

CITY OF DECATUR, TEXAS

Development Services ★ 1601 S. State Street ★ Decatur, TX 76234 ★ (940) 393-0250 voice★ (940) 626-4629 fax

AGENDA

Joint City Council and Planning and Zoning Commission Workshop*

Tuesday, September 17, 2019, at 5:30 P.M.

City Hall Meeting Room

201 E. Walnut

Call to Order

Citizen Comments

Anyone wishing to speak on a posted agenda item must complete a speaker card with his/her name and address and must identify the agenda item number for which he/she would like to speak. A card must be submitted to either Cheryl Fuss, Development Review Coordinator or Diane Cockrell, City Secretary, so that the speaker may be recognized by the Chair at the appropriate time. Speakers will each be allowed a three (3) minute time period to provide comments regarding the posted agenda item for which the request to speak was submitted and may speak before or during the City Council and Commission's consideration of the item. The three (3) minute time period will be extended to six (6) minutes if a translator is required for a non-English speaker to communicate his/her comments regarding the posted agenda item for which the request to speak was filed.

ITEM 1: DISCUSS WITH STAFF AND GIVE DIRECTION REGARDING THE DECATUR 2050 COMPREHENSIVE PLAN, INCLUDING:

- a. Meeting Overview
- b. Comprehensive Planning Overview
- c. Roles and Responsibilities – Committee, Officials, Staff and Consultants
- d. Public Engagement Roles
- e. Exercise #1 – Utilized to identify and frame long range (30 year) vision, including the formation of a vision statement and guiding principles for the city.
- f. Public Engagement Approach
- g. Overview of Work to Date
- h. Exercise #2 – Utilized to determine the overall strengths, weaknesses, opportunities and threats to reaching long term vision for the city.
- i. Next Steps

Adjournment

Prepared and posted this the 13th day of September, 2019, in accordance with Chapter 551, Texas Government Code.

Dedra Denée Ragland, AICP
Planning and Development Director

*NOTE: THE PLANNING AND ZONING COMMISSION AND CITY COUNCIL RESERVE THE RIGHT TO ADJOURN INTO A CLOSED MEETING AT ANY TIME REGARDING ANY ITEM ON THE AGENDA FOR WHICH IT IS LEGALLY PERMISSIBLE UNDER THE TEXAS OPEN MEETINGS ACT PURSUANT TO LGC 551.071.

Meeting Overview

- Comprehensive Planning Overview
- Public Engagement Roles
- Exercise #1
- Public Engagement Approach
- Overview of Work to Date
- Exercise #2
- Next Steps

What is a Comprehensive Plan?

- A comprehensive plan is a document that states a community's desired vision for the future.
- It consists of a single plan or coordinated set of plans organized by subject and sometimes geographic area.
- It will include a Land Use Strategy, Development, Infrastructure and Public Services Strategy, Economic / Fiscal Strategy, Mobility Strategy, and Strategic Investment Areas Strategy.
- While a comprehensive plan states the community's vision for the future, it does not constitute zoning regulations or establish zoning district boundaries

How is a Comprehensive Plan Used?

- A comprehensive plan is used to coordinate and guide the future establishment of development regulations.
- It is used to provide a basis for future zoning decisions.
- It also helps to guide public investments in transportation and other infrastructure improvements to aid in guiding future development.
- It is a policy document that includes an implementation plan for use by City Officials.

Why Prepare a Comprehensive Plan?

- Texas Local Government Code requires zoning regulations to be adopted in accordance with a comprehensive plan.
- The current plan was originally adopted in 2004, with a few revisions to the Land Use Plan since that time.

What is the Schedule?

- Project Initiation (August 2019)
- State of the City (Fall 2019)
- Joint P&Z Commission and City Council Introductory Meeting
- City Staff Work Session
- Focus Group Meetings (2)
- Existing Conditions Mapping
- Community-Wide Vision (Fall 2019 / Winter 2019)
- Advisory Committee Meetings (Up to 3)
- Engagement through Community Events (2)
- Web-based Engagement
- Community Charrette
- Vision Framework (Winter 2019 / Spring 2020)
 - Draft Comprehensive Plan Components
 - Community Open House
 - Preferred Comprehensive Plan Components
- Implementation (Spring 2020)
- Implementation Strategies
- Comprehensive Plan Documentation
- Adoption (Spring / Early Summer 2020)

- Planning and Zoning Commission Recommendation
- City Council Adoption

What is the Process?

Physical Opportunities – Market Potential – **VISION** – Market Potential – Community Aspiration

Public Engagement Roles

City Council – Decision-makers – will approve Plan

P&Z Members – Recommend a Plan

Steering Committee – Represent, consider & balance diverse interests

Stakeholders – Ensure particular views are included

Interested Citizens – Engage to imagine the future they want

City Staff – Professional expertise throughout process

Public Engagement Roles

Group	Data Gathering	Plan Components	Implementation & Adoption
City Council	Insights-Current Policy	Direction at Key Points	Action
P&Z	Development Trends	Input at Key Points	Recommendation
Steering Committee	Consider Input	Build Consensus	Action on Consensus
Stakeholders	Focused concerns	Approach to Issues	Support; Action Partner
Citizens	Ideas and Issues	General Feedback	Support
Staff	Content Analysis	Knowledge of Capabilities	Resources for Action

Advisory Committee Role

- Appointed by City Council
- As a group:
 - Reflect the range of interests in the Decatur community
 - Consider professional analysis and community input at each stage of the process
 - Build consensus that balances concerns and interests
- As individuals:
 - Share their own perspectives
 - Serve as ambassadors of the plan

Advisory Committee Composition

- **Reflect Decatur – age, background, interests**
- **Major stakeholder groups:**
 - Neighborhood groups
 - Chamber or business groups
 - Development community
 - Schools
 - Special perspectives:
 - Art, culture, history
 - Recreation, open space
 - Small businesses, major employers
 - Civic groups

Advisory Committee Selection

- **Consultant team’s recommended approach**
 - Appointment by City Council
 - Each Council member recommend two members and two alternates (in case the one or both of the recommended members cannot serve on the

- committee)
- The final committee would be comprised of 14 members (our previous
- experiences have shown that this size committee can work very
- effectively)
- A list of the City's current Board and Commission Members on
- file with the City Secretary, as well as names received from
- Mayor Woodruff, Council Member Reeves and Staff has been
- provided as a starting point for Council's consideration

Questions / Comments – Advisory Committee

Focus Groups

- In the early stages of the project, the consultant team will engage focus groups in facilitated interview sessions
- Focus group members should:
 - Reflect the range of interests in the Decatur community
 - Share perspectives of the groups that they represent
 - Share their own perspectives
 - Serve as ambassadors of the plan

Focus Group Selection

- Consultant team's recommended approach
- Recommended by Planning and Zoning Commission
- Each Commission member recommend two individuals to participate in the interview sessions
- Each interview session would include 7 participants
- A list of the City's current Board and Commission Members on file with the City Secretary, as well as names received from Mayor Woodruff, Council Member Reeves and Staff has been provided as a starting point for P&Z's consideration

Questions / Comments – Advisory Committee

Exercise #1

- One of the first steps in establishing Decatur's roadmap to the year 2050 is to understand what the community wants to become within that timeframe
- The focus groups and advisory committee will be asked in their upcoming sessions to help us frame that future
- Tonight, we will begin that process by asking Council and the P&Z to share your perspectives at the flipcharts located around the room
- You will have 15 minutes for this exercise

Exercise #1 Summary/Discussion

WHAT WORD OR PHRASE DESCRIBES YOUR VISION FOR THE BEST POSSIBLE DECATUR IN 2050?

- Ambitious and proactive with a central voice
- Epicenter of business in Wise County
- Small town charm with big city attractions/amenities and business opportunities
- Be positive
- Thriving community
- Hometown workplace
- Financially, healthy & growing
- Cohesion
- Accessible
- Live & work same place

- Respect/diplomacy
- Security

TO ACHIEVE THAT VISION, WE MUST....

- Be open to new ideas & change
- Learn to communicate/coordinate/cooperate, and collaborate to build/sustain the community
- Continue to bring in businesses and jobs
- Encourage local businesses to thrive
- Capital improvement schedule and funding
- Respect Balanced infrastructure
- Be open to change and to think outside the box!
- Easy permitting, recruit new businesses, encourage new residents to move here, be proactive!
- Eliminate road blocks to encourage new businesses and housing
- Give people a reason to come to Decatur to live, work, locate their business, etc.
- Give Decatur a "brand" – make it a destination
- Accept Change!

Public Engagement

- On-Going Involvement
 - Webpage
 - Email
 - Online Survey (SurveyMonkey)
 - Interactive Online Dialogue (Facebook, LinkedIn)
- Event Involvement
 - Community Charrette
 - Community Open House
 - Engagement at Community Events (2)
- Representational Involvement
 - Comprehensive Plan Advisory Committee
 - Planning & Zoning Commission
 - City Council

Upcoming Event Involvement

- Community Charrette: October 26, 2019
- Introduce the project
- Explain comprehensive planning
- Gather community input on specific issues (Vision, Guiding Principles) using various techniques
- Provide background and seek input for use in the development of alternative scenarios for consideration at the February Open House
- Focus Group Meeting: Date TBD
- Advisory Committee Meeting #1: Date TBD
- Community Open House: February 2020

Community Charrette

- Who
- Anyone with an interest in the community (resident, property owner, business owner, stakeholder, other interested persons)
- When & Where
- Saturday, October 26, 9:00 a.m. to 12:00 p.m.
- Decatur Conference Center, 2010 W. US 380, Decatur
- Meeting Agenda
- Registration
- Stations (exhibits, flip charts, post-It notes) for input on specific topics
- Introductory presentation on the project: purpose of comprehensive planning, process, community's role,

final product, next steps

- Table exercises/group discussions and reports
- Wrap-up
- City Council, Planning and Zoning Commission and Advisory Committee members encouraged to participate

Overview of Work to Date

Existing Conditions Mapping:

Existing Aerial Base Map

Opportunity Zone

Existing Natural Features - Slope of Terrain

Existing Facilities

Public Facilities

Educational Facilities

Existing Parks

Existing Infrastructure

Water System

Wastewater System

Oil and Gas Locations

Existing Development Pattern

Existing Land Use

Existing Parcels by Size

Existing Thoroughfares / Zoning

Thoroughfare Plan

Current Zoning

Exercise #2 Summary/Discussion

- Mapping will play an important role in assisting the community in understanding the physical locations offering opportunities and constraints to achieving the communities future vision
 - The maps that we just reviewed are posted on the walls around the room
 - Please take a moment to review the existing conditions
- Maps
- Once you have reviewed the maps, please go to one of the three aerial maps on the easels around the room and using the colored dots provided:
 - Place blue dots on the areas that you believe to provide the greatest future opportunity for the community
 - Place red dots on the areas that you believe have conditions that need to be addressed in the future
 - Place yellow dots on the areas that are working well today as existing community assets
 - You will have 15 minutes to complete this exercise

Summary:

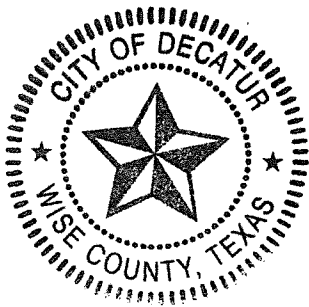
Next Steps:

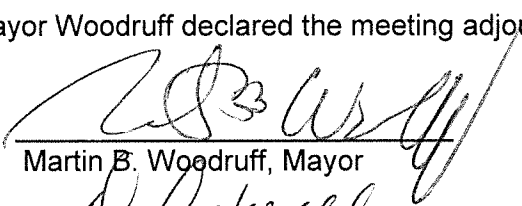
- The consultant team will take your recommendations and begin contacting Advisory Committee members and Focus Group participants

- Focus Group Meeting will be held in late September / early October.
- The first Advisory Committee Meeting will occur in Early October.
- The consultants will facilitate the Community Charrette to be held on October 26.

ADJOURNMENT

There being no further business, Mayor Woodruff declared the meeting adjourned at 7:11 p.m.





Martin B. Woodruff, Mayor



Diane Cockrell, TRMC, CMC, City Secretary