

Comprehensive Policy Plan  
"Process"

Policy Letter 803: Policy Review Procedure

**BACKGROUND:**

Long range planning documents historically have a tendency to quickly become documents on a shelf. They should be living documents that play an active role in guiding the development decisions of the community. There are several reasons why long range planning documents become stale and do not continue to influence the development outcome. The social and economic situation changes. There is little or no organizational structure to bring the plan into focus during development decision-making. There is not a strong commitment to making the planning process an active influence in development decision-making. A procedure that serves to keep the policies relevant and keep the community committed to those policies may be as important as the specifics of the policies themselves.

**POLICY STATEMENT:**

In order to preserve, strengthen, and build the Comprehensive Policy Plan, the Planning Commission will develop and follow a regular and systematic procedure with respect to regular evaluation of the plan. This procedure should provide a path for eliminating policies that are no longer relevant, amendments that will strengthen existing policies, and a way to incorporate new policies and the need becomes apparent.

**CONCLUSION:**

In general, the process for elimination, changing or creating new policies should follow the same path as was used in the adoption of the original document. Time constraints strongly suggest that the process be simple. At the same time, the importance of these policies suggest that there is a need for public awareness and input.