

Second lecture

# Comprehensive Planning Process

City Planning Staff



# Urban Planning Process

## (Comprehensive Planning )

The concept of comprehensive planning is very much related to the **economic, social, and environmental prosperity of communities.**

### - What Is a Comprehensive Plan?

**Comprehensive planning is an attempt to establish guidelines for the future growth of a community.**

The term comprehensive means exactly what it says. It should be a comprehensive or all-inclusive approach at addressing the issue of the future growth of a community. A comprehensive plan is the **document** that is the final product from the efforts of this process. The document is **official** in nature, meaning that some form of local government should adopt it into local law. The document should then be used as a **policy guide** to decisions about the development of the community.

## Comprehensive Plan



## **The Three Keys in Planning**

- 1- Where you are NOW? (existing situation)
- 2- Where you want to GO? (Future)
- 3- How to get THERE? (Plan)

**FUTURE**

**GROWTH**

A silhouette of a person in a suit stands with arms raised, holding up a large, dark, upward-pointing arrow that forms the letter 'W'. The person is positioned in front of a bright sun, creating a lens flare effect. The background is a clear blue sky with a gradient from light blue at the horizon to a deeper blue at the top. The word 'GROWTH' is written in large, bold, black letters across the bottom of the image, with the 'W' arrow positioned above the 'O' and 'T'.

# Comprehensive Planning

According to William I. Goodman, a well-known author on the subject of comprehensive planning, the key principle in the concept of the comprehensive plan is that **it is an instrument to be used by those leaders in a community who establish the policies and make the decisions regarding physical development. According to Goodman, there are five basic requirements which the plan document should fulfill:**

1-The plan should be **comprehensive (general)**.

2-The plan should be **long-range**.

3-The plan should focus on **physical development**.

4-The plan should relate to the **social, economic and environmental prosperity**.

5-The plan should be **first a policy instrument, and only second a technical instrument**.

## **-What Is Included Within a Comprehensive Plan?**

The elements of a comprehensive plan can vary from community to community. In most cases though, the plan consists of **a study of existing conditions** and a discussion of future trends, goals, and objectives. Land-use patterns, housing conditions, population, roadways, and other infrastructure are usually the principle elements that are studied.

# Comprehensive planning process

Comprehensive Planning follows a typical planning process which consists of **eight different steps**. By following this process, planners are able to determine a wide range of interconnecting issues that affect an urban area. Each step can be seen as interdependent and many times planners will revise the order to best fit their needs.

## A- Identifying issues:

The planner must first address the issues they are investigating. “To be relevant, the planning process must identify and address not only contemporary issues of concern to residents, workers, and business people, but also the emerging issues that will be important in the future. **Generally, planners determine community issues by involving various community leaders, community organizations, and ordinary citizens (public participation).**”

## **B- Stating goals:**

Once issues have been identified by a community, goals can then be established. **Goals are community visions.** They establish priorities for communities and help community leaders make future decisions which will affect the city. Stating goals is not always an easy process and it requires the active participation of all people in the community.

## **C- Data Collection :**

Data is needed in the planning process in order to evaluate current city conditions as well as to predict future conditions. However many communities actively collect their own data. The most typical data collected for a comprehensive plan include data about the following:



# Method of Data Collection

## Primary Sources

visual  
Observation

Interviewing

## Secondary Sources

Documents

Satellite  
Units



**data**  
collection

- 1- environment ( wind, temperature, rainfall .... ) .
- 2- traffic conditions ( road system, traffic load, car ownership ....).
- 3- economic conditions ( income, economic base, investments ...)
- 4- social conditions (such as population and income).
- 5- public services and utilities ( electrical, water supply....) .
- 6- land use conditions (such as housing, sport ...etc.).

### **D- Data Analysis :**

Once this data is collected it is analyzed and studied. Outcomes of the data collection process include population forecasting, economic condition forecasts, and future housing needs.

## **E- Preparing the plan :**

**The plan is prepared using the information gathered during the data collection and goal setting stages. A typical comprehensive plan begins by giving a brief background of the current and future conditions found in the data collection step. Following the background information are the community goals and the plans that will be used in order to implement those goals into the community. Plans may also contain separate sections for important issues such as transportation or housing which follow the same standard format.**

## **F- Creating implementation plans: (Alternatives)**

During this stage of the process different programs are thought of in order to implement the goals of the plan. These plans focus on issues such as **cost and effectiveness**. It is possible that a variety of plans will result from this process in order to realize one goal. These different plans are known as **alternatives**.

## **G- Evaluating alternatives:**

Each alternative should be evaluated by community leaders to ensure the most efficient and cost effective way to realize the community's goals. During this stage each alternative should be weighed given its potential positive and negative effects, impacts on the community, and impacts on the city government. One alternative should be chosen that best meets the needs and desires of the community and community leaders for meeting the community goals. **In urban planning, there are two techniques to evaluate alternatives: Goals Achievements Matrix and Cost-Benefits Analysis.**

## **H- Adopting a plan:**

The community needs to adopt the plan as an **official statement** of policy in order for it to take effect. This is usually done by the City Council and through public hearings. The City Council (**Municipality**) may choose not to adopt the plan, which would require planners to refine the work they did during previous steps. Once the plan is accepted by city officials it is then a **legal statement** of community policy in regards to future development.

## **I- Implementing and monitoring the plan:**

Using the implementations plans defined in the earlier stages, the city will carry out the goals in the comprehensive plans. City planning staff monitor the outcomes of the plan and may propose future changes if the results are not desired.

A comprehensive plan is not a permanent document. It can be changed and rewritten over time. For many fast growing communities, it is necessary to revise or update the comprehensive plan every five to ten years. In order for the comprehensive plan to be relevant to the community it must remain current.

