
Becoming a Leader on the Planning Commission

Workshop 1

January 31, 2019; Dinner at 6:00; Meeting from 6:30-8:30 PM

San Mateo Public Library, Oak Room

55 W. 3rd Avenue, San Mateo, CA 94402

- 6:30 **I. Welcome, Goals, and Introductions**
- 6:50 **II. Meet Your Colleagues**
Goal: Provide an opportunity for newer Planning Commissioners to talk and learn from more experienced members.
- 7:00 **III. 100 Years of Planning Covered in 10 Minutes**
Goal: Guide Commissioners through a history of planning movements and legislation, highlighting the changing goals of planning and the ways that community members are involved.
- 7:15 **IV. Why and How We Plan? (Types of Plans and Review Processes)**
Goal: To describe the types of plans and planning processes that Commissioners are likely to be involved in, as well as other relevant planning efforts that affect their responsibilities.

[Peer learning: Discussing what they've learned from participating in or interacting with plan development and project review.]
- 7:40 **V. Role of the Planning Commission and Relationships with Others**
Goal: To have Planning Commissioners understand their roles and responsibilities, particularly in relationship to other bodies (e.g. City Council, staff, etc.). Including some conversation about responsibility to the greater good and ethics.

[Peer learning: Discussing stand-out interactions that Commissioners have had in their role and tips on navigating those relationships.]
- 8:00 **VI. The Art of Making a Finding**
Goal: Describing the elements of a good finding, legal considerations, and the process for preparing one, often on the fly.

[Peer learning: Commissioners who have prepared findings will discuss their experiences and strategies they've used.]
- 8:25 **VII. Next steps**
Goal: Discuss next steps and additional training opportunities.