
  - Participation goals will be set for the following individual outreach methods at each phase of the project:
    - Social media engagement
    - Web usage
    - Online survey response
    - Stakeholder interview/meeting discussions
    - Public event attendance
    - Mailouts
    - Public meeting notices
3. **Diversity.** The process should engage a range of people that reflects the diversity of interests, ethnicities, incomes and special needs of the Renton population and Downtown community.
  - Outreach activities will routinely collect demographic data, where practical, to help assess how well we are reaching community members who are reflective of Renton's population.
  - We will adjust the public engagement plan if engagement activities are not resulting in diverse participation.

- Populations of special concern include residents who speak a language other than English at home, youth, business and property owners, and renters. These populations typically do not participate in public engagement processes. The Consultant Team will work with the City to translate public outreach materials as needed.
4. **Impact.** The public outreach process should inform the decision-making process for the Downtown Civic Core Vision and Action Plan.
- Major themes and trends identified through the public engagement efforts will be presented to City staff, the Planning Commission and City Council members.

## TARGET AUDIENCES

The planning and analysis work for the Renton Downtown Civic Core project is an opportunity for the City to build a network of diverse and engaged public stakeholders. Due to the commercial nature of the project area, the project also provides a catalyst for engaging private business and property owners.

Target audiences will include a mix of:

- Property owners
- Business owners
- Renton Chamber of Commerce
- Community members
- Community based organizations
- Renton residents
- Neighborhood associations
- Local and state agencies
- Utility providers
- Non-English speakers
- Transit riders
- Business customers/patrons
- Renton employers/employees
- Downtown-focused organizations

## Communication and Outreach Methods and Tools

A variety of engagement tools and activities will encourage community and business leaders, Renton residents and employees, City staff and other interested community members to become active participants in the Civic Core planning process. This strategy includes multiple opportunities for input, using tools and tactics that range from an online interactive survey to pop-up events, so that stakeholders can participate in a manner that is convenient and accessible. This inclusive approach to outreach is especially important for reaching people who may not be able or willing to participate in the process through traditional channels of engagement, such as community meetings, and whose voices are often underrepresented in planning processes.

## PUBLIC OFFICIAL AND CITY STAFF INVOLVEMENT ACTIVITIES

**City Council & Planning Commission.** The Consultant Team will present updates at one joint City Council/ Planning Commission meeting and one joint work session. Additionally, the consultant team will facilitate Planning Commission meetings for review of the Draft Plan and will be present at the City Council meeting for the adoption of the Plan. The Consultant Team will prepare the meeting and work session materials, and support City staff in completing the meeting materials. City staff are responsible for submitting the City Council and Planning Commission meeting materials.

**Community Advisory Committee (CAC) & Technical Advisory Committee (TAC).** Specific target audiences have been identified and will continue to be refined for two advisory groups: a Community Advisory Committee (CAC) and a



Technical Advisory Committee (TAC). The CAC will include representatives from businesses, property owners, non-profits, residents, and other parties with interest in the Plan. The TAC will include representatives from various City departments, transit and county agencies, and service providers who will provide guidance on project deliverables. These advisory committees will meet up to four times throughout the project process and will provide input on key project deliverables. CAC members will also be asked to communicate opportunities for public participation to their constituents and participate in some of the public activities. The Consultant Team will organize and facilitate the meetings and provide meeting materials and summaries. The City will identify the participants and provide logistical support for the meetings.

Members of the CAC may include:

- Art Groups
- Business Owners
- Property Owners
- City Government
- Chamber of Commerce
- Renton Downtown Partnership
- Piazza Renton
- Downtown Residents
- Social Services
- City Parks Commission
- City Planning Commission
- City Council
- City Center Community Plan Advisory Board
- Renton School District
- Surrounding Neighborhood Residents (from Renton Hill, South Renton, North Renton, Earlington)
- Major Employers
- Community-based Non-Profit Organizations (Rotary, Kiwanis, Historical Society, Renton Community Foundation, The Next Curve) City Council

Members of the TAC may include:

- City Utility System Division (water, waste water, surface water, solid waste)
- City Transportation Systems Division
- City Policy Field Operations (Patrol and Community Relations)
- City Community Services Department
- City Facilities Division
- City Neighborhoods, Resources & Events Division
- City Parks Planning and Natural Resources Division
- City Recreation Division
- City Community and Economic Development Department
- City Economic Development Division
- City Planning Division
- City Long Range Planning Division
- City Fiscal Services Division
- Seattle Public Utilities
- King County Metro
- Sound Transit
- BNSF

### Stakeholder Interviews and Focus Groups

Up to 10 individual or small group stakeholder meetings facilitated by the Consultant Team will provide an opportunity for individuals or small groups to provide input from people who could have a significant influence on the project, but may not be part of the CAC. The intent of the meetings is to gain information on best practices for redevelopment in the Downtown Civic Core, engage existing landowners and businesses, vet potential goals and objectives for the project, identify regulatory challenges, and determine desired land use patterns. Interviews are anticipated to take up to an hour each and will be documented with notes from each meeting prepared by the Consultant Team and combined into one summary document. The City will lead the scheduling of these meetings.

Stakeholders may include, but are not limited to, representatives from the following organizations:

- City staff who deal with development proposals
- Adjacent neighborhood groups
- City Planning Commission
- KC Metro
- Sound Transit
- City Transportation Systems Division
- High school students
- Neighbors/residents
- City Center Community Plan Advisory Board
- Commercial brokers
- Residential (condo) brokers
- Developers

- Downtown business owner(s) – retail, restaurants (Whistle Stop, Red House, Berliner)
- Chamber of Commerce
- City Economic Development staff
- Renton Downtown Partnership
- Downtown property owners
- Neighbors/residents
- City Community Services Department
- City Facilities Division
- City Neighborhoods, Resources & Events Division
- City Parks Planning and Natural Resources Division
- City Recreation Division
- City Economic Development Division
- Piazza Renton
- Renton Municipal Arts Commission

**Project Website.** The Consultant Team will develop and maintain a branded project website to provide project updates, ways to get involved and current plan status. City staff will assist in updating the website with current information about the project.

**Social Media Engagement.** The Consultant Team will work with the City to ensure that the City’s social media platforms are used to raise awareness about the Plan and promote opportunities to get involved in the planning process. Facebook can also serve as a platform for discussion, where input and feedback can be collected.

## **PUBLIC INVOLVEMENT ACTIVITIES**

The following section describes how the Project Team will receive and share information with various audiences throughout the development of the Plan. The diversity of outreach activities reflects the diversity of Renton’s many “publics” and is intended to make it easy for businesses, stakeholders, residents, and other interested parties to engage with the plan development process in a meaningful way. A schedule of community events and involvement opportunities will be posted on the project website and updated regularly. The Consultant Team will support the City as needed in preparing email blasts and social media content to promote public events. Outreach materials and communications will use consistent branding, including the project logo, and color palette.

### **Storefront Studio**

A Storefront Studio, run and managed by City staff, will be housed in a Civic Core venue, such as the Pavilion, for the duration of the project. The Studio will serve a project hub, helping to raise awareness, and generate public excitement about the Downtown Civic Core Vision and Action Plan process. It will provide a venue for promoting community engagement opportunities and can serve as an idea center where people can contribute their input for the future Civic Core. City staff will identify, secure, and staff the Storefront Studio.

### **Workshop #1: Public Kickoff and Visioning Workshop**

A community workshop (approximately 2 hours) will introduce the project to the community at large and set the stage for an ongoing public engagement process. Following a brief project background presentation from the Project Team, interactive activities and/or small group discussions will focus on developing a vision and project goals. Workshop participants will also identify and discuss opportunities and constraints for Civic Core. Interactive workshop activities could include the following:

- Workshop participants write what they wish Civic Core could be in the future on a placard and have their photos taken with their “wishes.” This helps people start thinking about what’s possible in the Civic Core. The placards displayed in places like the Storefront Studio can help generate interest and promote the project.
- Workshop participants use graphic stickers on large maps to mark assets and issues in Civic Core. This activity can allow workshop participants to describe their experiences in the Civic Core, such as where they enjoy spending time, how they travel, and where they feel most/least safe.

## **Workshop #2: Community Placemaking and Programming Workshop**

Community Design Workshop #2 will be ½-day Saturday event for the public to vet potential Civic Core concepts. This event is envisioned as a festive gathering that celebrates the community and generates excitement for the future of the Civic Core. The Consultant Team will coordinate with the City to involve local cultural organizations and food vendors.

The workshop could include the following:

- The project vision and goals will be displayed.
- The draft Civic Core concepts will be central to the event. Participants will be invited to provide feedback on the concepts through dot sticker voting or a similar accessible feedback activity.
- Displays of successful public space in other cities will invite workshop participants to weigh in on the types of public spaces that they think will work well in the Civic Core.
- A walking tour(s) of the Civic Core will highlight the key issues that were identified by community members in the first workshop.
- Temporary installations, such as seating, art, landscaping, parklets, and bike lanes, may be used to illustrate some of the potential improvements included in the Civic Core concepts.

## **Online Survey**

An online survey will launch directly following Workshop #2. It will translate the voting activity and discussion to an online platform to elicit responses from members of the community who could not attend the workshop. The survey response data in combination with the feedback from the Community Workshop will inform the revised recommended alternative.

## **Workshop #3: Recommended Alternative Workshop**

A community workshop (approximately 2 hours) will present the recommended Civic Core alternative developed by the project team and informed by community input and technical analysis. The workshop could include the following:

- Keypad polling to allow participants to anonymously provide feedback on aspects of the alternative that they agree or disagree with. Results are shown instantly.
- Facilitated small group discussions to refine the concepts
- Report out to the larger group: The Consultant team will capture the discussion using wall-graphic techniques.

*For all community workshops:* The Consultant Team will lead the workshop. The City will be responsible for identifying and providing a location for the workshop, providing logistical support and publicizing the event to the public.

## OUTREACH TOOLS MATRIX

	Community Advisory Committee	Technical Working Group	Stakeholder Meetings	Public Events	Survey	City Council / Planning Commission Updates	Website Updates	Social Media
General Public				X	X	X	X	X
Business/property owners	X		X	X	X	X	X	X
Developers/Brokers			X	X	X	X	X	
Local/State agencies (transportation, land use, education)	X	X	X	X	X		X	
Residents	X			X	X	X	X	X
Non-English speakers				X	X	X	X	X
Neighborhood associations	X		X	X	X	X	X	X
Community based organizations	X		X	X	X	X	X	X