



MEMORANDUM

TO: Planning Commission

FROM: Michelle Bennett, Principal Planner
Brett Lenart, Planning Manager

DATE: October 16, 2025

SUBJECT: **Comprehensive Plan Timeline**

In response to discussion at the last Planning Commission meeting, below is the expected process outline for the review and adoption phases of the Comprehensive Plan:

- City staff intends to extend the review period to January 5th, as this will provide some additional flexibility to stakeholders, adjacent communities, and the public throughout an often busy end of calendar year timeframe.
- During the 63-day review period, staff will collect public comment through a form on the project page: <https://engage.a2gov.org/comprehensive-land-use-plan>. Emails received from the public to planning@a2gov.org will ask the sender to re-direct their comment to this form. This will enable the City to ensure that any and all comments are transparently shared with the Planning Commission and City Council.
- During the regularly scheduled November 18th and December 16th Planning Commission meetings, staff will provide comments received to date. This way the Planning Commission will have the benefit of considering these throughout the review period, rather than simply at the end of the review period.
- In preparation for the November 18 CPC meetings, if Commissioners would like to consider any additional amendments, please send them to Michelle Bennett by November 4th at 5:00 p.m. After this time, staff will compile them similarly to round two edits: organized by discussion items and then factual or contextual edits. Recognizing that we are nearing the final version of this document, which has synthesized wide ranging feedback over the last two years, we ask that Commissioners focus edits only on factual concerns and/or more broad contextual items that rise to a significant level of concern.
- During those two meetings, we will discuss what has been brought forward by the CPC. If City Council has edits during this time, they may communicate this through resolution during the same timeframe for the Planning Commission to consider in advance of plan adoption.
- At the conclusion of the comment period, we generally anticipate finalizing the draft after the review period in January. Any discussed plan modifications or edits during the review period will be noted, but no actual draft edits will occur until after the conclusion of the review period.

- Between the end of the review period and the end of January we will work with the consultant to form the adoption draft and present it to Planning Commission for Public Hearing and consideration in February.

Thank you for your work, thoughtfulness, and consideration of wide-ranging feedback from our community that has led us to this important step. If you have any questions regarding the steps ahead, we are grateful for the conversation.