



CITY OF KYLE

Community Development Department



MEMORANDUM

TO: Planning & Zoning Commission

FROM: Will Atkinson – Director of Planning

DATE: Tuesday, November 29, 2022

SUBJECT: Downtown Masterplan

City Charter Comprehensive Plan Ordinance

Sec. 10.03. - Comprehensive Plan Adoption and Amendment.

“The comprehensive plan, or elements or portions thereof, shall be initially prepared and drafted by personnel and/or consultants authorized by the council, under the supervision of the city manager who shall coordinate development of the plan with the planning commission and the council. A draft of the comprehensive plan shall be submitted to the planning commission which shall hold a minimum of two public hearings on such plan and make recommendations for the approval of the plan, with or without amendments. The planning commission shall then forward the proposed comprehensive plan or element or portion thereof to the city manager, who shall thereupon submit such plan, or element or portion thereof, to the council with the planning commission's and the city manager's recommendations thereon. If the proposed comprehensive plan has not been adopted within two years from the effective date of this charter, the proposed plan as it then exists will automatically become the City's comprehensive plan.

“The council may adopt, or adopt with changes or amendments, the proposed comprehensive plan or any element or portion thereof, after one or more public hearings. The council shall act on such plan, element or portion thereof, within ninety (90) days following its submission. If such plan or element or portion thereof is not adopted by the council, the council shall, with policy direction, return such plan or element thereof to the planning commission, which may modify such plan or element or portion thereof, and again forward it to the city manager for submission in like manner to the council. Amendments to the comprehensive plan may be initiated by the council, the planning commission, or the city manager; provided that all amendments shall be reviewed, considered and recommended for adoption in the same manner as for the original adoption of the comprehensive plan.

“Upon the adoption of a comprehensive plan or element or portion thereof by the council, all land development regulations including zoning and map, subdivision regulations, roadway plan, all public improvements, public facilities, public utilities projects and all city regulatory actions relating to land use, subdivision and development approval shall be consistent with the comprehensive plan, element or portion thereof as adopted, except to the extent, if any, as provided by law. For purposes of clarity, consistency and facilitation of comprehensive planning and land development process, the various types of local regulations or laws concerning the alteration, development and use of land may be combined in their totality in a single ordinance or code.”

Summary

In early 2022, BGK Architects began the process of creating the City of Kyle’s Downtown Masterplan. This plan is robust, provides a well written narrative and expected architectural standards for Downtown Kyle. There were two public outreach events (Earth Day at Mary Kyle Hartson Park) and Movie in the Park (Gregg-Clarke Park), which helped garner a total of 1,259 responses from the community. Staff is excited to present this document to the Planning & Zoning Commission!

Key Items include:

- Defined boundary of downtown, for purposes of revitalization (12 block area)
- Comprehensive Parking Plan (existing parking = 376, proposed parking = 1,133)
- Complete Streets
- Improved Pedestrian Experience
- Plan for City facilities/properties
- Architectural requirements for buildings
- Expectations for properties when redeveloped

RECOMMENDATION

Staff recommends approval of the Downtown Masterplan draft, and asks the Planning & Zoning Commission to approve the request.