

Table of Contents

Agenda	2
No. 2 - Resolution to Hold First Public Hearing for Water/Wastewater Impact Fees	
Coversheet revised	5
Resolution.	6
No. 3 - First Public Hearing and Technical Memorandum for Water/Wastewater Impact Fees	
Coversheet revised	7
Resolution.	8
Tech Memo	9
Timeline.	21
No. 4 - 2011 Planning & Zoning Commission Plan of Work	
Coversheet revised	22
Plan of Work	23
No. 5 - Developer Identified UDO Amendments	
Coversheet revised	28
Priority List	29
Brazos AIA Letter	31
P&Z Meeting minutes	34
No. 6 - UDO Amendment - Sign Ordinance	
Coversheet revised	35
P&Z Meeting minutes	36
Ordinance.	38
No. 7 - Animal Shelter Operations, Current and Future	
Coversheet revised	41



Mayor

Nancy Berry

Mayor Pro Tem

John Crompton

City Manager

Glenn Brown

Council members

Jess Fields

Dennis Maloney

Katy-Marie Lyles

Dave Ruesink

Jana McMillan

Agenda

College Station City Council

Special Meeting

Tuesday, January 11, 2011 at 4:00 PM

City Hall Council Chamber, 1101 Texas Avenue

College Station, Texas

1. Pledge of Allegiance, Invocation, Consider absence request.

Special Agenda

Individuals who wish to address the City Council on an item **posted as a public hearing** shall register with the City Secretary prior to the Mayor's announcement to open the public hearing. The Mayor will recognize individuals who wish to come forward to speak for or against the item. The speaker will state their name and address for the record and allowed three minutes. A timer alarm will sound at 2 1/2 minutes to signal thirty seconds remaining to conclude remarks. After a public hearing is closed, there shall be no additional public comments. If Council needs additional information from the general public, some limited comments may be allowed at the discretion of the Mayor.

If an individual does not wish to address the City Council, but still wishes to be recorded in the official minutes as being in support or opposition to an agenda item, the individual may complete the registration form provided in the lobby by providing the name, address, and comments about a city related subject. These comments will be referred to the City Council and City Manager.

2. Presentation, possible action, and discussion regarding a resolution to hold the first public hearing for potential "system capacity" impact fees for Water and Wastewater.
3. Public Hearing, presentation, possible action, and discussion regarding a resolution to approve the Technical Memorandum for potential "system capacity" impact fees for Water and Wastewater.
4. Presentation, possible action, and discussion regarding the 2011 Planning & Zoning Commission Plan of Work.
5. Public Hearing, presentation, possible action, and discussion regarding developer-identified amendments to the Unified Development Ordinance.
6. Presentation, possible action, and discussion on an ordinance amending Chapter 12, "Unified Development Ordinance," Section 7.4.I, "Attached Signs" and Section 11.2 "Defined Terms" of the Code of Ordinances of the City of College Station, Texas expanding the use of attached signs to include signage attached to site lighting poles

7. Presentation, possible action, and discussion regarding an update on the status of the animal shelter and the available options for Animal Control in 2011.

8. Executive Session will immediately follow the workshop meeting in the Administrative Conference Room. Consultation with Attorney {Gov't Code Section 551.071}; possible action. The City Council may seek advice from its attorney regarding a pending or contemplated litigation subject or settlement offer or attorney-client privileged information. Litigation is an ongoing process and questions may arise as to a litigation tactic or settlement offer, which needs to be discussed with the City Council. Upon occasion the City Council may need information from its attorney as to the status of a pending or contemplated litigation subject or settlement offer or attorney-client privileged information. After executive session discussion, any final action or vote taken will be in public. The following subject(s) may be discussed:

Litigation

- a. City of Bryan's application with TCEQ for water & sewer permits in Westside/Highway 60 area, near Brushy Water Supply Corporation to decertify City of College Station and certify City of Bryan
- b. City of Bryan suit filed against College Station, Legal issues and advise on Brazos Valley Solid Waste Management Agency contract, on proposed methane gas contract
- c. Water CCN / 2002 Annexation / Wellborn Water Supply Corporation
- d. Weingarten Realty Investors v. College Station, Ron Silvia, David Ruesink, Lynn McIlhaney, and Ben White
- e. Chavers et al v. Tyrone Morrow, Michael Ikner, City of Bryan, City of College Station, et al
- f. Clancey v. College Station, Glenn Brown, and Kathy Merrill

Legal Advice

- a. Legal Issues Related to Wellborn Annexation
- b. Legal Issues Related to Recall Petitions
- c. Legal Issues of purchase and lease back to Arts Council
- d. Legal advice regarding the attorney-client privilege
- e. Discussion of Legal Issues Regarding: Creation of a Special Biocorridor District

Personnel {Gov't Code Section 551.074}; possible action

The City Council may deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer. After executive session discussion, any final action or vote taken will be in public. The following public officer(s) may be discussed:

- a. City Manager

9. Adjourn.

If litigation issues arise to the posted subject matter of this Council Meeting an executive session will be held.

APPROVED:

City Manager

Notice is hereby given that a Regular Meeting of the City Council of the City of College Station, Texas will be held on the Tuesday, January 11, 2011 at 4:00 PM at the City Hall Council Chambers, 1101 Texas Avenue, College Station, Texas. The following subjects will be discussed, to wit: See Agenda.

City Council Special Meeting
Tuesday, January 11, 2011
Posted this 7th day of January, 2011 at 3:00 p.m.

City Secretary

I, the undersigned, do hereby certify that the above Notice of Meeting of the Governing Body of the City of College Station, Texas, is a true and correct copy of said Notice and that I posted a true and correct copy of said notice on the bulletin board at City Hall, 1101 Texas Avenue, in College Station, Texas, and the City's website, www.cstx.gov . The Agenda and Notice are readily accessible to the general public at all times. Said Notice and Agenda were posted on January 7, 2011 at 3:00 p.m. and remained so posted continuously for at least 72 hours proceeding the scheduled time of said meeting.

This public notice was removed from the official posting board at the College Station City Hall on the following date and time: _____ by _____.

Dated this ____ day of _____, 2011 By _____

Subscribed and sworn to before me on this the ____ day of _____, 2011.

Notary Public – Brazos County, Texas My commission expires: _____

The building is wheelchair accessible. Handicap parking spaces are available. Any request for sign interpretive service must be made 48 hours before the meeting. To make arrangements call (979) 764-3517 or (TDD) 1-800-735-2989. Agendas may be viewed on www.cstx.gov . Council meetings are broadcast live on Cable Access Channel 19.

January 11, 2011
Special Agenda Item No. 2
Resolution to Hold First Public Hearing for Water/Wastewater Impact Fees

To: Glenn Brown, City Manager

From: Dave Coleman, Director of Water Services

Agenda Caption: Presentation, possible action, and discussion regarding a resolution to hold the first public hearing for potential "system capacity" impact fees for Water and Wastewater.

Relationship to Strategic Goals: Financially sustainable city providing response to core services and infrastructure.

Recommendation: Staff recommends Council approve this resolution.

Summary: On November 22, 2010 City Council directed staff to proceed with the required analysis and public hearings for potential impact fees to increase system capacity of the Water and Wastewater systems. Since that time, staff and our consultant, HDR Engineers, have completed the study of the underlying land use assumptions and capital improvements that form the basis for calculating the potential impact fees. These data are compiled in a Technical Memorandum that has been reviewed by the Capital Improvements Advisory Committee (CIAC).

On December 16, 2010 the City's Planning and Zoning Commission, acting in their designated role as CIAC, forwarded the Technical Memorandum to City Council. As required by State law, the next step is to hold a Public Hearing when Council considers approval of the Tech Memo.

The attached resolution directs the public hearing to be held as previously ordered, with the date to be January 11, 2010. This public hearing has been properly noticed in the local newspaper. Since this resolution is required by State law, staff recommends approval.

Budget & Financial Summary: Not applicable

Attachment:
Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEGE STATION SETTING A PUBLIC HEARING DATE TO CONSIDER THE LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLAN RELATING TO POSSIBLE ADOPTION OF WATER AND WASTEWATER IMPACT FEES.

WHEREAS, the City Council of the City of College Station wishes to consider the possible adoption of citywide water and wastewater impact fees; and

WHEREAS, Chapter 395 of the Texas Local Government Code provides for advisory input, a public process, and a general methodology for the calculation and consideration of such impact fees; and

WHEREAS, Chapter 395 provides that an appointed Capital Improvements Advisory Committee shall advise the City Council concerning the reasonableness of the land use assumptions and capital improvements plan to be used to calculate maximum impact fee amounts; and

WHEREAS, the Capital Improvements Advisory Committee has forwarded its technical memorandum to the City Council concerning the land use assumptions and capital improvements plan; and

WHEREAS, on November 22, 2010 the City Council in a public meeting considered the schedule of events required under Chapter 395, including the requirement for a first public hearing date to consider the land use assumptions and capital improvements plan; and

WHEREAS, at the November 22, 2010 public meeting the City Council desired to proceed with the process for possible adoption of citywide water and wastewater impact fees including establishing the date for the first public hearing; and

WHEREAS, the City Council has provided for proper Public Notice for said first public hearing; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE STATION, TEXAS:

PART 1: That the City Council of the City of College Station, consistent with the Council's desire on November 22, 2010, to proceed with the first public hearing, hereby ratifies the first public hearing to consider the land use assumptions and capital improvements plan relating to the possible adoption of water and wastewater impact fees to be held at its Workshop meeting on January 11, 2011.

PART 2: That this resolution shall take effect immediately from and after its passage.

ADOPTED this _____ day of _____, A.D. 2011.

ATTEST:

APPROVED:

City Secretary

MAYOR

APPROVED:

Carla A. Robinson

City Attorney

January 11, 2011
Special Agenda Item No. 3
First Public Hearing and Technical Memorandum
for Water/Wastewater Impact Fees

To: Glenn Brown, City Manager

From: Dave Coleman, Director of Water Services

Agenda Caption: Public hearing, presentation, possible action, and discussion regarding a resolution to approve the Technical Memorandum for potential "system capacity" impact fees for Water and Wastewater.

Relationship to Strategic Goals: Financially sustainable city providing response to core services and infrastructure.

Recommendation: Staff recommends Council approve this resolution.

Summary: On November 22, 2010 City Council directed staff to proceed with the required analysis and public hearings for potential system capacity impact fees for the Water and Wastewater systems. Since that time, staff and our consultant, HDR Engineers, have completed the study of the underlying land use assumptions and capital improvements that form the basis for calculating the potential impact fees. These data are compiled in a Technical Memorandum that has been reviewed by the Capital Improvements Advisory Committee (CIAC), and is attached.

On December 16, 2010 the City's Planning and Zoning Commission, acting in their designated role as CIAC, voted 5-2 to recommend approval of the Technical Memorandum to City Council. (Commissioners Miles and Ashfield voted against.) The P&Z Chairman allowed two representatives from the Home Builders Association to speak, and their objections were focused on the possible Impact Fees themselves, rather than the land use or capital improvement information in the Tech Memo.

As required by State law, to proceed with the Impact Fee study, City Council must pass the attached resolution approving the Tech Memo. Since the land use and capital improvement data in the Tech Memo are reasonable and have been verified by the CIAC, staff recommends approval.

Please note that another public hearing will be held to discuss the impact fee implementation, including the possible amounts and timing of fees. A timeline of future events is attached, for your information.

Budget & Financial Summary: Not applicable

Attachment:
Resolution
Tech Memo
Timeline

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEGE STATION. APPROVING THE LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLAN RELATING TO POSSIBLE ADOPTION OF WATER AND WASTEWATER IMPACT FEES.

WHEREAS, the City Council of the City of College Station wishes to consider the possible adoption of citywide water and wastewater impact fees; and

WHEREAS, Chapter 395 of the Texas Local Government Code provides for advisory input, a public process, and a general methodology for the calculation and consideration of such impact fees; and

WHEREAS, Chapter 395 of the Texas Local Government Code requires a public hearing to consider land use assumptions and a capital improvements plan that would be used to calculate maximum impact fee amounts; and

WHEREAS, the City Council received a recommendation from the Capital Improvements Advisory Committee concerning the reasonableness of the land use assumptions and capital improvements plan; and

WHEREAS, Chapter 395 of the Texas Local Government Code requires the City to provide Public Notice of the public hearing to consider said land use assumptions and capital improvements plan; and

WHEREAS, the City Council has provided for proper Public Notice, conducted the Public Hearing, and received public comment on the land use assumptions and capital improvements plan; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE STATION, TEXAS:

PART 1: That the City Council of the City of College Station finds that the land use assumptions and capital improvements plan provided to Council by the Capital Improvements Advisory Committee is both reasonable and useful and should be used by its Capital Improvements Advisory Committee in their subsequent written comments related to proposed water and wastewater impact fee amounts.

PART 2: That the City Council hereby approves the land use assumptions and capital improvements plan as recommended by the Capital Improvements Advisory Committee.

ADOPTED this _____ day of _____, A.D. 2011.

ATTEST:

APPROVED:

City Secretary

MAYOR

APPROVED:



City Attorney

TECHNICAL MEMORANDUM

To: Honorable Mayor and City Council, City of College Station
 From: Capital Improvements Advisory Committee and HDR Engineering, Inc.
 Date: December 16, 2010
 Re: Land Use and Capital Improvements Information Underlying Possible Water and Wastewater Impact Fees for the City of College Station

1.0 Background

An impact fee is a one-time, up-front payment made by new development or redevelopment made to a utility (or city) to help offset the cost of providing infrastructure to service that growth. As a result, the utility “rate base” supports less of those costs of growth which helps avoid rate increases due to that capital funding. In other words, an impact fee helps make growth better pay for itself, so that existing rate-payers do not carry the full burden of funding those improvements.

The City of College Station currently charges water and sewer impact fees in four, relatively small, non-contiguous portions of the City (see Figure 1). Thus, only a small portion of new development or redevelopment across the City contributes fee proceeds toward offsetting the costs of utility infrastructure needed to provide them service. As a result, the current limited application of the fee tool does not have much effect in reducing capital costs for growth paid for through the rates, and an inequitable situation has resulted where some pay the fee and many do not.

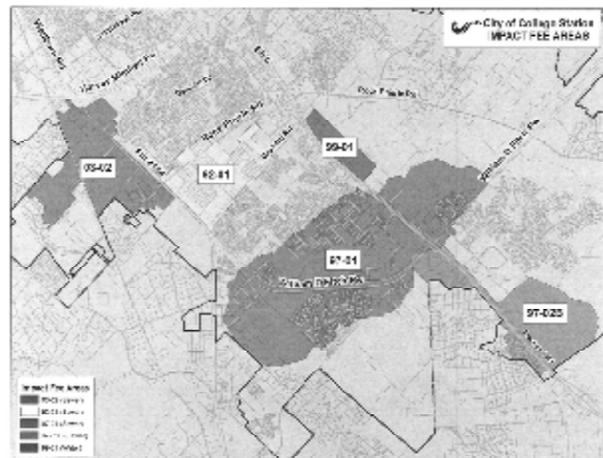


Figure 1
 Areas of College Station
 Where Water and Sewer Impact Fees are Currently Levied

The City’s Planning and Zoning Commission (P&Z) also acts as the City’s Capital Improvements Advisory Committee (CIAC) for impact fees, a required advisory body called for in the applicable governing statute of Chapter 395 of the Texas Local Government Code. Among other things, the CIAC is tasked by the statute and City Council to review for *reasonableness* the land use and planning information that underlie the forecast of utility service demand, an assessment of adequacy of current capacity and identification of existing excess capacity, and development and costing of a water and wastewater capital improvement program (CIPs) to meet future needs within a 10-year planning horizon (2011-2020).

The weighted average cost of this existing excess utility capacity and future utility needs is the initial cost basis underlying the fee calculation. Further adjustments to this weighted average cost are then made to determine the maximum impact fee that could be charged.

As the City does not currently have impact fees in large portions of its municipal jurisdiction, this consideration of citywide impact fees is being viewed as a “first time” adoption, which under statutory provisions, requires a two-step public review process. As embodied in this Technical Memorandum, the CIAC has reviewed the land use and capital planning information underlying the fee calculations, and hereby report that information to City Council and provide our opinion that this report is reasonable and useful information.

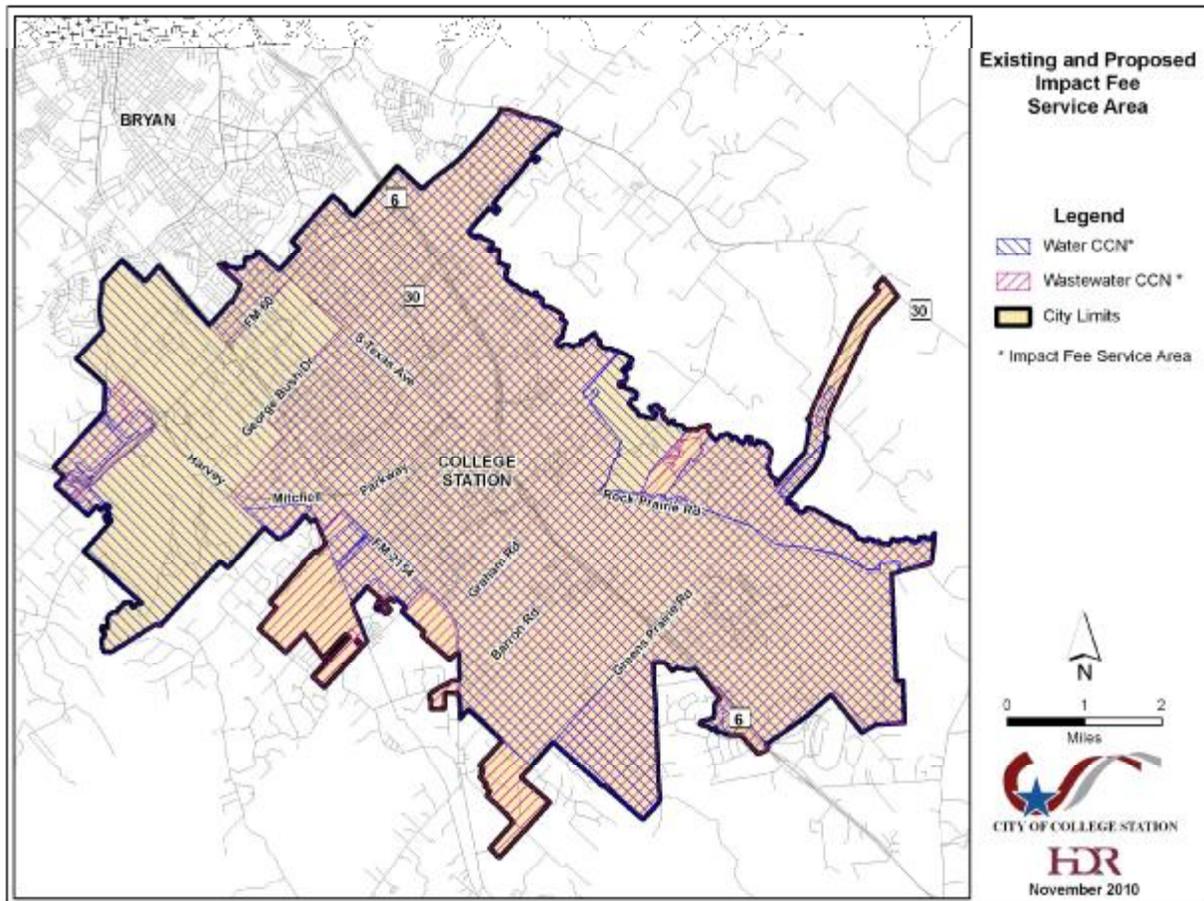
The next step required by State law is for City Council to set a Public Hearing date and provide for 30-day advance newspaper notice to seek public comment on the planning and CIP data.

Subsequent to the receipt of public comment and closing of the 1st Public Hearing, the CIAC may then make any relevant adjustments to the underlying planning data and proceed to the calculation of the maximum water and wastewater fee amounts that could be charged. This results in a final CIAC report to City Council, which is then the basis for setting a date and providing notice for a second public hearing on the maximum potential fee amount and what amount, equal to or lesser than the maximum, might be adopted as the applicable fees.

Again, this Technical Memorandum constitutes the CIAC's first report to City Council on its opinion of the reasonableness of the land use assumptions, resulting service demands, and capital improvements project and cost information that will be used to later determine the maximum impact fee amounts.

2.0 Utility Fee Application Area

In consultation with staff, the potential impact fee service area (i.e. the area where impact fees would be charged if City utility service is provided) was identified as the City's existing and proposed state-certificated water and wastewater service boundaries within the City limits, as shown in the figure below. There are some limited areas within the City where some utility service is supplied by other providers. Only the applicable City-provided service fee would be charged in these joint service areas.



3.0 LAND USE ASSUMPTIONS

Table 1 provides an estimate of the current land uses and forecast of future land use patterns within the impact fee service area. The current land use information was compiled from the Brazos County Central Appraisal District’s parcel file for the area within the City’s existing and proposed water and wastewater CCNs within the City limits. As indicated, the overall area encompasses 18,396 acres for the Water CCN and 22,276 acres for the Sewer CCN within the City limits and is about 60% to 65% developed. Residential land uses comprise about 45% to 46% of the area and commercial/institutional land uses representing about 18% to 19% of the total area.

**TABLE 1
CURRENT AND PROJECTED LAND USE
CITY OF COLLEGE STATION**

ITEM	Current		2020	
	Acres	%	Acres*	%
Water Service Area				
Residential	8,543	46.4%	10,031	54.5%
Commercial	3,432	18.7%	3,680	20.0%
Institutional	3	0.0%	6	0.0%
Undeveloped	6,419	34.9%	4,680	25.4%
Total Land Use Acreage	18,396	100.0%	18,396	100.0%
Wastewater Service Area				
Residential	10,058	45.2%	12,492	56.1%
Commercial	3,551	15.9%	4,506	20.2%
Institutional	248	1.1%	742	3.3%
Undeveloped	8,420	37.8%	5,929	26.6%
Total Land Use Acreage	22,276	100.0%	22,276	106.3%
gallons per acre per day				
Reflects unit water use of:	1,100	Residential	1,056	Residential
	1,200	Non-Residential	1,152	Non-Residential
gallons per acre per day				
Reflects unit wastewater use of:	660	Residential	634	Residential
	720	Non-Residential	691	Non-Residential

Future land uses were derived from the City’s Comprehensive Plan and represents the ultimate designated land uses at build-out identified in the Plan. Since the area contained within the impact fee service area is within the City limits, it is assumed that much of the development of this area will occur within the next ten year planning horizon, although redevelopment and intensification will continue to occur over time. So by the year 2020, it is assumed that approximately 85% of the impact fee service will be developed with residential land uses expected to total about 55% of the area and commercial and institutional uses about 20% to 23% of the impact fee service area by that time.

4.0 CURRENT AND PROJECTED UTILITY DEMAND AND SUPPLY

A typical single family residential house in College Station is issued a ¾” inlet-diameter water meter. For our planning purposes, this is considered to be one Living Unit Equivalent (1 LUE). The American Water Works Association (AWWA) tests various water meter types and sizes to determine their maximum continuous rated flow capability. The higher flow rates for larger water meters can be stated in terms of a LUE multiple of the flow capability of the smaller standard residential meter. For this reason, the LUE concept is a useful tool for being able to apply a base impact fee amount for one LUE to service requests of varying meter sizes.

Table 2 indicates the number of current water and wastewater utility connections by water meter size, the LUE conversion factor for each meter size, and the number of equivalent LUEs for the meters.

**TABLE 2
SERVICE UNIT CONVERSION FACTORS
CITY OF COLLEGE STATION**

Meter Size	Living Units Equivalent (LUEs) per Meter (a)	Number of Meters in 2010 (b)	Number of LUEs in 2010
WATER			
5/8"	0.67	-	-
3/4"	1.00	20,805	20,805
1"	1.67	970	1,617
1.5"	3.33	529	1,763
2"	5.33	539	2,875
3"	10.67	128	1,365
4"	16.67	32	533
6"	33.33	5	167
8"	106.67	-	-
10"	166.67	-	-
Total Water		23,008	29,125
WASTEWATER			
5/8"	0.67	-	-
3/4"	1.00	27,465	27,465
1"	1.67	978	1,630
1.5"	3.33	533	1,778
2"	5.33	543	2,898
3"	10.67	129	1,376
4"	16.67	32	538
6"	33.33	5	168
8"	106.67	-	-
10"	166.67	-	-
Total Wastewater		29,686	35,853

(a) Derived from AWWA C700-C703 standards for continuous rated flow performance scaled to 5/8" meter.

(b) Source: City of College Station., November 2010.

Tables 3 and 4 summarize the City's current and projected water and wastewater service demands within the impact fee service area and existing utility capacity by type of facility. The projected growth of the utility system and service demand reflect an average of about 500 new LUEs per year on the water system and 600 LUEs per year on the sewer system. They also reflect an average growth rate over 10 years, a portion of which in the near-term is being affected by the economic slow-down. The forecasts also reflect average day and peak day water conservation savings anticipated to be realized by the year 2020.

As indicated in Tables 3 and 4, the current and future level of utility demand differs between water and/or wastewater service, due to the differing service area configurations and the difference between water use and wastewater return flows. For instance, some developments in the City use municipal wastewater service, but not water. The number of wastewater service connections should exceed that of water connections due to other water utility providers' certificated service areas somewhat limiting the growth of the City's future water service area.

Current and future service demands are also compared with the *existing* service capacity of the utility systems. Please note that the existing capacity numbers in Tables 3 and 4 are held constant from 2011 to 2020, to demonstrate what the shortfalls would be if no capacity increases were made. If a deficit is shown for existing or future conditions, this typically implies the need for a capacity expansion of some kind somewhere in the service area. However in this simple mathematical presentation, the presence of a surplus of capacity does not, in and of itself, imply that adequate service capability exists *at every location* within the service area. Sometimes, the available excess capacity is not in the right geographical location to provide adequate service to the area in need, and new facility improvements are still required.

TABLE 3
EST. WATER SERVICE DEMAND & AVAILABLE CAPACITY
CITY OF COLLEGE STATION

Facility Type	2011	2020
Supply		
Existing 2011 Capacity (mgd)	26.9	26.9
Est. Service Demand	26.5	28.5
Excess (Deficiency)	0.3	(1.6)
Existing 2011 Capacity (LUEs) *	29,505	32,183
Est. Service Demand	29,125	34,125
Excess (Deficiency)	380	(1,942)
Treatment		
Existing 2011 Capacity (mgd)	31.7	31.7
Est. Service Demand	29.5	34.5
Excess (Deficiency)	2.2	(2.9)
Existing 2011 Capacity (LUEs) *	31,293	31,293
Est. Service Demand	29,125	34,125
Excess (Deficiency)	2,168	(2,832)
Pumping		
Existing 2011 Capacity (mgd)	31.7	31.7
Est. Service Demand	38.4	41.3
Excess (Deficiency)	(6.8)	(9.6)
Existing 2011 Capacity (LUEs) *	24,009	26,188
Est. Service Demand	29,125	34,125
Excess (Deficiency)	(5,116)	(7,937)
Ground Storage		
Existing 2011 Capacity (mg)	8.0	8.0
Est. Service Demand	6.8	7.6
Excess (Deficiency)	1.2	0.4
Existing 2011 Capacity (LUEs) *	34,188	35,987
Est. Service Demand	29,125	34,125
Excess (Deficiency)	5,063	1,862
Elevated Storage		
Existing 2011 Capacity (mg)	5.0	5.0
Est. Service Demand	4.2	4.7
Excess (Deficiency)	0.8	0.3
Existing 2011 Capacity (LUEs) *	34,722	34,722
Est. Service Demand	29,125	34,125
Excess (Deficiency)	5,597	597
Transmission		
Existing 2011 Capacity (mgd)	85.1	85.1
Est. Service Demand	38.4	41.3
Excess (Deficiency)	46.7	43.8
Existing 2011 Capacity (LUEs) *	64,494	64,494
Est. Service Demand	29,125	34,125
Excess (Deficiency)	35,369	30,369
* Assume a conversion factor of :	910	834 gpd/LUE for water supply
	1,012	928 gpd/LUE for treatment
	1,320	1,210 gpd/LUE for pumping
	234	222 gals/LUE for ground storage
	144	137 gals/LUE for elevated storage
	1,320	1,210 gpd/LUE for transmission

TABLE 4
EST. WASTEWATER SERVICE DEMAND & AVAILABLE CAPACITY
CITY OF COLLEGE STATION

Facility Type	2011	2020
Treatment		
Existing 2011 Capacity (mgd)	11.5	11.5
Est. Service Demand	6.8	8.0
Excess (Deficiency)	4.7	3.5
Existing 2011 Capacity (LUEs) *	60,209	60,209
Est. Service Demand	35,853	41,853
Excess (Deficiency)	24,356	18,356
Pumping		
Existing 2011 Capacity (mgd)	8.5	8.5
Est. Service Demand**	2.1	4.8
Excess (Deficiency)	6.4	3.7
Existing 2011 Capacity (LUEs) *	14,834	14,834
Est. Service Demand	3,585	8,371
Excess (Deficiency)	11,249	6,464
Interceptors		
Existing 2011 Capacity (mgd)	22.7	22.7
Est. Service Demand	20.5	24.0
Excess (Deficiency)	2.2	(1.3)
Existing 2011 Capacity (LUEs) *	39,651	39,651
Est. Service Demand	35,853	41,853
Excess (Deficiency)	3,798	(2,202)
* Assume LUE conversion factor of :	191	191
	573	573
	573	573
**Assumes	10%	20%

gpd/LUE for wastewater treatment
gpd/LUE for wastewater pumping
gpd/LUE for interceptors
of WW service demand pumped

5.0 IDENTIFIED MAJOR CAPITAL IMPROVEMENT NEEDS AND COSTS

There is adequate existing ground and elevated water storage to meet the future 10-year demand. However, given the prospective growth facing the City in the next ten years, additional water infrastructure capacity is needed for water supply, treatment (chlorination), pumping, and transmission pipelines. Also, two new major water transmission mains are identified to provide additional service capacity to certain locations within the City. Since it is difficult to forecast where and when developer requests for new “approach” mains may arise, an allowance was also made for miscellaneous transmission mains. With this included, the City will have the flexibility to use impact fee proceeds, if available, for oversizing of approach mains, so as to not unintentionally delay a project’s approval because of the lack of oversizing funding.

College Station will also need capacity improvements to its wastewater system, including an increase in wastewater pumping capacity through upgrades to existing lift stations and construction of new lift stations to serve newly developing areas. Similarly, various existing interceptor lines will need to be upgraded as well as the extension of new lines into developing areas. Similar to water, an allowance for miscellaneous interceptors was also included in the calculation of the wastewater fee to assist in funding unexpected oversizing of approach mains.

As allowed in Chapter 395 of the Local Government Code, the impact fee may consider both existing excess capacity and facility improvements to be funded within a future 10-year planning horizon. Existing and future water and wastewater utility facilities that accomplish these service capacity goals are identified in Tables 5 and 6, along with their cost, capacity, unit cost, and allocation of existing and projected demand to these facilities.

Existing facilities were valued using data from the City’s fixed assets model. New facilities, their sizing, timing, and costs were identified by the City staff and the City’s consulting engineer. Costs for new facilities were projected to the expected date of construction. A weighted unit cost of service is then calculated by facility type, based on a proportionate share of use of existing excess capacity and new capacity by growth over the ten year planning period.

As indicated at the bottom of Tables 5 and 6, the weighted average capital cost of service for water is \$2,659 per Living Unit Equivalent (LUE) and \$1,822 per LUE for wastewater or a total of \$4,481 per LUE for combined water and wastewater service. These numbers represent the *weighted capital cost* of a new utility connection, considering both existing excess capacity and new capacity costs needed to meet that growth. *It should be emphasized that these weighted capital costs per LUE quoted above do not yet represent the calculated maximum impact fees.* The statute also requires that future contributions for capital made by new customers through monthly rate payments be considered in reducing the full capital cost amount..

Consideration of Water and Wastewater Impact Fees

TABLE 5
WATER CAPITAL IMPROVEMENTS PLAN INVENTORY AND COSTING
CITY OF COLLEGE STATION

Facility Name	Construction Cost	Capacity		Construction Cost per LUE	Facility Capacity Allocations (LUEs)			Total Capacity
		Total	LUEs		Existing Customers	Growth Use in Next 10 Years	Excess Capacity after 10 Years	
WATER SUPPLY								
<i>EXISTING FACILITIES</i>								
		peak day mgd						
Existing Supply	\$ 23,933,716	26,850	32,183		29,125	3,058	-	32,183
Subtotal Existing Facilities	\$ 23,933,716	26,850	32,183	\$ 744	29,125	3,058	-	32,183
<i>FUTURE FACILITIES</i>								
Wells #8, #9, and #10	\$ 27,545,225	9,780	11,723		-	1,942	9,781	11,723
Subtotal Future Facilities	\$ 27,545,225	9,780	11,723	\$ 2,350	-	1,942	9,781	11,723
TOTAL WATER SUPPLY	\$ 51,478,941	36,630	43,906		29,125	5,000	9,781	43,906
AVERAGE CAPITAL COST PER NEW LUE = \$				1,367				
WATER TREATMENT								
<i>EXISTING FACILITIES</i>								
		peak day mgd						
Existing Chlorination	\$ 105,481	31,680	31,293		29,125	2,168	-	31,293
Subtotal Existing Facilities	\$ 105,481	31,680	31,293	\$ 3	29,125	2,168	-	31,293
<i>FUTURE FACILITIES</i>								
Expanded Sandy Point Road Chlorination	\$ 1,698,964	10,080	10,860	\$ 156	-	2,832	8,028	10,860
Subtotal Future Facilities	\$ 1,698,964	10,080	10,860	\$ 156	-	2,832	8,028	10,860
TOTAL WATER TREATMENT	\$ 1,804,445	41,760	42,153		29,125	5,000	8,028	42,153
AVERAGE CAPITAL COST PER NEW LUE = \$				90				
WATER PUMPING								
<i>EXISTING FACILITIES</i>								
		peak hour mgd						
Subtotal Existing Facilities	\$ 6,416,278	31,680	26,188	\$ 245	26,188	-	-	26,188
<i>FUTURE FACILITIES</i>								
Expand Dowling Road Pump Station	\$ 2,650,000	10,080	8,333		2,937	5,000	395	8,333
Subtotal Future Facilities	\$ 2,650,000	10,080	8,333	\$ 318	2,937	5,000	395	8,333
TOTAL WATER PUMPING	\$ 9,066,278	41,760	34,520		29,125	5,000	395	34,520
AVERAGE CAPITAL COST PER NEW LUE = \$				318				
GROUND STORAGE								
<i>EXISTING FACILITIES</i>								
		mg						
Existing GS Tanks	\$ 6,210,086	8,000	35,987		29,125	5,000	1,862	35,987
Subtotal Existing Facilities	\$ 6,210,086	8,000	35,987	\$ 173	29,125	5,000	1,862	35,987
<i>FUTURE FACILITIES</i>								
n.a.								
Subtotal Future Facilities	\$ -	-	-	\$ -	-	-	-	-
TOTAL GROUND STORAGE	\$ 6,210,086	8,000	35,987		29,125	5,000	1,862	35,987
AVERAGE CAPITAL COST PER NEW LUE = \$				173				
ELEVATED STORAGE								
<i>EXISTING FACILITIES</i>								
		mg						
Existing ES Tanks	\$ 3,409,446	5,000	34,722		29,125	5,000	597	34,722
Subtotal Existing Facilities	\$ 3,409,446	5,000	34,722	\$ 98	29,125	5,000	597	34,722
<i>FUTURE FACILITIES</i>								
n.a.								
Subtotal Future Facilities	\$ -	-	-	\$ -	-	-	-	-
TOTAL ELEVATED STORAGE	\$ 3,409,446	5,000	34,722		29,125	5,000	597	34,722
AVERAGE CAPITAL COST PER NEW LUE = \$				98				
TRANSMISSION								
<i>EXISTING FACILITIES</i>								
		peak hour mgd						
Existing Transmission	\$ 47,673,987	85,100	64,494		29,125	3,000	32,369	64,494
Subtotal Existing Facilities	\$ 47,673,987	85,100	70,347	\$ 678	29,125	3,000	38,222	70,347
<i>FUTURE FACILITIES*</i>								
24" Pipeline along Old Welborn and WDF	\$ 4,653,000							
18" Pipeline along Texas Avenue	\$ 1,757,250							
Misc. Transmission Lines	\$ 2,500,000							
Subtotal Future Facilities	\$ 8,910,250	22,820	17,294	\$ 515	-	2,000	15,294	17,294
TOTAL TRANSMISSION	\$ 56,584,237	107,920	87,641		29,125	5,000	53,516	87,641
AVERAGE COST PER NEW LUE = \$				613				
WATER TOTAL								
	\$ 128,553,432							
AVERAGE CAPITAL COST PER NEW LUE = \$				2,659				

TABLE 6
WASTEWATER CIP INVENTORY AND COSTING
CITY OF COLLEGE STATION

Facility Name	Construction Cost	Capacity		Construction Cost per LUE	Facility Capacity Allocations (LUEs)			Total Capacity
		Total	LUEs		Existing Customers	Growth Use in Next 10 Years	Excess Capacity after 10 Years	
TREATMENT								
<i>EXISTING FACILITIES</i>								
		mgd						
Existing WWTPs	\$ 27,026,657	11.500	60,209	\$ 449	35,853	6,000	18,356	60,209
Subtotal Existing Facilities	\$ 27,026,657	11.500	60,209	\$ 449	35,853	6,000	18,356	60,209
<i>FUTURE FACILITIES</i>								
n.a.								
Subtotal Future Facilities	\$ -	-	-	\$ -	-	-	-	-
TOTAL WASTEWATER TREATMENT	\$ 27,026,657	11.500	60,209		35,853	6,000	18,356	60,209
		AVERAGE CAPITAL COST PER NEW LUE = \$		449				
PUMPING								
<i>EXISTING FACILITIES</i>								
		7.420 mgd						
Existing Lift Stations	\$ 3,309,208	8.500	14,834		3,585	2,393	8,856	
Subtotal Existing Facilities	\$ 3,309,208	8.500	14,834	\$ 223	3,585	2,393	8,856	14,834
<i>FUTURE FACILITIES</i>								
Upgrade Existing Lift Stations	\$ 937,500	1.800	3,141	\$ 298		1,436	1,706	
New Lift Stations	\$ 1,041,667	1.500	2,618	\$ 398		957	1,661	
Subtotal Future Facilities	\$ 1,979,167	3.300	5,759	\$ 338	-	2,393	3,367	5,759
TOTAL PUMPING	\$ 5,288,374	11.800	20,593		3,585	4,785	12,223	20,593
		AVERAGE CAPITAL COST PER NEW LUE = \$		281				
INTERCEPTORS								
<i>EXISTING FACILITIES</i>								
		mgd						
Existing Interceptors	\$ 24,019,480	22.720	39,651		35,853	3,300	498	39,651
Subtotal Existing Facilities	\$ 24,019,480	22.720	39,651	\$ 606	35,853	3,300	498	39,651
<i>FUTURE FACILITIES</i>								
Future Line Segment 1-71	\$ 17,699,000							
Misc. Interceptor Lines	\$ 2,500,000					2,700		
Subtotal Future Facilities	\$ 20,199,000	6.861	11,974	\$ 1,687	-	2,700	9,274	11,974
TOTAL INTERCEPTORS	\$ 44,218,480	29.581	51,625		35,853	6,000	9,772	51,625
		AVERAGE CAPITAL COST PER NEW LUE = \$		1,092				
WASTEWATER TOTAL	\$ 76,533,510							
		AVERAGE CAPITAL COST PER NEW LUE = \$		1,822				

The land use, planning, and capital improvements data presented previously in this Technical Memorandum constitutes the information required by statute to be first considered by the Advisory Committee and provided to Council for a 1st Public Hearing. It may be amended based on comments received.

The land use and capital improvements information, contained in this Memorandum, will be later coupled with the “rate credit” consideration, calculation of the maximum impact fees, and other policy considerations into a subsequent final Advisory Committee report to the City Council, which will be the basis for the 2nd Public Hearing to be called by Council. Council may elect to take ordinance action after the closing of the 2nd Public Hearing.

Jan 11: 4:00 City Council Workshop

- Adopt Resolution to hold first public hearing on Jan 11th
- Hold Public Hearing regarding the Tech Memo
- Adopt Resolution accepting Tech Memo (with any changes as directed)

Jan 20: P&Z Regular Session

- Review the draft Impact Fee Report, no action needed
- Impact Fee Report contains:
 - Tech Memo,
 - Rate Credit,
 - Max Fee Calculation,
 - Policy Considerations, &
 - CIAC Recommendations

Jan 27: P&Z's comments on Impact Fee Report are due to Staff

Jan 31: Staff gets "Final Draft" Report to P&Z for their review

Feb 3: P&Z Regular Session: Adopt the Impact Fee Report

Feb 10: City Council meeting, Consent or Regular

- Pass resolution to hold second public hearing on March 24th

Feb 16: Get ad to the Eagle for publication in Feb 22nd newspaper

Mar 8: Last day to submit for Legal Review, the Ordinance to enact Impact Fees

Mar 24: City Council Regular Session

- Second Public Hearing on Impact Fees
- First reading of Ordinance
- Adopt Ordinance (to be effective after second reading)

Apr 7: City Council Regular Session: Second reading and Ordinance goes into effect

January 11, 2010
Special Agenda Item No. 4
2011 Planning & Zoning Commission Plan of Work

To: Glenn Brown, City Manager

From: Bob Cowell, AICP, CNU-A, Director of Planning & Development Services

Agenda Caption: Presentation, possible action, and discussion regarding the 2011 Planning & Zoning Commission Plan of Work.

Recommendation: Staff recommends endorsement of the items contained within the 2011 P&Z Plan of Work.

Summary: The Planning and Zoning Commission adopted Rules and Procedures state that the Planning and Zoning Commission may adopt a Plan of Work. The Plan of Work should consider future tasks for a prescribed period and be updated and revised annually in coordination with the City Council Strategic Planning process.

Upon presentation of a draft Plan of Work by the Commission in a joint meeting with the City Council and the Planning and Zoning Commission, the Commission may adopt the Plan by majority vote of the members present.

The Planning and Zoning Commission met in October in a mini-retreat in part scheduled to begin developing its 2011 Plan of Work. As part of the development, the Commission was given a limitation in the amount of items to pursue due to estimated workload in which the Planning & Development Services staff would have available to accomplishing the Plan of Work when considering the implementation of the Comprehensive Plan, Council initiated items, and other already programmed items.

The Plan of Work format continues to align with the Department's Strategic Business Plan. Items are assigned within one of four categories: Community & Neighborhood Planning, Data Collection & Analysis, Development Services, and Outreach & Communications. Instead of previous efforts to have a mid-year review of the Plan of Work, it is anticipated that the Plan of Work elements will be programmed on a quarterly basis to be more responsive to the workflow and priorities of the Commission.

The Planning and Zoning Commission is seeking input from the Council on the Plan of Work and concurrence with the same.

Budget & Financial Summary: N/A

Attachments:

1. 2011 P&Z Plan of Work (draft)

DRAFT Planning & Zoning Commission 2011 Plan of Work

Community & Neighborhood Planning

Comprehensive Plan Implementation	
<p>Summary:</p> <p>Council Initiative. Continue implementation of Comprehensive Plan through completion of related master plans and adoption of new zoning districts and other revisions to implement the Plan.</p>	<p>Project Dates:</p>
<p>Staff Assigned: P&DS Staff</p>	<p>Anticipated Completion: On-going</p>

Bicycle, Pedestrian, and Greenways Master Plan Implementation	
<p>Summary:</p> <p>Council Initiative. Continue implementation through the completion of tasks identified in the Plan.</p>	<p>Project Dates:</p>
<p>Staff Assigned: P&DS Staff</p>	<p>Anticipated Completion: On-going</p>

Recreation, Parks and Open Space Master Plan	
<p>Summary:</p> <p>Council Initiative. In association with the P&Z and Park & Recreation Advisory Board subcommittees, draft and consider Master Plan for adoption as part of the Comprehensive Plan.</p>	<p>Project Dates:</p>
<p>Staff Assigned: P&DS Staff</p>	<p>Anticipated Completion:</p>

Neighborhood / Corridor / District Plans	
<p>Summary:</p> <p>Council Initiative. Continuation of neighborhood and community planning efforts including implementation of the Central College Station Neighborhood Plan, completion and implementation of the Eastgate Neighborhood Plan, and other identified efforts.</p>	<p>Project Dates:</p>
<p>Staff Assigned: P&DS Staff</p>	<p>Anticipated Completion:</p>

Neighborhood Integrity	
<p>Summary:</p> <p>Council Initiative. Formulation of neighborhood integrity protection measures to implement the Strong and Sustainable Neighborhoods initiative. Efforts include exploration of rental inspection program and high-density single family standards.</p>	<p>Project Dates:</p>
<p>Staff Assigned: P&DS Staff</p>	<p>Anticipated Completion:</p>

Annexation	
Summary: Council Initiative. Identify areas for potential annexation as directed through the Comprehensive Plan and consider voluntary annexation petitions.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion:

Research, Data Collection & Analysis

Parking Ordinance Update	
Summary: P&Z Initiative. Survey peer cities and evaluate parking standards for different types of uses, particularly standards for shopping centers.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion:

Annexation Process and Requirements	
Summary: P&Z Initiative. Review process and requirements of state law regarding annexation of property into the City limits.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion:

Carters and Burton Creeks Water Quality	
Summary: State Initiative. Update on development of TMDL (total maximum daily load) Implementation Plan to improve water quality in Carters and Burton Creeks.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion:

Development Services

Subdivision Regulations	
Summary: Council Initiative. Revise Subdivision Regulations within UDO to identify and address deficiencies in current practices and standards. This includes an evaluation of standards relating to connectivity, ETJ development, inter-local agreement with the County, phasing of developments and gated developments.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion:

Zoning Districts	
Summary: Council Initiative. Create and adopt new zoning districts to implement character and land use designations identified in the Comprehensive Plan.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion:

Impact Fees	
Summary: Council Initiative. Conduct analysis of implementing city-wide transportation impact fees and other utility impact fees. Item includes background on impact fees and funding mechanisms.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion:

Riparian Areas	
Summary: Council Initiative. Draft and consider riparian protections actions.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion:

Outreach and Communications

Community Education about Zoning Issues, Processes, etc	
Summary: P&DS Business Plan Initiative. Provide additional methods and forums to disseminate planning information, processes, and issues.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion: On-going

Outreach & Education via Channel 19 and Website	
Summary: P&DS Business Plan Initiative. Enhance the availability and effectiveness of communication planning information and activities on the City's cable channel and website.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion: On-going

Pending Items

Affordability of Housing	
Summary: P&Z Initiative. Discuss how housing affordability is measured and provide information on affordability of homes in the College Station and Bryan housing markets.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion: Not Scheduled

Density Control	
Summary: P&Z Initiative. Evaluate the implications that location of density has on City services and quality of life.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion: Not Scheduled

Detention Pond Aesthetics	
Summary: P&Z Initiative. Review standards for detention pond aesthetics and their incorporation into sites.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion: Not Scheduled

Neighborhood / Developer Engagement Process	
Summary: P&Z Initiative. Discussion of the public engagement process for rezoning requests in proximity to established neighborhoods.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion: Not Scheduled

Neighborhood Fencing	
Summary: P&Z initiative. Develop fencing and landscaping options for neighborhood perimeter fencing to reduce the "canyon effect" along City streets.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion: Not Scheduled

Non-residential Architecture Standards (NRA)	
Summary: P&Z Initiative. Review existing NRA requirements in relation to ordinance objectives and architecture design principles.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion: Not Scheduled

Outdoor Storage of Hazardous Materials	
Summary: P&Z Initiative. Discuss requirements and policies regarding the outdoor storage of hazardous material.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion: Not Scheduled

Sign Ordinance Review	
Summary: P&Z Initiative. Review existing sign requirements and survey signage resulting from ordinance.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion: Not Scheduled

Timeline on Land Use Plan	
Summary: P&Z Initiative. Review implementation of Comprehensive Plan and implications on timing of land use build out.	Project Dates:
Staff Assigned: P&DS Staff	Anticipated Completion: Not Scheduled

Anticipated Completion of 2011 P&Z Plan of Work Items

Items	Initiated by:	Quarter:		On-Going
		1st	2nd	
Community & Neighborhood Planning				
Comprehensive Implementation	Council			
Bicycle, Pedestrian, and Greenways MP Implementation	Council			
Recreation, Parks and Open Space Master Plan	Council			
Neighborhood / Corridor / District Plans	Council			
Neighborhood Integrity	Council			
Annexation	Council			
Research, Data Collection & Analysis				
Parking Ordinance	P&Z			
Annexation Process and Requirements	P&Z			
Carters and Burton Creeks Water Quality	State			
Development Services				
Subdivision Regulations	Council & P&Z			
Zoning Districts	Council			
Impact Fees	Council			
Riparian Areas	Council			
Outreach & Communications				
Outreach & Education via Channel 19 and Website	Staff			
Community Education about Zoning Issues, Process, etc	Staff			
Pending Items				
Affordability of Housing	P&Z			
Density Control	P&Z			
Detention Pond Aesthetics	P&Z			
Neighborhood / Developer Engagement Process	P&Z			
Neighborhood Fencing	P&Z			
Non-residential Architecture Standards (NRA)	P&Z			
Outdoor Storage of Hazardous Materials	P&Z			
Sign Ordinance Review	P&Z			
Timeline on Land Use Plan	P&Z			

X - Anticipated Completion

ü - Item Completed

**January 11, 2010
Special Agenda Item No. 5
Developer Identified UDO Amendments**

To: Glenn Brown, City Manager

From: Bob Cowell, AICP, CNU-A, Director of Planning & Development Services

Agenda Caption: Public Hearing, presentation, possible action, and discussion regarding developer identified amendments to the Unified Development Ordinance.

Recommendation: Staff recommends the Council provide direction and clarification on each of the items contained within the attached memo. In December, the Planning & Zoning Commission reviewed and discussed the ideas, conducted a public hearing, and forwarded the item to Council for further discussion (see attached minutes).

Summary: Nearly two years ago, the Mayor of College Station established the Mayor's Forum on Development for the purpose of engaging development interests directly. To that end, the forum has met with the Mayor, a Council member, and senior staff about every 3-4 months discussing a variety of topics including impact fees, tax benefits of development, and the UDO. Most recently, the Mayor convened a small sub-committee of this forum (also adding members from the legal and engineering profession) with the explicit task of identifying the top 4-5 regulatory requirements they feel inhibit development activities. This group met once and identified the items listed in this memo as the top impediments and made suggestions on the revision of these sections of the UDO.

Prior to this most recent effort, the local chapter of the American Institute of Architects forwarded a letter to the Council (attached) outlining concerns they had with the City's current Non-Residential Architectural Standards along with suggestions on revising the same. The Development Forum was provided a copy of this letter and used it in formulating their recommendations. Comprehensive review of the NRA requirements are beyond the scope of this current effort and are not currently scheduled in the P&Z Commissions Plan of Work nor the City Council's Strategic Plan.

The items identified in this memo were later presented to the full Development Forum and at a recent Seminar Supper attended by various neighborhood and homeowner association representatives. The item is scheduled for a public hearing so the Council may hear directly from those proposing the amendments as well as from the general public. Staff is seeking comment from the Council on the items and requesting the Council's direction and clarification on each of the items. Actual UDO amendments will only occur following Council direction and then only after public hearings on the specific language.

Budget & Financial Summary: N/A

Attachments:

1. Overview of prioritized items
2. Letter from Brazos AIA
3. P&Z Draft Meeting Minutes



1101 Texas Avenue, PO Box 9960
College Station, Texas 77842
Phone 979.764.3570 / Fax 979.764.3496

MEMORANDUM

January 11, 2011

TO: Glenn Brown, City Manager

FROM: Robert S. Cowell, Jr., AICP, CNU-A, Director

SUBJECT: Developer Identified Amendments to the UDO

Item: Presentation, public hearing, possible action, and discussion regarding amendments to the City of College Station Unified Development Ordinance as requested by development interests.

The priority items identified by the development interests are as follow:

1. **Color palette** - They feel it is too restrictive and that it should be expanded. Their suggestion is that it identifies colors that are prohibited versus colors that are permitted.
2. **Signs** - They feel the sign regulations are too restrictive. Specifically, they feel the colors, fonts, etc should not be regulated at all and that signs internal to the site should not be regulated in the same way as signs visible from major thoroughfares. Their suggestion is to eliminate any regulations on sign colors, fonts, etc. and at a minimum define what signs are "visible" and thus have to meet regulations, prefer that signs internal to a site only be limited by size and height.
3. **NRA Architectural elements** - They feel the requirements are too restrictive. Specifically, they feel that smaller buildings should have fewer architectural element requirements or no element requirements. Their suggestion is to have standards differ based on the size of the building - for example a small outbuilding may be required to have the same colors and materials as the principle building but not be required to incorporate elements and a moderate size building would be required to have fewer elements than a large building regardless of its inclusion in the same building plot.
4. **Block length** - They feel the current practices of what is allowed to break block length is overly restrictive. Staff explained that some revisions on block length are forthcoming including varying block sizes based on land use context. Their suggestion is that "internal circulator drives" - that is drives that meet certain thoroughfare requirements such as lane width, curvature, driveway spacing, etc. and that remain open to the public, in good repair, and provide a relatively direct connection between public streets, be permitted to break block length in multi-family and commercial projects. – **NOTE:** This

proposal is included in the staff's recommendations for the revised Subdivision Regulations -

5. **Landscaping** - They feel more needs to be done to permit water-conserving plants. Staff explained that some revisions are already underway to address this in addition to the existing incentives that already exist within the UDO. Their suggestion is that a cash credit be provided by the City for those that take steps to reduce their water consumption for landscaping. They also suggested that the UDO be revised to award more points for native and drought tolerant plants and water-consumptive plantings be penalized (with lower point awards).

Other items noted, but not forwarded as priorities include:

- fire lane minimum slope requirements (currently the fire code limits the slope that is permitted on fire lanes)
- pad site regulations (currently there is no limit on pad sites, except on pad sites seeking to qualify for additional signage)
- clarification and expansion of what constitutes a change between plats (staff is addressing this in the current subdivision regulations update)
- relaxing the expiration timeframes for plat approvals (staff is addressing this in the current subdivision regulations update)
- buffer requirements in mixed use developments (staff is addressing this in the revision of the zoning districts to align with the comprehensive plan)
- sidewalk design (currently there is a requirement for a brick course between the curb and sidewalk - staff is revising the location, design, etc. of sidewalks through the update to the unified design manual)
- maximum deflection in utility lines (currently utility lines are permitted a maximum deflection to prevent maintenance issues)



A Chapter of the American Institute of Architects

July 20, 2010

To the College Station City Council

Dear Council Members,

A committee of architects representing the local chapter of the American Institute of Architects (AIA Brazos) has conducted review meetings to discuss possible revisions to the non-residential architectural standards (NRA) portion of the UDO. Though we each produce different building designs in different circumstances, we all agree that there are aspects of the NRA that do not promote quality architecture in College Station. From both our training as designers and our experience with the NRA, we feel the following revisions would improve both the City's review process and the resulting quality of the built environment in our community.

1. *Design Elements (NRA 7.9, 2)*: This is a portion of the UDO that seems to cause the most complications and is most contradictory to good architectural design. By requiring applied elements, we have seen many unfortunate unintended consequences. A few examples of this include false windows, glued-on pilasters with no relation to structure, shade-producing canopies without a window to protect. The result is an often-haphazard arrangement of elements that are divorced from their intended architectural meaning or function.

Good design in architecture is based on being responsive to the client's needs, the building's functional purpose, and the environment and context of the place and community. Choosing among a list of glue-on elements is a direct contradiction to thoughtful design. Our preference is to re-write this portion of the NRA to encourage articulation of the building mass itself to produce the visual interest that is sought. Wording should be such that items would be selected appropriate to circumstances (so that a false window is not produced or an awning/canopy placed without a window.) Some of these concerns were addressed in changes proposed by staff at the P&Z meeting on December 3, 2009, but we would like to see further action. As design moves more towards addressing the concern for the environment, credit should be given to buildings that are seeking LEED or Energy Star certification. Efforts made to better use our earth's resources may not fit with current NRA requirements.

2. *Facing a public right of way*: NRA requirements address the sides of building facing a public right of way, as illustrated on page 7-46. This illustration is very clear and appears to address situations where there is a semi-urban proximity of buildings and properties. However, in College Station there are still many circumstances where the distance from a building to a right of way is hundreds of feet, creating a distance from which detail on the building cannot be seen. We feel that there should be a reasonable distance from right of way added to this requirement. Consideration should be given to a rear elevation of a building that does not face a right-of-way; is the expense of following UDO architectural standards really worth it in this circumstance?

3. *Scale of Building:* Our experience with the NRA has shown that smaller buildings are cluttered with required elements. Smaller buildings may have a much smaller or shorter side, so the requirement of architectural elements tends to be exaggerated in these circumstances. We feel that the NRA should be revised to address these smaller scale situations. A variance exists for material application for buildings 5000 square feet or smaller; we feel that there should also be a variance for these smaller buildings for the application of “design elements.”
4. *Additions to Existing Buildings:* Several of our members have had the experience of adding to a pre-UDO existing building and having to make the addition comply with the current NRA standards. This produces a disparity between the existing and new portions of the building. A clear lack of continuity occurs when a UDO-compliant addition is made to an existing building, creating a jumbled aesthetic. We would like to see provisions added for these circumstances.
5. *Glossary of terms:* Terminology is used in the UDO that either is not universally understood or has multiple definitions. As architects, we have one understanding of a word; others with different educations and backgrounds may have different experience with the same word. We feel that there should be a glossary added so that a definition exists to clearly explain the intention of the term.
6. *Colors:* A limited and very neutral palette of colors has been established for approved colors for the city. We would like to see the palette expanded.
7. *Variations:* Part G of the NRA addresses variances, and about 16 items are listed that are alternatives to the NRA standard requirements. We would like to see this list expanded. We think that expansion of this list would also help decrease the work load on the Design Review Board (DRB).
8. *Review process:* The process of submission for NRA and site review is very cumbersome and overly prescriptive. We have concerns with the process itself and the quality of the review.

Pre-application meetings are set up to help an applicant prepare and review issues before an official submittal, but staff are unwilling to commit to directives or decisions at this time. Often a preliminary discussion indicates a positive response about an issue in a PAC meeting, only for it to be later disapproved in the official submittal and review process. For a PAC meeting to be helpful in streamlining the process, staff must be willing to stand by what is discussed at the preliminary stage. After a PAC meeting, the complete submittal process must be made. In very rare cases does it take less than 2 or 3 submittals to get an approval. An exhaustive checklist must be followed to be complete at the time of submittal.

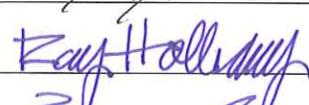
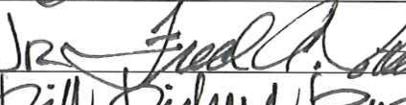
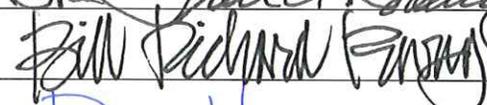
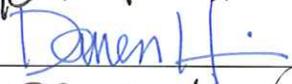
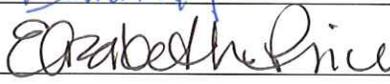
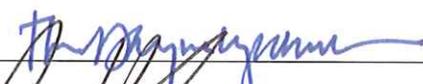
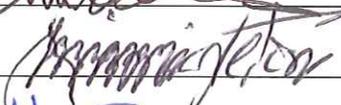
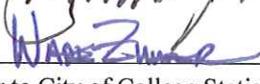
According to current practice, if it is determined that a project is eligible for review by the Design Review Board (DRB), submittals must be made 2 weeks to a month before the actual meeting. This can be a huge amount of time in the life of a project. Once the project is set to go to the DRB meeting, it must be determined that a quorum will be present. Many architects have experienced project delays due to a quorum not being able to be present. Deadlines and lead times set by the Planning and Development Department are lengthy. If a deadline is missed by one or two days, there is additional 2-week wait to submit. For example, you discover on Tuesday the 10th that you need to go to the DRB. The deadline for the closest DRB meeting was Monday the 9th. Now you have to wait 2 weeks to submit your data, and then it's usually 2 weeks until the actual DRB meeting.

From a design perspective, submittals are being reviewed by city staff with little or no architectural design training. If the NRA is intended to improve the architectural quality of the community, then there should be expertise provided to ensure that the intention of the ordinance is implemented. In the current arrangement, city staff may be able to respond to the letter of the ordinance but have no leeway or training to interpret the spirit of the ordinance.

The above is a summary of the key issues to the architectural profession and we stand ready to offer more specific information as needed. As members of the community we want to promote quality architecture in College Station. We are not opponents of the city's regulatory process but concerned citizens who would like to see College Station be a place that values both growth and architectural quality.

Sincerely,

Members of AIA Brazos
Brazos Chapter of the American Institute of Architects

Printed Name	Signature	Firm Name
Eva Read-Warden		THE ARKITEX STUDIO
Steven G. Schloss		The Arkitek Studio
RAY HOLLIDAY		BRW ARCHITECTS
BRIAN GRBS		BRW ARCHITECTS
ERIC GERPPELT		BRW ARCHITECTS
CHARLES EDWARDS		THE ARKITEK STUDIO
C. LEON WILLIAMSON		WILLIAMSON GROUP
Fred A. PATTERSON JR		PATTERSON ARCH.
RICK RAVEY		PATTERSON ARCH.
Darren Heine		BBX ARCHITECTS
Elizabeth Price		Upchurch Architects
THOMAS HAYNE UPCHURCH		Upchurch Architects
ANDREW HAWKINS		HAWKINS ARCHITECTURE
JIM SINGLETON		JSA
WADE ZIMMER		JSA

1. Public hearing, presentation, possible action, and discussion regarding developer-identified amendments to the Unified Development Ordinance. **(BC) (Note: Final action on this item is scheduled for the January 13, 2011 City Council Meeting – subject to change)**

Director Cowell presented the developer-identified amendments to the Unified Development Ordinance.

Chairman Shafer opened the public hearing.

Kevin O'Neill, 1816-3 Brothers Boulevard, College Station, Texas, stated that the color palette has worked well and needs to stay as it is currently.

Steven Schloss, 402 West Dexter Drive, College Station, Texas, stated that the color palette is too restrictive and the design element requirements overly restrict flexibility and creativity.

Sherry Ellison, 2708 Brookway Drive, College Station, Texas, stated that plants are needed that can survive in our climate, but we need to make sure the best plants are being used. She also said that there needs to be a lot of public information meetings regarding the color palette and design elements.

Veronica Morgan, 511 University Drive East Suite 204, College Station, Texas, said that she would rather have a restrictive color palette that gives you colors that you cannot use, rather than colors that you can use. She also said that providing architectural features on smaller buildings does not make sense.

Chairman Shafer closed the public hearing.

Commissioner Stearns commented that there should not be a color palette because there needs to be more color within the City.

Commissioner Miles said that there should be a color palette, but the current color palette does have bland and flat colors which allows for no expression. He also said that it is hard to include architectural elements on smaller buildings.

Commissioner Hall expressed concern about how a change to the color palette would affect signage in the overlay districts. He said that overlay districts were created to create a consistent appearance.

Chairman Shafer said that he was concerned about signage, but liked the idea of providing more latitude when it comes to color.

There was no action taken on this item.

**11 January 2011
Special Agenda Item No. 6
Unified Development Ordinance Amendment
Attached Signs**

To: Glenn Brown, City Manager

From: Bob Cowell, AICP, CNU-A, Director of Planning & Development Services

Agenda Caption: Presentation, possible action, and discussion on an ordinance amending Chapter 12, "Unified Development Ordinance," Section 7.4.I, "Attached Signs" and Section 11.2 "Defined Terms" of the Code of Ordinances of the City of College Station, Texas expanding the use of attached signs to include signage attached to site lighting poles.

Recommendation(s): At their meeting on December 2, 2010, the Planning & Zoning Commission unanimously recommended denial of the proposed ordinance amendment. Staff recommends approval.

Summary: As part of the annual review of the Unified Development Ordinance (UDO), there was discussion at City Council concerning relaxing the sign regulations to allow signs attached to site lighting poles. Currently, signs are allowed to be attached to site lighting poles in the Wolf Pen Creek area and banners are allowed to be attached to site lighting poles when specifically authorized by a resolution approved by the City Council.

This proposed UDO amendment would expand the definition of attached signs to include signage attached to site lighting poles on private property. Following is a summary of the proposed changes by UDO Section:

- **Attached Signs (Section 7.4.I):** Language was added to establish area limitations and mounting requirements for signs attached to site lighting poles.
- **Definitions (Section 11.2):** Language was added to expand the definition of an attached sign to include signage attached to site lighting poles located on private property.

Budget & Financial Summary: N/A

Attachments:

1. Draft Planning & Zoning Commission Minutes – December 2, 2010
2. Ordinance



MINUTES
PLANNING & ZONING COMMISSION
Regular Meeting
December 2, 2010, 7:00 p.m.
City Hall Council Chambers
1101 Texas Avenue
College Station, Texas

COMMISSIONERS PRESENT: Chairman Scott Shafer, Mike Ashfield, Craig Hall, Jodi Warner, Bo Miles, Hugh Stearns and Doug Slack

COMMISSIONERS ABSENT: None

CITY COUNCIL MEMBERS PRESENT: Katy-Marie Lyles

CITY STAFF PRESENT: Jason Schubert, Lauren Hovde, Carol Cotter, Alan Gibbs, Molly Hitchcock, Lance Simms, Bob Cowell, Dave Coleman, Fred Surovik, Adam Falco, Kerry Mullins, and Brittany Caldwell

8. Public hearing, presentation, possible action, and discussion regarding an amendment to Section 7.4, Signs, and Section 11.2, Defined Terms, of the Unified Development Ordinance, expanding the use of attached signs to include signage attached to site lighting poles. **Case #10-00500069 (LS)**

Assistant Director Simms presented the amendment regarding expanding the use of attached signs to include signage attached to site lighting.

Chairman Shafer and Commissioner Hall expressed concern about maintenance issues when the signs are constructed of cloth or canvas. Commissioner Hall suggested having a timeline as to how long the signs can stay up.

Katy-Marie Lyles, City Council Member, explained to the Commission the City Council's reasoning behind possibly wanting to make the sign regulations less restrictive when allowing signs attached to site lighting poles.

There was general discussion amongst the Commission regarding the amendment.

Chairman Shafer opened the public hearing.

Sherry Ellison, 2705 Brookway Drive, College Station, Texas, stated that she is concerned about the maintenance issues and said that the signs could be distracting.

Commissioner Hall expressed concern about having Code Enforcement enforce the maintenance of signage on light poles. He said that he felt that they have plenty of other codes to enforce.

Commissioner Stearns stated that there needs to be more restrictions.

Chairman Shafer closed the public hearing.

**Commissioner Slack motioned to recommend denial of the amendment.
Commissioner Hall seconded the motion, motion passed (7-0).**

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 12, "UNIFIED DEVELOPMENT ORDINANCE," SECTION 7.4.I, "ATTACHED SIGNS" AND SECTION 11.2, "DEFINED TERMS" OF THE CODE OF ORDINANCES OF THE CITY OF COLLEGE STATION, TEXAS, BY AMENDING CERTAIN SECTIONS AS SET OUT BELOW; PROVIDING A SEVERABILITY CLAUSE; DECLARING A PENALTY; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEGE STATION, TEXAS:

PART 1: That Chapter 12, "Unified Development Ordinance," Section 7.4.I, "Attached Signs" and Section 11.2, "Defined Terms" of the Code of Ordinances of the City of College Station, Texas, be amended as set out in Exhibit "A", attached hereto and made a part of this ordinance for all purposes.

PART 2: That if any provisions of any section of this ordinance shall be held to be void or unconstitutional, such holding shall in no way effect the validity of the remaining provisions or sections of this ordinance, which shall remain in full force and effect.

PART 3: That any person, firm, or corporation violating any of the provisions of this chapter shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be punishable by a fine of not less than Twenty-five Dollars (\$25.00) nor more than Two Thousand Dollars (\$2,000.00). Each day such violation shall continue or be permitted to continue, shall be deemed a separate offense. Said Ordinance, being a penal ordinance, becomes effective ten (10) days after its date of passage by the City Council, as provided by Section 35 of the Charter of the City of College Station.

PASSED, ADOPTED and APPROVED this 11th day of January, 2011.

APPROVED:

MAYOR

ATTEST:

City Secretary

APPROVED:



Carla A. Robinson
City Attorney

EXHIBIT "A"

That Chapter 12, "Unified Development Ordinance," Section 7.4.I, "Attached Signs" and Section 11.2, "Defined Terms" of the Code of Ordinances of the City of College Station, Texas, is hereby amended to read as follows:

"7.4 Signs**I. Attached Signs**

1. Attached Signs are commercial signs under this Section.
2. Attached Signs on any commercial building or tenant lease space shall not exceed a total of two and a half (2.5) square feet per linear foot of all public entry façades, with a maximum of 500 square feet of attached signage allowed for any one tenant. Multi-story businesses will be allowed 100 square feet of additional attached signage.
3. The division of allowable building signage amongst building tenants, including signs mounted to site lighting poles, shall be the sole responsibility of the owner or property manager, and not the City of College Station.
4. Signs attached to features such as gasoline pumps, automatic teller machines, mail/package drop boxes, or similar on-site features, if identifiable from the right-of-way, as determined by the Administrator, shall count as part of the allowable sign area of the attached signs for the site. Information contained on such features pertaining to federal and state requirements, and operation/safety instructions are not counted. All other signage on such features shall count towards the allowable attached sign area.
5. Architectural elements, which are not part of the sign or logo and in no way identify the specific business tenant, shall not be considered attached signage.
6. An attached sign:
 - a. Shall advertise only the name of, uses of, or goods or services available within the building or tenant lease space to which the sign is attached;
 - b. Shall be parallel to the face of the building;
 - c. Shall not be cantilevered away from the structure;
 - d. Shall not extend more than one foot from any exterior building face, mansard, awning, or canopy;
 - e. Shall not obstruct any window, door, stairway, or other opening intended for ingress or for needed ventilation or light; and
 - f. Shall not be attached to any tree or public utility pole.
7. Attached Signs may be mounted to site lighting poles located on private property and may be constructed of cloth, canvas, or other flexible material provided such signage is maintained in good condition and complies with the following restrictions:

- a. No part of any sign attached to a light pole will be allowed to overhang or encroach into any portion of the public right-of-way;
- b. Light pole signs shall not exceed twelve (12) square feet in area and shall have a minimum of eight (8) feet of clearance from the grade below;
- c. Light pole signs shall only be attached to one side of a light pole;
- d. Light pole signs shall not project more than three (3) feet from the edge of the light pole; and,
- e. Light pole signs constructed of cloth, canvas, or other flexible material shall be secured on a minimum of two opposing sides to prevent wind-driven movement."

"Article 11. Definitions

11.2 Defined Terms

Attached Sign: A sign attached to, or applied on, and totally supported by a part of a building or mounted to site lighting poles located on private property."

January 11, 2010
Special Meeting Item No. 7
Animal Shelter Operations, Current and Future

To: Glenn Brown, City Manager

From: Jeff Capps, Chief of Police

Agenda Caption: Presentation, possible action, and discussion regarding an update on the status of the animal shelter and the available options for Animal Control in 2011.

Relationship to Strategic Goals: Goal I.8 Evaluating Public Safety Needs. Goal I.1 Spending tax payer money efficiently.

Recommendation(s): Seeking Council Direction.

Summary: This will be a discussion as it relates to our current and future contracts with the Brazos Animal Shelter. We will also provide an update as to the direction the City of Bryan is moving towards as it relates to shelter operations for its Animal Control. Finally, we will provide possible options available for the City of College Station's animal shelter needs as we move forward in 2011.

Staff is seeking Council Direction as to what option they wish the City to seek for our future animal shelter needs.

Budget & Financial Summary: Unknown at this time.

Attachments: N/A