

Attachment B

Planning Commission Plan Alternatives Review Process Guide

Step 1
Distribute charts
and narratives

Prior to Hearing:

Step 1. Distribution of Charts with Key issues. Staff provides the Planning Commission with: 1) narratives found within the Plan on chapter under review; 2) the Key Issues chart with the staff's identified "short list" of key policies; and 3) the Plan Alternatives Comparison charts.

Step 2
PC review;
identify key
issues

Note: Staff's "short list" key issues because they meet one or more of the following criteria: 1) creates a major shift in county policy; and/or 2) received a high level of public interest; and/or 3) covered by more than one alternative.

Step 3
Report on key
issues; receive
public comments

Step 2. Homework. Planning Commissioners review material at home and identify their initial "short list" of key policies, standards and/or implementation measures and any recommended revisions or comments they wish to make regarding these policies.

Step 4
Receive public
comments

During First Hearing:

Step 3. Staff Report. Receive a staff report on the key policy issues and identified "short list." Staff will also review any submitted alternatives charts from the public and provide policy recommendations.

Step 5
PC provides
'short list' to staff

Step 4. Public Comments. Receive public comments.

Step 5. Commissioners "short list". After close of public hearing, each Commissioner verbally provides staff with their final "short list" of key policies, standards and/or implementation measures.

Step 6
Deliberations on
'short list'

Note: Staff will compile the master voting chart of key policies, standards and/or implementation measures and make available to the public.

Step 6. PC Deliberation. Commissioners begin deliberation on short listed items only.

Note: The Alternative "B" version of policies not identified on the short list would be considered a slate of recommended policies for the draft Plan.

Step 7
Address
outstanding
issues

During Second Hearing:

Step 7. Address Outstanding Issues. Receive a staff report addressing any outstanding issues identified by the Commission at previous hearings.

Step 8
Receive public
comments

Step 8. Public Comments. Receive public comments.

Step 9
Deliberate & vote
on each chapter

Step 9. Deliberate and Vote. Beginning with the first short list policy the Chair asks each member to express their initial vote or comment on the policy. After each member's comment and vote are captured for the record, the Chair may move on to the next policy or subject the policy to discussion and deliberation between members. After sufficient deliberation, the chair will call for final comments and straw votes. If necessary, the Chair may make a request to staff to revise the policy or provide additional information and continue voting on the policy to the next meeting.

Repeat steps 7 through 9 as necessary until chapter review is complete.

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