





## Excerpt of Materials Adopted by BOCC August 24, 2009

### New Ideas – Ongoing Comprehensive Plan Implementation, Monitoring, and Evaluation

#### 1. Ongoing Implementation

Consistent with Section 1.4.3 of the 2030 Comprehensive Plan (excerpt below), Planning Staff proposes to partner with the Planning Board to develop their list of prioritized implementation strategies for BOCC review and consideration at its annual planning retreat(s) each year. Planning Staff has developed a Comprehensive Plan Implementation Strategy Form (Handout on 8/24/09 and attached herein, last page) to be used during the process to help convey anticipated key facets to the BOCC such as:

- Principle/Goal/Objective
- Lead Department/Related Dept(s).
- Advisory Boards
- Monitoring/Feedback Loop
- Public Involvement Process/Timeframe
- General Action Plan
- Fiscal Impacts

It should be noted that this proposal does not include any “grand” prioritization of implementation strategy recommendations that may also be coming forward to the BOCC from other County departments and advisory boards. However, Planning Staff is hopeful that, together with the Planning Board, it can begin to institutionalize a process that could be expanded in the future to include other departments/advisory boards or be replicated in some fashion by them.

#### **2030 Comprehensive Plan Excerpt, Section 1.4.3, Recommended Process for Setting Priorities**

Advisory boards and staff should review Comprehensive Plan goals and objectives on a regular basis and develop specific ideas on implementation strategies for presentation to the Board of County Commissioners. Setting priorities will be guided by the feasibility of accomplishing the strategies within a given year.

Implementation strategies that are presented to the Board of County Commissioners should identify the following:

- The corresponding Comprehensive Plan goal(s) and objective(s);
- Estimation of fiscal impacts and staff resources required to implement the strategy;
- Identification of responsible department and advisory board(s) and any contributing department(s) and advisory board(s) that will be engaged in strategy implementation; and
- A timeline for implementation of the strategy.

The Board of County Commissioners will consider implementation strategies submitted by advisory boards, consider fiscal constraints and opportunities, and provide guidance to the County Manager on priorities for implementation.

#### ADOPTED Steps

Following are proposed steps for development of the Planning Board's prioritized Comprehensive Plan implementation strategies each year for BOCC review and consideration at its planning retreat(s).

September 2010 – Planning Staff presents its list of suggested implementation strategies and relationship to goals and objectives to the Planning Board for consideration. Areas for coordination among departments and advisory boards are identified. The idea is for the Planning Board and Planning Staff to come to agreement on a list to recommend to the BOCC.

October – Planning Board continues discussion and consideration of implementation strategies and may contact Chairs of other advisory boards if applicable to discuss joint issues and priorities. This should focus requests for requested work items.

November – Planning Board finalizes its list of prioritized implementation strategies for the upcoming year for recommendation to the BOCC. Different perspectives of Planning Staff and Planning Board will be identified for transmittal to the BOCC.

December/January – BOCC receives recommendation(s) at planning retreat(s).



## 2030 Comprehensive Plan Implementation Strategy Form

**BOARD OF COUNTY COMMISSIONERS**  
**ORANGE COUNTY PLANNING BOARD INITIATIVES**  
**STAFF**  
**OTHER**  
**NEW INITIATIVE**  **RESEARCH STUDY**  **REGULATION CHANGE**

Check Appropriate Box

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| <b>PROJECT /ISSUE/ NAME:</b>   |  |              |                  |
| <b>1. Initiation Date:</b><br><input type="checkbox"/> <b>Needs Authorization to Proceed</b> _____ |  |              |                  |
| <b>2. County Manager:</b> _____  |  | <b>Sent:</b> | <b>Received:</b> |
| <b>3. Board of County Commissioners:</b> _____   |  | <b>Sent:</b> | <b>Received:</b> |
| <b>4. Timeframe:</b> _____   |  |              |                  |
| <b>5. Admin/BOCC Reporting and Feedback Mechanism</b>  |  |              |                  |
|  |  |              |                  |
| <b>Goal:</b>   |  |              |                  |
| <b>Objective:</b>  |  |              |                  |
| <b>Purpose:</b>  |  |              |                  |
|  |  |              |                  |
| <b>Descriptive Brief of Amendment/Code Reference:</b>  |  |              |                  |
|  |  |              |                  |
| <b>Project Framework (How to Achieve):</b>   |  |              |                  |
| <b>Fiscal Impact:</b>  |  |              |                  |
| <b>Public Involvement Process:</b>   |  |              |                  |
| <b>Work Product:</b>   |  |              |                  |
| <b>Team Participants:</b>  |  |              |                  |
|  |  |              |                  |
| <b>IMPLEMENTATION STRATEGY /ACTION PLAN:</b>   |  |              |                  |
|  |  |              |                  |
| <b>ADOPTION:</b>   |  |              |                  |
| <b>MONITORING/EVALUATION REPORT:</b>   |  |              |                  |

