Background
The Broadway Corridor study area is approximately 24 acres within northwest downtown Portland, with regional catalytic development potential. The area encompasses several properties owned by the Portland Development Commission (PDC), including Union Station – Portland’s primary multi-modal transportation hub. Union Station is an active hub for Amtrak passenger rail, and PDC aims to further activate the station as a gateway to the city and surrounding neighborhood. On the western half of the area, PDC is in active negotiations with the U.S. Postal Service (USPS) to acquire their 14 acre site which is also an important anchor to the redevelopment of this area. The prominent location and size of the Broadway Corridor study area represents an exceptional opportunity for influencing the future growth of the Central City and strengthening the connections between the Pearl District, Old Town/Chinatown, the Rose Quarter, the Central Business District and the broader region.

The Broadway Corridor Framework Plan will guide PDC’s objectives and investments in the district. A potential future phase, pursuant to PDC’s successful acquisition negotiations with the USPS, is anticipated to include a detailed master plan, building upon the work completed in the Framework Plan.

The Stakeholder Advisory Committee (Committee) will help PDC and the City by reviewing and advising on development of the Framework Plan to be undertaken by a multi-disciplinary consultant team led by ZGF.

Mission
The Committee’s charge is to advise staff on: 1) a strategic vision for development or redevelopment of the broader Broadway Corridor study area, and 2) a preferred development concept for the USPS site.

Duration and Number / Frequency of Meetings
The Committee will participate in four charrette or workshop-style meetings from June – September, 2015. Committee members also may be asked to attend and help host public meetings, or to present recommendations to the Planning & Sustainability Commission, PDC Board of Commissioners, or Portland City Council.

Committee meetings are anticipated to be scheduled according to the following project milestones, and are subject to change:

- June 15: Charrette #1: Kick-Off Meeting, Existing Conditions
- Late June: Charrette #2: Strategic Vision, Guiding Development Principles
- Late July: Charrette #3: Preliminary USPS Concept Plans
- Early September: Charrette #4: Revised USPS Concept Plan
Organization and Facilitation
PDC staff will send out a meeting agenda and any related materials (including prior meeting summaries) prior to Committee meetings. Agendas will identify which items are informational and which require action by the Committee. PDC will provide administrative support and project/program/policy expertise as appropriate. Meetings will be open to the public and provide time for public comment.

Decision Making Process
Committee recommendations should represent a broad base of collective wisdom about what will best serve our City. The Committee will work by consensus in making decisions or in developing recommendations to be forwarded to the appropriate individual or body. If consensus is not possible, the committee will allow for a simple majority vote with outstanding concerns identified in the meeting summary.

Ground Rules
This committee represents a diversity of expertise, skills and viewpoints. Members are expected to:

- Listen carefully.
- Keep an open mind.
- Critique issues, not people or organizations.
- Respect the views of others.
- Prepare for meetings.
- Speak honestly.
- Allow everyone to speak without dominating the conversation.
- Take responsibility for the success of the meeting and the Committee’s decisions.
- Not ask to revisit a previous decision unless a majority of Committee members present agree.

Roles and Responsibilities of Members
City Council, PDC, partner organizations and community members rely on the Committee to act as stewards and leaders of the Framework Plan work. Members are expected to:

- Attend all committee meetings and other related public activities.
- Review agenda and meeting information in advance of the meeting and notify the PDC in advance of meeting absences.
- If a designated community or business representative: keep the entity represented informed of key agenda items and decisions.
- Assist Committee members in identifying and informing other community stakeholders of related projects, programs or policies.
- Provide written and/or oral testimony at Planning & Sustainability Commission, PDC Board of Commissioners, and City Council meetings.

Absences and Alternates
If a Committee member is not able to attend a meeting, they are expected to notify PDC staff in advance. Members can send a substitute or alternate in their stead, but are asked to brief that individual in advance so that they are aware of Committee work to date.
Broadway Corridor Framework Plan Study Area