



## Legislation Text

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**File #:** 17-1076, **Version:** 1

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**Date:** November 16, 2017

**To:** Members of the Planning Commission

**From:** Chris Heineman, Community Development Director  
Scott Tempel, City Planner

Planning Commission Work Plan

**Action Requested:**

Review and discuss updated Planning Commission Work Plan. No action required.

**Summary Report:**

A copy of the approved Strategic Action Plan is included as an attachment for your review. The report includes a background of the process, strategic plan summary, and the vision and mission statements. The Council approved the Strategic Plan Report on September 19 and a Resolution authorizing staff to initiate the implementation on October 17.

The action plans developed by staff are subject to change as each of the strategic initiatives progress. While the Northfield Planning Commission is not the lead on any one project, the Commission will be involved in the formulation of any goals or initiatives relating to Northfield zoning or the Comprehensive Plan. Some of the action items may also result in amendments to Northfield's Land Development Code, which will require Planning Commission participation. Staff will work to coordinate plan development amongst the various boards and commissions.

City staff will continue to work on the draft action plans and bring forward specific action items to the appropriate boards and commissions for implementation efforts. One example falls under the Economic Development initiative of expanding the commercial and industrial tax base. This action step includes identifying priority expansion areas consistent with the comprehensive plan. This will involve the Planning Commission in many ways, ultimately including the creation of hybrid industrial zoning district regulations. As you know, this is one of the priorities included on the "Outstanding LDC Items" list included in the Planning Commission packet.

The Planning Commission has frequently collaborated with other boards and commissions when specific projects or issues have warranted it. One recent example of this was a joint meeting with the EDA regarding proposed changes to the Industrial (I-1) and Highway Commercial (C-2) zoning criteria in the Land Development Code prior to drafting the ordinance. This process requires coordination with staff and preparation of a summary report to be included in the agenda packet for each advisory board to review. As the action steps unfold, there may be opportunities for similar meetings between the Planning Commission and other boards or commissions.