



Memorandum

To: Planning Commission
From: Thomas Dansie, Planner
Date: April 2, 2021
Re: General Plan Update - April 7 Work Meeting

The Planning Commission is working on updates to the General Plan. Currently individual Commissioners are working on developing goals, objectives, and implementation strategies for each of the Plan's eight elements. Commissioners have been meeting with subject matter experts and gathering information to help create these goals, objectives and strategies.

Commissioner assignments for the eight General Plan elements are as follows:

Land Use and Town Appearance: Jack
Transportation: Dawn
Housing: Tom K
Economic Development: Barbara
Municipal and Public Services: Susan
Parks, Recreation, and the Arts: Dawn
Public Health: Barbara
Natural and Cultural Resources: Ric

In the March work meeting the Commission reviewed the goals, objectives, and strategies for the first five elements listed above. Staff recommends the Commission review the remaining three elements in the work meeting: Parks, Recreation, and the Arts; Public Health; and Natural and Cultural Resources.

As a reminder, at this point the Commission should be focused on developing goals, objectives, and implementation strategies to help the Town achieve the vision established in the vision document. You do not need to worry about fine tuning the content, wordsmithing, or copy editing at this point. Developing the content that supports the vision is the primary objective at this point.

Also remember to keep your content simple, general, and focused on the vision. Detailed action plans and specific ordinance language are not necessary (or helpful) in a general plan. The intent is to provide general direction with enough specificity and detail to allow the Town to take future action. Specific action plans and implementation will come after the general plan is adopted.

Recommended Planning Commission Action

Staff recommends the Commission review the goals, objectives, and strategies of the final three Plan elements.

Once the Commission is satisfied with the outline for goals, objectives, and strategies for all the elements of the Plan, the Commission should form a plan for drafting the final language and format of the Plan document.

Staff recommends the Commission establish a working group of two Commissioners plus staff to take the goals, objectives, and strategies language from outline to final language form. Staff also recommends the Commission review the format of different General Plan examples¹ and provide input on a preferred format.

¹ The Commission reviewed the following three GP format examples at the beginning of the GP update process last year: [Toquerville](#), [Kauai Kakou](#), [Plano](#)