



**OFFICE *of* STATE *planning***  
**Task Force**  
**12/18/07 Meeting Summary**

# *BACKGROUND*

---



The *Louisiana Speaks Regional Plan* identified an Office of State Planning as the vehicle for its implementation. It was chosen as the #1 Priority for 2008 by the La Speaks Champions.



House Concurrent Resolution 229 of the 2007 Regular Session created the Office of State Planning Task Force.



The Task Force's mission is "to study and make recommendations for implementation" of a comprehensive Office of State Planning.

# ***TASK FORCE MEMBERS***

---

**Johnny Bradberry, DOTD**

**Sidney Coffee, CPRA**

**Ternisa Hutchinson, Department of Administration**

**Sean Reilly, Louisiana Speaks**

**Donna D. Fraiche, LRA**

**R. King Milling, CPRA**

**Dan Garrett, LA Police Jury Association**

**Kristy Jones, LA Municipal Association**

**Kevin Belanger, South Central Planning and Development  
Commission**

**Stephen Villavaso, APA Louisiana**

**Elizabeth “Boo” Thomas, CPEX**

**Rep. Cheryl Gray, LA House of Representatives**

# ***GUEST SPEAKER – JOHN FRECE***

---

*Introduction by John Frece, National Center for Smart Growth Research and Education, University of Maryland & staff member of former Maryland Governor Paris Glendening*

- >>> There is a national interest in better planned growth.
- >>> Louisiana has a rare window of opportunity because of the momentum created by Louisiana Speaks, the new governor, and continued recovery efforts.
- >>> Where the Office is housed in the state government is key to its success.
- >>> The Governor's leadership is essential to the success of this office; he needs to fully support the office and have a representative on his staff who works with this office and oversees the implementation of Louisiana Speaks.

# ***APPROVED CONSENSUS ITEMS***

---

- >>> **ESTABLISH OFFICE OF STATE PLANNING (NAME):** Office of Coordinated Planning
  
- >>> **LOCATION IN GOVERNMENT:** Division of Administration
  
- >>> **BUDGET AND STAFFING:** Adequately fund staff and program activities and also provide grant assistance
  
- >>> **ROLES/FUNCTIONS/ACTIVITIES/RESPONSIBILITIES (core recommendations of OSP activities):**
  1. Facilitate the implementation and funding local, regional and state plans
  2. Support the Model Development Code (under development by CPEX) as a tool to implement local planning goals

# ***APPROVED CONSENSUS ITEMS***

---

- >>> ROLES/FUNCTIONS/ACTIVITIES/RESPONSIBILITIES (core recommendations of OSP activities) *continued*:**
3. Provide technical assistance and informational resources (including population forecasts and up-to-date data and maps), education, outreach to local parishes and municipalities
  4. Establish, in cooperation with Louisiana Geographic Information Center (LaGIC) and other efforts, a Geographic Information System (GIS) and data portal for use as a resource for municipal, parish, Regional Planning Commission, and state-agency planning
  5. Provide an analysis of state laws pertaining to land use – i.e. coastal, redevelopment issues – recodification of laws on the books
  6. Provide incentives through grant funding to local communities for planning functions

# ***APPROVED CONSENSUS ITEMS***

---

- >>> ROLES/FUNCTIONS/ACTIVITIES/RESPONSIBILITIES (core recommendations of OSP activities) *continued*:**
7. Create a Community Reinvestment Trust Fund and coordinate with government entities responsible for Conservation and Mitigation Trust Fund
  8. Coordinate/communicate and centralize information exchange between state agencies and legislative committees to ensure that the infrastructure recommendations and decisions are consistent with state goals
  9. Give annual report to state legislature on activities
  10. Coordinate post-disaster long term recovery by functioning as repository for local mapping, demographic information, and updated local hazard mitigation plans
  11. Provide information to officials to enable them to make the most informed decisions

# ***APPROVED CONSENSUS ITEMS***

---

- >>> ROLES/FUNCTIONS/ACTIVITIES/RESPONSIBILITIES (core recommendations of OSP activities) *continued*:**
12. Collaborate with universities and others to provide education and resources to local governments
  13. OSP should not be given new regulatory powers related to environmental or other reviews
  14. Use Louisiana Speaks Regional Plan as initial guiding resource for activities of OSP and expand to include the entire state
  15. Evaluate local and regional plans for consistency with Louisiana Speaks Regional Plan and/or statewide goals
  16. Provide resources for RPCs to act as coordinators between municipal, parish, and regional plans
  17. Weigh-in during the scoring process conducted by Division of Administration (DOA) during the Capital Outlay Process





**OFFICE *of* STATE *planning***  
**Task Force Meeting**  
***January 30, 2008***

# ***OUTLINE OF DRAFT REPORT RECOMMENDATIONS***

---

- >>> I. Structural and Administrative Characteristics**
  - A. Establishment and Authority**
  - B. Location within the Executive Branch**
  - C. Budget and Staffing**
  - D. Oversight and Public Accountability**
  
- >>> II. Institutional Relationships of OCP**
  - A. Relationships with Local Jurisdictions and Regional Planning Entities**
  - B. Relationship with Executive and Legislative Branches**
  
- >>> III. Core Functions of OCP**
  - A. Data Management and Plan Recording**
  - B. Technical Support, Best Practices Education, and Outreach**
  - C. Disaster Recovery**
  - D. Trust Funds**
  - E. State Planning**

# ***I. STRUCTURAL AND ADMINISTRATIVE CHARACTERISTICS***

---

## **>>> A. Establishment and Authority**

*An office of state planning should*

- 1. Be established in Louisiana;*
- 2. Be called the Office of Coordinated Planning;*
- 3. Be empowered to implement RS 39:21, except insofar as such authority is already being carried out by OPB; and*
- 4. Not be given new regulatory powers related to environmental or other reviews.*

## **>>> B. Location within the Executive Branch**

*The Office of Coordinated Planning should be located at the Deputy Commissioner level within DOA, with future evaluation of the desirability of independent department status.*

# ***I. STRUCTURAL AND ADMINISTRATIVE CHARACTERISTICS continued***

---

## **>>> C. Budget and Staffing**

*The Office of Coordinated Planning should be sufficiently funded for: adequate staffing, administration of program activities, and provision of grant assistance.*

## **>>> D. Oversight & Public Accountability**

*The Office of Coordinated Planning should be overseen by a public-private commission that would*

- 1. Be titled the Louisiana State Coordinated Planning Commission;*
- 2. Have an advisory role to OCP and represent public and private stakeholders' concerns to it;*
- 3. Have both gubernatorial appointees and at-large members;*
- 4. Have members serve staggered terms;*

# *I. STRUCTURAL AND ADMINISTRATIVE CHARACTERISTICS continued*

---

- >>> D. Oversight & Public Accountability continued**
5. *Have 30 or fewer members, including individuals representing government agencies and private sectors whom are responsible for or are stakeholders in the following areas: economic development, education, land use planning, agriculture, transportation, risk management, and health care, but not limited to:*
- *One representative of the Louisiana Association of Planning and Development Districts,*
  - *One representative of the Louisiana Municipal Association,*
  - *One representative of Police Jury Association,*
  - *Two representatives, on a rotating basis, selected from the Louisiana chapters of: the American Planning Association, the American Society of Landscape Architects, the American Institute of Architects, the American Society of Civil Engineers,*

# *I. STRUCTURAL AND ADMINISTRATIVE CHARACTERISTICS continued*

---

## **>>> D. Oversight & Public Accountability *continued***

- *One representative from the Louisiana GIS Council,*
- *One representative from the Louisiana Housing Finance Authority,*
- *One representative from the Coastal Protection and Restoration Authority;*
- *One representative from the Urban League, NAACP or other representative(s) of equity issues,*
- *One representative of the Louisiana Landowners Association, Farm Bureau, or other of rural/agricultural interests,*
- *One representative of the Louisiana Home Builders, Louisiana REALTORS, Associated General Contractors, or other development-industry interests,*

# *I. STRUCTURAL AND ADMINISTRATIVE CHARACTERISTICS continued*

---

## **>>> D. Oversight & Public Accountability *continued***

- *One representative of the Louisiana Chemical Association, Louisiana Association of Business and Industry, or other business interests,*
- *One representative of the Ports Association of Louisiana,*
- *One representative of the Nature Conservancy, Trust for Public Land or other conservation interests,*
- *One representative, on a rotating basis, from an institution or system of higher education, and*
- *One representative from Louisiana Speaks, Inc. and/or the Center for Planning Excellence; and*

# *I. STRUCTURAL AND ADMINISTRATIVE CHARACTERISTICS continued*

---

## **>>> D. Oversight & Public Accountability *continued***

6. *To have as its suggested mission: “The Louisiana State Coordinated Planning Commission will ensure that the Louisiana Office of Coordinated Planning works effectively to*
  - *‘Coordinate and add capacity to existing state agencies, regional planning, and local planning by favoring incentives over regulation’ (HCR 229),*
  - *Record, coordinate, and distribute plans and data at a statewide level,*
  - *Provide technical and direct support to assist local and regional jurisdictions in developing and implementing plans that both respond to local priorities and support state goals,*
  - *Provide a means to coordinate state plans and policies with broadly accepted statewide goals,*



# *I. STRUCTURAL AND ADMINISTRATIVE CHARACTERISTICS continued*

---

## **>>> D. Oversight & Public Accountability *continued***

- *Develop benchmarks and criteria for evaluating progress towards state goals,*
- *Support the three Louisiana Speaks goals: recover sustainably, grow smarter, and think regionally, and*
- *Otherwise implement RS 39:21.”*

# ***II. INSTITUTIONAL RELATIONSHIPS OF OCP***

---

## **>>> A. Relationships with Local Jurisdictions and Regional Planning Entities**

*The Office of Coordinated Planning should*

- 1. Facilitate the funding and implementation of local, regional and state plans;*
- 2. Provide incentives, through direct grant funding, to local communities in support of planning activities;*
- 3. Evaluate local and regional plans for consistency with Louisiana Speaks Regional Plan and/or statewide goals;*
- 4. Provide resources for regional planning entities to act as coordinators between municipal, parish, and regional plans; and*

## ***II. INSTITUTIONAL RELATIONSHIPS OF OCP continued***

---

### **>>> A. Relationships with Local Jurisdictions and Regional Planning Entities *continued***

5. *Assess and analyze laws and other issues pertaining to land use (especially those applicable to coastal issues, redevelopment issues, transportation-oriented-development, and comprehensive planning) and recommending legislative or administrative reforms, as necessary.*

### **>>> B. Relationships with Executive and Legislative Branches**

*The Office of Coordinated Planning should*

1. *Prepare and distribute an annual report on its activities to the state Legislature and otherwise establish communication mechanisms to educate the public on planning issues;*

## ***II. INSTITUTIONAL RELATIONSHIPS OF OCP continued***

---

### **>>> B. Relationships with Executive and Legislative Branches *continued***

2. *Coordinate and centralize information exchange between state agencies and legislative committees, so as to ensure that all recommendations, appropriations, policies, and incentives having infrastructure or land-use implications are consistent with state goals;*
3. *Provide information to state officials so that they will be able to make informed decisions;*
4. *Participate in the scoring process conducted by DOA during the capital outlay process;*
5. *Coordinate state budget priorities so that they support state goals; and*

## ***II. INSTITUTIONAL RELATIONSHIPS OF OCP continued***

---

### **>>> B. Relationships with Executive and Legislative Branches *continued***

6. *Establish a state Coordinating Cabinet Committee for purposes of program/policy coordination and information/data sharing, including high level representation potentially including, but not limited to the following (members deemed absolutely essential are marked with an asterisk):*
  - *Deputy Commissioner for Coordinated Planning (chair)—  
Division of Administration\**
  - *Coastal Protection and Restoration Authority\**
  - *Department of Natural Resources\**
  - *Department of Transportation and Development\**
  - *Louisiana Economic Development\**
  - *Legislative Liaison to the State Senate and State Legislature\**

## ***II. INSTITUTIONAL RELATIONSHIPS OF OCP continued***

---

### **>>> B. Relationships with Executive and Legislative Branches *continued***

- *Policy Advisor to the Office of the Governor\**
- *Department of Agriculture and Forestry*
- *Department of Education and/or the Board of Elementary and Secondary Education*
- *Department of Environmental Quality*
- *Department of Health and Hospitals*
- *Department of Wildlife and Fisheries*
- *Louisiana Bond Commission*
- *Louisiana Recovery Authority or its successor (including the State Hazard Mitigation Officer—Governor’s Office of Homeland Security and Emergency Preparedness\*)*
- *Department of Culture, Recreation, and Tourism (eg. Office of Historic Preservation)*

# III. CORE FUNCTIONS OF OCP

---



## **A. Data Management and Plan Recording**

*The Office of Coordinated Planning should*

- 1. Maintain and provide data (including up-to-date demographic data, GIS mapping, and forecasting) and existing planning (including state and local hazard mitigation plans, transportation plans, and others) to local, regional, and state entities for use during normal planning and policy-making cycles and during post-disaster recovery; and*
- 2. Establish (in cooperation with LaGIC and other efforts) a GIS and data portal for use as a resource by local, regional, and state-agency planning.*

## **B. Technical Support , Best Practices, Education, and Outreach**

*The Office of Coordinated Planning should*

- 1. Provide technical assistance, education, outreach, and informational resources to local entities;*

# *III. CORE FUNCTIONS OF OCP continued*

---

## **>>> B. Technical Support , Best Practices, Education, and Outreach *continued***

2. *Support the Model Development Code as a tool to implement local planning goals; and*
3. *Collaborate with universities and others to provide education and resources to local governments.*

## **>>> C. Disaster Recovery**

*The Office of Coordinated Planning should coordinate disaster recovery by functioning as repository for local mapping and demographic information and updated local hazard mitigation plans.*



# *III. CORE FUNCTIONS OF OCP continued*

---

## **>>> D. Trust Funds**

*The Office of Coordinated Planning should*

- 1. Administer a new Community Reinvestment Trust Fund to support redevelopment and reinvestment in existing communities; and*
- 2. Coordinate with DNR and CPRA in their roles as overseers and administrators of the Coastal Protection and Restoration Fund, and/or administer of a new and broader Conservation and Mitigation Trust Fund in coordination with other mitigation and restoration tools.*

## **>>> E. State Planning**

*The Office of Coordinated Planning should*

- 1. Use the Louisiana Speaks Regional Plan as initial guiding resource for activities of OCP; and*
- 2. Expand visioning and strategic planning efforts comparable to the Louisiana Speaks Regional Plan to include the entire state.*

# *STEPS TOWARD IMPLEMENTATION OF OCP*

---

- >>> LRA or DOA to conduct statewide planning-capacity assessment. An Executive Order should be issued to create the Office of Coordinated Planning.
- >>> The Office of the Governor should conduct a national search for Executive Director of OCP.
- >>> The Executive Director should hire OCP's core staff (all non-classified hires).
- >>> Pending recommendations of the statewide planning-capacity assessment, the Executive Director and his/her staff should develop a strategic plan, staffing plan, and operating budget for consideration by the Governor and Legislature in 2009.

# *STEPS TOWARD IMPLEMENTATION OF OCP*

---

- >>> The Governor, his key staff, selected cabinet secretaries and other state leaders participate in a Governor's Institute on Community Design.
  
- >>> Further study should be conducted on the following issues:
  - *Coordinated assessment regarding reform of local and state regulations that impact development in hazard-prone areas with CPRA and DNR.*
  - *The balance of state/federal and local interests in the area of large infrastructure investments.*
  - *The most effective program structure for funds that are intended to conserve or mitigate properties.*



**LOUISIANA RECOVERY  
AUTHORITY  
TRANSITION INTO STATE  
PLANNING IMPLEMENTATION**

# *INTERIM IMPLEMENTATION STEPS FOR LRA TRANSITION*

---

- >>> LRA to conduct statewide planning-capacity assessment.
- >>> LRA Planning Director shall act as the interim Office of State Planning Executive Director with broader functions.
- >>> The LRA shall adjust its board membership, staffing and budget to perform additional planning implementation activities.
- >>> The LRA shall amend its strategic plan to address the recommended activities of an Office of State Planning, and will strategize and formulate a two-year transition plan to lead to the permanent creation of the Office of State Planning.