

Committee case study matrix					
City	Steering / Advisory Committee	# of Members	Start date	# of Meetings	Notes
Santa Monica	Interdepartmental Housing Element Steering Committee	7	Not available	Regularly	<p><u>Committee Composition:</u> City Planning; Housing (2); Human Services (2); Attorney's Office; Rent Control Board</p> <p><u>Committee Role:</u> Review element drafts and keep City's relevant Boards and Commissions informed about the planning process and key policy issues.</p>
Beverly Hills	General Plan Steering Committee	14	Not available	Not available	<p><u>Committee Composition:</u> Committee members were often prior City Council members, and/or served on Topic Committees.</p> <p><u>Committee Roles:</u> Seven Topic Committees (15-20 members each), which identified issues and opportunities pertinent to each topic and developed preliminary policy directions for preparation of full Plan preparation. Met "numerous times" and developed Final Report to present to Commission and Council. Each committee conducted its own workshops and events. Topics committees were not necessary aligned with Plan elements, but rather covered topics of community concern.</p>
West Hollywood <i>West Hollywood General Plan 2035</i>	General Plan Advisory Committee	43	18 mos after start of outreach	9 times/ 7 months	<p><u>Committee Composition:</u> Broad cross-section of community, including representatives from each City Board and Commission.</p> <p><u>Committee Role:</u> Review work in progress and give feedback regarding proposed strategies, goals, and policies. Particularly focused on urban form and land use.</p>
Cincinnati <i>Plan Cincinnati</i>	Steering Committee	40	Start of public outreach	25 times/ 3 years	<p><u>Plan Notes:</u> Thematic structure reflects initiatives that emerged through community engagement process.</p> <p><u>Committee Composition:</u> Appointed by Mayor; represent local community orgs, businesses, non-profits, and institutions.</p> <p><u>Committee Role:</u> To provide oversight and give direction to the Plan. 12 working groups were based on 12 elements and preliminary goals; working groups were tasked with modifying goals and developing action plans to meet goals.</p>

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Manhattan Beach <i>Manhattan Beach General Plan</i>	General Plan Advisory Committee	Not available	Not available	8 times/1 year	<u>Committee Composition:</u> Represents various City commissions and committees, school board, community groups, and community at large. <u>Committee Role:</u> Advisory to City Council and Planning Commission. Formulated long-range vision; assisted in formulating goals and policies; suggested land use and development capacity. Received comments from public. Also formed Neighborhood Traffic Committee.
Boston (2016 draft) <i>Imagine Boston 2030</i>		Not available	Not available	Not available	<u>Committee Composition:</u> Internal steering committee made up of City leadership. No additional information provided in Plan.
Nashville <i>Nashville Next</i>	Steering Committee Community Engagement Committee	SC: 25 CEC: 34 RT: 20-30	Not available	Not available	<u>Community Engagement Committee:</u> Engagement advisors and "guardians" to process. Provided regular updates to Steering Committee. <u>Resource Teams:</u> Assisted Planning staff by developing policy options for public consideration. One team for each element, composed of topical experts.
Los Angeles	Community Advisory Committee Technical Advisory Committee Expert Panel	CAC: 40+ TAC: 31 EP: 15	Not available	Not available	<u>CAC:</u> Advisory, community orgs and business groups working on issues related to community health. <u>TAC:</u> Advisory, city depts and other public entities that influence community health. <u>EP:</u> Develop initiatives for implementation strategy, visionary experts from academia, public health, and community orgs.
	General Plan Advisory Board	Not available	Not available	Not available	<u>Committee Composition:</u> Formation of GPAB required under City ordinance, but Plan document gives no sense of specific role of body in creating this document. <u>Committee Role:</u> Advise Director of Planning on matters concerning formulation of GP and various elements, as well as specific plans and other planning issues.

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Los Angeles	Housing Element Task Force	64	4 months in	14 times/ 5 months	<p><u>Committee Composition:</u> Comprised of individuals with "special and/or technical knowledge about various facets of housing issues, including the business community, financial institutions, affordable and market-rate housing developers, special needs providers, legal assistance groups, tenants' rights groups, homeless service agencies, and Certified Neighborhood Councils." Chaired by former Planning Commission member and current Affordable Housing Commission member. Four subcommittees to address specific issues, with 100 additional participants.</p> <p><u>Committee Role:</u> Provide information and expertise on the range of housing issues, needs, policies, and programs necessary to achieve City's RHNA goals. Submitted comprehensive recommendations regarding housing need, with suggested policies and programs. Text drafted collaboratively on Google Docs; comments collected; unanimous or nearly unanimous recommendations incorporated into Element.</p>
	Mobility Task Force	50+	Not available	Not available	<p><u>Committee Composition:</u> Represents organizations, including community groups, nonprofits, transit providers, civic, business, environmental transportation leaders.</p> <p><u>Committee Role:</u> Assist the City in generating significant engagement and input for Plan.</p>

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Pasadena	General Plan Update Advisory Committee	22	2009	>24 regular + special mtgs	<u>Committee Composition:</u> 11 primary members; 11 alternate members. Four mayoral representatives, 2 from each of 7 council district, 2 from Pasadena Chamber of Commerce, Pasadena Unified School District. Created special topic subcommittees. <u>Committee Role:</u> Oversee update process and update of elements. Report on engagement process.
Fullerton	General Plan Advisory Committee	15	2007	30 times/ 5 years, including 20 meetings in first 2 years	<u>Committee Role:</u> Appointed by City Council. Discussion to inform draft vision. Reviewed draft vision. Review existing General Plan and provide City decision makers with policy recommendations that support future vision. Reviewed draft Plan and provided input on goals, policies, and actions. Approved draft Plan ahead of public review (2011).
Mill Valley	General Plan Advisory Committee Land Use + Mobility Working Group Community Vitality Working Group Natural Environment Working Group Arts Subcommittee	GPAC: 9 LUMWG: 11 CVWG: 11 NEWG: 9 Arts: 8	GPAC: Intro phase Groups: 5 months in	Not available	<u>GPAC:</u> Oversee work and progress of General Plan. Establish working groups. Review recommendations of working groups and provide additional direction to make final recommendations on goals and policy. <u>Working groups:</u> Conduct hands-on in-depth evaluation of issues. Develop, refine, present detailed policy recommendations to GPAC.
	General Plan Advisory Committee Land Use + Mobility Working Group	Not available	Not available	Both: 4 times/ 1 year	<u>GPAC:</u> Oversee work and progress of General Plan. Establish working groups. Review recommendations of working groups and provide additional direction to make final recommendations on goals and policy. <u>Working group:</u> Conduct hands-on in-depth evaluation of issues. Develop, refine, present detailed policy recommendations to the GPAC.