

Proposal for Planning Services:

COMPREHENSIVE PLAN UPDATE

Phoenixville Regional Comprehensive Plan



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INTRODUCTION AND PURPOSE

The Phoenixville Regional Planning Committee (PRPC), which includes Phoenixville Borough and Charlestown, East Pikeland, Schuylkill, and West Vincent Townships, has undergone significant changes since adoption of its first Regional Comprehensive Plan in 2008. The global economic recession has altered development patterns that had persisted for decades prior, and there has been a resultant emphasis on redevelopment and infill at increased densities in lieu of the previous paradigm driven by large lot suburban sprawl. At the same time, techniques to respond appropriately to environmental and historical context have improved, as has the desire to promote integration of communities and nature through walkability, multi-modal accessibility, and regional trails. Energy and climate are now acknowledged as inextricably linked, requiring better coordination of development and infrastructure, closer relationships between work, home, and recreation, and more efficient and sustainable means of building. In addition, a previous member has withdrawn, reducing the PRPC from six regionally coordinated municipalities to five.

Thus, the PRPC proposes a Regional Comprehensive Plan to establish a consistent planning policy over the next 10 years. This Comprehensive Plan Update will employ an open and inclusive process to ensure responsiveness to the region’s unique physical features and cultural values. **Three of the five member municipalities (Charlestown, West Vincent, and East Pikeland) will adopt the Regional Comprehensive Plan as their Municipal Comprehensive Plan, and the remaining two (Schuylkill and Phoenixville) will voluntarily comply with its policies by way of the PRPC Implementation Agreement.** The Regional Comprehensive Plan will thus establish a solid legal and conceptual basis for well coordinated municipal and inter-municipal regulations, programs, and policies that emerge from the effort.

As described in the following narrative on consistency with County grant eligibility criteria, this Regional Comprehensive Plan Supplement will support numerous goals, objectives and policies of the Chester County *Landscapes2* Plan, the County *Linking Landscapes* plan, and the County *Watersheds* plan. Further, it will advance the policies and be consistent with requirements of section 301 of the *Municipalities Planning Code (MPC)*, including the requirement for a 10 year review of the Comprehensive Plan, and it will incorporate all required components and follow the adoption procedures for a Multi-municipal Comprehensive Plan.

CONSISTENCY WITH THE VISION PARTNERSHIP PROGRAM PROJECT EVALUATION CRITERIA

The Phoenixville regional Planning Committee seeks a funding match under Chester County’s Vision Partnership Program (VPP) to facilitate this project. The Phoenixville Regional Comprehensive Plan will be fully consistent with the VPP grant manual and will fulfill each of the project evaluation criteria as follows:

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1. The Regional Comprehensive Plan will support the policies, goals, and actions of *Landscapes2*, *Linking Landscapes*, and *Watersheds* plans.
 - a. The project will support the goals, objectives and policies of the Chester County *Landscapes2* Plan, particularly with regard to the following:
 - All of the policies under Objective LU 1 pertaining to county-wide development, conservation, economy, transportation, and quality of life concerns.
 - All of the policies of Objective LU 2 regarding the Urban Landscape
 - All of the policies of Objective LU 3 regarding the Suburban Landscape
 - All of the policies of Objective LU 4 regarding the Rural Landscape
 - All of the policies of Objective LU 6 regarding the Natural Landscape
 - All of the policies of Objective NR 1 regarding the protection of Land Resources
 - Policies NR 2.1, 2.2, 2.3, 2.5, 2.6, and 2.7 for protection of Biotic Resources
 - Policies NR 3.1, 3.2, 3.3, 3.4, 3.6, 3.7, and 3.8 for protection of Water Resources
 - Policies NR 3.9, 3.11, and 3.15 to protect surface and groundwater quality
 - Policies NR 3.16, 3.17, 3.18, and 3.20 for stormwater management and flood control
 - Policies NR 4.3, 4.4, 4.5, 4.6, 4.7, and 4.8 pertaining to Integrated Resource Planning
 - Policies OSG 1.1, 1.5, 1.6, and 1.7 pertaining to parks, preserves, and recreation facilities.
 - Policies OSG 2.4 and 2.5 for municipal support of open space land trusts
 - All of the policies of Objective OSG 3 regarding Trails and Greenways
 - All of the policies of Objective OSG 4 to expand the County Open Space Network
 - Policies OSG 5.1, 5.3, 5.4, 5.5, 5.6, 5.10 and 5.11 for the funding of, access to, and management of open space
 - Policy A 1.4 to promote trail access to eased properties
 - Policies A 2.2 and 2.3 to encourage continued viability of agricultural use
 - Policies HR 1.2 and 1.3 regarding planning for protection of historic resources and landscapes
 - All of the policies of Objective HR 2 pertaining to historic resource and context preservation
 - Policies HR 3.1, 3.2, 3.6, and 3.7 pertaining to community character preservation and revitalization
 - Policies HR 4.1, 4.4, and 4.7 regarding preservation advocacy
 - Policies T 1.2, 1.4, 1.6, and 1.7 for system-wide transportation planning

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- All of the policies of Objective T 2 for non-motorized accessibility
 - Policies 3.1, 3.2, 3.3, 3.6, and 3.7 related to public transportation
 - Policies T 4.1, 4.4, 4.6, and 4.7 related to the roadway network
 - Policies T 5.2 and 5.4 pertaining to historic preservation and motorized accessibility on bridges
 - All of the policies of Objective T 6 related to parking
 - All of the policies of Objective H 1 pertaining to housing supply
 - Policies H 2.1, 2.3, 2.4, 2.5, and 2.6 related to housing cost
 - Policy H 3.3 related to sustainable building practices and communities
 - Policies H 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.9, and 4.10 to promote smart growth principles
 - Policies H 6.3 and H 6.7 in support of housing advocacy
 - Policies UI 1.1 and 1.2 for the coordination of utility infrastructure with development
 - Policies UI 2.10, 2.11, and 2.12 to coordinate sewer and water systems with environmental and development conditions
 - Policies UI 4.2 and 4.3 for alternative energy and green building
 - Policies CS 6.1, 6.2, 6.3, and 6.4 to promote public health
 - Policies ED 2.3 and 2.5 for mixed use and brownfield redevelopment
 - Policies ED 3.1, 3.2, 3.3, and 3.5 to develop economic infrastructure
 - Policy ED 4.4 to develop multi-modal workforce accessibility
 - Policies ED 5.1, 5.5, and 5.6 for coordinated and managed economic growth
 - Policy ED 6.4 for inter-municipal coordination of economic development policy
 - Policies EC 1.1, 1.2, 1.5, 1.7, 1.8, and 1.1`2 to reduce energy demand and consumption
 - Policies EC 2.1 and 2.4 to promote energy efficiency
 - Policies EC 3.1 and 3.2 to encourage revitalization and adaptive reuse
 - Policies EC 4.2 and 4.6 to promote sustainable energy
 - Policies EC 5.1, 5.3, 5.4, 5.5, and 5.10 for energy conservation practices
- b. The Plan will support the goals, objectives and policies of the Chester County *Linking Landscapes* Plan, particularly with regard to the following:
- The Plan will enhance protection of parts of the Hopewell Big Woods, the County’s largest contiguous forest area, and a resource of regional, national, and global significance.
 - The project incorporates measures consistent with the Delaware River Basin Groundwater Protection Area.

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- The Plan will help maintain water quality in designated EV and HQ watersheds in the Region.
 - The project supports the National Wild and Scenic Rivers Act.
 - The Plan will include protection of Threatened and Endangered species.
 - The Plan protects the setting of significant colonial settlements and Revolutionary War sites, as well as significant post-Revolutionary agricultural and industrial heritage.
 - The Plan will promote proposed County regional recreation corridors, including the Horse-Shoe, the Sowbelly-French Creek, The Pickering-Upper Uwchlan, and the Schuylkill River Trail.
 - The Plan supports protection of wildlife biodiversity corridors.
 - The Plan supports regional open space conservation objectives.
 - The Plan will advocate development patterns that protect open space.
- c. The Regional Comprehensive Plan will support the goals, objectives and policies of the Chester County *Watersheds* Plan, particularly with regard to the following:
- *Watersheds* identifies French Creek, Valley Creek, Stoney Run, and Pickering Creeks as among the highest priority watersheds for stream and resource preservation efforts.
 - The Plan will advance protection of groundwater recharge areas necessary to maintaining stream base flows and well water quality.
 - The Plan would protect critical buffers along riparian corridors.
 - The ordinance amendments protect headwaters and first order streams in the EV French Creek watershed.
 - Water based cultural, historic, and recreational resources would be protected, and public accessibility enhanced.
 - The project would aid in protection of PNDI sites for Threatened and Endangered species.
 - The Plan would enhance protection of PA designated Scenic Rivers.
2. This project will implement specific recommendations of Prior VPP funded plans, including the review and update of policies of the 2008 Phoenixville Regional Comprehensive Plan, the Northern Federation Parks, Open Space and Recreation Plan, and the Comprehensive Plans and other plans of the member municipalities. The Plan will strengthen protection of environmental and historic resources, will coordinate regional transportation and infrastructure, will promote in integrated approach to land use and economic vitality, and will advance regional greenway, trail, and open space interconnections.

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Plan policies will help to spur direct benefits accruing from enhanced quality of life, as well as the economic advantages of heritage, cultural, and recreational tourism as part of the Schuylkill Highlands.

3. This project will creatively enhance sustainability in a critical resource area and will provide regulatory strategies with applicability to the Phoenixville region and beyond. The Phoenixville area lies within the heart of the Schuylkill Highlands Region, and has had a pivotal role in its culture, history, and economic importance. Our team includes experts in municipal planning, resource conservation, ecological remediation, smart growth, multi-modal accessibility, infill and revitalization, and we will draw on scientific and empirical work by other organizations to promote innovative practices for regionally coordinated planning. Policies developed under the Regional Comprehensive plan will form the conceptual and legal framework for the evaluation of current regulations and practices, as well as the development of new ones.
4. The Regional Comprehensive Plan is by nature regional in scope and will establish policy across five contiguous municipalities.
5. The current Phoenixville Regional Comprehensive Plan was adopted in 2008. Although the required 10-year review of the Plan would not be until 2018, a number of critical factors make a reevaluation and re-formulation appropriate at this time. First, one of the original six municipal members has withdrawn from the PRPC, which changes the geographic, demographic, and economic characteristics of the region. Secondly, the 2010 US Census provides information on population growth, housing, and demographic characteristics that reflect changes since the 2000 Census on which the existing Comprehensive Plan is based. Further, the economic crisis of 2008 and subsequent recovery have created a land use and business climate vastly different from that which existed when the prior Plan was adopted. In addition, Phoenixville has nearly completely transformed into a regional center with impacts that reverberate throughout the area. By the time the proposed Regional Comprehensive Plan update is adopted, it will be 2019, over a decade after the adoption of the original Plan.
6. The Regional Comprehensive Plan update process will be overseen by the Member Representatives of the PRPC, drawn from the elected officials and planning commissions of each municipality. In addition, citizens will be directly engaged in public workshops dedicated to visioning and goals, policy drafting, and review and comment on the completed draft before adoption. Local government officials will be invited to comment on the plan at presentations at their regular meetings during policy formulation and as part of the adoption process. Draft work products will be made available for public viewing at municipal offices and on the PRPC website throughout the process. The adoption process will adhere

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to all advertising and public hearing requirements of the VPP and MPC, and all PRPC Workshops, Community Workshops, and Municipal meetings will be open to the public.

7. The VPP grant submission and application is complete and includes all required materials, supporting documentation and inter-municipal agreements, a detailed scope of work, work schedule, description of project team and responsibilities, and cost estimate.
8. The total projected cost of the project is \$136,740.00, of which \$41,040.00 will be the share funded by the PRPC member municipalities.

PROJECT TASKS

The scope of services consists of existing conditions analysis and mapping, vision and policy development, implementation strategies, and adoption. Meetings are designated in this proposal with the initials **PRPC** for Regional Planning Committee Workshops, **PPW** for Public Participation Workshops, and **MM** for municipal meetings with a Member Municipality's Planning Commission and/or Governing Body. Deliverable work products are indicated with bullet points at the end of each task description.

All mapping will utilize Geographic Information Systems (GIS) format. Where available, we will rely on data previously gathered by the Municipalities, the County, and other sources in order to maximize efficiency and economy.

Materials will be forwarded by email one week in advance of scheduled workshops for review. Computer projections of maps and images will be utilized at workshops to improve visibility, control costs, and reduce environmental impacts. Maps will be provided as appropriate at PRPC Workshops using 11 x 17 color maps for mark-up purposes. Hardcopy deliverables will include maps formatted for inclusion with the Comprehensive Plan text. Presentation size maps will be printed only for the Public Participation Workshops, and if requested as part of the final work product.

To facilitate review under the Chester County Vision Partnership Program (VPP), draft work products will be copied electronically to the Chester County Planning Commission's Project Manager prior to all workshops. We have found this approach to be the best way of incorporating County input throughout the project, thus minimizing any need for revision during final VPP and Act 247 reviews.

Task 1. Review of Current Planning Policy

Undertake a review of municipal, county, and regional planning policies as they relate to the Regional Comprehensive Plan.

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- a. Review the 2008 PRPC Regional Comprehensive Plan and Member Municipalities' Comprehensive Plans to assess current regional and municipal policies and regulations. Outline major goals, objectives, and policies for overview and discussion.
- b. Review the County's Landscapes2 plan, the County Linking Landscapes plan, the County Watersheds plan, the County Public Transportation Plan; the Federation of Northern Chester County Communities Parks, Recreation and Open Space Plan; and any other pertinent regional and multi-municipal plans for regional planning context.
- c. Review the Comprehensive Plans of bordering municipalities to promote consistency with the PRPC Regional Comprehensive Plan Update.
- d. **PRPC-1:** Meet with the PRPC for VPP kickoff session, to review overall content of the existing Regional Comprehensive Plan including goals and objectives, and to obtain initial Committee impressions on which aspects of the current Plan are sufficient in their current form for incorporation in the Update.
- e. Format any portions of the 2008 Regional Comprehensive Plan that will remain unchanged for inclusion into the Comprehensive Plan Update.

Deliverables:

- Draft Existing Policy Outline and Narrative

Task 2. Define Regional Context, Existing Conditions, and Demographics

Conduct an overview of existing information, and supplement with data collection and field reconnaissance to assure that the Comprehensive Plan Update is responsive to current existing conditions and trends pertaining to the region. This will be crafted to retain or build upon sections of the existing Comprehensive Plan that still apply, and focus on areas where changes in conditions or municipal/regional policies pertain. Mapping will be revised to account for changed conditions, new policy as applicable, and improved legibility.

- a. Define the five municipality PRPC region with a new base map area.

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- b. Review 2010 US Census data, summarize critical statistics, and analyze trends. Incorporate data and projections from the American Community Survey and Delaware Valley Regional Planning Commission (DVRPC) into the analysis and narrative, to include selected population, housing, and economic statistics.
- c. Obtain and analyze available current data on land use, building permits since 2010, and pending developments.
- d. Conduct field reconnaissance of the region to enhance understanding of its neighborhood characteristics, environmental resources, cultural attributes, infrastructure, and other notable features.
- e. Prepare existing environmental resources map.
- f. Prepare existing land use map.
- g. Consultant team members will meet as necessary with Member Municipalities' staff to enhance understanding of conditions and ongoing initiatives in the region.
- h. Prepare draft analysis narrative of current conditions and trends for PRPC discussion. Analysis will include a geographic overview of environment, transportation, and regional economy.
- i. **PRPC-2:** Review existing conditions, discuss current trends, and begin initial identification of priority issues for update.
- j. Revise inventory and analysis based on PRPC-2 discussion and prepare for community visioning.
- k. Revise existing conditions environmental and land use mapping.

Deliverables:

- Draft Existing Conditions report
- Updated Environmental Resources mapping
- Updated Existing Land Use mapping

Task 3. Conduct Community Visioning and Prioritization of Issues

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Work with the PRPC, Member Municipalities, and citizens to develop a community vision and identify priority issues.

- a. **PRPC-3:** Conduct a Task Force Visioning Workshop to identify core regional values, identify critical features, and discuss concerns that would be the proper subjects of regional action. The discussion shall consider the context of goals and objectives of the 2008 Regional Comprehensive Plan and other reviewed policy documents. Develop draft elements of a Regional Vision Statement based on this discussion. In addition, the framework and topics for the Regional Opinion Survey to be administered online and at Public Participation Workshop 1 will be discussed.
- b. Develop a Regional Opinion Survey for Township residents to advise the PRPC on Community Vision, priority issues, and goals/objectives for the Regional Comprehensive Plan Update. The survey will be based in part on input from TF-1 and TF-2 and will be formatted for on-line response through a link to the PRPC website. In addition the following strategies will be considered to maximize response:
 - posting at the municipal offices
 - posting on municipal websites and social media
 - posting at commercial/cultural/institutional locations in the region
 - Public information exhibits at parks and trailheads
- c. **PRPC-4:** Finalize questions, format, and mode(s) of distribution for Regional Opinion Survey.
- d. Distribute and post Opinion Survey through the Municipalities and the PRPC website for distribution with a suggested response window of 30 days. This will allow time to analyze responses prior to the Public Participation Workshop and PRPC-5.
- e. **PPW-1:** Conduct a Public Participation Workshop to introduce the Regional Comprehensive Plan project to the citizens and formulate Visioning, Goals and Objectives. The attendees will divide into areas of interest formatted to address each of the Regional Comprehensive Plan elements. Each municipality would be represented in separate visioning working groups, with each dedicated to an element of the Comprehensive Plan (Land use, environment, housing, economic, facilities, PROS, transportation, cultural resources). After working on their respective areas of concentration, each team then presents their Vision, Goals, and Objectives to the full audience for comment and summary by the project team consultants.

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- f. Analyze input from PRPC meetings, the Regional Opinion Survey, and the Public Participation Workshop. Create a Statement of Community Vision, Goals, and Objectives.
- g. **PRPC-5:** Review draft Statement of Community Vision, Goals, and Objectives.
- h. Prepare final Statement of Community Vision, Goals, and Objectives based on feedback from PRPC-5.

Deliverables:

- Statement of Community Vision, Goals and Objectives

Task 4. Prepare Future Land Use Plan

Work with the PRPC in preparing a draft Future Land Use Plan, which may include concepts for growth areas, revitalization areas, rural conservation areas, and mechanisms for development density transfers.

- a. Utilizing existing policy analysis, regional visioning, and growth projections, prepare a draft plan and outline narrative of regional Future Land Use.
- b. **PRPC-6:** Review draft Land Use Plan and outline policy narrative.
- c. Revise draft Land Use Plan and narrative per PRPC-6 discussion.
- d. **PRPC-7:** Review revised draft Land Use Plan and outline policy narrative.

Deliverables:

- Draft Future Land Use plan and narrative

Task 5. Prepare Environmental Resources Protection Plan and Energy Conservation Plan

Develop policies to protect natural resources in the region, including emphasis on regional MS4 plans and the County Stormwater Management ordinance, stressing desire for consistent approach to resource protection that takes into account differing development conditions.

- a. Review existing regional and municipal policies and regulations pertaining to natural resources.

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- b. Prepare outline policies for protection of natural resources with universal principles and provisions that account for prioritization of different attributes for areas with specific needs, such as historic sites and structures, brownfield redevelopment, and critical resource areas. Implementation strategies shall include conservation areas/greenways, stormwater management/MS4.
- c. Prepare Energy Conservation Plan and Policies
- d. **PRPC-8:** Review environmental resource protection policies and Energy Conservation Plan.
- e. Revise policies per PRPC-8 discussion.

Deliverables:

- Draft Environmental Resources Protection Plan and Narrative.
- Draft Energy Conservation Plan

Task 6. Prepare Housing Plan

Prepare Housing Plan based on analysis of conditions, trends, and the visioning exercises.

- a. Review regional and municipal housing policies.
- b. Prepare draft Housing Plan based on analysis of regional characteristics and zoning, 2010 Census housing statistics, trends in building activity 2008 to present, and the regional visioning workshops. Housing plan shall include:

- Target areas for residential development by type and density
- Housing affordability – analysis, issues, and policy
- Rehabilitation/revitalization areas

- c. **PRPC-9:** Review draft Housing Plan.
- d. Revise draft Housing Plan per PRPC input.

Deliverables:

- Draft Housing Plan

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Task 7. Prepare Economic Development Plan

Prepare Plan element to guide regional economic growth and revitalization.

- a. Review regional and municipal economic development policies
- b. Analyze trends and market conditions.
- c. Coordinate with the Land use Plan to identify target development areas by type, including revitalization areas. Mapping could be an overlay to the Land Use Plan.
- d. Analyze fiscal impacts of anticipated development.
- e. **PRPC-10:** Review the draft Economic Development plan.
- f. Revise draft Economic Development plan based on PRPC input.

Deliverables:

- Draft Economic Development plan and narrative

Task 8. Prepare Community Facilities Plan

Prepare Plan of public and institutional facilities, including emergency services.

- a. Prepare draft plan and narrative including the following considerations:
 - Schools – capacity and recent/pending changes
 - Emergency services – Review with municipalities and make recommendations
 - Sewer/water services – minimal changes from previously mapped conditions, consider potential expansion consistent with Land Use and Economic Development Plans
 - Libraries/civic infrastructure – largely unchanged from currently mapped facilities
- b. **PRPC-11:** Review the draft Community Facilities plan.

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- c. Revise draft Community Facilities plan based on PRPC input.

Deliverables:

- Draft Community Facilities plan and narrative

Task 9. Prepare Parks, Recreation and Open Space Plan

Prepare regional plan for recreational facilities and conservation lands.

- a. Utilizing the Northern Federation PROS plan, County and Municipal sources, prepare draft plan and narrative including the following considerations:

- Parks
- Conservation areas, including public lands and privately owned eased lands
- Trails, incorporating changes to the existing and planned network. Incorporate PRPC Trail Plan currently in production.
- Proposed trail connections, greenways, and recreation facilities, coordinated with Environmental Protection and Land Use plans

- b. **PRPC-12:** Review Parks, Recreation, and Open Space plan.

- c. Revise draft Parks, Recreation, and Open Space plan based on PRPC input.

Deliverables:

- Draft Parks, Recreation, and Open Space plan and narrative

Task 10. Prepare Transportation Plan

Prepare regional plan for transportation and multi-modal accessibility.

- a. Review policies of the region and 5 municipalities – Comp plans, Regional, County, DVRPC Plans, Act 209 Plans

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- b. Develop plan of the road network, including the functional classification as mapped by each municipality and/or Chester County, with proposed improvements and designation of scenic roadways.
- c. Describe existing and proposed public transportation, including SEPTA, Rover and possible future rail transit.
- d. Develop Bicycle/Pedestrian circulation plans, including Complete Streets
- e. **PRPC-13:** Review draft Transportation plan.
- f. Revise draft Transportation plan based on PRPC input.

Deliverables:

- Draft Transportation plan and narrative

Task 11. Prepare Cultural Resources Plan

Prepare regional plan for historical and cultural resources.

- a. Review policies of the region and 5 municipalities – Comprehensive plans, Historic Resource plans, and Zoning, including plans of regional historical/cultural organizations, e.g. Schuylkill River heritage Center, Schuylkill Highlands
- b. Develop plan of significant historical and cultural resources, including:
 - National Register Sites
 - Certified Historic Districts
 - Resources of Regional/local significance
 - Villages and other historical settlements
 - Centers for visual and performing arts
 - Venues for community festivals
 - Resource Map and policies
- c. **PRPC-14:** Review draft Cultural Resources plan.

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- d. Revise draft Cultural Resources plan based on PRPC input.

Deliverables:

- Draft Cultural Resources plan and narrative

Task 12. Conduct Municipal Outreach and Community Workshop to Review and Refine Plan Elements

Review draft Plan elements with municipal officials and the public to refine the Plan and included policies.

- a. **PRPC-15:** Conduct a PRPC Workshop to review all draft elements of the Regional Comprehensive plan and prepare for Public Participation Workshop 2.
- b. Revise Plan elements in accordance with PRPC-15.
- c. **PPW-2:** Conduct a Public Participation Workshop to present the draft policy elements and receive public comment. Attendees will be assembled into teams with representation from each municipality to offer comments on the policy elements and work toward consensus, then present findings to the entire audience for further comment and summary by the project team consultants.
- d. **MM-1 (X5):** Meet with the Planning Commission or Governing Body of each Member Municipality to present the overall Plan elements and policies and receive Official input.
- e. Analyze input from PRPC meetings, Municipal outreach meetings, and the Public Participation Workshop.
- f. **PRPC-16:** Review workshop and municipal input, and consider further revisions to the plan elements and policies.
- g. Revise Plan per PRPC-16.

Deliverables:

- Revised mapping and policy elements

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Task 13. Prepare Implementation Plan and Consistency Statement

Prepare plan for execution of policy and statement of consistency with municipal and regional policies.

- a. Prepare schedule of tasks and responsible parties referenced to Regional Comp Plan Chapters.
- b. Prepare statement of consistency of the Regional Comprehensive Plan with:
 - Member municipalities
 - Landscapes², Linking Landscapes, Watersheds, and other regional plans
 - Adjacent non-Member municipalities
- h. **PRPC-17:** Review Implementation Plan and statement of Consistency with PRPC. Consider other potential revisions prior to beginning finalization and adoption process.
- i. Revise Plan per PRPC-17.

Deliverables:

- Draft Implementation Plan and Consistency Statement

Task 14. Compile Regional Comprehensive Plan Update and seek further Public Comment

Assemble all work products into a complete draft of the Regional Comprehensive Plan Update.

- a. Prepare full draft of the Regional Comprehensive Plan Update.
- b. **PRPC-18:** Present entire draft Plan to PRPC for comment, and describe final review and adoption process.
- c. Revise Plan per PRPC-18.
- d. **PPW-3:** Conduct a Public Participation Workshop to discuss overall priorities and policies of the Regional Comprehensive Plan Update. We will organize the presentation around the priority issues, interspersed with discussion periods structured to solicit constructive input from all meeting participants.

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- e. **PRPC-19:** Meet with the PRPC to review the draft Regional Comprehensive Plan Update and citizen input from PPW-3.
- f. Revise draft Regional Comprehensive Plan Update based on PRPC and PPW-3 input.

Deliverables:

- Complete Draft Regional Comprehensive Plan Update

Task 15. Coordinate Regional Comprehensive Plan Adoption Process

Assist the PRPC in adopting the Comprehensive Plan Update in accordance with §XV of the Phoenixville Region Intergovernmental Cooperative Implementation Agreement for Regional Planning and §302.a of the MPC.

- a. Provide electronic versions of the draft Regional Comprehensive Plan Update to Chester County, adjacent municipalities and the Phoenixville, Great Valley, and Owen J. Roberts school districts for review and comment in accordance with the requirements of Chester County VPP and PA Act 247. If requested, printed versions will be submitted for review at additional cost.
- b. **PRPC-20:** Discuss the VPP and Act 247 Reviews and any necessary revisions.
- c. Revise the Regional Comprehensive Plan Update as necessary in accordance with PRPC-20.
- d. **PRPC-21:** Meet with the PRPC for recommendation to the Member Municipalities' Governing Bodies for adoption of the Regional Comprehensive Plan Update.
- e. **MM-2 (X5):** Participate in an adoption hearing before the governing body of each Member Municipality to present the plan for motion to adopt by official resolution. Member Municipalities have the option of adopting the Regional Comprehensive plan as their Municipal Comprehensive Plan.
- f. Deliver final product to PRPC, Chester County, and Member Municipalities.

Deliverables:

- One electronic copy and one bound copy of the adopted Phoenixville Regional Planning Committee Comprehensive Plan Update, including GIS data, for each of the Member Municipalities.

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- One electronic copy and two bound copies of the adopted Phoenixville Regional Planning Committee Comprehensive Plan Update, including GIS data, for the County
- Presentation size printed maps and additional bound copies of the adopted Phoenixville Regional Planning Committee Comprehensive Plan Update will be provided at additional cost upon request

PUBLIC PARTICIPATION, MEETINGS, AND HEARINGS

As the legitimacy and success of policy depends on broad public support, the following actions will involve the citizens of the region in the planning process:

- **Regional Opinion Survey** for citizens to advise the PRPC and consultants on community vision, priority issues, and goals/objectives for the Regional Comprehensive Plan Update. The results of the survey will provide an early understanding of community issues.
- **Public Information Exhibits** will involve the display of maps and other materials at public venues and community events throughout the Region.
- Regular posting of status and materials on the **PRPC website**.
- Use of **local news media** to inform citizens of the Plan's progress.
- Twenty-one (21) monthly **PRPC** workshops will be open to the public.
- Three (3) **Public Participation Workshops** will be held at key milestones to actively engage community members in identifying their priorities, goals, and objectives and to solicit input on the content and policies of the Regional Comprehensive Plan Update.
- Ten (10) public **Municipal Meetings**, one for each Member Municipality at the draft stage for comment, and one for each Member Municipality for adoption of the completed Regional Comprehensive Plan.

At the first Community Workshop, citizen participants will be actively engaged in the development of the Comprehensive Plan vision and goals, building on initial efforts undertaken by the PRPC and consultants. The second and third Community Workshops will be structured to similarly engage attendees to elicit citizen critique and commentary on strategies devoted to addressing priority issues and plan elements in the final document.

In addition, the PRPC workshops will include stakeholder representatives from the community to assist in the creation of draft plans and policies. For example, conservation and open space interests would participate in drafting policies and plans for resource protection, the cycling and hiking community would be actively involved in the transportation and accessibility plan, and representatives of the business community and community leaders would be invited to sessions dedicated to economic revitalization.

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Finally, all work sessions and adoption hearings will be open to public attendance and agendas, work products, and progress reports will be made available for citizen review through periodic postings at municipal offices and on the PRPC website.

PRODUCTS

Description of deliverable work product is included under each of the project tasks. Upon adoption of the Regional Comprehensive Plan Update, the final delivered work product will be:

- One electronic copy and one bound copy of the adopted Phoenixville Regional Planning Committee Comprehensive Plan Update, including GIS data, for each of the Member Municipalities.
- One electronic copy and two bound copies of the adopted Phoenixville Regional Planning Committee Comprehensive Plan Update, including GIS data, for the County
- Presentation size printed maps and additional bound copies of the adopted Phoenixville Regional Planning Committee Comprehensive Plan Update will be provided at additional cost upon request

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TIMETABLE FOR COMPLETION OF TASKS AND ESTIMATED CONSULTANT HOURS

The estimated time for task completion and consultant hours for the project are as follows:

Task	Months	EAT	TLT	KPS	PP	TOTAL HOURS
1. Policy Review	1	24	18	24	24	90
2. Context Analysis	2	48	40	28	64	180
3. Visioning and Goals	3-6	28	24	14	14	80
4. Land Use Plan	7-8	40	40	16	16	112
5. Environmental Resource Plan	9	40	32	24	24	120
6. Housing Plan	10	24	32	16	16	88
7. Economic Development Plan	11	24	24	16	16	80
8. Community Facilities Plan	12	24	24	12	12	72
9. Parks, Rec, Open Space Plan	13	32	24	14	18	88
10. Transportation Plan	14	24	24	12	18	78
11. Cultural Resource Plan	15	24	16	12	12	64
12. Municipal, Community Outreach	16-19	42	42	22	22	128
13. Implementation Plan	20	16	16	8	8	48
14. Public Comment	21-23	32	32	18	18	100
15. Adoption	24-26	18	18	8	8	52
TOTAL HOURS		440	406	244	290	1380

EAT – Edward A. Theurkauf

TLT – Tracy Lee Tackett

KPS – Kelsey P. Stanton

PP – Project Planner/GIS

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COST SUMMARY

Estimated costs are for the scope of services as described. If actual costs of services are less, the client will be billed accordingly. Work beyond scope will be conducted only upon prior written authorization of the client, and will be billed in accordance with the fee schedule in effect at the time such services are rendered. Billings will occur monthly based on work completed to date and in accordance with any grant agency requirements that apply.

Task/Description	Fees for Service	Expenses	Total Cost
1. Policy Review	\$ 8,250.00	\$ 15.00	\$ 8,265.00
2. Context Analysis	\$ 16,620.00	\$ 100.00	\$ 16,720.00
3. Visioning and Goals	\$ 7,840.00	\$ 400.00	\$ 8,240.00
4. Land Use Plan	\$ 11,200.00	\$ 25.00	\$ 11,225.00
5. Environmental Resource Plan	\$ 11,560.00	\$ 15.00	\$ 11,575.00
6. Housing Plan	\$ 8,520.00	\$ 15.00	\$ 8,535.00
7. Economic Development Plan	\$ 7,680.00	\$ 15.00	\$ 7,695.00
8. Community Facilities Plan	\$ 7,080.00	\$ 15.00	\$ 7,095.00
9. Parks, Rec, Open Space Plan	\$ 8,600.00	\$ 15.00	\$ 8,615.00
10. Transportation Plan	\$ 7,530.00	\$ 15.00	\$ 7,545.00
11. Cultural Resource Plan	\$ 6,240.00	\$ 15.00	\$ 6,255.00
12. Municipal, Community Outreach	\$ 12,540.00	\$ 1,000.00	\$ 13,540.00
13. Implementation Plan	\$ 4,720.00	\$ 15.00	\$ 4,735.00
14. Public Comment	\$ 9,740.00	\$ 1,000.00	\$ 10,740.00
15. Adoption	\$ 5,160.00	\$ 800.00	\$ 5,960.00
Totals	\$ 133,280.00	\$ 3,460.00	\$ 136,740.00

CONSULTANT QUALIFICATIONS AND PROJECT TEAM

After 25 years' experience in planning, landscape architecture, and municipal consultancy, Edward A. Theurkauf founded Theurkauf Design & Planning in 2011 with practice focused on service to municipalities, conservation organizations, and citizens groups. Our professional philosophy is built on enhancing the interdependent relationships of environmental protection, integrated and accessible networks of open spaces and trails, context appropriate development, flexible and adaptive use strategies for historic resources and settings, economic revitalization, and multimodal accessibility including pedestrian ways, bike routes, and public transportation. We currently serve as planning and landscape architecture consultants to the Phoenixville Regional Planning Committee, Charlestown, East Pikeland, Warwick, and

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West Whiteland Townships in Chester County, and as alternate land planners to Edgmont Township in Delaware County. We also interact and collaborate regularly with French and Pickering Creeks Conservation Trust, Green Valleys Association, and Natural Lands Trust on environmental, trail, and greenway issues critical to the region, and we are proud supporters of the preservation, education, and outreach work of the Schuylkill River Heritage Center.

Since inception, Theurkauf Design & Planning has provided services to numerous PA municipalities, including development plan reviews, ordinance reviews, open space planning, trail planning, comprehensive planning, ordinance preparation, and economic redevelopment planning. We have also coordinated our work with grant agencies, multi-municipal planning organizations, and County Planning Commissions in both Chester and Pike Counties in PA. Our projects have been managed for consistency with the PA Municipalities Planning Code, the Chester County Vision Partnership Program, the Federation of Northern Chester County Communities, and the Phoenixville Regional Planning Committee. In addition, our municipal trail and open space plans have been coordinated with adjacent municipalities, regional conservation groups including the Horse-Shoe Trail Club, French and Pickering Creeks Conservation Trust, and Natural Lands Trust, and with regional open space and trail efforts including the French Creek Trail, the Horse-Shoe Trail, and the Schuylkill River Trail. Our practice is based in northern Chester County and our professionals include lifetime residents of the Phoenixville area, which gives us unsurpassed familiarity with the history, culture, landscape and infrastructure of the region.

The consultant team will collaborate on all facets of the Comprehensive Plan Update, each drawing on specific areas of expertise, and at least two members of the team will co-facilitate the PRPC Workshops and Community Workshops. This approach ensures lively discussion with thorough examination and continual feedback in the consideration of all pertinent issues.

Edward A. Theurkauf, ASLA, APA is a Registered Landscape Architect with 30 years of experience in planning and design, including nearly 20 years as a municipal planning and landscape architecture consultant. He has worked extensively for functional and sustainable communities, growth management, economic vitality, intermodal accessibility, and conservation within the context of Municipal Comprehensive Plans; Zoning and Land Development Ordinances; Open Space, Recreation and Environmental Resource Plans; Plan Review and Inspections; Trail Plans and Feasibility Studies; Park Master Plans; Yield and Build-out Analysis; and Land Development Plans. Ed has served as a planning and landscape architecture consultant to numerous PA municipalities in Chester, Delaware, Pike, and Berks counties from 1998 to 2011 with Thomas Comitta Associates, and since 2011 as Principal and Manager of Theurkauf Design & Planning. Notable municipal projects include the 2006 Delaware Township Pike County Comprehensive Plan, which has been recognized with an award from the Pike County Conservation District. In addition, Ed authored a Strategies Plan for Protection of the Hopewell Big Woods on behalf of Warwick Township, which will be used by Chester County as a model for municipalities. In his spare time, as an officer and member in outdoor recreational organizations, he has personally designed, constructed, and maintained over 50 miles of trails for use by bicyclists, hikers, and

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equestrians. Serving as a land planner and project manager on land development projects in the first seven years of his career has given Ed indispensable knowledge and perspective in that realm, and this has enabled him to be a far more effective and practical municipal consultant. He supports regional stewardship and sound planning through memberships in the American Society of Landscape Architects, the American Planning Association, French and Pickering Creeks Conservation Trust, Natural Lands Trust, Schuylkill River Heritage Center, Bicycle Coalition of Greater Philadelphia, Pennsylvania Environmental Council, and the Sierra Club. Ed will serve as project manager and lead planner, and will attend or co-facilitate all meetings.

Tracy Lee Tackett, AICP is a certified planner with 20 years of planning experience, eight of which were spent working directly for local municipalities, including three years as the Director of Planning and Zoning for West Whiteland Township, Chester County, PA. Tracy currently serves as the municipal planner for Upper Frederick Township, Montgomery County, where she sits on the Central Perkiomen Valley Regional Planning Commission on behalf of Upper Frederick Township. Tracy understands firsthand the relationship between the comprehensive plan and implementing ordinances and the value of a clear comprehensive plan to ensure maximum effectiveness at both a local and regional level. Tracy has worked extensively with communities to update planning documents and amend implementing regulations, always encouraging and facilitating public input. She oversaw the update of the city of Chester Housing Plan and the update of both the Upper Frederick Township Open Space Plan and Upper Frederick Township Comprehensive Plan. Tracy has lived in downtown Phoenixville for more than 10 years and has a keen understanding of the challenges associated with revitalizing an older downtown. Tracy served on the Phoenixville Shade Tree Commission for three years where she spearheaded a grassroots tree planting project resulting in the planting of more than 30 trees on a downtown block that previously had no trees. Tracy was formerly member of the Phoenixville Parking Committee where she worked closely with Borough staff to develop a resident parking program to ensure a balance of parking alternatives for residents, employees and visitors. Tracy will co-direct the work flow and provide expertise in urban/revitalization planning, transportation planning, funding, and municipal services, and will attend or co-facilitate meetings.

Kelsey P. Stanton, Associate ASLA is a 2012 graduate of Temple University and holds a Bachelor of Science in Landscape Architecture with a Certificate in Environmental Sustainability. She has been with Theurkauf Design & Planning since December 2012 and has experience in landscape architecture, streetscape enhancement, computer design and planning applications, environmental protection and restoration, native plant species, and digital publishing. Her specific skills include plant identification, habitat assessment, AutoCAD, and GIS mapping. Kelsey's work with Green Valleys Watershed Association affords her unique qualifications and insights in the health of watersheds and ecosystems critical to the region. Kelsey will provide planning, research, mapping and technical support under direction of Ed Theurkauf for various aspects of the work scope.