



MEMORANDUM

January 31, 2014

TO: General Plan Update Working Group

FROM: Beth Thompson and Ben Ritchie, De Novo Planning Group

SUBJECT: February 6th Meeting – Draft General Plan Review

DATE: January 31, 2014

INTRODUCTION

February 6th will be the final meeting of the General Plan Update Working Group. The Working Group's efforts have been instrumental in the creation and development of the Draft General Plan.

The February 6th meeting is an opportunity for the Working Group to provide feedback, input, and edits to the entire Draft General Plan. All of the Policy Sets that have been developed and reviewed by the Working Group over the past year have been finalized, formatted, and compiled to create the Draft General Plan. The Policy Sets now include introductory paragraphs and supporting information in the form of text boxes with key terms and graphics. Additionally, an Introduction Chapter has been prepared, along with a General Plan Implementation Element. The Implementation Element lists all of the Actions contained throughout the General Plan, identifies the City department responsible for their implementation, and identifies the general timeframe for their implementation.

This final Working Group meeting will provide an opportunity for the Working Group to review the Draft General Plan in its entirety, and to provide feedback and edits to the complete draft document.

REQUIRED READING

1. Prior to the February 6th meeting, please read the Draft General Plan, a hard copy of which was delivered to the Working Group on January 31st

Please direct any questions regarding the Draft General Plan to Erik Nolthenius, Planning Manager. Erik can be reached by phone at: 925-516-5137, or by email at: enolthenius@brentwoodca.gov.

WORK EXERCISE

During previous Working Group meetings, all of the topics addressed in the General Plan Update were discussed in detail. There have been no additional changes to the Goals, Policies, and Actions since the last time the Working Group met to review these topics, with the exception of some very minor text changes to the Land Use Element, which have been made based on feedback provided by the City Council and Planning Commission during a joint workshop on January 14th. Additionally, there have been no changes to the Draft Land Use Map since it was selected by the City Council at its meeting on December 10th.

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The February 6th meeting provides the Working Group with an opportunity to review the entire Draft General Plan and provide specific feedback and input. Each member is asked to read the entire Draft General Plan and be prepared to discuss the following:

1. Is the document clear, understandable, well formatted, and easy to follow?
2. Are there any key definitions or concepts that should be added as call-out boxes to improve the readability of the Draft General Plan?
3. Is the overall look and feel of the Draft General Plan acceptable?
4. Are there any additional edits or changes that should be made before the Draft General Plan is released for public review and comment?