



# Memorandum

**Date:** April 28, 2014

**To:** City Council  
Bruce D. Glasscock, City Manager  
Frank F. Turner, Deputy City Manager

**From:** Lori F. Schwarz, AICP, Comprehensive Planning Manager

**Subject:** Plano Tomorrow Update – Comprehensive Plan Revision

## **BACKGROUND:**

The City of Plano's current Comprehensive Plan was created in 1986 and has been updated periodically over the years. In 2009, Planning staff began the process for a major revision to the plan that would substantially change the format and organization of the plan. Reduced staff and re-focused priorities, due to the economic recession, stalled the development of the plan until 2013. In September 2013, Planning staff presented an outline of the Comprehensive Plan revision process to City Council. At that time, the focus was public outreach efforts to obtain feedback on issues of importance to Plano citizens. This outreach effort was concluded in November 2013 and the Outreach Summary was provided to City Council members via email in January 2014.

## **COMPREHENSIVE PLANS:**

Comprehensive Plans are typically adopted by municipalities as a long range planning document for the development or redevelopment of a city over a 15 to 20 year span. Per the Texas Local Government Code, § 213.002. COMPREHENSIVE PLAN, the governing body of a municipality may:

- “define the content and design of a comprehensive plan”,
- “define, in its charter or by ordinance, the relationship between a comprehensive plan and development regulations”, and
- “provide standards for determining the consistency required between a plan and development regulations.”

This section of the code further defines what a comprehensive plan may address, which includes: provisions on land use, transportation, and public facilities; a plan, or coordinated set of plans, organized by subject and geographic area; as well as, coordination and guidance on the establishment of development regulations.

The Plano Municipal Code is largely silent on the development of the comprehensive plan with the exception of the following section of Article III. Planning and Zoning Commission.

### **Sec. 16-45. Duties and powers.**

- (3) The planning and zoning commission **shall have the power and it shall be its duty to make and recommend for adoption a master plan, as a whole or in parts, for the future development and redevelopment of the city and its environment**, including rules and regulations governing the development of new land additions and subdivisions in and to the city, and **shall have the power and it shall be its duty to prepare a comprehensive plan and ordinance for zoning**, unless it shall determine that no zoning is advisable and its report to such effect is accepted by the city council. Such

zoning procedures shall be in accordance with Chapter IV, Title 28 of Vernon's Annotated Revised Civil Statutes of the State of Texas.

Consistent with the Code, the Planning & Zoning Commission (P&Z) has been serving as the steering committee for this plan update.

**CURRENT STATUS:**

The P&Z members began meeting with Planning staff in February 2014 to discuss policy direction for the development of the Comprehensive Plan. At each regular meeting, the P&Z has reserved time for further education on specific topics and to provide recommended policy statements for plan development. The Comprehensive Plan is currently organized into eight session topics for P&Z review. Topics discussed to date include a vision statement as well as recommended strategies for regional matters, the natural environment, the economic environment and quality of life issues. Staff has focused on including citizen input throughout the process by posting meetings on the Plano Tomorrow webpage and a community newsletter with updates on the P&Z work.

To ensure the direction of City Council is fulfilled, a presentation by Chairman Grady is requested at upcoming Preliminary Open Meetings to review P&Z policy recommendations. The updates will summarize the Comprehensive Plan work of the P&Z and focus discussion on significant policy points for a specific topic. Bi-monthly updates will confirm staff is given clear direction from City Council, which will permit appropriate development of policy and action statements.

Additionally, City Council involvement throughout the Comprehensive Plan process should facilitate final adoption of the plan. Currently, the schedule includes the adoption public hearing process for P&Z in October and for City Council in November. This schedule allows for the creation and adoption of this plan utilizing the same members of P&Z and City Council for continuity.

**RECOMMENDATION:**

Staff is recommending that Council consider bi-monthly reports on the Comprehensive Planning process to provide ongoing guidance to the P&Z and staff.

CC: Christina Day, Director of Planning