

CITY OF NORMAN, OKLAHOMA

**CITY COUNCIL COMMUNITY PLANNING AND
TRANSPORTATION COMMITTEE AGENDA**

**Municipal Building Conference Room
201 West Gray**

Thursday, January 25, 2018

4:00 P.M.

- 1. CLEVELAND AREA RAPID TRANSIT (CART) RIDERSHIP REPORT INCLUDING SAFERIDE AND EXTENDED SERVICE FOR THE MONTH OF DECEMBER 2017.**
- 2. CONTINUED DISCUSSION REGARDING PARKING ON ONE SIDE OF THE STREET ON APACHE AND SYMMES IN THE CENTER CITY FORM BASED CODE DEVELOPMENT AREA.**
- 3. CONTINUED DISCUSSION REGARDING CENTER CITY IMPLEMENTATION POLICY AND GUIDELINES.**
- 4. CONTINUED DISCUSSION REGARDING GREEN BUILDING CODE AND GREEN INFRAStructure/LOW IMPACT DEVELOPMENT INCENTIVES.**
- 5. MISCELLANEOUS COMMENTS.**

ITEM 1 - CART REPORT

Community Planning & Transportation Committee Meeting, January 25th, 2018

CART Monthly Report for December 2017

CART – Ridership Report Summary

- CART transported 68,733 passengers in November – a 18% decrease over December 2016. The daily average ridership was 4,385, a decrease of 822 or 16%.
 - Days of service decreased by 1 regular schedule day and 1 alternate schedule day respectively compared to December 2016.
 - As with previous months, when analyzing the ridership more closely route 40-Lloyd Noble Shuttle transported 27,391 in December, which is a 12,206 or 31% decrease over December 2016. The overall fixed route ridership for the month decreased by 2,728 or 6% when pulling out the route 40 ridership.
- Fiscal year to date ridership (July – December) is 593,242 – a decrease of 12% over the same period last year.
- There were 613 riders who traveled with bicycles (0.9%) and 279 with wheelchairs (0.4%). Route 11-Lindsey East carried the most passengers with bicycles (187) and wheelchairs (68).

CARTaccess – Ridership Report Summary

- CARTaccess transported 2,498 riders in December – a decrease of 18% or 567. Average daily ridership was 104, a decrease of 15% or 19. Primary zone ridership decreased by 538 or 20% in December; Secondary Zone ridership decreased by 7% or 29.
- For FY18 year to date (July to December), CARTaccess ridership is 16,886 – a decrease of 11%. Primary Zone ridership has decreased by 2,431 or 15% FYTD; Secondary Zone ridership has increased by 343 or 15%. Secondary Zone ridership comprises 16% of all CARTaccess trips FYTD.

CART Activities

- The CART Transportation Advisory Committee (CTAC) met on January 8th. CART staff provided updates on service and ridership. Topics included the RTA discussions for the region and upcoming schedule changes.

Bus Stop Improvements

- New CART signs were installed on the West Lindsey Street bus stops.
- CART staff are participating in the City of Norman's ADA Steering Committee that is helping guide the development of the ADA Self Evaluation/Transition Plan. Bus stops and access to bus stops in the public right of way are to be included in the scope of this plan.

CART Detours/Construction

- Route 52-Campus Loop is missing its stop at the Oklahoma Memorial Student Union due to construction of a new engineering building on Felgar Street. Riders are encouraged to use stop 181 at Jenkins Avenue and Felgar Street.

CART Grant Activity

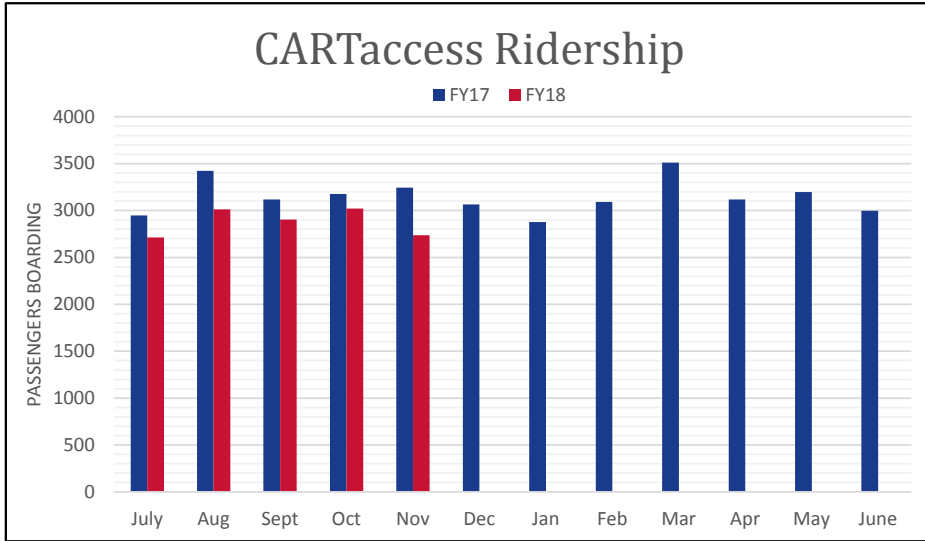
- CART applied for a Clean Air grant through ACOG for the cost difference of purchasing 2 CNG vehicles over diesel. The contract between CART and ACOG has been executed and a notice to proceed has been issued. The next step is to notify the Board of Regents at their next meeting.

Attachments

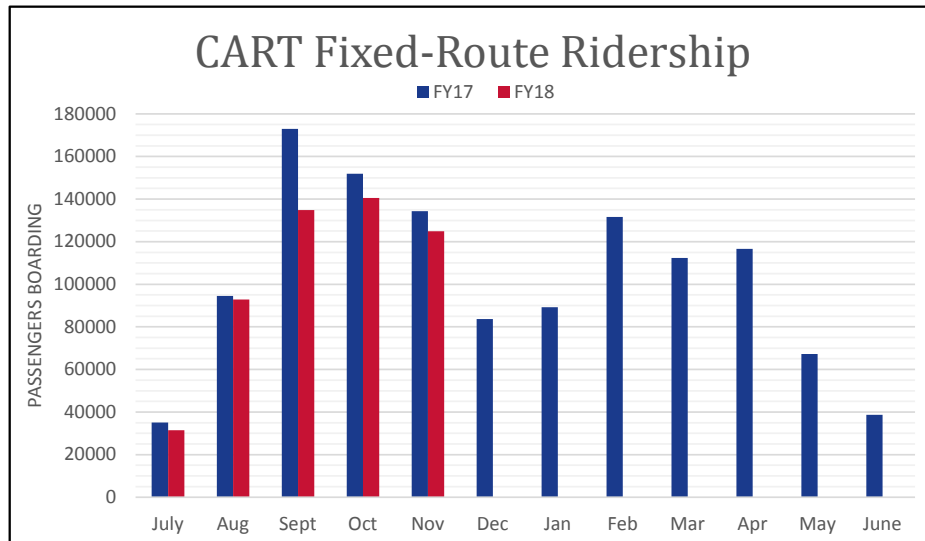
- CART fixed-route and CARTaccess ridership graphs for FY17 and FY18.

CART Ridership Summary

City of Norman Community Planning & Transportation Committee



	FY17	FY18	Change
July	2,948	2,714	-8%
Aug	3,422	3,011	-12%
Sept	3,118	2,905	-7%
Oct	3,177	3,022	-5%
Nov	3,244	2,736	-16%
Dec	3,065	2,498	-18%
Jan	2,878		
Feb	3,092		
Mar	3,511		
Apr	3,118		
May	3,196		
June	2,997		
July - Dec	18,974	16,886	-11%
FY17 Total	37,766		



	FY17	FY18	Change
July	35,072	31,500	-10%
Aug	94,507	92,808	-2%
Sept	173,011	134,812	-22%
Oct	151,858	140,553	-7%
Nov	134,347	124,836	-7%
Dec	83,667	68,733	-18%
Jan	89,238		
Feb	131,650		
Mar	112,329		
Apr	116,616		
May	67,325		
June	38,645		
July - Dec	672,462	593,242	-12%
FY17 Total	1,228,265		

FY18: July 1, 2017 - June 30, 2018

FY17: July 1, 2016 - June 30, 2017

ITEM 2 - ON STREET PARKING



City of Norman

On Street Parking Restrictions

Presented by:

Shawn O'Leary, P.E. - Director of Public Works

Angelo Lombardo, P.E. - Transportation Engineer

January 25, 2018

On Street Parking Characteristics



Widths of Norman Residential Streets:

Local - 26 feet

Collector - 34 Feet

On-Street Parking Width - 8 Feet

Minimum lane width for moving traffic – 9 Feet

The overwhelming majority of residential streets in Norman with an on-street parking restriction are local streets with > 200 vehicles per day (near OU, a public school or a highly used Neighborhood Park).

When parking is allowed on both sides of a residential street, remaining roadway width available for moving traffic are:

Local Street - 10 Feet (one-lane) (appropriate for low volume local streets with < 200 vehicles per day)

Collector Street - 18 Feet (two-lanes) (necessary for higher volumes in the 500 – 1,000 vehicle per day range)



On-Street Parking Prohibitions

- Code of Ordinances (Chapter 20 ,Article VIII – Parking, Stopping and Standing)
- Public Works Procedure 3-001



Code of Ordinances

(most relevant to residential streets discussion)

Section 20-807 – Parking, stopping, and standing prohibited in other areas.

No person shall park, stop or stand a vehicle:

1. Where prohibited by sign;



Public Works Procedure 3-001

Used to manage parking restrictions established under 20-807(1)

“No person shall park, stop or stand a vehicle where prohibited by sign”



Public Works Procedure 3-001

NEIGHBORHOOD REQUESTED NO PARKING ZONES CITY OF NORMAN

Occasionally citizens request that a segment of public street be designated for No Parking. It is the intent of this paper to lay out the policy and procedures for processing and approval of these requests.

1. Any request for designation of an area as a No Parking zone will be made to the City Transportation Engineer's office. The initial request may be made in writing or verbally.
2. The City Transportation Engineer, or his designee, will review the physical lay out of the area and provide guidance to the requesting party. This guidance will include:
 - a) A map of the area showing the effected units.
 - b) The number of living units affected by the request.
 - c) Whether the City of Norman will consider the request.
3. Further processing of the request will be withheld until a petition signed by at least 60% of the residents affected by the No Parking designation has been received by the City Transportation Engineer's office.
4. Upon receipt of the petition, the City Transportation Engineer, or his designee, will verify that the proper numbers of signatures are affixed to the petition and that addresses of the petitioners are within the limits of the affected area.
5. If 60% or more of the affected residents signed the petition, the signs delineating the requested parking restrictions will be fabricated and erected.

Approved by:


Shawn O'Leary, P.E., Director of Public Works

Effective Date: April 18, 1996

Reviewed Date: October 10, 2014



Public Works Procedure 3-001

Procedure used more than fifty years - Formalized in 1996

Neighborhood driven - requires 60% of eligible petitioners

Residents must weigh-in - process often contentious - rarely unanimous neighbors

Mostly used for neighborhoods around the University of Oklahoma Campus, Public Schools and City Parks

10 to 12 formal inquiries per year – uses over the last three years:

2018 – One

2017 – Two

2016 - Seven



Public Works Procedure 3-001

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Public Works Procedure 3-001

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The Process

- Citizen contacts staff
- Codified restrictions are discussed with the citizen and if the problem involves a violation of a codified restriction, then Norman P.D. is contacted for follow up enforcement.
- If no Code regulation is being violated and citizen wishes to have more restrictive on-street parking, Public Works Procedure 3-001 is used.



The Process

- Citizen is provided with a copy of the Procedure, and aerial photo of the area highlighting the properties eligible to sign the petition and the petition using ownership information from the Cleveland County Assessors Web Page.
- If petition is returned, signatures are validated and percent support is calculated. When support meets or exceeds 60%, establishment of on-street parking restriction is authorized and installation of signs scheduled.
- Press release is issue and notification to Norman P.D. provided for follow-up enforcement
- The process is also used when citizens want to remove or modify an existing restriction.

The Petition

Who is eligible to participate?

- Must reside or own property on the side of the street targeted for the on-street parking restriction
- Property owner or tenant can sign a petition
- Owner's position over-rules tenant's



Example No. 1 – Monnett Avenue



The City of
NORMAN

1311 Da Vinci Street • P.O. Box 970
Norman, Oklahoma 73069 • 73070

PUBLIC WORKS DEPARTMENT
TRAFFIC CONTROL DIVISION
Phone: 405-329-0528

February 13, 2015

Ms. Courtney Watkins
710 Monnett Avenue
Norman, OK 73069

Dear Ms. Watkins:

Thank you very much for your recent inquiry about restricting parking on Monnett Avenue, between Boyd Street and Duffy Street. Enclosed you will find information on how to go about establishing a no parking area on the west side of the street. It includes a copy of the procedure, a map of the area and an example of a recent neighborhood request. Should you decide to circulate a petition, please make sure you include signatures, addresses and phone numbers.

Should you have any questions or need additional information, please do not hesitate to contact me at 366-5327.

Sincerely,

Angelo A. Lombardo, P.E.
Transportation Engineer

AAL

Enclosures

cc: Shawn O'Leary, Director of Public Works

PARKING RESTRIC MONNETT AVENUE (WEST SIDE) (Between Boyd Street and Duffy Street)

ADDRESS	OWNER	TENANT	SIGNATURE	YES	NO
702 Monnett	BOYER, JENNY L-LIV TRT-TRTEE				
704 Monnett	BROACH, AMANDA MARIE-IRREV TRT / BROACH, ROGER CHESTON-TRTEE				
710 Monnett	WATKINS, COURTNEY J				
714 Monnett	JOINER PROPERTIES, LLC				
718 Monnett	EMBRY, WILLIAM WOODWARD				
724 Monnett	TROWER, RHONDA				
726 Monnett	GORDON & ASSOCIATES V, LLC				
730 Monnett	HAMES, DAVID B & KELLY M				
806 Monnett	CLARKE, GAY LYNN				
810 Monnett	EDWARDS, JOHN L & DEEMA F				
814 Monnett	POWELL, VALLI				
818 Monnett	SOUTHERLAND, BEN MAX				
824 Monnett	COLLINS, JOHN PATRICK V				
826 Monnett	MORRIS, KATHRYN				
902 Monnett	GORDON & ASSOCIATES III, LLC				
904 Monnett	GORDON & ASSOCIATES II, LLC				
910 Monnett	WELLING PROPERTIES, LLC				
914 Monnett	SHELTON, JAMES N-REV TRT-TRTEE				
916 Monnett	MB REAL ESTATE-II, LLC				
920 Monnett	MB REAL ESTATE-II, LLC				

No. of Eligible Petitioners	20
Minimum Number Required	12
Minimum Level of Support	60%



Example No. 1 - Monnett Avenue



Petition

We, the undersigned residents of the west side of Monnett Avenue from Duffy Street to Boyd Avenue. Norman, Oklahoma, petition the Traffic Control Division for NO PARKING signs to be installed on the west side of Monnett Avenue from Duffy Street to Boyd Avenue. This would help relieve the parking traffic that occurs on our street from commuter parking for the University of Oklahoma, impeding and hindering fire, ambulances, and two-way flow of traffic on Monnett Avenue, a two-way city street. We urge you to ensure the safety of property and person, by installing NO PARKING signs to the West side of Monnett Avenue, so that fire, ambulance, two-way traffic and access to our homes.

NAME	SIGNATURE	ADDRESS	DATE	Phone #
Roman Turner		722/724 Monnett	2/29/15	(405) 664-7881
Tracy Gordon		904 Monnett	2/26/15	(405) 650-9676
Tracy Gordon		902 Monnett	2/26/15	(405) 650-9676
Tracy Gordon		726 Monnett	2/26/15	(405) 650-9676
Kathryn Morris		826 Monnett	3/6/15	(405) 627-9259
Jean Miller		916 Monnett	3/6/15	(405) 517-7491
Monnet Sewell		920 Monnett	3/6/15	(405) 517-7491
Christy Williams		710 Monnett	3/11/15	(405) 694-6937
Ray Charles		826 Monnett	3-11-15	364-7422
David James		730 Monnett	3/14-15	364-6843
James N. Shelton		914 Monnett	3/11/15	579-0459
David James		910 Monnett		405-834-9261

Parking Restriction Request
 Monnett Avenue, between Boyd Street and Duffy Street (West Side)

Example No. 1 - Monnett Avenue



PARKING RESTRICT MONNETT AVENUE (WEST SIDE) (Between Boyd Street and Duffy Street)



ADDRESS	OWNER	TENANT	SIGNATURE	YES	NO
702 Monnett	BOYER, JENNY L-LIV TRT-TRTEE				
704 Monnett	BROACH, AMANDA MARIE-IRREV TRT / BROACH, ROGER CHESTON-TRTEE				
710 Monnett	WATKINS, COURTNEY J		Courtney Watkins	✓	
714 Monnett	JOINER PROPERTIES, LLC				
718 Monnett	EMBRY, WILLIAM WOODWARD				
724 Monnett	TROWER, RHONDA		Rhonda Trower	✓	
726 Monnett	GORDON & ASSOCIATES V, LLC		Tracy Gordon	✓	
730 Monnett	HAMES, DAVID B & KELLY M		David Hames	✓	
806 Monnett	CLARKE, GAY LYNN		Gary Clarke	✓	
810 Monnett	EDWARDS, JOHN L & DEEMA F				
814 Monnett	POWELL, VALLI				
818 Monnett	SOUTHERLAND, BEN MAX				
824 Monnett	COLLINS, JOHN PATRICK V				
826 Monnett	MORRIS, KATHRYN		Kathryn Morris	✓	
902 Monnett	GORDON & ASSOCIATES III, LLC		Tracy Gordon	✓	
904 Monnett	GORDON & ASSOCIATES II, LLC		Tracy Gordon	✓	
910 Monnett	WELLING PROPERTIES, LLC		David Joseph O'Connor	✓	
914 Monnett	SHELTON, JAMES N-REV TRT-TRTEE		James Shelton	✓	
916 Monnett	MB REAL ESTATE-II, LLC		Jim Miller	✓	
920 Monnett	MB REAL ESTATE-II, LLC		Deanna Burger	✓	

	# of Properties	# of Signatures	% Support
West Side	20	12	60.00%

Example No. 2 – Wyandotte Way



REQUEST TO ESTABLISH ON-STREET PARKING RESTRICTION

Wyandotte Way

(Between Quanah Parker Trail and Sequoyah Trail)

WEST SIDE

October 27, 2014

ADDRESS	OWNER	TENANT	NAME IN PETITION	IN FAVOR?	COMMENTS
2628 Wyandotte Way	Huntington Group	Valery Veloz		No	
2624 Wyandotte Way	Amron (Ross) Matke		Amron Ross	Yes	
2620 Wyandotte Way	Sachiko Keene		Sachiko Keene	No	
2616 Wyandotte Way	Heather Christian	Timothy Miller		No	
2612 Wyandotte Way	Byron and Anna Carpenter	Donna Anderson	Donna Anderson	Yes	
2608 Wyandotte Way	Robert and Sharon Hobbs	Jeniffer Sasnett		No	
2604 Wyandotte Way	Nicholas and Vera Taylor	Larissa Reames	Larissa Reames	Yes	
919 Quanah Parker Trail	Robert Crooke		Robert Crooke	Yes	

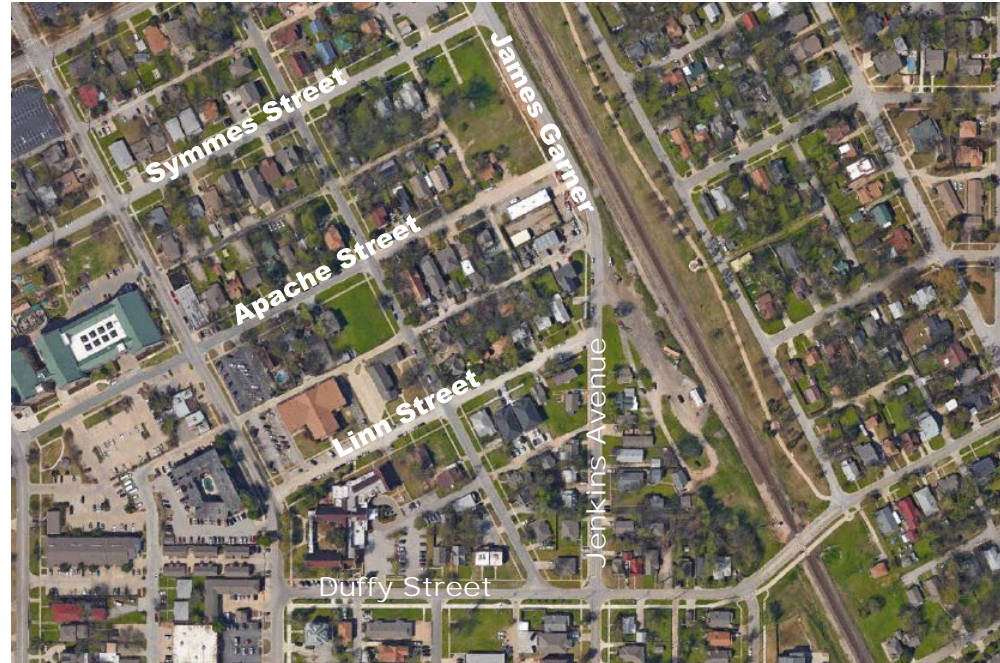
No. of Eligible Petitioners - 8

No. of Signatures - 4

Percent Support 50.00%

Special Considerations

Symmes Street (100 Block West), Apache Street (100 Block West) and Jenkins Avenue (between Apache Street and Duffy Street)



Special Considerations



City Council Options

1. City may regulate use of streets
2. Adopt policy regarding neighborhood street parking
 - a) City-wide – allowed, exception PW Proc. 3-001
 - b) By District – “Center City” – encourage off street parking solutions
 - c) By individual Street – criteria
 - i. Density of housing
 - ii. Public safety concerns – street width
 - iii. Property owner input
 - iv. Other
3. Council action by Resolution resulting in installed signage

QUESTIONS?



**ITEM 3 - CENTER CITY
POLICY GUIDELINES**

POLICY GUIDE

Norman Center City Project Plan

This Policy Guide outlines the goals and objectives of the City of Norman (“City”) with respect to the use of incremental tax revenues, authorized by the Norman Center City Project Plan and its Tax Increment District No. 3, adopted by the City on December 19, 2017. The primary goal is to encourage development through public infrastructure and public improvements made possible through City projects to be paid with incremental tax revenues generated within Increment District No. 3, along with some direct City funding contributions. Incremental tax revenues will also be allocated for private, tax-generating real estate development projects through assistance in development financing, authorized by the Norman Center City Project Plan.

I. Introduction

A. Summary of Tax Increment Financing

Tax Increment Financing (TIF) allows the City to invest in public and private projects using incremental growth in property and/or sales taxes generated by new investment. In a TIF district, the taxes from growth in assessed value created from new investment after establishment of the TIF district – the “increment” – are allocated to a special fund to be used for specified purposes. The increment from Increment District No. 3 is intended to support projects and public improvements and infrastructure in the Project Area.

B. Boundaries of Increment District No. 3

Increment District No. 3 is the geographical area where increment from new development is collected. The Project Area is the geographical area where increment can be spent. The Project Area and Increment District No. 3 are the same geographical area and are located generally between downtown Norman and the University of Oklahoma. The boundaries of the Project Area and Increment District No. 3 are depicted in Figure 1.

C. Objectives of the Norman Center City Project Plan

The purpose of the Norman Center City Project Plan is to assist in the implementation of the Center City Form-Based Code (CCFBC) and realization of the Center City Vision. The principal objectives of the Norman Center City Project Plan and Increment District No. 3 are:

1. To achieve development goals and objectives for the Center City as outlined in the CCFBC.
2. To preserve and enhance the tax base and make possible investment, development, and economic growth that would otherwise be difficult without the project and the apportionment of incremental ad valorem revenues.

3. To support and incentivize the creation of attractive, high-quality, and viable mixed-use developments to draw residents and visitors.
4. To encourage existing property and business owners in the Center City to invest and to attract new investment and business to the Project Area.
5. To stimulate the Center City as a livable, walkable, vibrant destination.
6. To increase the quality of life for the citizens of Norman.
7. To provide a public benefit through the construction of public infrastructure and improvements to allow for the development of the area.

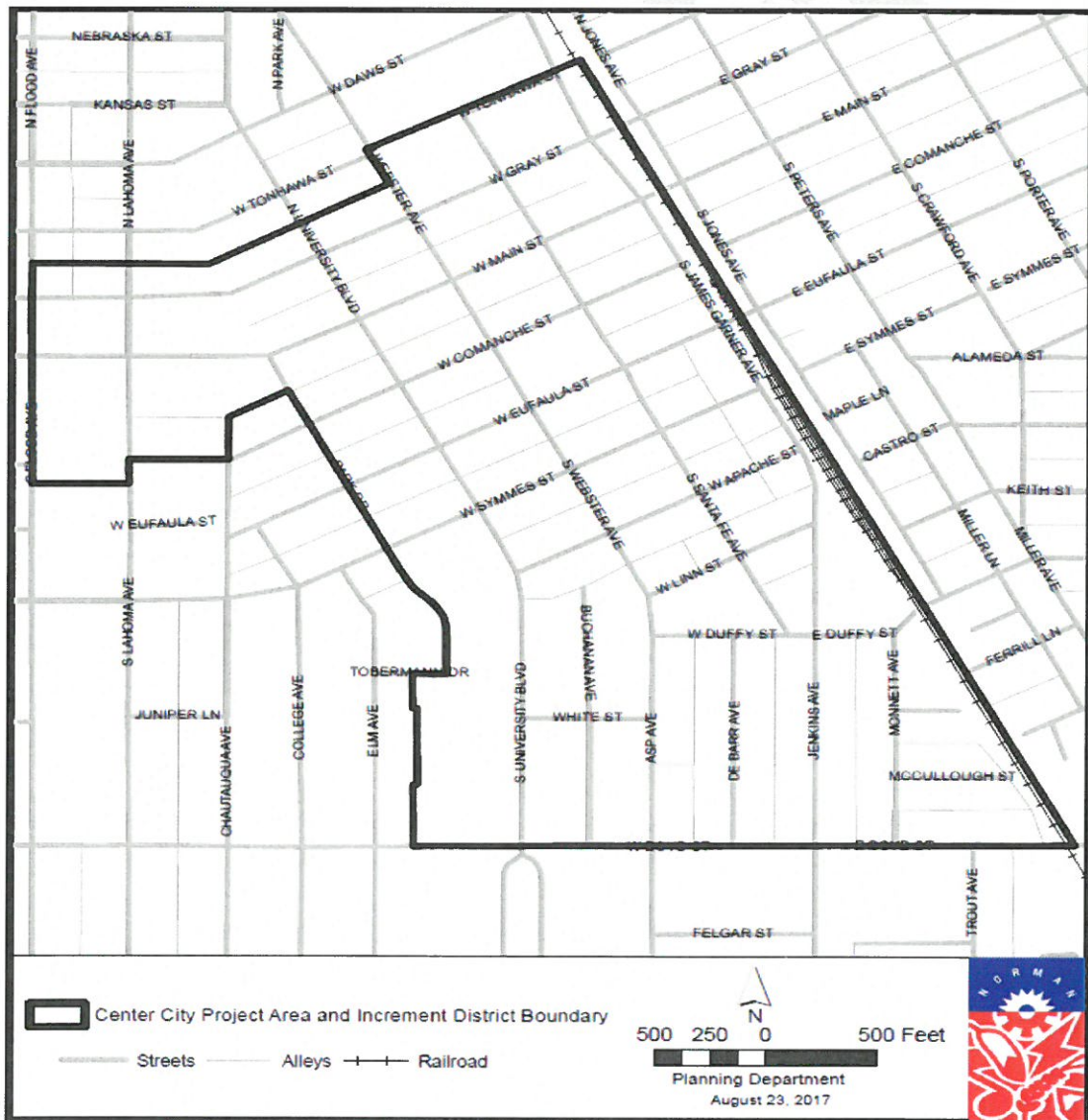


Figure 1

D. TIF Funds for Public Infrastructure and Improvements Projects

The Norman Center City Project Plan authorizes the allocation of TIF funds to fund public improvements projects undertaken by the City. TIF funds will be used to pay the authorized project costs of public infrastructure, facilities, and improvements. Such public projects will be undertaken as determined to be appropriate and desirable by the City. Such costs may be financed and paid for by the City and reimbursed with incremental revenues generated within Increment District No. 3. TIF allocations for such public improvement projects will be made as determined necessary and appropriate by the City. In addition, the City has committed in the Norman Center City Project Plan to separately fund up to \$3 million in authorized project costs.

II. Project Applications for TIF Allocations through Assistance in Development Financing Associated with Specific Private Development Projects

A. Application Materials and Process

TIF Application packets must be submitted to the City for review by the Center City TIF Application Review Team. Members of the Center City TIF Application Review Team may include the Planning Director, Public Works Director, Utilities Director, Finance Director, City Attorney, and other individuals as deemed appropriate by the City Manager. The TIF Application must contain three distinct components:

1. Project Summary and Narrative that includes the following information:
 - a. An overview of the project, its location, and all relevant details;
 - b. A narrative of how the project meets City goals and objectives for the Center City, including the specific requirements of the CCFBC, and its relationship to and impact on the public realm; and
 - c. An overview of how the project fits within the marketplace.
2. Project Financial Summary that includes:
 - a. Construction cost breakdown of individual components; and
 - b. A detailed description and cost breakdown of all public improvements necessary for the project.
3. Construction drawings that include:
 - a. Legal description and site depiction;
 - b. Site plan drawn to scale;
 - c. Exterior elevations and schematics;
 - d. Floor plans;
 - e. Relationship to adjacent structures and public streets; and

f. Landscaping and streetscape plans.

B. Process for TIF Application review and approvals:

1. Submit TIF Application to the Community Development and Planning Department.
2. Review of TIF Application by the Center City TIF Application Review Team.
3. Developer presentation to the Center City TIF Application Review Team, as needed.
4. Recommendation of amount and conditions of TIF allocation by the Center City TIF Application Review Team to the Norman Tax Increment Finance Authority.
5. Development agreement, including provisions of TIF allocation, entered into by both the Norman Tax Increment Finance Authority and the City, detailing the terms and conditions of TIF allocation.

III. Allocation of TIF Funds Associated with Specific Private Development Projects through Assistance in Development Financing

A. TIF funds will be available to support eligible private real estate development projects through assistance in development financing. Funds are allocated from increment generated within Increment District No. 3. In determining whether, to what extent, and in what amount projects are eligible for TIF allocation, the following will be examined and taken into account:

1. Consistency with the CCFBC, the Center City Vision, and the policy guidelines provided herein;
2. Public infrastructure improvements undertaken by or necessary for the project;
3. Public improvements, including but not limited to improvements to sidewalks, streetscapes, landscaping, open spaces, etc., undertaken by or necessary for the project; and
4. Enhancements that the presence and design of the project make to the public realm.

B. Private real estate development projects seeking assistance in development financing are subject to the following policy guidelines:

1. Achieve the Center City Vision – Adopted in May of 2017, the CCFBC codifies what began as the City pursuing a Center City Vision. The vision seeks to create a vibrant Center City through high quality development and an enhanced public realm. Projects

must comply with the CCFBC, which seeks to implement the Center City Vision.

2. Focus on the Public Realm – Key to the Center City Vision is a public realm built to a human scale that enhances the quality of life for those interacting with and in the area.
3. Long-Term Impact – All development impacts the long-term achievement of the Center City Vision. Projects must have a positive, long-term impact on the area and further the goal of achieving the Center City Vision.
4. Collaborate in a Comprehensive Approach – All projects must take into account all relevant planning documents, including, but not limited to, the CCFBC, the Community Planning and Transportation Plan, the City’s Capital Improvements Plan, the City’s Comprehensive Plan, and any other plans from other related public entities.
5. Character of Center City – Achieving and maintaining the vision and character of Center City demands mixed-uses, mixed-incomes, and sustainability. Projects should seek to incorporate one or more of the following components: affordable housing, accessible housing, environmental enhancements (e.g., low impact development, green building initiatives, renewable energy features), and preservation of existing historic structures (where appropriate).
6. Amount of Assistance – Generally, a project is only eligible for TIF allocation in amounts supported by the increment generated by the project itself. In an effort to have a funding source for large public improvement projects undertaken by the City, normally, only a portion of the increment generated by the project itself will be allocated to that specific project.
7. Minimum Tax Payment – Projects that are allocated TIF funds will be required to make a minimum tax payment or payment in lieu of taxes for the life of Increment District No. 3.

C. Structure of TIF Allocation Associated with Specific Private Development Projects

TIF allocation can be provided to specific private development projects as assistance in development financing through one of two methods:

1. TIF allocation will be available once the project is completed and actual incremental revenues generated by the project are received. During the initial period of Increment District No. 3, this will be

the preferred and primary method of funding allocation. Projects are expected to pay taxes annually and will receive back a portion corresponding to actual increment generated and the amount of the approved TIF allocation. Private real estate developers can use the TIF allocation in two ways: assistance in annual cash flow or an annual pledge to secure additional financing or equity investment using the promise of the installment payments.

2. TIF loans will be considered when projects require financial assistance to begin and show the ability to pay back the loan over a determined period of time.

D. Development Agreement

TIF assistance will be provided pursuant to a development agreement among the private developer, the Norman Tax Increment Finance Authority, and the City. The development agreement will include dates for commencement and completion of the project, a requirement to build in accordance with submitted plans, the minimum tax requirements, the incremental revenues available to pay the assistance in development financing, the timeline upon which the incremental revenues will be paid (subject to availability), and other basic legal requirements.

IV. Appeals and Exceptions

- A. Appeals to recommendations by the Center City TIF Application Review Team can be made to the City Manager. Development agreements require approval of the Norman Tax Increment Finance Authority and the City Council.
- B. The City recognizes that exceptions in policies for eligibility and funding allocations may be required for certain projects to move forward. The City may waive certain policy guidelines if a sufficient case is made to the Center City TIF Application Review Team. Applicants must submit a memorandum documenting the need for an exception from the policy, and the exception will be considered in the context of project impact and need, as well as limitations to the TIF policy. Applicants may be asked to present justification for the request for exception to the Center City TIF Application Review Team, the Norman Tax Increment Finance Authority, and/or the City.

ITEM 4 - GREEN BUILDING CODE
AND LID INCENTIVES



City of Norman

Green Building Code and Green Infrastructure/Low Impact Development (LID) Incentives: ***Continued Discussion***

Council Community Planning and Transportation Committee
January 25, 2018

Background

- Nov. 16, 2017 meeting: Staff introduced the topic of “green building” code and Low Impact Development (LID) incentives
- Incentivizing above code construction, particularly residential construction utilizing Home Energy Rating System (HERS) index for energy efficiency was discussed
- Staff was asked to discuss with developers/builders



Home Energy Rating (HERS) Index

- **HERS Index:** home energy rating system to determine a home's energy performance
- Homes with lower ratings are rated more efficient than those with higher scores
- 3rd Party rater assigns score from testing data
- Newly constructed homes built to code average a 100 rating



Home Energy Rating (HERS) Index

- Comparison Example:**

- HERS Index 130 = 30% less efficient than code constructed home
- HERS Index 70 = 30% more efficient than code constructed home

Duct Size Preview

Room or Duct Name	Source	Minimum Velocity	Maximum Velocity	Rough Factor	Design LT/100	SP/Level	Duct Velocity	Duct Length	Hg Flow	Clg Flow	Act. Flow	Duct Size
System 1												
Supply Runouts												
Zone 1												
1-Entry	Bulk In	450	750	0.01	0.1	603.7		30	53	53	1-4	
2-Entry	Bulk In	450	750	0.01	0.1	620.5		64	35	85	1-5	
3-Hall Room	Bulk In	450	750	0.01	0.1	631.1		55	36	86	1-5	
4-Lobby	Bulk In	450	750	0.01	0.1	639.7		42	37	87	1-5	
5-Coffee Bar	Bulk In	450	750	0.01	0.1	644.5		33	45	45	1-4	
6-Interior Partry	Bulk In	450	750	0.01	0.1	82.8		2	7	7	1-4	
7-Kitchen	Bulk In	450	750	0.01	0.1	568.1		41	155	155	2-5	
8-Interior Refrig Area	Bulk In	450	750	0.01	0.1	0		0	0	0	0-0	
9-Living Room	Bulk In	450	750	0.01	0.1	504.9		50	136	136	2-5	
10-Master Bedroom	Bulk In	450	750	0.01	0.1	453.6		45	178	178	2-5	
11-Exterior Master Closet	Bulk In	450	750	0.01	0.1	387.4		34	36	35	1-4	
12-Master Bath	Bulk In	450	750	0.01	0.1	642.8		60	99	88	1-5	
13-Interior Master Closet	Bulk In	450	750	0.01	0.1	66.5		4	6	6	1-4	
14-Interior Hall + Powder Room	Bulk In	450	750	0.01	0.1	0		0	0	0	0-0	
15-Den	Bulk In	450	750	0.01	0.1	556.7		81	76	76	1-5	
16-Stairs	Bulk In	450	750	0.01	0.1	133.8		9	12	12	1-4	
Other Ducts In System 1												
Supply/Main Trunk	Bulk In	650	900	0.003	0.1	640.1		533	1260	1260	12x15	
System 2												
Supply Runouts												
Zone 1												
17-Bath 2 + Bedroom 5 Closet	Bulk In	450	750	0.01	0.1	492.3		16	43	43	1-4	
18-Bedroom 5	Bulk In	450	750	0.01	0.1	595		29	106	109	1-5	
19-Bronx	Bulk In	450	750	0.01	0.1	559.8		123	226	220	2-5	
20-Bronx Closet	Bulk In	450	750	0.01	0.1	367.8		16	32	32	1-4	
21-Storage	Bulk In	450	750	0.01	0.1	684.2		14	60	60	1-4	
22-Bedroom 4	Bulk In	450	750	0.01	0.1	600.8		43	114	114	2-4	
23-Bath 3	Bulk In	450	750	0.01	0.1	402.6		17	35	35	1-4	
24-Bedroom 3	Bulk In	450	750	0.01	0.1	545.3		48	149	149	2-5	
25-Bedroom 2	Bulk In	450	750	0.01	0.1	559.1		52	152	152	2-5	
26-Stairs	Bulk In	450	750	0.01	0.1	233.8		7	20	20	1-4	
27-Interior Loft	Bulk In	450	750	0.01	0.1	176.7		6	16	16	1-4	
Other Ducts In System 2												
Supply/Main Trunk	Bulk In	650	900	0.003	0.1	813.5		381	949	949	12x14	
Summary												
System 1												
Heating Flow: 533												
Cooling Flow: 1050												
System 2												
Heating Flow: 381												
Cooling Flow: 949												



Incentive Program Examples

- **Rebates from Electric & Gas Franchises:**
 - \$759/home (70 or less HERS rating)
- **Other Municipal Programs:**
 - \$200/home (80 or less HERS rating) & +\$25 per point reduction
 - \$350/home for construction using alternative building standards



Incentive Programs

- HERS Third-Party Rating = \$500-\$1,000 depending on size of home
- Just over 50% of homes built in Norman were HERS rated
- In meetings with residential builders and stakeholders, a \$750 incentive was suggested for homes achieving a 70 HERS rating
- Potentially provide for \$175,000 in incentives



Incentive Programs

- Estimated that a \$200,000 home provides \$2,450 in sales/use tax revenue
- Building permit fees for 2,115 sq. ft. home = \$3,817.20
 - plan review/erosion control/OUBCC fees = \$452.20 (16%)
 - wastewater excise tax & sewer connection fee = \$1,963 (51%)
 - water connection and water meter fee = \$1,250 (33%)



Considerations

- Much of the energy savings in HERS homes comes in the area electric power efficiency.
- Water efficiency programs may be an area of further considerations
 - Conservation strategies discussed in 2060 Strategic Water Supply Plan
 - Additional discussions w/building community and stakeholders could focus on program for conservation strategies



NEXT STEPS?

QUESTIONS/DISCUSSION?

Contact Presenter at terry.floyd@NormanOK.gov





TO: City Council Community Planning and Transportation Committee

THRU: Steve Lewis, City Manager

FROM: Terry Floyd, Development Coordinator

DATE: January 19, 2018

SUBJECT: Green Building Code and Green Infrastructure/Low-Impact Development (LID) Incentives – Continued Discussion

At the January 25th Council Community Planning and Transportation Committee (CPTC) meeting, staff will be presenting additional information for discussion regarding incentive programs for green building code construction and green infrastructure/Low-Impact Development (LID) projects. This information will be a continuation of the discussion the Committee began at the November 16, 2017, meeting.

Background

At the November 16, 2017, CPTC meeting, staff presented information regarding incentive programs as starting point for discussion and to gather feedback on potential incentive areas for additional staff research and future committee program development and consideration. The City Council identified incentivizing optional “green building codes” as a secondary destination short-term goal (1-2 years) during the August 2017 Council Retreat.

From discussion at the November 16, 2017, meeting and Committee direction, staff met with local builders and stakeholders to discuss potential incentives, specifically in the area of green residential construction. There was also indication from the Committee that those areas could more specifically focus on areas of incentivizing homes utilizing Home Energy Rating System (HERS) index for energy efficiency. Staff has met with builders and stakeholders to develop ideas for incentives for future Committee discussion.

Home Energy Rating System (HERS) Index

Definition¹

The HERS index is a system by which a home energy efficiency can be rated. Homes are assessed by a certified HERS index rater and assigned a score based on the home’s energy performance. Homes with lower HERS index scores are assessed as more efficient than those with higher scores. Typical re-sale homes in the U.S. have an average HERS index score of 130. New homes have an average HERS score near 100. Homes with an average HERS score of 70 are 30% more efficient than homes having a HERS score of 100 (the typical HERS score of new home construction). Homes with a HERS

¹“What is the HERS Index?”. <http://www.resnet.us/hers-index>

score of 130 are 30% less efficient than typical new home construction. Additional details regarding HERS rating index are included as Attachment A.

Incentive Program for HERS Rated Homes

In staff discussions with builders and stakeholders, a potential incentive program revolving around incentivizing homes achieving a pre-determined HERS score may prove to be effective. Currently, some rebate programs from electric and gas franchises are provided for builders building HERS rated homes in Norman, although these rebate programs are approved usually for a pre-determined number of years as approved by the Oklahoma Corporation Commission. These builder rebate programs provided by local electric and gas utilities give a rebate of \$759 for a new home achieving a HERS score of 70 or less.

A similar program incentivizing homes achieving a HERS score of 80 (or lower) has been employed for number of years by Colorado Springs Utilities. The program provides an initial incentive for homes achieving a HERS rating of 80, and then additional incentives are provided for each rating point lower than 80. Additional details of the Colorado Spring Utilities program are included in Attachment B.

It is staff's understanding that third-party HERS index rating costs may vary from \$500-\$1,000, depending on the size of the home. Funding to assist with the cost of the third-party HERS rater may be an area of consideration for incentives. In meetings with builders and stakeholders, an incentive program to provide \$750 for homes achieving a HERS rating of 70 or lower was suggested.

It is estimated that approximately 230 homes were HERS rated in Norman in 2017, or just over half of the 409 new homes permitted in Norman last year. A program incentivizing a portion of the HERS third-party rating cost, could prove to be a significant cost if a substantial portion of the homes that qualified were given incentives.

For example, assuming all 230 homes that were HERS rated in 2017 qualified for the \$750 incentive, \$172,500 would be needed in order to fund the program.

Sales/Use Tax and Other Revenue Estimates from New Home Construction

Sales/Use Tax Revenue Estimates

There has also been a request for staff to present information to the Committee regarding the potential sales tax/use tax revenues for new residential construction in Norman. Although exact sales/use tax revenues for new home construction vary based on the size of the home, construction materials and other factors, the following estimate is being provided based on information from the National Association of Home Builders (NAHB) and discussion with local builders.

It is estimated that construction materials and labor account for approximately 60% of the price of a new home. Of that 60%, approximately half of that cost is labor and the other half is construction materials. The City collects sales/use tax from construction materials in new home construction.

For example, a \$200,000 home would have roughly \$140,000 in construction materials and labor. Of that amount, approximately \$70,000 would be taxed for sales/use tax in Norman at a tax rate of 3.5%. This would translate to an estimated \$2,450 in sales/use tax revenue due to the construction of this home.

City Permit Fee Revenue

The City also collects permit review, park, sewer connection, erosion control, water meter connection, sewer connection and wastewater excise tax fees for new home construction. A large share of these fees (approximately 84% of the permit fee total) are in the areas of water and wastewater (i.e. sewer).

Approximately 51% of the permit fee total is for the wastewater excise tax and sewer connection fees portion of the permit fees. Approximately 33% of the permit fee total is for water connection fees and water meters. The remaining 16% of the permit fee total is in the area permit review, erosion control and park fees.

For example, construction of a new 2,115 sq. ft. home would have approximately \$3,817.20 in total building permit fees. Of that total, \$454.20 would be for plan review and erosion control fees and \$150 for park fees. The remaining costs are for wastewater excise tax and sewer connection fees (\$1,963) and water connection fees and water meters (\$1,250).

Incentive Program Considerations

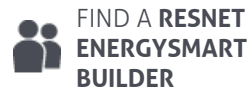
In addition to the potential funding needed for the incentive program, much of the energy saving realized in homes with low HERS index scores are in the area of electric power efficiency. These areas include insulation types, window leakage, energy consumption of appliances and other energy areas. Many of the benefits of lower HERS rating scores come in the area less electric power consumption.

Water efficiency incentive programs may be an area of further Committee discussion and staff exploration. Programs designed to incentivize increased water efficiency in home construction could work to expand water conservation programs that align with the conservation measures as outlined in the City adopted 2060 Strategic Water Supply Plan (SWSP). A goal of expanding existing programs and/or implementing new programs to achieve water reductions of 1.0 million gallons per day (MGD) by 2060 was outlined in the plan. The plan suggests expanding some of the City's existing water conservation programs to help achieve these water conservation goals.

If the Committee desires, staff can coordinate additional meetings with the building community and Utilities Department to begin discussions about potential programs designed to increase water efficiency in residential/commercial construction to expand conservation measures as noted in the 2060 SWSP.

Staff will be presenting information regarding these potential incentive program options for further Committee discussion/questions at the January 25th meeting.

Attachment A
(on following page)



Understanding the HERS® Index

The Home Energy Rating System (HERS) Index is the industry standard by which a home's energy efficiency is measured. It's also the nationally recognized system for inspecting and calculating a home's energy performance.

What does the HERS Index say about a house?

The HERS Index is a measurement of a home's energy efficiency and there are a lot of great reasons why you should have a home energy rating performed on your house.

A HERS Index Score can tell you so much about a home you are thinking of buying. Heating, cooling and water heating constitute the largest cost of homeownership outside of the mortgage loan. The HERS Index Score will tell you how well the home performs energy-wise. The HERS Report will outline the energy features of the home and the expected cost of utility bills.

It will also provide you with invaluable information about the existing home you live in, like how efficiently it's operating and where you can make modifications for greater energy savings. When you're selling your home, a low HERS Index Score can command a higher resale price. And when you're buying a home, you can anticipate the costs of energy bills and efficiency upgrades.

How does the HERS Index work?

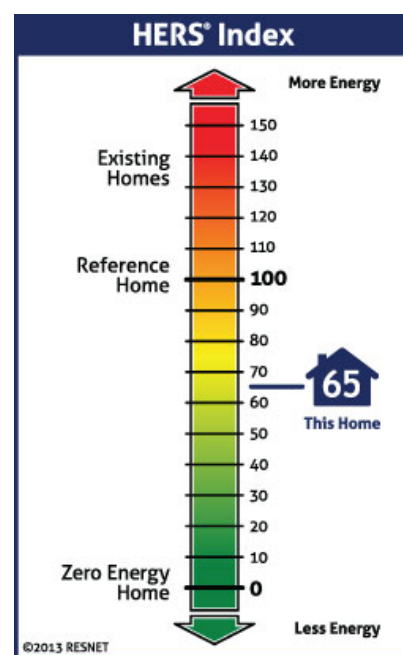
A certified RESNET Home Energy Rater assesses the energy efficiency of a home, assigning it a relative performance score (the HERS Index Score). The lower the number, the more energy efficient the home. The U.S. Department of Energy has determined that a typical resale home scores 130 on the HERS Index while a home built to the 2004 International Energy Conservation Code is awarded a rating of 100.

- A home with a HERS Index Score of 70 is 30% more energy efficient than the RESNET Reference Home.
- A home with a HERS Index Score of 130 is 30% less energy efficient than the RESNET Reference Home.

To calculate a home's HERS Index Score, a certified RESNET HERS Rater does an energy rating on your home and compares the data against a 'reference home'- a designed-model home of the same size and shape as the actual home, so your score is always relative to the size, shape and type of house you live in.

Some variables included in an energy rating are:

- All exterior walls (both above and below grade)
- Floors over unconditioned spaces (like garages or cellars)
- Ceilings and roofs
- Attics, foundations and crawlspaces
- Windows and doors, vents and ductwork



What could the numbers mean for you?

Does a HERS Index Score of 80 mean your home is energy efficient enough? Use our interactive HERS Index model to learn more about the scores.

[INTERACTIVE HERS INDEX](#)



- HVAC system, water heating system, and your thermostat.
- Air leakage of the home
- Leakage in the heating and cooling distribution system

The HERS Index in Less Than 3 Minutes



GET A HOME ENERGY RATING

LEARN MORE



FIND A RESNET ENERGYSMART BUILDER

SEARCH NOW



WHAT BUILDERS ARE SAYING

FIND OUT



About RESNET®

The Residential Energy Services Network (RESNET) was founded in 1995 as an independent, non-profit organization committed to helping homeowners reduce the cost of their utility bills by making their homes more energy efficient.

Legal/Privacy Policy | User Agreement | Sitemap | Contact Us

© RESNET HERS Index

Spread the word about energy efficiency!

Share the message on Facebook, Twitter and Google+. The more you do, the greater the benefits to the environment, and to homeowners and buyers!



Attachment B
(on following page)

Incentive amounts are dependent on the Home Energy Rating Score (HERS) and range from \$200 to \$2,550.

Take Action

The Colorado Springs Utilities (“Springs Utilities”) Builder Incentive Program (“Program”) is designed to encourage Colorado Springs homebuilders to build homes to a higher energy efficiency standard than is required by state and local codes. Incentives are offered on a first come, first served basis and are subject to eligibility and availability of funds. Certain other conditions and restrictions apply. For more information, call **668-8232** or visit www.csu.org.

PROGRAM RULES AND QUALIFICATIONS

To participate in the Builder Incentive Program

The Program requires that each builder (“Participant”) registers annually, then submits documentation for each homes, Home Energy Rated Score (“Rated Home”) to receive an incentive.

- 1) Review the Program Rules. Call 668-8503 with Program questions, and to verify the availability of funds.
 - 2) Register for the Program by completing this Annual Participation Application, and include the following documentation:
 - Complete IRS Form W-9,
 - Affidavit of lawful presence in the United States and a copy of applicable identification (applies only to sole proprietorship businesses)
 - 3) To receive an incentive for a Rated Home
 - The Participant should ensure that he/she or the third party energy rater forwards a Home Report of each completed home to NewHomes@CSU.org and Products@CSU.org .
 - Home Report must contain the following items
 - Home Energy Rating Score (HERS) Performance Energy Rating Certificate or Home Energy Rating Certificate (Contains energy component values)
 - ENERGY STAR V3 Home Verification Summary (includes HERS score with and without PV)
 - Certificate for the home building standard achieved.
 - Incentive payments may take 6 to 8 weeks to process.
- Participant must have an active Springs Utilities account at the Certified Home when the Home Energy Rating certificate is received.
 - Incentive is only available to homebuilders.
 - Each Rated Home is eligible to receive a single incentive through this Program.
 - The Rated Home must be in Springs Utilities’ electric and gas service areas. Gas only customers are eligible for up to seventy (70) percent of qualified incentives.
 - Participant’s Springs Utilities account(s) must be current (i.e., no past due balance) at the time the home Energy Rating certificate is received or the incentive will be denied.
 - The Rated Home is subject to inspection by Springs Utilities staff at any reasonable time with advanced notice. If the home for which an incentive has been issued is found on inspection to not qualify, the incentive amount will be charged back to the Springs Utilities account which was originally credited, and the incentive amount will be collected.
 - Incentives are offered on a first-come, first-served basis and are subject to availability of funds.
 - Springs Utilities only provides incentives for homes that received the Home Rating through independent verification; homes that receive ratings or certifications through the sampling method will not be eligible for this incentive.
 - The energy rater must meet all RESNET requirements and be qualified and certified to undertake ratings/certifications at the time the rater conducts the work.
 - Participant is responsible for delivery of each Home Report to Springs Utilities.
 - Participant is solely responsible for obtaining related building permits and completing the inspection process as required by local jurisdiction.

General Requirements

- Home must be a dwelling unit, as defined by the 2009 IECC. A single unit that provides complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation, having its own heating, cooling, and hot water. Applicable dwellings are detached one- and two-family dwellings and multiple single family dwellings (townhomes) not more than three (3) stories above grade plane in height with a separate means of egress.
- HERS/ERI software must be ANSI RESNET Standard 301-2016 certified.
- Homes with a Certificate of Occupancy awarded prior to Utilities receiving this application, or prior to January 1st of the calendar year do not qualify.
- Annual Participation Application and Home Reports must be received between January 1 and December 31 of the calendar year to qualify for the incentive.
- Incomplete applications and/or those lacking required documentation will be denied.

Builder Incentive

- Each Rated Home will be incentivized based on its Home Energy Rating Score (HERS) and achievement of one of the following building Standards; ENERGY STAR, National Green Building Standard, Leadership in Energy and Environmental Design, Passive House.
- HERS incentives begin at \$200 for a score of 80, with \$25 per point below, up to a maximum of \$2,200 for HERS 0 (Zero) before the inclusion of PV.
- Achievement of one or more listed Home Building Standards will provide a \$350 Bonus, if building is also below a HERS 80.