

## **PROCESS FOR EASTLAKE COMMUNITY COUNCIL REVIEW OF LAND USE PROJECTS**

**One of the most important functions of the Eastlake Community Council--indeed, the immediate occasion for its founding in 1971--is to review proposed land use projects and ensure their compatibility with the neighborhood. ECC's articles of incorporation specifically commit us to ensure public access to the shoreline. ECC's members and others in the neighborhood count on the board to carry out its land use and shoreline functions. Project developers and City officials come to the ECC for support or advice on projects. The board cannot cover these and its many other responsibilities without a land use committee. Over the years, the following basic principles and best practices have emerged.**

**(1) Any land use project proposal should be presented to at least one meeting that is open to the public, and adequately advertised--at the very least, by fliers in the immediate vicinity of the proposed project. Project presentations should preferably be scheduled enough ahead of time to be advertised in the Eastlake News. (See discussion below about ECC general meetings as a desirable forum at which these project presentations can occur).**

**(2) An ECC board meeting may include a project presentation; however, because the board's time is better devoted to decision making, it is far preferable that project presentations be held at public meetings rather than at board meetings. It is very important to establish the principle that any part of any ECC meeting at which proponents present their project will be open to the public, and be adequately advertised as above. Unless publicized, a presentation to the board or to the ECC land use committee should not be considered a substitute for a public meeting, nor should the board or the committee receive a timely briefing and then organize a public meeting that comes too late for meaningful participation by others in the neighborhood.**

**(3) The Eastlake News should announce project proposals that may be under board and committee review, and invite public comment to the board and committee about them. Any project presentation at a public meeting or at a board or committee meeting, and any action the board is proposing to make (or has made) should be summarized in the Eastlake News. The Eastlake web page and blogs may also help to publicize this information.**

**(4) Any position by the ECC board on a project should be taken only after a public meeting on the subject, and after adequate discussion has occurred within the ECC land use committee, and among board members and with other ECC members who have expressed an opinion on the matter. Any action by the ECC board or committee should be made consistent with the ECC by-laws' policy against conflict of interest.**

**(5) It is preferable for recommendations for board action on a land use project to be received from an ECC land use committee. The ECC land use committee should include board and non-board members who examine the issue in depth, including any past precedents or other background (of which there is much in the ECC files). Actions by the ECC land use committee are recommendations to the ECC board; the ECC land use committee is not authorized to take positions on ECC's behalf.**

**(6) While the ECC board and its land use committee may receive briefings from proponents of land use projects, it is important for debates and decisions by the board and committee to be made without the proponent(s) present.**

**(7) Because the ECC board and the ECC land use committee will be contacted by project proponents, it is important to remember that the ECC board and land use committee operate on behalf of ECC members and the neighborhood as a whole. Regardless of whether a board or committee member may individually support or oppose a project (or any aspect of it), an important responsibility of the board and committee regarding any project is to ensure that adequate public notice and discussion have occurred prior to any board action.**