

## PLANNING MEMO

TO: Planning Commissioners  
FROM: Erin Reinders  
RE: Planning Commission Training  
DATE: September 3, 2024

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This month's training topics will include *Comprehensive Plans*, *Zoning/Ordinances*, *Equity in Planning* and *Ethics in Decision-Making*, and their associated videos. This is session 4 of 5, according to our plan, though we may decide to do a make up of what had been scheduled for our previous meeting that was canceled *Staff Reports* and *Findings of Fact*.

We will be watching the videos together, and discussing our key takeaways. Details are outlined below. The PDFs for each presentation reviewed in the video are included in your packet, with the exception of the Ethics presentation, as well as the Planning for Equity Policy Guide and Ethical Principles in Planning.

- **Essential Skills Training Topics - [Comprehensive Plans](#)** (8 Minutes). A comprehensive plan sets forth a vision, goals for a city's future, and provides the overall foundation for all land use regulation in the city. State law encourages all cities to prepare and implement a comprehensive municipal plan. Learn more about the development and use of comprehensive plans and why they are a valuable resource to planning officials.
- **Essential Skills Training Topics - [Zoning/Ordinances](#)** (10 Minutes). Zoning ordinance is a formal categorization of land-use policies applicable to land within a municipality. The zoning ordinance establishes permitted land uses and distinguishes between different land use types. Learn what zoning ordinances are and understand their role in implementing the comprehensive plan as well as ensuring there is adequate space & resources throughout your community.
- **Keys To Sound Actions Training Topics - [Equity in Planning](#)** (4 Minutes). Learn the importance of using equity as a guiding principle throughout the planning process and as a community representative. Review APA's valuable resources and tools available to support planning officials.
- **Keys To Sound Actions Training Topics - [Ethics in Decision-Making](#)** (7 Minutes). Learn how APA's Ethical Principles in Planning can guide you in your service to the community.