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**HEARING DATE: JULY 8, 2009**

**TO:** CHESAPEAKE PLANNING COMMISSIONERS

**FROM:** MARK E. SHEA, SENIOR PLANNER

**THROUGH:** BRENT R. NIELSON, AICP, PLANNING DIRECTOR

**DATE:** JUNE 22, 2009

**RE:** **CP-09-01**  
Resolution to amend the 2026 Comprehensive Plan to assign to the Department of Development and Permits certain duties under the Planning and Land Use Level of Service Policies and the Proffer Policy formerly assigned to the Department of Public Works.

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**AMENDMENT DESCRIPTION:**

The proposed amendments to the 2026 Comprehensive Plan reflect departmental name changes due to the reorganization of the plan review permitting and plan review operations performed in the Department of Public Works and the Department of Neighborhood Services into a single department. The new department name is the Department of Development and Permits. Although the reorganization went into effect on February 23, 2009, the effective date of the name change will go into effect on July 1, 2009.

**BACKGROUND:**

The proposed amendments were initiated by City Council who adopted a resolution on May 12, 2009, requesting the Planning Commission to consider and make recommendations concerning the proposed amendments.

**STAFF ANALYSIS:**

According to City Manager William Harrell, the intent of the reorganization is to improve customer service and to bring key elements of the development plan review process under one organization. The proposed amendments to the Planning and Land Use Policies and the Proffer Policy are strictly to reflect the appropriate name of the new department that will serve this function in regards to the Transportation section.

**STAFF RECOMMENDATION:**

Based on the finding that the proposed amendments to the Planning and Land Use Policy and the Proffer Policy follow good planning practices, staff recommends that **CP-09-01, version dated June 18, 2009, be APPROVED.**

MS:nl