



Planning Commission Memorandum

TO: The Honorable Members of the Planning Commission
FROM: Darla Orr Odom, Deputy Zoning Administrator
COPY: India Adams-Jacobs, Town Manager
SUBJECT: **Comprehensive Plan Review – Plan Diagnostic**
DATE: June 18, 2026

SUMMARY:

As part of the Town of Bowling Green's Comprehensive Plan update process, the Plan diagnostic being performed by staff examines the current plan for compliance with the Code of Virginia and community planning best practices.

The analysis includes the following components:

- Review of the Comprehensive Plan for conformance with the requirements of the Code of Virginia and Administrative Code, including Chesapeake Bay Preservation Act (CBPA) requirements.
- Review of the Comprehensive Plan for compatibility with planning best practices, as established by the American Planning Association (APA).
- Review of existing maps.
- Assessment of the Plan strengths and weaknesses based on Code of Virginia compliance and alignment with planning best practices.
- Assessment of the content, structure, and consistency of the Plan for completeness and ease of use.
- Identification of final recommendations that will be incorporated into the

Comprehensive Plan update.

BACKGROUND:

Initially staff has found that the Town's Comprehensive Plan aligns broadly with the Code of Virginia, updates are needed to ensure compliance with mandatory elements, modernize the document, and strengthen its role in guiding future planning and implementation efforts. The update will build on elements of the current plan that remain effective while improving or restructuring those that do not, ensuring the plan aligns with the Code of Virginia. Staff has found the following is needed:

- Update demographic, housing, and economic data using current U.S. Census Bureau, Weldon Cooper Center, Virginia Employment Commission (VEC), and Virginia Department of Transportation (VDOT) sources, and include projections to show probable future growth and needs.

- Include a VDOT-compliant transportation plan that inventories existing facilities, identifies needs, includes cost estimates, and integrates recommendations from VTrans, the Six-Year Improvement Program, and regional plans.
- Comprehensively update the Future Land Use Map (FLUM) to match the categories and intent described in the Plan and ensure every parcel in Town is designated.
- Incorporate best acceptable practices to represent the best thinking and planning action tools used by communities to activate desired attributes, processes and principles of their Plan.
- Enhance the housing section to provide current data on housing cost and affordability, differentiate affordable housing from subsidized housing, and include strategies to expand housing options.
- Organize implementation actions into a clear matrix that includes responsible parties, timeframes, costs, and performance measures.
- Update content to address resilience, coastal resource management, broadband access, and other emerging issues, incorporating state and regional coordination where applicable.

Staff will be reviewing diagnostic efforts with the Commission at their June 18, 2026, meeting.

RECOMMENDATION:

No action required. Provided for the Commission's information.