**Plan 823 Spring, 2022**

M, W 1:25-2:40 pm Richard (Dick) Hails, AICP

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**PLAN 823 Community Workshop**

**CLIENT**: 10 NC communities and PlanNC (UNC School of Govt and APA – NC Chapter)

**Course Description**

The workshop is a required course for all second year MCRP students. The objective of the course is to give students experience working for a client and working in a team environment. The Spring, 2022 Planning Workshop is expected to have several student teams formed to each work with two different client communities and with an experienced planner and faculty. Students are assigned to teams, based on their interests, skills, experience and on clients’ needs.

***Background - PlanNC***

The client team is undertaking a collaborative project to help under-resourced North Carolina communities establish a vision and strategy for their future through local comprehensive planning. PlanNC is coordinated through the UNC School of Government (SOG) and the American Planning Association’s NC Chapter (APA-NC), along with the NC Association of Regional Councils of Government (COG).

North Carolina communities are striving to meet new 2019 state requirements (Chapter 160D) to either update or adopt comprehensive plans no later than **July 1, 2022**. Failure to do so will prohibit the community from enforcing zoning regulations. These ordinances are the chief mechanism by which NC communities attempt to direct and manage local growth and development. Many of these communities also face serious development-related issues, including slow or no population or job growth, intensifying natural disasters, inadequate public infrastructure and legacies of inequitable and non-sustainable development.

Main reference texts for the course are:

* PlanNC Guidebook, A Practitioner’s Guide to Preparing Streamlined Community Plans (2021)
* Chapter 160D: A New Land Use Law for North Carolina (2020).
* Both publications were written and published by SOG. Additional required and optional readings may also be identified during the semester.

***Key Tasks and Products***

* Review, research and analysis of course texts, last semester plan work and major plan steps
* Develop a semester work plan for the class and teams, based on cooperation among students, community rep’s, planner and faculty
* Write up one or two personal reflections during the semester, describing student’s experiences in the course and highlighting lessons learned, successes and challenges.
* Interim updates and presentations as appropriate
* Draft of Final Report and Draft Presentation
* Complete Final Report and make Final Presentation

***Key Learning Objectives***

* Develop a class work plan, including Chapter 160D limits, feedback from client and team that states clear goals and deliverables that can be completed within a semester.
* Identify and divide tasks collaboratively among team members, recognizing the strengths and limitations of members.
* Monitor progress and effectively manage assigned work.
* Continue to seek community engagement and participation in the plan by all parts of the community.
* Effectively organize, support and communicate with the full team, client and community stakeholders.
* Recognize unsuccessful efforts in parts of planning process, acknowledge frustrations, modify accordingly and move forward.
* Co-write and edit a professional report and presentation.

***Student Responsibilities***

* Be a collaborative, responsible and productive **team member, with strong with full team**.
* Be responsible for quality work products, while being honest and transparent about **learning and advancing** professionally from mistakes or misunderstood tasks or directions.
* Recognize and adjust to team member skills; take on needed roles in class and support **teamwork that fits skills** and help out others in the class.
* Use project management skills to accomplish tasks and quality deliverables on time.
* Practice to develop basic **customer service skills** – prompt, courteous and accurate – in all interactions with class and team members, faculty and planners, and community stakeholders.
* Active work in completing **team report** and presentation.
* Complete one or two **reflections**, scattered throughout the semester**,** on expectations and experiences in the class – challenges, lessons, barriers overcome, ongoing obstacles, etc.
* Class sessions will typically involve lectures, speakers and brief team work and reports.
* Most students will be asked to prepare for and **lead a skills session**, sharing insights and experience with the class.
* Will treat all other students and faculty/staff with **respect** and refrain from any type of **harassment or discrimination**; will be willing to call out such behaviors and be willing to discuss openly with others.
* Will follow all UNC policies, including related to **Covid and wearing of masks** in classes and meetings.

***Faculty Responsibilities – Dick Hails***

* Will **convene most classes** and support a structure of skills learning and research/work to complete class objectives for the semester.
* Will coordinate **formation of student teams and matching** with NC communities..
* Will assist on **communications with communities and planner advisors**as needed.
* Will seek to keep course **learning objectives** visible and present during the course, and will delegate responsibility, when feasible, to students to present on assigned skill or other topics.
* Will make himself reasonably available during and outside of class time **for individual consultation** and discussion on specific or general topics related to the course.
* Will hold **office hours** prior to most class sessions on Mo and Wed for consultation, either in person or online/phone, as requested.
* Will provide honest and specific **feedback** and evaluation of all students during and at the end of the course.

***Student Evaluation***

* Will assess each student’s performance in supporting other students, teams and completing key tasks and project deliverables.
* Will show clear progress in key skills development and learning objectives.
* Will treat all others with whom they interact in the course with respect and professionalism.
* Will take responsibility for high quality work products in all course assignments.
* Will be an active, honest and collaborative team member, with strong team communications.

**Semester Project Deadlines** (using PlanNC framework)

* **January -** review and confirm Steps 1-3 from fall semester work
* **February** - draft and review Future Land Use Map (FLUM)
* **March** - draft and review Implementation Strategy
* **April-June** - draft, review and adopt full Plan
* See separate sheet for more details

1-10-22