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PROJECT TEAM



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Project Manager



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Kim Patak

**+ A DEEP BENCH
OF TALENT &
EXPERTISE**



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EXECUTED SCOPE OF WORK

■ PROJECT

- *Manor Comprehensive Plan, including Transportation Plan and Parks, Recreation and Open Space Plan*

■ ASSUMPTIONS

- *City will coordinate all contact, meetings, and transfer of information/ data.*

■ TIMELINE

- *15 Months*
- *City will handle arrangements for meetings (logistics). FNI will assist in content creation for meeting advertisement.*
- *City will supply all previous plans, studies, maps and aerial imagery not available to FNI.*

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EXECUTED SCOPE OF WORK

■ DRAFT DOCUMENTS

- *Comprehensive Plan, including Parks Plan and Transportation Plan*
- *Draft chapters will be sent for each document according to the proposed schedule*
- *Schedule also factors City review time*

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■ MINIMUM MEETINGS & EVENTS

- 1 STAFF INITIATION CONFERENCE CALL
- 2 KICKOFF MEETING AND STUDY AREA TOUR
- 3 STEERING COMMITTEE MEETINGS [6 MEETINGS]
- 4 STAKEHOLDER INTERVIEWS [2 DAYS]
- 5 COMMUNITY WORKSHOPS/OPEN HOUSES [4]
- 6 CHECK-IN AND ADOPTION MEETINGS [3 MEETINGS]
- 7 INTERACTIVE WEBSITE WITH VIRTUAL ENGAGEMENT

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EXECUTED SCOPE OF WORK

■ DELIVERABLES

- *Electronic PDF*
- *Digital package containing electronic files for the report, chart, tables, maps, GIS files, and other electronic data developed during the process*

■ PROJECT COST

- \$319,168.00

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ANATOMY OF YOUR COMPREHENSIVE PLAN

1

INTRODUCTION AND COMMUNITY SNAPSHOT

- *Introduction to the comprehensive plan, and how to use it*
- *Historic timelines and key events that shaped Manor today*
- *Demographic data (that tells a story)*
- *Planning context (past planning efforts, regional efforts, physical attributes, COVID)*

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VISION, GUIDING PRINCIPLES AND GOALS

- *Vision statement – what is Manor like in 2050?*
- *Guiding principles – the moral compass of the city and guidepost for decision-making in the unexpected*
- *Goals – topical future conditions to achieve the vision*
- *Summary of engagement and data (appendix)*

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ANATOMY OF YOUR COMPREHENSIVE PLAN

3

LAND USE, GROWTH AND DOWNTOWN/TOD

- *Existing land use analysis*
- *Future land use plan with metrics, place types and map*
- *Population patterns and projections*
- *Downtown/Transit-Oriented Development (may become separate document for ease of reference)*

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TRANSPORTATION

- *Current plans and agency coordination (MPO, TXDOT, CapMetro, etc.)*
- *Existing conditions assessment and evaluation of future roadway needs*
- *Thoroughfare plan, functional classifications and design standards (multiple modes)*
- *Action plan*

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ANATOMY OF YOUR COMPREHENSIVE PLAN

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INFRASTRUCTURE

- *Integrating utility system plans and strategies*
- *Approaches to stormwater management and environment*
- *Infrastructure efficiency*

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PARKS, RECREATION, AND OPEN SPACE

- *Community context and inventory*
- *Vision/goals (independent for TPWD compliance)*
- *Needs assessment (standards-, demand- and resource-based)*
- *Recommendations and Action Plan*

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ANATOMY OF YOUR COMPREHENSIVE PLAN

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ECONOMIC RESILIENCY

- *Evaluate current approaches to building economically resilient and diverse communities in light of current influences*
- *Density needs and variables that influence the vibrancy of commercial corridors and nodes*
- *High level economic and tax impacts of plan components, with likely job activity and incremental revenue capture*
- *Evaluation of catalytic locations identified through analysis, and pathways to achievement*

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COMMUNITY IDENTITY AND URBAN DESIGN

- *Street design and pedestrian enhancements*
- *Gateways along key routes to and through the city*
- *Community image*
- *Screening and aesthetics*
- *Neighborhood stability, displacement and enhancement (sometimes in different chapter)*

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ANATOMY OF YOUR COMPREHENSIVE PLAN

9 IMPLEMENTATION

- Divides policies and related recommendations into specific techniques

- Prioritizes actions into appropriate time periods

- Metrics from which to gauge the effectiveness of the strategies

- Diagnostic analysis and report on the City's current ordinances to align with the Plan

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Manor Comprehensive Plan Project and Meeting Schedule																
Task	Meeting, Task Objective or Deliverable	2021										2022				
		Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
1	Task 1: Project Management and Quality Control															
	Task 2: Engagement and Meetings															
	Internal Kickoff															
	Staff Initiation Conference Call	4/7														
	Interactive Project Website		5/21													
	Kickoff Meeting and Study Area Tour		5/6 or 5/7													
2	Steering Committee Meetings		5/26/7													
	Stakeholder Meetings											(Parks Focus)				
	Online Surveys (3)											(Parks Focus)				
	Community Design Workshop/Open House (4)															
	City Council Check-in and Adoption Meetings															
3	Task 3: Introduction and Snapshot															
4	Task 4: Draft Vision, Guiding Principles and Goals															
5	Task 5: Land Use															
	Downtown/TOD															
6	Task 6: Transportation															
7	Task 7: Infrastructure															
8	Task 8: Parks, Recreation, Open Space															
9	Task 9: Economic Resiliency															
10	Task 10: Community Identity and Urban Design															
11	Task 11: Implementation															
12	Task 12: Preparation of Final Documents															

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PROJECT SCHEDULE

- *Kickoff Meeting and Tour*
 - *Friday, May 7th at 1pm*
- *Project Website*
 - *May 3, 2021*
- *CPAC Meetings*
 - *P&Z meets 2nd Wednesday of each month*
 - *Caseload?*
 - *Prefer to meet 4th Wednesday as CPAC as needed to avoid overload and provide focus?*
 - *1st CPAC Meeting May 26, 2021?*
- *Virtual early in process for CPAC and public engagement; transition with vaccine adoption*
 - *Preferred platform? Zoom, Teams?*
 - *Initial web-based engagement: May 3, 2021*

Data, particularly GIS, received by
April 16, 2021

*(to generate website content, web-based
engagement and information for first CPAC)*

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KICK-OFF & STUDY AREA TOUR

■ KICKOFF MEETING (1 hour)

- *Project intro*
- *Discuss Existing Plans, Development Issues, Facilities, Infrastructure, etc.*
- *Identification of Key Priorities*
- *Controversial Topics*

■ DRIVING TOUR (up to 3 hours)

- *Logistics (City staff to facilitate)*
- *Provide Map in Advance (can be simple/hand-marked or just points of interest)*
- *Key Sites and Destinations*
- *Take-Aways*

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DATA REQUEST & COLLECTION

■ GIS DATA

- Current Zoning
- Parks
- Transportation
- Infrastructure
- City Limits/ETJ
- Basemap Data

■ GENERAL

- Historical or current photos to be included (general interest and city marketing), especially parks/festivals
- Information on any significant in-progress developments
- Information on largest employers
- CIP program from last 10 years
- Special data related to parks and recreation (inventory, etc.)
- Development regulations
- Other plans, including water and wastewater utility plans

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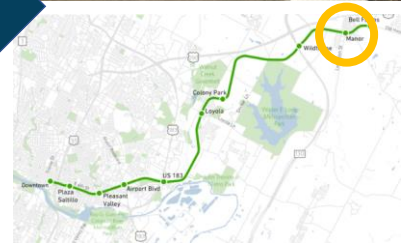
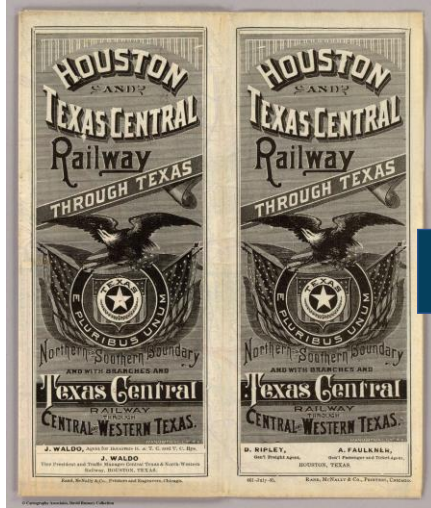
PROJECT BRANDING



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HISTORY

FUTURE



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BRAND

THINKING

Name: Destination 2050

- History: 1871 1st railroad link to the Texas capitol through Manor; history tied to rail
- Future: CapMetro Green Line, TOD and next chapter of Manor's history tied to rail
- Future: More urban... a destination for more residents, businesses, opportunity and quality of life
 - What do you want your destination to be like?
- Design themes: railroad tracks, trains, railroad signs, water tower
 - Pull in modern aspects as well – looking forward, not backwards
- Colors: pull from high school, chamber branding, or from retro poster color scheme



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WHAT ARE YOU THINKING ABOUT?

STARTING ON THE RIGHT FOOT

- *What types of issues do you hope this Comprehensive Plan helps you address or accomplish?*
- *What are the best ways to reach people that might not have participated, historically?*
 - *Is it trust? Time availability due to work/family? Other barriers?*
- *What do you think we should know as your consultant that would help this planning effort be successful?*