

**TOWN OF ERIE
PLANNING COMMISSION AGENDA ITEM
February 18, 2026**

SUBJECT: Comprehensive Plan Implementation
CODE REVIEW: Not Applicable
PURPOSE: Discussion only
DEPARTMENT: Planning and Development
PRESENTER: Kelly Driscoll, Planning Manager
Josh Campbell, Senior Strategic Planner

STAFF RECOMMENDATION:

Information Item only.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

Purpose of Discussion

As part of the Comprehensive Plan Update, staff promised to provide an update on the implementation of the Comprehensive Plan. This update will provide information on potential future amendments to land use and policies, in addition to the kickoff of the Unified Development Code (UDC) update and efforts being made within the Historic Old Town Neighborhood.

Topics Covered in this Memo:

1. Potential Land Use and Policy Amendments
2. Unified Development Code Update
3. Historic Old Town
4. Next Steps

1. Potential Land Use and Policy Amendments

Staff was directed by Town Council during the January 6, 2026 council meeting to reevaluate the Residential – Medium land use classification. Guidance provided suggests the inclusion of an additional Residential – Medium subcategory with a lower density range for a few select parcels within the planning area. Staff will also be reviewing specific policies within the Community Building Blocks chapter of the Comprehensive Plan to enhance context sensitive design elements.

To ensure transparency with the community, Planning Commission, and Town Council, staff will be taking this information through a research, review, and engagement process. At the conclusion of this effort, staff will come back to Planning Commission with amendment suggestions for the Commission's recommendation of approval before going to Town Council.

2. Unified Development Code (UDC) Update

When Comprehensive Plans are updated, updates to implementing tools like development codes and regulations typically follow. This ensures the vision and development related policies in the plan are implemented. The 2026 Budget and Work Plan include funding of \$250,000 to conduct an update to the UDC. The project will have stakeholder engagement and feedback, with an expected completion in 2027. Project goals include:

- Implement Comprehensive Plan policies and goals, including addressing the needs of infill development, water conservation, green infrastructure, and diverse housing options.
- Align land use densities and classifications with zoning districts.
- Create a transparent, predictable, and consistent process.
- Respond to feedback and concerns from the community, business owners, developers, and builders.
- Remain consistent with State and federal law.
- Ensure the last five years of individual UDC updates are cohesive.
- Increase use of standard zoning districts instead of Planned Development (PD) zone district.
- Address technical concerns identified by staff since the 2019-2022 updates.

3. Historic Old Town

During June 3, 2025, Town Council meeting, staff presented the kick-off of the Historic Old Town Social Capital Exercise. The purpose of the exercise is to build relationships and connections within the Historic Old Town neighborhood and gain insight into existing social capital opportunities. Social capital is the value of 5 connections, collaboration, and partnership between people to achieve common goals, build community, and create individual opportunities for advancement.

Since the kick-off this past summer, staff attended seven Town-wide events including the Erie Farmers Markert and Erie Fest. Staff also created and hosted four Old Townwide events, including neighborhood walks, community coffees, and an ice cream social. These events were focused on connecting specifically with Historic Old Town residents and business owners, encouraging them to lead the conversations. Through these events, staff engaged in more than 200 conversations. These conversations covered a wide range of topics such as family history in the neighborhood, desires for more communal connections, struggles and traumas, and general wants and needs for the Historic Old Town neighborhood.

From these conversations, staff identified quick, medium-term, and long-term action steps that the Town could take to address frequently raised issues. The items were as simple as routine

education and awareness of upcoming capital projects to developing a Neighborhood Plan that addresses items such as housing, transportation, and historic preservation. Potential actions are outlined in the table below. Any projects requiring funding would necessitate Council approval at a future date.

Table 1 Action Items

Quick Term	Medium Term	Long Term
Neighborhood Dumpster Day	Branding and Identity Program	Neighborhood Plan
Neighborhood Walk Listening Tours	Curb Appeal Grant Program	Historic Preservation Plan (Update)
Capital Project Awareness and Education	Placemaking Plan	Code Revisions
Neighborhood Volunteer Days	Social History Collection	

4. Next Steps

1. **Comprehensive Plan Revisions:** Staff will evaluate potential revisions to the Comprehensive Plan. This effort will include:
 - Community engagement and education to ensure transparency
 - Formal review and input from the Planning Commission and Town Council to ensure alignment with strategic priorities and long-term planning frameworks
2. **Unified Development Code Update:** Staff will initiate the issuance of a Request for Proposals (RFP) to begin a comprehensive update of the Unified 6 Development Code. This update is intended to align regulatory frameworks with current land use objectives, streamline development processes, and reflect best practices and case law.
3. **Historic Old Town Action Items:** Targeted strategies will be developed to address preservation, revitalization, and investment opportunities within Historic Old Town. These actions will be informed by community input and aligned with the Town’s cultural and economic development goals.

Staff will provide regular updates and seek Planning Commission and Council guidance as each item progresses.