



NUTTER ASSOCIATES



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***Ellen M. Nutter
Principal***

***David G. Nutter, AICP
Principal***

December 14, 2006

Ms. Constance C. Holland, AICP
Director
Delaware Office of State Planning Coordination
Col. John Haslet Armory
122 William Penn Street
Dover, DE 19901

Subject: Submission of Draft 2007 Town of Houston Comprehensive Plan for PLUS
Committee Review

Dear Ms. Holland:

On behalf of our client, the Town of Houston, we are pleased to submit the enclosed *Draft 2007 Town of Houston Comprehensive Plan* for review by the PLUS Committee at its January meeting. Enclosed also please find a December 7, 2006 Town Council Resolution approving the submission of the draft, a completed PLUS Committee Comprehensive Plan Submission form and a CD-ROM containing a .PDF file of the draft plan.

The Town has thoroughly considered the goals, objectives and policies of the Livable Delaware program and believes they are well reflected in the draft plan.

Please call me at 443-260-2760 or email us at dnutter@aol.com with any questions about the submission of the draft or the scheduling of the PLUS Committee meeting in January.

Best regards,

David G. Nutter, AICP
Principal

Cc: Carroll B. Jester and C. Trent Crouch, Town of Houston Town Council

Enc.

TOWN OF HOUSTON, KENT COUNTY, DELAWARE
RESOLUTION NO. 06-01

BY THE TOWN COUNCIL OF THE TOWN OF HOUSTON
APPROVING SUBMISSION OF THE DRAFT *2007 TOWN OF HOUSTON
COMPREHENSIVE PLAN* TO THE DELAWARE OFFICE OF STATE
PLANNING COORDINATION FOR PLUS COMMITTEE REVIEW

WHEREAS, Title 22, Section 702 of the Delaware Code, the Livable Delaware Program of the Governor of the State of Delaware and House Bill 255 amending Title 9, Title 22 and Title 29 of the Delaware Code authorize Delaware municipalities to carefully prepare and adopt Comprehensive Plans to guide and regulate future growth and development, and

WHEREAS, Delaware's Office of State Planning Coordination provides guidance to local governments in order to effectuate the goal of having well-drawn and executed Comprehensive Plans for all counties and municipalities in Delaware. This includes the provision that Comprehensive Plans be approved and certified by the Governor of Delaware upon their completion. It further requires that certified Comprehensive Plans be revised on a five-year cycle and that Zoning and other Code Revisions needed to implement the Plan be adopted within 18 months of the adoption of the Plan, and,

WHEREAS, the Town of Houston, assisted by David G. Nutter, AICP, Nutter Associates, has prepared the draft *2007 Town of Houston Comprehensive Plan* for the purpose of planning for future town design, land use, historic preservation, community revitalization, economic development, open space conservation, new housing construction, potential annexation and augmented municipal services; and,

WHEREAS, the draft Comprehensive Plan includes consideration of both the Town of Houston and adjacent community areas, incorporates the ideas of citizens, articulates a vision for the community's future and includes an inventory of existing conditions, goals, policies, programs and recommended action projects for implementing the Plan; and,

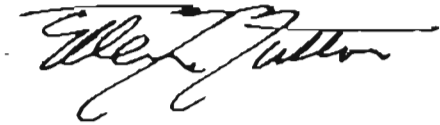
WHEREAS, The Comprehensive Plan will be the foundation for the creation of an updated Town of Houston Zoning Ordinance, Subdivision Regulations, capital improvement projects, future grant and loan program applications, public-private partnerships, working relationships with county, state and federal agencies and other implementation tools; and,

WHEREAS, the Comprehensive Plan is needed in furtherance of the public health, safety, and welfare of the Houston community and will substantially advance legitimate municipal, community, county, state and national interests; and

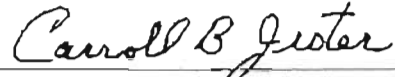
WHEREAS, the Town Council wishes to coordinate closely with the Delaware Office of State Planning Coordination and other state agencies, representatives of Kent County and interested citizens in finalizing and adopting the Comprehensive Plan; and,

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Houston that the draft *2007 Town of Houston Comprehensive Plan* be submitted to the Office of State Planning Coordination for the purpose of review by the PLUS (Preliminary Land Use Service) Committee at its January 2007 meeting, made effective this 7th day of December 2006.

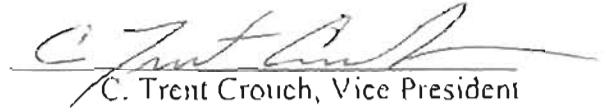
Attest:



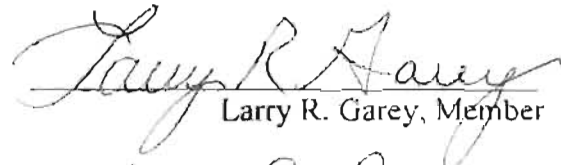
Mayor and Town Council of Houston



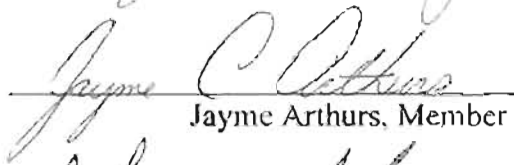
Carroll B. Jester, Mayor



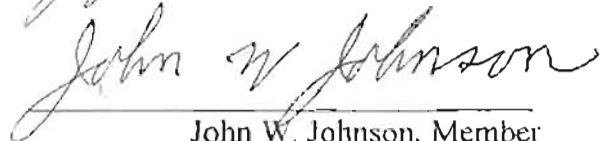
C. Trent Crouch, Vice President



Larry R. Garey, Member



Jayme Arthurs, Member



John W. Johnson, Member

**Preliminary Land Use Service (PLUS) Application
Municipal Comprehensive Plans**

Delaware State Planning Coordination

122 William Penn Street • Dover, DE 19901 • Phone: 302-739-3090 • Fax: 302-739-6958

Draft

2007 Town of Houston Comprehensive Plan

Prepared for the Town of Houston, Kent County, Delaware

December, 2006

**Prepared by David G. Nutter, AICP
Nutter Associates, Community Planners
Salisbury, Maryland**

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Name of Municipality:		Town of Houston, Kent County, DE	
Address: P.O. Box 11 87 Armour Street Houston, DE 19954		Contact Person: Carroll B. Jester, Mayor	
		Phone Number: 302-222-8017	
		Fax Number: 302-422-0409	
		E-mail Address: jestercb@hotmail.com	

Date of Most Recently Certified Comprehensive Plan: None previously

Information prepared by:	
Address: Nutter Associates, Community Planners 507C South Boulevard Salisbury, MD 21801-5753	Contact Person: David G. Nutter, AICP
	Phone Number: 443-260-2760
	Fax Number: 443-260-4716
	E-mail Address: dnutter@aol.com

Maps Prepared by:	
Address: Same	Contact Person: Same
	Phone Number: Same
	Fax Number: Same
	E-mail Address: Same

Preliminary Land Use Service (PLUS) Application Municipal Comprehensive Plans

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General Plan Approval Process

- Step 1: Draft prepared by local government.**
- Step 2: Planning Commission and/or Legislative Body approves draft plan to send to PLUS.**
- Step 3: PLUS meeting, application submitted by 1st business day of the month for that month's meeting.**
- Step 4: State comments submitted to local government within 20 business days of meeting.**
- Step 5: Local government replies to state comments in writing and submits revised plan (if necessary) to the Office of State Planning Coordination (O S P C) for review.**
- Step 6: OSPC requires 20 working days to reply to revised plan. State sends a letter accepting changes or noting discussion items or if no changes are necessary see step 7.**
- Step 7: Certification letter will be sent within 10 business days of final submission to OSPC.**
- Step 8: The local jurisdiction shall adopt the plan as final following certification. Plan is effective on the date of adoption.**
- Step 9: A copy of the final document and written notification of adoption is to be sent to OSPC.**

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Comprehensive Plan / Amendment Checklist¹

Please check yes or no as to whether the following information has or has not been included in the comprehensive plan and indicate page numbers where information may be found.

Public Participation	Yes	No	Page # / Sections
Public Participation Summary and Results	X		12

Population Data and Analysis	Yes	No	Page #
Past Population Trends	X		App A
Population Projections	X		23
Demographics	X		21
Position on Population Growth	X		23

Housing	Yes	No	Page #
Housing Stock Inventory	X		22
Housing Pipeline	X		App A
Housing Needs Analysis	X		34
Position on Housing Growth	X		23
Affordable Housing Plan	X		25

Annexation	Yes	No	Page #
Analysis of Surrounding Land Uses	X		18
Annexation Plan	X		47

Redevelopment Potential	Yes	No	Page #
Identification of Redevelopment Areas and Issues	X		30
Redevelopment Strategy	X		31
Community Development Strategy	X		31

¹ Please go to the following website for detailed checklist information:
<http://www.state.de.us/planning/services/circuit.shtml>.

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Community Character	Yes	No	Page #
History of the Town or City	X		9
Physical Conditions	X		18
Significant Natural Features	X		25
Community Character	X		23
Historic and Cultural Resources Plan	X		46
Community Design Plan	X		23
Environmental Protection Plan	X		25

Land Use Plan	Yes	No	Page #
Existing Land Use	X		18
Land Use Plan	X		46

Critical Community Development and Infrastructure Issues	Yes	No	Page #
Review of Community Conditions	X		20
Inventory of Community Infrastructure	X		29
Inventory and Analysis of Community Services	X		29
Water and Wastewater Plan		X	
Transportation Plan	X		30
Community Development Plan	X		20
Community Facilities Plan	X		29

Intergovernmental Coordination	Yes	No	Page #
Description of Intergovernmental Relationships	X		51
Intergovernmental Coordination Strategy	X		51
Analysis and Comparison of Other Relevant Planning Documents	X		8

Economic Conditions	Yes	No	Page #
Economic Base / Major Employers	X		App A
Labor Market	X		App A
Income and Poverty	X		App A
Economic Development Plan	X		31

Open Space and Recreation	Yes	No	Page #
Inventory of Open Space and Recreation Facilities	X		18
Open Space and Recreation Plan	X		29

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Implementation Strategies	Yes	No	Page #
Evaluation of Current Codes and Ordinances	X		37
Zoning Map Revisions	X		38
Zoning and Subdivision Code Revisions	X		50
Implementation Plan	X		50
Coordination with Other Government Agencies	X		51

Other State Programs, Policies, and Issues	Yes	No	Page #
Total Maximum Daily Loads	X		26
Corridor Capacity Preservation Program		X	
Agricultural Preservation Program	X		17
Sourcewater Protection	X		25

Additional Comments:

None.

Summary:

The two priorities of the *2007 Town of Houston Comprehensive Plan* are: (1) to preserve and protect the character of the Town of Houston as a historic railroad-era village characterized by low-density residential neighborhoods and surrounded by a still-rural farming countryside and (2) to redevelop and revitalize blighted properties along Houston’s railroad corridor. The plan recommends a new zoning and subdivision, TDR (Transfer of Development Rights), and Agricultural Land Preservation approach to implementing the first priority and a “Main Street” revitalization approach to the second priority.