



# INFORMAL STAFF REPORT

## MEMORANDUM

**To:** Margie C. Rose, City Manager

**Through:** Keith Selman, Assistant City Manager

**From:** William J. Green, P.E., Interim Director, Development Services *WJG*

**Date:** July 20, 2017

**Subject:** Two Year Warranty Status Update

### **Issue/Problem:**

The proposed UDC text amendment (Article 8, Section 8.1, subsection 8.1.6A) received by the Planning Commission recommendation for approval on May 17, 2017. This item was re-introduced to the Planning Commission on June 28, 2017 to ensure sufficient public comment and input from the development and local community.

Direction was given to bring back answers to a variety of questions asked by the Planning Commission. It was suggested that these answers reflect a finding of the facts based upon a collaborative City Staff and local community collaboration.

### **Background/Findings:**

City Staff and local development industry members met to develop a consensus driven approach together on Friday, July 14, 2017. A copy of the Team meeting agenda, sign-in roster and meeting minutes is attached for reference. These documents will be handed out as part of the Director's Comments at the Planning Commission Meeting on the evening of Wednesday, July 26, 2017.

The next Team meeting is scheduled for the morning of Friday, August 4, 2017. In this meeting a review of the specific Planning Commission questions, together with a proposed Action Plan and Schedule will be focus of the Team meeting.

### **Conclusion:**

A strong commitment and consensus was agreed upon by the Team members. The next Team objective is to complete a Team work plan and presentation to the City Planning Commission. A decision will come the August 4, 2017 Team meeting when this work plan and presentation will be ready for Planning Commission consideration.

Attachments

WJG/kg

UDC Amendment Meeting  
City of Corpus Christi Development Services  
2406 Leopard Street, Executive Conference Room  
Friday, July 14, 2017 10:00am

1. Introduction
  - a. Sign-in/Remarks
2. Purpose
  - a. Discuss 1 vs 2-year warranty
3. Intended Outcome
  - a. Provide community consensus recommendation
4. Process
  - a. Problem definition
  - b. Data collection
  - c. Data analysis
  - d. Options development
  - e. Recommendation or alternatives
5. 1<sup>st</sup> Step
  - a. Team formation
    - i. Questions
    - ii. Action plan
    - iii. Schedule
6. Close
  - a. Final thoughts
  - b. Next meeting

UDC Amendment Meeting  
City of Corpus Christi Development Services  
2406 Leopard Street, Executive Conference Room  
Friday, July 14, 2017 10:00am

Name	Company/Affiliation
Chuck Urban	URBAN ENGINEERING
Mossa Mostaghisi	MPM Development
Rafna Pottemuthu	City of cc, DS
GENE DELAUR	Dev Services
Kristy Gies	Dev Svc
Bill	Dev Svc
TREY SIMMES	HOGAN HOMES
BART FRASECTOR	FRASECTOR HOMES



UDC Amendment Meeting Minutes  
City of Corpus Christi Development Services  
2406 Leopard Street, Executive Conference Room  
Friday, July 14, 2017 10:00am

DS Staff: Bill Green, Gene Delauro, Ratna Pottumuthu, Kristy Glick

**DEVELOPMENT  
SERVICES**

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*Land Development*  
Fax 361-826-3571

*Project Management*  
Fax 361-826-3006

*Building Permits*  
Fax 361-826-4375

Developers: Chuck Urban, Mossa Mostaghasi, Trey Summers, Bart Braselton

1. Introduction
  - a. Introduction of Development Services staff and representatives of the development community, marking the initial formation of a team to address consensus related to a proposed ordinance revision on one-year vs. two-year warranties for public infrastructure
2. Process
  - a. Development Services staff will review video/audio from relevant Planning Commission meetings/memos to determine the origin of the policy consideration and to give it a workable form. All research will be shared with the team.
  - b. Staff will tease out the understood questions from the Planning Commission; those questions will be presented to the team.
  - c. The team will review these questions, based on staff's research.
    - i. For each question, an action plan will be established;
    - ii. A schedule will be created based on the action plan
  - d. Once the team is satisfied all questions are addressed, consideration of other questions will be identified, and all findings will be presented to Planning Commission
3. The next meeting will be scheduled in three weeks, tentatively in the morning of Friday, August 4, 2017.

Team Secretary

William J Green, P.E.