

Draft Procedures for Submission of Planning Commission's Recommended Comprehensive Plan

Impetus for this Draft: A need for clarification among Planning Commission, Community Planning & Development staff, and City Council regarding the format and procedures for submission of the Planning Commission's Recommended Comprehensive Plan to the City Council.

Draft Procedures and Format for Consideration by Planning Commission:

1. The Olympia Planning Commission (OPC) recommended Plan will be the July Update as revised by the OPC. The change boxes would reflect specific changes to the current (1994 Plan) as recommended by the OPC.
2. A separate document would outline the changes made by the OPC to the July draft, and an explanation of how the policy direction in the July draft would change.
3. A separate document would show "concept and format" changes recommended by the OPC. Examples: an index; changes to graphics; editing to remove redundant language, repetitive use of words, indefinite subjects and to achieve consistency in style.
4. The "Summary Report" on public comments (The "Comment Response" document) will be amended to include a column summarizing the response of the Planning Commission to the issues raised in public comment.

(The OPC and the staff need to clarify details of this additional response column.)

5. A letter of transmittal from the OPC to the Council will include the following:
 - Comments of individual Commission members to express positions not reflected in the Comprehensive Plan recommended by the Commission;
 - Issues of concern that were either not addressed in the recommend Plan or that require additional attention of the Planning Commission and that the Commission requests be considered for its future work plans.
6. The Council may schedule a "handoff" meeting at which time the OPC could respond to questions from members of the Council and could explain why changes have been proposed.