

DATE: June 20, 2023
TO: Honorable Mayor & City Council
FROM: Planning & Zoning Commission
VIA: Michael Bell, Comprehensive Planning Manager *MB*
Christina D. Day, AICP, Director of Planning
SUBJECT: Results of Planning & Zoning Commission Meeting of June 19, 2023

AGENDA ITEM NO. 8 - COMPREHENSIVE PLAN AMENDMENT 2023-003
PETITIONER(S): CITY OF PLANO

Request to amend the Facilities & Infrastructure Policy of the Comprehensive Plan 2021 to incorporate ongoing department-specific strategies and more practical guidance. Project #CPA2023-003.

APPROVED: 8-0

Speaker Card(s) Received	Support: <u>0</u>	Oppose: <u>0</u>	Neutral: <u>0</u>
Petition Signatures Received:	Support: <u>0</u>	Oppose: <u>0</u>	Neutral: <u>0</u>
Other Responses:	Support: <u>0</u>	Oppose: <u>0</u>	Neutral: <u>0</u>

RESULTS:

The Commission recommended approval as presented.

To view the hearing, please click on the provided link:
<https://planotx.new.swagit.com/videos/245310?ts=8492>

EG/ko

cc: Eric Hill, Assistant Director of Planning
Christina Sebastian, Land Records Planning Manager

AGENDA ITEM NO. 8

PUBLIC HEARING: Comprehensive Plan Amendment 2023-003

APPLICANT: City of Plano

DESCRIPTION: Public hearing and consideration of an amendment to the Facilities & Infrastructure Policy of the Comprehensive Plan to incorporate ongoing department-specific strategies and more practical guidance. Project #CPA2023-003.

STAFF PRELIMINARY REPORT - INTRODUCTORY REMARKS

On April 3, 2023, the Commission called a public hearing to update the Facilities & Infrastructure Policy of the Comprehensive Plan 2021.

The [Facilities & Infrastructure Policy](#) of the Comprehensive Plan directs the city to strategically plan and implement improvements to city facilities and infrastructure to ensure the necessary needs and services are provided to the community. For fast-growing cities, this type of policy is primarily accomplished by ensuring new neighborhoods, businesses, schools, roads, parks, libraries, emergency services, and other facilities and infrastructure are being constructed in accordance with the maps and policies of a comprehensive plan. This is done largely in partnership with the private development community, which pays impact fees and constructs a significant portion of the city's original infrastructure.

As cities become more fully developed and the infrastructure system is mostly established, the focus shifts toward long-term maintenance, repair, and replacement of existing infrastructure. The responsibility for this falls mostly on the city. For these reasons, facilities and infrastructure planning for mature cities depend less on map-driven priorities and more on strategic plans and policies that encourage efficient use of limited resources. Where cities such as Plano continue to grow through redevelopment, infrastructure planning remains critical so the community can proactively arrange for necessary and strategic investments. Planning policies for redevelopment play an important role and should balance the need to encourage redevelopment with the opportunity to leverage private reinvestment for needed upgrades to infrastructure.

A major aspect of facilities and infrastructure planning in Plano is the city's Community Investment Program (CIP), which is a five-year guide to planning, building, operating, and maintaining capital projects. The program includes a schedule of proposed municipal expenditures for new facilities and/or the renovation, reconstruction, or expansion of existing facilities and infrastructure. Projects budgeted in the CIP are major capital investments in municipal buildings, streets, parks, drainage ways, and utilities. Projects are scheduled annually for a five-year period and funded from multiple sources, including the general fund, capital reserve fund, bonds, and other agencies. The plan's first fiscal year is adopted annually as part of the city's annual budget. The remaining years within the CIP represent

the framework for future planning and are subject to annual review and modification across the following years. Many CIP projects are multi-year in nature, with their design and construction frequently taking place over several fiscal years.

The Planning & Zoning Commission (Commission) reviews the CIP yearly to ensure proposed projects align with the city's Comprehensive Plan. Strong linkage between the Comprehensive Plan and the CIP confirms that city resources are allocated to achieve the long-term vision and goals of the city. While the CIP is ultimately a funding plan, the role of the Commission in this process is to review the relationship between the CIP and the Comprehensive Plan.

Changes are recommended to the Facilities & Infrastructure Policy to incorporate ongoing department-specific strategies and more practical guidance. For example, a large portion of the CIP is dedicated to routine maintenance and replacement of existing infrastructure. The Public Works Department has strategic plans and software to help identify and prioritize these projects. New proposed actions recommend using these best practices as part of a long-term strategy to maintain public infrastructure through the CIP. These actions will create a clear connection to the Facilities and Infrastructure Policy for these types of projects, thereby reducing the workload of trying to connect them to other broad policies of the Comprehensive Plan and making decisions on the CIP more straightforward and transparent for the Commission and community. Focus will then be placed on actions of strategic importance, such as how projects contribute to other economic development and redevelopment priorities of the city. The final outcome allows staff to illustrate how the annual CIP breaks down into routine and planned maintenance compared relative to strategic initiatives.

With agreement from the Engineering, Public Works, and Parks & Recreation Departments, staff recommends the following changes to the Comprehensive Plan.

STAFF PRELIMINARY REPORT – PROPOSED AMENDMENTS

Proposed Changes to Policy Statement

The Facilities & Infrastructure Policy will include a minor update as follows:

Plano will strategically plan and implement improvements to city facilities, assets, and infrastructure to ensure the necessary needs and services are provided to the community.

The Parks and Recreation Department requested this change to be more broadly inclusive of parks equipment that may not be neatly categorized as facilities or infrastructure but are essential to the programming of park facilities.

Proposed Changes to Action Statements

Changes to the Facilities & Infrastructure Policy (FI) include minor amendments to one existing action, renumbering four other existing actions, and creating four new actions. The proposed actions FI1 through FI5 have been ordered to generally represent the chronological steps in the CIP planning process: maintaining an asset inventory system, using data and insights of the inventory for strategic planning purposes, and reviewing the CIP annually with the Commission to ensure recommended projects are aligned with the vision and goals of the Comprehensive Plan.

Pillar	Component	Policy	Proposed Action No.	Existing Action No.	Type of Change
Social Environment	Safety & Services	Facilities & Infrastructure	FI1	FI4	Amend/Renumber
			FI2	-	New
			FI3	-	New
			FI4	-	New
			FI5	-	New
			FI6	FI1	Renumber
			FI7	FI2	Renumber
			FI8	FI3	Renumber
			FI9	FI5	Renumber

1. **Facilities & Infrastructure Action 1 (FI1):** Maintain an asset management system to inventory the location, condition, and anticipated lifespan of city facilities, assets, and infrastructure.

Previously FI4, this action was slightly reworded to reflect how Cartegraph, the city's asset management system, is currently being used by the Parks and Recreation and Public Works Departments to locate assets, rate their condition, and schedule maintenance or replacement. This inventory system, implemented in 2020, allows for greater quality control and insights into the maintenance and anticipated lifespan of city facilities and infrastructure. As it continues to be implemented and refined, this data will serve a fundamental role in understanding the CIP needs of the city as part of the annual budgeting process.

2. **Facilities & Infrastructure Action 2 (FI2):** Utilize data and insights from the city's asset management system to:

- a. Strategically plan for proactive maintenance, repair, and replacement of city facilities, assets, and infrastructure;
- b. Assess the adequacy and future needs for public facilities, assets, and infrastructure in potential growth and redevelopment locations; and
- c. Develop long-term public facilities, assets, and infrastructure strategies to balance the need for timely and cost-effective maintenance, repair, and replacement with other efforts to revitalize identified growth and redevelopment locations.

This new action represents the second step in the CIP process of using data and insights from the asset management system for strategic planning purposes. As a mature city, this will largely include plans for proactive maintenance and replacement of existing assets. However, the city can also use this data to assess the adequacy and future needs of potential growth and redevelopment locations. Understanding these needs will allow the creation of redevelopment policies that leverage private reinvestment for needed upgrades to city infrastructure.

3. **Facilities & Infrastructure Action 3 (FI3):** Maintain the Community Investment Program (CIP) as a five-year guide to planning, building, operating, and maintaining capital projects. Adopt the first year of the CIP as part of the City's annual operating budget.

This new action incorporates the city's long-standing practice of reviewing the CIP with the Commission annually to ensure projects are consistent with the Comprehensive Plan and other

strategic plans. A similar action was included in the city's past comprehensive plans through 2015.

4. **Facilities & Infrastructure Action 4 (FI4):** Review the 5-year Community Investment Program (CIP) annually with the Planning & Zoning Commission to ensure projects and programs are aligned with the Comprehensive Plan and other adopted master plans. Priority should be given to projects which:
- a. Address issues, inadequacies, or needs in the city's facilities and infrastructure where identified by the city's asset management system or strategic plans;
 - b. Provide preventative maintenance to city facilities, assets, and infrastructure that, if not addressed, would likely result in more costly or extensive repairs or replacement in the future;
 - c. Construct aspects of the Thoroughfare Plan Map, Bicycle Transportation Plan Map, and Parks Master Plan Map which are incomplete or not yet built to fully developed standards;
 - d. Promote strategic objectives outlined in the Facilities Master Plan, the Parks, Recreation, Trails and Open Space Plan, Public Works Master Plan, Small Area Plans, or other adopted master plans;
 - e. Promote an economic development objective as defined by the Comprehensive Plan, Economic Development Plan, or other adopted master plan;
 - f. Implement technology improvements and innovative solutions to support city facilities and operations; and
 - g. Coordinate with private reinvestment in preferred growth and redevelopment locations.

This new action guides the Commission in its annual CIP review on how projects should be reviewed for conformance with the Comprehensive Plan. Planning staff intends this action to serve as the basis for analyzing projects in the CIP, informing the Commission how each project meets one or more priorities listed above. It will also be informative to represent how the city distributes funding among the various priorities for any given year.

5. **Facilities & Infrastructure Action 5 (FI5):** In preparing the CIP, project selection should consider asset conditions, equitable distribution, environmental impacts, resiliency and sustainability, long-term health and safety benefits, and cost-effectiveness.

This new action provides the Commission additional guidance to ensure that the CIP is considerate of other social, physical, fiscal, and environmental responsibilities of the city.

6. **Facilities & Infrastructure Action 6 (FI6):** Implement the goals of the Facilities Master Plan and update every 5 years or as needed to prioritize and schedule projects for the Community Investment Program (CIP).

There is no change to this action. It is currently listed as FI1 but will be renumbered to FI6.

7. **Facilities & Infrastructure Action 7 (FI7):** Design municipal buildings that are functional, distinctive, and appropriate for their surroundings.

There is no change to this action. It is currently listed as F12 but will be renumbered to F17.

8. **Facilities & Infrastructure Action 8 (F18):** When upgrading, expanding, or building new public facilities, utilize signage, landscaping, and related amenities to improve their visual appeal.

There is no change to this action. It is currently listed as F13 but will be renumbered to F18.

9. **Facilities & Infrastructure Action 9 (F19):** Work with private utility providers to ensure that ordinances and policies can accommodate innovative service technologies.

There is no change to this action. It is currently listed as F15 but will be renumbered to F19.

STAFF PRELIMINARY REPORT - RECOMMENDATION

Recommended for approval.



Facilities & Infrastructure

Policy

Plano will strategically plan and implement improvements to city facilities, assets, and infrastructure to ensure the necessary needs and services are provided to the community.

Actions

- FI1)** Maintain an asset management system to inventory the location, condition, and anticipated lifespan of city facilities, assets, and infrastructure.
- FI2)** Utilize data and insights from the city's asset management system to:
- A)** Strategically plan for proactive maintenance, repair, and replacement of city facilities, assets, and infrastructure;
 - B)** Assess the adequacy and future needs for public facilities, assets, and infrastructure in potential growth and redevelopment locations; and
 - C)** Develop long-term public facilities, assets, and infrastructure strategies to balance the need for timely and cost-effective maintenance, repair, and replacement with other efforts to revitalize identified growth and redevelopment locations.
- FI3)** Maintain the Community Investment Program (CIP) as a five-year guide to planning, building, operating and maintaining capital projects. Adopt the first year of the CIP as part of the City's annual operating budget.
- FI4)** Review the 5-year Community Investment Program (CIP) annually with the Planning & Zoning Commission to ensure projects and programs are aligned with the Comprehensive Plan and other adopted master plans. Priority should be given to projects which:
- A)** Address issues, inadequacies, or needs in the city's facilities and infrastructure where identified by the city's asset management system or strategic plans;
 - B)** Provide preventative maintenance to city facilities, assets, or infrastructure that, if not addressed, would likely result in more costly or extensive repairs or replacement in the future;
 - C)** Construct aspects of the Thoroughfare Plan Map, Bicycle Transportation Plan Map, and Parks Master Plan Map which are incomplete or not yet built to fully developed standards;
 - D)** Promote strategic objectives outlined in the Facilities Master Plan, the Parks, Recreation, Trails and Open Space Plan, Public Works Master Plan, Small Area Plans, or other adopted master plans;

E) Promote an economic development objective as defined by the Comprehensive Plan, Economic Development Plan, or other adopted master plan;

F) Implement technology improvements and innovative solutions to support city facilities and operations.

G) Coordinate with private reinvestment in preferred growth and redevelopment locations.

FI5) In preparing the CIP, project selection should consider asset conditions, equitable distribution, environmental impacts, resiliency and sustainability, long-term health and safety benefits, and cost effectiveness.

~~FI4) Maintain an asset management system to evaluate and rate the conditions of public infrastructure.~~

FI61) Implement the goals in the Facilities Master Plan and update every 5 years or as needed to prioritize and schedule projects for the Community Investment Program (CIP).

FI72) Design municipal buildings that are functional, distinctive, and appropriate for their surroundings.

FI83) When upgrading, expanding, or building new public facilities, utilize signage, landscaping, and related amenities to improve their visual appeal.

FI95) Work with private utility providers to ensure that ordinances and policies can accommodate innovative service technologies.



Facilities & Infrastructure

Policy

Plano will strategically plan and implement improvements to city facilities, assets, and infrastructure to ensure the necessary needs and services are provided to the community.

Actions

- FI1)** Maintain an asset management system to inventory the location, condition, and anticipated lifespan of city facilities, assets, and infrastructure.
- FI2)** Utilize data and insights from the city’s asset management system to:
 - A)** Strategically plan for proactive maintenance, repair, and replacement of city facilities, assets, and infrastructure;
 - B)** Assess the adequacy and future needs for public facilities, assets, and infrastructure in potential growth and redevelopment locations; and
 - C)** Develop long-term public facilities, assets, and infrastructure strategies to balance the need for timely and cost-effective maintenance, repair, and replacement with other efforts to revitalize identified growth and redevelopment locations.
- FI3)** Maintain the Community Investment Program (CIP) as a five-year guide to planning, building, operating and maintaining capital projects. Adopt the first year of the CIP as part of the City’s annual operating budget.
- FI4)** Review the 5-year Community Investment Program (CIP) annually with the Planning & Zoning Commission to ensure projects and programs are aligned with the Comprehensive Plan and other adopted master plans. Priority should be given to projects which:
 - A)** Address issues, inadequacies, or needs in the city’s facilities and infrastructure where identified by the city’s asset management system or strategic plans;
 - B)** Provide preventative maintenance to city facilities, assets, or infrastructure that, if not addressed, would likely result in more costly or extensive repairs or replacement in the future;
 - C)** Construct aspects of the Thoroughfare Plan Map, Bicycle Transportation Plan Map, and Parks Master Plan Map which are incomplete or not yet built to fully developed standards;
 - D)** Promote strategic objectives outlined in the Facilities Master Plan, the Parks, Recreation, Trails and Open Space Plan, Public Works Master Plan, Small Area Plans, or other adopted master plans;

- E)** Promote an economic development objective as defined by the Comprehensive Plan, Economic Development Plan, or other adopted master plan;
- F)** Implement technology improvements and innovative solutions to support city facilities and operations.
- G)** Coordinate with private reinvestment in preferred growth and redevelopment locations.

F15) In preparing the CIP, project selection should consider asset conditions, equitable distribution, environmental impacts, resiliency and sustainability, long-term health and safety benefits, and cost effectiveness.

F16) Implement the goals in the Facilities Master Plan and update every 5 years or as needed to prioritize and schedule projects for the Community Investment Program (CIP).

F17) Design municipal buildings that are functional, distinctive, and appropriate for their surroundings.

F18) When upgrading, expanding, or building new public facilities, utilize signage, landscaping, and related amenities to improve their visual appeal.

F19) Work with private utility providers to ensure that ordinances and policies can accommodate innovative service technologies.