



August 5, 2020

John A. Gasior
Director of Law
City of Avon
36815 Detroit Road
Avon, OH 44011

Re: Proposal to Provide Professional Planning and Zoning Services to Evaluate and Propose Land Use and Zoning Recommendations to Address Flooding, Tree Preservation, Traffic and Other Quality of Life Issues

Dear Mr. Gasior:

Based on our recent conversations, I am pleased to submit this proposal for CT Consultants to provide professional consultation to evaluate the City's land use policies and Planning and Zoning provisions related to housing development in the R-1 Residential District and, if deemed appropriate, to write formal amendments to the Code for the City's consideration.

In response to our conversation, this letter will confirm the terms under which CT Consultants, Inc. will provide professional planning/zoning services to develop a suitable land use plan and recommend and amend as needed the current code regulations that will address and include best practices and regulations that help achieve and maintain a high quality of life for existing and future residents.

If this proposal is consistent with the services being anticipated at this time, please countersign this letter in the space provided and return a signed copy to this office for CT's files. If there is a need for clarification, please contact me at 216.430.8505 (office) or 216.778.0201 (mobile).

Respectfully,

CT Consultants, Inc.

Kristin Hopkins, FAICP
Manager of Planning Services

cc: Pam Fechter, Avon Economic Development Coordinator

PROPOSAL TO EVALUATE OPTIONS AND ZONING PROVISIONS TO ADDRESS FLOODING, TREE PRESERVATION, TRAFFIC AND OTHER QUALITY OF LIFE ISSUES IN THE R-1 AREAS OF AVON

PROJECT PURPOSE

The City of Avon, spanning over 21 square miles, has been experiencing significant development and population growth for a number of years. With a 2020 estimated population of 23,701, it is currently growing at a rate of 0.93% annually and its population has increased by 11.83% since the 2010 census, when the population was 21,193.

As a result of the rapid pace of housing and commercial development, there are growing concerns related to increased traffic congestion, flooding, loss of the natural environment, especially woodlands, and the need to provide adequate infrastructure to accommodate the growth.

As such, the specific focus of this study is two-fold:

- To identify development and zoning strategies that protect the natural environment, conserve important aspects of the City's character, contribute to a more attractive and economically stronger community and help achieve the multimodal connectivity objectives in the City's Bicycle & Pedestrian Master Plan.
- To outline proposed amendments to the Planning and Zoning Code that, if adopted, would provide the appropriate regulatory controls to implement the strategies related to residential development.

PROPOSED SCOPE OF SERVICES

Specifically, the tasks to provide these services include the following:

Task 1 - Record and Analyze Existing Conditions

Using the GIS data files of the City of Avon from Chagrin Valley Engineering, CT will prepare and analyze existing data and spatial distribution with respect to: land uses, development intensity, vacant and underutilized land, property ownership, and natural features. Existing conditions maps will be created depicting:

- Location and service areas of community facilities such as schools, city parks, and county MetroParks;
- Density analysis of developed areas in the R-1 District;
- Vacant and underutilized land in the R-1 District, by ownership;
- Natural features (i.e. wooded areas, streams, floodplains, riparian areas, etc. to the extent currently known);
- Transportation network noting areas with high traffic volumes; and
- Water and sewer infrastructure – showing existing water and sewer service areas.



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Task 2 - Review and Analyze Current Regulations

CT will review the City's codified ordinances related to R-1 residential development, including relevant sections of the Planning and Zoning Code, such as but not limited to lot standards, subdivision regulations related to devil strips, block length, cul-de-sacs, stub streets and other subdivision design standards, park fees, etc., and document the existing provisions that could be strengthened or revised to better meet the City's development objectives, and identify additional regulations and development strategies for consideration by the City.

Task 3 – Factors Influencing Development Potential

Based on existing data and CT's experience, an evaluation will be undertaken considering factors that could influence the type and level of residential development that could be accommodated in the undeveloped R-1 areas, and the potential need for future community facilities related to the potential development, including:

- Pattern of existing development and street network;
- Size, quality and location characteristics of the vacant land;
- Type and extent of natural features;
- Extent of existing utilities and short- and long-term plans for expansion;
- Potential need for new park facilities to retain the status quo; and
- Impact and influence of i-90.

CT will prepare a map depicting the various factors that influence development of the remaining vacant areas of R-1.

Task 4 - Estimate Potential Development Outcomes

Based on the factors influencing development potential (Task 3), and reasonable development requirements, CT will estimate the range of residential development that could be expected long term, based on various best practices known to achieve the City's goals to protect the natural environment, conserve important aspects of the City's character, maintain an equitable distribution of community amenities and achieve multimodal connectivity.

Task 5 - Draft Potential Land Use Policies and Code Amendments

Given the existing conditions (Task 1), current regulations (Task 2), factors influencing development potential (Task 3), and the potential development outcomes (Task 4), CT will identify potential land use policies, strategies and code amendment options for consideration by the City.



Task 6 - Review Meetings/Selection of Preferred Approaches

CT will review the potential land use policies, development/preservation strategies and code (and possibly map) amendment options with City officials and administration. The purpose of the meeting is to discuss the options and their related development implications, and to reach consensus on direction/approach and specific code amendments to be pursued. Two review meetings may be needed to review and reach consensus on the next step.

Task 7 - Preferred Code Amendments

Based on the review meetings, CT will revise and refine the land use policies, development/preservation strategies and code (and possibly map) amendments for further review. The refinement will include:

- A conceptual land use plan that will identify the generalized priority areas for natural area conservation, future community parks, and road network/connectivity improvements, and note the recommended development intensity.
- A more formal draft of code changes (text, and possible map amendments) to implement the selected land use plan.

Task 8 - Review Meetings

CT will meet with the City to ensure the proposed policies and code amendments are fully vetted:

- Review the draft amendments with the Administration and refine as needed.
- Review the refined draft amendments with the Planning and Zoning Commission and/or City Council.

Task 9 - Refine and Finalize

Once all comments on the draft amendments are received, CT will finalize and submit the proposed amendments to the City in a suitable form to initiate the adoption process.

Task 10 – Formal Adoption Process

If requested, CT is available to attend formal review meeting and public hearings with the Planning Commission and/or City Council, make revisions recommended during the formal adoption process; and prepare presentation(s) as needed to explain the recommendations and the implications of maintaining the existing code provisions compared to the proposed amendments.



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GENERAL TERMS AND CONDITIONS

Schedule

These services will be completed within four (4) to five (5) months from authorization to proceed.

Fee

These services will be undertaken on a time plus expenses basis, at the firm's current hourly rates: Kristin Hopkins - \$150.00 per hour, Staff Planners including GIS services (for mapping needs only) - \$75.00-\$125.00/hour.

The fees to complete the services in Tasks 1 through 9 would be in the \$15,000 to \$17,000 range. Fees for services during the adoption process (Task 10), if requested, could be an additional \$3,000 to \$5,000 dependent primarily on the number of meetings attended and the extent of additional revisions that may be requested.

Accepted by the City of Avon

Signature

Name

Title

Date