



## Land Use & Environment Committee

### Comprehensive Plan Implementation Approaches

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**Agenda Item:**  
Comprehensive Plan Implementation Approaches

**Issue:**  
The Scope of the Update for the Comprehensive Plan includes an "Implementation Strategy" or "Action Plan" to include performance measures. City staff seeks direction regarding how and when this plan should be developed.

**Committee Recommendation:**  
N/A

**City Manager's Recommendation:**  
Discuss issues presented with staff, provide direction to staff, and schedule a return date in October to continue the discussion.

**Staff Contact:**  
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**Presenter(s):** Keith Stahley, Director, Community Planning and Development

**Background and Analysis:**  
The *Imagine Olympia* Comprehensive Plan Update process began with an extensive scoping phase and a series of community conversations in 2009. This initial phase generated thousands of community comments, and it became clear early on that much of the community felt the existing Comprehensive Plan was a good plan. However, many comments highlighted the need for a tool or performance measures that could demonstrate what goals or policies in the Plan had been successfully implemented.

Based on public input, the Planning Commission and the Land Use and Environment Committee (LUEC) recommended, and on June 21, 2010, the City Council affirmed the Scope of the Comprehensive Plan Update (Attachment 1). Included within the Scope was development of an "Action Plan" or "Implementation Strategy" to include performance measures. (For the purpose of discussion, staff will use the name "Action Plan," however the title may be determined later.)

On November 21, 2011, staff presented LUEC with a proposed framework for an Action Plan. LUEC asked

that staff seek Planning Commission input on the proposal; subsequently, Commissioners provided comments on the proposed framework at the January 26, 2012, Comprehensive Plan Update Special Meeting.

Staff returned to LUEC on March 29, 2012, to discuss the proposed Action Plan framework, including how the plan would be adopted, structured, and the roles of staff, advisory committees, and community partners. At that time, LUEC chose to defer action on the proposal.

Per an agreed upon Comprehensive Plan Update Charter, the Commission is preparing to deliver recommendations on the Comprehensive Plan Update to City Council in January 2013, followed by Council's review of the Plan in the first half of the year.

Staff is proposing that the Action Plan be completed by June 2013. To do this, the City would need to determine the process for developing the Action Plan by the end of the year. See Attachment 2 for more information, alternatives, and staff recommendations for how to begin this process.

Staff recommends that the Land Use and Environment Committee play a leadership role in developing, managing and reviewing the Action Plan. LUEC could treat the plan in much the same way as the Finance Committee treats the Capital Facilities Plan. Staff would develop the plan, the Planning Commission would review the plan, and LUEC would finalize the plan and forward it to the full Council for their consideration.

**Neighborhood/Community Interests (if known):**

The Action Plan would apply to and engage community members and community partners citywide.

**Options:**

- A. Provide direction to staff on the process for developing an Action Plan, and schedule a second meeting in October for continued review.
- B. Recommend that staff presents a work plan for developing an Action Plan to Council for review.
- C. Delay preparing a process for developing an Action Plan until early 2013; in which case the priorities and content of the Strategy would be developed in the second half of 2013 or later.
- D. Remove the concept of an Action Plan and performance measures from the Council-approved Scope of the Update for *Imagine Olympia*.

**Financial Impact:**

Option A has already been budgeted in the Community Planning and Development 2012 Work Plan; however, staff resources will need to be dedicated to coordination with Council and the development of the Implementation Strategy in 2013. It is anticipated that work effort will require a .25 FTE (half-time staff person for the first half of the year) from Community Planning and Development and support from various other department staff.