

Date: December 29, 2020

To: City Council

Via: Mark Israelson, City Manager

From: Doug Shockey, Chair, Comprehensive Plan Review Committee

Via: Dan Sefko, FAICP, Freese and Nichols, Inc.
Christina Day, AICP, Director of Planning
Michael Bell, AICP, Comprehensive Planning Manager

Subject: Comprehensive Plan Review Committee Progress

The purpose of this memo is to update the City Council regarding the status of the Comprehensive Plan Review Committee ("Committee").

Background

In November 2019, the City Council appointed a 16-member Comprehensive Plan Review Committee to diagnose and recommend necessary changes to the city's Comprehensive Plan (Plan) in four topic areas: future land use, transportation, housing density, and growth management. The Committee kicked off meetings on Saturday, January 11, 2020, and held a total of 27 meetings in 2020. Four planned meetings were cancelled due to COVID-19-related issues.

Status

Through December 2020, the Committee made significant progress reviewing and amending Plan policies in the four topic areas. These include revisions to 22 policy "bundles" (policy with associated actions) and creation of a new set of guiding principles. Although there are still minor revisions pending in three bundles, the majority of this policy work has received the necessary approvals by the Committee and the Planning & Zoning Commission (P&Z) to be ready for public outreach.

Remaining items under the Committee's consideration include the Future Land Use Map, a new Density Guidance Map replacing the Growth and Change Map, and two new policy bundles related to Plan Map Amendments and Growth & Redevelopment. Discussions on future land use began on September 1, 2020, and included a special work session on Saturday, September 19th. Although significant progress has been made since that time, substantial differences continue on key issues related to density and housing. No formal recommendation on these items has been approved at this time; however, the Committee did agree to send P&Z the latest draft materials.

Tentative 2021 Schedule

The Committee may continue meeting in 2021 to complete recommendations on the Plan maps. To expedite the iterative process of sending recommendations back and forth between the CPRC and P&Z, joint CPRC/P&Z meetings may be used to approve a Draft Plan. However, based on the latest feedback,

it is now anticipated that agreement of CPRC may take through January, and perhaps even February, to finalize. Once a Draft Plan has received at least 75% approval by the CPRC and at least 50% approval by P&Z, it will be presented for public feedback.

Following the public outreach phase, the CPRC and P&Z will meet together to finalize official recommendations on a Joint Plan. The Joint Plan will be forwarded to City Council in accordance with the public hearing process required by state law and city ordinance. Agreement of CPRC has not been secured on all major issues; agreement of the P&Z is also required to move the process forward. It is uncertain if a plan can be presented to City Council by April or May of this year. The timeframe below includes preparation of agendas, packets, and related workload.

- Finalize CPRC recommendation to P&Z on maps and other outstanding items – Unknown timeframe
- P&Z consideration of maps and other outstanding items; feedback to CPRC – Likely 4-6 weeks
- Joint meetings to finalize mutual approval (if necessary) to create Draft Plan – Unknown timeframe
- Public outreach and town hall meeting on Draft Plan – Two weeks
- Joint meetings of CPRC and P&Z finalizing a Joint Plan, per public input – Likely 3-4 weeks
- P&Z public hearing on Final Plan, as joint meeting with CPRC – Two weeks
- City Council public hearing and consideration of Final Plan – Three weeks

Public Outreach

After the Draft Plan has received the necessary approvals from the Committee and P&Z, it will be published online for public review and comment. Due to COVID-19 related challenges, typical in-person outreach meetings are not scheduled. An online survey will be posted on the Draft Plan website for approximately two weeks and a City of Plano Telephone Town Hall on the Draft Plan will be conducted. Advertising for the survey and town hall will be published through the typical City of Plano social media platforms, including Facebook, Twitter, and Nextdoor. Planning staff is also working with the Parks & Recreation Department to advertise the survey using yard signs strategically placed in city parks, and with the Neighborhood Services Department to promote the survey at BEST Break virtual neighborhood meetings.

Budget

Of the \$900,000 budget for consultant services, \$587,195 (65%) has been billed through November 2020. If costs remained steady, the current pace of expenditures would allow the process to extend through April 2021. This is sufficient funding to finalize a Joint Plan in accordance with the optimistic timeline above; however, the Committee is having challenges finding consensus on changes to the Plan maps related to housing density.

Additional funding of approximately \$50,000 per month will be necessary if the timeline extends beyond City Council adoption in April.

Questions for Council Direction

1. Is the City Council supportive of a timeline that includes a Plan reaching them for consideration in April 2021? If beyond April 2021, is there a specific time limit?

2. Will City Council authorize additional funding for meetings beyond the \$900,000 originally budgeted for consulting services, if necessary to complete the project? If so, how much?

Attachment: CPRC Work Plan

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Items to Consider Throughout the Review Process		Date
1	Be mindful of taxpayers – partner with private companies.	Continuous
2	How to retain existing population and attract new residents.	Continuous
3	Maintain parks and transportation via solid economic development goals and efforts.	Continuous
4	Have a plan to prevent crime and support police.	Continuous
5	Actions to execute what is in the plan.	Continuous
6	The City should move in the same direction of Plano 2045.	Continuous
7	The purpose of the comprehensive plan relating to density, land use, growth management, and transportation.	Continuous
8	We all want to live in the best community.	Continuous
9	Think about how we deliver the city to future generations.	Continuous
10	Strive for factual support.	Continuous
Education and Training Items		Date
1	Plano Facts and Figures	Jan 22
2	Zoning change notice procedures	Feb 4
3	Executive Session for Legal Advice: Respond to questions and receive legal advice regarding the Fair Housing Act and legal issues related to comprehensive planning	Feb 4
4	Undeveloped Land Map & Population Projections Part 1	Feb 4
5	Active Residential Projects and Population Projections Part 2	Feb 20
6	Police Department and Fire Rescue Facts and Figures	Feb 20
7	Future Land Use Plans from Surrounding Cities	Feb 20
8	Review Middle Housing Types	March 3
9	Plano ISD Facts and Figures (Presentation by Plano ISD Superintendent)	June 16
10	How does DART membership work? How is DART funded? (Survey Question Response)	April 21
11	Define what counts as a “journey to work trip” related to transportation demand management. (Survey Question Response)	April 21
12	Special Districts and Incentives for Real Estate Development	August 18
13	Future Land Use Map Categories and Descriptions	September 1
14	Growth and Change Map Categories and Descriptions	September 15

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Past Meetings		
Meeting #	Meeting Topic and Agenda	Meeting Dates
CPRC #1	<u>Kickoff Meeting</u> <ol style="list-style-type: none"> 1) Introductions 2) Purpose of Project 3) Ice Breaker Exercise 4) Planning 101 5) Review CPRC Survey Results 6) Issue Identification Exercise 7) Discussion of Topics for Next Meeting 	Saturday, January 11, 2020
CPRC #2	<u>Vision and Direction</u> <ol style="list-style-type: none"> 1) Approval of Minutes: January 11, 2020 2) Discussion: Plano Tomorrow Vision Statement 3) Discussion & Direction: Analysis of Survey Results and Kickoff 4) Meeting Feedback 5) Presentation: Plano Facts and Figures 6) Discussion: Residential Density 	Tuesday, January 22, 2020
CPRC #3	<u>Density Topic, Housing Type Discussion</u> <ol style="list-style-type: none"> 1) Approval of Minutes: January 22, 2020 2) Presentation: Zoning Change Public Notification and Participation 3) Presentation: Undeveloped Land Map 4) Executive Session for Legal Advice: Respond to questions and receive legal advice regarding the Fair Housing Act, Court Cases, and HUD Interpretations Related to Planning 5) Presentation: Fair Housing Act, Court Cases, and HUD Interpretations Related to Planning 6) Discussion & Direction: Housing Types 7) Discussion: CPRC Work Plan Updates 	Tuesday, February 4, 2020
CPRC #4	<u>Density Topic, Housing Type Discussion Cont.</u> <ol style="list-style-type: none"> 1) Approval of Minutes: February 4, 2020 2) Presentation: Plano Police Department and Plano Fire-Rescue 3) Presentation: Population Projections Part 2 4) Presentation: Future Land Use Plans from Surrounding Cities 5) Discussion & Direction: Missing Middle Housing 6) Discussion & Direction: Housing Types 7) Discussion & Direction: Future Land Use Map Categories and Housing Approach 8) Work Plan Updates 	Tuesday, February 20, 2020

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CPRC #5	<u>Density Topic, Housing Type Discussion Cont.</u> 1) Approval of Minutes: February 20, 2020 2) Discussion & Direction: Middle Housing 3) Discussion & Direction: Housing Types 4) Discussion & Direction: Future Land Use Map Categories and Housing Approach 5) Work Plan Updates	Tuesday, March 3, 2020
CPRC #6	Meeting Canceled	Tuesday, March 18, 2020
CPRC #7	Meeting Canceled	Tuesday, March 31, 2020
CPRC #8	<u>Density Topic, Housing Types Cont., & Housing Mix Discussions</u> 1) Approval of Minutes: March 3, 2020 2) Presentation: Changes to Committee Work Plan in Response to COVID-19 3) Discussion: Freese and Nichols, Inc. Summary of Issues 4) Discussion: Committee Homework Results 5) Presentation: Committee Perspectives on the Plano Tomorrow Plan 6) Work Plan Updates	Tuesday, April 14, 2020
CPRC #9	<u>Transportation Topic, Introduction Transportation</u> 1) Approval of Minutes: April 14, 2020 2) Presentation: Transportation Overview 3) Presentation: Transportation and Comprehensive Plans 4) Discussion & Direction: Transportation Actions in Plano Tomorrow 5) Work Plan Updates	Tuesday, April 21, 2020
CPRC #10	Meeting Canceled	Tuesday, May 5, 2020
CPRC #11	Meeting Canceled	Tuesday, May 19, 2020
CPRC #12	<u>Transportation Topic, Bundles 1 - 3 Discussion</u> 1) Approval of Minutes: April 21, 2020 2) Discussion: Committee Perspectives on Transportation Topics 3) Discussion & Direction: Transportation Themes Voting Exercise 4) Work Plan Updates	Tuesday, June 2, 2020
CPRC #13	<u>Transportation Topic, Bundles 1 - 6 Discussion</u> 1) Approval of Minutes: June 2, 2020 2) Presentation: Plano ISD Information 3) Work Plan Updates 4) Plano Tomorrow Video Scripts 5) Discussion & Direction: Transportation Themes Voting Exercise	Tuesday, June 16, 2020

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CPRC #14	<u>Transportation Topic, Bundles 2 - 11 Discussion</u> <ol style="list-style-type: none"> 1) Approval of Minutes: June 16, 2020 2) Discussion & Direction: Comprehensive Plan Guiding Principles 3) Discussion & Direction: Transportation Themes Polling Exercise 4) CPRC Work Plan Updates 	Tuesday, June 30, 2020
CPRC #15	<u>Transportation Topic, Transportation Bundles 1 - 11 Discussion & Vote</u> <ol style="list-style-type: none"> 1) Approval of Minutes: June 30, 2020 2) Consideration: Comprehensive Plan Guiding Principles 3) Consideration: Transportation Bundle 1 4) Consideration: Transportation Bundles 2-6 5) Discussion & Direction: Transportation Bundles 7-11 Polling Exercise 6) Presentation: Returning to Density Discussion 7) CPRC Work Plan Updates 	Tuesday, July 7, 2020
CPRC #16	<u>Complete Bundles 8-11 and Preview Bundles 12-22</u> <ol style="list-style-type: none"> 1) Approval of Minutes: July 7, 2020 2) CPRC Work Plan Updates 3) Discussion & Consideration of Transportation Bundles 8-11 4) Presentation: Returning to Density Discussion 	Tuesday, July 21, 2020
CPRC #17	<u>Open Discussion on Density, Land Use, and Growth Management Topics</u> <ol style="list-style-type: none"> 1) Approval of Minutes: July 7, 2020 and July 21, 2020 2) CPRC Work Plan 3) Discussion: Committee Perspectives on Density, Land Use, and Growth Management 4) Discussion & Direction: Density Guidance Map 	Tuesday, August 4, 2020
CPRC #18	<u>Bundles 12, 13, 14, and 15</u> <ol style="list-style-type: none"> 1) Approval of Minutes: August 4, 2020 2) CPRC Work Plan Updates 3) Presentation: Instructions on Virtual Tour 4) Presentation: Special Districts and Incentives for Real Estate Development 5) Discussion & Consideration: Bundles 12-15 	Tuesday, August 18, 2020

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<p style="text-align: center;">*** CPRC Special Event #1 ***</p>	<p>***Self-Guided Tour***</p> <ol style="list-style-type: none"> 1) The purpose of the tour is to help CPRC members understand Plano's retail corners. 2) CPRC members are to drive to four locations and consider the future of the retail corners. 3) The self-guided tour replaces the bus tour. 4) CPRC members to ask themselves questions similar to the following: <ol style="list-style-type: none"> a. "Should this area remain exactly the same as it exists today?" b. "Is this area likely to change for better or worse under market conditions?" c. "If change is desired, what is the best way for this area to redevelop that benefits both the community and land owner?" d. "What land uses are economically practical and sustainable, and desirable in a neighborhood center?" 5) CPRC members bring their thoughts and comments to September 1 meeting and present individually. 	<p style="text-align: center;">*** Saturday, August 22, 2020 through Monday, August 31, 2020 ***</p>
<p>CPRC #19a</p> <p>CPRC #19b</p>	<p><u>Bundles 16, 17, 18, and 19</u></p> <ol style="list-style-type: none"> 1) Approval of Minutes: August 18, 2020 2) CPRC Work Plan Updates 3) Presentation and Discussion: Future Land Use and Growth and Change Map 4) Discussion: Four Corner Self-Guided Tour Feedback 5) Discussion & Consideration: Bundles 16-19 6) Discussion & Consideration: Bundle 12 	<p style="text-align: center;">Tuesday, September 1, 2020</p> <p style="text-align: center;">Wednesday, September 9, 2020</p>
<p>CPRC #20</p>	<p><u>Bundles 20, 21, 22, 23, and 24</u></p> <ol style="list-style-type: none"> 1) Approval of Minutes: September 1, 2020 2) CPRC Work Plan Updates 3) Presentation and Discussion: Growth and Change Map 4) Discussion & Consideration: Bundles 20-22 5) Discussion: Bundles 23-24 and Related Proposals 	<p style="text-align: center;">Tuesday, September 15, 2020</p>
<p style="text-align: center;">*** CPRC Special Event #2 ***</p>	<p>***Saturday Workshop on Land Use and Maps***</p> <ol style="list-style-type: none"> 1) Meeting Overview 2) Map Review 3) Exercise #1: Future Land Use Categories 4) Exercise #2: Future Land Use Map 5) Exercise #3: Growth and Change Map 6) Discussion & Consideration: Bundle 18 7) Continuation of Items from September 15th Meeting (if necessary) 	<p style="text-align: center;">*** Saturday, September 19, 2020 ***</p>

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CPRC #21	<u>Glossary, P&Z Comments, New Bundles for P&Z Comment, Growth and Change Map, and Bundles 4/12, 18, and 20</u> <ol style="list-style-type: none"> 1) Approval of Minutes: September 9, 2020, September 15, 2020, and September 19, 2020 2) CPRC Work Plan Updates 3) Discussion & 1st Consideration: Send to P&Z - Bundles 13-17, 19, 21-22 4) Discussion & 2nd Consideration: Comments from P&Z - Bundles 1-3, 5-11, and Guiding Principles 	Tuesday, September 29, 2020
CPRC #22	<u>Housing Types Menu and Growth & Change Map</u> <ol style="list-style-type: none"> 1) Approval of Minutes: September 19th and September 29th 2) CPRC Work Plan Updates 3) Member Presentation: Plano Bicycle Association Feedback 4) Discussion: Housing Types Menu 5) Exercise: Growth & Change Map 	Tuesday, October 6, 2020
CPRC #23a	<u>Future Land Use Map & Growth and Change Map</u> <ol style="list-style-type: none"> 1) Approval of Minutes: October 6th 2) CPRC Work Plan Updates 3) Discussion & Consideration: FLU Map & Category Descriptions 4) Discussion & Consideration: G&C Map & Category Descriptions 	Tuesday, October 20, 2020
CPRC #23b		Thursday, October 29, 2020
CPRC #24	<u>Future Land Use Map & Density Guidance Map</u> <ol style="list-style-type: none"> 1) Approval of Minutes: October 20th & October 29th 2) Discussion & Direction: Housing Menu 3) Discussion & Consideration: FLU Map & Category Descriptions 4) Discussion: Introduction to Density Guidance Map 5) CPRC Work Plan Updates 	Tuesday, November 10, 2020
CPRC #25a	<u>Remaining Items</u> <ol style="list-style-type: none"> 1) Approval of Minutes: November 10, 2020 2) Discussion & 1st Consideration: Bundles 4/12, 14, 15, 16, 18, 20 3) Discussion & 2nd Consideration: Bundles 10/13, 17, 19, 22 4) Discussion and Consideration: Future Land Use Map and Category Descriptions 5) CPRC Work Plan Updates 	Tuesday, November 17, 2020
CPRC #25b		Wednesday, November 18, 2020

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CPRC #26a	<u>Consideration of FLUM, DGM, & Bundle 23 & 24</u> <ol style="list-style-type: none">1) Executive Session2) Approval of Minutes: November 17, 2020, and November 18, 20203) Discussion: Density Guidance Map and Bundles 23 and 244) Consideration: Density Guidance Map and Bundles 23 and 245) Discussion and Consideration: FLU Map and Category Descriptions6) CPRC Work Plan Updates	Tuesday, December 1, 2020
CPRC #26b	<u>Continuation of Items from Prior Meeting If Needed (Continuation Meeting)</u> <ol style="list-style-type: none">1) Discussion: Density Guidance Map and Bundles 23 and 242) Consideration: Density Guidance Map and Bundles 23 and 243) Discussion and Consideration: Future Land Use Map and Category Descriptions4) Discussion and Consideration: Tabled Actions from Bundles 4/12 and 20 (new to agenda)5) CPRC Work Plan Updates and Outstanding Items	Wednesday, December 9, 2020

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Upcoming Meetings		
Meeting #	Meeting Topic and Agenda	Meeting Dates
CPRC #27	<u>Finalize Remaining Items for Draft Plan</u> 1) Approval of Minutes: December 1, 2020 and December 9, 2020 2) Discussion and Consideration: Homework Responses 3) Discussion and 2 nd Consideration: Bundle 18 4) Discussion: Future Land Use Map and Dashboards 5) CPRC Work Plan Updates and Outstanding Items	Tuesday, January 5, 2021
CPRC #28	<u>Finalize Remaining Items for Draft Plan</u> Continue to make revisions to remaining items Potential Vote on FLUM, DGM, Bundles 23 & 24, & any remaining items to send for P&Z review.	Tuesday, January 12, 2021
CPRC #29	<u>Finalize Remaining Items for Draft Plan</u> Continue to make revisions to remaining items Potential Vote on FLUM, DGM, Bundles 23 & 24, & any remaining items to send for P&Z review.	Wednesday, January 19, 2021 (if needed)
CPRC #30	<u>Finalize Remaining Items for Draft Plan</u> Vote on FLUM, DGM, Bundles 23 & 24, & any remaining items to send for P&Z review.	Tuesday, January 26, 2021 (if needed)
Joint CPRC & P&Z (if needed)	<u>Revisions to Draft Plan with P&Z</u> Meet jointly with P&Z if necessary to make final revisions to a Draft Plan for public outreach.	Recommend CPRC hold all Tuesdays in February
*** Public Outreach ***	<u>Launch Website and Online Survey for Public Feedback</u> Staff will launch a website for the Draft Plan that includes a survey for the public to provide comments. This will be live for approximately two weeks.	Dates: TBD (tentative for early March)
*** Special Event ***	<u>Public Involvement – Telephone Town Hall</u> CPRC members are requested to participate in a Telephone Town Hall to answer questions from the public about the Draft Plan	Date: TBD (tentative for early March)
Joint CPRC & P&Z	<u>Public Input Discussion and Finalize Joint Plan</u> CPRC and P&Z will meet jointly to discuss public input and prepare a Joint Plan.	Recommend CPRC hold 3/17, 3/23, and 3/29

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Joint CPRC & P&Z	<u>P&Z Public Hearing: Joint Plan Vote</u> Public hearing and an official recommendation to City Council on final Joint Plan. This will be a joint meeting to allow CPRC and P&Z to approve any last minutes changes based on input from the public hearing.	April 5, 2021 (tentative)
City Council	<u>City Council Public Hearing</u> Public Hearing and Consideration of Final Joint Plan	Monday, April 26, 2021 (tentative)

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Items	CPRC	P&Z
Guiding Principles	Preliminary Approval by CPRC & P&Z	
Bundle 1 – Roadway System	Preliminary Approval by CPRC & P&Z	
Bundle 2 – Transportation Demand Management	Preliminary Approval by CPRC & P&Z	
Bundle 3 – Regional Transportation	Preliminary Approval by CPRC & P&Z	
Bundle 4 – Land Use* (except Action LU2)	Preliminary Approval by CPRC & P&Z	
Bundle 5 – Transit-Oriented Development	Preliminary Approval by CPRC & P&Z	
Bundle 6 – Population Growth* (except Action PG2)	Preliminary Approval by CPRC & P&Z	
Bundle 7 – Bicycle and Other Micromobility	Preliminary Approval by CPRC & P&Z	
Bundle 8 – Public Transit	Preliminary Approval by CPRC & P&Z	
Bundle 9 – Regional Transportation	Preliminary Approval by CPRC & P&Z	
Bundle 10 – Community Design	Preliminary Approval by CPRC & P&Z	
Bundle 11 – Pedestrian Environment	Preliminary Approval by CPRC & P&Z	
Bundle 12 – Land Use* (except Action LU2)	Preliminary Approval by CPRC & P&Z	
Bundle 13 – Community Design	Preliminary Approval by CPRC & P&Z	
Bundle 14 – Redevelopment of Regional Transportation Corridors	Preliminary Approval by CPRC & P&Z	
Bundle 15 – Undeveloped Land	Preliminary Approval by CPRC & P&Z	
Bundle 16 – Transit-Oriented Development	Preliminary Approval by CPRC & P&Z	
Bundle 17 – Neighborhood Conservation	Preliminary Approval by CPRC & P&Z	
Bundle 18 – Redevelopment of Neighborhood Centers	2nd Consideration on 1/5/21	1st Consideration on 12/7/20
Bundle 19 – Special Housing Needs	Preliminary Approval by CPRC & P&Z	
Bundle 20 – Population Growth* (except Action PG2)	Preliminary Approval by CPRC & P&Z	
Bundle 21 – Consistency with Neighboring Cities	Preliminary Approval by CPRC & P&Z	
Bundle 22 – Regional Education	Preliminary Approval by CPRC & P&Z	
Optional Bundle 23 – Plan Map Amendments	1st Consideration on 1/12/21	Pending CPRC
Optional Bundle 24 – Growth Management & Redevelopment	1st Consideration on 1/12/21	Pending CPRC
Future Land Use Map & Categories	1st Consideration on 1/21/21	Pending CPRC
Deletion of the Growth & Change Map & Categories and Replacement with the Density Guidance Map	1st Consideration on 1/12/21	Pending CPRC

*Actions LU2 and PG2 were tabled for future consideration by CPRC and have not yet sent to P&Z for consideration. These action relate to the Future Land Use Map and Growth & Change Map and will be scheduled for CPRC consideration after finalization of the maps and Bundles 23 & 24.