

TOWN COUNCIL CONFERENCE SESSION

February 12, 2024

Discussion of Work Plan for Comprehensive Plan

Comprehensive Plan

- ❑ Current Plan was created over 24 months

- ❑ **May 2016** - Plan adopted

- ❑ **February 2020** – Amendment

Updates to Future Land Use Plan and Community Facilities and Services Chapter to show and describe Town-owned properties as governmental

- ❑ **October 2020** – Amendment

Updates to Future Land Use Plan and Community Facilities and Services Chapter to show and describe Town-owned property as governmental



What is a Comprehensive Plan?

- Long-range, high-level planning document that addresses land use, desired development, preservation of the natural environment, transportation, resource utilization and potentially other topics.
- Community's vision for how it wants to evolve in the following 20+ years, with strategies to achieve that vision.
- Basis for regulatory tools such as zoning and subdivision ordinances, and for capital improvements.

Value of Comprehensive Plans

- Give successive public bodies a common framework for addressing land-use issues.
- Guide and protect public investments.
- Allow communities to plan development in a way that protects valued resources.
- Provide guidance for shaping the appearance of the community.
- Promote economic development.
- Provide justification for decisions by providing a factual and objective basis to support zoning decisions.

How is the Plan Implemented?

- Update regulations (e.g., zoning)
- Capital Improvement Plan and operational budget.
- Community plans and programs that deal with specific subjects; i.e. Housing Studies, Parks & Recreation Master Plans, and Small Area Plans

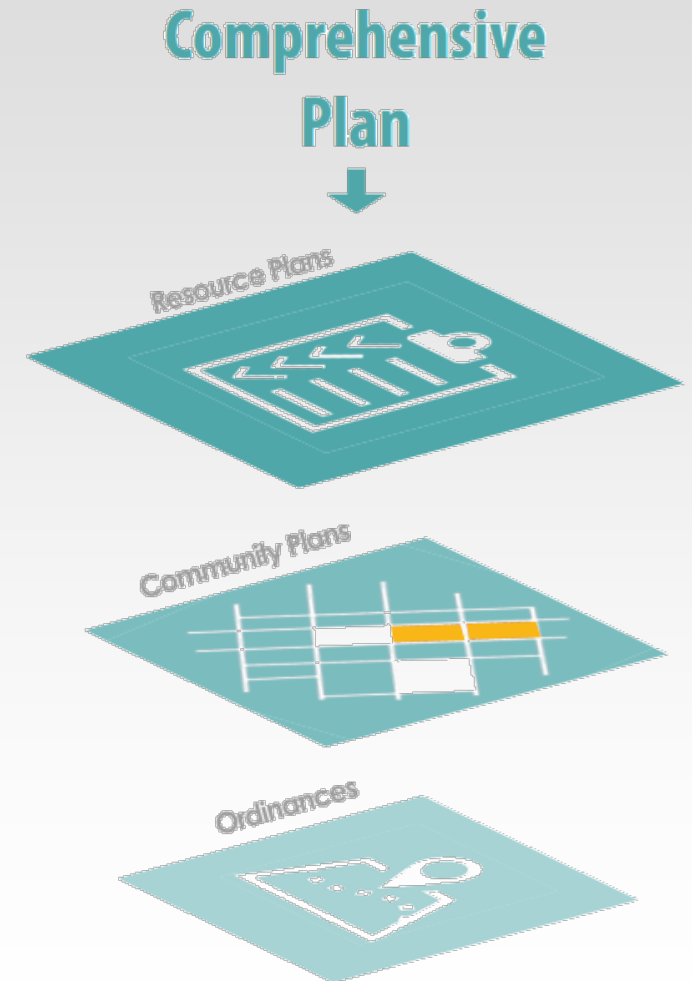
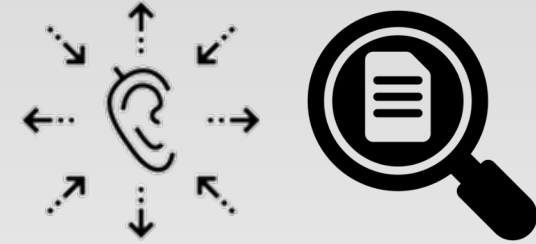


Image Credit: The Berkley Group

Proposed Process

Phase 1: Information Gathering



Phase 2: Compilation & Draft Development



Phase 3: Refine the Draft



Phase 4: Finalize the plan



Proposed Process

Phase 1: Information Gathering

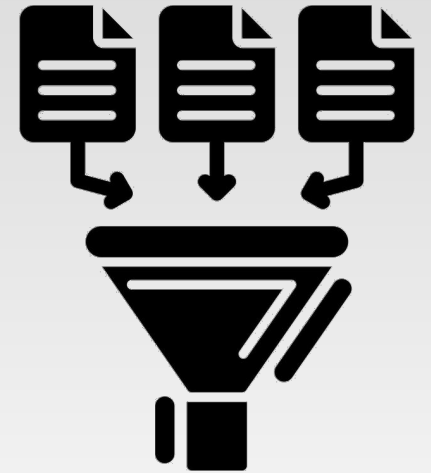
- Kick-off community meeting
- Input from Boards and Commissions
- Discussions with staff in relevant departments
- Data collection



Proposed Process

Phase 2: Compilation & Draft Development

- Staff brings together all input and organizes by element
- Planning Commission work sessions to review and provide staff with guidance
- Staff works with subcommittees to develop draft plan



Proposed Process

Phase 3: Refine the Draft

- Planning Commission reviews draft of entire plan
- Community Input meeting(s) to provide comments on the draft prior to formal hearings
- Planning Commission directs staff to make any edits based on community feedback and reviews draft for approval prior to hearing



Proposed Process

Phase 4: Finalize the plan

- Share the hearing draft of the plan with the community and advertise
- Planning Commission hearing(s)
- Planning Commission holds work sessions to review and direct staff to make any desired edits
- Planning Commission vote to recommend draft to Town Council
- Joint work session with Council and Planning Commission
- Town Council public hearing(s)
- Town Council work session(s)
- Town Council votes to approve and adopt; approve with edits; send back to the Planning Commission to make changes;....



Proposed Schedule

	2024												2025						
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Phase 1: Information Gathering																			
Phase 2: Compilation & Draft Development																			
Phase 3: Refine the Draft																			
Phase 4: Finalize the Plan																			

Public Engagement

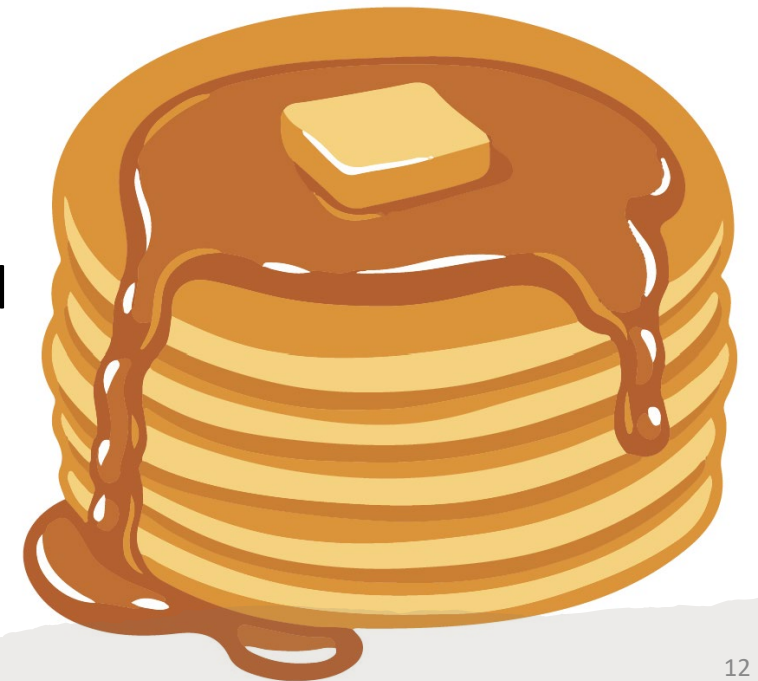
Public Hearing

Adoption

Phase 1 Public Engagement

“Pancakes with Planning Commissioners”

- Open House format at Community Center
- Late February – early March, Saturday starting at 10 am
- Boards around the room providing a summary of each current plan element
- Sticky notes around the room for comments
- Planning Commissioner and/or staff at tables to sit and listen to participants
- Pancakes encourage participants to attend and sit down to converse with others while eating
- Welcoming atmosphere for families



Stakeholders



Residents



Businesses &
Organizations



Board of
Architectural
Review



Conservation
and
Sustainability
Commission



Town Business
Liaison
Committee



Transportation
Safety
Commission



Vienna Public
Art Commission



Windover
Heights Board of
Review