

**Policy & Procedures Committee
of the Louisville Metro Planning Commission
Thursday, December 4, 2008
10:00 a.m. – 12:00 p.m.
Old Jail Courtroom / 514 W. Liberty St.**

AGENDA

New Business

1. Improvement Strategies – Overview
 - a. Working Groups – initiated by staff / stakeholders
 - b. GLI Committee(s)
 - c. Roles & responsibilities – staff, stakeholders, Policy & Procedures Committee, Planning Commission

2. Binding Elements – proposed changes (see attached)
 - a. Reduce standard binding elements to remove those which are simply reiterating requirements of the LDC or other adopted regulations
 - b. Guidelines for drafting clear, site specific binding elements (a template or guide for staff, applicants and interested parties)
 - c. What is a regulation vs. what is a binding element
 - d. Develop an advisory handout for applicants
 - i. Mandate acknowledgement of receipt of the document at time of application
 - ii. Move all standard advisory notes (formerly binding elements) into this document

Other Business

Future Discussion Items:

- Staff report format / template
- Checklists for submittal and review of various project types
- Use of General Plans vs. Detailed Plans
- Level of detail required at various steps in development review and the construction process
- Scheduling and frequency of meetings (incl. early docket / late docket)
- Training – staff, citizen planners, applicants, etc.
- Bylaws and Policies

**Next meeting: December 18, 2008
 10:00 a.m.
 Old Jail Courtroom**