

	<b>PLAN COMMISSION AGENDA ITEM EXECUTIVE SUMMARY</b>			
	<b>Project Title/ Address:</b>		Comprehensive Plan	
	<b>Presenters:</b>		Houseal Lavigne Associates Russell Colby, Planning Division Manager	
<b>Please check appropriate box (x)</b>				
<b>PUBLIC HEARING</b>			<b>MEETING</b> 1/8/13	<b>X</b>
<b>APPLICATIONS UNDER CONSIDERATION:</b>				
N/A				
<b>ATTACHMENTS AND SUPPORTING DOCUMENTS:</b>				
Staff Memo		Comprehensive Plan Draft – December 2012		
<b>EXECUTIVE SUMMARY:</b>				
<p>The following Chapters of the draft Comprehensive Plan will be presented for discussion:</p> <ul style="list-style-type: none"> <li>• Chapter 1: Introduction &amp; Background</li> <li>• Chapter 2: Vision</li> <li>• Chapter 3: Goals and Objectives</li> <li>• Chapter 4: Land Use Plan</li> <li>• Chapter 5: Community Facilities Plan</li> <li>• Chapter 6: Parks and Open Space Plan</li> <li>• Chapter 7: Transportation Plan</li> </ul> <p>The remaining chapters will be discussed at the next meeting.</p> <p>The Comprehensive Plan document is posted on the project website, under the “Documents” tab.  <a href="http://www.hlplanning.com/stcharles">www.hlplanning.com/stcharles</a> </p>				
<b>RECOMMENDATION / SUGGESTED ACTION</b> ( <i>briefly explain</i> ):				
Discuss the Comprehensive Plan draft.				

## Community Development Planning Division



### **STAFF MEMO**

**TO:** Chairman Todd Wallace  
and Plan Commission Members

**FROM:** Russell Colby  
Planning Division Manager

**RE:** Comprehensive Plan Draft

**DATE:** January 4, 2013

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### **BACKGROUND**

In May 2011, the City Council elected to proceed with hiring a planning consultant to draft a new Comprehensive Plan and appointed a seven-member citizen Task Force to guide the process and oversee the production of a draft plan. This process concluded on Dec. 12, 2012, when the Task Force recommended approval of the document for presentation to the Plan Commission.

State statute requires that Comprehensive Plans or plan amendments be submitted to the Plan Commission for review prior to consideration of the plan by the Corporate Authorities (the City Council). On Dec. 17, 2012, City Council approved a motion to direct the Plan Commission to consider and make a recommendation regarding the Comprehensive Plan Draft.

Following a recommendation from the Plan Commission, the current draft of the plan and the Plan Commission's recommendations will be forwarded to the Planning and Development Committee of the City Council.

The Plan Commission will not hold the public hearing on plan. Historically, the City Council has held the public hearing on all comprehensive planning matters at the end of the review process, prior to adoption of the plan document.

### **PLAN DOCUMENT**

The Comprehensive Plan was drafted by a planning consultant firm, Houseal Lavigne, which was selected to assist the City with the process.

The draft being presented to the Plan Commission has been revised based on the recommendations of the Task Force. Two specific items recommended by the Task Force have not been reflected in this current draft, but will be reflected in future drafts:

1. Page 59: A future bike route along Prairie Street from 3<sup>rd</sup> Street west to Randall Rd. is not shown on the map.
2. Page 113: The text addressing Tax Increment Financing (TIF) states: “The City should continue to use the provision of TIF funding to incentivize and attract desired development within key commercial areas.” The Task Force requested the word “*should*” be replaced with “*may*”.

All other Task Force comments have been reflected in the text and figures.

Background information used in the development of the plan draft remains posted on the project website, including reports, workshop/open house summaries and earlier drafts of various documents. Minutes of the Task Force meetings are also available on the City’s website, under Meeting Archives.

## **PRESENTATION**

The document will be presented for discussion over two meetings.

On January 8, the following will be presented and discussed:

- Chapter 1: Introduction & Background
- Chapter 2: Vision
- Chapter 3: Goals and Objectives
- Chapter 4: Land Use Plan
- Chapter 5: Community Facilities Plan
- Chapter 6: Parks and Open Space Plan
- Chapter 7: Transportation Plan

At the following meeting, the following Chapters will be discussed:

- Chapter 8: Subarea Plans
  - Downtown
  - West Gateway
  - East Gateway
  - Main Street Corridor
- Chapter 9: Culture and Identity Plan
- Chapter 10: Design Guidelines
- Chapter 11: Implementation