

Memorandum about schedule of approval process of three recent downtown development projects

I reviewed the schedules of the Planning Commission, DDA and BRA, and City Council considering the site plan and Special Use Permit (SUP), Brownfield TIF plan, and Development Agreement for the two recent large downtown projects. There were three approval processes, because the Park District project went through the process twice.

I summarized the schedules in a spreadsheet, showing DDA & BRA in light gray, the Planning Commission in light peach, and City Council in yellow. [See attached legal-sized spreadsheet.]

Here are some observations about the schedule of decision-making in these three cases:

- The **Planning Commission** held a public hearing and then made its recommendation on the site plan before the Brownfield TIF plan and Development Agreement were acted on by any other bodies.
- The **DDA** made its recommendation on the site plan before the **BRA** considered the Brownfield TIF plan and before the **DDA** itself acted on the Development Agreement.
- **City Council's** actions:
 - On the first version of the Park District project, the **Council** approved a site plan and SUP, Brownfield TIF, and an MOU about a Development Agreement at the same meeting. Then Council approved the Development Agreement six weeks later.
 - On the second version of the Park District, the **Council** approved the site plan and SUP first and approved the Brownfield TIF and Development Agreement about a month later.
 - On the Center City project, the **Council** approved the site plan and SUP, Brownfield TIF plan, and 93-pages of an amended Development Agreement at the same meeting. However, the Development Agreement was incomplete; for example, due diligence, the interlocal agreement, negotiating of a bond, were not yet in place. The complete, 243-page Development Agreement was signed by the Mayor four months later.
- **DDA's** actions:
 - On the first version of the Park District project, the **DDA** approved the Development Agreement two weeks after the Council approved it.
 - On the second version of the Park District, the **DDA** approved the Development Agreement and the Brownfield TIF about two weeks before the Council approves them. Then, the **DDA** approves an addendum to the Development Agreement soon after the Council's vote on the Development Agreement.
 - On the Center City project, the **DDA** approved the Development Agreement one week after the Council approved it.
- In no case did the **DDA** approve a Development Agreement before both the Planning Commission and the City Council approved a site plan and SUP.
- In no case did the **DDA** approve a Development Agreement before the **BRA** approved a Brownfield TIF plan. On the Center City project and the first version of the Park District, the BRA approved the Brownfield TIF plan about a month before the DDA approved the Development Agreement. On the second version of the Park District, which was on a faster pace throughout the process, the DDA and BRA approved the Development Agreement on the same day that the BRA approved the Brownfield TIF plan.

by Chris Root, May 21, 2019