

RESOLUTION NO. 2225-08

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WINDSOR
ESTABLISHING DATES AND EVALUATION CRITERIA FOR THE
2008 MERIT PRESENTATION FORUM**

WHEREAS, the Town of Windsor Town Council initiated a review process in 2006 known as "Merit Presentations" in which representatives of pending development projects were provided an opportunity to present the merits of their proposals in a comparative forum. The purpose of the forum was to provide the Council with a "global" view of future potential projects within the Town, and to provide applicants with exceptional projects an opportunity to secure commitments for future Growth Control Allocations; and

WHEREAS, by Resolution 1999-06 (further modified in Resolution 2173-07), the Town Council has established a process for consideration of Merit Presentations. Tasks identified in this resolution include the confirmation of the annual Forum date and reaffirmation of the Evaluation Criteria to be utilized in said Forum; and

WHEREAS, the Town Council held a public hearing on February 20, 2008 to consider these matters at which time all interested persons were given an opportunity to be heard; and

NOW THEREFORE BE IT RESOLVED that the Town Council establishes the following dates and evaluation criteria for the 2008 Joint Town Council / Planning Commission Merit Presentations Forum:

1. The Forum will be scheduled for Wednesday, April 2, 2008.
2. Deadline for submittals for this year's forum will be established as Thursday, March 6, 2008.
3. Submittal data shall be generally consistent with attached Exhibit A (and as further described in Town Council Resolution 2173-07), unless further modified by the Planning Director.
4. Evaluation Criteria to be utilized for the Forum shall be in conformance with attached Exhibit B, unless further modified by the Town Council.

PASSED, APPROVED, AND ADOPTED this 20th day of February 2008 by the following vote:

AYES: COUNCILMEMBERS GOBLE, PARKER, SALMON AND MAYOR FUDGE
NOES: NONE
ABSTAIN: NONE
ABSENT: COUNCILMEMBER ALLEN


DEBORA FUDGE, MAYOR

ATTEST:


MARIA DE LA O, TOWN CLERK

Attachments: Exhibit A – Merit Presentation Forum Procedures Memo January 28, 2008
Exhibit B – Presentation Evaluation Matrix



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MEMORANDUM

TO: Mayor and Town Council
Chair and Planning Commission

FROM: Peter Chamberlin, Planning Director

DATE: January 28, 2008

SUBJECT: Merit Presentation Forum Procedures

The following is an outline of the process to be followed for this year's Merit Presentation Forum:

A. Public Notice

- All participating properties have been identified with an On-Site Public Hearing Sign.
- Neighboring property owners within 300 feet of all participating properties have been notified by mail.
- Noticing has stipulated that no action will be taken on the presentations, and that public comment will be limited to 30 minutes at the conclusion of all presentations and not allowed for individual presentations.

B. Presentation Format

- Presenters are limited to either power point or overhead camera media. Foam core, easels, wall mounted information, etc. are not permitted.
- Application Materials to be considered by the review body are described in Town Council Resolution 2173-07 and are limited to a two page (8 ½" X 11") summary project description, plus exhibits which may be up to 11" X 17" in size. New materials will not be accepted at the Forum.
- Time slots for each presentation will be limited to 30 minutes, including set-up and take-down of presentation materials.

C. Order of Presentations

- Presentation order is randomly drawn, with Downtown projects grouped first.
- A summary presentation list provides a brief description and identifies the type of allocation category approval sought for each project.

EXHIBIT A

Councilmember: _____

EXHIBIT B

Presentation Evaluation Matrix

Commission Member: _____

Project Name: _____ # of Units _____

Applicant: _____ Date: _____

Scoring: 5=Best 1=Worst 0=Not addressed

	<u>Downtown</u>	<u>Shiloh Vision</u>	<u>Infill</u>		<u>Score</u>
Location ➡					
	<u>Water</u>	<u>Energy / Solar</u>	<u>Green Building</u>	<u>Greenhouse Gas Reduction</u>	
Sustainability ➡					
	<u>Job Creation</u>	<u>Increased / Retained Tax Base</u>			
Economic Development ➡					
	<u>Flood Zone</u>	<u>Fire</u>			
Hazards Mitigation ➡					
	<u>Very Low</u>	<u>Low</u>	<u>Moderate</u>	<u>Diversity</u>	
Housing Affordability ➡					
	<u>Street</u>	<u>Sidewalk</u>	<u>Bike</u>	<u>Trail</u>	
Connections ➡					
	<u>Architecture Quality</u>	<u>Smart Growth</u>			
Design Goals ➡		<u>Walkability</u>	<u>Density</u>	<u>Healthy Communities</u>	
	<u>Lighting</u>	<u>Eyes On</u>	<u>Building Orientation</u>	<u>Street Layout</u>	
Defensible Space ➡					
	<u>Number</u>	<u>Phasing</u>	<u>Year Start</u>	<u>Allocation Program</u>	
Allocations ➡					
	<u>Yes/No</u>	<u>Consideration</u>	<u>Term</u>	<u>Town Assistance</u>	
Development Agreement ➡					
	<u>Groves</u>	<u>Heritage</u>	<u># for Removal</u>	<u>Mitigation</u>	
Protected Trees ➡					
	<u>On-site</u>	<u>On-street</u>	<u>Shared Use</u>		
Parking ➡					
	<u>Corridor</u>	<u>Gateway</u>	<u>Urban Edge</u>		
Scenic Resources ➡					
	<u>Public</u>	<u>Private</u>	<u>Common</u>	<u>Exceeds Minimum?</u>	
Open Space ➡					

