

**JOINT MEETING OF THE CITY COUNCIL, PLANNING & ZONING
COMMISSION AND THE COMPREHENSIVE PLAN UPDATE STEERING
COMMITTEE HELD ON OCTOBER 4, 2001, AT PINEY POINT LODGE**

A Joint Meeting of the City Council, Planning & Zoning Commission and the Comprehensive Plan Update Steering Committee was held on October 4, 2001 at Piney Point Lodge. The following members were present:

City Council:

Mayor Louis Bronaugh
Councilmember R. L. Kuykendall
Councilmember Don Boyd
Councilmember Lynn Torres
Councilmember Jack Gorden, Jr.
Councilmember Dennis Robertson

Planning & Zoning Commission:

Ronnie Robinson
Paul Perez
Debbie Johnston
Dr. Odis Rhodes
Cooper Castleberry

Comprehensive Plan Update Steering Committee:

Belinda Gaudet – Chairman
Jay Glick
Rufus Duncan, Jr.
Rick Ainsworth
Bill Wellborn
Ino Reyes
Jerry Adams
Harry Thompson

City Staff:

City Manager C. G. Maclin
Asst. City Manager James Hager
City Secretary Atha Martin
Director of Planning Stephen Abraham
City Engineer Keith Wright
Public Works Director Kenneth Williams
Planner Scott Rayburn

Consultants:

Dan Sefko
Wayne Stoltz

1. Mayor Bronaugh called meeting to order and City Manager C. G. Maclin led in prayer.
2. Stephen Abraham, Director of Planning, gave a summary of the process and an outline for the day's activities. Those present introduced themselves and Mr. Abraham distributed copies of the 2001 final draft of the Comprehensive Plan.
3. Dan Sefko, Consultant for Dunkin, Sefko & Associates, Inc., presented a power point overview of the plan elements.

Mr. Sefko stated that the general concept of the Comprehensive Plan is that it articulates Lufkin's goals and objectives; it establishes policies and procedures and formulates programs and actions for achieving these goal and objectives. Mr. Sefko stated that the Comprehensive Plan also establishes the legal pre-requisite for zoning.

Mr. Sefko stated that there are eleven elements to the Comprehensive Plan and they are: An overview, the baseline analysis, the goals and objectives, the thoroughfare plan, the public facilities plan, the housing strategies plan, the infrastructure plan, the future land use plan, the community image guidelines, the downtown revitalization plan and the implementation strategies.

Mr. Sefko stated that the baseline analysis establishes a context for planning by outlining basic facts including the history of the City, the relationship of Lufkin to the region, physical factors influencing development, demographic characteristics, land use characteristics and housing characteristics.

Mr. Sefko stated that the estimated population of Lufkin is approximately 32,700 based on the 2000 U. S. Census. The existing land use is predominately single-family. Mr. Sefko stated that there is more commercial land use in Lufkin than office or retail. Mr. Sefko stated that there is approximately 50% developed land and approximately 39% vacant, some of which is undevelopable.

Mr. Sefko stated that there are approximately 13,114 housing units in Lufkin. The housing condition was categorized for each single-family and duplex structure by: Good and sound condition (approximately 67.5% of the units); in need of minor repair (approximately 26.8% of the units); in need of major repair (approximately 5.1% of the units); and dilapidated (less than one percent of units).

Mr. Sefko stated that the community issues were determined by the Comprehensive Plan Steering Committee, the City staff and a citizen attitudinal survey. The goals and objectives established related to the following: The environment; the physical form of the community; transportation and the thoroughfare network; public facilities and services; fiscal responsibility and economic development; quality of life; and community livability and character.

Mr. Sefko stated that the goals include: Providing opportunities for coordinated growth while retaining the character of Lufkin; Continuing to implement pro-active planning efforts for the redevelopment of Downtown Lufkin; Recognizing the impact of the regional transportation system on Lufkin; Ensuring that public services and facilities will adequately serve present and future residents and businesses; and promoting a "livable" community through positive urban design practices that enhance the visual appeal of the City.

Mr. Sefko stated that in regard to the thoroughfare plan the principal issues are: The Interstate Highway 69 alignment and construction; the long-established thoroughfare network within the core area of the City (which cannot be easily altered); the guidelines for updated roadway sections; future roadways that will help to accommodate development in outer areas (connections between existing roadways); and, alternative modes of transportation through expansion of the local transit system, including development of the Transit Center in Downtown Lufkin.

Mr. Sefko stated that the major recommendations for the Thoroughfare Plan are to encourage the use of shared entrances to nonresidential land uses along major arterials; to incorporate updated right-of-way standards into the Subdivision Ordinance; to ensure that rights-of-way are dedicated in conjunction with the recommendations within this Plan at the time of development (specifically in accordance with proposed connections between existing roadways shown on the Thoroughfare Plan). Mr. Sefko stated that other major recommendations include working and coordinating with TxDOT and other applicable entities on IH 69; and, using the Transit Center to link Downtown Lufkin to other areas of Lufkin and to create increased use of the local mass transit system.

Mr. Sefko stated that funding mechanisms include investigating the feasibility of using Chapter 395 for roadway construction and continuing to use bonds for roadway construction, improvement and maintenance.

Mr. Sefko stated that the Public Facility Plan's principal issue was to ensure that public facilities are adequate to serve the projected population. The major recommendations are to conduct a detailed space study of City Hall in the next five years; Purchase property for and construct a new Service Center Facility; convert the current City jail space into a Police Property Room and to convert the current Police Property Room into Police office space. Mr. Sefko stated that other major recommendations include the relocation of Fire Station #4, possibly to the alternate location identified on Old Union Road; adopting a park dedication ordinance; investigating the construction of a new convention center; investigating the property north of the Ellen Trout Zoo to allow room for the Zoo expansion; and, investigating the possibility of constructing a satellite emergency management facility.

Mr. Sefko stated that the Housing Strategies Plan include Neighborhood Conservation, Housing Rehabilitation and maintenance, property clearance and redevelopment and development guidance. Mr. Sefko stated that the major recommendations for the Housing Strategies including soliciting community support for housing rehabilitation and maintenance on an area-wide basis, and providing assistance to citizens in need of funding; continuing to pursue annual financing of the HOME Program; identifying a set number of housing units per year that need to be demolished and allocating funds accordingly; establishing a Manufactured Home Overlay District in order to support additional high quality manufactured home development in designated areas; and allocating capital and maintenance funds to an established reinvestment program for older neighborhoods.

Mr. Sefko stated that the Infrastructure Plan was written by EGA, Inc. and is designed to correlate water and wastewater capacity to anticipated population growth. Mr. Sefko stated that EGA also recommends locations for water towers, utility lines and treatment plants.

Mr. Sefko stated that the Future Land Use Plan is intended to be a long-range, general guide for the development and use of all land within Lufkin and its ETJ. The Future Land Use Plan describes the planning process that should be used by the City in relating development decisions to Lufkin's ultimate vision and it is intended to be reflected within the City of Lufkin's Zoning Ordinance and Map.

Mr. Sefko stated that Scenario B (as shown on the slide) was used for planning purposes for the Future Land Use Plan. Scenario B showed that population growth rate projection at 2% and an average of 250 building permits issued each year. Mr. Sefko stated that the ultimate capacity within the current City limits is approximately 56,760 people.

Mr. Sefko stated that Lufkin would likely have enough land to support the expected population until 2021. He stated that there are 19,442 acres within the City's ETJ, which can be annexed if necessary.

Mr. Sefko stated that a Special Study was initiated for Kurth Drive in order to protect the integrity of a significant entryway from the north into Lufkin; to consider current land uses allowed; to consider current zoning and development practices; and to consider funding mechanisms that may help revitalization efforts.

Mr. Sefko stated that the Future Land Use Plan recommendations for Kurth Drive include designated "Mixed Use" on the Future Land Use Plan; prioritizing improvements; establishing a separate Capital Improvements Program to implement capital improvements recommendations; applying for TEA-21 grant funds (in 2002, if possible); lobbying TxDOT to participate in improvement efforts; reducing or waiving development fees and proactively working with the Neighborhood Association, business owners and area citizens. Mr. Sefko stated that further major recommendations include maintaining the land use percentages recommended; maintaining, generally, existing percentages of low, medium and high density residential land uses; establishing a new area for the CBD zoning district that reflects the area shown on the Future Land Use Plan map; reviewing current regulations for nonresidential land uses related to aesthetics to ensure that a positive visual image is projected within transportation corridors; ensuring that some large areas of land close to major thoroughfares are preserved for industrial land use; establishing a policy regarding extending services to new users outside of Lufkin's corporate limits only when annexation is requested; and, continually amending the Future Land Use Plan prior to rezoning land that would result in any inconsistency between zoning regulation and the Future Land Use Plan.

Mr. Sefko stated that the community image guidelines include the following elements: Gateway treatment discussion; residential subdivision design standards; non-residential design standards (signage; screening and location of outdoor storage areas; screening and location of refuse containers; building materials; non-residential buffers and screening, and landscaping); and, other considerations which include landscaped medians, underground power lines, etc.

Mr. Sefko stated that other major recommendations for the Community Image Guidelines include: Concentrating on gateway construction efforts along major thoroughfares such as Kurth Drive, U. S. Highway 59, State Highway 94), etc.; Targeting specific heavily traveled roadways for improvement on a priority basis; reviewing applicable ordinances to ensure that the standards recommended are incorporated; and ensuring that new roadways are constructed with aesthetically pleasing elements (e.g., landscaped medians, buried utility line, etc.).

Mr. Sefko stated that the purpose of the Downtown Revitalization Plan is to maintain the downtown area's heritage and character; to enhance downtown as the "heart" of the City; to increase community pride while creating an environment that is conducive to revitalizations; and to link Downtown to other areas of the City.

Mr. Sefko stated that to achieve a vision for downtown the Downtown Revitalization Plan would develop an ambiance; it will make physical improvements and will develop an image and identity through marketing. The major recommendations for the Downtown Revitalization Plan include: the creation of an overlay district and/or a revised Central Business District; providing economic development incentives; establishing a marketing program; burying and/or relocating overhead utility lines; integrating street trees; integrating distinct light fixtures; constructing at least one primary gateway; purchasing land for a future parking area and constructing the Downtown Transit Center and creating links to local tourist destinations.

Mr. Sefko stated that the Comprehensive Plan should be used as a guide for daily decision-making, and that amendments should be made and periodic review should be undertaken on a regular basis. Mr. Sefko stated that community involvement should be continuously pursued and both pro-active and re-active methods should be used.

Mr. Sefko stated that major implementation strategies include updating the Zoning Ordinance and Subdivision Ordinance; requiring areas within the ETJ to be annexed prior to development and service provision; developing a gradual and sustained annexation program; adopting an Ordinance to mandate periodic updating of the Comprehensive Plan and including Comprehensive Plan recommendations within the Capital Improvements Program based on priority.

Mr. Sefko stated that he appreciated the City staff and Comprehensive Plan Update Steering Committee members working together on this project.

Mr. Abraham recognized Belinda Gaudet, Chairman of the Comprehensive Plan Update Steering Committee. Ms. Gaudet stated that she had enjoyed working with a really good, professional Steering Committee that included Stephen Abraham, the City staff, and Dan Sefko and his staff. Ms. Gaudet stated that the Committee would like to recommend approval of the Comprehensive Plan Update to the City Council and the Planning & Zoning Commission.

Mr. Sefko stated that the Steering Committee is saying to the Planning & Zoning Commission and the City Council that they have done their work that you have charged them to do. Mr. Sefko stated that traditionally it is now appropriate for the P & Z and the City Council to conduct Public Hearings.

Mr. Abraham stated that he would like to establish the Public Hearing date for P & Z on November 12th and the Public Hearing for the City Council on December 4th. Mr. Abraham stated that First Reading of the Ordinance adopting the Comprehensive Plan will be held on December 4th and Second Reading will be on December 18th.

In response to question by Ronnie Robinson as to whether or not everyone felt like there was enough public input, Mr. Sefko stated that we have done due diligence. Mr. Sefko stated that a Comprehensive Plan Update Committee was created from professionals and citizens. Mr. Sefko stated that a statistically significant public opinion poll was conducted that seemed to be consistent with comments of the Steering Committee.

Mr. Sefko stated that the real test has been that we have had two area on site public workshops that were fairly well publicized for the Kurth Drive area and the downtown area and they did not create a lot of controversy on issues the public did not want. Mr. Sefko stated that the final test would be at the Public Hearings for the City Council and P & Z Commission. Mr. Sefko stated that copies of the Comprehensive Plan Update have been distributed at the Library and have been put on the Internet. Mr. Sefko stated that the newspaper has given the Comprehensive Plan excellent coverage. Mr. Abraham stated that the Committee had one representative from each Council ward and that they had gone all out to get public participation. Mr. Abraham stated that he feels like they have given the public every opportunity to participate in the Comprehensive Plan.

In response to question by Ronnie Robinson as to how many surveys were put out, Mr. Abraham stated that there were 4,000 telephone surveys that were done randomly. Mr. Abraham stated that there had to be 400 completed results in order to make the survey valid. Mr. Sefko stated that a copy of the survey is included in the back of the Comprehensive Plan book.

In response to questions by Cooper Castleberry and Jack Gorden, Mr. Abraham stated that the Plan tells how to look at a zone change and ways to amend the plan while in the zoning process. Mr. Sefko stated that the plan is designed to be amended. Mr. Sefko stated that there is a listing of the land use categories and that a list of uses is being created to be put in the Zoning Ordinance. Mr. Abraham stated that the Plan is intended to be somewhat general and was not created on a parcel-by-parcel basis.

Mayor Bronaugh suggested that Highway numbers be put on the major highways.

In response to question by Debbie Johnston, Mr. Abraham stated that the City had recently gotten the Enterprise Zone approved.

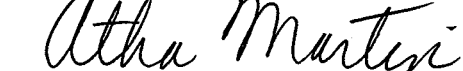
Ino Reyes stated that, in his opinion, one-way streets should be considered. Mr. Sefko stated that Council would make that decision on one-way streets before going to press with the final draft. City Manager Maclin stated that it is anticipated that Council will make a decision at the next City Council meeting. Mr. Abraham stated that there is one issue that they might want to discuss and that is that the intersections are bubbled out for more planters, etc. He stated that we might want to talk with KSA to see if they would revise their drawings.

Mr. Abraham thanked everyone for his or her participation at today's meeting.

4. There being no further business for consideration, meeting adjourned at 1:45 p.m.


Louis A. Bronaugh
Mayor

ATTEST:


Atha Martin
City Secretary