

# Chapter 11– Plan Implementation

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Taylor Comprehensive Plan - 2004

Planning is a continuous process. Completion of the Comprehensive Plan is by no means an end in itself; rather it is a new beginning. The purpose of the Implementation chapter is to provide direction and recommendations for implementation of the Comprehensive Plan and for continued planning. Adoption of the Comprehensive Plan is the initial steps in achieving the vision articulated in the planning process. Early in the process, **key community issues** were identified and now serve as the basis of goals, objectives and actions, the foundation of the Plan. The Comprehensive Plan is the City's guide for government officials and citizens in making decisions regarding land use, thoroughfare development, community facilities construction, infrastructure improvements and extensions, park enhancements, and downtown revitalization.

In addition to the goals, objectives and actions, plan implementation includes the following tools. The Zoning Ordinance and Subdivision Regulations use the Future Land Use Plan as a general guide for decision-making in zoning cases and subdivision plat review approvals to ensure that development and redevelopment are consistent with the policies of the City's Comprehensive Plan. The Capital Improvement Plan (CIP) addresses street, water and sewer infrastructure and facility improvements. The Annual Budget looks at the general operations and maintenance of city facilities, and the repair of rights-of-way for street and highway improvements. Special programs and new initiatives may be used to put recommendations into action.

## Commitment to Implementation

The many hours devoted by the citizen based Steering Committee and Planning and Zoning Commission to shaping the Comprehensive Plan attest to their desire for attaining the agreed upon vision for Taylor. In appointing a representative citizens' Steering Committee, the City's leaders sought to involve the entire community in the planning effort. The effort and time contributed by citizens, committed to betterment of their community, require that actions be taken to carry out the recommended policies and proposals.

Perhaps the most important method of implementing the Taylor Comprehensive Plan comes from the day-to-day commitment by elected and appointed officials, city staff members and citizens. The Comprehensive Plan must be understood as a useful and capable tool to direct the City's future. The Future Land Use Plan and Thoroughfare Plan should be displayed and available for easy reference by officials, staff and citizens. The Comprehensive Plan should continually be referenced in planning studies and zoning case reports as well as informal discussion situations. High visibility will make the plan successful, dynamic and a powerful tool for guiding Taylor's future growth.

This Comprehensive Plan must be constantly scrutinized to ensure that its goals, objectives and recommended actions continue to reflect changing community needs and attitudes. **Above all, it must be used on a daily basis.** Each new

development, redevelopment, and even tax incentive, needs to be considered with the intent of achieving the vision and goals set forth in the Plan.

### **Reports of the Planning and Zoning Commission**

As a part of their annual Plan of Work, the Planning and Zoning Commission should prepare an annual report for submittal to and discussion with the City Council. Status of implementation for the Comprehensive Plan should be documented. Significant actions and accomplishments should be recognized. There should also be the identification and recommendation of needed actions and programs to be developed and implemented in the next year. This yearly report should be coordinated with the City's annual budget development process so that the recommendations will be available early in the budgeting process.

Circumstances will continue to change in the future and the Taylor Comprehensive Plan will require modifications and refinements to be kept up-to-date and current. Some of its proposals will be found unworkable and other solutions will continue to emerge. Needed refinements and changes should be carefully noted and thoroughly considered as part of the **Annual Plan Review** and **Five-Year Major Plan Revisions**. As change occurs, however, Taylor's vision should remain the central theme and provide a unifying element. The plan's importance lies in the commitment of citizens to agree on Taylor's purposes for the future, and to apply that consensus in continuing efforts that focus on the betterment of their community.

### **Annual Plan Review**

An annual plan review is the opportunity to see how the Plan is working and to determine if changed conditions warrant amendments or deletions to the text and/or maps. The review will provide the venue for relatively minor plan updates and revisions such as changes in future land use designations, implementation actions and review of plan consistency with ordinances and regulations. A plan amendment should be prepared and distributed in the form of an addendum to the adopted Comprehensive Plan. Identification of potential plan amendments should be an ongoing process by the Planning and Zoning Commission and City staff throughout the year. Citizens, property owners, community organizations and other governmental entities may also submit requests for plan amendments. Proposed plan amendments should be reviewed and recommended by the Planning and Zoning Commission to the City Council. Plan amendments should be adopted in a manner similar to the plan itself. This process includes public hearings, citizen input and consideration of action by both the Planning and Zoning Commission and City Council. Plan amendments should be adopted by resolution.

### **Five-Year Major Plan Update**

Major updating of the Comprehensive Plan should occur approximately every five years. These updates will ensure renewal and continued utility of the Comprehensive Plan for use by the City officials and staff. Annual plan amendments from the previous four years should be incorporated into the next

major plan update. Plan updates will be a significant undertaking involving City officials, departments and citizens. Consultant services may be utilized if needed. The result of the major plan updates will be a new Comprehensive Plan for the City, including new identification of up-to-date goals, objectives, policies and implementation actions.

### Recommended Actions

The Comprehensive Plan is *comprehensive* in the manner that it identifies the multitude of factors related to future community growth; analyzes the relationships between these factors; proposes what needs to be done about them; and recommends *specific actions* to accomplish the needs and desires of the community while using the City's resources in the most efficient and effective ways. The implementation actions are specific steps that should be taken to implement the Plan. Some actions may be simple and others will require substantial funding. Others may call for the formation of a new committee, or identify the need for a specific study or initiatives, others the continuation of ongoing City policies.

To be truly useful, the recommended actions need to be considered with respect to their importance and achievability. Identifying actions in terms of importance (prioritization) required the Steering Committee, Planning and Zoning Commission and City Council to consider which actions the City should tackle first. Each action has been carefully considered in terms-of the impact it will have balanced with the ability to achieve it. Of course each action will be considered with respect to its budgetary requirements.

The following spreadsheet, **Table 11.1 – Implementation Actions**, contains objectives, and actions recommended in each chapters of the Comprehensive Plan. The actions are identified by chapter, responsibility, and importance. In a separate listing, the ten most impotent actions are recognized. In the table the actions are listed in priority order as they were ranked by the Steering Committee. The time ranges for the actions are identified as Short – one (1) to three (3) years, Medium – four (4)-to seven (7) years, and Long – seven plus (7+)years. Ongoing denotes current and continuous projects.

### Implementation Responsibility

The responsibilities for the implementation of the goals, objectives, and actions of the Comprehensive Plan are with the following groups:

*Citizens* are responsible for bringing their concerns and problems to the City Staff. They should continue to be involved in implementation and maintenance of the Comprehensive Plan. Using advisory committees, public meetings and community workshops, town meetings, public forums, newsletters, citizen comments, media releases and public notices can inform and involve citizens in continued planning. Methods and activities for public participation should be carefully chosen and designed to achieve meaningful and effective involvement.

**City Staff** should review all the development issues associated with zoning and subdivision of land for compliance with the stated objectives and Future Land Use Plan. Continuous monitoring of planning activities will aid in identifying the need for revisions and updates. Preparation of the annual budget and Capital Improvements should incorporate the actions and projects recommended in the Plan.

A **Plan Implementation Committee** would assist the City in the implementation of the Plan and provide ongoing review of the priorities. Meeting semi-annually this committee would review the progress made on the implementation of the comprehensive plan and to provide the City Council, Planning and Zoning Commission, and other affected boards, with updates and recommendations. The committee, comprised of nine to fifteen members, would be appointed by the City Council, Taylor school board, faith-based community organizations, Williamson County, the non-profit sector, Chamber of Commerce Board, and Taylor Economic Development Corporation Board with the intent of representing the community and the regulatory boards. Personnel from the City's Community Development Department would serve as a liaison to the Committee.

**Planning and Zoning Commission** should use the Comprehensive Plan as a tool for decision making for growth, development, and redevelopment to assure the projects are in accordance with the Plan. On a yearly basis they should submit an annual report of the activities and achievements as well as recommendations for future planning initiatives.

**City Council** should receive and act upon recommendations that are in accordance with the vision, goals, and objectives of the Plan. As an integral participant in the continuous planning process, the City Council should provide overall policy guidance and consider issues and changes when they are a logical extension of the stated purpose of the Comprehensive Plan.

With these groups working together, implementation of the new Comprehensive Plan will ensure that Taylor will indeed meet its expectations as the livable, walkable, friendly community that it aspires to be, now and in the future.