HAL LAWLER
Chairman
DONNA O'CONNER
Commissioner At Large A
NICK BARRERA
Commissioner At Large B
TREY KENDRICK
Commissioner District 1
RICHARD WARREN
Commissioner District 2
Vice Chairman

JO ANN PITZER
Commissioner District 3
MARK FOLLIS
Commissioner District 4
LOU ANN MARTIN
Commissioner District 5
CHRISTINA TSCHAPPAT
Commissioner District 6

LA PORTE PLANNING AND ZONING COMMISSION AGENDA
THURSDAY, FEBRUARY 20, 2020
REGULAR SESSION 6 P.M.

CITY COUNCIL CHAMBER
LA PORTE CITY HALL, 604 WEST FAIRMONT PARKWAY, LA PORTE, TEXAS, 77571

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the City Secretary's office (281-470-5021) two (2) working days prior to the meeting for appropriate arrangements.

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1. **CALL TO ORDER**
2. **ROLL CALL OF MEMBERS**
3. **PUBLIC COMMENT** (Generally limited to five (5) minutes per person; in accordance with state law, the time may be reduced if there is a high number of speakers or other considerations**.**)
4. **CONSIDER APPROVAL OF THE MEETING MINUTES:**
   a. Approve the minutes of the meeting held on January 16, 2020.
5. **WORKSHOP:**
   a. Review of Comprehensive Plan 2018
   b. Discuss possible action steps for the Planning and Zoning Commission regarding implementation of the Comprehensive Plan 2018
6. **ADMINISTRATIVE REPORTS**
7. **COMMISSION COMMENTS** on matters appearing on the agenda or inquiry of staff regarding specific factual information or existing policy.
8. **ADJOURN**

A quorum of City Council members may be present and participate in discussions during this meeting; however, no action will be taken by the Council.

In compliance with the Americans with Disabilities Act, The City of La Porte will provide for reasonable accommodations for persons attending public meetings. To better serve attendees, requests should be received 24 hours prior to the meetings. Please contact Lee Woodward, City Secretary, at 281-470-5019.

CERTIFICATION

I do hereby certify that a copy of the February 20, 2020 Planning and Zoning Commission agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, LaPorteTX.gov, in compliance with Chapter 551, Texas Government Code.

_____ Title: _____

DATE OF POSTING _____

TIME OF POSTING _____

TAKEN DOWN _____

City of La Porte, Texas
Planning and Zoning Commission

February 20, 2020

AGENDA ITEM 4

Consider approval of the Meeting Minutes:

a. January 16, 2020

Ian Clowes, City Planner

Planning and Development Department

City of La Porte, Texas

HAL LAWLER
Chairman
DONNA O'CONNER
Commissioner At Large A
NICK BARRERA
Commissioner At Large B
TREY KENDRICK
Commissioner District 1
RICHARD WARREN
Commissioner District 2
Vice Chairman

JO ANN PITZER
Commissioner District 3
MARK FOLLIS
Commissioner District 4
LOU ANN MARTIN
Commissioner District 5
CHRISTINA TSCHAPPAT
Commissioner District

MINUTES OF THE REGULAR MEETING OF THE LA PORTE PLANNING AND ZONING COMMISSION JANUARY 16, 2020

The Planning and Zoning Commission of the City of La Porte met in a regular meeting on Thursday, January 16, 2020, at the City Hall Council Chambers, 604 West Fairmont Parkway, La Porte, Texas, at 6:00 p.m., with the following in attendance:

Commissioners present: Hal Lawler, Nick Barrera, Donna O'Conner, Christina Tschappat, Richard Warren, Jo Ann Pitzer, Mark Follis, Trey Kendrick, Lou Ann Martin

Councilpersons absent: None

City Staff present: Jason Weeks, Assistant City Manager; Clark Askins, Assistant City Attorney; Teresa Evans, Planning and Development Director; Ian Clowes, City Planner; Chase Stewart, Planning Technician

1. **CALL TO ORDER** – Chairman Lawler called the meeting to order at 6:00 p.m.

2. **ROLL CALL OF MEMBERS: –** All Commissioners were present.

3. **CITIZEN COMMENT** *(Generally limited to five minutes per person; in accordance with state law, the time may be reduced if there is a high number of speakers or other considerations.)*

   Chuck Rosa - 812 S Virginia St.: Voiced concerns about recent votes from Planning and Zoning Commission members.

4. **CONSIDER APPROVAL OF THE MEETING MINUTES**:
   a. **Approve the minutes of the meeting held on December 19, 2019.**

      Commissioner Kendrick moved to approve the meeting minutes; the motion was adopted, 9-0.

5. **FINAL PLAT**
   a. Consider approval of a Final Plat for Artesia Village, a single family residential development consisting of 82 lots on 19.2 acres, located on the east side of SH 146

      Ian Clowes gave a brief presentation. Commissioner Warren moved to approve the Final Plat of Artesia Village. The motion was adopted, 9-0 and subsequently approved 9-0.

6. **CHAPTER 106 (ZONING) AMENDMENTS:** Open Public Hearing to receive input on an ordinance amending Chapter 106 "Zoning" of the Code of Ordinances of the City of La Porte

   Chairman Lawler opened the public hearing at 6:08 p.m. Ian Clowes, City Planner, went over each of the proposed amendments in detail. Chairman Lawler closed the public hearing at 7:11 p.m. Commissioner Follis moved that the Commission recommend approval of the Chapter 106 (Zoning) amendments to City Council. The motion was adopted unanimously, 9-0.

7. **DISCUSSION**
   a. Possible changes to allowed uses in R-1

City Planner, Ian Clowes gave a brief presentation about an inquiry from the owner of 603 S Nugent St. The property is an existing duplex in a low-density (R-1) residential zoning district. The owner of the property inquired about an amendment to Chapter 106 (zoning) to allow for zero lot line homes to be constructed in R-1. The commission discussed the topic and were unanimous in their opposition to the proposal.

b. Update on City Council actions

City Planner, Ian Clowes informed the Commission members of the upcoming City Council meeting on January 27th. In addition, the most recent City Council meeting approved 2 of the 3 Chapter 106 (zoning) amendments. The amendment regarding landscape changes will be brought back to the commission for further review.

8. ADMINISTRATIVE REPORTS

Ian Clowes discussed the upcoming National APA Conference to be held in Houston, April 25-28, 2020.

9. COMMISSION COMMENTS regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies.

Commissioner Martin expressed appreciation towards staff for the creation of presentation materials. Commissioner Barrera thanked staff for their service. Commissioner Tschappat thanked the commission for their service to the community.

ADJOURN – Without objection, Chairman Lawler adjourned the meeting at 7:35 p.m.

_____
Trey Kendrick, Planning and Zoning Commission Secretary

_____
Hal Lawler, Planning and Zoning Commission Chairman

_____
Chase Stewart, Planning Technician

City of La Porte, Texas
Planning and Zoning Commission

February 20, 2020

AGENDA ITEM 5

WORKSHOP:

a. Review of Comprehensive Plan 2018
b. Discuss possible action steps for the Planning and Zoning Commission regarding implementation of the Comprehensive Plan 2018

Ian Clowes, City Planner

Planning and Development Department

City of La Porte, Texas

City of LA PORTE Texas

2018 Comprehensive Plan Five-Year Update

Adopted 6.11.2018

Acknowledgments

Mayor and Council

- Mayor, Louis R. Rigby
- At-Large A, John P. Zemanek
- At-Large B, Dottie Kaminski
- Council Person, District 1, Danny Earp
- Council Person, District 2, Chuck Engelken
- Council Person, District 3, Daryl Leonard
- Council Person, District 4, Kristin Martin
- Council Person, District 5, Jay Martin
- Council Person, District 6, Nancy Ojeda

Planning and Zoning Commission

- Chairman, Hal Lawler
- At-Large A, Wyatt Smith
- At-Large B, Nick Barrera
- District 1, Trey Kendrick
- District 2, Richard Warren
- District 3, Helen LaCour
- District 4, Mark Follis
- District 5, Lou Ann Martin
- District 6, Christina Tschappatt

City Staff

- City Manager, Corby Alexander
- Assistant City Manager, Jason Weeks
- Director of Planning, Richard Mancilla
- City Planner, Ian Clowes
- Director of Public Works, Don Pennell
- Police Chief, Kenith Adcox
- Director of Parks and Rec., Rosalyn Epting
- Emergency Mgmt. Coord., Kristin Gauthier
- GIS Manager, Abrin Brooks
- City Engineer, Lorenzo Wingate

Plan Consultant – Kendig Keast Collaborative

- Bret Keast, AICP, Owner/CEO
- Gary Mitchell, AICP, President
- Luis Nunez, Project Manager
- Meredith Dang, AICP, Senior Associate
- Janis Burall AICP, Senior Associate
- Hanna James, Graphic Designer

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Executive Summary

The 2018 Comprehensive Plan Update and Progress Report is a 5-year update to the City of La Porte's 2012 Comprehensive Plan. This update provides guidance on moving forward with high priority action items identified in the 2012 plan, confirms new planning and study efforts and capital improvements completed since 2012, and through the Progress Report, provides an implementation status summary as well as a new prioritization of the 2012 implementation actions.

The 2018 Update and Progress Report were a City of La Porte Department led effort. City Department heads met in December 2017 to evaluate and prioritize the 2012 Plan's high priority implementation actions and provide feedback on the status of current and completed actions, projects, plans, and initiatives. The Plan Update process provided an opportunity for all departments to meet together to discuss the importance of the Comprehensive Plan for the City of La Porte and to weigh-in on future priorities. As this interim Plan Update did not revise the 2012 Comprehensive Plan's text, data, or other underlying items, the planning process did not include a full-scale public engagement effort.

Photo: December 2017 City Department Head Meeting

A major Plan amendment, such as occurred in 2012, should be undertaken with the aim of an adopted updated Comprehensive Plan in 2022, ten years after the last major update. Such an update should include extensive public engagement to ensure the updated vision, goals, and priorities reflect the desires of the community.

The results of the Comprehensive Plan Progress Report show that significant progress has been made by the City of La Porte toward implementation of the 2012 Plan's high priority action items, with 12 of the 16 items either completed or in progress. Of those items that have not yet been started the most common reason was staff vacancies in key positions. The Progress Report results include a re-prioritization of the high priority action items, based on Department Head input as well as Planning and Zoning Commission and a Public Open House held in March 2018.

Highest Priority Actions	2018 Rank
Infrastructure Improvements	1 (tie)
Drainage Improvements	1 (tie)
Neighborhood Improvement Program	2 (tie)
Strategic Downtown Improvements	2 (tie)
Public Safety Improvements	3
Business Retention and Expansion Program	4 (tie)
Business Incubator	4 (tie)
Safe Sidewalks Program	5
Strategic Corridors Program	6
Park and Trail System Improvements	7
Increasing Sustainability	8
Coordinated Tourism Strategy	9
Market Retail Analysis	10
Streamline Permitting	11
Unified Development Code/ Modification of Regulatory Provisions	12

The La Porte 2030 Comprehensive Plan is a 20-year master plan intended to serve as an official public document, adopted by the City Council, to guide policy decisions relating to the physical and economic development of the community. In general, the plan indicates how the community desires to develop and redevelop over the course of the next twenty years. The original version of the comprehensive plan was adopted in 1984 after extensive community involvement. Since that time, City Council and staff have been implementing that plan as intended. Even good planning, however, needs to be updated. To ensure the plan continued to represent the future of the community envisioned in 2001, the plan recommended updates at a minimum of five-year intervals. In 2005, City staff evaluated the plan to update the goals and objectives, reflect progress and accomplishments, identify goals that required attention or deletion, and to recommend any additional goals that were needed to better achieve the 2001 community vision. In 2012, 10 years into the implementation of the plan, City Council approved a second revision to the plan. The 2012 revision is more comprehensive in nature and includes an updated community vision to ensure that the City is still moving towards a future that represents the desires, needs, and aspirations of the community.

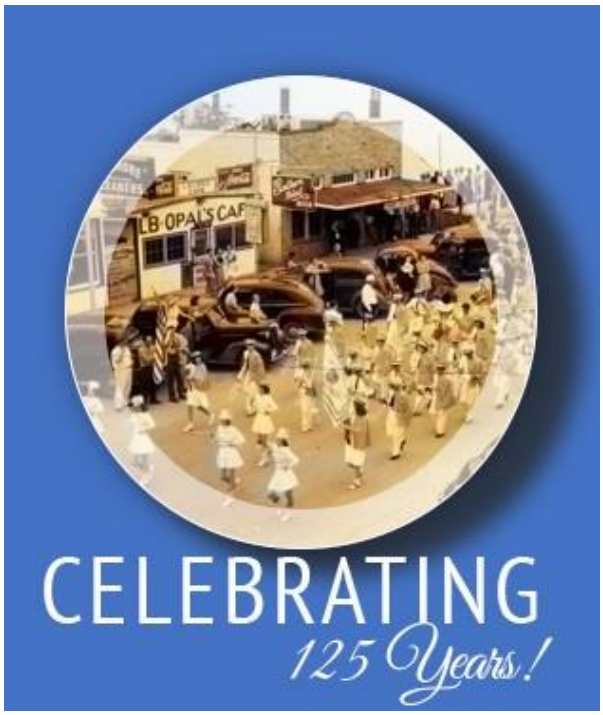
2018 5-Year Comprehensive Plan Update

This update to the 2012 Comprehensive Plan is an opportunity to revisit the 2012 Plan and provide guidance on moving forward with high priority action items identified in the Plan. This update seeks to:

- confirm any new or revised goals, initiatives, policies, and strategic project priorities;
- confirm any planning or study efforts completed since the 2012 Plan,
- provide the status of initiatives since the 2012 Plan, with emphasis on those projects that still need to be completed
- identify completed projects and items accomplished, summarizing plan implementation progress and success.

This update is not intended to be a full revision of the plan and as such does not include revisions to the data and inputs of the 2012 plan. The update is intended to be an opportunity to bring the 2012 Comprehensive Plan back to the forefront for City Departments and staff, making them aware of the Plan, its contents, and its progress.

The five-year period from 2012-2017 did bring changes and significant happenings to the City of La Porte. The following pages present milestones, accomplishments, and highlight data for the five years **(2012-2017)** that have passed since the 2012 Comprehensive Plan.



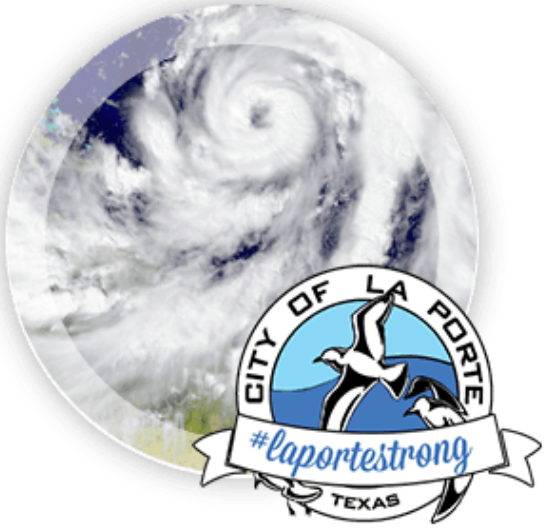
125

Birthday the City of La Porte celebrated in 2017 highlighting the rich history and heritage of the La Porte community. The 125th anniversary celebration events included a parade, a concert series featuring Clay Walker, a kid's rodeo, a gala, and more. The events garnered local and regional media coverage for the City.

471

Number of homes estimated damaged by Hurricane Harvey in La Porte in August 2017. The resilience of the La Porte community shone through during the aftermath of Harvey.

#LaPorteStrong.



32

Number of dog runs at the new City of La Porte Animal shelter opened in 2014.

2

Number of new Splash Pads opened since 2012 (Northside and Fairmont Spray Parks).

$10,091,771

Fiscal Year 2017 budget increase over the previous year, representing a 12% increase. A large portion of that increase is related to capital improvements.

10

City wide geocaches hidden at the newest La Porte street festival that debuted in October 2017 'The Search for Lafitte's Gold'.

50%

Percent of the trail system envisioned in the City's Bicycle-Pedestrian Trail Mater Plan completed, including major east-west connector along Fairmont Parkway.

12

Number of top finalists in the 2016 'Tank of the Year' Awards that the La Porte Water Tower on Fairmont Parkway was honored in. The $875,000 project depicts La Porte's 'Life.

By the Bay.'

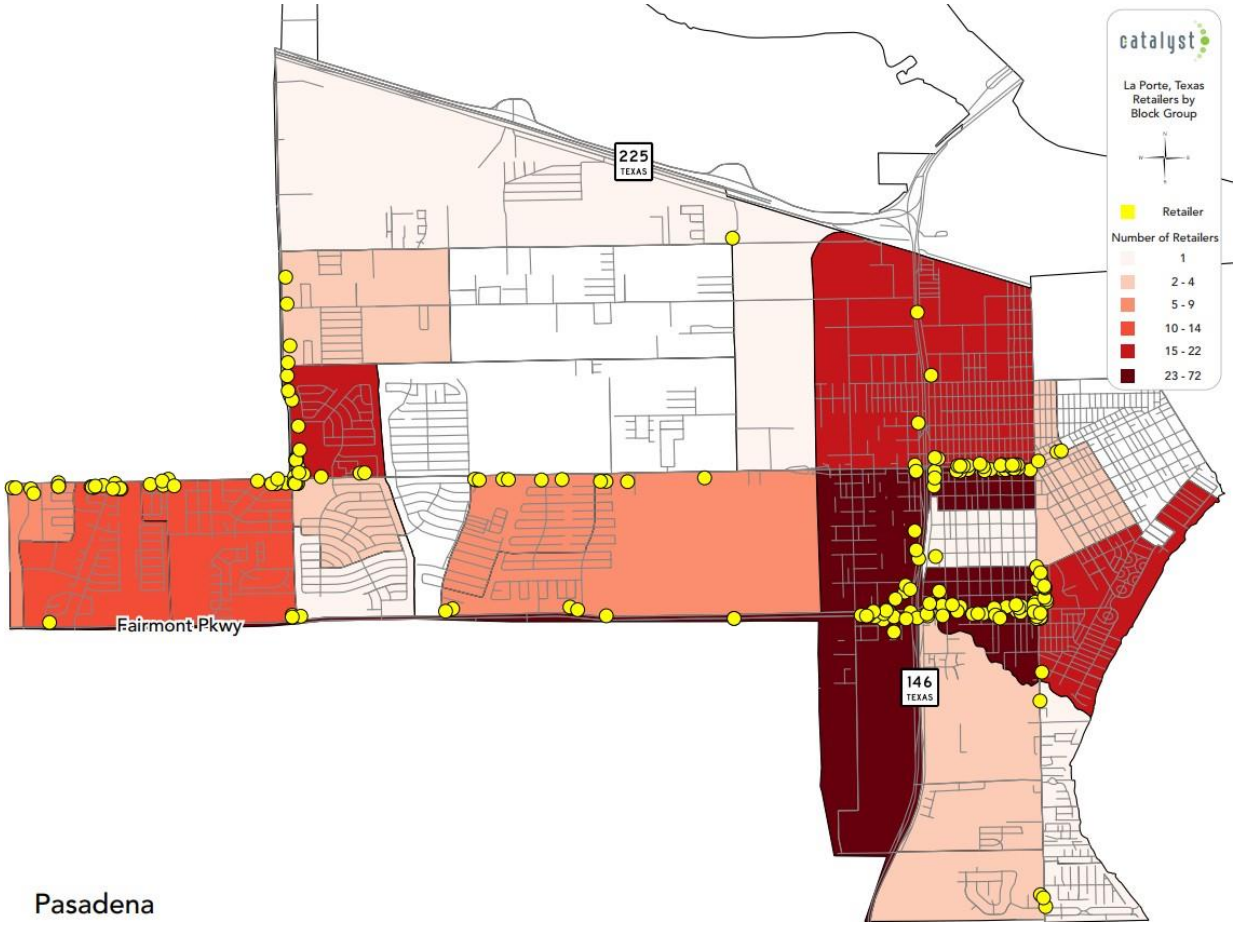
(Photo: Courtesy Of Tnemec Company, Inc.)

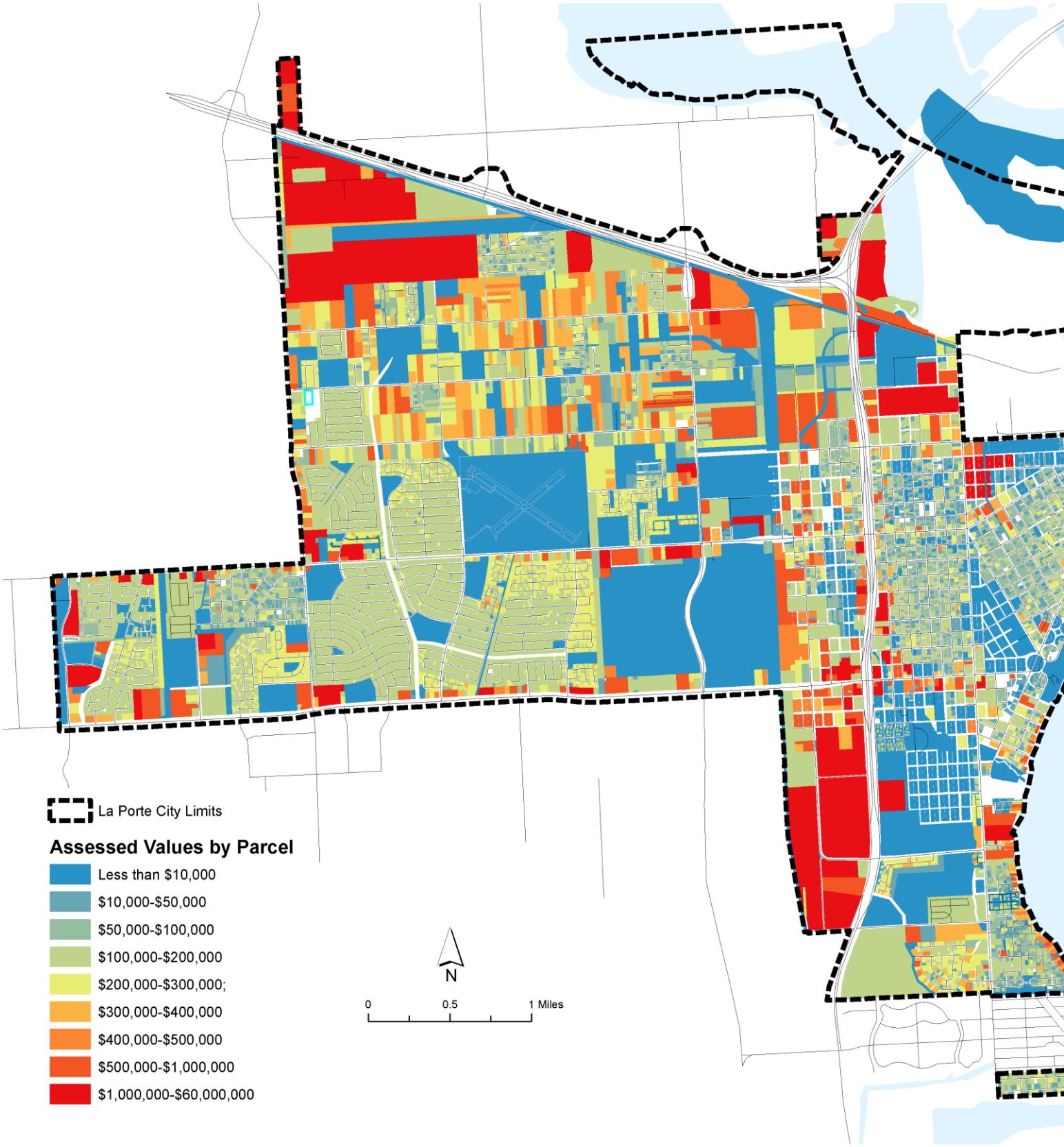
490,387

Square feet of estimated retail demand documented in the 2013 Retail Analysis and Merchandising Plan.

130

Number of new commercial permits issued from 2013-2017, representing a valuation of over $183.5 million. During the same time period 309 residential permits were issued, representing a valuation of over $55.5 million.




La Porte City Limits
Assessed Values by Parcel
Less than $10,000
$10,000-$50,000
$50,000-$100,000
$100,000-$200,000
$200,000-$300,000;
$300,000-$400,000
$400,000-$500,000
$500,000-$1,000,000
$1,000,000-$60,000,000
N
0
0.5
1 Miles

2018 Assessed Property Values

The map shows the assessed property values of parcels within the City of La Porte, current as of January 2018.

As can be seen on the map, there is a wide range of property values within the city, ranging from less than $10,000 up to $60,000,000.

The City tracks these values as they change over time and this information can be used to inform planning and economic development efforts.

HIGH PRIORITY IMPLEMENTATION ACTION STATUS SUMMARIES

The following action items were identified as high priorities for the City of La Porte in the 2012 Comprehensive Plan Update. As part of the 2018 5-year Comprehensive Plan Progress Report, City Departments met in December 2017 to evaluate progress towards achieving these high priority actions. The rankings were also evaluated by the Planning and Zoning Commission and through a Public Open House held in March 2018.

Highest Priority Actions	2012 Rank	2018 Rank	Overall Status
Streamlined Permitting Process	1	11	Complete
Public Safety Improvements	2	3	In progress
Neighborhood Improvement Program	3	2 (tie)	In progress
Business Retention and Expansion Program	4	4 (tie)	In progress
Park and Trail System Improvements	5	7	In progress
Market Retail Analysis	6	10	Complete
Infrastructure Improvements	7	1 (tie)	In progress
Unified Development Code/ Modification of Regulatory Provisions	8	12	Not started
Downtown Master Plan	9	2 (tie)	Not started
Drainage Improvements	10	1 (tie)	In progress
Coordinated Tourism Strategy	11	9	Not started
Business Parks	12	Remove	Complete
Business Incubator	13	4 (tie)	Not started
Safe Sidewalks Program	14	5	In progress
Increasing Sustainability	15	8	In progress
Strategic Corridors Program	16	6	In progress

For each high priority action departments answered the following:

- Has this action been achieved (or portions of this action)?
- If yes, which components?
- If no, what do you see as the main reasons why? (may include but not limited to: funding, lack of authority, political or public will, lack of time, don't know how to achieve)
- Do you see this action being achieved in the next 5 years? If no, why not (may include but not limited to: no longer a priority, no funding, lack of political or public will) If yes, what is the timing for completion?

The results of this exercise are summarized in the charts beginning on page **20**.

As part of the plan update, City Departments also identified plans that have been completed by the City of La Porte since 2012, or that are ongoing. The following plans/studies were identified:

- La Porte Municipal Airport Business Plan, completed 2017
- HazMat Commodity Flow Study and RMP
- Hazard Mitigation Plan
- Park and Recreation Master Plan (to begin in 2018)
- Design Guidelines for GC, NC, and BI Districts (2014)
- Northside Neighborhood Plan (2012 Update)
- West Lomax Area Sanitary Sewer Feasibility Study
- Citywide Street Condition Assessment
- Pine Bluff Drainage PER
- Coupland Drive Drainage Assessment
- N. 6th Street Drainage Assessment
- Update 2009 Water Master Plan (to begin in 2018)
- Airport Drainage Assessment
- F 101 Drainage Assessment

Initiatives – Capital Project Priorities Identified by City Departments:

- Expansion of fitness center
- Renovation of wave pool (2018)
- Renovation of Northwest Pool (2018)
- Sidewalks
- West Lomax Area – Sanitary Sewer Replacement and Lift Station Elimination - Design
- Annual Contracts – Asphalt Street Repairs – Concrete Street Repairs - Construction
- Pine Bluff - Street, Drainage and Utilities – Design and Construction
- Coupland Drive Drainage- Design and Construction
- Somerton Pavement and Waterline Replacement
- Hillridge Pump Station Construction

Evaluating Existing Studies for Impacts and Overlap to Comprehensive Plan

As plans and studies are completed by City Departments in the City of La Porte, such as those identified in December 2017 in the list above, they should be evaluated for any potential impacts to items in the Comprehensive Plan. As an example, the La Porte Municipal Airport Business Plan, completed in 2017, has the following relationship to Comprehensive Plan elements:

- Recommends future master plans or airport land use compatibility studies.
- Identifies area for improvement that overlap with comprehensive plan actions/priorities, including:
  - Drainage infrastructure improvements
  - Airport Capital Improvements
  - Economic Development: Analyzes the economic advantage the Airport provides the City of La Porte
  - Land development: Acres available for development to support aviation and other commercial uses.

The new high priority rankings for the City of La Porte to focus on in the upcoming years are as follows:

Highest Priority Actions	2018 Rank
Infrastructure Improvements	1 (tie)
Draingage Improvements	1 (tie)
Neighborhood Improvement Program	2 (tie)
Strategic Downtown Improvements	2 (tie)
Public Safety Improvements	3
Business Retention and Expansion Program	4 (tie)
Business Incubator	4 (tie)
Safe Sidewalks Program	5
Strategic Corridors Program	6
Park and Trail System Improvements	7
Increasing Sustainability	8
Coordinated Tourism Strategy	9
Market Retail Analysis	10
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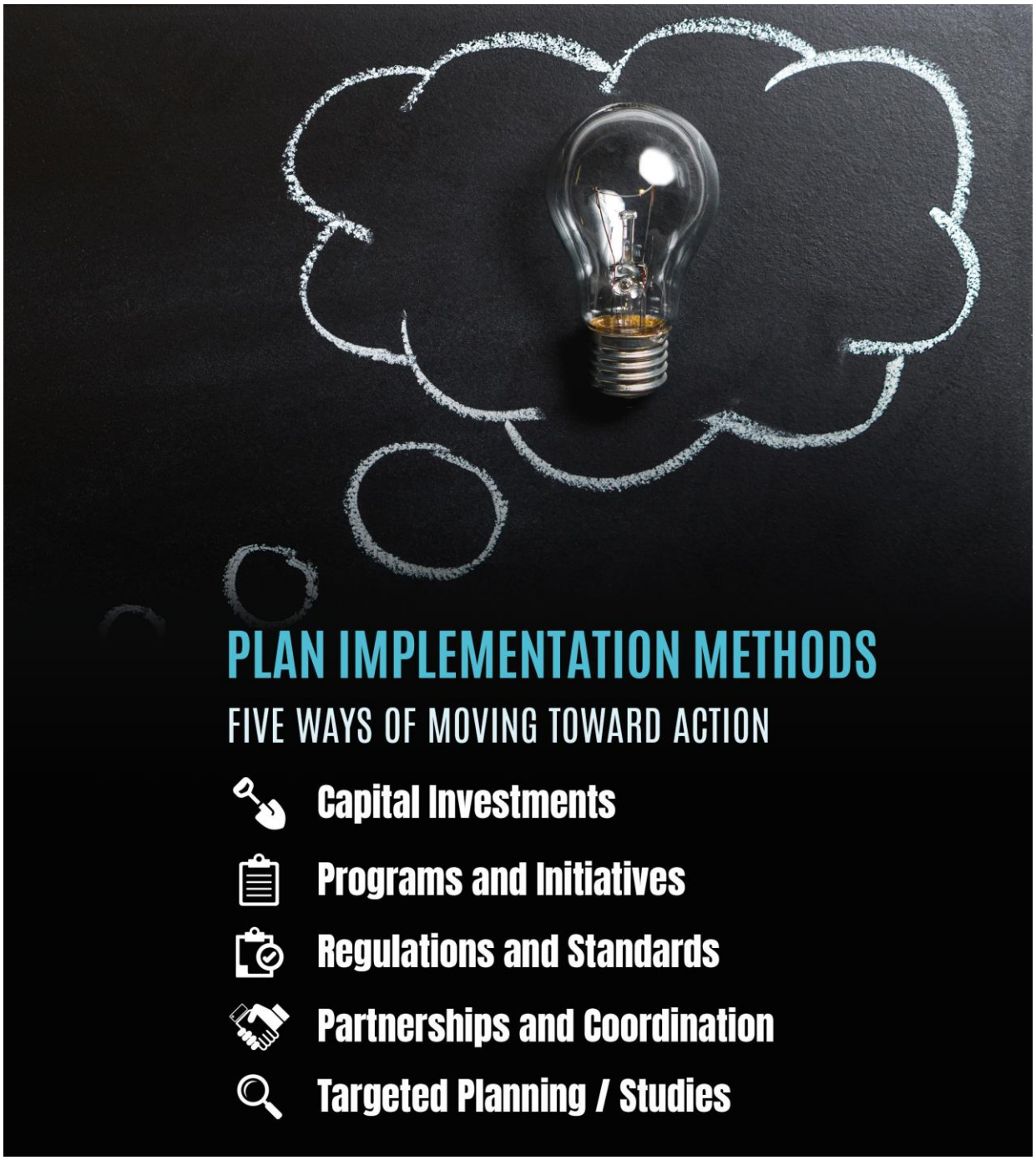
Unified Development Code/ Modification of Regulatory Provisions	12

The highest priority action item charts provide proposed implementation action steps for the City of La Porte to undertake to advance each item. There are five plan implementation methods, with the corresponding method identified for each action step.



Capital Investments

The City of La Porte uses a five-year Capital Improvement Program, or CIP, to identify and budget for "big ticket" project, especially those that must be phased and/or coordinated with other initiatives. This may include street infrastructure, water, wastewater, and drainage improvements; parks, trails, and recreation facility constructions, and upgrades; and, construction of public buildings. Anticipating and adequately budgeting for major capital projects will be essential to implementing the high priority actions identified in the Comprehensive Plan. Likewise, decisions regarding the prioritization of proposed capital improvements should reflect the direction and priorities of this plan.

Programs and Initiatives

Programs involve the routine activities of City departments and staff, as well as special projects and initiatives they may undertake. As part of Comprehensive Plan implementation, this method may include initiating new or adjusting existing City programs and activities, expanding community outreach efforts, or providing specialized training to accomplish a priority objective more promptly and/or effectively.

Regulations and Standards

Given that private investment decisions account for a vast majority of a city's physical form, land development regulations and engineering standards are fundamental for plan implementation. Consequently, in La Porte, regulations and development criteria and technical engineering standards are the basic keys to ensuring that the form, character, and quality of development reflect the City's planning objectives. These codes should advance the community's desire for quality development outcomes while recognizing economic factors. They should not delay or interfere unnecessarily with appropriate new development or redevelopment that is consistent with plan principles and directives.

Partnerships and Coordination

Some community initiatives identified in this plan cannot be accomplished by La Porte on its own. They may require direct coordination, intergovernmental agreements, or funding support from other public entities or levels of government. Additionally, the unique role of potential private and non-profit partners to advance the community's action agenda should not be underestimated. This may occur through cooperative efforts, volunteer activities, and in-kind services (which can count toward the local match requirements for various grant opportunities), and from public/private financing of community improvements.

Targeted Planning/Studies

Various area of City governance require more detailed study and planning, especially as required to qualify for external funding opportunities. These studies involve targeted planning work at a "finer grain" level of detail than is appropriate for comprehensive planning purposes. As such, some parts of this plan will be implemented only after some additional planning or special studies clarify next steps and associated costs and considerations.

PROGRESS ICON LEGEND (IMPLEMENTATION STATUS)

Graphic Icon	Meaning
	0% not yet started
	25% begun
	50% in progress
	75% almost complete
	100% complete

Streamlined Permitting Process	Study existing development processes and regulations to determine a plan of action to resolve issues without compromising the integrity of the process or enforcement of established regulations. This also could include such things as fast-track permitting, assistance with demolition of structures, etc.

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
almost complete	#1 **Priority Ranking 2018** #11	• Streamlined permitting process established. • Baseline comparison of La Porte's development review and permitting process with neighboring communities completed. • Review time for different categories of permitting tracked.	• Continue to review permitting process to ensure it is resulting in desired outcomes.

Key implementation Department(s): Planning and Development

Types of future actions: Regulations and standards and Partnerships and coordination

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress? (Y/N)
Establish a "streamlined permitting process" for desirable developments.	Y
Develop a baseline comparison of La Porte's development review and permitting process with neighboring communities (e.g., Deer Park, Pasadena, etc.).	Y
If no such baseline comparison already exists, then the City should begin tracking the review time for different categories of permitting.	Y
Develop a short- and long-term action plan to resolve issues that do not compromise the integrity of the process or conformity with established regulations. Relevant feedback from this analysis should be presented to the Planning and Zoning Commission and City Council.	N

Public Safety Improvements	Continue to support an excellent system of public safety services.

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
almost complete	#2 Priority Ranking 2018 #3	• 3 new full-time officers added to Police Department in 2017. • Police vehicles being rotated every 5 years. • Training being conducted via emergency services district. • New La Porte Animal Shelter and Adoption Center facility completed.	• Continue to review personnel needs including an additional DOT officer to address increased commercial motor vehicle traffic • Conduct manpower study for Fire Department. • Continue to provide high quality training opportunities for personnel. • Update action steps based on new department priorities.

Key implementation Department(s): Police, Fire, EMS, OEM

Types of future actions: Programs/Initiatives and Targeted planning/studies

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress? (Y/N)
Periodically review the Police Department's personnel needs and hire additional staff to accommodate increased calls for service concurrent with population growth. This could include: a. Full-time law enforcement officers concurrent with population growth; b. One additional crime analyst; c. One additional jailer per shift; and d. One additional dispatcher per shift so that Fire/EMS Departments have a dedicated person taking and dispatching their calls.	Y
Periodically review the Fire Department's personnel needs and hire additional staff to accommodate increased calls for service concurrent with population growth. This could include conducting a manpower study specifically to determine whether or not a second full-time firefighter is warranted at each fire station.	Manpower study not yet conducted.
Provide adequate funding to expand the amount and quality of more cost-effective in-house training for patrol officers and other staff.	Y
Adequately fund training opportunities for fire personnel to improve personal skills and departmental capabilities. Utilize the new Fire Training Officer to expand cost-effective in-house training capabilities.	Y
Construct a new joint 6,000 square foot animal shelter that is sufficient to achieve certification requirements.	Y

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress? (Y/N)
Establish a formalized replacement and procurement program for vehicles and equipment to keep pace with state-of-the-art fire rescue technology and capabilities. At a minimum, this should include a replacement schedule as follows: Engines: 20 years; Ladder trucks: 25 years; Command vehicles: 10 years.	Y
Establish a formalized replacement and procurement program for vehicles and equipment to keep pace with state-of-the-art law enforcement technology and capabilities. This could include: Rotating cars every three years; Replacing laptops and software in patrol cars in a timely manner.	Y

Neighborhood Improvement Program	Develop a formalized neighborhood improvement program that ensures the quality of existing neighborhoods are maintained or improved over time.

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
begun	#3 Priority Ranking 2018 #2	• Northside Neighborhood Plan developed but not implemented. • Targeted investment program not developed. • Code enforcement program not changed.	• Explore funding/grant opportunities to implement Northside Neighborhood Plan. • Examine if other older communities should have a neighborhood plan developed. • Examine potential funding resources for community investments.

Key implementation Department(s): Planning and Development

Types of future Actions: Targeted Planning/Studies, Programs and Initiatives

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Help older communities develop neighborhood plans, which may include elements that would normally be required for a housing grant submittal. Such a plan would highlight potential development/redevelopment sites, infrastructure improvements, increased buffering (to mitigate such things as noise from increased truck traffic), links to important off-site amenities, etc.	Y
Develop a target-area community investment program focused on all infrastructure improvements (e.g., sidewalk installation in addition to repair, driveway culvert cleaning and replacement, alley improvements, tree trimming, parking restrictions, shielded street lighting or other improved pedestrian lighting, added greenspace, improved public streetscape/ landscape areas, new signage, etc.) within at-risk neighborhoods. This would be an expansion of the current program that provides dedicated funding for sidewalk repair and maintenance.	A targeted program has not been developed due to lack of funding. Projects are completed as opportunities arise such as when a street is re-done sidewalks are put in
Develop a results-based code enforcement program to aid in code compliance (e.g., violations such as weeds, debris, and junk vehicles) rather than citing noncompliant property owners. A key element may be the cross-training of enforcement advocacy officers in conflict management/resolution or the creation of useful information packets listing sources of help for homeowners who are in violation of City codes.	N

Business Retention and Expansion Program	Improve efforts to maintain relationships with existing businesses in order to determine public/private strategies to overcome challenges or facilitate plans of expansion.

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
begun	#4 Priority Ranking 2018 #4	• Shop, eat, stay, play local campaign is active. • Visitlaportetx.com website provides up to date shopping/tourism guide. • New local programs have been rolled out such as The Search for Lafitte's Gold and The Airing of the Quilts. • Façade grant program is active.	• Upon filling of staff vacancy, examine potential for re-establishing business retention and expansion program. • Determine, through surveys or interviews, how the City can best support existing businesses and establish an action plan to address identified needs and challenges • Continue to support local event programming and marketing and strengthen relationship between marketing efforts and economic development efforts.

Key implementation Department(s): Economic Development/EDC

Types of future actions: Programs/Initiatives, Partnerships and Coordination

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Consider expanding the business retention and expansion program. A strong business retention and expansion program should include regular visits with local employers. These visits can include formal surveys or be informal interviews. However, they should establish a relationship with the employer and serve as a mechanism by which the Economic Development Coordinator can ascertain any major challenges or plans for expansion, and help to identify suppliers or customers who could benefit from relocating to La Porte.	N
In addition to site visits, the business retention and expansion program could be expanded to include such initiatives as shop local programs, advertising cooperatives, shopping guides, frequent shopper programs, small business seminars, etc.	Y

Park and Trail System Improvements	Improve the quality of existing parks and recreation areas.

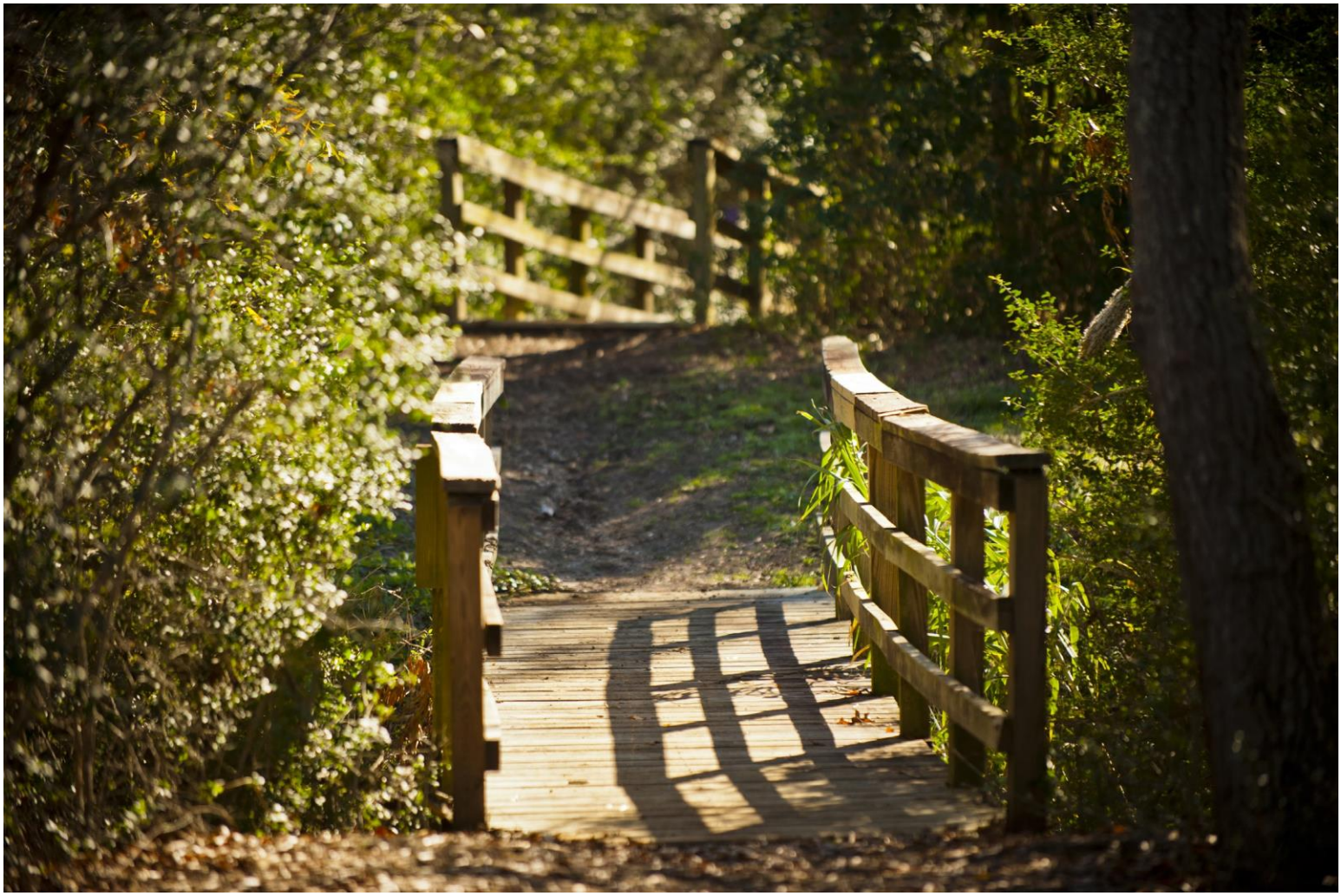
Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
almost complete	#5 Priority Ranking 2018 #7	• Parks standards in progress as well as inventory and replacement schedule. • All parks have matching entry signs (2013 completion). • Fairmont and Lomax parking lots have been resurfaced. • Playground replacements (such as Seabreeze) have design themes. • New amenities include 2 new splash parks. • Expansion of the fitness center, pool upgrades and frisbee golf are planned. • Online registration system (RecTrac) is active. • Sens Trail and Park St. Trail in progress.	• Update Parks and Recreation Master Plan (in the works for 2018). Consider also incorporating Trails into Master Plan. • Integrate park planning into any neighborhood plans. • Continue to evaluate potential funding sources for park improvements. • Continue to market high quality of parks and consider applying for H-GAC Parks and Natural Area awards.

Key implementation Department(s): Parks and Recreation

Types of Future Actions: Capital Investments, Targeted Planning/studies

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Establish a formalized parks-to-standards program to ensure all parks are brought up to, and maintained in, an equivalent quality standard. This program should include a general maintenance and repair schedule.	Y
Establish a policy of master planning new/revitalized parks to develop a unique design theme for each park to broaden the types of facilities and activities that are available across the community and to better tie their identity to adjacent neighborhoods	Y
Evaluate opportunities to add new types of amenities that appeal to intergenerational and non-traditional users in existing and future parks	Y
Improve on-site and off-site accessibility to each park by developing a sidewalk improvement program to repair, replace, or install new sidewalks, crosswalks, and curb cuts	Y repairs are made as needed (no set schedule)
Consider providing on-line registration for any camps, lessons, workshops, or classes available through the City	Y

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Continue to budget, or pursue additional outside funding, to construct the remaining trail segments as identified in the Bicycle and Pedestrian Trail Implementation Plan.	Y
Continue to proactively pursue additional park and recreation acquisition of property and/or protection of additional greenspace within the City limits.	N



Market Retail Analysis	Undertake a market retail analysis separately or in coordination with an update to the Economic Development Strategic Plan

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
in progress	#6 Priority Ranking 2018 #10	• Retail Analysis and Merchandising Plan completed in 2013. The plan includes demographic analysis, retail analysis, and analysis of City's competition. • Visit La Porte proactively markets La Porte via a variety of mediums.	• Utilize the completed market analysis to develop a coordinated economic development strategy. • Utilize psychographics within analysis to further market La Porte to identified market segments. • Revise implementation action to reflect market retail analysis completion.

Key implementation Department(s): Economic Development/EDC

Types of future actions: **Programs and Initiatives**

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Undertake a retail market analysis to help identify opportunities for future expansion of the City's retail space. The analysis should include a demographic analysis of La Porte's market segments, a sales gap analysis, and an analysis of the City's economic composition and competition.	Y
The outcome of this analysis should be to develop a coordinated economic development strategy comprised of four main elements: retail development, tourism, a convention center (consistent with the available space at the renovated Sylvan Beach Pavilion), and support for industry.	N
Proactively market La Porte to identified market segments identified in the report.	Y

Infrastructure Improvements	Continue to implement the recommendations in the City's Water Master Plan, Water Conservation Plan, and Drought Contingency Plan.

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
in progress	#7 Priority Ranking 2018 #1	• GIS-based Utility Mapping Program is in progress but not yet complete. • Dead-end water mains have been eliminated in most instances. • The golf course and park use nearly 95% of discharge during summer months.	• Complete Utility Mapping Program and utilize as a prioritization tool to identify areas with the greatest infrastructure needs. • Continue to eliminate dead-end water mains as additional funding becomes available. • Conduct WWTP feasibility study. • Consider adding examining security for public utilities and infrastructure as a priority action item.

Key implementation Department(s): Public Works

Types of future actions: Capital investments, Programs and initiatives, Targeted planning/studies

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Complete the geographic information system (GIS) mapping database, i.e., Utility Mapping Program, by providing additional resources to capture and input the necessary data for a complete asset management program. This system should be utilized to maintain records on inflow and infiltration problems and main breaks, types and sizes of piping, dates of improvements and repairs, and other information relevant to an asset management system. Data should be used as a prioritization tool in the preparation of annual budgets and capital improvement programs.	Y in progress
Conduct a system-wide condition analysis of all utility infrastructure, i.e., storm sewer, water, and wastewater, to determine an appropriate short- and long-term plan of action to repair, rehabilitate, or replace existing utility infrastructure. Information should be entered into the Utility Mapping Program to identify targeted geographic areas with the greatest needs.	Y in progress
Identify and eliminate any dead-end water mains	Y
Conduct a feasibility study to determine if the wastewater treatment plant (WWTP) can be improved to increase the total available quantity of reuse water and to determine where additional public or private reuse opportunities in the City might be located.	N

Unified Development Code / Modification of Regulatory Provisions	Prepare a Unified Development Code (UDC) to ensure an effective transition from comprehensive plan to the implementing regulations.

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
not yet started	#8 **Priority Ranking 2018** #12	• The development code was updated in 2015 and the zoning code was updated in 2014. Although these codes were updated they were not combined into a Unified Development Code (UDC).	• Assess potential advantages to going forward with a UDC. If a UDC is not desired, examine whether existing codes adequately address all provisions and if not develop supplemental provisions. • Review legal precedents such as Reed v. Gilbert that may necesitate updates to ordinances (in this instance, sign ordinance). • Updated 2015 development code should be made available online, replacing 1985 version currently on City website.

Key implementation Department(s): Planning and Development

Types of future actions: Regulations and standards

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
• Prepare a Unified Development Code (UDC) to ensure an effective transition from comprehensive plan to the implementing regulations. Modified provisions should include, but not be limited to: ○ building placement, design, and materials; ○ parking lot, streetscape, and foundation landscaping; ○ screening, lighting, and buffering; ○ lot design and open space; ○ street and pedestrian connectivity and access management; and, ○ sidewalk design, placement, and amenities.	N

Downtown Master Plan	Prepare a master plan for the Downtown area

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
not yet started	#9 **Priority Ranking 2018** #2	• The Downtown Master Plan has not progressed.	• Prior to launching a Downtown Master Plan effort, pre-engagement work with existing property and business owners in the potential study area needs to occur. This could include visioning sessions and working to address concerns. • Examine potential for participating in Texas Main Street program and re-starting Main Street Coordinator Position. • Seek funding for revitalization and pursue grant opportunities. • Participate in H-GAC Bringing Back Main Street Roundtable Program.

Key implementation Department(s): Planning and Development, Economic Development

Types of future actions: Partnerships and Coordination, Targeted planning/studies

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Prepare a master plan for the Downtown area, including Main Street and Sylvan Beach, the connections between, and the transition to adjacent areas. This includes: ○ setting a clear and collectively supported vision; ○ determination of implementation framework to guide new/reinvestment; and, ○ coordinating with previous work completed on marketing and branding.	N

Drainage Improvements	Continue to implement the recommendations identified in the Citywide Drainage Study.

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
in progress	#10 Priority Ranking 2018 #1	• The areas for improvement identified in the Drainage Study are continually evaluated and updated. • Drainage projects and improvements are ongoing throughout the City.	• Evaluate how drainage infrastructure performed during Hurricane Harvey and update Drainage Study based on impacts. • Continue to develop flood control projects as community enhancements. • Continue to explore additional potential funding sources such as Pre-Disaster Mitigation, Hazard Mitigation Grant Program, and FEMA grants.

Key implementation Department(s): Public Works

Types of future actions: Capital investments

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Continue to implement the recommendations identified in the Citywide Drainage Study.	Y
Design and construct all future/redeveloped flood control and on-site drainage projects as community enhancements and/or recreational amenities;	
Encourage vegetative buffers along stream and other drainageways	

Coordinated Tourism Strategy	Develop a coordinated tourism strategy that goes beyond trying to attract visitors.

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
not yet started	#11 **Priority Ranking 2018** #9	• La Porte is actively involved with the Heritage society, supporting their monthly events, funding any repairs and funding their docent. • The City recently added another small building next to the depot. • Multiple tourism ads are used in different mediums. • Multiple events are held to try to get 'heads in beds'.	• Utilize the Retail Analysis and Merchandising Plan as a starting point to develop a coordinated tourism plan. • Work to more closely tie marketing and economic development efforts. • Track impact of marketing efforts. • Consider developing 'Tourism Taskforce' composed of local businesses and other area partners.

Key implementation Department(s): Economic Development/EDC

Types of future actions: Targeted planning/studies, Partnerships and coordination

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Develop a coordinated tourism strategy that goes beyond trying to attract visitors. Rather, the tourism strategy should be focused on capturing visitor's dollars by local businesses, so that the full economic benefit can be realized by the City and area businesses.	N
In coordination with area partners (e.g., the La Porte Bay Area Heritage Society), the City should create a tourism plan that focuses on developing tourism "products" that attract visitors, a retail strategy that provides outlets for visitors to spend money, and a marketing plan that effectively targets those groups who are likely to come to La Porte.	N

Business Parks	Proactively zone and market areas for higher quality business parks for those areas identified on Map 2.6, Future Land Use Plan

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
almost complete	#12 **Priority Ranking 2018** Remove from high priority	• Design guidelines developed for Business Industrial along major corridors.	• Coordinate planning and development efforts with economic development and marketing efforts to ensure higher quality standards are achieved. • Continue to evaluate developments to determine if modifications to new guidelines need to be made.

Key implementation Department(s): Planning and Development and Economic Development/EDC

Types of future actions: Partnerships and coordination, Regulation and standards

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Update the zoning and development codes to ensure higher quality standards are achieved for those uses that would be allowed in Business Park and Auto-Urban Industrial areas. Additionally, provisions need to be strengthened to improve compatibility between areas of differing character and to achieve better community livability (see *Chapter 2, Land Use and Development*, for additional information on needed regulatory improvements).	Y

Business Incubator	Establish a small business incubator site within the City in coordination with San Jacinto College Small Business Development Center (SJC SBDC). Priority consideration should be given to locating the site in Downtown or near San Jacinto College.

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
not yet started	#13 **Priority Ranking 2018** #4	• Not yet started.	• New economic development staff should evaluate potential for moving forward with this priority and begin discussions with SJCSBDC. • Consider re-starting small business workshops.

Key implementation Department(s): Economic Development/EDC

Types of future actions: Partnerships and coordination, Programs and initiatives

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Consider becoming a member of the National Business Incubator Association (NBIA) and establishing a small business incubator site within the City in coordination with the San Jacinto College Small Business Development Center (SJC SBDC). Priority consideration should be given to already-owned property located in the Downtown area or in an area near San Jacinto College. The jointly sponsored incubator could include fully equipped office space at low cost (City provided) with initial and follow-along counseling at no cost (SJC SBDC provided) for entrepreneurs of small and emerging companies. Criteria would need to be developed for admission to the business incubator for start-up companies. In addition, the site could be cross-utilized as a temporary headquarters on a short term, temporary basis (i.e., one to three months) for new arrivals of established, major companies relocating to La Porte.	N

Safe Sidewalks Program	Prepare a safe sidewalks program to identify and correct unsafe and poorly maintained sidewalk segments at key locations throughout the community.

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
almost complete	#14 Priority Ranking 2018 #5	• Although not formalized in a Safe Sidewalks Program, annual sidewalk repairs are performed. • A new sidewalk on Park St. is under construction in coordination with Harris County (partial funding from Harris County Safe Sidewalks Program). • Sidewalks that are constructed undergo inspections.	• Utilize GIS mapping to map priority sidewalk investment areas. • Work with GIS Dept. to create an App to track sidewalk repairs. • Consider formalizing sidewalk repairs/ construction into a formal Safe Sidewalks Program. • Continue to pursue potential funding for sidewalks. • Evaluate the potential for utilizing H-GAC's free Pedestrian Evaluation Tool to engage citizens in performing assessments of sidewalk conditions and educating about sidewalk maintenance.

Key implementation Department(s): Planning and Development and Public Works

Types of future actions: Capital investments, Programs and initiatives

Detailed components/action steps identified in 2012 Comprehensive Plan:	Completed or in progress?
Prepare a Safe Sidewalks Program to identify those locations where unsafe conditions and/or poorly maintained sidewalks exist particularly around, adjacent to, and leading to/away from schools; near and adjacent to public buildings and spaces; and other areas prone to heavy utilization of the sidewalks. Due to the significant costs of initial construction, maintenance of the existing sidewalk system should be a priority and should be adequately funded in the annual operating budget. Additional grant funding should also be pursued from such sources as Federal, State, private entities.	Y
In these priority areas, conduct regular inspections of safety conditions to ensure the walking surface is free from hazards and dangerous obstructions.	Y
Organize a public education program to notify the community of the Safe Sidewalks Program, the priority pedestrian areas, and the individual responsibilities for care and maintenance.	N

Increasing Sustainability	Determine a plan of action to improve the City's sustainability

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
almost complete	#15 Priority Ranking 2018 #8	• The City is working toward water reduction targets with efforts such as utilizing greywater on Parks and Golf Course. • A new water reduction target will be established in the updated WCP. • New municipal projects such as the RFQ for new fitness center highlight desire for more sustainable municipal facilities. • The City utilizes drought resistant landscaping for public improvement projects.	• Designate a City Sustainability point person who will work across departments to track and evaluate the City's sustainability efforts. • Track metrics annually so the City can evaluate progress on components such as energy usage and water reduction. • Evaluate potential for increasing recycling options. Survey neighboring cities with curbside recycling and evaluate costs and potential grant funding sources such as H-GAC's Solid Waste Grants program.

Key implementation Department(s): Economic Development/EDC, Parks and Recreation, Planning and Development, Public Works

Types of future actions: Programs and initiatives, Partnerships and coordination

Detailed components/action steps identified in 2012 Comprehensive Plan:	Complete or In Progress?
Reduce the City's energy usage	N
Reach the identified per capita water reduction targets	Y
Offer tax abatement incentives for private-sector development registered with LEED or other similar sustainable design and construction programs;	Y through Harris County
Pursue third-party certification (e.g., LEED-NC®) for design and construction of all new municipal projects;	Y
Utilize drought resistant landscaping for public improvement projects and provide incentives for private sector projects;	Y
Establish community drop-off recycling locations in each park in the short-term and curbside recycling in the long-term.	N

Strategic Corridors Program	Create a Strategic Corridors Program

Implementation Status	Priority Ranking 2012	Status Summary	Future Actions
in progress	#16 Priority Ranking 2018 #6	• Although not formalized in a Strategic Corridors Program, corridor investments and improvements have been made, such as new Wharton Weems entry landscaping, design for sound wall and sidewalk on Spencer Highway and the S. Broadway Master Plan.	• Consider developing a corridor streetscape plan or corridor design standards to identify priority improvements for corridors. • Evaluate potential for developing corridor overlays as part of zoning code. • Coordinate with TxDOT to develop an Advance Funding Agreement (AFA) for TxDOT roadways which will establish standards for future improvements on TxDOT roadways.

Key implementation Department(s): Planning and Development, Public Works

Types of future actions: Targeted planning/studies, Regulation and standards.

Detailed components/action steps identified in 2012 Comprehensive Plan:	Complete or In Progress?
Create a Strategic Corridors Program by identifying strategic corridors within the community and direct aesthetic and infrastructure improvements along those corridors as a priority. Coordinate with the state and county, as necessary, for non-City roadways. As identified in Chapter 2, Map 2.2, Beautification Plan, primary corridors should include S.H. 225, Fairmont Parkway (in conjunction with the Harris County widening project), Underwood Road, and S.H. 146 frontage roads. Secondary corridor enhancements should be completed on Spencer Highway, Sens Road, San Jacinto Drive, and Broadway Street.	Y
A corridor streetscape plan should be prepared for these strategic corridors. The plans should include a detailed inventory and assessment of existing conditions, including land use and zoning, building footprints, numbers and locations of driveways and parking lots, numbers and locations of signs, trees, and vegetation, power poles and overhead lines, street cross sections and rights-of-way, sidewalks and pedestrian improvements, pervious and impervious surfaces, and general visual characteristics. The enhancement and design plans should include any regulatory recommendations and identified improvements and estimated costs. An implementation plan should identify priorities, funding options and sources, and a timeline.	N

Next Steps

Another major amendment such as occurred in 2012 should be undertaken in the 2020-2021 timeframe, with the aim of an adopted updated Comprehensive Plan by 2022, ten years after the last significant update. Such an update should include significant public engagement to ensure the updated vision, goals, and priorities reflect the desires of the community.

Utilizing the framework established by this Comprehensive Plan Progress Report, an annual evaluation of progress should be conducted, led by the Planning and Development Department.

The Annual Progress Report should include:

1) Significant actions and accomplishments during the past year, including the status of implementation for each programmed task. A lead department should be identified for each implementation actions. Each identified lead department should coordinate with the Planning and Development Department to provide a single City-point of contact for the Annual Progress Report.
2) Implementation constraints, including those encountered in administering the plan and its policies.
3) Proposed amendments that have come forward during the course of the year, which may include revisions to the plan maps, or other recommendations, policies, or text changes.
4) Recommendations for needed actions, programs, and procedures to be developed and implemented in the forthcoming year, including a recommendation of projects to be included in the CIP, programs and initiatives to be funded, and priority coordination needs with public and private implementation partners.
5) Mid-to Long Range action list should be evaluated to determine if any of the actions should be moved to the high priority list for programming.

KENDIG KEAST
COLLABORATIVE