

Process Efficiency Subcommittee

Planning & Zoning Commission

Charge

January 2018

Chair: Greg Rutstein

Members: Cathy Walsh, Jon Olefson

Staff: Mary Young, AICP, Planning and Zoning Director

Mission Statement:

To review, and, where appropriate and lawful, revise, various processes carried out by the Planning and Zoning Commission, Staff and applicants for the purpose of making such processes less time consuming and resource intensive.

Objectives:

- Better align responsibility for various processes (e.g., commission vs staff) where lawfully permitted
- Revise zoning regulations and (as necessary) by-laws and internal policies to carry out the mission of this subcommittee
- Preserve an appropriate level of review/oversight of relevant processes so as to minimize the risk of having unintended and undesired consequences resulting from any changes to such processes
- Ensure the public is afforded sufficient transparency and the ability to engage on whether and how relevant processes should be revised