



AGENDA MEMORANDUM

Action Item for the City Council Meeting August 10, 2021

DATE: August 10, 2021

TO: Peter Zaroni, City Manager

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Planning and Development Consultant Services

CAPTION:

Motion authorizing a one-year service agreement with Camiros, Ltd. of Chicago, Illinois, in an amount of \$125,000.00, to update the Unified Development Code, effective upon issuance of a notice to proceed, with FY 2021 funding in an amount of \$125,000.00 in the Development Services Fund.

SUMMARY:

Camiros Ltd. will provide professional services to update identified sections of the Unified Development Code (UDC). Code provisions to be updated include zoning, overlay and special districts, off-street parking, tree planting, landscaping and buffers, subdivision, and traffic impact analysis. In addition to the City's standard process, the request for proposals was advertised on the websites of the American Planning Association, Texas Municipal League, and the APA Texas Chapter. Two firms submitted proposals: Camiros Ltd. and White and Smith LLC. Both firms have extensive experience in code revisions nationally but had not been contracted by the City previously. Camiros was selected based on the evaluation of the proposals.

BACKGROUND AND FINDINGS:

In 2011, the City of Corpus Christi's Unified Development Code was adopted and since has been periodically amended. The Unified Development Code was developed by a consultant and subsequent changes in language were provided by several community groups. In 2019, an evaluation of the UDC was presented to City Council, based on significant stakeholder engagement: <https://www.cctexas.com/sites/default/files/devser-udc-draft-udc-evaluation-report.pdf> The report provides detailed information and guidance on warranted amendments. In 2018-2021 staff brought forward amendments that codified text changes based on report recommendations and an application process that engaged community stakeholders in the update.

This project will continue the UDC update. It is crucial that the UDC update has these features:

- Is "User friendly" and easy to read, understand, and interpret for citizens, staff, developers, and elected and appointed officials.
- Is simple and easily administered by staff. Where appropriate, creates administrative approval processes for minor adjustments and applications.
- Is illustrated, with considerable graphics depicting the requirements, recommendations, and concepts detailed in the code.
- Is flexible to allow for streamlining of the development review process.
- Encourages quality development and redevelopment, consistent with *Plan CC*, the Comprehensive Plan.
- Capable of innovative and creative approaches to land use regulations, including incentive zoning, use patterns by right, etc.
- Results in a UDC that is consistent with other city ordinances, codes, and regulations.

The update shall include a review of selected provisions and drafting of the proposed amendments to ensure the overall code is consistent with the proposed amendments. Specific provisions to be reviewed/amended:

Zoning

- Reorganize/consolidate zoning districts and consolidate tables. Assign logical acronyms (UDC, Chapters 4 and 5). Correct contradicting language.
- Assess/Revise overlay district and special districts in Chapter 6, and Sections 7.11 and 7.12 to determine if use patterns by right could be applied in the base zoning without the necessity of the overlay district or though target districts and develop appropriate revisions. Assess/Update Two- Family and Townhome sections in UDC Section 4.4. similar to use pattern application.
- Review/revise off-street parking, loading, and stacking, residential and commercial landscaping (xeriscape), and buffer yard provisions in UDC Chapter 7. This will include review of tree planting provisions.
- Provide guidance regarding any zoning map changes needed that may result

resulting from the UDC update; provide disposition tables of any reclassified districts showing district conversions.

Subdivision

- Review/update subdivision provisions in UDC, Chapter 8 to address best management practices that are not currently included in the UDC. In particular, the following will be addressed/updated: neighborhood connectivity, substandard streets/sidewalks, right-of-way dedication/construction for existing and future local streets and Urban Transportation Plan streets that accommodate multi-modal users, half streets/cash in lieu consideration, street cross sections, street configuration, development patterns (rural, suburban, urban), access, traffic calming toolbox/strategies, stormwater, sodding, and low impact development design.

Traffic Impact

- Review/update traffic impact analysis and rough proportionality in UDC Chapters 3.9 and 3.29.

Public Involvement/Briefings/Hearings

The draft amendments will be presented to the Technical Review Committee (TRC), at a stakeholder meeting, and the Development Services Technical Action Group (DSTAG) for review/comments. The draft amendments will be presented to Planning Commission and City Council for a briefing and a public hearing.

PROCUREMENT DETAIL:

Contracts and Procurement conducted a competitive Request for Proposal (RFP 3565) to obtain qualified firms to provide a Planning and Development Consulting Services. Two firms submitted proposals for Planning and Development Consulting Services. Camiros, Ltd. was selected as the Consultant Services for Planning and Development and was the highest ranked firm.

The selection committee was comprised of representatives from Development Services, and Planning and Environmental Strategic Initiative. The final evaluation ranked Camiros Ltd. as the highest ranked firm based on two factors: 1) Understanding the Project Scope; and 2) Pricing.

ALTERNATIVES: The City Council could deny the contract. Without professional services assistance, the time period to update the Unified Development Code would be extended.

FISCAL IMPACT: \$125,000.00 is available in the FY 2021 Development Services Budget for professional services for the UDC update.

FUNDING DETAIL:

Fund: 4670

Organization/Activity: 11300

Mission Element: 28

Project # **(CIP Only)**:
Account: 530000

RECOMMENDATION:

Staff recommends approval of this motion authorizing a one-year agreement with Camiros, Ltd as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Evaluation Matrix