



January 18, 2022

Notice is hereby given of a Regular Meeting of Nacogdoches City Council to be held on the above date in the City Council Chambers of City Hall, 202 E. Pilar Street, Nacogdoches, Texas, beginning at 5:30 p.m. for the purpose of considering the following agenda items.

Some City Council Members may attend via videoconference but a quorum of the City Council and the Presiding Officer will be present at the above-stated physical location. The meeting will be streamed live at <https://www.nactx.us/21> There will be an opportunity for the public to comment on agenda items either by teleconference or in person in Council Chambers.

Members of the public who wish to submit comments on a listed agenda item must contact the City Secretary's office by email at vinsonj@nactx.us or by calling 936-559-2506 and providing their name, telephone number and relevant agenda item upon which they wish to speak. All requests to make comments must be received by 12:00 p.m. on January 18, 2022. For all timely requests received, staff will call the submitted phone numbers directly during the meeting when the corresponding item comes up for comment. NOTE: The incoming phone call from City staff will be an unfamiliar number.

**PLEASE LIMIT PRESENTATIONS TO THREE MINUTES
(UNLESS PRIOR APPROVAL IS OBTAINED)**

1. CALL TO ORDER.
2. PLEDGE OF ALLEGIANCE.
3. EXECUTIVE SESSION:
 - A. Consultation with City Attorney - Pursuant to Texas Government Code Section 551.071, deliberation regarding attorney's advice concerning pending or contemplated litigation or a settlement offer, or on a matter in which the duty of the attorney to the governmental body under Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter. The subject of this Executive Session relates to franchise fee litigation.
4. Open for action, if any, on Executive Session item(s).
5. OPEN FORUM. Open Forum is an opportunity for citizens to speak about items not listed on the agenda. In order to address City Council please complete the Open Forum Form and submit it to the City Secretary prior to the start of the meeting. In accordance with the Texas Open Meetings Act, City Council shall not discuss, deliberate, or make any decisions on items discussed during Open Forum. Comments are limited to 3 minutes per person. Open Forum is limited to the first 5 citizens who submit an Open Forum Form.
6. ITEMS TO BE REMOVED FROM CONSENT AGENDA.
7. CONSENT AGENDA: Items included under Consent Agenda require little or no deliberation by Council. Approval of Consent Agenda authorizes the City Manager or his designee to proceed with conclusion of each in accordance with staff recommendations as

reflected in the minutes of this meeting.

- A. Consider approval of minutes from January 4, 2022 regular meeting. (City Secretary)
 - B. Consider approval of a budget amendment appropriating various amounts regarding the Texas Department of Transportation STEP - Impaired Driving Mobilization (IDM) Grant. (Assistant Chief of Police)
 - C. Consider adoption of a resolution of the City Council of the City of Nacogdoches, Texas authorized by Section 418.108 of the Texas Government Code, declaring, continuing and extending a local state of disaster in the City of Nacogdoches, Texas due to the public health emergency created by the COVID-19 pandemic; and providing an effective date. (Fire Chief)
8. REGULAR AGENDA: City Council will receive staff recommendations and public input on the following items, and may deliberate and take formal action on the item.
- A. Discuss and consider approval of the redistricting of the single member City Council wards and establish new single-member ward boundary lines for City Council elections based on 2020 census data. (City Planner)
 - B. **Public Hearing:** Consider a Zone Change from R-2, Single Family to R-4, Multi-Family for Lot 36-A, City Block 48, located on the north side of Harris Street, approximately 200 feet west of Burk Street. This request has been submitted by Guadalupe Salinas of Universal Construction & Remodeling LLC. Case File ZON2021-08. **(THE APPLICANT FORMALLY WITHDREW THIS ZONE CHANGE REQUEST ON JANUARY 10, 2022)** (City Planner)
 - C. **Public Hearing:** Consider a Zone Change from R-2, Single Family to R-3, Two-Family for Lots 2, 3, 3-A, and 4, Block 2, of the Driver-Simpson Addition, located at 735 Harris Street, and 811, 817 Ford Street . This request has been submitted by Guadalupe Salinas of Universal Construction & Remodeling LLC. Case File ZON2021-09. **(THE APPLICANT FORMALLY WITHDREW THIS ZONE CHANGE REQUEST ON JANUARY 10, 2022)** (City Planner)
 - D. **Public Hearing:** Consider a Zone Change from B-2, General Business to R-2, Single Family for Lots 17, 18 of the Brook Hollow Addition, Section 1, located on the west side of Brookhollow Drive, approximately 140 feet north of Ridgewood Drive. This request has been submitted by Antonio Huerta. Case File ZON2021-10. (City Planner)
 - E. Consider approval of a contact for professional services with DTJ Design for the Comprehensive Land Use Plan and the Downtown Master Plan for an amount not to exceed \$450,000. (City Engineer)
9. ADJOURN.



Jan Vinson, City Secretary



This agenda is posted as required under G. C. Section 551.041. For more information or a copy of the Open Meetings Act, please contact Attorney General of Texas at 1-800-252-8011; City Secretary at 936/559-2506 or visit City of Nacogdoches web site at www.nactx.us.

CERTIFICATION

I certify the notice of meeting was posted in the directory outside of City Hall, 202 E. Pilar Street, Nacogdoches, Texas on January 12, 2022 at 5:15 p.m. and remained posted until meeting convened.

Jan Vinson, City Secretary



City Council Meeting

Date: January 18, 2022

Agenda Item: 3.A.

PRESENTER: Steven Kirkland, City Attorney

ITEM/SUBJECT: Consultation with City Attorney - Pursuant to Texas Government Code Section 551.071, deliberation regarding attorney's advice concerning pending or contemplated litigation or a settlement offer, or on a matter in which the duty of the attorney to the governmental body under Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter. The subject of this Executive Session relates to franchise fee litigation.

SUMMARY/BACKGROUND:

FINANCIAL:

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

CITY CONTACT: Steven Kirkland, City Attorney
kirklands@nactx.us
936-559-2503

ATTACHMENTS:



City Council Meeting

Date: January 18, 2022

Agenda Item: 7.A.

PRESENTER: Jan Vinson, City Secretary

ITEM/SUBJECT: Consider approval of minutes from January 4, 2022 regular meeting. (City Secretary)

SUMMARY/BACKGROUND:

FINANCIAL:

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

CITY CONTACT: Jan Vinson, City Secretary
vinsonj@nactx.us
936-559-2506

ATTACHMENTS: 1. Minutes



Regular Session
Nacogdoches City Council
January 4, 2022 – 5:30 p.m.
City Council Room – City Hall
202 East Pilar Street

DRAFT

City Council present in person: Mayor Jimmy Mize, Council Members Roy Boldon and Jay Anderson. City Council present virtually: Council Members Amelia Fischer and Kathleen Belanger.

1. Called to order at 4 p.m.
2. Pledge of Allegiance.
3. No one spoke during Open Forum.
4. No items were removed from the Consent Agenda
5. **CONSENT AGENDA:** Items included under Consent Agenda require little or no deliberation by Council. Approval of Consent Agenda authorizes the City Manager or his designee to proceed with conclusion of each in accordance with staff recommendations as reflected in the minutes of this meeting.
 - A. Minutes for November 29, 2021, November 30, 2021 and December 6, 2021 Special Meetings and December 7, 2021 Regular Meeting.
 - B. Consider appointing a representative to the Deep East Texas Rural Transportation Planning Organization (DETRTPO) of the Deep East Texas Council of Governments (DETCOG)

Council Member Jay Anderson moved approval; motion duly seconded by Council Member Roy Boldon and carried by unanimous vote.

6. **REGULAR AGENDA:**
 - A. Consider a request by Dr. Ross Chiaramonte, owner of 300 East Main Street (Regions Renaissance, LLC) for additional credit on his utility bill resulting from excessive usage due to running toilets at the property.

Mario Canizares, City Manager, reviewed the details of the request. The City credited Mr. Chiaramonte’s account for the full amount of sewer charges (\$378.34), a late payment fee (\$83.95) and reversal of sewer charges on the October bill (\$62.17). Mr. Chiaramonte is requesting that an additional amount be credited to his account.

Mr. Canizares stated that an additional credit of \$208.72 would reduce Mr. Chiaramonte’s water bill to the average amount he normally pays per month.

Council Member Jay Anderson moved that staff make an adjustment to Regions Renaissance, LLC utility bill of an additional \$208.72; motion duly seconded by Council Member Roy Boldon and carried by unanimous vote.

7. Adjourned 5:50 p.m.

ATTEST:

Jan Vinson, City Secretary

Mayor Jimmy Mize
City Council
City of Nacogdoches

Minutes unofficial until approved by City Council

PRESENTER: Dan Taravella, Interim Police Chief

ITEM/SUBJECT: Consider approval of a budget amendment appropriating various amounts regarding the Texas Department of Transportation STEP - Impaired Driving Mobilization (IDM) Grant. (Assistant Chief of Police)

SUMMARY/BACKGROUND: The Texas Department of Transportation (TXDOT) STEP grant is funding for law enforcement agencies to increase police presence on public roadways with the intent to reduce vehicle crashes specific to impaired driving.

The TXDOT STEP- IDM grant is funding for law enforcement agencies to increase police presence on public roadways with the intent to reduce vehicle crashes specific to impaired driving.

To fulfill the STEP- IDM grant, the City of Nacogdoches Police Department will adopt goals to increase effective enforcement and adjudication of traffic safety-related laws to reduce fatal and serious injury crashes and reduce the number of DWI-related crashes, injuries, and fatalities.

Also, the City of Nacogdoches Police Department will implement strategies to increase enforcement of traffic safety-related laws, increase public education campaigns, and increase enforcement of DWI laws to achieve the adopted goals.

In conclusion, the grant from TXDOT covers overtime costs for the police department up to \$9,954. The city will be responsible for costs up to but not to exceed \$2,605.91. This is an 80/20% match agreement.

FINANCIAL:

Item is not budgeted (*Budget Amendment required – see attached*)

Account No.: 01.560.37

Account Name: *General Fund STEP Grant Revenue*

Amount: \$9,954

Account No.: 01.15.601.10

Account Name: *Police Dept. Salaries*

Amount: \$9,954

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Not Applicable

CITY CONTACT: Dan Taravella, Acting Chief of Police
taravellad@nactx.us

936-559-2610

ATTACHMENTS: 1. Budget Amendment Ordinance

AN ORDINANCE AMENDING ORDINANCE NO. 1881-09-21 APPROPRIATING VARIOUS AMOUNTS IN ACCORDANCE WITH BUDGET ADOPTED FOR THE ENSUING FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022.

WHEREAS, the City Council of the City of Nacogdoches, Texas has approved and adopted the budget for said city for the ensuing fiscal year beginning October 1, 2021 and ending September 30, 2022.

WHEREAS, the City of Nacogdoches applied for TXDOT STEP Impaired Driving Mobilization Grant; and the grant proposal has been approved by the Texas Department of Transportation (TXDOT); and

WHEREAS, acceptance of this grant will reimburse officers wages incurred during STEP wave enforcement periods; and

WHEREAS, The City of Nacogdoches Police Department will adopt goals to increase effective enforcement and adjudication of traffic safety-related laws to reduce fatal and serious injury crashes and reduce the number of DWI-related crashes, injuries, and fatalities; and

WHEREAS, The City of Nacogdoches Police Department will implement strategies to increase enforcement of traffic safety-related laws, increase public education campaigns, and increase enforcement of DWI laws to achieve the adopted goals.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Nacogdoches that sums of money as herein set forth in said budget are hereby appropriated and amended for the receipt of funds /payment of capital outlays of the city government of the City of Nacogdoches as follows:

Fund	Dept.	Acct.	Department	Description	Amt.
01		560.37	General Fund STEP Grant Revenue	STEP WAVE Grant Revenue	\$9,954
01	15	601.10	Police Dept Salaries	STEP WAVE Grant Expenditures	\$9,954

PASSED AND APPROVED this the ____ day of _____.

Jimmy Mize, Mayor
City of Nacogdoches

ATTEST:

Jan Vinson, City Secretary

Approved as to form: _____
Steven Kirkland, City Attorney

Approved as to content: _____
Pamela Curbow, Director of Finance

PRESENTER: Keith Kiplinger, Fire Chief

ITEM/SUBJECT: Consider adoption of a resolution of the City Council of the City of Nacogdoches, Texas authorized by Section 418.108 of the Texas Government Code, declaring, continuing and extending a local state of disaster in the City of Nacogdoches, Texas due to the public health emergency created by the COVID-19 pandemic; and providing an effective date. (Fire Chief)

SUMMARY/BACKGROUND: On March 20, 2020 the Mayor issued a disaster declaration related to the COVID-19 pandemic. The disaster declaration allows the City to take emergency protective measures (such as administering vaccines) and allows the City to seek aid and assistance from state and federal partners. The City Council adopted a resolution to continue and extend the declaration on March 26, 2020 as required by the Texas Government Code.

Due to the length of time since the original declaration and extension by Council, staff reviewed the ongoing need to expend resources related to COVID-19. As the Pandemic continues to affect the City of Nacogdoches staff recommends re-affirming the need for continued mitigation efforts through adoption of a new resolution. There are no substantive changes in this declaration, only recognition of a continued need for emergency protective measures related to COVID-19. The Government Code requires Council approval to extend the disaster declaration beyond 7 days.

FINANCIAL:

No financial impact associated with this item. Staff will seek FEMA Public Assistance related to all costs.

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Not Applicable

CITY CONTACT: Keith Kiplinger, Fire Chief
kiplingerk@nactx.us
936.559.2541

ATTACHMENTS:

1. Resolution on COVID Disaster January 2022
2. Disaster Declaration 3-20-20

RESOLUTION NO. 1290-01-22

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NACOGDOCHES, TEXAS AUTHORIZED BY SECTION 418.108 OF THE TEXAS GOVERNMENT CODE, DECLARING, CONTINUING AND EXTENDING A LOCAL STATE OF DISASTER IN THE CITY OF NACOGDOCHES, TEXAS DUE TO THE PUBLIC HEALTH EMERGENCY CREATED BY THE COVID-19 PANDEMIC; AND PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, the Texas Disaster Act, Chapter 418 of the Texas Government Code, allows the City of Nacogdoches to seek State aid in the case of a disaster defined as the imminent threat of epidemic; and

WHEREAS, on March 13, 2020, the Governor of the State of Texas issued a proclamation certifying that COVID-19 poses an imminent threat of disaster in the state and declaring a state of disaster for all counties in Texas; and

WHEREAS, on March 20, 2020, the Mayor of the City of Nacogdoches issued Declaration of Local State of Disaster Due to Public Health Emergency in accordance with Texas Government Code Section 18.008; and

WHEREAS, the City Council of the City of Nacogdoches, Texas, adopted Resolution No. 1261-03-20 on March 26, 2020 declaring, continuing and extending a Local State of Disaster in the City of Nacogdoches, Texas due to the Public Health emergency created by the COVID-19 Pandemic; and

WHEREAS, the pandemic continues unabated and continuing measures to control the transmission of disease are still warranted and ongoing as evidence by the continuing Declarations by the Governor, the most recent on July 29, 2021, Executive Order GA 38, relating to relating to the continuing response to the COVID-19 disaster; and

WHEREAS, a declaration of local disaster activates the appropriate recovery and rehabilitation aspects of all applicable local or interjurisdictional emergency management plans and authorizes the furnishing of aid and assistance under the declaration; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NACOGDOCHES, TEXAS:

SECTION 1. The continuation and extension of a declaration of a local state of disaster is made by the Nacogdoches City Council on this the 18th day of January, 2022.

SECTION 2. The continuation and extension of the aforementioned declaration shall be given prompt and general publicity and shall be promptly filed with the City Secretary as required by Section 418.108(c) of the Texas Government Code.

SECTION 3. This declaration will remain in effect until terminated by further action of the Nacogdoches City Council.

SECTION 4: This Resolution shall become effective immediately after its passage.

APPROVED AND ADOPTED at a regular meeting of the Nacogdoches City Council on this 18th day of January, 2022.

ATTEST:

CITY OF NACOGDOCHES

Jan Vinson, City Secretary

Jimmy Mize, Mayor

APPROVED AS TO FORM:

Steven Kirkland, City Attorney

**CITY OF NACOGDOCHES, TEXAS
MAYORAL DECLARATION OF LOCAL STATE OF DISASTER
DUE TO PUBLIC HEALTH EMERGENCY**

WHEREAS, beginning in December 2019, a novel coronavirus, now designated SARS-CoV2 which causes the disease COVID-19, has been declared a global pandemic by the World Health Organization; and

WHEREAS, the symptoms of COVID-19 can range from mild to severe illness and cause further complications including death; and

WHEREAS, COVID-19 virus mainly spreads between people who are in close contact with one another through respiratory droplets produced when an infected person coughs or sneezes; and

WHEREAS, on March 13, 2020, the Governor of the State of Texas issued a proclamation certifying that COVID-19 poses an imminent threat of disaster in the state and declaring a state of disaster for all counties in Texas; and

WHEREAS, on March 19, 2020, the Governor of the State of Texas issued Executive Order GA 08, relating to COVID-19 preparedness and mitigation, through which was ordered the adoption and enforcement of certain guidelines promulgated by the President of the United States of America and the Centers for Disease Control and Prevention; and

WHEREAS, the City of Nacogdoches, Texas, is taking extraordinary measures to prevent the spread of this potentially devastating disease in our community; and

WHEREAS, said state of disaster requires that certain emergency protective measures be taken pursuant to the Texas Disaster Act of 1975 relating to Emergency Management and Public Health, pursuant to Chapter 418 of the Texas Government Code.

**NOW THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF THE CITY
OF NACOGDOCHES , TEXAS:**

SECTION 1. That a local state of disaster for public health emergency is hereby declared for the City of Nacogdoches, Texas, pursuant to Section 418.108(a) of the Texas Government Code.

SECTION 2. That pursuant to Section 418.108(b) of the Texas Government Code the state of disaster for public health emergency shall continue for a period of not more than seven (7) days from the date of this declaration, unless continued or renewed by the City Council of the City of Nacogdoches, Texas.

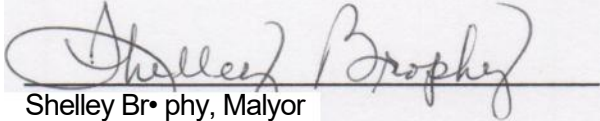
SECTION 3. That pursuant to Section 418.108(c) of the Texas Government Code this declaration of a local state of disaster for public health emergency shall be given prompt and general publicity and shall be filed promptly with the City Secretary.

SECTION 4. That pursuant to Section 418.108(d) of the Texas Government Code, this declaration of a local state of disaster activates the City of Nacogdoches, Texas, emergency management plan, and authorizes the furnishing of aid and assistance under the declaration.

SECTION 5. That this declaration hereby authorizes the use of all lawfully available enforcement tools.

SECTION 6. That this declaration shall take effect immediately from and after its issuance.

DECLARED this 20th day of March, 2020.



Shelley Brophy, Mayor
City of Nacogdoches, Texas

PRESENTER: Alaina Helton, City Planner

ITEM/SUBJECT: Discuss and consider approval of the redistricting of the single member City Council wards and establish new single-member ward boundary lines for City Council elections based on 2020 census data. (City Planner)

SUMMARY/BACKGROUND: The City contracted with the law firm of Bickerstaff, Heath, Delgado, and Acosta LLP to act as the City's consultant to prepare a proposed redistricting plan for the City based on the 2020 Census data, and in compliance with applicable requirements of state and federal law.

On November 2nd, 2021, the Firm presented their findings and recommendations to the City Council, determined that the City Council wards were out of balance, and outlined the City's obligations and a timeline for completing the remainder of the redistricting process. The City Council adopted redistricting criteria and guidelines developed to assist the City comply with federal and state laws, and to assist the public in the submission of comments and proposed plans.

On November 16th and December 6th, 2021 the Firm held two work sessions with the City Council to draw and develop the redistricting plans that followed the adopted redistricting guidelines and criteria. Upon conclusion of the work sessions, the public had an opportunity to comment on the proposed plans.

On January 5th and 6th, 2022, City staff hosted two additional public meetings to present the City Council's proposed plan to the community. These meetings were coordinated with Nacogdoches ISD to present the final redistricting plans for both the City and the school district at the same time.

Throughout the entire redistricting process, the City provided notice to the public of its proposed discussions and development of an illustrative plan through posted agendas, public presentations, and notice on its website. The attached single-member council ward plan is considered to be in the best interests of the citizens of the City and complies with the criteria and guidelines adopted by the City.

Redistricting Timeline

Initial Assessment: November 2, 2021

1st Drawing Work Session: November 16, 2021

2nd Drawing Work Session: December 6, 2021

Public Presentations (Coordinated with NISD): January 5 and 6, 2022

Final Adoption: January 18, 2022

FINANCIAL:

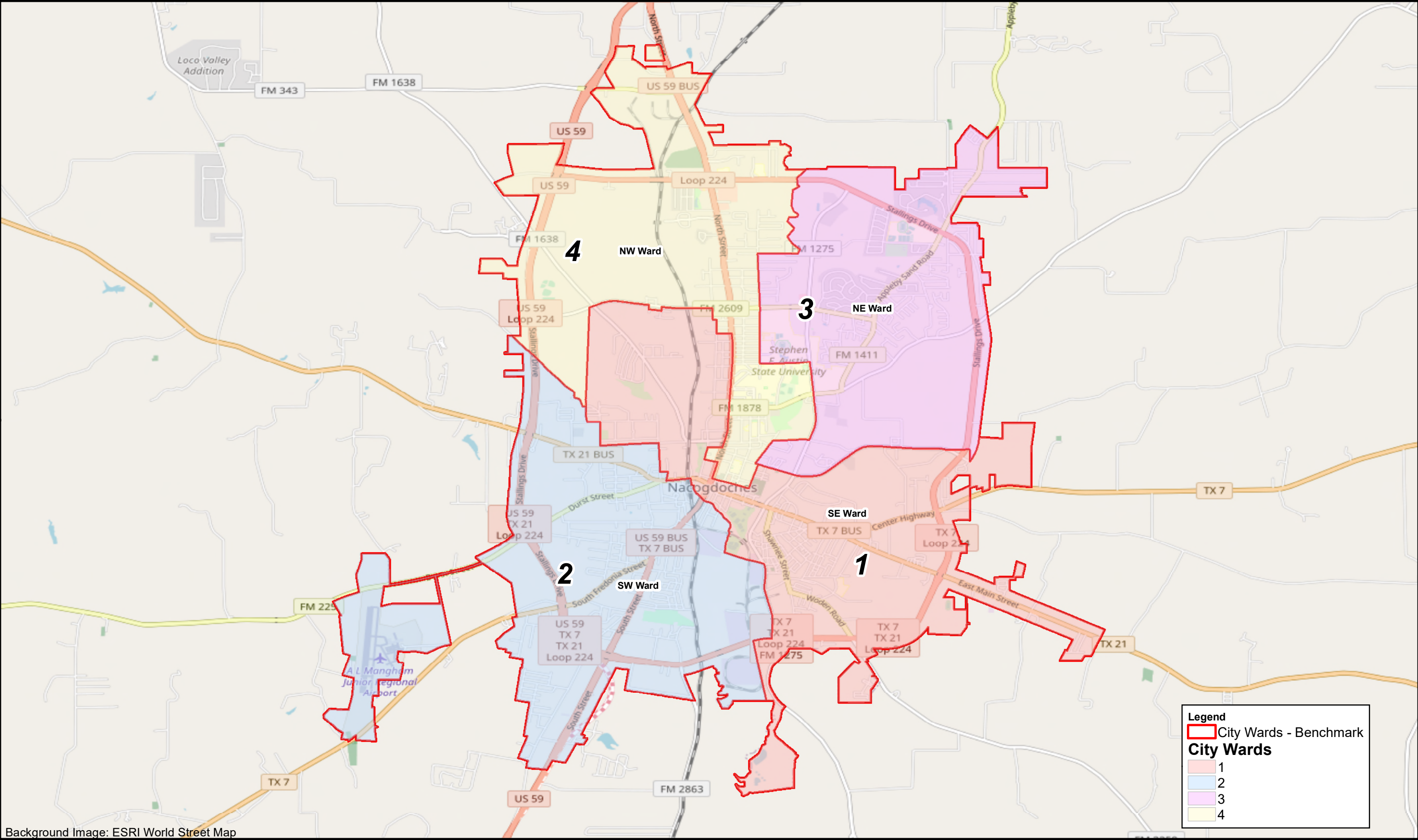
No financial impact associated with this item

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

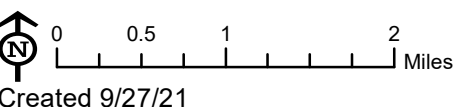
Not Applicable Not Applicable

CITY CONTACT: Alaina Helton, AICP, Director of Planning & Neighborhood Services
heltona@nactx.us
(936) 559-2572

ATTACHMENTS: 1. Current City Council District Maps
2. Redistricting Ordinance & Map Exhibits



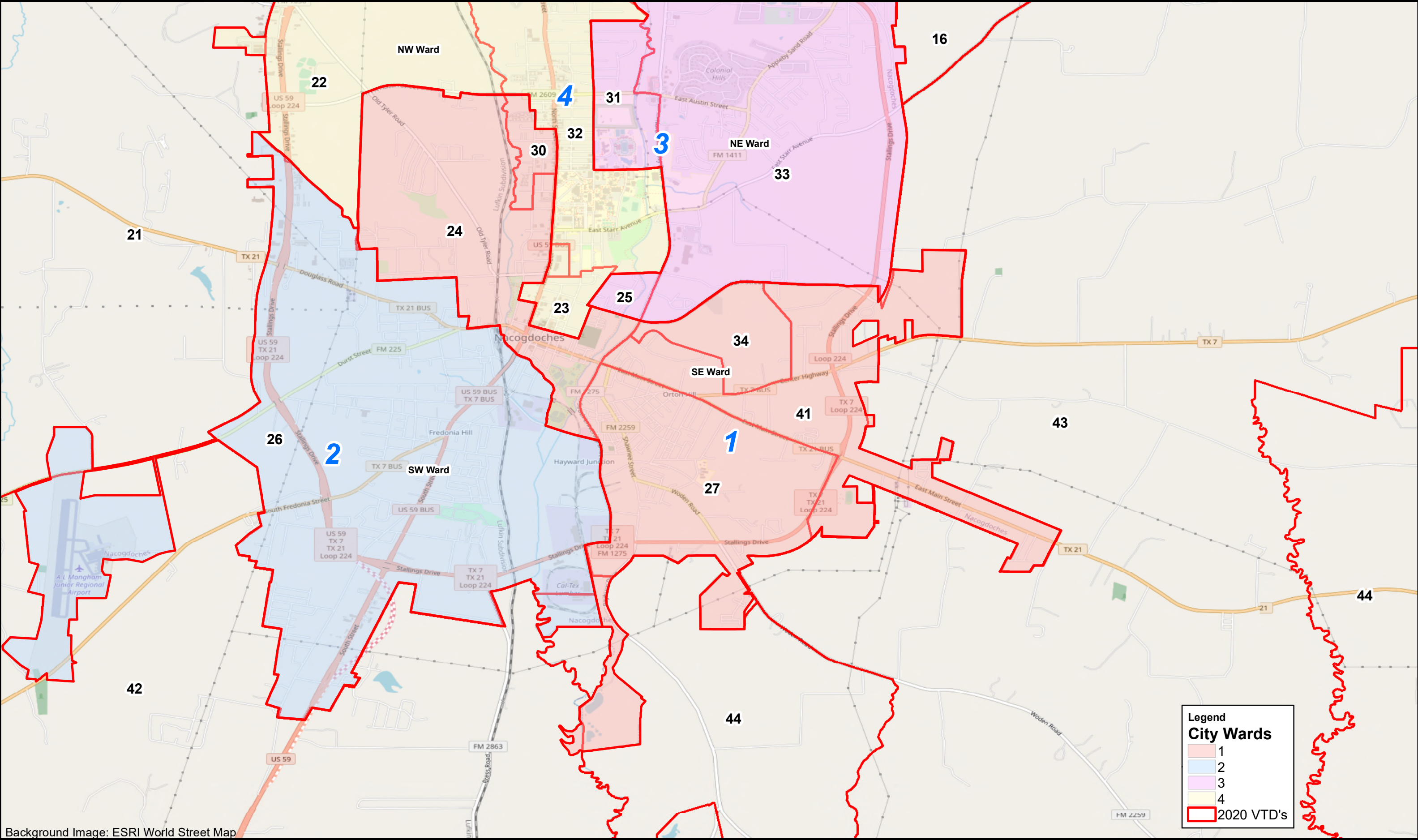
Background Image: ESRI World Street Map



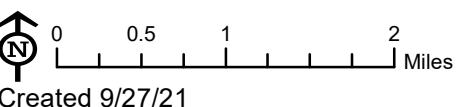
City of Nacogdoches Wards 2021 Initial Assessment

© 2021 Bickerstaff Heath Delgado Acosta LLP
Data Source: Roads, Water and other
features obtained from the 2020
Tiger/line files, U.S. Census Bureau





Background Image: ESRI World Street Map

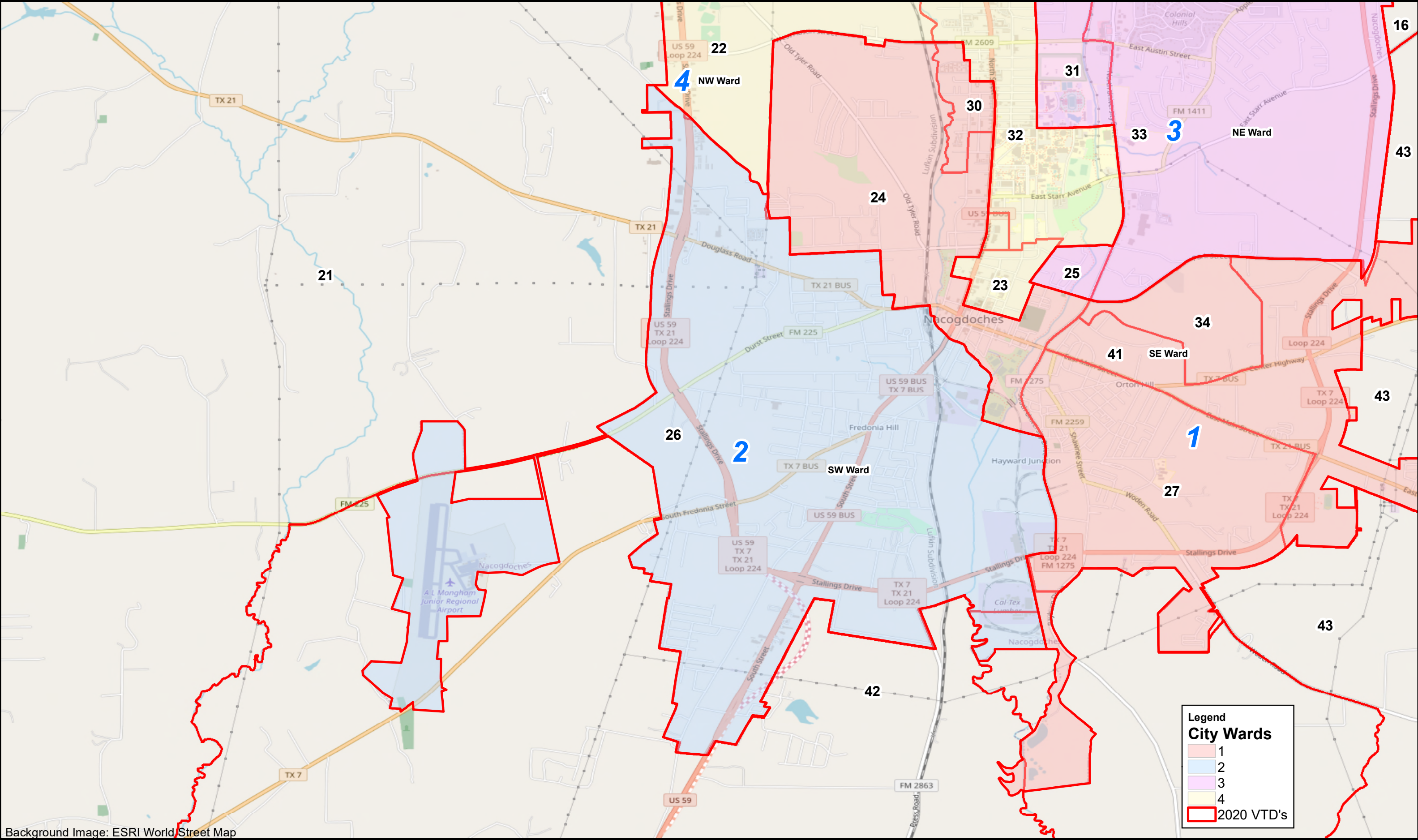


Created 9/27/21

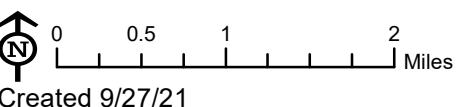
City of Nacogdoches SE Ward 2021 Initial Assessment

© 2021 Bickerstaff Heath Delgado Acosta LLP
Data Source: Roads, Water and other
features obtained from the 2020
Tiger/line files, U.S. Census Bureau





Background Image: ESRI World Street Map

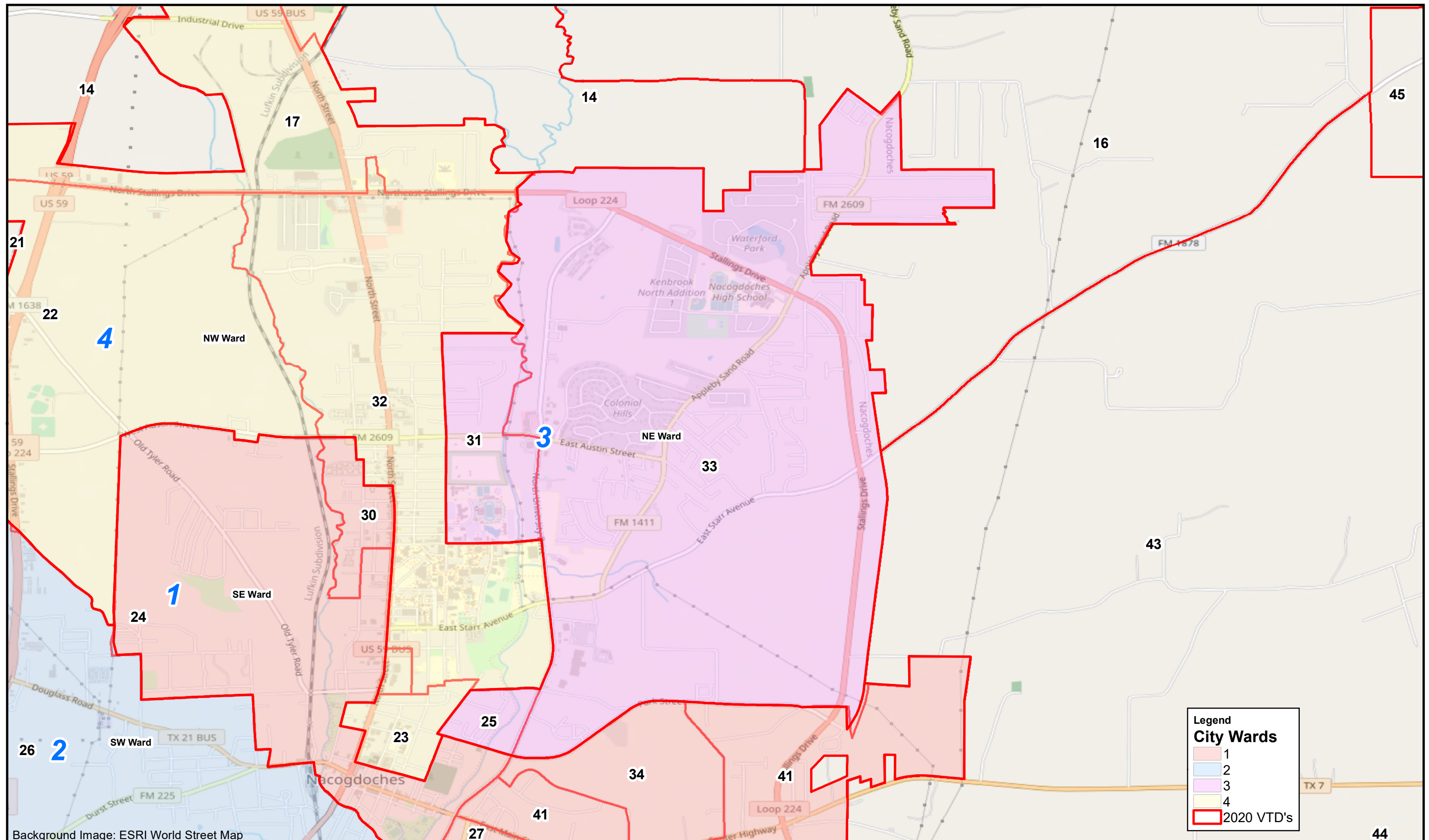


Created 9/27/21

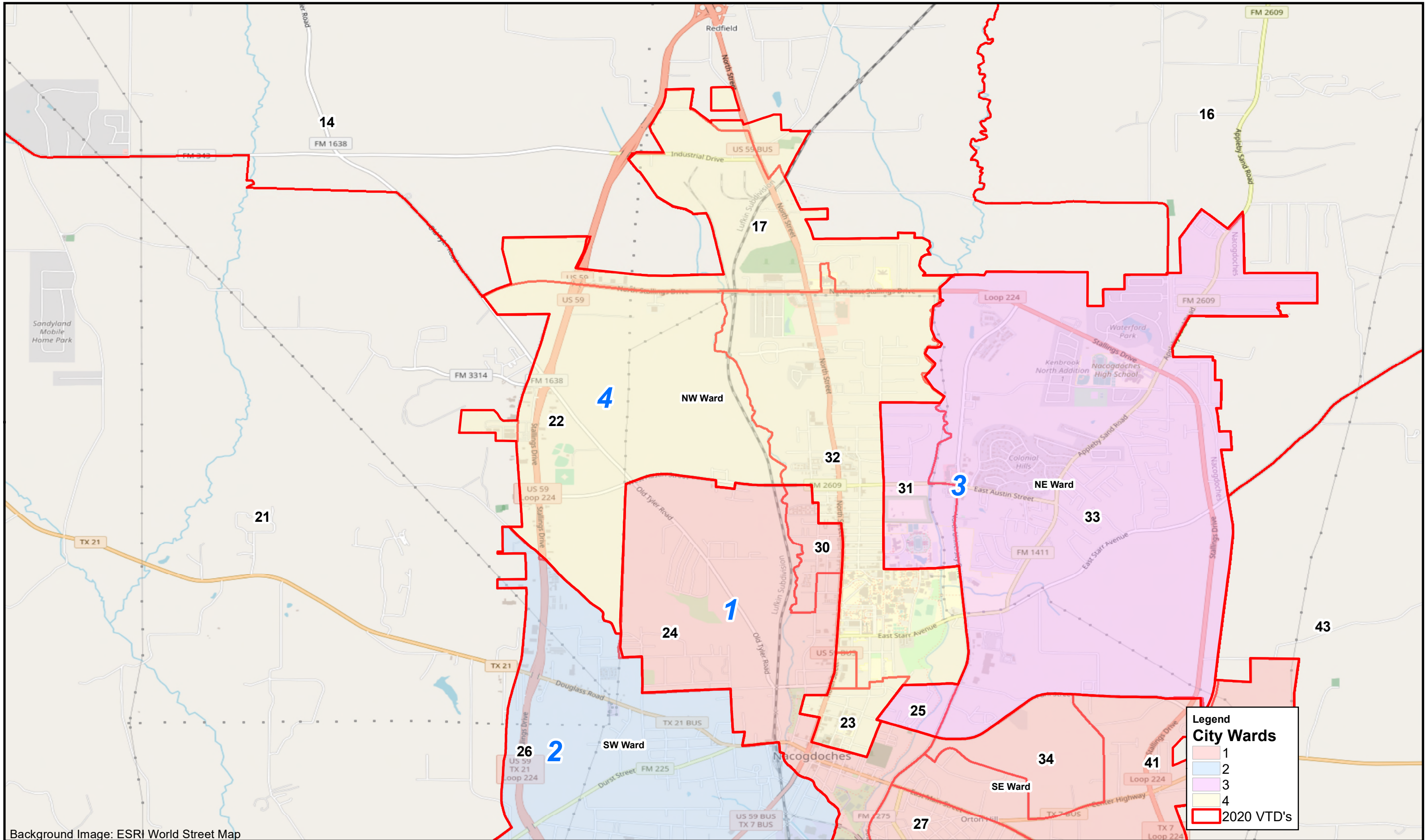
City of Nacogdoches SW Ward 2021 Initial Assessment

© 2021 Bickerstaff Heath Delgado Acosta LLP
Data Source: Roads, Water and other
features obtained from the 2020
Tiger/line files, U.S. Census Bureau



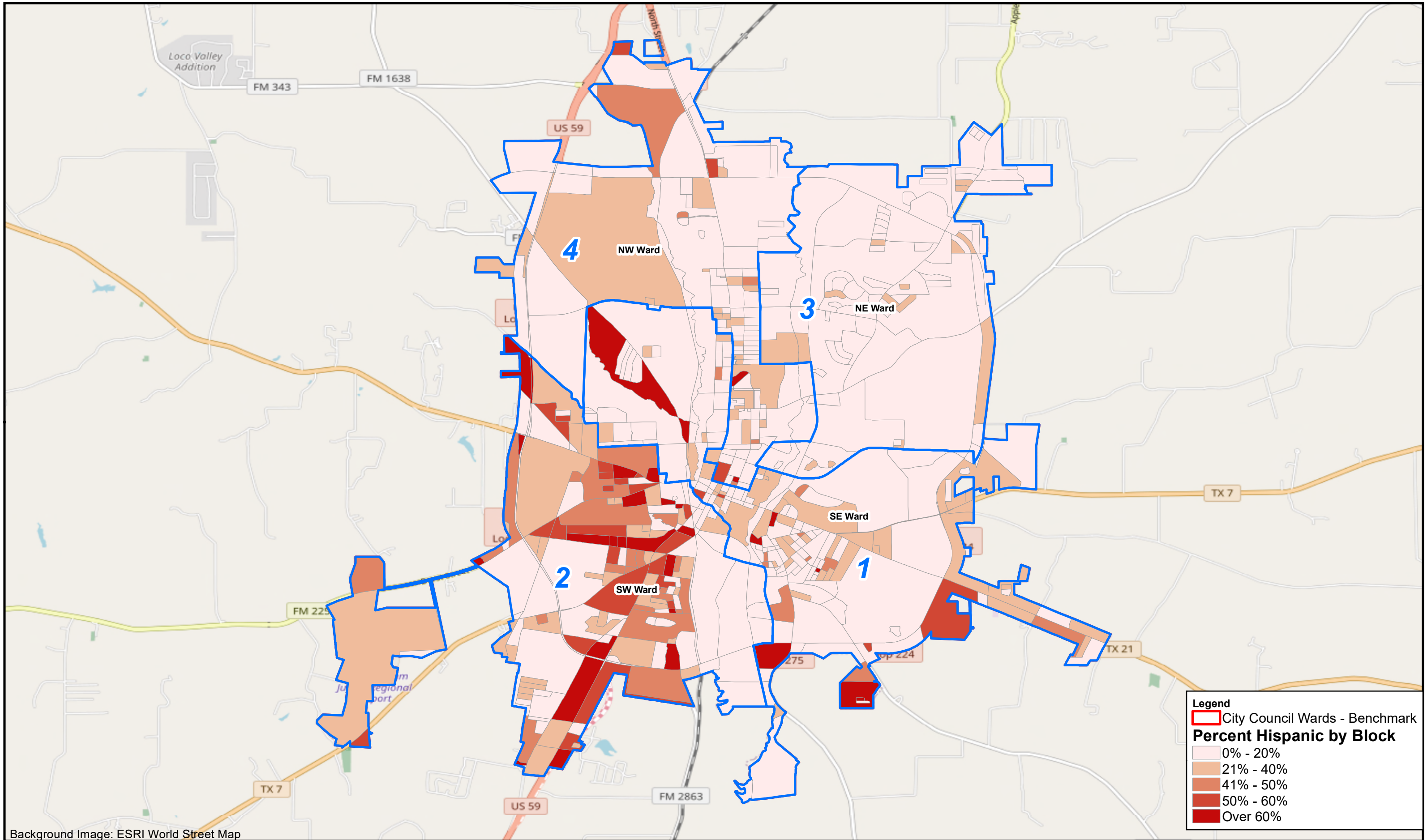


City of Nacogdoches NE Ward 2021 Initial Assessment

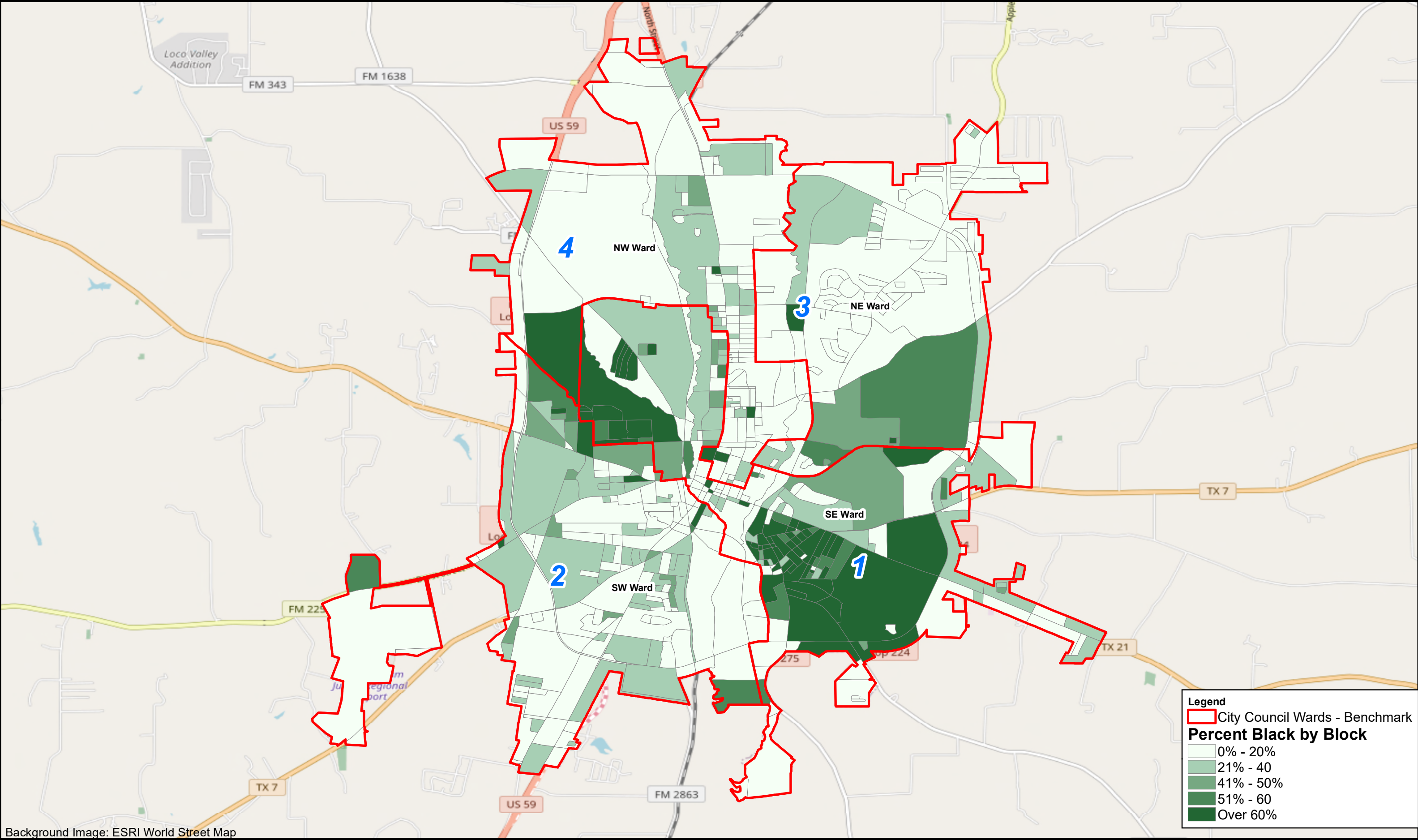


Background Image: ESRI World Street Map

City of Nacogdoches NW Ward 2021 Initial Assessment



City of Nacogdoches 2021 City Council Wards Percent Hispanic by 2020 Census Block



Background Image: ESRI World Street Map

**City of Nacogdoches City Council Wards
Percent Black by 2020 Census Block**

ORDINANCE NO. 1889-01-22

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NACOGDOCHES TEXAS, APPROVING THE REDISTRICTING OF THE SINGLE MEMBER CITY COUNCIL WARDS AND ESTABLISHING NEW SINGLE-MEMBER WARD BOUNDARY LINES FOR CITY COUNCIL ELECTIONS BASED ON 2020 CENSUS DATA; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the results of the 2020 Federal Census have been received and indicate that the City of Nacogdoches' single member council wards are sufficiently out of population balance to require redistricting in order to comply with the "one-person, one-vote" principle established by the U.S. Constitution; and

WHEREAS, the City of Nacogdoches ("City") contracted with the law firm of Bickerstaff, Heath, Delgado, and Acosta LLP to act as the City's consultant to prepare a proposed redistricting plan for the City in compliance with applicable requirements of state and federal law; and

WHEREAS, on November 2, 2021, the City Council adopted redistricting criteria developed to assist the City comply with all applicable federal and state laws, and said redistricting criteria was used to develop the City's illustrative redistricting plan; and

WHEREAS, on November 2, 2021, the City Council also adopted redistricting guidelines developed to assist the public in the formulation and submission of comments and proposed plans in a consistent and informative manner; and

WHEREAS, throughout the entire redistricting process the City provided notice to the public of its proposed discussions and development of an illustrative plan through posted agendas, public presentations, and notice on its website; and

WHEREAS, the City Council has considered the proposed redistricting plan at City Council meetings and public hearings on November 2, November 16, December 6, 2021, and January 18, 2022, and has received and considered any oral and written comments regarding the appropriate configuration of the council member wards; and

WHEREAS, the City Council finds that the attached single-member council ward plan is considered to be in the best interests of the citizens of the City and complies with the criteria and guidelines adopted by the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NACOGDOCHES, TEXAS:

A. That the single-member ward boundary lines for the City of Nacogdoches are hereby amended and designated as the official final plan regarding redistricting of the four city council single-member wards as shown on the map labeled as Exhibit "A"; as further described

in the tables showing population numbers and demographic statistics labeled as Exhibit “B” to this ordinance, such Exhibits are incorporated by reference into and made a part of this ordinance, and kept on file in the City Secretary’s Office.

B. That this ordinance shall take effect immediately and all subsequent Nacogdoches City Council elections shall be held in accordance with the single-member ward map adopted by City Council.

PASSED AND APPROVED, this ____ day of _____, 2022, by a vote of ____ (ayes) to ____ (nays) of the City Council of the City of Nacogdoches, Texas.

CITY OF NACOGDOCHES, TEXAS

Jimmy Mize, Mayor

ATTEST:

Jan Vinson, City Secretary

APPROVED AS TO FORM:

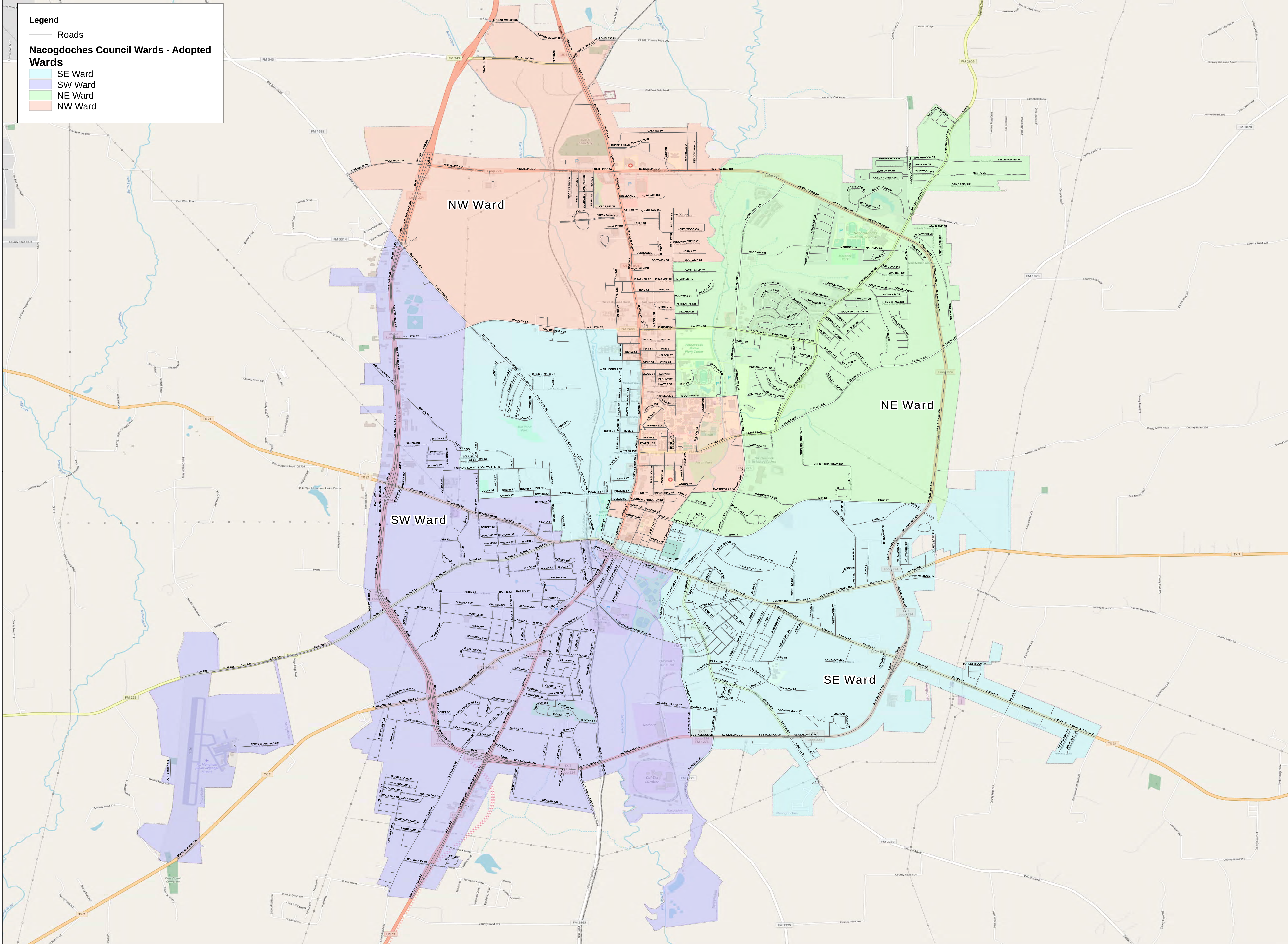
Steven Kirkland, City Attorney

APPROVED AS TO CONTENT:

Alaina Helton, City Planner

EXHIBIT A

Map

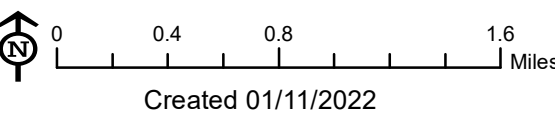
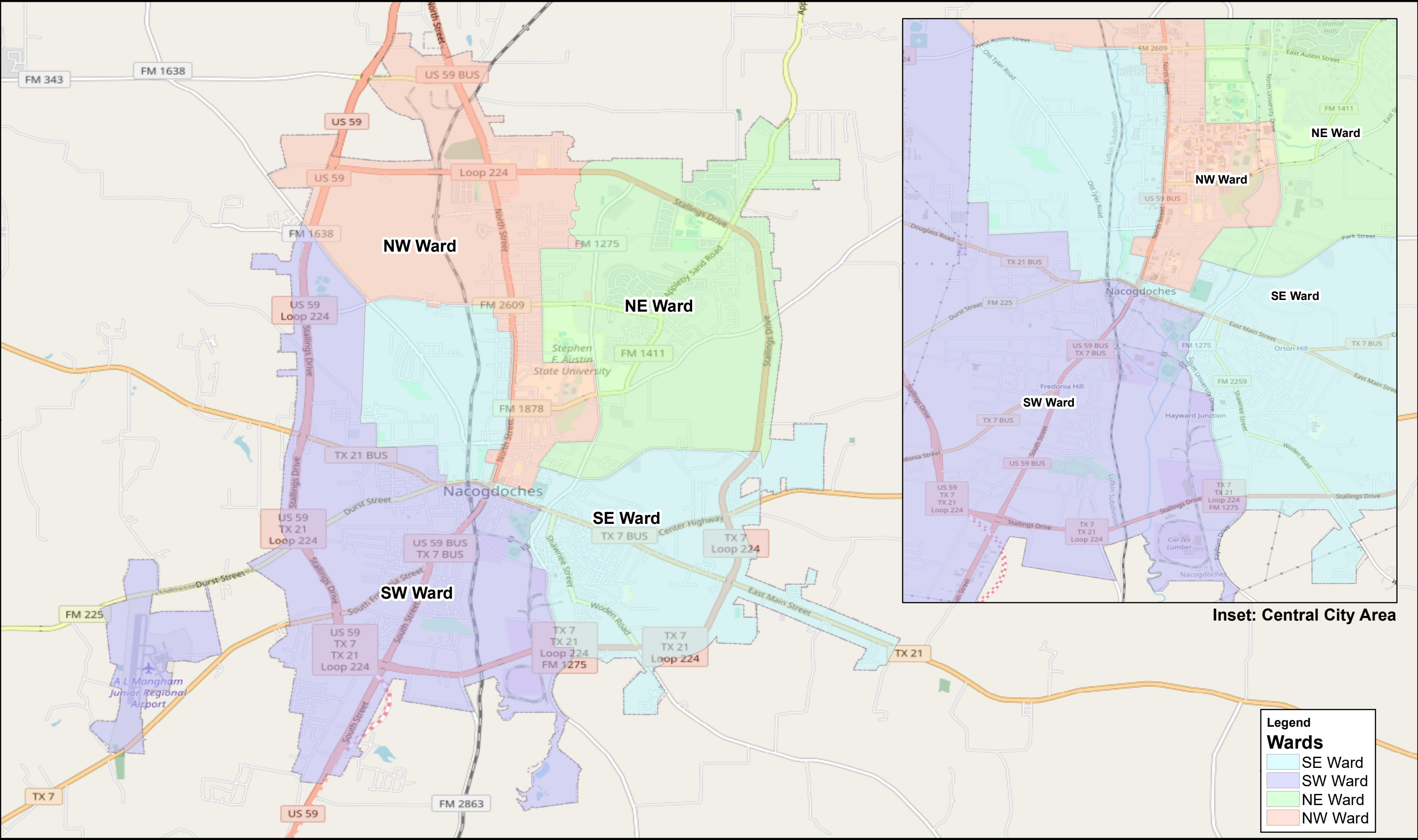


Legend

— Roads

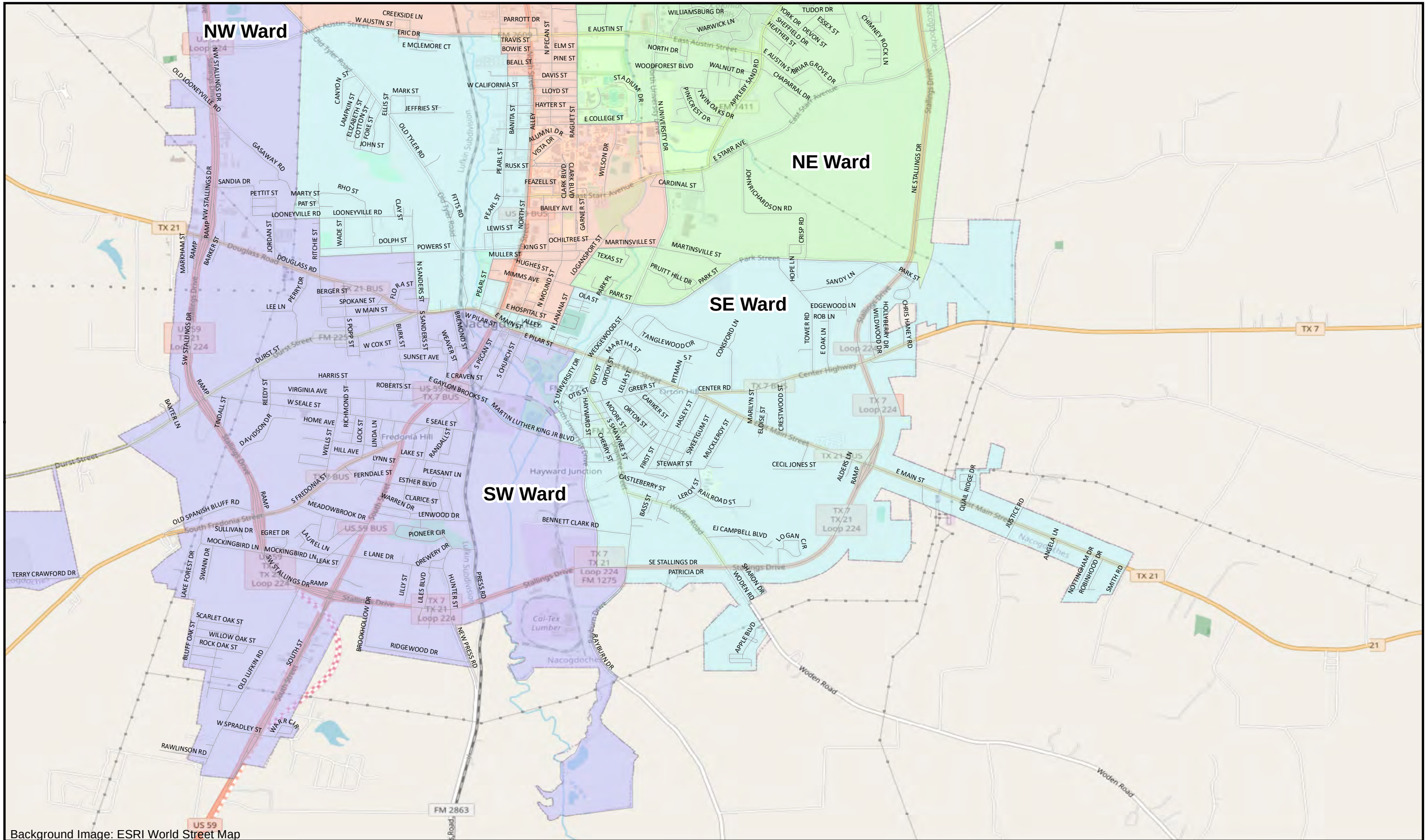
Nacogdoches Council Wards - Adopted Wards

- SE Ward
- SW Ward
- NE Ward
- NW Ward

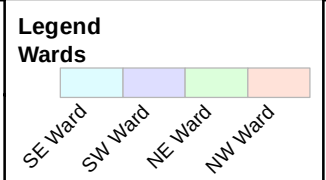
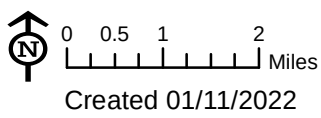


City of Nacogdoches City Council Wards
Draft Plan A - Adopted January 18, 2022





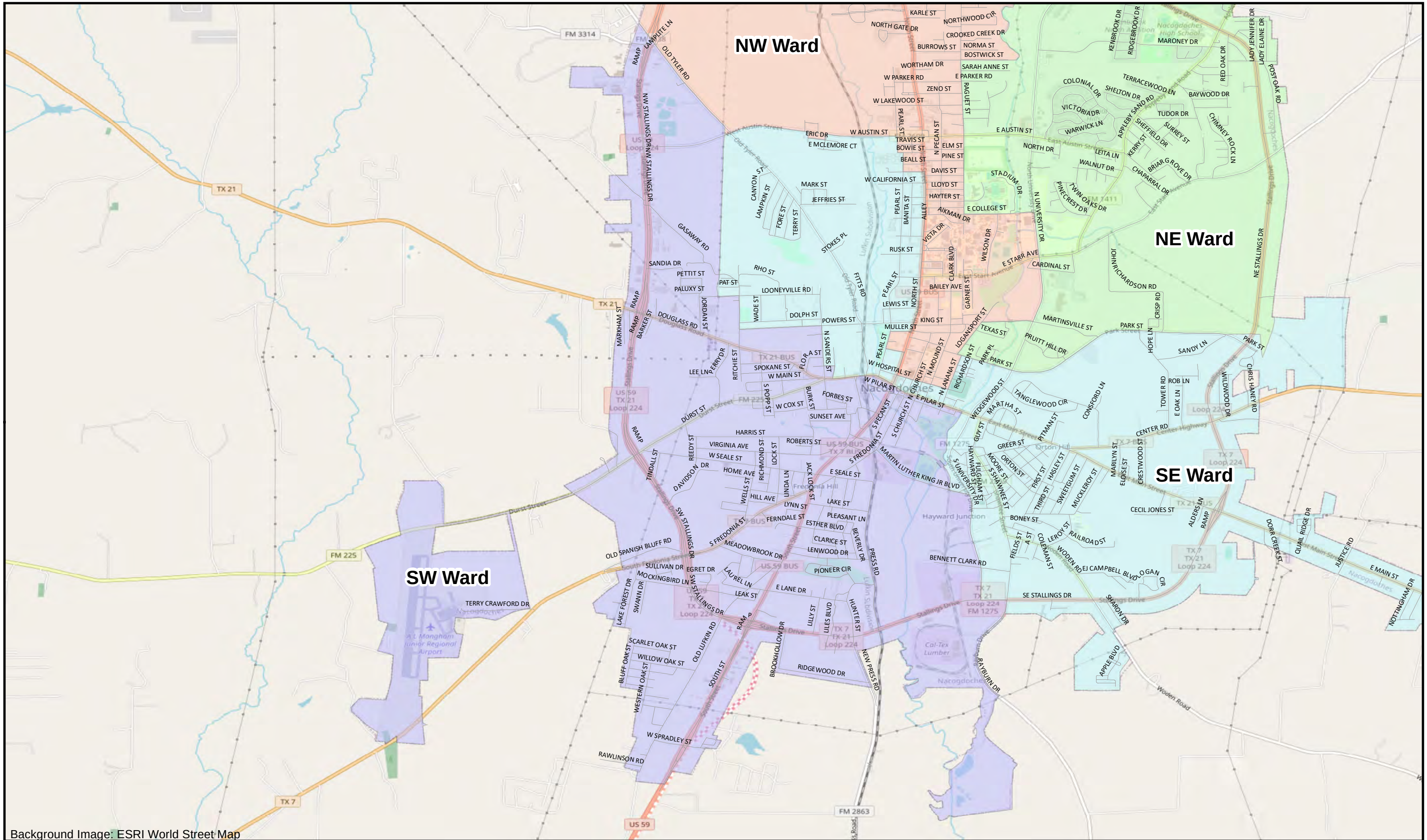
Background Image: ESRI World Street Map



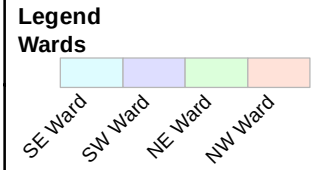
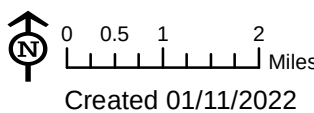
City of Nacogdoches City Council SE Ward Draft Plan A - Adopted January 18, 2022

© 2022 Bickerstaff Heath Delgado Acosta LLP
Data Source: Roads, Water and other
features obtained from the 2020
Tiger/line files, U.S. Census Bureau





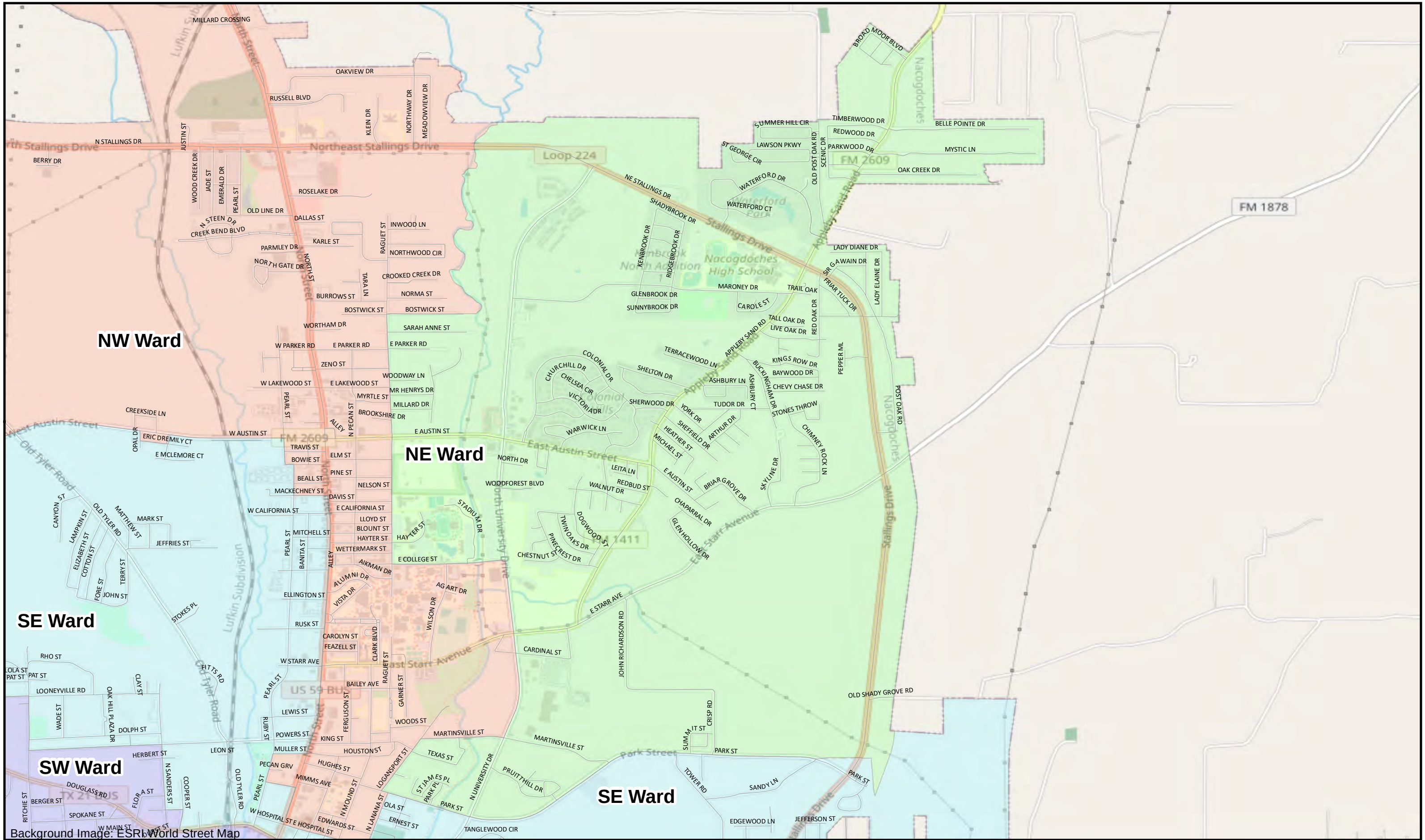
Background Image: ESRI World Street Map

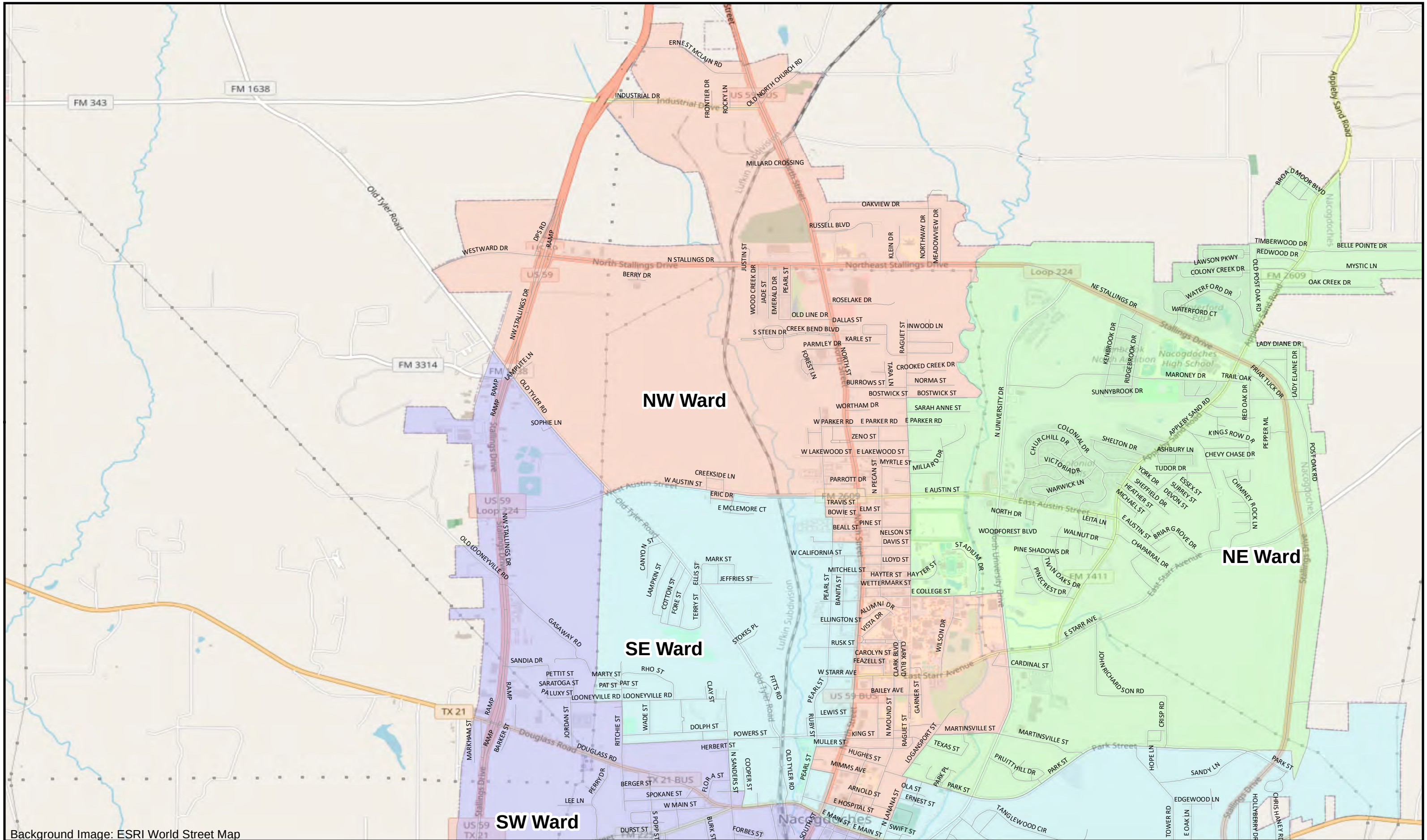


City of Nacogdoches City Council SW Ward Draft Plan A - Adopted January 18, 2022

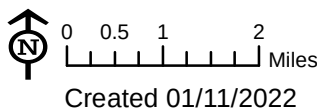
© 2022 Bickerstaff Heath Delgado Acosta LLP
Data Source: Roads, Water and other
features obtained from the 2020
Tiger/line files, U.S. Census Bureau







Background Image: ESRI World Street Map



Legend
Wards



City of Nacogdoches City Council NW Ward Draft Plan A - Adopted January 18, 2022

© 2022 Bickerstaff Heath Delgado Acosta LLP
Data Source: Roads, Water and other
features obtained from the 2020
Tiger/line files, U.S. Census Bureau



EXHIBIT B

Tables

Demographics Report - Summary 2020 Census Total Population

Ward	Persons	Ideal Size	Deviation	Hispanic % of Total Population	Non-Hispanic White % of Total Population	Non-Hispanic Black % of Total Population	Non-Hispanic Asian % of Total Population	Non-Hispanic Other % of Total Population
SE Ward	8,265	8,033	2.89%	18.67%	28.24%	48.11%	0.97%	4.03%
SW Ward	7,569	8,033	-5.77%	37.89%	34.48%	23.56%	0.95%	3.13%
NE Ward	8,313	8,033	3.49%	9.79%	67.69%	15.57%	2.59%	4.37%
NW Ward	7,984	8,033	-0.61%	15.97%	60.91%	16.56%	2.20%	4.37%

TOTAL: 32,131 20.23% 48.03% 26.07% 1.69% 3.99%

Ideal Size: 32131 / 4 = 8033

Total Population: 32,131

Overall Deviation: 9.26%

Some percentages may be subject to rounding errors.

Plan Name: City of Nacogdoches City Council Wards Draft Plan A - Adopted January 18, 2022



Demographics Report - Detailed 2020 Census Total Population

Ward	Persons	Ideal Size	Deviation	Hispanic	Hispanic % of Total Population	ANGLO	Non-Hispanic Anglo % of Total Population	Black	Black % of Total Population	Asian	Asian % of Total Population	AM Indian Native	IND / NAT % TOT Pop.	Haw Pac. Isl.	HAW/ PAC % of Total Pop.	Other	Other % of Total Pop.	Two or More Races	Two or More Races % Tot Pop
SE Ward	8,265	8,033	2.89%	1,543	18.67%	2,334	28.24%	3,976	48.11%	80	0.97%	21	0.25%	0	0.00%	42	0.51%	270	3.27%
SW Ward	7,569	8,033	-5.77%	2,868	37.89%	2,610	34.48%	1,783	23.56%	72	0.95%	28	0.37%	0	0.00%	19	0.25%	190	2.51%
NE Ward	8,313	8,033	3.49%	814	9.79%	5,627	67.69%	1,294	15.57%	215	2.59%	26	0.31%	3	0.04%	41	0.49%	293	3.52%
NW Ward	7,984	8,033	-0.61%	1,275	15.97%	4,863	60.91%	1,322	16.56%	176	2.20%	21	0.26%	0	0.00%	20	0.25%	308	3.86%
TOTAL:	32,131			6,500	20.23%	15,434	48.03%	8,375	26.07%	543	1.69%	96	0.30%	3	0.01%	122	0.38%	1,061	3.30%

Ideal Size: 32131 / 4 = 8033

Total Population: 32,131

Overall Deviation: 9.26%

Some percentages may be subject to rounding errors.

Demographics Report - Summary 2020 Census Voting Age Population

Ward	Total VAP*		Hispanic % of Total VAP	Non-Hispanic Anglo % of Total VAP	Non-Hispanic Black % of Total VAP	Non-Hispanic Asian % of Total VAP	Non-Hispanic Other % of Total VAP
SE Ward	6,160		16.28%	32.78%	46.57%	0.83%	3.56%
SW Ward	5,438		32.49%	39.79%	23.89%	1.07%	2.76%
NE Ward	6,898		9.44%	70.61%	13.73%	2.55%	3.67%
NW Ward	7,172		15.66%	63.48%	15.18%	1.92%	3.75%
	25,668		17.70%	53.01%	24.17%	1.65%	3.47%

* VAP - Voting Age Population

Some percentages may be subject to rounding errors.

Plan Name: City of Nacogdoches City Council Wards Draft Plan A - Adopted January 18, 2022
Demographics Report - Detailed 2020 Census Voting Age Population



Ward	Total VAP	Hispanic VAP	% Hispanic VAP	Anglo VAP	% Anglo VAP	Black VAP	% Black VAP	Asian VAP	% Asian VAP	AM IND NATIVE VAP	% AM IND NATIVE VAP	HAW/PAC VAP	% HAW/PAC VAP	Other VAP	% Other VAP	Two or More Races VAP	% Two or more VAP
SE Ward	6,160	1,003	16.28%	2,019	32.78%	2,869	46.57%	51	0.83%	19	0.31%	0	0.00%	23	0.37%	177	2.87%
SW Ward	5,438	1,767	32.49%	2,164	39.79%	1,299	23.89%	58	1.07%	22	0.40%	0	0.00%	9	0.17%	119	2.19%
NE Ward	6,898	651	9.44%	4,871	70.61%	947	13.73%	176	2.55%	23	0.33%	3	0.04%	28	0.41%	199	2.88%
NW Ward	7,172	1,123	15.66%	4,553	63.48%	1,089	15.18%	138	1.92%	16	0.22%	0	0.00%	16	0.22%	237	3.30%
TOTALS:	25,668	4,544	17.70%	13,607	53.01%	6,204	24.17%	423	1.65%	80	0.31%	3	0.01%	76	0.30%	732	2.85%

* VAP - Voting Age Population

Some percentages may be subject to rounding errors.

PRESENTER: Alaina Helton, City Planner

ITEM/SUBJECT: Public Hearing: Consider a Zone Change from R-2, Single Family to R-4, Multi-Family for Lot 36-A, City Block 48, located on the north side of Harris Street, approximately 200 feet west of Burk Street. This request has been submitted by Guadalupe Salinas of Universal Construction & Remodeling LLC. Case File ZON2021-08. **(THE APPLICANT FORMALLY WITHDREW THIS ZONE CHANGE REQUEST ON JANUARY 10, 2022)** (City Planner)

SUMMARY/BACKGROUND: The request is for a zone change from R-2, Single Family to R-4, Multi-Family for a 0.3 acre lot located on the north side of Harris Street. The R-4 district is intended as an area for higher density which may contain a mixture of single-family, two-family, and multiple-family dwellings. The applicant owns the subject property and has stated that he intends to develop the property with duplex residences. Duplex structures are also permitted in the R-3, Two Family district. However, due to the size and configuration of the property, the applicant is requesting R-4, Multi-Family zoning to allow for more than one duplex to be built on the property.

Adjacent Land Use & Zoning: The subject property is zoned R-2, Single Family and is vacant. The surrounding zoning and land uses are as follows:

Direction	Comprehensive Plan	Zoning	Land Use
North	Single Family Residential	R-2, Single Family	Single Family
South (Across from Harris St.)	Single Family Residential	R-2, Single Family	Single Family
East	Single Family Residential	R-4, Multi-Family	Single Family
West	Single Family Residential	R-3, Two Family	Single Family

The Harris Street area is primarily zoned R-2, Single Family and developed with single family residences. However, the eastern end of Harris Street where the subject property is located includes a mix of zoning and land uses, including R-4, Multi-Family located immediately to the east and R-3, Two Family zoning located immediately west of the subject property. The

Nacogdoches Senior Center is also located on this section of Harris Street, along with a senior housing multifamily development (Nacogdoches Senior Village) zoned Planned Development (PD) located approximately 300 feet west of the subject property. The lots in this area also vary in size and configuration, with smaller residential lots located to the south across Harris and Burk Street, and larger deeper lots located on the north side of Harris Street.

REVIEW CRITERIA: Per Section 118.139 of the Nacogdoches Zoning Ordinance, the following conditions shall be considered when reviewing an application for zoning change:

Compatibility: The specific use will be compatible with and not injurious to the use and enjoyment of other property in the immediate vicinity, nor significantly diminish or impair property values within the immediate vicinity;

The area is primarily zoned R-2 and developed with single family residences, with the exception of the Senior Center and a senior housing multifamily development located just west of the property on Harris Street. The applicant is requesting a change in zoning from R-2, Single Family to R-4, Multi-Family to build duplexes. While there are adjacent properties that are zoned R-4, Multi-Family, the additional density permitted by the proposed zoning district would not be consistent with the character of the existing single family development in the area. The R-3, Two Family zoning district is more appropriate for single-family and two-family (duplex) housing, and would be more compatible with the existing neighborhood.

Orderly Growth and Development: The establishment of the specific use will not impede the normal and orderly development and improvement of surrounding vacant property;
The surrounding properties are developed.

Supporting Facilities: Adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;

The subject property takes direct access from Harris Street. The property has access to public utilities, with 8-inch water and 6-inch sewer mains located along Harris Street. Per the FEMA Floodplain Map, there is no floodplain located on the subject property.

Drives and Parking: The design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;

The property is undeveloped, and all future driveways and parking areas would meet the City's current land development design standards.

Nuisances: Adequate nuisance-prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;

The subject property abuts R-2, Single Family zoning to the north and R-3, Two Family zoning to the west. If the property is zoned R-4, Multi-Family, the district regulations are designed to protect residential characteristics of the area and to prevent the overcrowding of land, including the following:

- **Sec. 118-429. - Commercial sites with residential adjacency:** Development must observe the same building setbacks as adjacent residential zoning districts. Requires screening fence and landscape buffer when developing R-4 adjacent to residential districts (A, R-1, R-2 and R-3) in order to screen views and windblown trash and debris from adjacent development.

Lighting: Any lighting to be provided will be directional so as not to disturb or adversely affect

neighboring properties;

Outdoor lighting must meet the City's lighting ordinance restrictions, i.e., only down lighting, no spillover lighting onto neighboring properties.

Landscaping: Sufficient landscaping and screening to ensure harmony and compatibility with adjacent property exists or will be provided;

Multifamily apartment construction is subject to commercial district landscaping requirements.

Comprehensive Plan: The proposed use is in accordance with the comprehensive plan;
Future Land Use

Per the 2003 Nacogdoches Comprehensive Plan, the Future Land Use Plan designates the subject property and the surrounding area as *Single Family Residential*. The *Single Family Residential* Future Land Use category is described as, "Conventional one-family detached dwellings (also includes duplexes)." The requested R-4, Multi-Family zoning district is not consistent with the Future Land Use Map. However, the R-3, Two Family zoning district is consistent with the uses described in the *Single Family Residential* land use category.

Thoroughfare Plan

Harris Street is a Local/residential street. Local streets and all other roads which are not included in higher functional classes, are therefore not identified on the Thoroughfare Plan.

Land Use Policies, Goals & Objectives

This rezoning is a response to current needs for housing and would further the goal of the 2003 Comprehensive Plan to encourage *Growth Inward* by promoting infill where adequate infrastructure already exists. However, the requested R-4, Multi-Family zoning district would not provide for appropriate separation of land use types or preserve the character of the existing neighborhood. Therefore, staff finds that the request is not in compliance with the Comprehensive Plan.

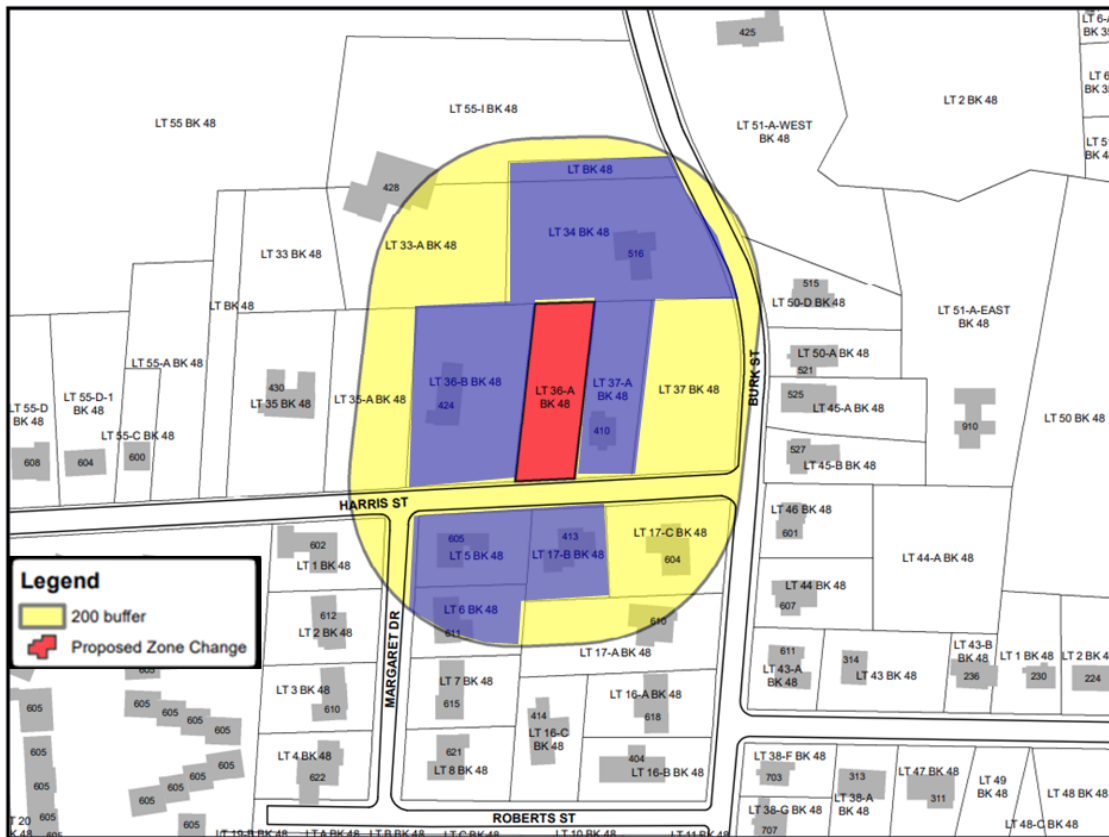
NOTICES:

Staff mailed 12 notices to property owners within the 200 foot notification area. Since the time of this report, Staff has received written opposition to the request from the six (6) adjacent property owners to the north, east, west and south of the subject property.

20% Rule

Section 118-141. - Protest of proposed change in zoning, of the Zoning Ordinance describes the process for adjacent property owners to submit protest against a zone change request. This section states that if a proposed zone change is protested by 20% of the adjacent property owners, the proposed zone change must receive the affirmative vote of at least three-fourths of all members of the governing body in order to be approved. The protest must be written and signed by the owners of at least 20% of the area of the lots or land immediately adjoining the area covered by the proposed change and extending 200 feet from that area. This is the area between the boundaries of the property being rezoned, and the edge of the 200-foot buffer.

The opposition letters received from the adjacent property owners does represent more than 20% of the area of the land located within the 200 notification area. Therefore, the proposed zone change must receive the affirmative vote of at least three-fourths of all members of the City Council (4 out of 5) in order to be approved. The image below shows the land area included in the 20% calculation in yellow, and the property owners who have submitted written opposition in blue:



Based on the concerns received from residents and property owners in the area, **the applicant formally withdrew their zone change application on January 10, 2022.**

This zoning application was also subject to the additional noticing practices approved by City Council in January 2021. These include a zoning sign located on the subject property, notices posted on the City webpage and social media platforms, and courtesy notices mailed to property owners within 500 feet of the subject property.

RECOMMENDATION:

Staff Recommendation

Based on the above findings and input received from the neighborhood, Staff recommends denial of a change of zoning for the subject property from R-2, Single Family to R-4, Multi-Family as requested. However, Staff does find that a change of zoning for the subject property from R-2, Single Family to R-3, Two Family may be appropriate to allow for the development of a single duplex that would be more compatible with the existing neighborhood.

Planning & Zoning Commission Recommendation

The Planning & Zoning Commission considered this item at their regular meeting on January 10, 2022 and, based on requests from the neighboring property owners, **voted unanimously (4-0) to not accept the applicant's withdrawal request, and instead to deny the request with prejudice.**

Denial with prejudice: If a request is denied with prejudice, a new application may be submitted for the same lot or tract of land within one year only if the new request is for a more restrictive or less intense use. If a request is denied by the City Council without an indication of "with" or "without" prejudice, the action shall be considered to be "denied with prejudice."

FINANCIAL:

No financial impact associated with this item

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Neighborhood Revitalization and Attainable Housing

CITY CONTACT: Alaina Helton, AICP, City Planner
heltona@nactx.us
(936) 559-2572

ATTACHMENTS:

1. Location Map
2. Aerial Map
3. Zoning Map
4. Future Land Use Map
5. Notification Map
6. Written Opposition Map
7. Site Photos
8. Response Letters
9. Ordinance

ZON 2021-08

Legend

- Proposed Zone Change
- City Limit

Map Details:

- Streets:** HARRIS ST, MARGARET DR, ROBERTS ST, BURK ST, VIRGINIA AVE, LOCK ST.
- Lots and Blocks:** Numerous lots and blocks are labeled, including LT 55 BK 48, LT 33 BK 48, LT 33-A BK 48, LT 34 BK 48, LT 35-A BK 48, LT 36-B BK 48, LT 37-A BK 48, LT 37-B BK 48, LT 36-A BK 48, LT 51-A-WEST BK 48, LT 51-A-EAST BK 48, LT 50-D BK 48, LT 50-A BK 48, LT 45-A BK 48, LT 45-B BK 48, LT 46 BK 48, LT 44 BK 48, LT 44-A BK 48, LT 43-A BK 48, LT 43 BK 48, LT 43-B BK 48, LT 1 BK 48, LT 2 BK 48, LT 3 BK 48, LT 4 BK 48, LT 5 BK 48, LT 50-C BK 48, LT 50-B BK 48, LT 38-F BK 48, LT 38-G BK 48, LT 38-A BK 48, LT 38-E BK 48, LT 38-D BK 48, LT 38-B BK 48, LT 38-C BK 48, LT 48-A BK 48, LT 48-B BK 48, LT 48-C BK 48, LT 48-D BK 48, LT 48-E BK 48, LT 48-F BK 48, LT 48-G BK 48, LT 48-H BK 48, LT 48-I BK 48, LT 48-J BK 48, LT 48-K BK 48, LT 48-L BK 48, LT 48-M BK 48, LT 48-N BK 48, LT 48-O BK 48, LT 48-P BK 48, LT 48-Q BK 48, LT 48-R BK 48, LT 48-S BK 48, LT 48-T BK 48, LT 48-U BK 48, LT 48-V BK 48, LT 48-W BK 48, LT 48-X BK 48, LT 48-Y BK 48, LT 48-Z BK 48.
- Proposed Zone Changes:** LT 36-A BK 48, LT 36-B BK 48, LT 37-A BK 48, LT 37-B BK 48, LT 36-A BK 48.
- City Limit:** The city limit is shown as a dashed line.
- Scale:** 0 to 200 Feet.
- North Arrow:** Points North.

Notice: This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

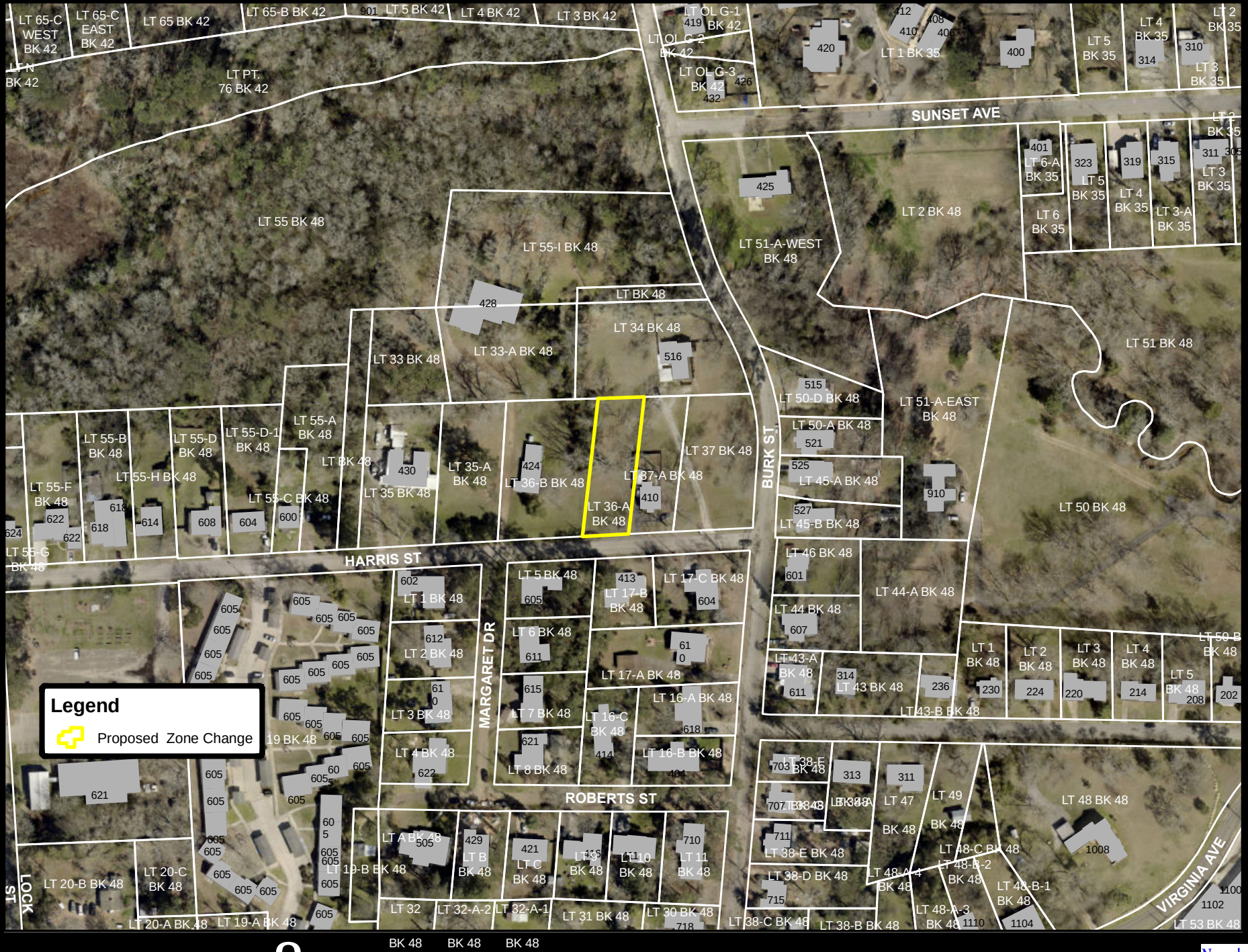
Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

8

0 50 100 200 Feet

Date Created: December 14, 2021 Software: ArcGIS 10.8.1

ZON 2021-08



8

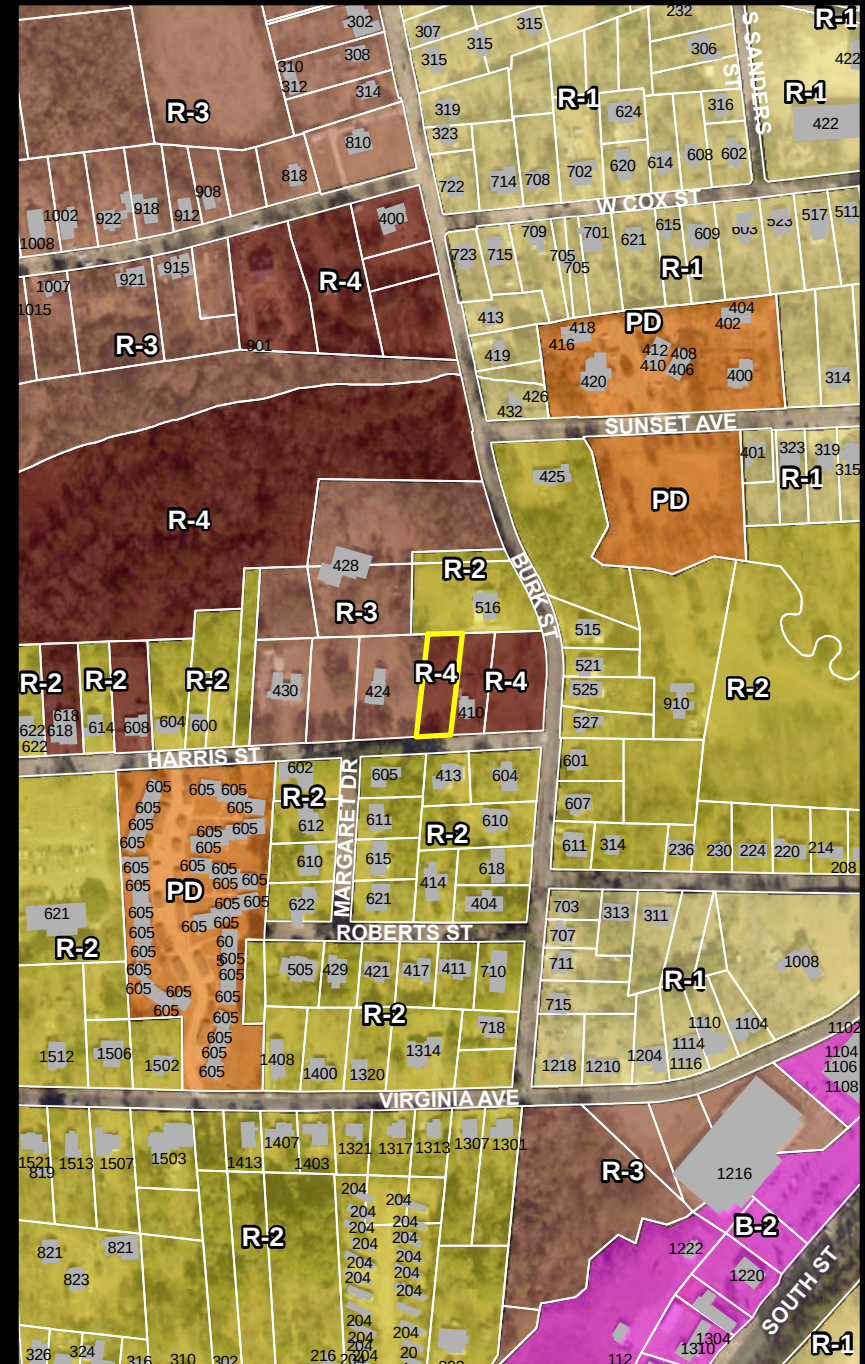
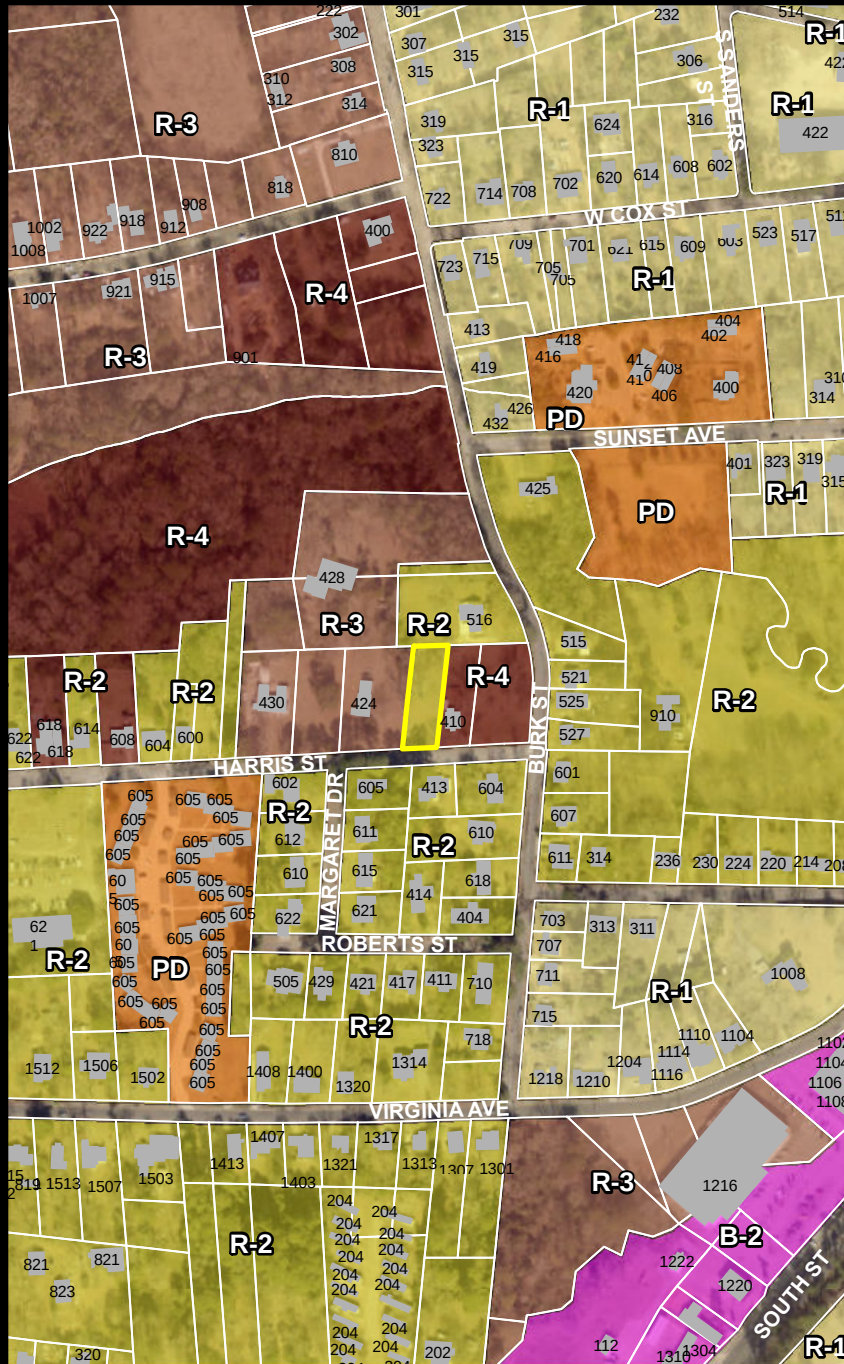
Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of proposed boundaries.

Date Created: December 14, 2021 Software: ArcGIS 10.8.1

Existing Zoning

ZON 2021-08

Proposed Zoning



8

Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

ZON 2021-08



Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of



200 Foot Notification Map

ZON2021-08: Harris Street

Legend



200 Foot Buffer



Proposed Zone Change



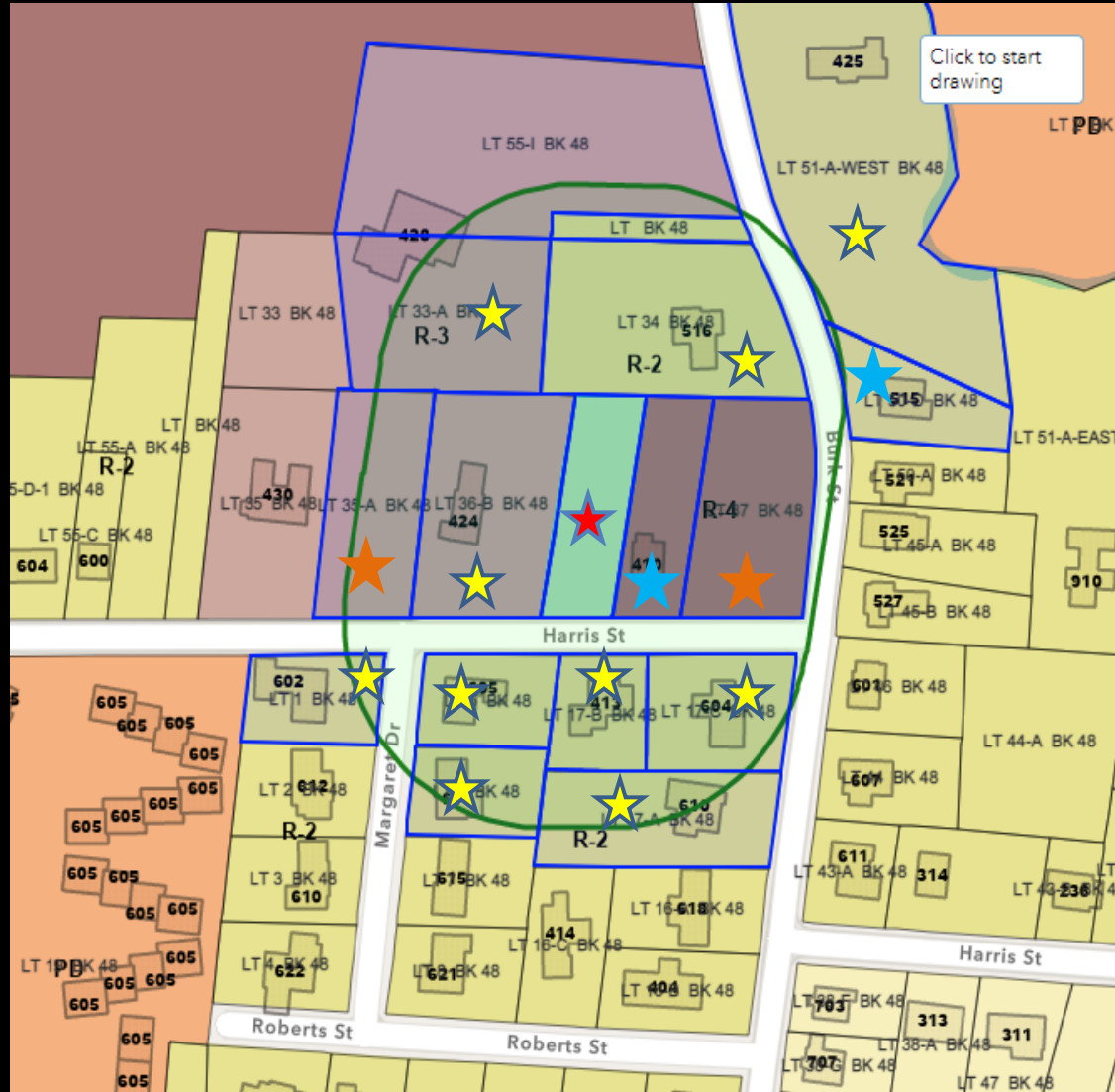
Single Family-Rental



Single Family-Owner Occupied



Vacant



Legend

- 200 buffer
- Proposed Zone Change

The map displays the following lots and addresses:

- LT 55 BK 48
- LT 55-1 BK 48
- LT 51-A-WEST BK 48
- LT 2 BK 48
- LT 33 BK 48
- LT 33-A BK 48
- LT 34 BK 48
- LT 35-A BK 48
- LT 36-B BK 48
- LT 36-A BK 48
- LT 37-A BK 48
- LT 37 BK 48
- LT 55-D BK 48
- LT 55-D-1 BK 48
- LT 55-C BK 48
- LT 55-A BK 48
- LT 50-D BK 48
- LT 51-A-EAST BK 48
- LT 50 BK 48
- LT 45-A BK 48
- LT 45-B BK 48
- LT 46 BK 48
- LT 44-A BK 48
- LT 44 BK 48
- LT 43-B BK 48
- LT 43-A BK 48
- LT 43 BK 48
- LT 38-F BK 48
- LT 38-G BK 48
- LT 38-A BK 48
- LT 47 BK 48
- LT 49 BK 48
- LT 48 BK 48
- LT 48-C BK 48
- LT 17-A BK 48
- LT 16-A BK 48
- LT 16-B BK 48
- LT 16-C BK 48
- LT 17-B BK 48
- LT 17-C BK 48
- LT 5 BK 48
- LT 6 BK 48
- LT 7 BK 48
- LT 8 BK 48
- LT 3 BK 48
- LT 4 BK 48
- LT 1 BK 48
- LT 2 BK 48

ZON2021-08: Harris Street



View of subject
property from
Harris Street



ZON2021-08: Harris Street



SFR home to the
west of proposed
zone change

SFR home to the east
of proposed zone
change



ZON2021-08: Harris Street



Existing driveway

View looking east





Pollette, Juan <pollettej@nactx.us>

Zone Change Against Letter

1 message

John Burkhalter <burkhalterjb@gmail.com>

Wed, Jan 5, 2022 at 11:35 AM

To: pollettej@nactx.us

To whom it may concern,

My name is John Burkhalter and I am the owner of 424 Harris St.. This is located next-door to the property that is up for zone change request. I do believe that the end of Harris Street is a quiet and peaceful neighborhood and should remain that way with as few residents as possible. I am against the zone change due to the fact that it would create a busier and more bustling atmosphere. That small of a lot with multiple tenants would very likely solicit lower rent which could decrease the overall value of that end of the street. Please consider this request and ask yourself, if this were your next-door neighbor would you be for or against it. Thank you very much.

Mr. Burkhalter

•

Have a great day!!

Planning & Zoning Commission
City of Nacogdoches
202 E Pilar
Nacogdoches, TX 75963

January 6, 2022

Dear Sirs and Madams,

I am writing to protest the zoning change request submitted by Guadalupe Salinas (case file ZON2021-08). We own a house at 410 Harris Street which abuts the subject parcels and is within the 200-ft radius. We also live at 607 Burk Street, which is approximately 300 feet from the subject property. We have a view of it from the front of our house. We are against the zoning change for several reasons as detailed below.

1. Harris Street between Burk Street and the Senior Center is a single family neighborhood (with the exception of the Senior Village) and nearly all of the houses are owner occupied and nicely cared for. Putting a duplex (or apartments) on the subject property is not compatible with the existing homes. If the applicant will build a single family home like the one he recently built about 400 feet away on Robert Street, he will be doing us all a service because that kind of housing is sorely needed and it improved the neighborhood while accomplishing infill. Over time, duplexes and other multiple family units are nearly always neglected. I don't want to look out my living room window and see a duplex now or 10 years from now!

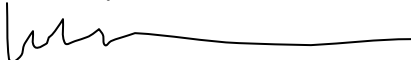
2. This zoning request is an example of spot zoning. Spot zoning is not good for our neighborhoods or our city. Spot zoning only benefits the developers, who make a bit more profit because it's multi-family, but then move on and leave the rest of us with the degradation. It is time for the City to stop destroying our neighborhoods with spot zoning.

3. This zoning request is not consistent with the Comprehensive Plan or City Ordinance Section 118-139. This neighborhood is shown yellow in the Comprehensive Plan. The City Ordinance titled "Conditions for Approval" [of zoning changes] includes several conditions for approval of zoning change requests. Here are a few of that this zoning change would violate:

- a. Compatibility – the use will impact the enjoyment of our property and impair my property value.
- b. Orderly Growth –pocket/spot zoning is not orderly growth.
- c. Comprehensive plan – the proposed use is not in accordance with the Comprehensive Plan

Our property at 410 Harris is zoned R4, although I did not know that when we purchased it in October 2021. I am willing to downzone our property from R4 to R2 to enhance long term protect for our neighborhood. There is some adjacent and nearby property that was zoned R3 and R4 in the 1970s, but it remains single family. We love our neighborhood! Please help us protect the character of our neighborhood by DENYING ZON2021-08.

Sincerely,



Maggie Forbes
607 Burk Street
Nacogdoches, TX 75964



Pollette, Juan <pollettej@nactx.us>

requested zoning change ZON2021-09

1 message

Kathy Redman <ohredkat@gmail.com>

Wed, Jan 5, 2022 at 12:08 PM

To: "Pollette, Juan" <pollettej@nactx.us>

I am writing in opposition to the proposed Nacogdoches zoning change ZON2021-09.

The property under consideration abuts my property at 516 Burk Street. Already two lots adjacent to mine have been changed to R-4, and construction will soon begin on two multi-family dwellings next to me. The entrance driveway to my house was changed to Harris Street a couple of years ago from the previous location on Burk Street, because it was a blind entrance due to a curve and a hill.

I am now being forced to change the driveway back to the original unsafe location before construction begins on these R-4 zoned lots.

This is a quiet neighborhood of single-family homes, where many people walk and ride bikes. Because there are no sidewalks, people have to walk and ride their bikes on the sides of the streets. Unfortunately, many cars drive faster than allowed on Burk Street. I observe this daily from my screened-in porch overlooking the street.

Bringing in more multi-family units will increase traffic even more in this location.

I ask you to deny this zoning change.

Thank you,
Kathy Redman

Project Number: ZON2021-08

Please circle one: ☐ In favor of request

☒ Opposed to request

Comments: The city of Nacogdoches has already approved 2 multi-family dwellings adjacent to my property on Burk Street.

In this quiet neighborhood of single-family dwellings there is zero benefit to packing in multi-family dwellings around our homes. Please deny this request for more.

Signature: _____

Kathy Redman

Printed Name: _____

Kathy Redman

Street Address: _____

516 Burk Street

City, State and Zip Code: _____

Nacogdoches, Tx 75964

Phone Number: _____

936-615-5400

Email Address: _____

ohredkat@gmail.com

Physical Address of Property within 200 Feet: _____

516 Burk Street

City of Nacogdoches

202 E. Pilar – PO Drawer 635030 – Nacogdoches, TX 75963
936-559-2574 Fax 936-559-2910 www.nactx.us
Home of Stephen F. Austin State University www.sfasu.edu



Lewis, Rhonda <lewizr@nactx.us>

Zoning Change

1 message

Kayla Criddle <kaylacriddle@yahoo.com>

Mon, Jan 10, 2022 at 12:02 PM

To: "lewizr@nactx.us" <lewizr@nactx.us>, "heltona@nactx.us" <heltona@nactx.us>, "pollettej@nactx.us" <pollettej@nactx.us>

To Whom This May Concern:

My name is Kayla Criddle. I live at [413 Harris St. Nacogdoches, TX](#). I recently received a letter from the Planning and Zoning stating a zone change on the property that is directly across the street from me.

Zone Change from R-2, Single Family to R-4, Multi-Family for Lot 36-A, City Block 48, located on the north side of Harris Street, approximately 200 feet west of Burk Street. This request has been submitted by Guadalupe Salinas of Universal Construction & Remodeling LLC. Case File ZON2021-08.

I would like to formally put in writing that I am AGAINST this change as well as I am attending the public hearing meeting tonight. My end of Harris street is very quite, we do not have any issues with neighbors. Changing the zone from R-2 to R-4 (Multifamily apartments) will decrease the value of my home, increase crimes in our area, but apartments overburden school districts, produce less revenue for local governments, and require more infrastructure support. It will also create a revolving door of new residents because they will not be permanent to the complex. They will pick up and move as needed to fit their needs. More importantly, this will affect me selling my home in the future because no one will want to purchase a home directly across the street from an apartment complex.

Another reason I am against this change is due to the Nacogdoches Senior Center being a few blocks down the road from this area. Our seniors deserve to be able to get to the Senior Center safely, without any problems. This change will create traffic congestion and parking problems. The Seniors would have to navigate through this congestion. Also, the road is not wide as it is so this will create residents and/or visitors parking on the road that would prevent me from safely backing out of my drive way.

Further down Harris St is already 2 sets multi family homes. One set is abandon: the window are broken out and it looks as if it needs to be condemned. The other is a very run down complex that has debris everywhere. It is not a clean area. This overall is not a good idea for citizens as these multifamily apartments are a great example of what the outcome is. I am more than willing to submit pictures for these properties so that a visual can be seen if needed.

Even if the recommendation is to change to R-3, these issue will still be the same. I believe that the zone should continue to be a single family zone. In other parts of the neighborhood, there have been beautiful homes built/remodeled and really gives the feel of a nice neighborhood.

One of the goals for Planning and Zoning is "Provide for the protection of existing neighborhoods and proper planning of new neighborhoods to ensure a continued high quality of life for Nacogdoches residents". This change is not providing protection for existing neighborhoods or continued high quality of life of Nacogdoches resident for the reasons above.

Thank you for taking your time to read my email. Please forward my email to appropriate members (if not already included in this email) for this issue. I am so requesting a reply from someone to know that this email was delivered.

1/10/22, 1:13 PM

City of Nacogdoches Mail - Zoning Change

Respect,
Kayla Criddle
936-558-7688



Lewis, Rhonda <lewisl@nactx.us>

Rezoning on Harris St ZON2021-09 / ZON2021-08

Ann Johnson <anyajo@suddenlink.net>
To: lewisl@nactx.us

Fri, Jan 7, 2022 at 3:56 PM

Ms Lewis,
I am Mrs Thomas L Johnson at 605 Margaret St.

My husband, Thomas L. Johnson and I are AGAINST rezoning of any kind on Harris St. We live on the corner of Harris and Margaret St. which is right across the street from the Harris property.
Please take this in consideration and acknowledge this request and confirm you received it.

Thank you for your consideration.

City of Macomb.

Planning and zoning commission

My name is Cindy Meyer and I am a home owner at 611 Margaret St, Mac.

I was recently notified of the proposal to change the zoning from R-2 to R-4 on the property lot 36-A, City Block 48 located on the North side of Harris St.

Since I am within 200 ft of said property, I wish to oppose the new zoning for multi-family homes (apts, duplexes and condos)

I have lived here for over 27 years. I love my neighborhood. I am thrilled to see NEW homes being built or renovated. My neighborhood has been in a steady decline. Harris St. in particular has really been affected with abandoned duplexes and rundown rental properties. I am not against reviving my neighboring streets but I am concerned about rentals like multi-families will only add to the overall distress. Heres a few of my

Concerns:

1) Traffic will increase at a corner (Burk + Harris) where I have seen many accidents. Some were driver impairment but I think the biggest problem is speeding. Harris is a long street and if you aren't paying attention to not only side streets like mine, you have a stop sign at Burk. Many times drivers end up crashing into the houses on the other side. I have seen my neighbors cars run into from drunk drivers, all were hit and run. Adding more people and vehicles will only add to this!

2) I've been fortunate to live in a close knit neighborhood. Margaret + Roberts Sr. Renters, especially College students have no vested interest in our Community.

Please consider voting No Thank you,
C. Meyer

ORDINANCE NO. 1890-01-22

AN ORDINANCE OF THE CITY OF NACOGDOCHES, TEXAS, AMENDING THE BOUNDARIES OF A ZONING DISTRICT WITHIN THE CITY OF NACOGDOCHES FROM R-2, SINGLE FAMILY TO R-4, MULTI-FAMILY FOR LOT 36-A, CITY BLOCK 48, SECTION ONE OF THE BROOKHOLLOW ADDITION IN NACOGDOCHES, TEXAS; CONTAINING FINDINGS; PROVIDING A REPEAL CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Zoning Ordinance of the City of Nacogdoches allows the City Council to amend the official zoning map; and

WHEREAS, the property described above and depicted in “**Exhibit A**” is currently zoned R-2, Single Family; and

WHEREAS, the property owner has requested the zoning classification of said property to be changed to R-4, Multi-Family; and

WHEREAS, the City Council of the City has conducted, in the time and manner and after the notice required by law and the Zoning Ordinance of the City, a public hearing on such request for change in zoning classification; and

WHEREAS, the City Council now deems it appropriate to grant such requested change in classification.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NACOGDOCHES, TEXAS:

SECTION I

Findings.

The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct, and same are deemed to be in furtherance of a public purpose.

SECTION II

Approval of Zoning Change

Pursuant to the requirements of Chapter 118 of the Code of Ordinances of the City of Nacogdoches, Texas, a change in Zoning Classification from R-2, Single Family to R-4, Multi-Family is hereby approved by the City Council.

SECTION III

Repeal

This Ordinance shall in no manner repeal, amend, change, supplement, or revise any provision of any ordinance of the City, save and except the granting change in Zoning Classification as herein provided.

SECTION IV

Effective Date

This Ordinance shall take effect following its passage and publication as may be required by governing law.

SECTION V

Severability

If any word, article, phrase, paragraph, sentence, clause, or provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision, and to this end, the provisions of this Ordinance are declared to be severable.

SECTION VI

Proper Notice and Open Meetings

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION VII

Filing

The City Secretary is hereby authorized and instructed to file a signed and sealed copy of this Ordinance in and among the records of the City of Nacogdoches, Texas.

PASSED AND APPROVED, this the ____ day of _____, 2022, by a vote of ____ (ayes) to ____ (nays) of the City Council of the City of Nacogdoches, Texas.

CITY OF NACOGDOCHES

By: _____
JIMMY MIZE, Mayor

ATTEST:

APPROVED AS TO FORM:

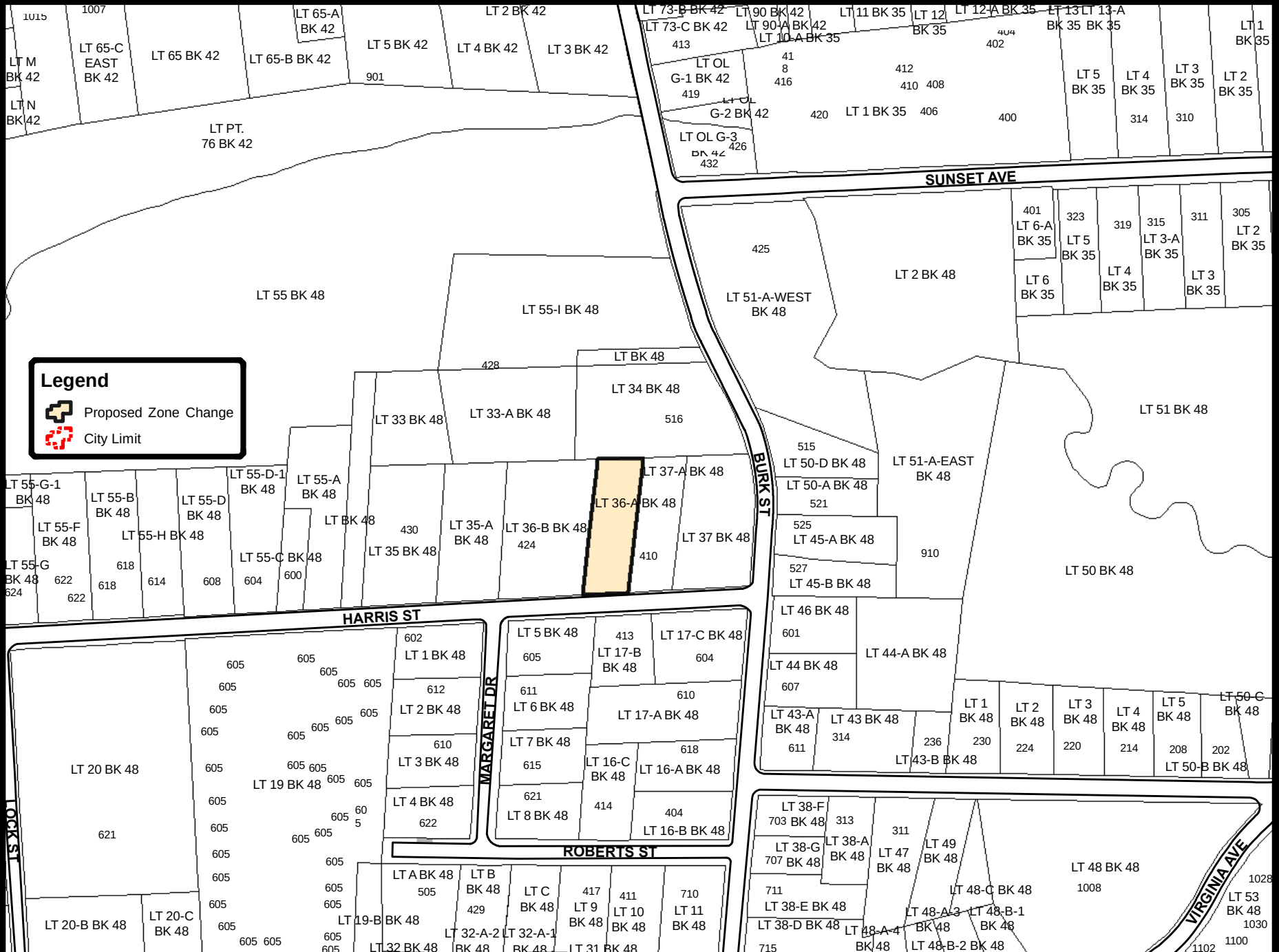
JAN VINSON, City Secretary

STEVEN KIRKLAND, City Attorney

APPROVED AS TO CONTENT:

ALAINA HELTON, City Planner

Exhibit A



Legend



Proposed Zone Change



City Limit

Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

8

0 50 100 200 Feet

Date Created: December 14, 2021. Software: ArcGIS 10.8.1

PRESENTER: Alaina Helton, City Planner

ITEM/SUBJECT: Public Hearing: Consider a Zone Change from R-2, Single Family to R-3, Two-Family for Lots 2, 3, 3-A, and 4, Block 2, of the Driver-Simpson Addition, located at 735 Harris Street, and 811, 817 Ford Street . This request has been submitted by Guadalupe Salinas of Universal Construction & Remodeling LLC. Case File ZON2021-09. **(THE APPLICANT FORMALLY WITHDREW THIS ZONE CHANGE REQUEST ON JANUARY 10, 2022)** (City Planner)

SUMMARY/BACKGROUND: SUMMARY/BACKGROUND: The request is for a zone change from R-2, Single Family to R-3, Two Family for approximately 0.8 acres located at the southeast corner of Ford Street and Harris Street. The R-3, Two Family district is a residential district which is appropriate for single-family and two-family housing. Lots in the R-3 district must be 5,000 square feet and larger. The applicant owns the subject properties, and intends to develop the vacant lot with a two-family (duplex) residence.

Adjacent Land Use & Zoning: The subject properties are zoned R-2, Single Family and are currently developed with single family residences with one lot vacant. The surrounding zoning and land uses are as follows:

Direction	Comprehensive Plan	Zoning	Land Use
North (Across from Harris St.)	Single Family Residential	R-2, Single Family & R-4, Multi-Family	Single Family & Vacant
South	Single Family Residential	R-2, Single Family	Vacant
East	Single Family Residential	R-2, Single Family	Single Family
West (Across from Ford St.)	Single Family Residential	R-2, Single Family	Manufactured Home & Vacant

The Harris Street area is primarily zoned R-2, Single Family and developed with single family residences. However, the section of Harris Street located east of the subject property does have a mix of zoning and land uses, including a manufactured home to the west on Ford Street, an undeveloped lot to the north zoned R-4, Multi-Family, and a fourplex multifamily structure located just east of the subject property on the north side of Harris Street.

The lots in this area also vary in size and configuration, with smaller residential lots located along Ford and the south side of Harris Street, and larger deeper lots located on the north side of Harris Street.

REVIEW CRITERIA: Per Section 118.139 of the Nacogdoches Zoning Ordinance, the following conditions shall be considered when reviewing an application for zoning change:

Compatibility: The specific use will be compatible with and not injurious to the use and enjoyment of other property in the immediate vicinity, nor significantly diminish or impair property values within the immediate vicinity;

The area is primarily zoned and developed with single family residences, with the exception of the fourplex multifamily structure to the east. The proposed R-3, Two Family would not be consistent with the character of the existing single family development in the area.

Orderly Growth and Development: The establishment of the specific use will not impede the normal and orderly development and improvement of surrounding vacant property;

The surrounding properties are mostly developed with the exception of two vacant lots south of the subject properties. The rezoning would not impede the development of these properties.

Supporting Facilities: Adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;

The subject property takes direct access from Harris and Ford Street. The property has access to public utilities, with 8-inch water and 6-inch sewer mains located along Harris and Ford Street. Per the FEMA Floodplain Map, there is no floodplain located on the subject property.

Drives and Parking: The design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;

All future driveways and parking areas would meet the City's current land development design standards.

Nuisances: Adequate nuisance-prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;

The proposed use of a two family (duplex) residences should not create nuisances associated with odor, fumes, noise or vibration.

Lighting: Any lighting to be provided will be directional so as not to disturb or adversely affect neighboring properties;

Outdoor lighting must meet the City's lighting ordinance restrictions, i.e. only down lighting, no spillover lighting onto neighboring properties.

Landscaping. Sufficient landscaping and screening to ensure harmony and compatibility with adjacent property exists or will be provided;

Properties zoned R-3, Two Family residential are not required to comply with the street landscaping ordinance.

Comprehensive Plan: The proposed use is in accordance with the comprehensive plan.

Future Land Use

Per the 2003 Nacogdoches Comprehensive Plan, the Future Land Use Plan designates the subject property and the surrounding area as *Single Family Residential*. The *Single Family Residential* Future Land Use category is described as, "Conventional one-family detached dwellings (also includes duplexes)." The proposed R-3, Two Family zoning district is consistent with the land uses described in the Future Land Use designation.

Thoroughfare Plan

Harris Street is a Local/residential street. Local streets and all other roads which are not included in higher functional classes, are therefore not identified on the Thoroughfare Plan.

Land Use Policies, Goals & Objectives

This rezoning is a response to current needs for housing and would further the goal of the 2003 Comprehensive Plan to encourage *Growth Inward* by promoting infill where adequate infrastructure already exists. However, the requested R-3, Two Family zoning district would not preserve the character of the existing neighborhood. Therefore, staff finds that the request is not in compliance with the Comprehensive Plan.

NOTICES:

Staff mailed 24 notices to property owners within the 200 foot notification area. Since the time of this report, Staff has received one (1) phone response in favor of the request from the property owner located immediately to the south, and six (6) written letters in opposition from property owners to the north, east, west and south of the subject property.

20% Rule

Section 118-141. - Protest of proposed change in zoning, of the Zoning Ordinance describes the process for adjacent property owners to submit protest against a zone change request. This section states that if a proposed zone change is protested by 20% of the adjacent property owners, the proposed zone change must receive the affirmative vote of at least three-fourths of all members of the governing body in order to be approved. The protest must be written, and signed by the owners of at least 20% of the area of the lots or land immediately adjoining the area covered by the proposed change and extending 200 feet from that area. This is the area between the boundaries of the property being rezoned, and the edge of the 200-foot buffer.

The opposition letters received from the adjacent property owners does represent more than 20% of the area of the land located within the 200 notification area. Therefore, the proposed zone change must receive the affirmative vote of at least three-fourths of all members of the City Council(4 out of 5) in order to be approved. The image below shows the land area included in the 20% calculation in yellow, and the property owners who have submitted written opposition in blue:

This zoning application was also subject to the additional noticing practices approved by City Council in January, 2021. These include a zoning sign located on the subject property, notices posted on the City webpage and social media platforms, and courtesy notices mailed to property owners within 500 feet of the subject property.

Staff Recommendation

Planning & Zoning Commission Recommendation

Denial with prejudice: If a request is denied with prejudice, a new application may be submitted for the same lot or tract of land within one year only if the new request is for a more restrictive or less intense use. If a request is denied by the City Council without an indication of "with" or "without" prejudice, the action shall be considered to be "denied with prejudice."

No financial impact associated with this item

Page 69 of 142

FOLLOWING CITY COUNCIL PRIORITIES

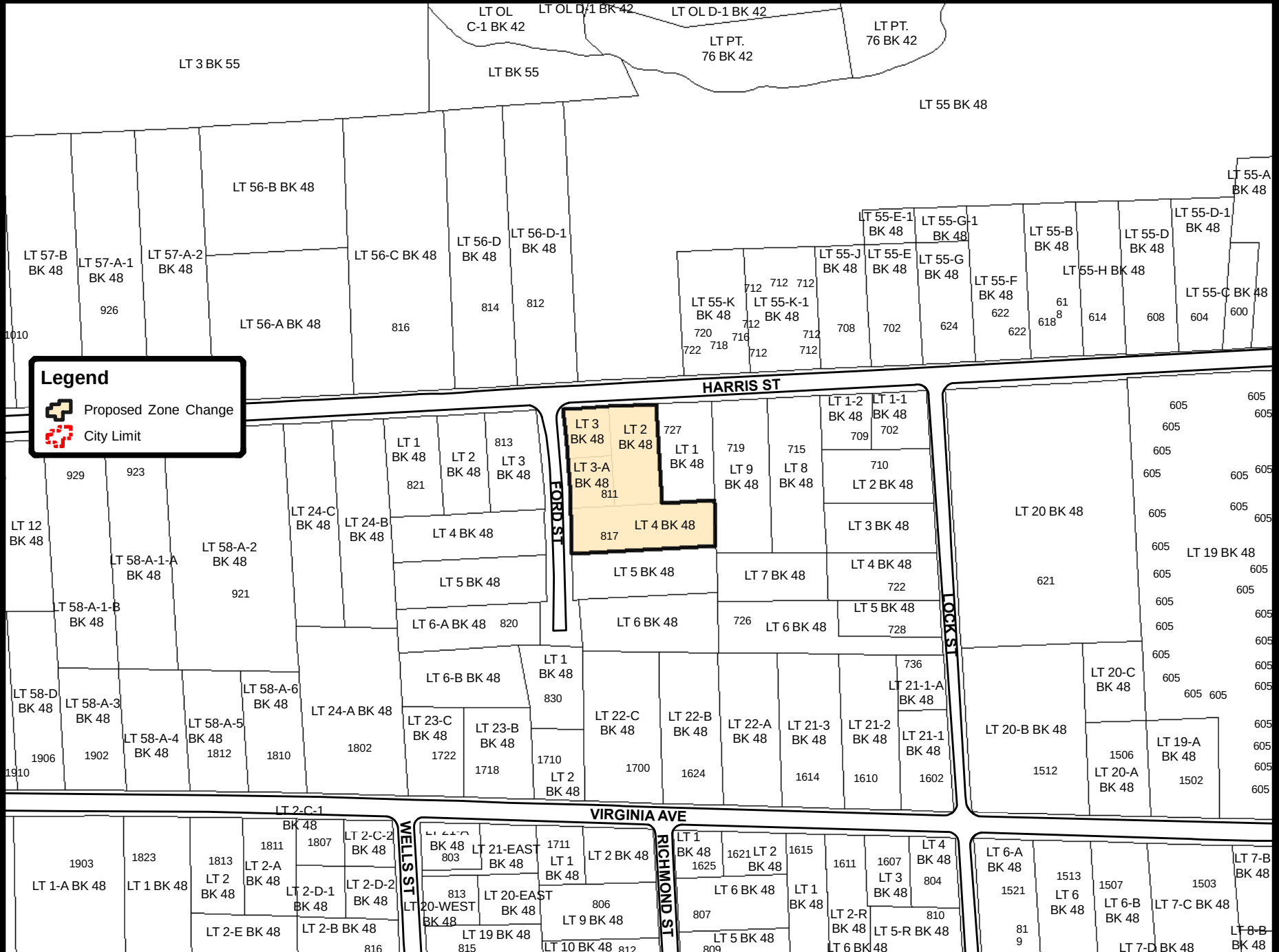
Neighborhood Revitalization and Attainable Housing

CITY CONTACT: Alaina Helton, AICP, City Planner
heltona@nactx.us
(936) 559-2572

ATTACHMENTS:

1. Location Map
2. Aerial Map
3. Zoning Map
4. Future Land Use Map
5. Notification Map
6. Written Opposition Map
7. Site Photos
8. Response Letters
9. Ordinance

ZON 2021-09

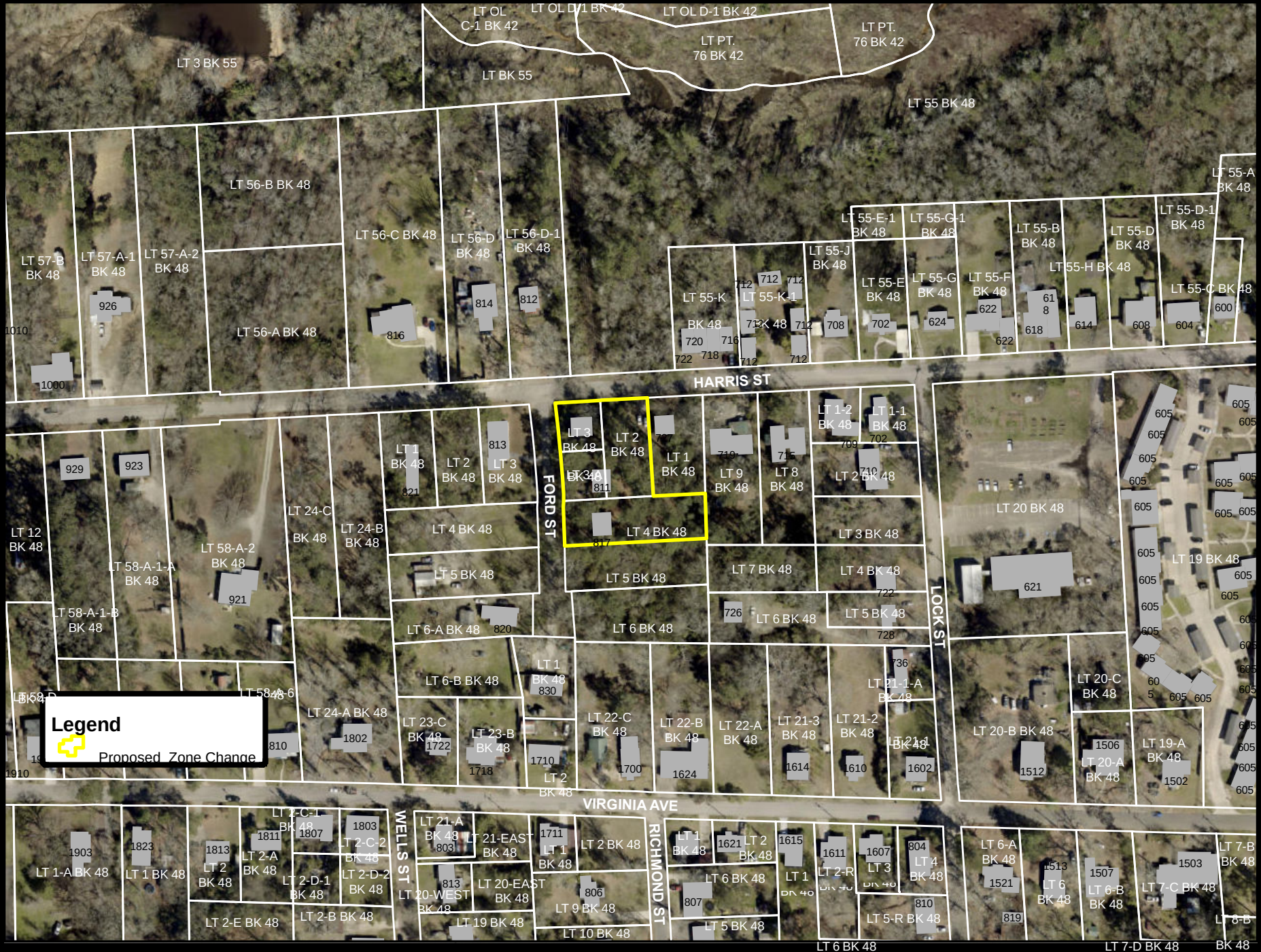


Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

8

Date Created: December 14, 2021. Software: ArcGIS 10.8.1

ZON 2021-09



Legend



Proposed Zone Change

8

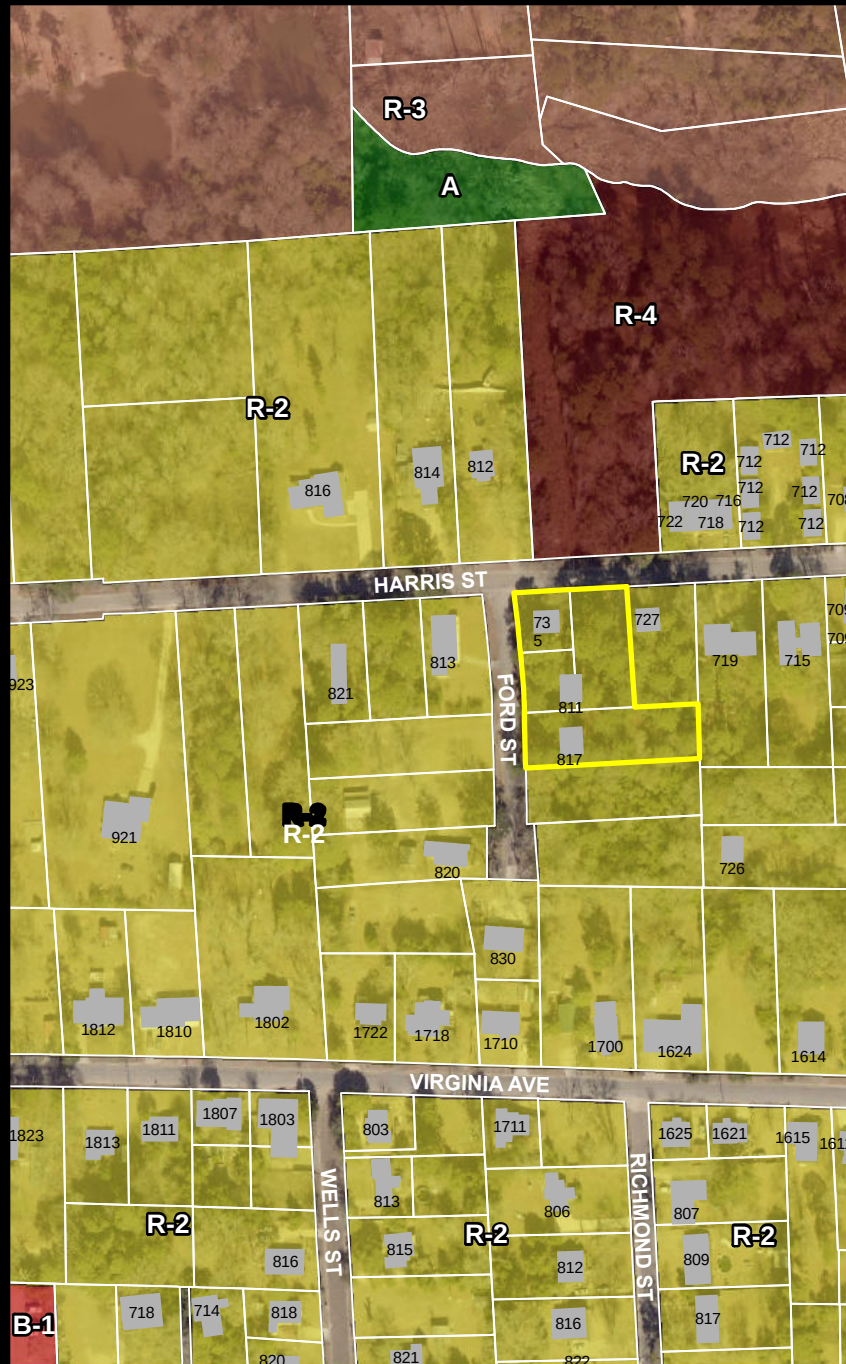
20 Feet

Date Created: December 14, 2021. Software: ArcGIS 10.8.1

Existing Zoning

ZON 2021-09

Proposed Zoning



Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

8

Date Created: December 14, 2021 Software: ArcGIS 10.8.1

0 10 20 Feet

ZON 2021-09



Legend

- Proposed Zone Change
- Adopted Future Land Use
- Central City Mixed Use
- Commercial
- Industrial
- Multi-Family Residential
- Not Yet Coded
- Parks and Recreation
- Public
- Rural Development
- Single Family Residential

Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

8

Date Created: December 14, 2021. Software: ArcGIS 10.8.1

200 Foot Notification Map

ZON2021-09: Harris/Ford Street

Legend



200 Foot Buffer



Proposed Zone Change



Single Family-Rental



Single Family- Owner Occupied



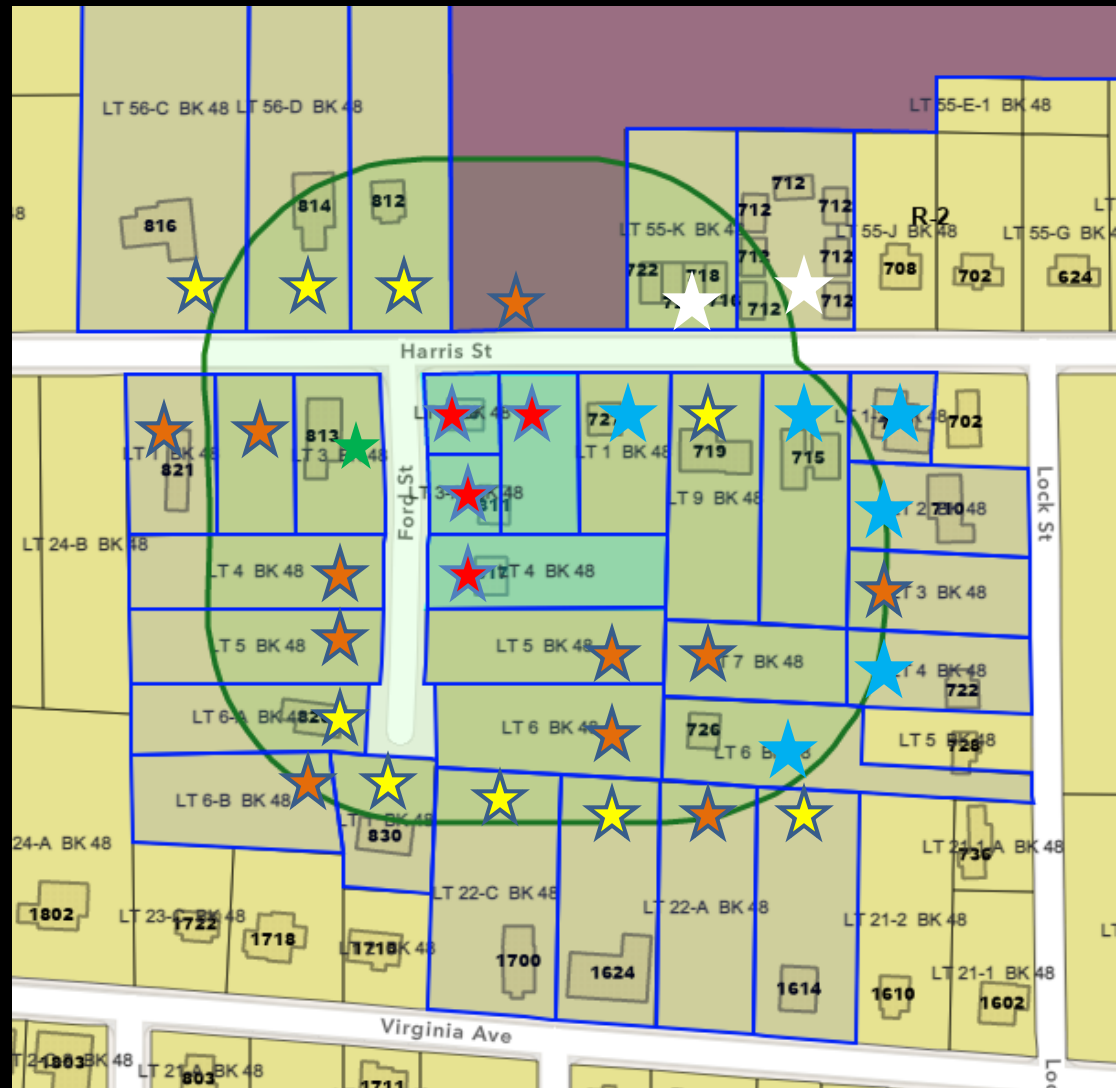
Multi-Family Rental



Vacant



Manufactured Home



Legend

- 200 buffer
- Proposed Zone Change

Map details: The map shows a grid of streets with lots and blocks labeled. The intersection of Harris St and Ford St is the central point. The buffer zone is a large yellow area. The proposed zone change is a red area in the center of the intersection. The map shows a grid of streets with lots and blocks labeled. The intersection of Harris St and Ford St is the central point. The buffer zone is a large yellow area. The proposed zone change is a red area in the center of the intersection.

ZON2021-09: Harris/Ford Street



735 Harris Street



ZON2021-09: Harris/Ford Street



811 & 817 Ford
Street



ZON2021-09: Harris/Ford Street



Vacant lot of proposed
zone change, facing Harris
Street

Vacant lot to the north,
across Harris Street



ZON2021-09: Harris/Ford Street



Vacant lot south of
proposed zone change

Manufactured Home
west of proposed zone
change, across Ford
Street



You may make your views known by completing this form and returning it to the City of Nacogdoches Planning & Zoning Department. You may also make your views known in person by attending the public hearings. Please complete and return form to:

City of Nacogdoches Planning & Zoning Department
Attn: Rhonda Lewis
PO Drawer 635030
Nacogdoches, TX 75963

You may also email a copy to Rhonda Lewis, lewisr@nactx.us

Project Number: ZON2021-09

Please circle one: ☐ In favor of request ☒ Opposed to request

Comments: I apologize for not having sent this within the time, as I did not have ~~an~~ someone to translate this notice. I oppose this request and I will not be able to attend the meetings.

Signature: 

Printed Name: Eliazar Lopez

Street Address: 1700 Virginia Avenue

City, State and Zip Code: Nacogdoches, TX, 75964

Phone Number: (936) 645-7611

Email Address: lopezadriana0916@gmail.com

Physical Address of Property within 200 Feet: 1700 Virginia Avenue, Nacogdoches, TX, 75964

City of Nacogdoches
202 E. Pilar - PO Drawer 635030 - Nacogdoches, TX 75963
936-559-2574 Fax 936-559-2910 www.nactx.us
Home of Stephen F. Austin State University www.sfasu.edu

Please circle one:

☐ In favor of request

☒ Opposed to request

Comments:

No zone change

Signature:

Jeanne Burch

Printed Name:

Jeanne Burch

Street Address:

820 Ford St.

City, State and Zip Code:

Nac. TX 75964

Phone Number:

936-715-1340

Email Address:

burchjeanne@gmail.com

Physical Address of Property within 200 Feet:

817 Ford St.

City of Nacogdoches

202 E. Pilar – PO Drawer 635030 – Nacogdoches, TX 75963

936-559-2574 Fax 936-559-2910 www.nactx.us

Home of Stephen F. Austin State University www.sfasu.edu

Planning & Zoning Commission
City of Nacogdoches
202 E Pilar
Nacogdoches, TX 75963

January 5, 2022

Dear Sirs and Madams,

I am writing to protest the zoning change request submitted by Guadalupe Salinas (case file ZON2021-09). We own a house at 727 Harris Street which abuts the subject parcels on two sides and we are within the 200-ft radius. We are against the zoning change for several reasons as detailed below.

1. This area of Harris Street is mostly single family (R2) but currently has two multi-family structures across the street. One is a four-plex in poor condition and the other is a 7-unit abandoned development that is an embarrassment and safety concern to those of us on Harris Street and to be honest, should be to all of Nacogdoches (see photos below). We don't need more of this! Although I am sure that the applicant intends to build "something nice", but how nice will it be in 10 or 20 years when its depreciated and the owner, who won't live there, stops caring? The neighborhood will be stuck with the damage and helpless to do anything about it.



Four plex at 716, 718, 720, 722, Harris Street

2. Spot zoning is not good for our neighborhoods or our city. Driving around residential neighborhoods with multi-family units located in a hodge-podge manner denotes an apathetic citizenry and leadership that lacks vision. Spot zoning only benefits the developers, who make a bit more profit because its multi-family, but then move on and leave the rest of us with the degradation. Its time for the City to stop destroying our neighborhoods with spot zoning.



Seven unit abandoned development at 712 Harris.

3. This zoning request is not consistent with the Comprehensive Plan or City Ordinance Section 118-139. This neighborhood is shown yellow in the Comprehensive Plan. The City Ordinance titled "Conditions for Approval" [of zoning changes] includes several conditions for approval of zoning change requests. Here are a few of that this zoning change would violate:
- a. Compatibility – the use will impact the use and enjoyment of our property and impair my property value. Imagine living across the street from 712 Harris St.
 - b. Orderly Growth –pocket/spot zoning is anything but orderly.
 - c. Comprehensive plan – the proposed use is not in accordance with the Comprehensive Plan

While I realize that affordable housing is desperately needed, it should be planned for so that existing neighborhoods are not degraded. Mixed use is a great idea in developing tracts (suburbs), which this is not. My husband and I fell in love with this neighborhood because of its historic charm and diverse, middle class residents. We have invested substantially in it, buying two rent houses and fixing them up, creating and managing a community garden in front of the senior center, holding community potlucks, picking up trash, and so forth. This neighborhood is teetering between being attractive and desirable, to being a "you don't want to live there" neighborhood. Please help us lift it up by DENYING ZON2021-09.

Sincerely,

Maggie Forbes
607 Burk Street
Nacogdoches, TX 75964

Project Number: ZON2021-09

Please circle one:

☐ In favor of request

☒ Opposed to request

Comments:

Signature:

Biviana Rodriguez

Printed Name:

Biviana Rodriguez

Street Address:

719 Harris St

City, State and Zip Code:

75964

~~City~~ Nacogdoches, Texas

Phone Number:

(936) 560-4226

Email Address:

dsanto40846@gmail.com

Physical Address of Property within 200 Feet:

719 Harris St

City of Nacogdoches

202 E. Pilar – PO Drawer 635030 – Nacogdoches, TX 75963

936-559-2574 Fax 936-559-2910 www.nactx.us

Home of Stephen F. Austin State University www.sfasu.edu

Project Number: ZON2021-09

Please circle one:

☐ In favor of request

☒ Opposed to request

Comments:

It's already too crowd in the
area and that why we don't need
NO complex Period.

Signature:

Cedric W. Edwards

Printed Name:

Cedric W. Edwards

Street Address:

816 Harris St

City, State and Zip Code:

Nacogdoches TX 75964

Phone Number:

936-569-1961

Email Address:

mrceledwards1965@gmail.com

Physical Address of Property within 200 Feet:

Above Address

City of Nacogdoches

202 E. Pilar – PO Drawer 635030 – Nacogdoches, TX 75963

936-559-2574 Fax 936-559-2910 www.nactx.us

Home of Stephen F. Austin State University www.sfasu.edu

ORDINANCE NO. 1891-01-22

AN ORDINANCE OF THE CITY OF NACOGDOCHES, TEXAS, AMENDING THE BOUNDARIES OF A ZONING DISTRICT WITHIN THE CITY OF NACOGDOCHES FROM R-2, SINGLE FAMILY TO R-3, TWO FAMILY FOR LOTS 2, 3, 3-A, & 4, BLOCK 2, OF THE DRIVER-SIMPSON ADDITION IN NACOGDOCHES, TEXAS; CONTAINING FINDINGS; PROVIDING A REPEAL CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Zoning Ordinance of the City of Nacogdoches allows the City Council to amend the official zoning map; and

WHEREAS, the property described above and depicted in “**Exhibit A**” is currently zoned R-2, Single Family; and

WHEREAS, the property owner has requested the zoning classification of said property to be changed to R-3, Two Family; and

WHEREAS, the City Council of the City has conducted, in the time and manner and after the notice required by law and the Zoning Ordinance of the City, a public hearing on such request for change in zoning classification; and

WHEREAS, the City Council now deems it appropriate to grant such requested change in classification.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NACOGDOCHES, TEXAS:

SECTION I

Findings.

The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct, and same are deemed to be in furtherance of a public purpose.

SECTION II

Approval of Zoning Change

Pursuant to the requirements of Chapter 118 of the Code of Ordinances of the City of Nacogdoches, Texas, a change in Zoning Classification from R-2, Single Family to R-3, Two Family is hereby approved by the City Council.

SECTION III

Repeal

This Ordinance shall in no manner repeal, amend, change, supplement, or revise any provision of any ordinance of the City, save and except the granting change in Zoning Classification as herein provided.

SECTION IV

Effective Date

This Ordinance shall take effect following its passage and publication as may be required by governing law.

**SECTION V
Severability**

If any word, article, phrase, paragraph, sentence, clause, or provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision, and to this end, the provisions of this Ordinance are declared to be severable.

**SECTION VI
Proper Notice and Open Meetings**

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**SECTION VII
Filing**

The City Secretary is hereby authorized and instructed to file a signed and sealed copy of this Ordinance in and among the records of the City of Nacogdoches, Texas.

PASSED AND APPROVED, this the ____ day of _____, 2022, by a vote of ____ (ayes) to ____ (nays) of the City Council of the City of Nacogdoches, Texas.

CITY OF NACOGDOCHES

By: _____
JIMMY MIZE, Mayor

ATTEST:

APPROVED AS TO FORM:

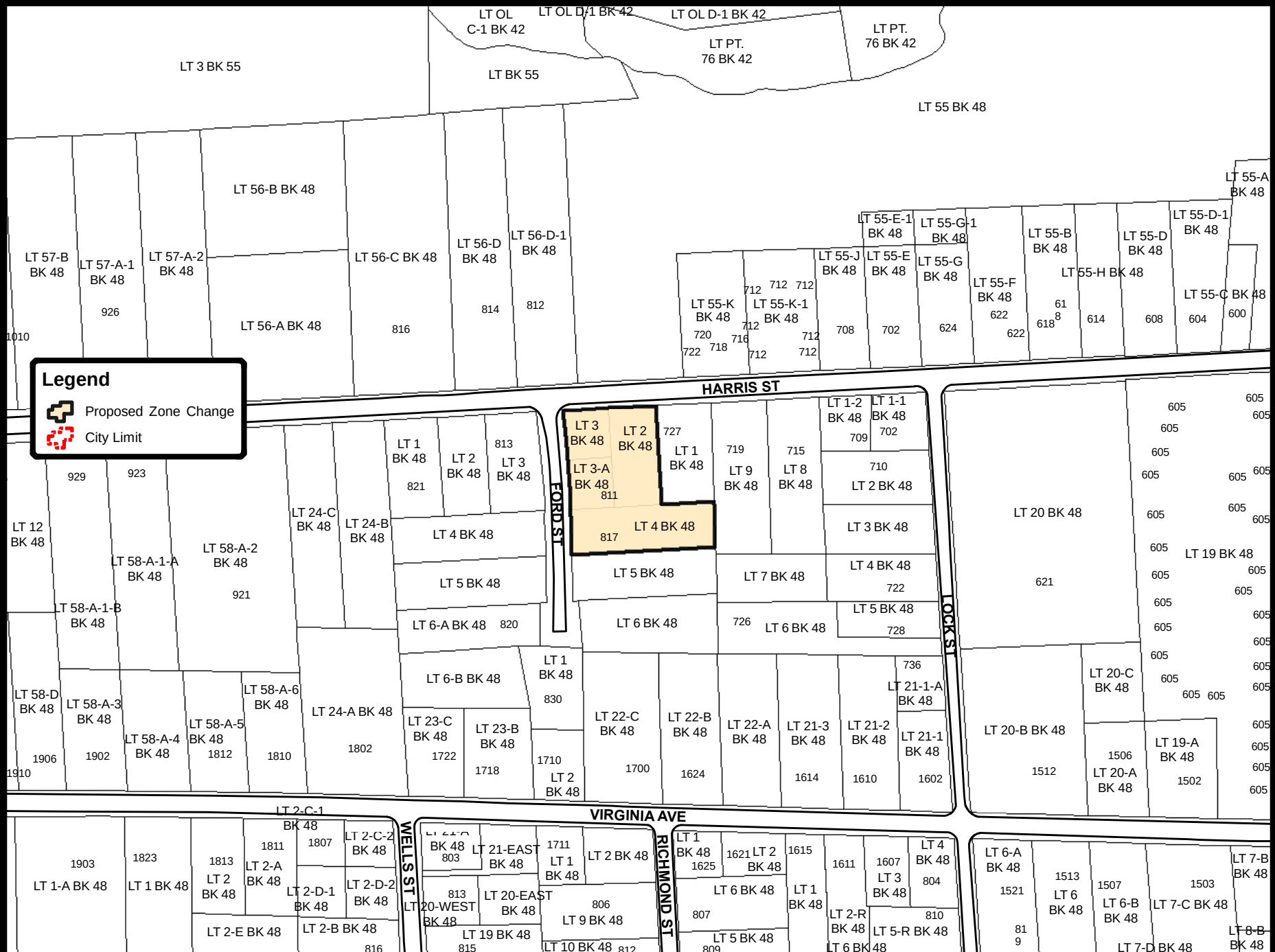
JAN VINSON, City Secretary

STEVEN KIRKLAND, City Attorney

APPROVED AS TO CONTENT:

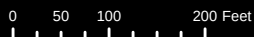
ALAINA HELTON, City Planner

Exhibit A



Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

8



Date Created: December 14, 2021 Software: ArcGIS 10.8.1

PRESENTER: Alaina Helton, City Planner

ITEM/SUBJECT: Public Hearing: Consider a Zone Change from B-2, General Business to R-2, Single Family for Lots 17, 18 of the Brook Hollow Addition, Section 1, located on the west side of Brookhollow Drive, approximately 140 feet north of Ridgewood Drive. This request has been submitted by Antonio Huerta. Case File ZON2021-10. (City Planner)

SUMMARY/BACKGROUND: The request is for a zone change from B-2, General Business to R-2, Single Family for approximately 0.38 acres, being two contiguous lots located on the west side of Brookhollow Drive, approximately 140 feet north of Ridgewood Drive. The R-2, Single-Family district is intended to provide for slightly higher density residential areas. Lots in this area must be 6,000 square feet or larger.

Section 1 of the Brookhollow Addition is located at the intersection of Brookhollow Drive and SE Stallings Drive, and was established as a single family subdivision in 1970 prior to the adoption of the City's first zoning map. Deed restrictions for the subdivision were established to limit development of the area to single family residences. Upon adoption of the City's first zoning map the subject property, and all of the tracts located in the vicinity with frontage on Brookhollow Drive, Ridgewood Drive, and SE Stallings Drive were subsequently rezoned to B-2, General Business. The applicant owns the subject properties and intends to develop the properties with single family residences.

Adjacent Land Use & Zoning

The subject properties are zoned B-2, General Business and are currently undeveloped. The surrounding zoning and land uses are as follows:

Direction	Comprehensive Plan	Zoning	Land Use
North	Rural Development	R-2, Single Family	Single Family
South	Rural Development	B-2, General Business	Undeveloped
East (Across Brookhollow Dr.)	Rural Development	R-2, Single Family	Undeveloped
West	Rural Development	Outside City Limits	Undeveloped & Single Family

The Brookhollow Addition Section 1 was established as a single family subdivision, and then zoned to B-2, General Business in 1970 with the adoption of the City's first zoning map. There are currently deed restrictions in place for the subdivision to limit development of the area to

single family residences.

Approximately half of the subdivision is built out with single family residences and the remainder of the lots are undeveloped. The last remaining undeveloped lots include the subject properties, 14 lots that were recently rezoned from B-2, General Business to R-2, Single Family in 2021, and the four lots located at the entrance of the subdivision.

Property to the east of the subdivision includes a single, large undeveloped tract zoned B-2, General Business, and property to the west of the subdivision is undeveloped and located outside of the City Limits. The adjoining Brookhollow Addition Section 2 Subdivision located along Ridgewood Drive is also zoned B-2, General Business and is primarily developed with manufactured homes, with approximately 40-45% of the lots being undeveloped.

REVIEW CRITERIA: Per Section 118.139 of the Nacogdoches Zoning Ordinance, the following conditions shall be considered when reviewing an application for zoning change:

Compatibility: The specific use will be compatible with and not injurious to the use and enjoyment of other property in the immediate vicinity, nor significantly diminish or impair property values within the immediate vicinity;

The proposed R-2, Single Family zoning district is consistent with the existing development in the area. The subject property, and all of the remaining lots within the subdivision, consists of lots that are 0.18 acre (8,240 sq. ft.) in size. The zoning ordinance requires at least 0.13 acres (6,000 sq. ft.) for each dwelling unit in an R-2, Single Family neighborhood. The construction of single family residences on these lots will not significantly affect the density of the neighborhood, and thus is compatible with the surrounding single family properties.

Orderly Growth and Development: The establishment of the specific use will not impede the normal and orderly development and improvement of surrounding vacant property;

The large undeveloped tract located to the east of the Brookhollow Addition Section 1 has direct access to SE Stallings Drive, as well as water and sewer utilities along SE Stallings Drive and a 6-inch sewer main that runs through the property. The tract to the west, located outside the City Limits also has direct access to SE Stallings Drive, and public utilities located along this frontage road. All other undeveloped lots within the subdivision also have street frontage and access to public utilities.

Supporting Facilities: Adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;

The subject properties take direct access from Brookhollow Drive, a Local Street which functions as primary access for the residential uses in the area. Local/residential streets include all other roads that are not included in higher functional classes, particularly internal and access streets that allow direct property access within residential areas. The roadway is adequate to accommodate the nature and volume of traffic typically generated by the uses permitted under the R-2, Single Family zoning district.

Brookhollow Drive is a two lane local residential street, with traditional curb and gutter drainage design. The roadway is adequate to accommodate the nature and volume of traffic typically generated by the uses permitted under the R-2, Single Family zoning district.

The property has access to public utilities, with a 6-inch water main and a 6-inch sewer main located along Brookhollow Drive. Per the FEMA Floodplain Map, there is no floodplain located on the subject properties.

Drives and Parking: The design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;
All future driveways and parking areas will meet the City's current driveway and parking design standards for single family development.

Nuisances: Adequate nuisance-prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
The proposed zone change is less intense than the current B-2, General Business zoning designation of the property, and should not create a nuisance to the surrounding properties.

Lighting: Any lighting to be provided will be directional so as not to disturb or adversely affect neighboring properties;
If the zone change request is approved, any new outdoor lighting would be subject to the City's current standards, which requires light fixtures to utilize a down lighting design, and prohibits fixtures that directly project light in all directions.

Landscaping: Sufficient landscaping and screening to ensure harmony and compatibility with adjacent property exists or will be provided;
Single family construction is not subject to commercial district street landscaping requirements.

Comprehensive Plan: The proposed use is in accordance with the comprehensive plan.
Future Land Use

Per the 2003 Nacogdoches Comprehensive Plan, the Future Land Use Plan (FLUP) Map designates the subject properties as *Rural Development*. The *Rural Development* FLUP category is described as, "Sparsely-populated areas with limited development that are still distinct from more urbanized areas. This typically encompasses relatively large tracts of unsubdivided land used for agriculture, forestry...widely-scattered homesteads...natural open space, or activities not requiring permanent structures or improvements. It also includes areas that are gradually transitioning into urban uses and development." This *Rural* designation is likely due to the proximity of the subject properties to the City Limits, as well as the low density development of properties along Brookhollow Drive, and the large unsubdivided tracts located to the east, west and south of the subdivision.

Thoroughfare Plan

Brookhollow Drive is a local/residential street. Local streets are all other roads which are not included in higher functional classes, and therefore not identified on the Thoroughfare Plan.

Land Use Policies, Goals & Objectives

This rezoning is a response to current needs for housing and therefore fits into the goals of the Comprehensive Plan; specifically, the goal to encourage *Growth Inward- Long-term growth in appropriate areas to achieve an efficient, diverse and balanced pattern of land uses both within the City and urbanizing portions of its extraterritorial jurisdiction*. Some of the targeted objectives include:

- Encourage infill development where appropriate (utilities, compatibility, etc.).
- Plan for mixing and/or separation of land use types based on desired, location, density and pattern of development.
- Promote growth where adequate infrastructure exists.

This request also furthers the Land Use Policies of the 2003 Comprehensive Plan, specifically:

- Compatibility with existing uses should be maintained. Well planned, mixed uses which are compatible are to be encouraged.

Staff finds that while the FLUP designation of the property is not consistent with the current underlying zoning of the subject property or zone change request, the request is otherwise in compliance with the Comprehensive Plan.

NOTICES:

Staff mailed three notices to property owners within the 200 foot notification area, with several adjacent lots being under common ownership. Since the time of this report, the staff has received one written response in favor of the request.

This zoning application was also subject to the additional noticing practices that were approved by City Council in January, 2021. These included: a zoning notice sign located on the subject property; notices published on the City's Planning & Zoning webpage and social media platforms; and, mailed courtesy notices to property owners within 500 feet of the subject property.

RECOMMENDATION:

Staff Recommendation

Based on the above findings, the staff recommends approval of a change of zoning for the subject properties from B-2, General Business to R-2, Single Family.

Planning & Zoning Commission Recommendation

The Planning & Zoning Commission considered this item at their regular meeting on January 10, 2022 and voted unanimously (5-0) to recommend approval of a change of zoning for the subject properties from B-2, General Business to R-2, Single Family.

FINANCIAL:

No financial impact associated with this item

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

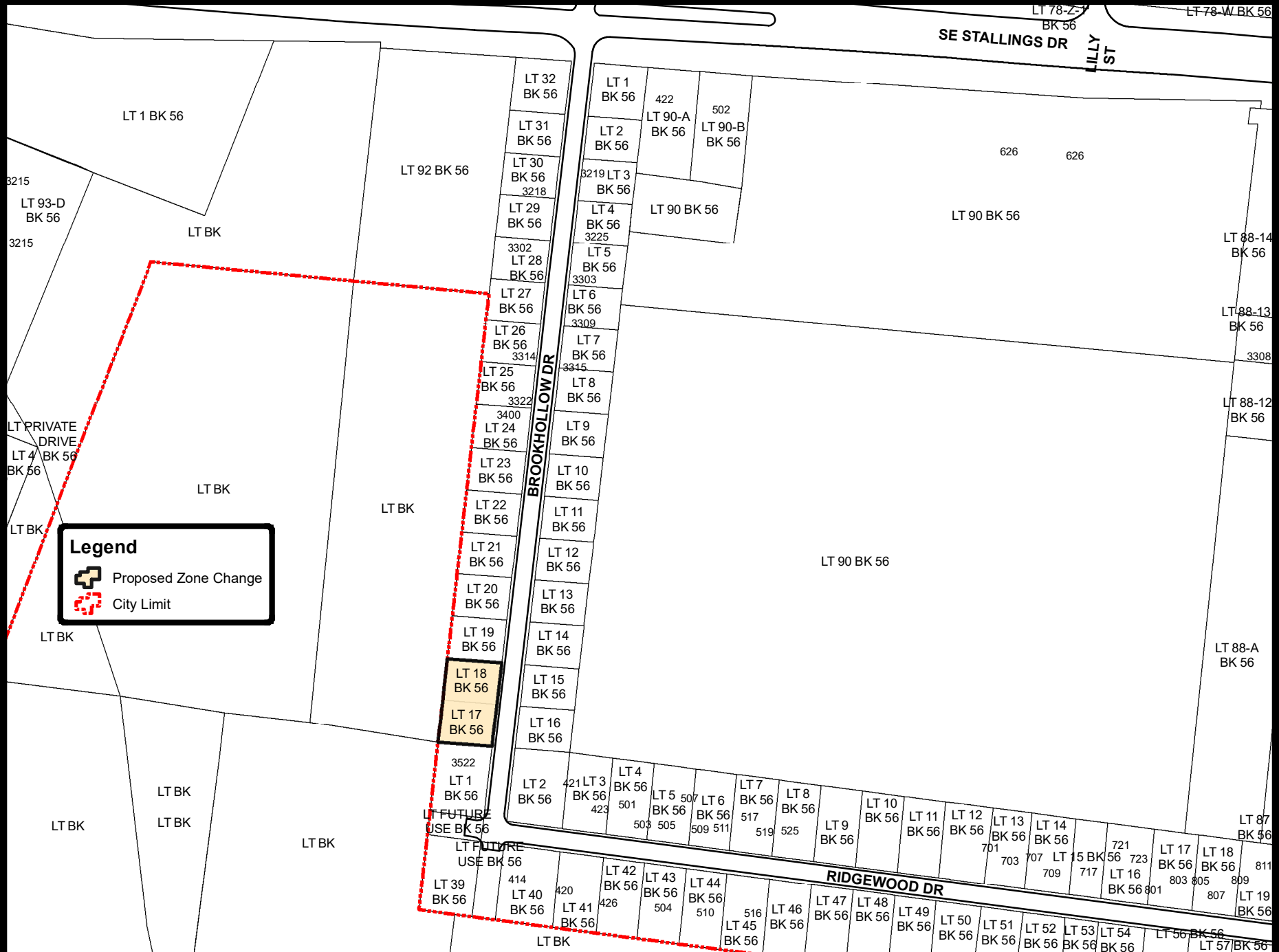
Neighborhood Revitalization and Attainable Housing

CITY CONTACT: Alaina Helton, AICP, City Planner
heltona@nactx.us
(936) 559-2572

ATTACHMENTS:

1. Location Map
2. Aerial Map
3. Zoning Map
4. Future Land Use Map
5. Notification Map
6. Site Photos
7. Response Letter
8. Ordinance

ZON 2021-10



Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.



0 62.5 125 250 Feet

Date Created: January 5, 2022 Software: ArcGIS 10.8.1

Legend

- Proposed Zone Change

Map Labels:

- SE STALLINGS DR
- BROOKHOLLOW DR
- RIDGEWOOD DR
- LT 1 BK 56
- LT 2 BK 56
- LT 3 BK 56
- LT 4 BK 56
- LT 5 BK 56
- LT 6 BK 56
- LT 7 BK 56
- LT 8 BK 56
- LT 9 BK 56
- LT 10 BK 56
- LT 11 BK 56
- LT 12 BK 56
- LT 13 BK 56
- LT 14 BK 56
- LT 15 BK 56
- LT 16 BK 56
- LT 17 BK 56
- LT 18 BK 56
- LT 19 BK 56
- LT 20 BK 56
- LT 21 BK 56
- LT 22 BK 56
- LT 23 BK 56
- LT 24 BK 56
- LT 25 BK 56
- LT 26 BK 56
- LT 27 BK 56
- LT 28 BK 56
- LT 29 BK 56
- LT 30 BK 56
- LT 31 BK 56
- LT 32 BK 56
- LT 33 BK 56
- LT 34 BK 56
- LT 35 BK 56
- LT 36 BK 56
- LT 37 BK 56
- LT 38 BK 56
- LT 39 BK 56
- LT 40 BK 56
- LT 41 BK 56
- LT 42 BK 56
- LT 43 BK 56
- LT 44 BK 56
- LT 45 BK 56
- LT 46 BK 56
- LT 47 BK 56
- LT 48 BK 56
- LT 49 BK 56
- LT 50 BK 56
- LT 51 BK 56
- LT 52 BK 56
- LT 53 BK 56
- LT 54 BK 56
- LT 55 BK 56
- LT 56 BK 56
- LT 57 BK 56
- LT 58 BK 56
- LT 59 BK 56
- LT 60 BK 56
- LT 61 BK 56
- LT 62 BK 56
- LT 63 BK 56
- LT 64 BK 56
- LT 65 BK 56
- LT 66 BK 56
- LT 67 BK 56
- LT 68 BK 56
- LT 69 BK 56
- LT 70 BK 56
- LT 71 BK 56
- LT 72 BK 56
- LT 73 BK 56
- LT 74 BK 56
- LT 75 BK 56
- LT 76 BK 56
- LT 77 BK 56
- LT 78 BK 56
- LT 79 BK 56
- LT 80 BK 56
- LT 81 BK 56
- LT 82 BK 56
- LT 83 BK 56
- LT 84 BK 56
- LT 85 BK 56
- LT 86 BK 56
- LT 87 BK 56
- LT 88 BK 56
- LT 89 BK 56
- LT 90 BK 56
- LT 91 BK 56
- LT 92 BK 56
- LT 93 BK 56
- LT 94 BK 56
- LT 95 BK 56
- LT 96 BK 56
- LT 97 BK 56
- LT 98 BK 56
- LT 99 BK 56
- LT 100 BK 56

Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.



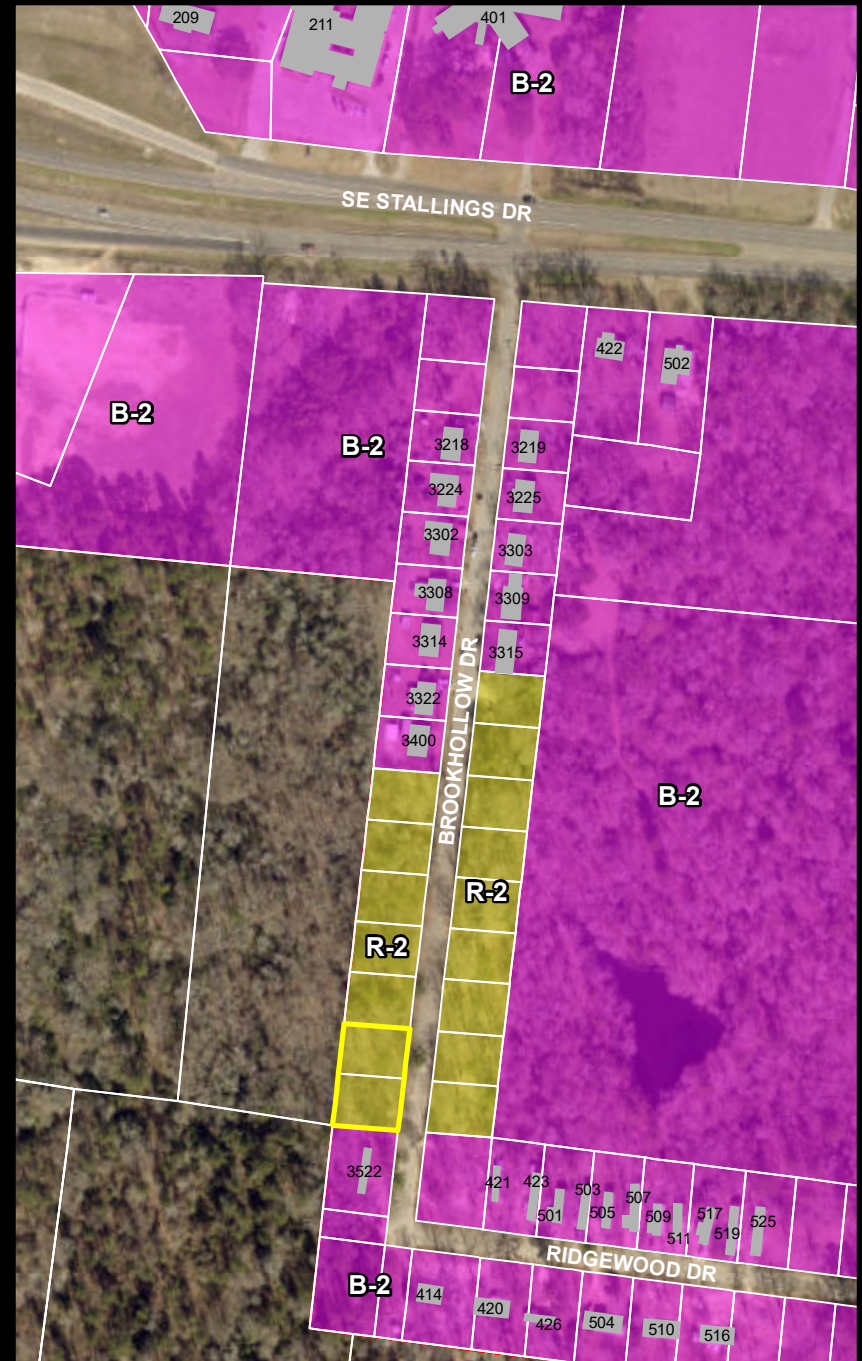
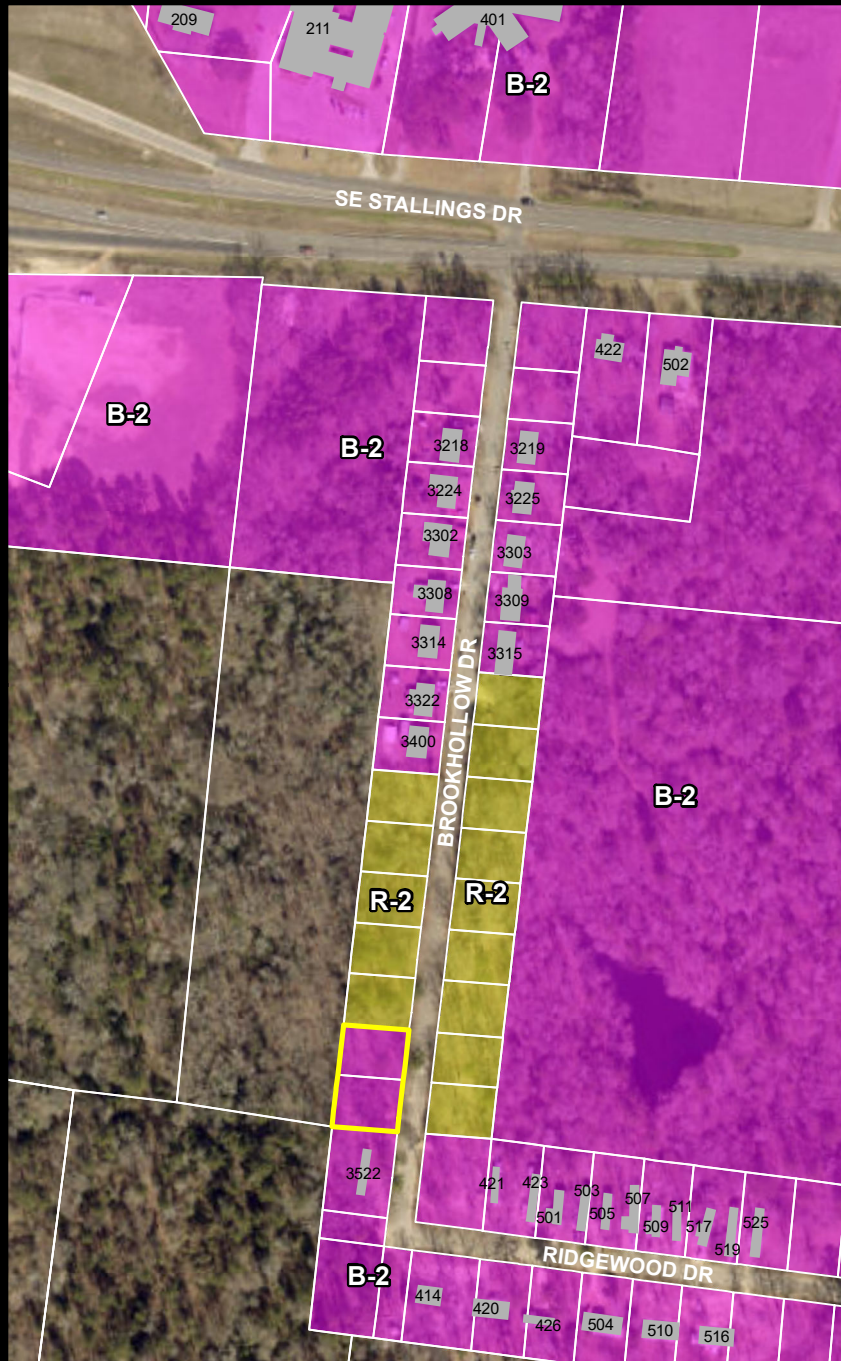
0 62.5 125 250 Feet

Date Created: January 4, 2022 Software: ArcGIS 10.8.1

Existing Zoning

ZON 2021-10

Proposed Zoning



Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

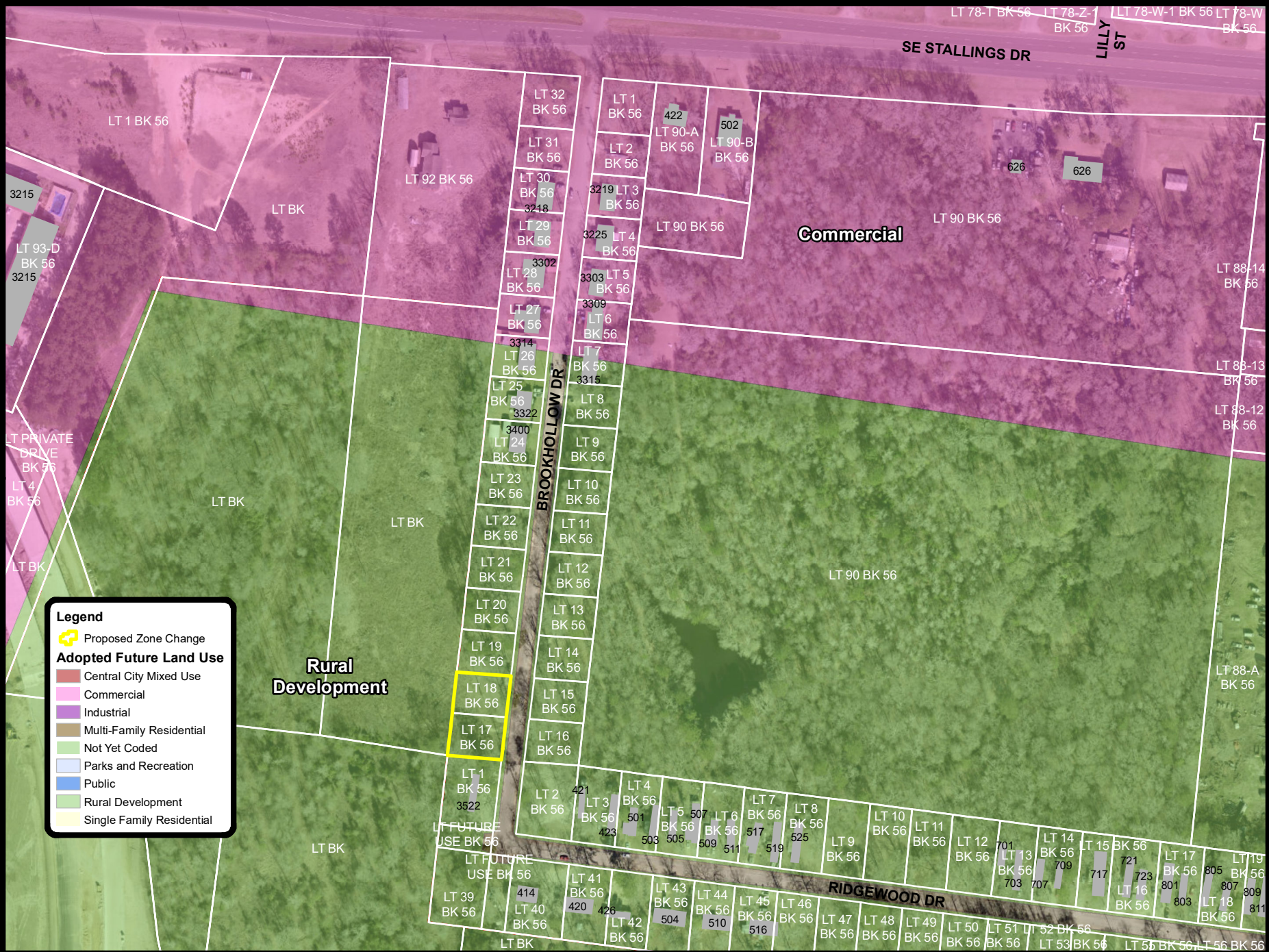


Date Created: January 5, 2022 Software: ArcGIS 10.8.1

0 75 150 300 Feet



ZON 2021-10



Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.



0 62.5 125 250 Feet

Date Created: January 4, 2022 Software: ArcGIS 10.8.1

200 Foot Notification Map

ZON2021-10: Brookhollow SD

Legend



200 Foot Buffer



Proposed Zone Change



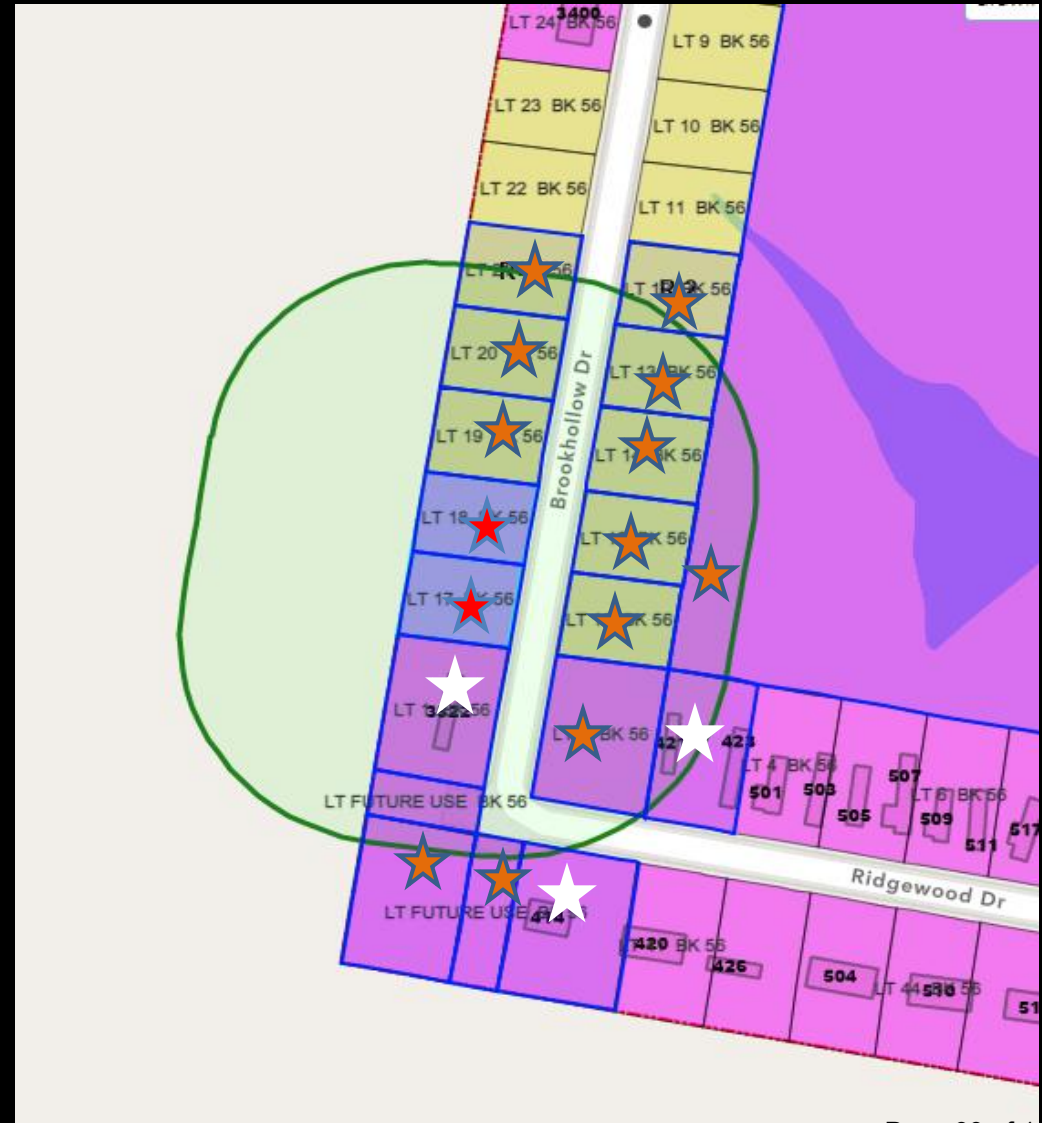
Single Family-Rental



Manufactured Home



Vacant



ZON2021-10: Brookhollow SD



Proposed zone
change sites



ZON2021-10: Brookhollow SD



View from street
looking north

East side of
Brookhollow Drive,
view from subject
property



ZON2021-10: Brookhollow SD



Manufactured homes to
the south of zone change

SFR houses to the north of
zone change





Response Form

Project Number: ZON2021-10

Brookhollow Subdivision, Section 1

You may make your views known by completing this form and returning it to the Planning & Zoning department. You may also make your views known in person by attending the public hearings. **Please complete and return form to:**

City of Nacogdoches Planning & Zoning Department

Attn: Rhonda Lewis

PO Drawer 635030

Nacogdoches, TX 75963

You may also email a copy to Rhonda Lewis, lewisr@nactx.us

Project Number: ZON2021-10

Please circle one:

☒ In favor of request

☐ Opposed to request

Comments:

This change makes perfect sense

Signature:

*Bud Wright for Texas Farm Products Co &
Five Star Real Estate*

Printed Name:

Bud Wright

Street Address:

P.O. Box 630009 / 915 S. Fredonia

City, State and Zip Code:

Nacogdoches, Tx 75963-0009

Phone Number:

936-554-4455

Email Address:

bwright@tfnutrition.com

Physical Address of Property within 200 Feet:

*no address - undeveloped
acreage*

City of Nacogdoches

202 E. Pilar – PO Drawer 635030 – Nacogdoches, TX 75963

936-559-2574 Fax 936-559-2910 www.nactx.us

Home of Stephen F. Austin State University www.sfasu.edu

ORDINANCE NO. 1892-01-22

AN ORDINANCE OF THE CITY OF NACOGDOCHES, TEXAS, AMENDING THE BOUNDARIES OF A ZONING DISTRICT WITHIN THE CITY OF NACOGDOCHES FROM B-2, GENERAL BUSINESS TO R-2, SINGLE FAMILY FOR LOTS 17 & 18, CITY BLOCK 56, SECTION ONE OF THE BROOKHOLLOW ADDITION IN NACOGDOCHES, TEXAS; CONTAINING FINDINGS; PROVIDING A REPEAL CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Zoning Ordinance of the City of Nacogdoches allows the City Council to amend the official zoning map; and

WHEREAS, the property described above and depicted in “**Exhibit A**” is currently zoned B-2, General Business; and

WHEREAS, the property owner has requested the zoning classification of said property to be changed to R-2, Single Family; and

WHEREAS, the City Council of the City has conducted, in the time and manner and after the notice required by law and the Zoning Ordinance of the City, a public hearing on such request for change in zoning classification; and

WHEREAS, the City Council now deems it appropriate to grant such requested change in classification.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NACOGDOCHES, TEXAS:

SECTION I

Findings.

The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct, and same are deemed to be in furtherance of a public purpose.

SECTION II

Approval of Zoning Change

Pursuant to the requirements of Chapter 118 of the Code of Ordinances of the City of Nacogdoches, Texas, a change in Zoning Classification from B-2, General Business to R-2, Single Family is hereby approved by the City Council.

SECTION III

Repeal

This Ordinance shall in no manner repeal, amend, change, supplement, or revise any provision of any ordinance of the City, save and except the granting change in Zoning Classification as herein provided.

SECTION IV

Effective Date

This Ordinance shall take effect following its passage and publication as may be required by governing law.

SECTION V

Severability

If any word, article, phrase, paragraph, sentence, clause, or provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision, and to this end, the provisions of this Ordinance are declared to be severable.

SECTION VI

Proper Notice and Open Meetings

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION VII

Filing

The City Secretary is hereby authorized and instructed to file a signed and sealed copy of this Ordinance in and among the records of the City of Nacogdoches, Texas.

PASSED AND APPROVED, this the ____ day of _____, 2022, by a vote of ____ (ayes) to ____ (nays) of the City Council of the City of Nacogdoches, Texas.

CITY OF NACOGDOCHES

By: _____
JIMMY MIZE, Mayor

ATTEST:

APPROVED AS TO FORM:

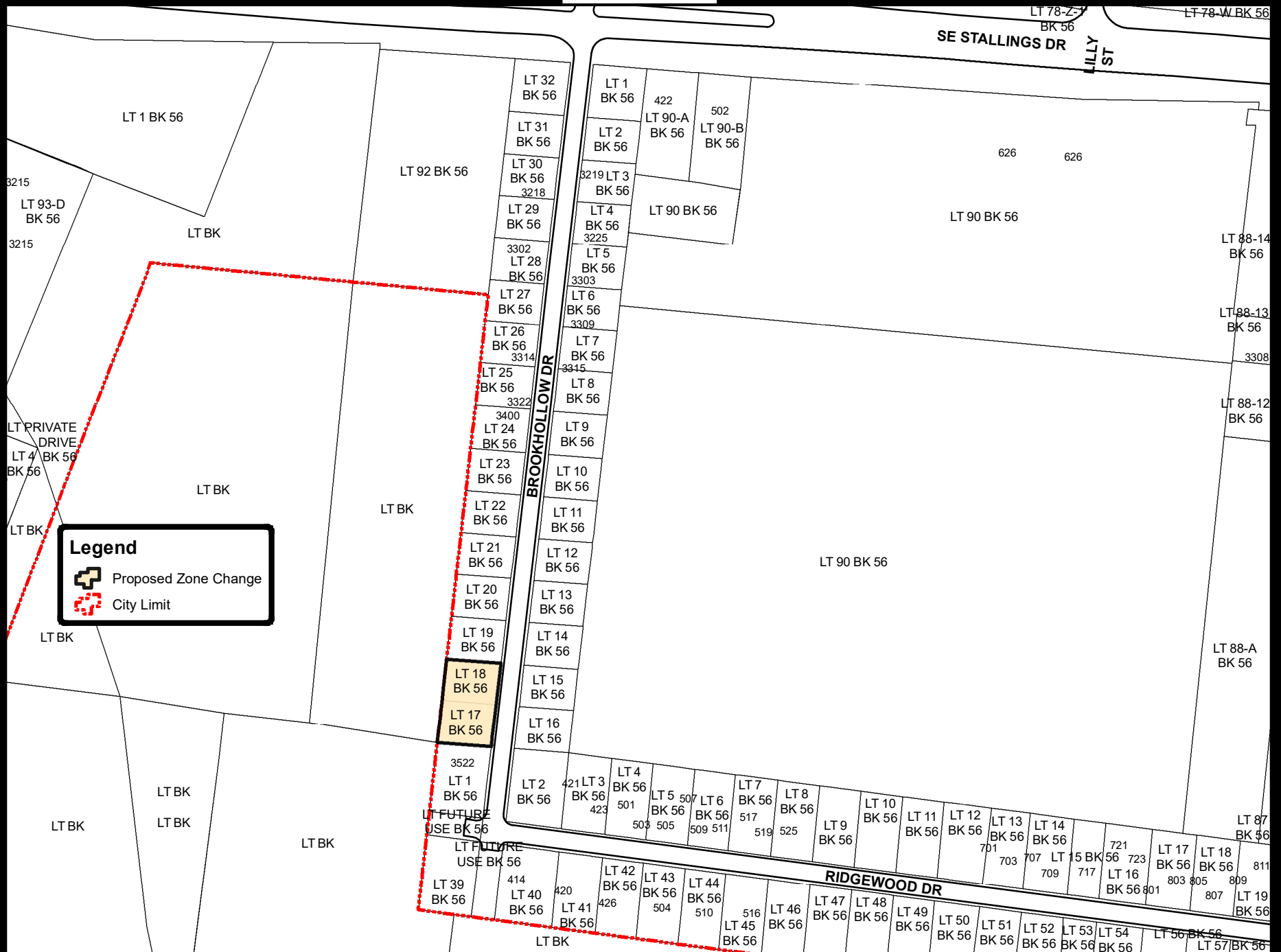
JAN VINSON, City Secretary

STEVEN KIRKLAND, City Attorney

APPROVED AS TO CONTENT:

ALAINA HELTON, City Planner

Exhibit A



Notice: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.



0 62.5 125 250 Feet

Date Created: January 5, 2022 Software: ArcGIS 10.8.1

PRESENTER: Steve Bartlett, Public Works Director

ITEM/SUBJECT: Consider approval of a contract for professional services with DTJ Design for the Comprehensive Land Use Plan and the Downtown Master Plan for an amount not to exceed \$450,000. (City Engineer)

SUMMARY/BACKGROUND: Beginning in December 2020, staff presented to City Council a list of long-range studies and strategies that would assist the City in creating strategic action-plans to help direct future planning, engineering, and economic development efforts. In January 2021, staff was subsequently directed to move forward with these initiatives including the procurement process of one or more consulting firms to create a Downtown Master Plan and a Comprehensive Plan which would also incorporate a Housing Needs Assessment Study and an I-69 Corridor Development Plan.

The Downtown Master Plan will create a vision for downtown Nacogdoches and act as a framework for future ordinances and initiatives with strategies to help reinvigorate the downtown area. The current Downtown Master Plan was completed in 1974.

The Comprehensive Plan will include a review of current land use conditions, recommend future land uses, a transportation plan, and implementation strategies including utility infrastructure. The current Comprehensive Plan was adopted in 2003.

The I-69 Corridor Plan will provide an in-depth study of the proposed I-69 Corridor including more specific future land use, utility needs, and traffic design considerations.

The Housing Needs Assessment will provide a review of the City's current housing inventory, projections for future housing needs, and solutions to encourage housing development that fit the community's goals.

The City initiated a formal Request for Qualifications (RFQ) in March 2021. A total of 13 firms submitted qualification statements for the Downtown Master Plan and 10 firms responded for the Comprehensive Plan, which included the I-69 Plan and Housing Study.

A review panel consisting of the Director of Community Services, the Historic Sites Manager, the NEDCO President, the SFA Chair of Economics and Finance, and the City Manager, met to review and score all RFQ submittals. Three firms were selected as finalists for each study which included in person or virtual interviews that were held in mid-May 2021. The panel scored and evaluated each consultant team and selected DTJ Design as the preferred firm for both the Downtown Master Plan and Comprehensive Plan studies.

In August 2021, DTJ Design was introduced to City Council. In September 2021, staff received authorization to move forward with the development of a detailed scope of work and fee negotiation with DTJ Design for all four studies.

A proposed contract with DTJ Design has been negotiated and has received approval by City staff and the City Attorney. The total fee proposed for the Downtown Master Plan, and the Comprehensive Plan (including the I-69 Plan and Housing Assessment) is not to exceed \$450,000. A copy of the contract is attached for reference.

FINANCIAL:

Item is budgeted:

Account No.: 01.86.680.90

Account Name: *General Fund Reserves Misc. Capital*

Amount:\$450,000

(Includes \$50,000 from NEDCO and \$50,000 from Economic Dev. Fund)

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Downtown Entertainment and Destination District, Neighborhood Revitalization and Attainable Housing, Community Engagement/Diversity, Environment, Infrastructure, I-69 Development, Economic Development

CITY CONTACT: Steve Bartlett, Director of Public Works & City Engineer

bartletts@nactx.us

936-559-2522

&

Alaina Helton, Director of Planning and Neighborhood Services

heltona@nactx.us

936-559-2572

ATTACHMENTS:

1. DTJ Design Contract
2. P&Z Letter of Support - Comp Plan & Downtown Plan Update
3. MSAB Letter of Support.docx
4. PowerPoint Presentation

PROFESSIONAL DESIGN SERVICES AGREEMENT



January 18, 2022

Mario Canizares
City Manager
City of Nacogdoches
202 East Pilar Street
Nacogdoches, TX 75961

SUBJECT: Agreement to Provide Professional Design Services for the 2022 Nacogdoches Comprehensive Plan, Downtown Master Plan, and Future I-69 Corridor Plan, Nacogdoches, TX

Dear Mario:

This Agreement regards Professional Design Services to be provided to your company by **DTJ DESIGN, Inc.** for the above-referenced project.

DTJ DESIGN, Inc., a Colorado Professional Corporation identified herein as DTJ, agrees to provide such services as described to City of Nacogdoches, identified as Client, in accordance with the Scope of Basic Services and Compensation and Payment for Services outlined.

This Agreement is organized in the following manner:

- I. SCOPE OF BASIC SERVICES**
- II. COMPENSATION AND PAYMENT FOR SERVICES**
- III. TIMELINE**

I. SCOPE OF BASIC SERVICES

DTJ shall provide the services as needed to prepare and provide the 2022 Nacogdoches Comprehensive Plan, Downtown Master Plan, and Future I-69 Corridor Plan (referred to as “Plan” or “Project”) for the City of Nacogdoches in a manner that is normal and customary for this type of service.

TASK 1: PROJECT MANAGEMENT + PRE-PLANNING

This Task includes various upfront planning efforts relevant to the Comprehensive Plan, Downtown Master Plan, and the Future I-69 Corridor Plan, including the collection of information, review of existing conditions, SWOT analysis, and project management.

Task 1.1 Project Kick-off Meeting

DTJ will facilitate the Project kick-off meeting with City Staff to discuss previous planning efforts, data collection, the work plan, timeline, and process and communications protocol, and to conduct a driving tour of the City with City Staff to review key critical areas and to gain insight into Nacogdoches' initial vision, opportunities, and inherent challenges.

Task 1.2 Baseline Information

DTJ will prepare a list of relevant demographic data, documents, studies, GIS data, and maps to be provided by City Staff, including recently approved plans, such as: the Parks, Recreation & Trails Master Plan, Land Use & Infrastructure Fiscal Analysis, Target Industry and Economic Activity Alignment Strategy Report, and Fire Station Study.

Task 1.3 Implementation Status of Existing Comprehensive Plan

We will prepare a summary of the existing Comprehensive Plan in terms of general recommendations, subsequent actions, successes, and incomplete objectives, based on information provided by the City.

Task 1.4 Base Mapping + Demographics

The DTJ team will assemble available GIS files from City and other third-party sources. The Team will review currently available City GIS formats and calibrate GIS to enable analysis and planning.

We will assemble base information to serve as the foundation of the planning effort, compile digital information identified during data gathering exercises into a base map for use during the planning process, and aggregate available base demographic and macro-economic data for market analysis. The DTJ team's effort will include an updated demographic profile of the City and highlight major changes/trends.

Task 1.5: Existing Conditions

The DTJ team will review past and ongoing efforts that may influence the Comprehensive Plan Update, Downtown Master Plan, and Future I-69 Corridor Plan. Based on readily available sources, we will prepare a baseline existing conditions description (which does not include the creation or digitization of new data) of the following:

- **Environmental Resources** - we will prepare a narrative that describes the natural environmental resources of Nacogdoches and their function in determining the character and appearance of Nacogdoches.
- **Market Conditions + Economic Development** - we will research and provide a synthesis of relevant economic data including housing growth, jobs, historical public, and private investments, economic targets, and other relevant data accessible in a Market Snapshot Summary to integrate into the Comprehensive Plan.

- **Land Use** - based on existing land use provided by City Staff, we will prepare a narrative that describes the existing land use as it appears on the Existing Land Use Map.
- **Transportation** - we will establish and verify existing conditions related to the City's existing Thoroughfare Plan.
- **Infrastructure + Facilities** - we will develop a narrative of baseline existing conditions for infrastructure and facilities.
- **Housing** - we will review and provide a synthesis of existing housing conditions, including building permit data, recent development plans, proposed projects, potential vacant housing, and undeveloped lots/property for infill that could accommodate new neighborhoods. We will also review existing neighborhood efforts supporting neighborhood vitality and integrity, including but not limited to code cases and actions, neighborhood policies, reinvestment areas, rental concentration, housing diversity, and other factors impacting neighborhood quality. Will provide an area wide Housing Snapshot Summary for integration into the Housing Chapter.
- **Historic Preservation** - we will prepare an area wide narrative that describes the current condition of historic preservation in Nacogdoches. This Task also includes a review and assessment of the existing regulations and ordinances regarding historic preservation applicable to downtown and adjoining neighborhoods.
- **Intergovernmental Cooperation** - we will consider opportunities to promote intergovernmental cooperation; governmental agencies will be engaged as is appropriate by means of interviews and/or focus group meetings, to be addressed as part of Task 2: Public Participation.

The DTJ team will document additional issues and opportunities as they relate to comprehensive planning considerations. Based on these issues and opportunities, we will prepare a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis of the City of Nacogdoches.

Task 1.6 Ongoing Project Management

DTJ will create a Project Management plan and conduct project management throughout the course of the Project. This Task includes monthly coordination and progress meetings with City Staff.

TASK 2: PUBLIC PARTICIPATION

This Task includes public outreach and participation for the Comprehensive Plan, Downtown Master Plan, and the Future I-69 Corridor Plan. The final deliverable will be a "Community Engagement Report" with a summary of all engagement activities, including dates, locations, number of participants/people reached, breakdown of participant demographics, and input from surveys, which essentially constitutes a scorecard of the public engagement process. Sub-tasks include the following:

Task 2.1 Meetings

Steering Committee Meetings

- Two (2) in-person and two (2) virtual Comprehensive Plan steering committee meetings
- Two (2) in-person and two (2) virtual Downtown Master Plan steering committee meetings
- The first in-person meeting for both plans will either be a joint meeting with both committees, or two separate meetings on the same day. This first meeting for both committees will include introductions, roles and responsibilities, overview of the processes of the committee, methodology and approach. Depending on the planning process, this may be an opportunity

where the committees choose the branding for the project(s), and review and make recommendations on changes to the current Plan(s) vision, goals & objectives etc.

Focus Groups & Interviews

- Two (2) in-person general focus group meetings during the two (2) day Comprehensive Plan Visioning (see below)
- One (1) focus group meeting to share results with a predetermined audience - see Task 2.6
- Eight (8) virtual focus group meetings of a general nature
- Six (6) virtual topic specific focus group meetings (topics to be determined)
- Three (3) in-person interviews during the two (2) day Comprehensive Plan Visioning (see below)
- Seven (7) virtual interviews
- One (1) in person Comprehensive Plan Visioning Session (see below)

Public Meetings

Comprehensive Plan Public Meetings:

- One (1) virtual public meeting for the Comprehensive Plan
- One (1) in-person Comprehensive Plan public meeting (during the 2-day Comprehensive Plan visioning event; described below); this will be the first in-person public meeting
- This first in-person Comprehensive Plan public meeting will be followed by two (2) in-person public meetings in the form of a mid-way, and a “wrap-up” meeting closer to the end of the project

Downtown Master Plan Public Meetings:

- Two (2) virtual public meetings for the Downtown Master Plan; sequence and timing to be determined
- One (1) in-person Downtown Master Plan public meeting (during the 2-day downtown design charrette; described below); this will be the first in-person public meeting
- This first in-person Downtown Master Plan public meeting will be followed by one (1) in-person public meeting in the form of a midway meeting closer to the end of the project

Meetings-in-the-box

A total of four (4) “meetings-in-the-box” presentations will be made available periodically to serve as presentation material for Staff to various organizations and civic groups as may be needed.

Task 2.2 Man on the Street Engagement

In person on the street engagement is all about meeting people where they are. We go to events where people will naturally already be and engage with them about the Project. At some events we would set up a booth and at other events we would walk around and engage with them. Man on the Street Engagement could include:

- SFA campus
- Downtown Walkshop
- Public event #1, e.g., Farmers Market
- Public event #2, e.g., City Festival

The City will take responsibility for the facilitation of additional neighborhood walkshops by citizens groups as identified by the City.

Task 2.3 Surveys

Surveys

- Featured Questions of the week - throughout the duration of the Project we will rotate out different one-off survey questions on the website. This will ensure there is always something for

people to do on the Project website and will keep them coming back as we promote a new featured question.

- Comprehensive Plan: four to five (4-5) topics surveys
- Downtown Master Plan: one (1) downtown survey

Special Campaign

- Photo's campaign inviting citizens to share photos of their favorite and least favorite places with the City of Nacogdoches.

Site Visits

- In addition to the driving tour defined in Task 1.1, there may be specific sites such as iconic attractions, businesses, or activities the DTJ team needs to visit directly and spend more time with. The purpose is to better understand the character of Nacogdoches and get a deeper understanding of that site or attraction, and the role it plays in the community.

Task 2.4 Digital Communications + Outreach + Engagement

Communications

- Project branding - based on input received from the branding and communications committee, we will create a brand for the Project that creates great awareness, participation, buy-in, and pride in the Project. This Task includes up to two (2) rounds of revisions of the branding concept.
- Project website, URL, and website hosting - we will design and be responsible for a Project website that serves as a 24/7 hub of information for the Project keeping the community up-to-date and fully engaged in the Project. The City will be responsible for posting project news updates to the website.
- Spanish website - we will clone a Spanish version of the website; cost of translation is the responsibility of the City.
- Promotional products - by creating branded promotional giveaways with the Project branding such as tote bags or water bottles, we create greater awareness and civic pride.
- Social Media graphics - we will create social media graphics that drive traffic to the Project website to help reach a wider audience and promote the overall engagement of the Project.
- Email nurtures and blasts - the Project website that we will create will allow users to sign up for email notifications about the Project. This gives us the opportunity to email residents about Project updates as well send education emails on various topics of the planning process.

Digital Outreach

- Social media advertisements - we will produce social media advertisements that will allow us to target those within the area and serve them ads related to the Project website and surveys. This helps reach a wider audience.
- SFA groups - our team will in coordination with Auxiliary Services, digitally reach out to various groups at the college to engage them and get them to visit the Project website and participate in surveys and focus groups.
- Online community groups - we will digitally reach out to various online groups in the community to engage them and get them to visit the Project website and participate in surveys and focus groups.

Task 2.5 Comprehensive Plan Visioning

Public engagement for the Comprehensive Plan will include focused visioning events during a period of two (2) consecutive days.

- Day 1: We will conduct two (2) interviews during the day, facilitate one (1) in-person focus group meeting during the morning, and one (1) in person public meeting during the evening.

- Morning of Day 2: We will conduct one (1) in-person interview and facilitate one (1) in-person focus group meeting.
- Afternoon of Day 2: We will facilitate a Visioning Session; everyone that participated in a focus group meeting and/or interview up to this point in the planning process, will be invited to this visioning session to expand on any of the items learned about during previous meetings and interviews.

Task 2.6 Downtown Master Plan Design Charrette

A Design Charrette will be conducted for Downtown during two (2) consecutive days. Downtown focused interviews and focus group meetings (included under Focus Groups & Interviews above) will be conducted prior to the multi-day event to inform the course of the Design Charrette.

The schedule for the in-person Design Charrette will be as follows:

- Day 1 Early Morning: Charrette participants and Downtown Steering Committee conduct a walking tour of downtown.
- Day 1 Late Morning and Afternoon: Design Charrette.
- Day 1 Evening: Engagement event, which will include an in-person Downtown Master Plan public meeting described above.
- Day 2 Morning and Early Afternoon: Design Charrette.
- Day 2 Late Afternoon: Share results with a predetermined audience during a focus group meeting.

The Design Charrette will include a virtual engagement room for the community to provide comments and feedback on the design progress throughout the duration of the Design Charrette and for a set period thereafter.

During the Design Charrette, the DTJ team will prepare a draft illustrative downtown master plan graphic. Following the workshop, the draft will be refined to prepare a final illustrative downtown master plan graphic. The DTJ team will generate preliminary catalytic projects and recommendations associated with land use, historic preservation, urban design, transportation, infrastructure, and economic development during the Design Charrette.

Task 2.7 Volunteers + Citizens Committees + SFA Interns

The consultant team could coordinate and utilize volunteers to both help reach a wider audience as well foster greater participation and civic pride with the volunteers. They will be providing a valuable service to the Project but will also be actively involved in the Project.

Task 2.8 Updates and Progress Reports

City Staff will provide and present updates and progress reports to the community, including P&Z, Main Street Board, Council, HLPC, Civic Groups, Churches and other Community Groups.

TASK 3: COMPREHENSIVE PLAN ELEMENTS

Task 3.1 Visioning + Guiding Principles

The DTJ team will extract information from the public input summary that relates to the community's values and priorities for the future of Nacogdoches.

The identified values will be presented on the Project website for community feedback. Based on the extracted information and outcome of community feedback, we will develop a statement that reflects Nacogdoches' vision and develop guiding principles that will guide the formation of related goals, objectives, and strategies for the long-term future of the community.

Task 3.2: Planning Elements

The DTJ team shall provide recommendations for the following planning elements:

Planning Element 1: Environment + Resource Protection

We will describe how the environment adds to the current character of Nacogdoches, the importance of incorporating environmental features in future planning efforts and provide guidelines for to the protection of the natural environment.

We will provide area wide recommendations on how to optimize the City's natural assets, e.g. multi-purpose drainage facilities, creative design standards, etc. See also **Plan Element 5: Infrastructure + Facilities** below.

Planning Element 2: Economic Development

While this Planning Element will be addressed by others, the DTJ team will describe recommendations for additional economic analysis based on the snapshot findings described in Task 1.5 above.

The following task description is for the execution by others, and not included in this project:

Conduct a market assessment for Nacogdoches that benchmarks key economic factors in context of local and regional economies, establishes potential for economic targets based upon existing occupational and employment clusters, owner and non-owner-occupied housing by age and affordability ranges, and retail demand using population, workforce, visitor, and student generated demand. The purpose is to create a blueprint or economic development strategy to activate the vision and grow Nacogdoches in a sustainable and fiscally responsible manner.

The strategy is to support comprehensive planning policies and regulations from an economic lens that manages growth, recommends infrastructure to serve future development needs, increases and retains local talent, enhances neighborhood quality, reinforces downtown as a place and destination, and increases the overall quality of life for Nacogdoches residents, workforce, visitors, and students.

The purpose of this process is to link land-use and economic development strategies to integrate the responsible redevelopment and reinvestment of targeted areas with a priority of value capture and other economic priorities based upon the nexus of community input, major landowner goals, and City priorities.

The following describes an optional task conducted by the DTJ team (including a range of fees) for consideration by the City as part of this project:

Optional Task: Citywide Fiscal Impact at a fee of \$10,500 to \$12,500:

This additional task would integrate all Comprehensive Plan recommendations, revised land use changes, net of floodplain, civic, or other non-taxable areas to estimate fiscal impact for the City as a whole. This initiative will explore build-out over 5, 10 and 15 years based upon the Market Analysis (as described under Planning Element 2: Economics to be completed by others and not included in this project).

Planning Element 3: Land Use

DTJ will develop land use categories, designating boundaries and developing the future land use map and draft recommendations that align with Nacogdoches goals for land use policies.

Planning Element 4: Transportation

Transportation will be focused on identifying opportunities for multimodal connectivity rather than developing consensus on a plan. It may leave unanswered questions to be addressed as part of the City's future Multimodal Plan project. The cross-sections and map changes will be presented as

potential changes for consideration rather than a new plan to be adopted. Feasibility of proposed changes will be reviewed with local subconsultant. TxDOT and the relevant COG will be included in transportation-specific focus group meetings.

We will perform a needs (or “gap”) assessment, and identify “areas for further study” based on input from Staff and the community. We will make reference to a recommendation for a future multi-modal plan.

For an integration of multi-modal connectivity and neighborhood design, see **Plan Element 6: Neighborhoods** below.

Planning Element 5: Infrastructure + Facilities

This Task will involve review and coordination of past efforts with the City’s water and sanitary sewer systems for discussion as a part of the overall comprehensive plan highlighting the major issues associated with each plan. This task will include a summary of the strategies outlined in the Storm Drainage Master Plan, and how those will be integrated into the strategies of the overall Comprehensive Plan. **We will also provide** area wide recommendations on how to optimize drainage facilities to be multi-purpose.

Planning Element 6: Housing

The purpose of the housing study is to analyze the housing stock and housing market within the City, inventory existing housing resources, identify gaps in the local housing market, identify trends that may affect the housing market over time, and develop strategies to address the current and future needs of the community, with the overall goal of ensuring that housing opportunities are provided for households of all types, ages, and income levels.

The housing study will include the following:

- Housing Baseline Assessment to establish local housing by character including age, typology, and values to create unique neighborhood units (NU’s) for comparison and benchmarking purposes.
- Market Demand based upon regional capture of owner and non-owner-occupied demand based upon age and income affordability ranges.
- Gaps + Trends - we will support the analysis of available gaps in housing product and link with local and regional trends to serve choice residents, increase housing equity, and attract talent to harness economic opportunities.
- Housing Strategy - we will work with local developers, builders, City Staff, and the comprehensive planning team to help establish policies, programs, regulations, and incentives to create more sustainable neighborhoods, create balanced housing, integrate fiscally responsible development, and increase economic impacts.
- Catalyst Projects - we will provide recommendations for catalytic projects.
- Infill and “Attainable” Housing - we will include strategies to promote/incentivize infill and “attainable” housing.

Planning Element 7: Neighborhoods

Specific to neighborhoods, and based on community feedback, the City will identify two (2) neighborhoods for further study in the future. As part of this study, the DTJ team will provide:

- An area wide descriptive summary of each neighborhood.
- Neighborhood preservation strategies such as neighborhood transition zones to protect areas from commercial encroachment or incompatible development.

Integration of multi-modal connectivity and neighborhood design:

The recommendations for mobility will integrate the key recommendations to incorporate bike/ped improvements to new neighborhoods and align with trail plan recommendations for regional

connectivity and local neighborhood connectivity. In addition, recommendations will be made on critical neighborhood design elements such as connected streets, pedestrian oriented blocks, integration of open space, mix of housing types, etc. in the design of new neighborhoods in the City. This section will also make recommendations on conserving desired elements of existing neighborhoods or retrofitting existing neighborhoods on prioritized elements such as sidewalks, trail, and neighborhood parks.

Planning Element 8: Parks + Recreation

We will provide a summary of the recommendations of the Parks, Recreation, and Trails Master Plan to serve as the Parks and Recreation element of the comprehensive plan.

We will review and consider opportunities for cross /dual implementation of the current Parks Plan recommendations that are relevant to the Comprehensive Plan and Downtown Master Plan.

Planning Element 9: Historic Preservation

Based on an assessment of the existing regulations and ordinances, we will identify key steps, processes, and recommendations for changes to the City's historic preservation ordinances and policies (may include incentives for historic preservation and facade improvement grants, etc.). This section will outline the steps to be taken and recommend the outcomes to be aimed for including alignment with area zoning regulations. In other words, it will NOT include actual amendments to ordinances or propose any new ordinance, rather it will recommend which areas need to remain, be improved, or changed.

Planning Element 10: Intergovernmental Cooperation

We will describe the role and importance of intergovernmental cooperation in terms of the long-term success of the community. They will be followed with recommendations to improve intergovernmental cooperation associated with the City of Nacogdoches.

TASK 4: DOWNTOWN MASTER PLAN

DTJ recognizes the purpose of this Project is to develop a Downtown Master Plan that will create a vision for Downtown Nacogdoches, including building facades, streetscapes, pedestrian access, parking, and other public amenities. The Plan will serve as the guiding document for anticipated growth, development and revitalization of the Downtown area and will act as a framework for future ordinances and initiatives; including coordinated strategies to help reinvigorate the Downtown area and make it an attractive place to live, work, and play.

As part of the Downtown Master Plan, we will:

- Identify key land uses based on current assets and market potential for downtown.
- Develop detailed illustrative plans for key catalytic/opportunity sites to illustrate the implementation of design principles such as mixed use, pedestrian oriented building design, integration, and alignment of public realm improvements such as streetscapes, and parks/plazas.
- Based on the catalytic projects, the team will identify key public realm improvements (e.g., streetscape improvements) that need to be prioritized to "connect the major dots" with a focus on bike/ped connectivity.
- Identify opportunities for public gathering space(s) which is the hallmark of all successful downtowns and the key for placemaking as well as catalyzing private development.
- Develop an infill housing strategy for downtown and adjoining neighborhoods that includes a range of opportunities from historic remodels to new construction of residential and missing middle housing based on different areas in and around downtown.

- Develop a regulatory strategy that creates sub-districts with a focus on tailoring the development standards to the vision through a form-based framework for downtown's different neighborhoods that "makes it easy to do the right thing."
- Develop a parking strategy that is based on the changing needs of private parking and transportation with a combination of public parking (on street, off street), private parking agreements, parking management, etc.
- Historic preservation strategy to maximize the preservation of historic assets and context.

The final Downtown Master Plan will be used as a tool to craft (not part of this Project): future capital improvement plans, land use and development code decisions, and economic development recruiting activities.

Task 4.1 Downtown Master Plan Vision + Guiding Principles

Based on the results of public engagement per Task 2: Public Engagement, the DTJ team will build on the Vision + Guiding Principles established for the Comprehensive Plan to develop a vision and guiding principles specific to Downtown. The vision and guiding principles will provide direction regarding the formation of related core values, goals, objectives, and implementation strategies for Downtown.

Task 4.2 Downtown Planning Elements

The DTJ team will provide recommendations for the following downtown-specific planning elements:

DT Element 1: Market Analysis

We will complete a market analysis including:

- Developing a baseline of existing commercial and non-commercial uses within the Downtown boundaries, establishing character districts and transition zones.
- Exploring character areas and transitions to understand the extents and characteristics of Downtown.
- Conducting a trade area analysis to explore the existing market shed for downtown, traffic patterns, and the associated customer characteristics and changing dynamics to assist in planning purposes.
- Conducting a market assessment to 1) calculate the capacity for new restaurant, retail, entertainment, small office, and housing, 2) determine the annual demand for planning purposes, and 3) calculate the existing spending profile of Downtown Nacogdoches.
- Developing a framework for attracting and managing future development in the downtown focused study area.
- An inventory of existing building occupancies, and vacant and underutilized buildings with square footage, based on the City providing their database of vacant buildings and utilities in a mappable GIS format.

DT Element 2: Economic Vitality

We will review economic development incentives, business recruitment, and retention practices. We will also explore other factors that could help stimulate the activation of Downtown including programming, arts + culture, operations, marketing, outreach, and targeted investments and provide area wide strategies for commercial activation.

DT Element 3: Infrastructure Assessment

For an understanding of downtown's current infrastructure, the DTJ team will perform a review of sidewalks, bicycle facilities, parking, waste collections, water, telecom, electric and gas.

We will review Signs, Markings, Traffic Signals, lighting, and other traffic control elements. We will identify opportunities to improve the environment for pedestrians, bikes, and vehicles.

Our team will conduct a site visit to assess existing pedestrian infrastructure, parking areas, and visible utilities. We will also analyze existing water, sanitary sewer, and storm drainage infrastructure based upon available mapping and local reconnaissance.

We will coordinate with City Staff regarding franchise utilities, especially those located below ground. Detailed plan elements that impact capacity of existing franchise utilities will need to be coordinated through the City. We will handle the capacity impacts of the public utilities.

DT Element 4: Land Use + Fiscal Impact Analysis

The DTJ team will review and make recommendations for:

- potential districts (expanding/reducing districts and district areas),
- transition districts,
- uses allowed, and
- a streamlined development process.

The DTJ team will review existing zoning standards related to site and building design and provide recommendations on areas of improvement to implement key elements of the land use and placemaking strategies.

This Task will include an assessment and recommendation for multimodal connectivity, and neighborhood design.

We will provide an area wide fiscal snapshot using take-offs from the program development in the Downtown Master Plan to outline estimated sales tax, property tax, hotel tax at full build out. This shall be provided in brief text format with supplemental fiscal chart and graphs.

DT Element 5: Activation

The DTJ team will develop concepts for increasing the activation of downtown parks, sidewalks, and storefronts. Concepts may include building facades, streetscapes, signage, pedestrian access, parking, and other public amenities. In addition, we will elaborate on the recommendations for key catalytic projects and locations - both private redevelopment and supporting public realm improvements needed to support private development.

We will provide area wide recommendations in brief text format to improve the commercial readiness and activation of Downtown through strategic investments and opportunities to increase building utilization, activation of key places, placemaking, business retention, targeted recruitment, and other strategies to reinforce Downtown Nacogdoches as a place, while building on existing momentum.

We will align the above recommendations with the regulatory strategy and catalytic Project recommendations.

DT Element 6: Design

A maximum of two (2) renderings of streetscapes and/or high priority properties, will be prepared by the DTJ team.

DT Element 7: Funding Mechanisms

The DTJ team will provide guidance and recommendations for mechanisms to fund future proposed projects. We will evaluate existing programs and policies within Downtown Nacogdoches including grants, 380 agreements, CIP investments, abatements, TIF's, PID's, historic preservation, and other current means being used in Downtown that have been applied and make recommendations on other innovative tools to jumpstart Downtown projects and catalyze targeted prospects. We will explore and make area wide recommendations in brief text format for potential/new funding mechanisms, including foundations, PPPs, and potential (new) revenue streams.

Task 4.3: Downtown Implementation Plan

The DTJ team will develop a list of strategies and implementation measures to accomplish the short, mid, and long-term goals and objectives of the Downtown Master Plan. As part of this strategy, the DTJ team will develop comprehensive decision-making packages, which are a set or group of actions that, while done together, provide a greater degree of success than when actions are done individually.

The implementation strategy will also include a strategy for review and maintenance of the goals, objectives, and actions, as well as the overall Downtown Master Plan. This initiative will include specific activation strategies as well as benchmarking Key Performance Indicators (KPI's) to manage funding and implementation of the recommendations by City departments and leadership.

We will review and consider opportunities for cross /dual implementation of the current Parks Plan recommendations as they relate to Downtown. We will review the implementation plan and develop traffic control related elements to support the implementation plan. We will make recommendations concerning zoning and historic preservation to inform future development, detailed regulations for land use, urban design, and historic preservation.

We will develop strategies associated with general utility system improvements specific to the unique needs of the historic downtown area. This will include strategies and recommendations for working within historic areas, specifically for utilities beneath brick streets.

Task 4.4: Downtown Master Plan Report Writing

DTJ will prepare and edit a Downtown Master Plan report that describes the findings and recommendations of the Master Plan study with easy understandable text, graphs, and maps, including illustrative graphics and photographs. This effort will include the preparation of an executive summary. While Downtown implementation actions will be incorporated into the overall Comprehensive Plan report, this Downtown Master Plan will also function as a stand-alone Plan document.

TASK 5: FUTURE I-69 CORRIDOR STUDY

The DTJ team will create a vision for the Future I-69 Corridor and develop implementation strategies to ensure the City captures the most value from upgrading the highway to interstate standards. Specifically, the DTJ team will study the economic development, public infrastructure, and land use challenges and opportunities of this corridor and the associated planned TxDOT improvements.

The study area for this Task will consider the area along the roadway from its intersection with US-259, staying on the current US-59/Future I-69 footprint, to an area approximately 1(one) mile south of the Nacogdoches City limits, at or near County Road 524. The Project area is approximately 10 (ten) miles in length.

The final Future I-69 Corridor Plan will be used as a tool to craft (not part of this Project): future capital improvement plans, land use and development code decisions, and economic development recruiting activities.

Specific recommendations will include:

- Area wide aesthetic improvements, i.e., landscaping and placemaking elements
- Improvements critical for the community
- Types of development, including mix of uses
- Protection of sight lines

The DTJ team will prepare a framework for attracting and managing future development in the Project area; individual Tasks include:

Task 5.1: Land Use + Zoning Analysis

DTJ will review the current land use in the corridor area and context, prepare a zoning analysis, and make recommendations for future land use appropriate for the corridor.

Task 5.2: Public infrastructure analysis

Using available, current, information on the I-69 Study, we will conduct an analysis of existing infrastructure within the proposed interstate corridor and develop recommendations with regards to current versus future capacity, i.e. upsizing utilities based on proposed future uses.

While utilities have been relocated on the southernmost portion of the I-69 alignment, we will analyze capacity and location north of the south connection to existing US59.

Task 5.3: Corridor Aesthetics

DTJ will make recommendations for standards and goals associated with the enhancement of corridor aesthetics, such as landscaping, signage, and achievable design standards.

Task 5.4: Connectivity

The DTJ team will explore and develop strategies to encourage connection between the corridor and the remainder of the City. We will develop recommendations for land use including multimodal connectivity, neighborhood design, and implementing “complete streets” principles.

We will review Thoroughfare Plan connections to I-69 including interchange locations. We will identify opportunities to add links including backage roads where appropriate to support existing and planned land uses along the corridor. We will review the City’s cross access policies and standards and recommend enhancements to better support existing and planned land uses along the corridor.

The DTJ team will incorporate input from TxDOT; Staff will facilitate receiving one (1) round of input from TxDOT within the timeframe of Task 5.4.

Task 5.5: Corridor Economics

The following task description is for the execution by others, and not included in this project:
Identification of opportunities to draw new economic investment and businesses to the corridor area by others - not part of this project.

Task 5.6: Concept Development

Referencing photos of similar corridors, DTJ will illustrate our team’s philosophy about nodes and connectivity along the corridor and toward the surrounding neighborhoods.

Task 5.7: Corridor Implementation Strategy

The DTJ team will create an implementation strategy for the Future I-69 Corridor study area, including land use, neighborhood design, and zoning recommendations for the plan area.

TASK 6: OVERALL IMPLEMENTATION PLAN

The DTJ team will prepare an Implementation Plan for the entire Project that integrates the implementation strategies of both the Downtown Master Plan and the Future I-69 Corridor Plan with City-wide implementation strategies developed as part of the Comprehensive Plan.

Specific to the Comprehensive Plan, we will develop an implementation strategy with a focus on the integration of economics, land use, transportation, infrastructure, aesthetics, and regulatory processes. We will develop a list of strategies and implementation measures to accomplish the short, mid, and long-term goals and objectives of the Comprehensive Plan, including:

- A comprehensive decision-making package, with specific reference to catalyst items.
- A strategy for review and maintenance of the goals, objectives, and actions, as well as the overall Comprehensive Plan.

We will identify opportunities for intergovernmental partnerships that further the implementation of the Plan(s). We will also include specific strategies such as who will review the Plan(s), how often, and what the review will include.

We will provide recommendations about opportunities to increase economic development, improve job growth, diversify its economy, modernize housing, and other economic related matters.

We will consider implementation through reforming the City's regulatory framework to implement land use, urban design, and downtown related Comprehensive Plan recommendations.

TASK 7: REPORT WRITING + PRESENTATIONS + ADOPTION

The final Project will be written up as a draft report for review by City Staff, and a final report for review by Staff, final review by the Steering Committees for approval by the City Council.

Task 7.1: Report Writing

The DTJ team will prepare and edit a report that integrates the findings and recommendations of the Downtown Master Plan and Future I-69 Corridor Plan studies with the findings and recommendations of the Comprehensive Plan. The result will be an easy understandable document with descriptive text, graphs, and maps, including illustrative graphics and photographs. This effort will include the preparation of a Comprehensive Plan executive summary.

This Task makes provision for a maximum of two (2) rounds of comments by City Staff.

Task 7.2: Presentations + Communications

We will present intermediate deliverables, final plan, and implementation strategy to:

- Planning and Zoning Commission (P&Z)
- City Council
- Steering Committee

This Task includes two (2) presentations each (intermediate and final deliverables) to P&Z and the Steering Committee, and one (1) presentation (final deliverables) to the City Council.

Deliverables

The DTJ team will prepare the following deliverables for this Project:

- *Reports with text and graphics defined as:*
 - *Community Engagement Report*
 - *Comprehensive Plan*
 - *Housing Needs Assessment*
 - *Downtown Master Plan*
 - *Future I-69 Corridor Plan*
- *Coordinated Implementation Plan*
- *Addendum housing all the technical data*

Add Alternates:

AA1: ADDITIONAL PUBLIC ENGAGEMENT

The following Add Alternate (AA) items for additional Public Engagement are presented as a menu of choices. This means that any AA item or bullet within a particular AA item, or a combination thereof, are available for consideration as additional Scope items per the City's needs and preferences.

AA1.1: Communications Add-ons

- **Other languages translation** - additional languages can be added if necessary.
- **Intro video** - An intro video highlights the community and sets up what the Project is, why it's important, and the role of engagement. Prepared in an easy digestible and shareable format, the video can then be used to market the Project and Project website to the general public to build excitement and drive greater involvement in the Project.
- **Recap video** - The recap video would serve as a celebration and highlight reel at the completion of the Project. It would communicate the main vision and key themes of the plan in an easily digestible and shareable format that will create greater excitement about implementation of the plan. In summary, this recap video can be used to give the participants a good high-level overview of the plan, show them that their voices were heard, and that engagement drove the vision.
- **Podcasts** - a podcast series would create a number of episodes on various topics related to the Project plan. This could include an episode about walkability, one about downtown, one about traffic, etc. The goal is to create an engaging way to discuss and educate the public on topics specific to Nacogdoches in an educational and entertaining way.

AA1.2: Digital Outreach Add-ons

By posting on the City channels we can engage your current social media followers and conduct polls and create entertaining and educational content. This creates greater participation by utilizing a platform that audience is already on and engaged with.

AA1.3: Activation Events Add-on

Pop-up engagement events are great ways to both engage the public and activate a downtown. Instead of holding a public meeting at City Hall we would throw a party downtown and engage with people at that event. This creates greater awareness and civic pride and reaches people that would never attend a public meeting.

- Pop-up downtown event #1
- Pop-up downtown event #2

AA2.4: Special Campaign Add-on

- Art initiative campaign inviting citizens of all ages to create and submit an artwork in any type of media to celebrate and reflect on the City of Nacogdoches.

II. COMPENSATION AND PAYMENT FOR SERVICES

A. COMPENSATION

1. DTJ shall be paid a Fixed Fee of \$450,000, including expenses, for Tasks 1 - 7 for those Basic Services outlined, with the following approximate breakdown by Project Task. You will be billed monthly, based on the percent of completion. The Reimbursable Expenses budget is anticipated at 5% of the fee, which comes to \$22,500.

SCHEDULE OF FEES	
Tasks	Fee Subtotal
1. PROJECT MANAGEMENT + PRE-PLANNING	\$72,000
1.1 Project Kick-off Meeting	
1.2 Baseline Information	
1.3 Implementation Status of Existing Comprehensive Plan	
1.4 Base Mapping + Demographics	
1.5 Existing Conditions	
1.6 Ongoing Project Management	
2. PUPILIC PARTICIPATION	\$114,000
2.1 Meetings	
2.2 Man on the Street Engagement	
2.3 Surveys	
2.4 Digital Communications + Outreach + Engagement	
2.5 Comprehensive Plan Visioning	
2.6 Downtown Master Plan Design Charrette	
2.7 Volunteers + Citizens Committees + SFA Interns	
2.8 Updates + Progress Reports (Staff responsibility)	
3. COMPREHENSIVE PLAN ELEMENTS	\$65,000
3.1 Comprehensive Plan Visioning + Guiding Principles	
3.2. Planning Elements (PE)	
PE 1: Environment + Resource Protection	
PE 2: Economic Development	
PE 3: Land Use	
PE 4: Transportation	
PE 5: Infrastructure + Facilities	
PE 6: Housing	
PE 7: Neighborhoods	
PE 8: Parks + Recreation	
PE 9: Historic Preservation	
PE 10: Intergovernmental Cooperation	
4. DOWNTOWN MASTER PLAN	\$90,000
4.1 Downtown Master Plan Vision + Guiding Principles	
4.2 Downtown Planning Elements	
DT Element 1: Market Analysis	
DT Element 2: Economic Vitality	
DT Element 3: Infrastructure Assessment	
DT Element 4: Land Use + Fiscal Impact Analysis	
DT Element 5: Activation	

DT Element 6: Design	
DT Element 7: Funding Mechanisms	
4.3 Downtown Implementation Plan	
4.4 Downtown Master Plan Report Writing	
5. FUTURE I-69 CORRIDOR STUDY	\$29,000
5.1 Land Use + Zoning Analysis	
5.2 Public Infrastructure Analysis	
5.3 Corridor Aesthetics	
5.4 Connectivity	
5.5 Corridor Economics	
5.6 Concept Development	
5.7 Corridor Implementation Strategy	
6. OVERALL IMPLEMENTATION PLAN	\$17,500
6.1 Action Steps + Implementation Strategy	
6.2 Comprehensive Decision-Making Packages	
7. REPORT WRITING + PRESENTATIONS + ADOPTION	\$40,000
7.1 Report with text, graphs, maps & graphics	
7.2 Presentations + Communications	
Subtotal	\$427,500
Reimbursable Expenses @ 5%	\$22,500
Project Total	\$450,000

ADD ALTERNATES	
Add Alternate 1	Fee Subtotal
AA1: ADDITIONAL PUBLIC ENGAGEMENT (menu of choices)	
AA1.1: Communications Add-on	
Other Language Translation	\$4,000
Intro Video	\$6,300
Recap Video	\$6,300
Podcast	\$4,200
AA1.2: Digital Outreach Add-ons	
Social Media Takeovers and Polls	\$660
AA1.3: Activation Events Add-on	
Pop-up Event (typical)	\$6,000
AA1.4: Special Campaign Add-on	
Art Initiative Campaign	\$700
Reimbursable Expenses @ 5% (typical)	

2. Any services compensated on an Hourly Basis, including Additional Services, shall be based on the hourly rates set forth in the *Standard Hourly Rate Schedule* for DTJ. Similarly, any Additional Services required of consultants or subconsultants to DTJ on the project shall be compensated on their corresponding Hourly Basis.
3. Additionally, DTJ and its consultants, if any, shall be reimbursed for expenses incurred in the interest of the project. Those prices listed shall apply to those reimbursable items produced in-house. Other expenses associated with procuring and/or producing needed item(s) or service(s) will be billed at no less than cost, and at no more than cost-plus-fifteen percent (15%). Such expenses will include but are not limited to printing, visual documentation of project graphics, postage, delivery, mileage, per diem, fax, and long-distance telephone. Airfares and other travel expenses related to the project will be billed at 1.05 times cost.

STANDARD HOURLY RATE SCHEDULE

Effective date July 2021

<u>Position</u>	<u>Rate/Hour</u>
Principal / Associate Principal	\$150-250
Sr. Designer/Associate/PM	100-200
Staff	70-150

These rates are subject to review and adjustment in January and July of each calendar year by DTJ. DTJ shall notify Client in writing of any changes resulting from such review.

STANDARD PRICES FOR REIMBURSABLE EXPENSE ITEMS PRODUCED IN-HOUSE

Large Format Copy/Print/Scan\$0.95/s.f.	<u>Small Format Copy/Print/Scan B&W/Color</u>
Large Format Mylar Copy/Print\$8.85/s.f.	8.5 x 11 - \$0.10 ea./\$0.90 ea.
	11 x 17 - \$0.20 ea./\$1.80 ea.

B. PAYMENT FOR SERVICES

This Agreement anticipates DTJ's services will proceed continuously and will be completed within thirteen (13) to fifteen (15) months. If and to the extent this time is extended, or if DTJ's services are delayed or interrupted and have not been completed within this time limitation, compensation for any services rendered during the additional period of time shall be computed as an Additional Service based on the Standard Hourly Rates then in effect. Costs associated with re-starting the project after a suspension of work of thirty (30) days or longer shall be an Additional Service.

III. TIMELINE

The timeline for this Project is anticipated to be between thirteen (13) and fifteen (15) months.

City of Nacogdoches				Comprehensive Plan + Downtown Master Plan + Future I-69 Corridor Plan														
PROJECT TIMELINE				2022												2023		
Tasks				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
1. PROJECT MANAGEMENT + PRE-PLANNING																		
1.1 Project Kick-off Meeting																		
1.2 Baseline Information																		
1.3 Implementation Status of Existing Plan																		
1.4 Base Mapping + Demographics																		
1.5 Existing Conditions																		
1.6 Ongoing Project Management																		
2. PUBLIC PARTICIPATION																		
2.1 Meetings																		
2.2 Man on the Street Engagement																		
2.3 Surveys																		
2.4 Digital Outreach + Engagement																		
2.5 Two Day Comprehensive Plan Visioning																		
2.6 Two Day Downtown Design Charrette																		
2.7 Volunteers + Citizens Committees + SFA Interns																		
2.8 Updates + Progress Reports																		
3. COMPREHENSIVE PLAN ELEMENTS																		
3.1 Comp Plan Visioning + Guiding Principles																		
3.2 Comprehensive Plan Planning Elements																		
4. DOWNTOWN MASTER PLAN																		
4.1 Downtown Vision + Guiding Principles																		
4.2 Downtown Planning Elements																		
4.3 Downtown Implementation Plan																		
4.4 Downtown Master Plan Report Writing																		
5. FUTURE I-69 CORRIDOR STUDY																		
5.1 Land Use + Zoning Analysis																		
5.2 Public infrastructure analysis																		
5.3 Corridor Aesthetics																		
5.4 Connectivity																		
5.5 Corridor Economics																		
5.6 Concept Development																		
5.7 Corridor Implementation Strategy																		
6. OVERALL IMPLEMENTATION PLAN																		
6.1 Action Steps + Implementation Strategy																		
6.2 Comprehensive Decision-Making Packages																		
7. REPORT WRITING + PRESENTATIONS + ADOPTION																		
7.1 Report with text, graphs, maps & graphics																		
7.2 Presentations + Plan Adoption																		



Nacogdoches Planning & Zoning Commission

December 13, 2021

City Council
City of Nacogdoches
P.O. Box 635030

Nacogdoches, TX 75963

Via email: mizej@nactx.us, belangerk@nactx.us, fischera@nactx.us, andersonj@nactx.us,
rboldon@nactx.us

RE: Support to update the Nacogdoches Comprehensive Plan and Downtown Master Plan

Dear Mayor & City Council:

The Nacogdoches Planning & Zoning Commission (P&Z) supports an update to the Comprehensive Plan and Downtown Master Plan.

The Nacogdoches, Texas Code of Ordinances states that Chapter 118, which governs zoning, is “intended to implement the policies and objectives contained in the comprehensive plan for the city.” On a regular basis, a citizen or developer presents a special use permit, zoning change request, or a planned development to P&Z that does not fit into the land use contemplated by the current 2003 comprehensive plan. Due to the multiple changes to Nacogdoches’ demographics, development patterns, and economy in the last two decades, coupled with the impending I-69 corridor changes, the current plan is oftentimes unusable as a reference.

The lack of an up-to-date comprehensive plan also affects landowners and developers. Without a long-range forecast of land uses, it becomes difficult to invest in construction projects within the city’s jurisdictional limits. It also prevents the city from proactively investing in the utility infrastructure required to support such development. In short, it discourages investment.

P&Z is also concerned that without a proactive and forward-looking approach to development, particularly along the I-69 corridor, negative consequences could be experienced along the interstate footprint. Now is the time to plan for the change that an interstate highway will bring. Any plan update must include a component that addresses the future I-69 corridor.

Finally, the Downtown Master Plan element is crucial because downtown Nacogdoches holds a special place in the identity and culture of our city. We must decide how we can continue to develop the downtown area and our historic district without damaging its historic nature. A master plan for the downtown will help us understand how to do that.

For these reasons, the Nacogdoches Planning & Zoning Commission supports an update to the Comprehensive Plan and Downtown Master Plan.

Sincerely,

Ken Deppisch – Commission Chair
Nacogdoches Planning & Zoning Commission

cc: City Manager Mario Canizares, canizaresm@nactx.us, & City Secretary Jan Vinson, vinsonj@nactx.us

January 7, 2022

NACOGDOCHES CITY COUNCIL MEMBERS,

As you prepare to consider hiring an outside company to assist Nacogdoches in long range planning, including a new Downtown Master Plan, we urge you to vote YES. We are not recommending one company over another. However, we want to see some concrete action take place soon. We are heartened to know that the Steering Committees have been approved, and we are delighted with the appointment of one of our board members to head up the Downtown Master Plan Steering Committee.

This year has been challenging for the Main Street Advisory Board for a number of reasons. Of course, downtown Nacogdoches is still in post COVID recovery stages with a plethora of empty buildings and ongoing neglect of some buildings and infrastructure. For most of 2021 we struggled with putting together our own strategies and action plan. Part of the struggle is due to the lack of a vision for what downtown can become. Without a real vision to work toward, our strategies are pretty much to do what has been done in the past; focusing on events rather than big picture ideas. Many of us on the Board want to see downtown become more dynamic with nightlife, thriving businesses, culture and entertainment which will be a draw for citizens and visitors. We want downtown to have a unique brand and identity which will make us proud. We have a team of highly skilled people who are anxious to make a difference, a big difference to support a vision. We are excited about new members joining the Board in February, but even so, our team lacks the expertise to develop long range plans on our own. We unabashedly ask that you vote YES to hiring a planning firm and moving the Downtown Master Planning process forward.

MAIN STREET ADVISORY BOARD

MILES McCALL	MIKE MOLLOT
LYNN CAREY MYERS	MICHELLE GAUT
MORGAN ROGERS	CARLIE ALLEN
HOLLIE ATHERTON	MELODY DIVEN

PLEASE READ AND CONSIDER PRIOR TO THE JANUARY 18 MEETING



CONTRACT AGREEMENT FOR DTJ DESIGN

*Comprehensive Land Use Plan
Downtown Master Plan*

Timeline

- **December 2020** –Council discussion on Studies
- **January 2021** – Direction to proceed w/ Comprehensive & Downtown Plan
- **March** – RFQ's published
- **April** – Panel review of RFQ submittals
- **May** – Interviewed consultant finalists & Council Update
- **June**– Two (2) Public forum meetings. Council direction to proceed w/ consultant selection
- **August** – Council work session w/ finalist - DTJ Design
- **September** – Direction to proceed with contract negotiations for DTJ Design

4 Studies

Comprehensive Plan

City-wide long-range plan guiding community development

I-69 Corridor Plan

In depth study of I-69 corridor, includes land use, utility, & design suggestions

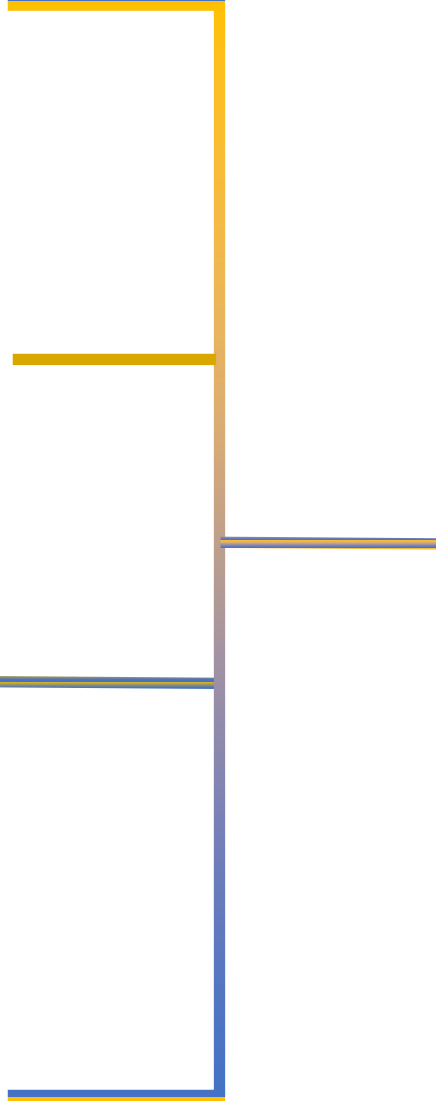
Housing Needs Assessment

City-wide assessment & projection of housing needs for the near and long term

Downtown Master Plan

Vision and long-range plan for Downtown

Single Comprehensive Implementation Strategy



Request For Qualifications Process

*State Law requires us to select professionals based only on qualifications.
Cannot include “bid” pricing.*

- Staff develops scope and a detailed RFQ document
- RFQ notices posted on webpage, TML, Texas APA, Newspaper
- Responses received in March 2021
 - 13 for Downtown Master Plan
 - 10 for Comprehensive Plan
- Panel interviews – 3 Finalists for each study
- Consultant fee and contract negotiations

RFQ Submittals Received: 3/26/2021	
Comp Plan Update	Downtown Master Plan
Gap Strategy	Gap Strategy
Design Workshop	Design Workshop
Stantec	Stantec
Halff Asso.	Halff Asso.
Houseal Lavigne	Houseal Lavigne
DTJ Design	DTJ Design
Fregonese Asso.	Fregonese Asso.
Kimley-Horn	Kimley-Horn
Kending Keast	Downtown Redevelopment
Verdunity	Asakura Robinson
	Gunda Corporation
	Benchmark Planning
	CallisonRTKL

← Firms selected for interview

INTERVIEW PANEL

- Director Community Services
 - Historic Sites Manager
 - NEDCO President
 - SFASU Chair Economics & Finance
 - City Manager
-
- *Director Planning & Neighborhood Services & Director Public Works were observers*

SCORING CRITERIA - RFQ

- Qualifications 0 to 25 points
- Project Understanding 0 to 10 points
- Project Approach 0 to 50 points
- Quality of Work 0 to 15 points

SCORING CRITERIA - INTERVIEWS

- Process & Creativity 0 to 50 points
- Project Schedule 0 to 10 points
- Experience & Qualifications 0 to 25 points
- References 0 to 15 points



- Planners, Architects, & Landscape Architects
- 80 Staff members
- Offices in Dallas, Austin, Atlanta, & Boulder
- History of similar Comprehensive Plans and Downtown Master Plans



PRIME

VISIONING, PLANNING + DESIGN for PARKS + TRAILS + QAQC



CHRIS MOORE
PRINCIPAL IN CHARGE



FRANCOIS DE KOCK
PROJECT MANAGER

SUBCONSULTANTS

PUBLIC OUTREACH + ENGAGEMENT



RYAN SHORT, CEO



BRISA BYFORD,
SENIOR STRATEGIST

INFRASTRUCTURE + FLOOD MANAGEMENT



BOB THURBER, PE
PROJECT MANAGER



DANNY HAYS, PE
PROJECT MANAGER



SUBCONSULTANTS

MARKET + ECONOMICS + HOUSING



JASON CLAUNCH
PRESIDENT

SMALL AREA PLANS + ZONING + REGULATIONS



JAY NARAYANA, AICP
PRINCIPAL



TRANSPORTATION PLANNING



JODY SHORT, PE
PRESIDENT + PROJECT MANAGER



LOCAL RESOURCE



MICHAEL DELANEY, PE
PROJECT MANAGER



Tasks & Fees

TASKS	PERCENTAGE	FEE
1. PROJECT MANAGEMENT + PRE-PLANNING	16%	\$72,000
2. PUBLIC PARTICIPATION	25%	\$114,000
3. COMPREHENSIVE PLAN ELEMENTS	14%	\$65,000
4. DOWNTOWN MASTER PLAN	20%	\$90,000
5. FUTURE I-69 CORRIDOR STUDY	6%	\$29,000
6. OVERALL IMPLEMENTATION PLAN	4%	\$17,500
7. REPORT WRITING + PRESENTATIONS + ADOPTION	9%	\$40,000
Subtotal		\$427,500
Reimbursable Expenses @ 5%	5%	\$22,500
Project Total		\$450,000

SCHEDULE - COMPREHENSIVE PLAN & DOWNTOWN MASTER PLAN

TASK	MONTH													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
PROJECT MANAGEMENT + PRE-PLANNING														
PUBLIC PARTICIPATION														
COMPREHENSIVE PLAN ELEMENTS														
DOWNTOWN MASTER PLAN														
FUTURE I-69 CORRIDOR STUDY														
OVERALL IMPLEMENTATION PLAN														
REPORT WRITING + PRESENTATIONS + ADOPTION														

Funding

Total Project Fees = **\$450,000**

Funding sources:

- Economic Development Fund..... \$50,000
- NEDCO..... \$50,000
- General Fund Reserves..... \$350,000

Costs for all Plans are included in the approved 2021-2022 Budget