

Sent: Friday, November 4, 2022 2:40 PM

To: Davis, Tom G. <tom.davis@anchorageak.gov>

Subject: Community Council Boundaries 10-Year Review - Letter to Community Council Officers

To Community Council Officers and Executive Boards:

The Municipality of Anchorage Planning Department is initiating a 10-year review of Community Council district boundaries, and we would appreciate your feedback regarding Community Council boundaries over the coming months. This email follows a brief announcement that we made to the Federation of Community Councils Board of Delegates on October 19.

Attached is a letter to inform you about this project with a brief overview and schedule. The letter requests your participation, including identifying any potential boundary study areas for review (by mid-December), and providing comments from your Community Council about any proposed boundary adjustments (during first half of 2023). The second attachment is background information about the municipal code requirement for this 10-year boundary review.

Also, a project web page is now active with additional info and updates at

<https://www.muni.org/Departments/OCPD/Planning/Projects/Pages/CommunityCouncilBoundariesReview.aspx>.

Coming Next: In the coming weeks a brief online questionnaire about Community Council boundaries will be sent out on the Community Councils mass email list. Please respond to the questionnaire and encourage your members to do the same.

Thank you and please let me know if you have any initial questions or comments about Community Council boundaries and this 10-year boundaries review project.

Tom



Tom G. Davis, AICP
Senior Planner - Urban Designer -
Planning Department
Long Range Planning Division

Email: tom.davis@anchorageak.gov
Phone: (907) 343-7916
4700 Elmore Road, Anchorage, AK 99507
www.muni.org/planning

MUNICIPALITY OF ANCHORAGE



Planning Department

(907) 343-7931

Mayor Dave Bronson

November 4, 2022

Dear Community Council Officers and Executive Boards:

The Municipality of Anchorage Planning Department is initiating a 10-year review of Community Council district boundaries, and we would appreciate your feedback regarding Community Council boundaries in your area.

Every 10 years the Municipality reviews Community Councils boundaries and seeks input as to whether any boundaries between neighborhood community council districts should be adjusted. 10-year review is required by code to ensure that the geographic boundaries of community councils continue to reflect their neighborhoods, and that all citizens continue to get representation by an active, engaged community council for their area.

The Municipality last conducted comprehensive boundary reviews in 2003 and 2014. The most recent boundary changes include the creation of Midtown Community Council, the merger of Mid-Hillside and Upper Hillside, and a boundary adjustment for Government Hill to incorporate a property near the Port of Alaska.

Assembly Process and Schedule. The Assembly reviews any proposed boundary changes and makes the final decision. To kick things off, the Planning Department is seeking comments from you and your Community Council members regarding any community council boundaries that may need adjusting. We have established a [project web page](#) and you will receive a brief online survey questionnaire this month. We will collect any comments by mid December 2022 to identify boundary study areas for consideration. If comments indicate more than a few boundary study areas, we will work with the Federation to organize a Boundary Review Advisory Committee.

In January 2023 we will release draft maps showing options for any proposed boundary adjustments. There will be a 2-month public comment period. Then the Planning and Zoning Commission (PZC) and Assembly will each hold a hearing and take in the recommendations of Community Councils on proposed boundary changes.

Your Role Now. In November and December, please help us identify any boundary study areas:

1. Please respond to this letter if you have questions or any initial comments about your boundaries.
2. Encourage your members to respond to the online questionnaire that will be emailed out this month.
3. Consider who you might nominate to serve on a Boundary Review Advisory Committee, if needed.

Your Role in 2023. In January through May, please comment on any proposed boundary adjustments:

4. Provide comments in a Resolution from your Community Council to the Planning and Zoning Commission.
5. Provide comments from your Community Council to the Assembly regarding the PZC's recommendations.

I appreciate your action on these steps and look forward to working you. Please contact me at (907) 343-7916 or tom.davis@anchorageak.gov if you have any questions or initial comments about Community Council boundaries.

Thank you,

Tom Davis, AICP
Senior Planner - Urban Designer

Attachment: AIM 70-2022: Mandatory Community Council Boundary Review

Mailing Address: P.O. Box 196650 • Anchorage, Alaska 99519-6650 • <http://www.muni.org/planning>



MUNICIPALITY OF ANCHORAGE
ASSEMBLY INFORMATION MEMORANDUM
No. AIM 70-2022

Meeting Date: April 26, 2022

Municipal Clerk's Office

Accepted

Date: **April 26, 2022**

1
2
3
4
5
6
7
8
9
10

From: Chair LaFrance

Subject: Mandatory Community Council Boundary Review

The Planning Department's proposed timeline for the mandatory community council boundary review is attached for your review and information.

Prepared by: Darrel Hess, Municipal Ombudsman
Reviewed by: Barbara A. Jones, Municipal Clerk
Respectfully submitted: Suzanne LaFrance, Chair



Municipality of Anchorage
Planning Department
Memorandum



Date: April 15, 2022
To: Craig Lyon, Planning Director
Thru *AB* Kristine Bunnell, Long-Range Planning Manager
From: *TD* Tom Davis, Senior Planner, Long-Range Planning Division
Subject: Timing, Department Responsibilities, and Public Process for a 10-Year Review of Community Council Boundaries

Timing

AMC Title 2, Section 2.40.040, establishes that reviews of Anchorage community council boundaries shall occur periodically to ensure that the boundaries adjust through decades of neighborhood growth and change and continue to reflect and represent actual neighborhoods.

Subsection 2.40.040B. establishes the timing for periodic reviews. It states that "...comprehensive review of district boundaries and the number of districts shall occur at least once every ten years, following the release of decennial U.S. Census results and after assembly redistricting is acted upon and any court appeals are disposed of."

The Municipal Ombudsman recently reminded the Planning Department that it has been nearly 9 years since the Planning Department last carried out its responsibility to facilitate a 10-year comprehensive review of community council boundaries. Project files indicate that Planning last facilitated a 10-year review of community council boundaries in 2014 (8-9 years ago). Community council boundaries underwent a comprehensive redistricting in 2003 (19 years ago). In addition, the 2020 U.S. Census results are becoming available this year at the Census Block Group level. Lastly, the Assembly has redistricted its Election Districts. Therefore, the triggers in the municipal code indicate that 2022-2023 is the required timeframe to carry a 10-year review.

In recent conversations, the Ombudsman, Community Councils Center, and Planning staff have indicated to me that they are not aware of any urgent, issue-specific request by any community council or assemblymember to initiate a review of community council boundaries, other than complying with timing set in code. The recent Assembly reapportionment does not trigger urgent community council redistricting, aside from the 10-year boundary review cycle. Community council boundaries define neighborhoods so have never had to follow election districts. Although there may be specific boundary issues to identify and resolve with the community councils, there does not appear to be a specific boundary issue driving immediate initiation.

Therefore, the impetus to initiate a 10-year review of community council boundaries in 2022 is solely to comply with the 10-year timing and procedure of Subsection 2.40.040B.

Public Review Process

AMC Title 2, Subsection 2.40.040B., establishes that:

For any review of one or more district boundaries, the Planning Department shall obtain public input and the participation of community councils on possible changes to community council district boundaries and shall submit to the Planning and Zoning Commission and Assembly a report and recommendations on district boundaries. The Planning and Zoning Commission shall review the report, and after conducting a public hearing, forward its recommendation to the assembly. Upon receipt of the recommendation, the assembly shall conduct a public hearing and by ordinance may adjust community council district boundaries. The assembly and the planning and zoning commission shall each solicit and consider the recommendations of community councils concerning changes in community council district boundaries.

The staff planner who facilitated the 2014 review process recalls that it took approximately 4 months to carry out the 10-year update. The 2014 review process was relatively easy, without controversy. It included one or two boundary adjustments, mutually agreed upon by the affected community councils.

Previous experience from 2003 indicates that the process can become longer and more time intensive if boundary issues are contentious. The process requires affected community councils to vote on the amendment and submit resolutions to the Planning and Zoning Commission (PZC) and the Assembly. A project to redistrict community council boundaries, if it involves consideration for adjustments to boundaries, would also require GIS support.

Recommended Work Program Schedule

The table below proposes initiating this project in fall 2022 but carrying out most of the work in 2023 as a minor, part-time project for a planner, with some level of GIS support. Following is a proposed schedule of the likely steps in conformance with AMC 2.40.040B. This schedule may be refined following a staff review of the previous 10-year update and discussion with community councils.

Project Steps for a 10-year review of community council boundaries:	Schedule
<ol style="list-style-type: none">1. Collect/Solicit potential boundary issues<ul style="list-style-type: none">• Inform the Federation and community councils of the process. Solicit requests for any boundaries to review.• Review U.S. Census results, Assembly reapportionment, and any neighborhood changes that may affect boundaries.	Begin soliciting in fall 2022. Begin research in 4 th qtr. 2022
<ol style="list-style-type: none">2. Submit a report and recommendations to PZC<ul style="list-style-type: none">• Prepare a report with maps of any boundary issues.• Consult with affected community councils and allow time for them to review the report, vote, and submit formal resolutions to PZC.• PZC public hearing and deliberations.	1 st qtr. 2023
<ol style="list-style-type: none">3. Assembly public hearing, deliberations, and adoption<ul style="list-style-type: none">• Assembly solicits community councils' comments.• After Assembly hearing and action, forward adopted maps to the Municipal Clerk's Office and GDIC, and ensure they are posted.	2 nd qtr. 2023