

Acton 2020 Report Outline

VOLUME I: Comprehensive Community Plan: Acton 2020

Executive Summary

(Includes vision, goals/objectives, top key issues, top 20 key recommendations, and plan concept map)

1. **Introduction and Overview of the Acton 2020 Process**
2. **Vision**
3. **Goals and Objectives**
4. **Plan Concept Map (Summary of Recommendations)**
5. **Description of Existing Conditions by Topic with Key Issues OR Identification of Key Issues ONLY, with existing conditions summary after Section 8, below.**
 - Land Use
 - Housing
 - Economic Development
 - Natural Resources
 - Historic and Cultural Resources
 - Open Space and Recreation
 - Circulation and Transportation
 - Facilities and Services
 - Sustainability
6. **Key Recommendations** (discussion of top 20 recommendations)
7. **Implementation Program**
 - a. **Table organized by Goal/Objective (see attached sample):** Strategy, List of Proposed Actions, Phasing of Actions, Lead Party(s) Responsible
 - b. **Needed Resources** (discussion of staff needs, etc.; capital costs in separate table)
8. **Summary of Recommendations by Master Plan Topic** (Housing, Econ, etc.)
 - a. **Matrix Key to Recommendations by Element vs. Goal**
9. **Description of Existing Conditions by Topic (if not included in 5, above)**

VOLUME II: Appendices

- Summary of Public Input
- Final Inventory Report
- Materials used in the public meetings
- Evaluation Summary Matrix (similar to what was used to evaluate the three alternatives, but now with only the proposed plan evaluated against the goals)