



# MEMORANDUM

**To:** Nathan Poore, Town Manager

**From:** Theo Holtwijk, Director of Long-Range Planning

**Date:** January 27, 2009

**Re:** **Economic Development Committee**

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We understand that the Town Council is considering forming an Economic Development Committee and that it wishes to discuss what activities such a committee should undertake.

Staff has compiled some general excerpts that may be helpful in articulating which aspect(s) of a local economic development effort the Council may be most interested in pursuing for Falmouth.

These excerpts come from *A Guide to Preparing the Economic Development Element of a Comprehensive Plan*, Wisconsin Economic Development Institute <sup>1</sup>

- Community Economic Development Checklist
- Twenty Questions About Your Community
- A Strategic Overview of the Five Components of Economic Development Practice

The Economy will also be part of the Comprehensive Plan Update effort, and coordination between the two committees will be required. Here is some information from the following State of Maine sources:

- Comprehensive Plan Guide, Maine State Planning Office <sup>2</sup>
  - Chapter Ten: The Economy
- Maine State Planning Office <sup>3</sup>
  - Chapter 208: Comprehensive Plan Review Criteria Rule – Economy

We hope this information is helpful to you. Thank you.

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<sup>1</sup> <http://www.wi-edi.org/docs/WEDI-ED-Handbook.pdf>

<sup>2</sup> [http://www.state.me.us/spo/landuse/docs/compplanning/2005manual\\_lowres.pdf](http://www.state.me.us/spo/landuse/docs/compplanning/2005manual_lowres.pdf)

<sup>3</sup> <http://www.state.me.us/spo/landuse/docs/compplanning/spocriteriarule.pdf>