



Sachse, Texas

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Meeting Agenda City Council Workshop

Monday, February 16, 2015

6:30 PM

1. The City Council of the City of Sachse will hold a Workshop Session on Monday, February 16, 2015, at 6:30 p.m. in the Council Chambers at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to discuss the following items of business:
2. **Discuss All City Council Meeting Agenda items.**
3. **City Manager Update Report: Briefing on current activities of staff including engineering, economic development, parks, public works, fire and police departments.**
4. **Discussion Items.**
5. *Please note: These items are for discussion purposes only and no Council action will be taken. The workshop session is for City Council and staff discussion, citizen input is not permitted on this agenda.*
[15-2693](#) Discuss City of Sachse Comprehensive Plan and possible update.

Executive Summary

The current City of Sachse Comprehensive Plan was last updated in 2001, recent goals and strategies approved in the City of Sachse, Strategic Plan identified that an update to the Comprehensive Plan should be considered by City Council in 2015. This workshop item is provided for the City Council to discuss the elements of a typical Comprehensive Plan and process involved with adopting a plan.

Attachments: [Comprehensive Plan Update Presentation 2015.pdf](#)

6. **Adjournment.**
 7. State law prohibits the introduction or discussion of any item of business not posted at least seventy-two (72) hours prior to the meeting time.
Posted: February 13, 2015; 5:00 p.m. Terry Smith, City Secretary
-



Legislation Details (With Text)

File #:	15-2693	Version:	1	Name:	WK: Discuss Comprehensive Plan
Type:	Discussion Item	Status:		Status:	Agenda Ready
File created:	2/10/2015	In control:		In control:	Parks and Recreation Board
On agenda:	2/16/2015	Final action:		Final action:	
Title:	Discuss City of Sachse Comprehensive Plan and possible update.				

Executive Summary

The current City of Sachse Comprehensive Plan was last updated in 2001, recent goals and strategies approved in the City of Sachse, Strategic Plan identified that an update to the Comprehensive Plan should be considered by City Council in 2015. This workshop item is provided for the City Council to discuss the elements of a typical Comprehensive Plan and process involved with adopting a plan.

Sponsors:

Indexes:

Code sections:

Attachments: [Comprehensive Plan Update Presentation 2015.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Title

Discuss City of Sachse Comprehensive Plan and possible update.

Executive Summary

The current City of Sachse Comprehensive Plan was last updated in 2001, recent goals and strategies approved in the City of Sachse, Strategic Plan identified that an update to the Comprehensive Plan should be considered by City Council in 2015. This workshop item is provided for the City Council to discuss the elements of a typical Comprehensive Plan and process involved with adopting a plan.

Background

The first City of Sachse Comprehensive Plan was adopted in 1986 and then updated in 2001, by the consulting firm Wilbur Smith and Associates. Since the last update the community has grown in population from approximately 10,000 to well over 22,000 residents. The industry recommended practice is to revisit your comprehensive plan every 3-5 years to ensure that you have a plan in place that is reflective of the community's current goals and desires for its future growth.

Policy Considerations

The recently adopted City of Sachse Strategic Plan identifies that an update to the Comprehensive Plan should be considered in 2015 under Goal 4, Strategy 4.
(Goal 4: Make Sachse more prosperous through job creation and quality development that

adds community value. Strategy 4: Review the Comprehensive Plan for updates and modifications.)

Budgetary Considerations

N/A

Staff Recommendations

Staff recommends approval of a budget amendment for 2015 that will allow for the selection of a Planning Consulting Firm through an RFP/RFQ process.



CITY COUNCIL

FEBRUARY 16, 2015

SUMMARY

1. Comprehensive Plan Summary.
2. City of Sachse's Current Plan.
3. Potential use of Consulting Firm - budget/schedule.



COMPREHENSIVE PLAN (WHY NOW?)

Recent discussions surrounding the adoption of the 2015 City of Sachse Strategic Plan identified key goals and tasks that could be accomplished through an update to our comprehensive plan.

Strategic Plan Goals:

1. Strategically invest in the city's existing and future infrastructure to ensure those needs are met.
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.
3. Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.
4. Make Sachse more prosperous through job creation and quality development that adds community value. **(Specifically Strategy 4: Review Comp. Plan for updating 2015)**

Based on those discussions and current status of the existing Comprehensive Plan, staff began to evaluate the process to update the plan.



COMPREHENSIVE PLAN

What is a Comprehensive Plan?

The Comprehensive Plan is a document **that guides public policy** in terms of transportation, utilities, land use, recreation, housing, economic development and others.

A plan provides the City with the opportunity to address issues related to growth and service provision in a **proactive, coordinated manner** that promotes the health, safety, and general welfare of residents.

The topics in the Comprehensive Plan include Growth and Infrastructure, Mobility, Housing and Neighborhoods, Economic Development, Parks and Amenities, Land Use and Character Plan, and an Implementation Plan.



COMPREHENSIVE PLAN

- Defines the identity and role of the city,
- Establishes direction for the future,
- Guides decision making processes,
- Formulates and recommends policies, programs, and regulations,
- Provides basis for implementation of these programs and regulations,
- Requires monitoring and provides for revisions.
- Is part of a city's overall Growth Management Program.



COMPREHENSIVE PLAN

- Minimizes conflicts,
- Achieves more efficient use of funds,
- Copes with growth and decline,
- Preserves unique and historical aspects,
- Coordinates development and redevelopment,
- Establishes the legal foundation for regulations, and,
- Guides rational decisions.



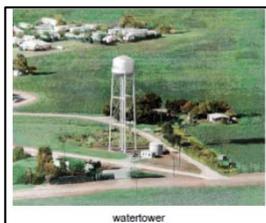
CONTINUING FUNCTION

- Ongoing, never ending
- Evolutionary, not revolutionary
- Often transcends City Council and P&Z make-up
- Cyclical
- Builds on past efforts



COMMUNITY GROWTH AND CHANGE

Needs, desires, values, technology, and requirements change over time...



COMPREHENSIVE PLAN- LEGAL FRAMEWORK

Standard State Zoning Enabling Act - 1920's

- Was not clear regarding a comprehensive plan.

Standard City Planning Enabling Act of 1928

- Provided some clarity regarding a master plan and how it should be used during the zoning change process.
- Chapter 211 – Municipal Zoning Authority
- Chapter 212 – Municipal Regulation of Subdivisions and Property Development
- Chapter 213 – Municipal Comprehensive Plans



PLANNING CONSULTANT

- Provides an unbiased view of the community;
- Has working knowledge of planning principles;
- Has experience in similar situations;
- Has a proven methodology for plan development and citizen participation;
- Allows city staff to focus on important day-to-day activities;
- Has experienced and diversified staff to address specific elements of the Comprehensive Plan.



CITY STAFF

- Be the principal point of contact;
- Provide input and discussion from the city and staff perspective;
- Coordinate and attend meetings;
- Review drafts and make recommendations;
- Use the finished (and adopted) Plan in reports and on-going recommendations.



STEERING COMMITTEE

- Provides input and discussion from a wide variety of interests;
- Serves as a liaison to their respective groups regarding the Comprehensive Planning process;
- Usually includes representatives from City Council / Commission and Planning & Zoning Commission that will provide continuity throughout the process;
- Tends to meet monthly with consultant team to review and comment on drafts (These are working meetings, open to public);
- Recommends the Plan to the Planning & Zoning Commission;



PLANNING AND ZONING COMMISSION

- Reviews and considers all the elements of the draft Plan;
- Recommends adoption of the Plan to City Council;
- Uses the Plan in the evaluation and recommendations for zoning and development proposals;
- Recommends updates as needed.



CITY COUNCIL

- Reviews and considers all the elements of the draft Plan;
- Adopts the Plan;
- Uses the Plan to consider zoning and development proposals;
- Implements the actions as appropriate;
- Adopts updates as needed through the public hearing process.



PLANNING PROCESS (STEPS)

1. Identify the strengths, weaknesses, problems and/or opportunities;
2. Collect information on the problems and opportunities;
3. Develop recommendations;
4. Consider possible alternatives;
5. Agree through consensus on a plan;
6. Put it to work;
7. Monitor the progress.



ELEMENTS OF THE PLAN

- Existing Conditions
- Goals and Objectives
- Needs and Desires and Problems and Opportunities
- Public Facilities
- Implementation Recommendations
- Urban Design: elements that add to the aesthetic quality of the city.
- Parks, Recreation, Trails, and Open Space Master Plan
- Economic Development Strategic Plan
- Historic, Cultural, and/or Social Preservation Plan
- Other planning components as needed by the city (e.g. reference to more detailed Neighborhood and/or Special Area Plans)



USING THE PLAN

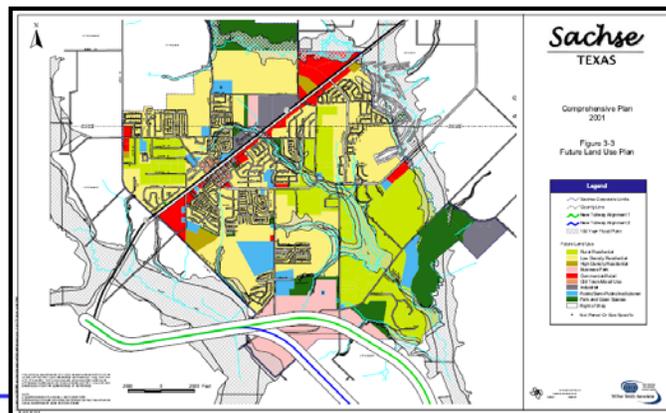
- Plan should not “sit on the shelf”
- To guide land uses, thoroughfares, and community facilities, and both short and long-range planning and growth management decisions
- Use the Plan to evaluate each development review.
- Show how policies and standards are to be applied to the actual physical form of the city
- Only as good as the commitment of citizens to the planning process
- Development of Comprehensive Plan is an ongoing process – needs to be updated periodically:
- Evaluate annually or at least every three to five years, or when relevant economic, social, and/or physical circumstances warrant.



HISTORY

Overview

Sachse's first Comprehensive Plan was adopted in 1986 (Pop. 3,000) and was updated in 2001 (Pop. 10,500). The 2010 population (20,329).



PLANNING CONSULTANT: POTENTIAL BUDGET/SCHEDULE

- Requires budget amendment for FY 2014-2015
- Estimate of Consultant Fees: \$200,000.00
- Schedule: Approximately one year process
- RFP: March/April
- Consultant Selection: May/June
- Project Kick Off: Summer 2015

