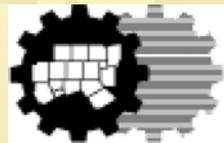


2009 Sustainable Development Call for Projects

**Application Workshops
March 16, 25, and 26, 2009**

Infrastructure Application



**North Central Texas Council of Governments
Transportation Department**

Infrastructure Application Sections

- I. **Basic Information**
- II. **Site Description**
- III. **Budget**
- IV. **Project Purpose**
- V. **Community Area & Site Profile**
- VI. **Checklist**

Points awarded for various topics.

Maximum Amount: 175 pts





I. Basic Information

1. Project Name



Creative Name – Differentiate the project from other projects.

2. Public Sector Agency



Name of primary city sponsoring the project.

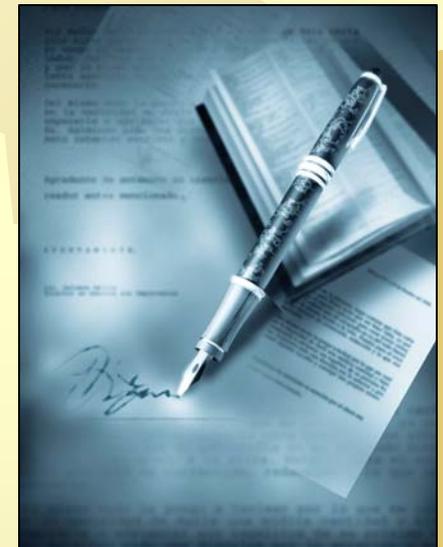


A county may be used if the project is located in an unincorporated area.

I. Basic Information

3. Contact information for the Primary Sponsor or Public Sector Agency ?

- ✓ Name of the Contact Person
- ✓ Department Mailing Address
- ✓ Physical Address if different
- ✓ Phone Number
- ✓ Fax Number
- ✓ E-mail Address



This contact person will be handling the majority of the communication with NCTCOG.

I. Basic Information

4. Private Sector Partner:

5. Private Sector Contact Information:

- ✓ Name of the Contact Person
- ✓ Department Mailing Address
- ✓ Physical Address if different
- ✓ Phone Number
- ✓ Fax Number
- ✓ E-mail Address



This contact person will be handling the majority of the communication with NCTCOG.



I. Basic Information

6. Are there additional project sponsors?

If yes, provide the contact information for the additional sponsor.

- ✓ **Name of the Contact Person**
- ✓ **Department Mailing Address**
- ✓ **Physical Address if different**
- ✓ **Phone Number**
- ✓ **Fax Number**
- ✓ **E-mail Address**





I. Basic Information



Additional sponsors may include:

- ✓ **Cities**
- ✓ **Counties**
- ✓ **Non-profits**
- ✓ **Colleges and Universities**
- ✓ **Transit Authorities**
- ✓ **Special Districts**
- ✓ **Housing Authorities**
- ✓ **Not-for-profit Homebuilders**
- ✓ **Independent School Districts**
- ✓ **Tax Increment Refinance Zones**
- ✓ **Public Improvement Districts**



I. Basic Information

7. Which focus area(s) does your project fall under?

- ✓ Rail Station:
Existing: **10 Points** Future: **5 Points**
- ✓ Passenger Rail:
Existing: **10 Points** Future: **5 Points**
- ✓ Infill: **5 Points**
- ✓ Main Street/Historic District: **5 Points**



Select all that apply.
See instruction sheet for focus area descriptions.



I. Basic Information

8. Estimated Start Dates:

- ✓ **Engineering/ Design**
- ✓ **Construction of Public Infrastructure**
- ✓ **Construction of Private Vertical Development**

9. Estimated Completion Date for the Public Infrastructure



I. Basic Information



10. Upload at least two letters of support.

- ✓ The first letter should be from the City Manager or County Administrator expressing approval of the project.
- ✓ The second letter should be from an active private sector partner stating that they are currently working on a development in the impacted area.
- ✓ If the project involves an additional sponsor, a letter of support must be submitted stating the sponsor's support of the project.

11. Resolution:

The primary public sector sponsor must provide to NCTCOG a resolution of its governing body, endorsing receipt of the award, and confirming any secondary or additional partnerships within 90 days of RTC action (March 2010) to select the project. A template will be made available on the Sustainable Development website.

II. Site Description

1. Project site location

✓ **Address**

✓ **Boundaries**

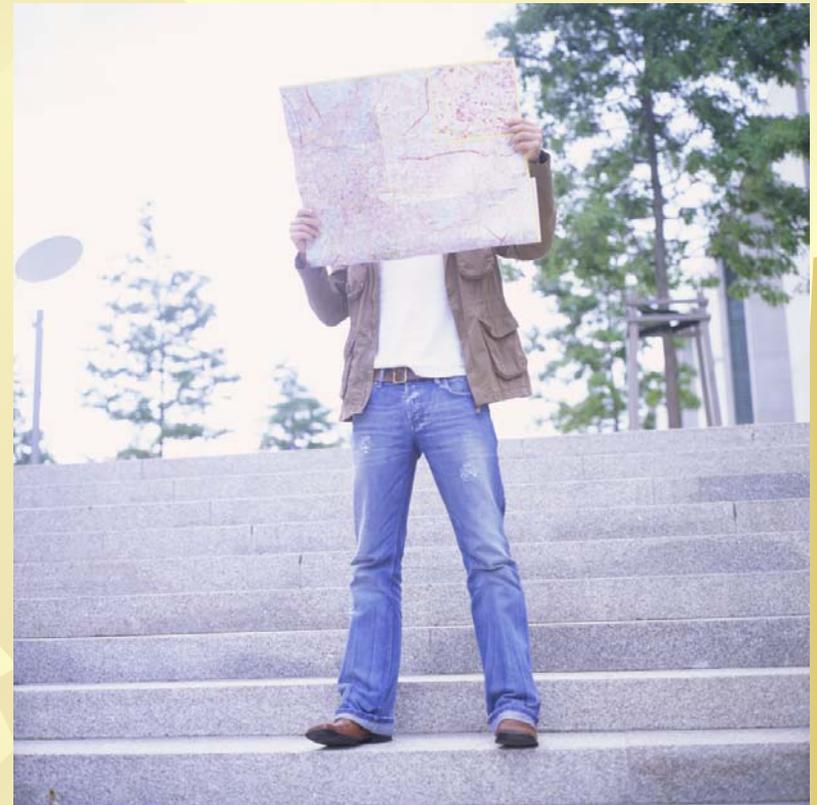


Provide the street boundaries of the project site. Ex: N. Main from Walters Dr. to Kiss Blvd. on the East and from Bush St. to Kiss Blvd on the West.

Upload Site Map



Upload a project area map (in PDF format) showing the site boundaries delineating the street names and other key features in the legend, with a scale bar and north arrow.





II. Site Description

Project Area Map Example

Public Sponsor Name – Project Name
Project Site Map



II. Site Description

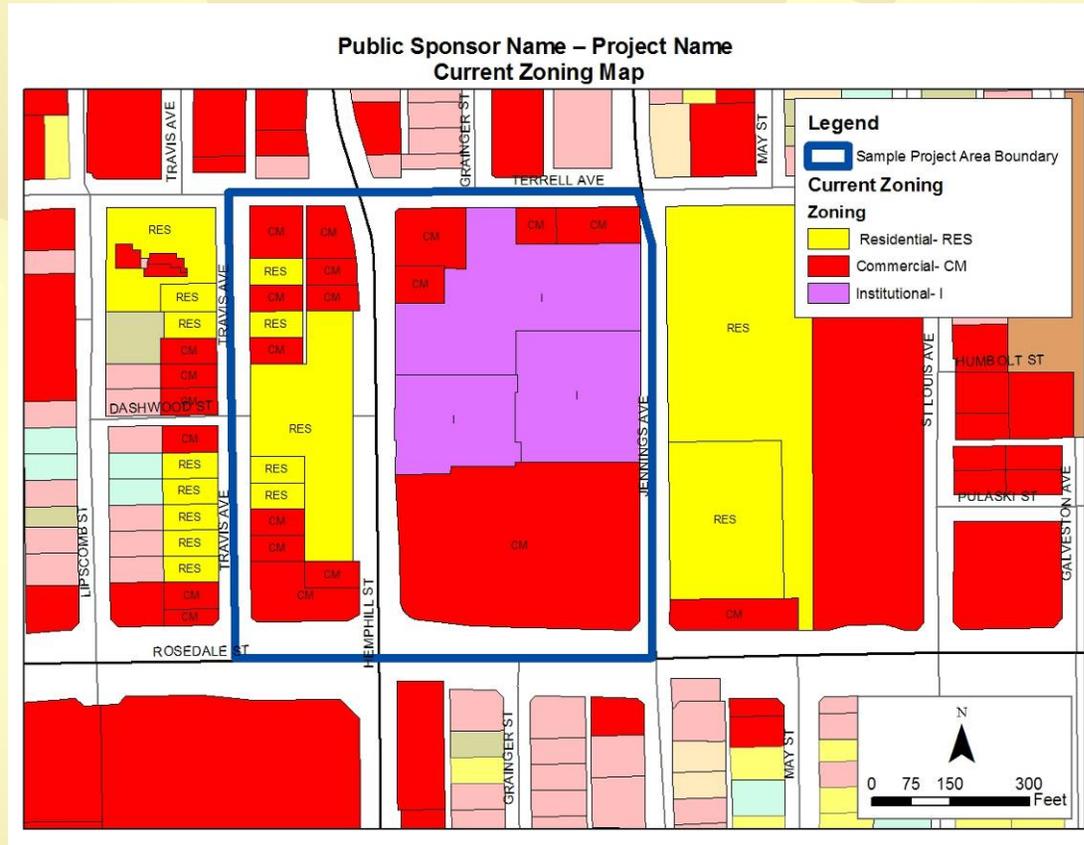


Site Map Tips

- ✓ Clearly delineates the project area.
- ✓ Displays the connection between the vertical and horizontal infrastructure.
- ✓ Vertical components are clearly labeled.
- ✓ Horizontal infrastructure includes labels and square footage or feet.
- ✓ The map should also contain a legend and street names.

II. Site Description

Current Zoning Map Example



Upload legible maps showing project boundaries, street names, legend, and north arrow.



Upload a description of zoning categories within the project area in a separate document.



II. Site Description

2. Project Dimensions

- ✓ Site Area (acreage)
- ✓ Vertical Construction (sq. ft.)
- ✓ NCTCOG Funded Infrastructure (sq. ft.)



Example:

- 500 sq. ft. of street construction
- 3 traffic lights

3. What are the current zoning categories in the project area?



II. Site Description

4. Can the project be built under the current zoning?

If no, provide a 2-3 sentence description of what steps have been taken to acquire the proper zoning in the project area.

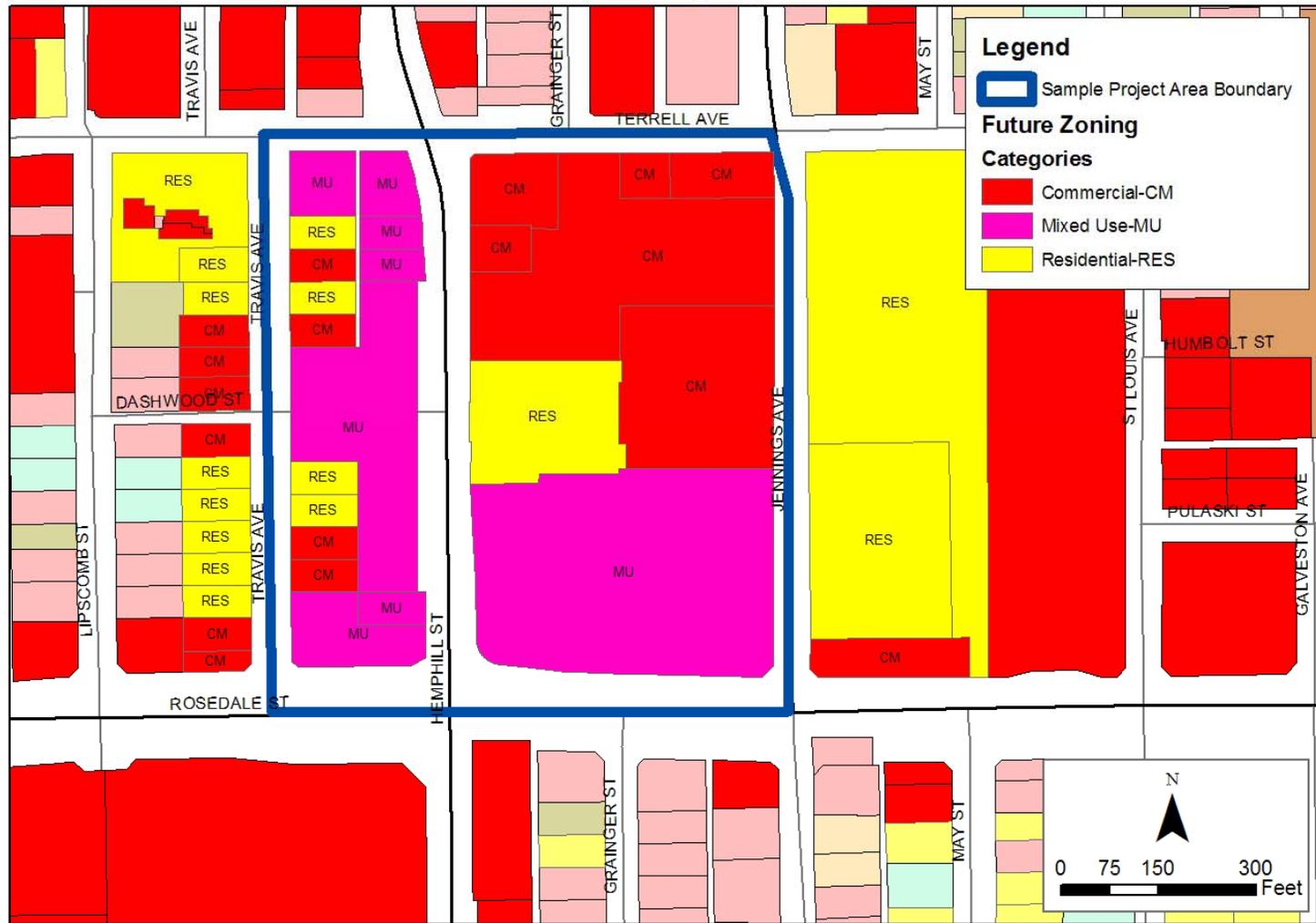
5. If the project area has recently undergone a zoning change not referenced in the current adopted zoning map:

- ✓ Upload a PDF copy of the future zoning map.
- ✓ Upload a PDF copy of the approved zoning change by the Planning and Zoning board or the appropriate government body.

II. Site Description



Public Sponsor Name – Project Name
Future Zoning Map





II. Site Description

6. List the current land uses in the project area.

7. Upload a PDF copy of a Current Land Use Map that:

- ✓ Clearly delineates the project area
- ✓ Includes the area within a $\frac{1}{4}$ mile radius of the project site
- ✓ Identifies project area streets
- ✓ Includes a legend





II. Site Description

8. List the proposed changes in land use in the project area, if applicable.

9. Upload a PDF copy of the Future Land Use Map.



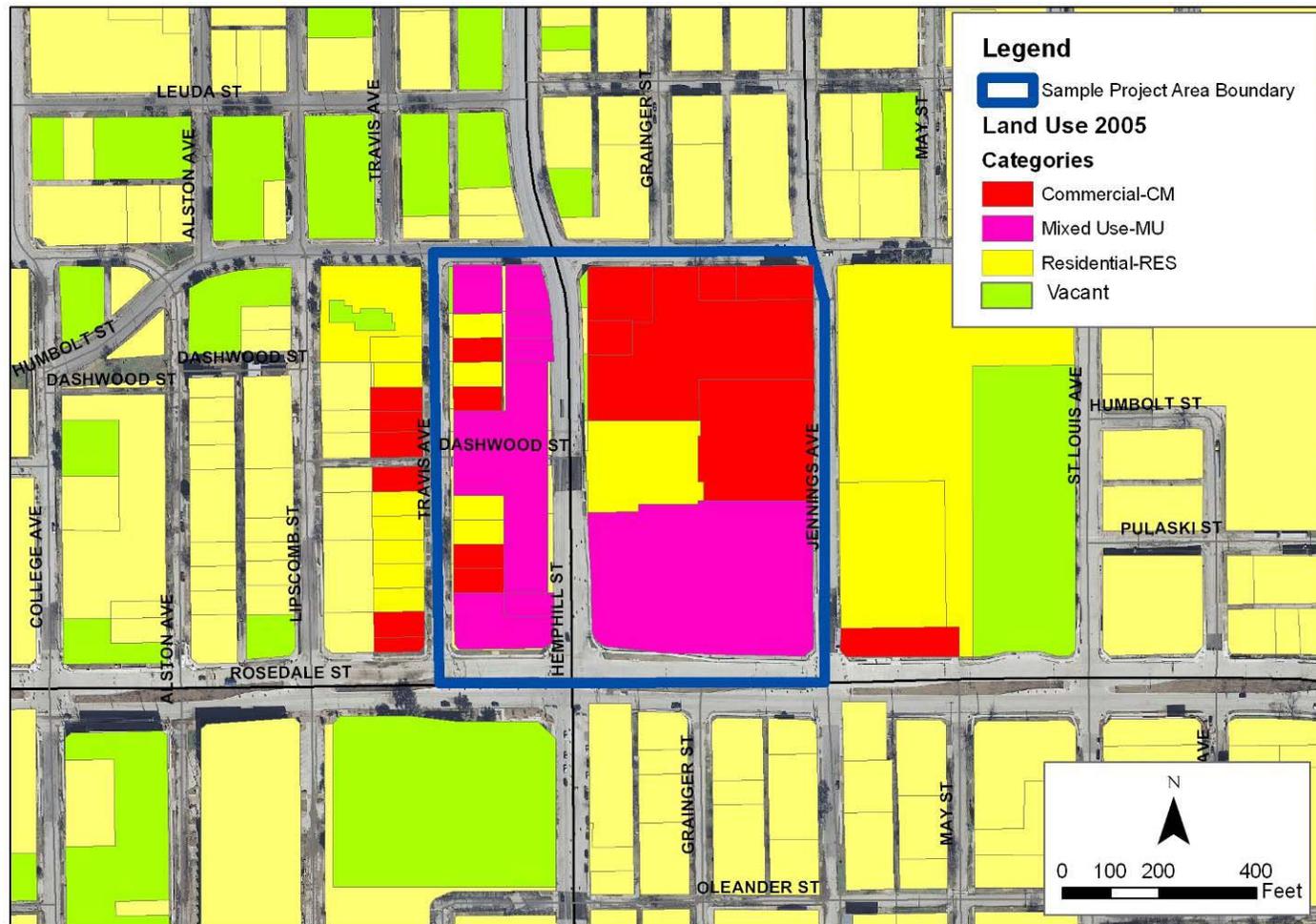
There will be a “not applicable” feature if current and future land use maps are the same.



II. Site Description

Land Use Map Example

Public Sponsor Name – Project Name
Current Land Use Map





II. Site Description

10. Does the project support or connect to a mixed-use development per the definition provided in the 2009 Sustainable Development Call for Projects definition of a mixed use development? *If yes, specifically classify and describe the mix of uses.* **10 points**

11. Will there be a pedestrian friendly block structure by 2013? *If yes, please explain how the block structure will be pedestrian friendly.* **5 Points**

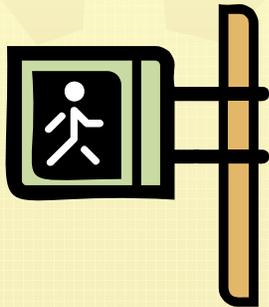


II. Site Description

12. In which of the following categories does the project make a transportation connection?

- ✓ Pedestrian Connection **5 Points**
- ✓ Transit Connection **5 Points**
- ✓ Bicycle Connection **5 Points**
- ✓ Automobile Connection **0 Points**

Provide a description of each transportation connection.





II. Site Description



- 13. Is the project site within ¼ mile of an existing or planned transit station (rail or bus) identified in Mobility 2030: The Metropolitan Transportation Plan for the Dallas-Fort Worth Area, 2009 Amendment or other regional mobility studies or documents? *If yes, what is the name of the station?***



II. Site Description



14. Does the project provide an air quality benefit?
*Currently not asking for numerical data.

15. How many parcels are in the proposed development area?

16. Are all of the parcels in the proposed development owned by the developer?

If no, upload a signed willing seller letter indicating that the property owner is willing to sell the property.



All projects located within the project site must be owned by the developer by March 1, 2010.



II. Site Description

17. Upload a parcel map. The map should identify the following:

- ✓ Project site boundary
- ✓ Access points
- ✓ Property owners
- ✓ Parcel tax identifications
- ✓ Street names
- ✓ Ownership boundaries on a parcel scale
- ✓ Legend



If the map contains numerous smaller parcels, Ownership Name by Tax ID Information can be uploaded along with a map by Tax ID.

III. Budget



1. List the proposed budget items for the project.

- ✓ Include the budget category and estimated cost for each budget item.
- ✓ The table is designed to automatically calculate:
 - TOTAL project budget (SD program + other)
 - Total SD funding requested:
 - Total NCTCOG funding
 - The required 20% match



Use 2010 dollars in the budget estimate.



Planning, Specifications, and Engineering (PS&E) costs should be included in the funding categories to which they correspond.

III. Budget

Budget Item Description	Funding Category	Funding Requested
	Pedestrian Amenities	\$30,000.00
	Landscaping	\$0.00
	Intersection Improvements	\$40,000.00
	Bicycle Trail	\$10,000.00
	Bus Transit	\$0.00
	Rail Transit	\$0.00
	Traffic Signals	\$0.00
	Street Construction	\$600,000.00
	Other	\$0.00
	Total Project Budget	\$680,000.00
	Total SD Funding Requested Not to exceed \$3,750,000	680,000.00
	NCTCOG Funding (80%) Not to exceed \$3M	\$544,000.00
	Required 20% Match Not to exceed \$750K	\$136,000.00



III. Budget

2. What is the overall project cost?
3. List the source of the funds the city will use as a local match.
4. Availability of local match (by date):
5. Has the public or private sector partner applied for funds from an alternative source? *If yes, please provide the name(s) of the source of additional funding.*
6. Is the project site part of a phased project previously funded through NCTCOG? *If yes, please provide the project's name and location.*



III. Budget

7. If the project connects to a phased development (NCTCOG funded or not), for which phase of the project are you asking for funding? *If applicable, provide a brief description of the previous phase(s) of the project.*



Describe in 3-4 sentences any previous phases of the project.





IV. Project Purpose



1. Upload a 1 to 3 page statement discussing the project's purpose and overall benefit to the community in PDF format. **10 points**

The purpose statement should:

- ✓ Detail the project's purpose
- ✓ Explain the project's role in the community
- ✓ Explain the project's impact on neighboring land uses

IV. Project Purpose



2. Describe the existing and future land uses.



Provide a brief description of the current and future land uses in the project areas.



Explain how the various project area and neighboring land uses work in conjunction with one another.

3. Describe the existing conditions and proposed physical improvements in the project area.



Provide a 4 to 5 sentence description of the existing conditions and proposed physical improvements in the project area including:

- ✓ A comparison of the existing and proposed infrastructure
- ✓ The impact of the proposed infrastructure on the surrounding land uses.

IV. Project Purpose

4. Describe the natural/historic resources in the project area.

Describe the following in the project area:

Natural Resources

- ✓ Parks
- ✓ Natural Gas Deposits
- ✓ Water Wells

Historic Resources

- ✓ Historic Residential
- ✓ Historic Commercial



5. Describe any resource protection and enhancement activities associated with the project area. **5 Points**

Explain any resource protection or enhancement activities associated with the project including:

- ✓ Neighborhood Empowerment Zones
- ✓ Brownfield Sites
- ✓ Resource Conservation Areas



IV. Project Purpose

6. What are the parking requirements associated with the project?

- ✓ Provide the estimated number of parking spaces required for the development.
- ✓ Also provide the type of parking.



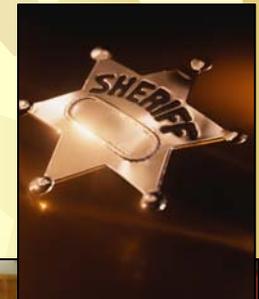
Ex: 35 on-street parking spaces



IV. Project Purpose

7. Are any of the following *public* resources within a ¼ mile radius of the project site?

- ✓ Schools **5 points**
- ✓ Parks **5 points**
- ✓ Libraries **5 points**
- ✓ Police Stations **5 points**
- ✓ Other **5 points**



Provide a description of any other public resources.

IV. Project Purpose

8. Is the project site near any major employers? **5 points**

If yes, list the major employers in the area.



Refer to the data source:
www.nctcog.org/RIS/demographics/index.asp

9. What is the estimated number of jobs the project will create?

1 point per 20 jobs created for a maximum of 5 points



Provide the methodology used to estimate the number of jobs directly created by the project.





IV. Project Purpose

10. Will there be a workforce housing component to the project? *If yes, what percentage of the total housing units will be workforce housing?*

- ✓ **If applicable, provide the percentage of the total housing units that will be workforce housing.**
- ✓ **If applicable, provide the total number of workforce housing units.**
- ✓ **Provide the number of workforce housing units that will be created within the future development.**

1 point per 20 housing units for a maximum of 5 points



IV. Project Purpose



- 11. Will the project further community or comprehensive plan directives that ensure the preservation of historical, cultural, or archeological features? *If yes, how will the project further community or comprehensive plan directives that ensure the preservation of historical, cultural, or archeological features?* **5 Points****

Upload an excerpt from the comprehensive plan for documentation.



IV. Project Purpose

12. Is the project located in an area that has been identified for redevelopment in the comprehensive plan and has been locally designated as an urban infill, urban redevelopment, or downtown revitalization area? *If yes, upload an excerpt from the comprehensive plan for documentation.*

5 Points



IV. Project Purpose

13. Download and complete the following project summary template in PowerPoint format.

The summary slides should include project information:

- ✓ **Two sentence project description**
- ✓ **Project boundary**
- ✓ **Project area (in acres if square feet)**
- ✓ **Land use components (in square feet)**
- ✓ **Total number of residential units created**
- ✓ **Total number of jobs created**
- ✓ **Conceptual renderings of the project**
- ✓ **Total funding requested**



Project Summary Template

Public Sponsor Name - Title of the Project

Project Description

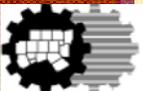
- Purpose and Need:
- Project Scope:
- Location or Project Boundaries:
- Area (Acreage or Feet for Corridor):
- Projected Time Frame:
- Total Project Cost:
- NCTCOG Funds (80%):
- Local Match (20%):

Insert one or more pictures of the existing conditions of the project area

Insert one or more pictures of the existing conditions of the project area

North Central Texas Council of Governments
2009 Sustainable Development Call for Projects

Public Sponsor:
Secondary or Private Sponsor:



Upload the Project Summary Template in PowerPoint format

Project Summary Template

Public Sponsor Name - Title of the Project

**Project Area Aerial Map
showing Project Area
Boundaries, Street Names,
and Key Features.**

**Please provide a legible
map showing legend and
scale and North Arrow**



North Central Texas Council of Governments
2009 Sustainable Development Call for Projects

Public Sponsor: _____

Secondary or Private Sponsor: _____



Upload the Project Summary Template in PowerPoint format.

V. Community Profile

Note: Questions 1-6 will be completed by NCTCOG Staff.

1. What is the total population of the city the project is located within?

*** Will use county data if the project is located in an unincorporated area.**

2. What is the estimated population of the project area and the ¼ mile radius around the project site?

3. Environmental Justice Groups for the City or County:

a. Ethnic profile

- 1. Percent African American**
- 2. Percent Asian**
- 3. Percent Caucasian**
- 4. Percent Hispanic**
- 5. Percent Native American**
- 6. Percent Minority**

b. Percent female-headed households

c. Percent of the population age 13 and below

d. Percent of the population age 65 and older

e. Percent of the population that is disabled

f. Percent low-income households

(per the U.S. Department of Health and Human Services poverty guidelines)



V. Community Profile

4. Environmental Justice groups for the ¼ mile radius around the project site:

a. Ethnic profile

1. Percent African American
2. Percent Asian
3. Percent Caucasian
4. Percent Hispanic
5. Percent Native American
6. Percent Minority

b. Percent female-headed households

c. Percent of the population age 13 and below

d. Percent of the population age 65 and older

e. Percent of the population that is disabled

f. Percent low-income households

(per the U.S. Department of Health and Human Services poverty guidelines)

5. Provide the following information for ¼ mile radius around the project site:

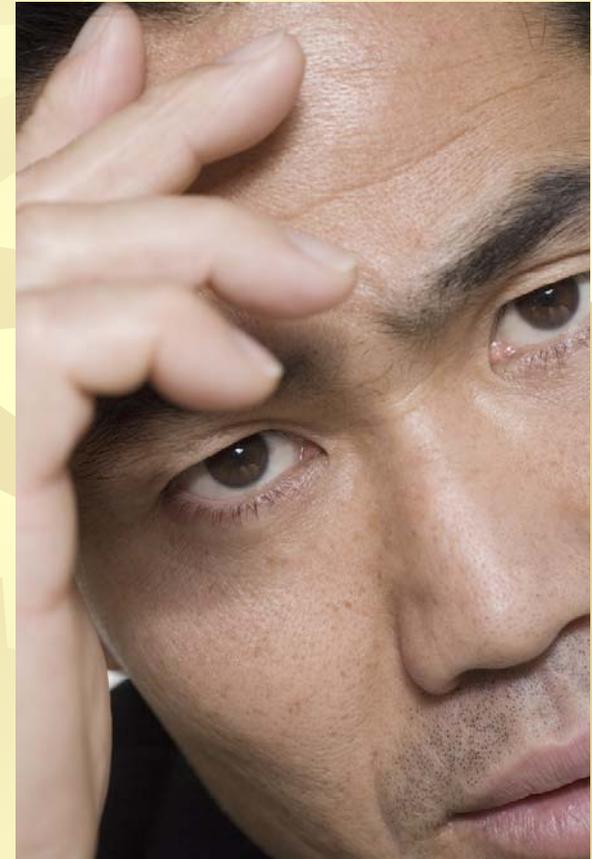
- ✓ Total occupied housing units
- ✓ Percent vacant housing
- ✓ Percent single-family housing
- ✓ Percent multifamily housing
- ✓ Percent unemployed





V. Community Profile

6. In which of the following North Central Texas Council of Governments' *Communities of Concern* is the project located?
- ✓ Community of Highest Concern **10 Points**
 - ✓ Community of Moderate Concern **5 Points**
 - ✓ Community of Lowest Concern **0 Points**



V. Community Profile

COMMUNITIES OF CONCERN

Legend

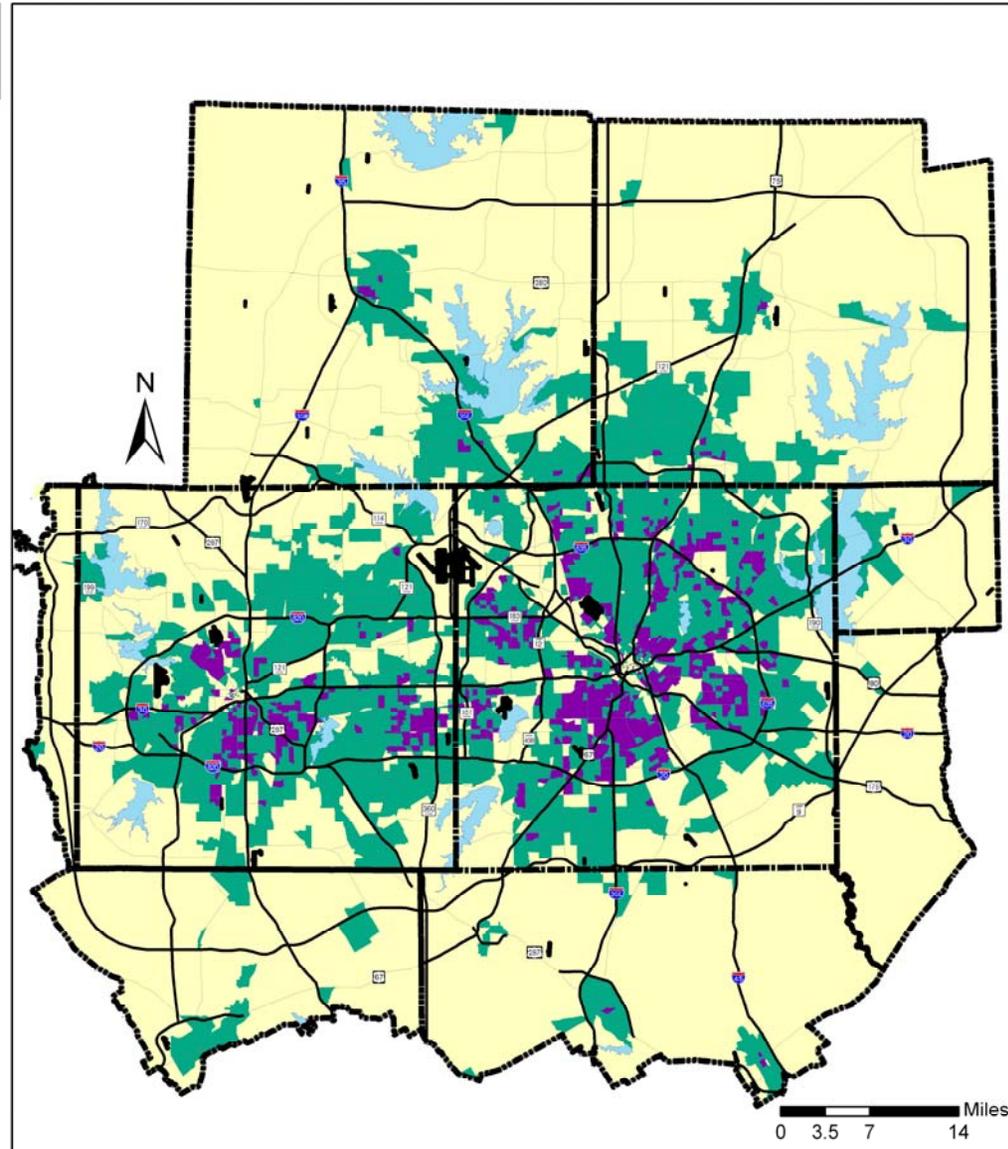
- Communities of Highest Concern
- Communities of Moderate Concern
- Communities of Lowest Concern
- Hispanic Population Above Average
- 2030 Freeway Network
- MPA Boundary
- County Boundaries
- Airports
- Major Lakes

Communities of Concern classifications are based on the total protected population in each Traffic Survey Zone (TSZ) relative to the total area (square mile) of the corresponding TSZ.

Protected Populations include: Black, Asian, American Indian, Hispanic, Age 65 and Over, Disabled, Female Head of Household, and Below Poverty Line.

Community of Concern	Protected Population in TSZ	Density of Protected Classes (Population/Sq. Mile in TSZ)
Highest	High	Moderate to High
Moderate	Moderate	Moderate to High
Lowest	Low	Low to Moderate

All data is based on Census 2000 information.



0 3.5 7 14 Miles

V. Community Profile

7. Provide acreage of the land uses within $\frac{1}{4}$ mile radius of the project site.

- ✓ Residential
- ✓ Commercial
- ✓ Mixed-Use
- ✓ Built out
- ✓ Open space
- ✓ Vacant
- ✓ Industrial





V. Community Profile

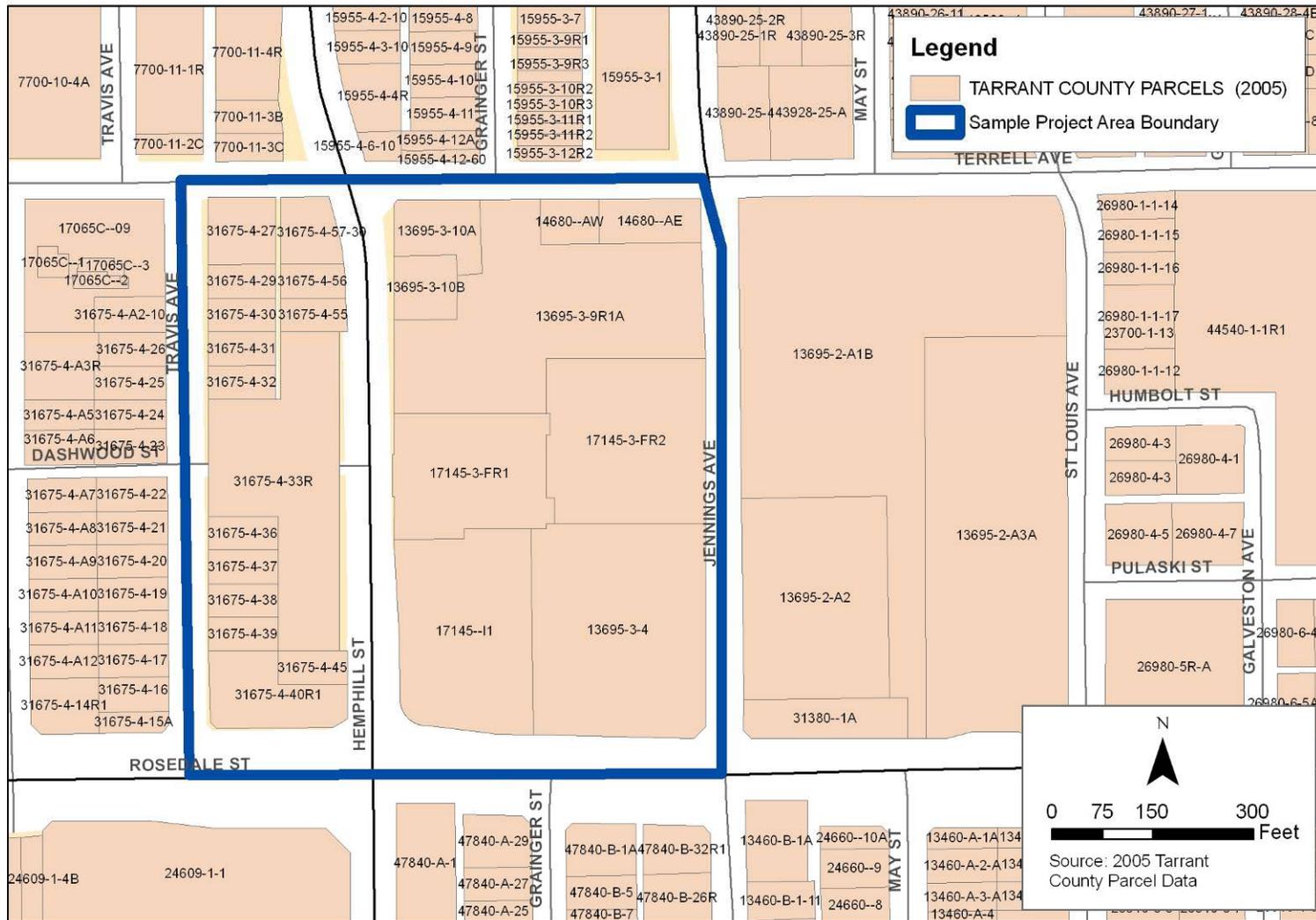
8. List all current property owners within the project site and provide the following parcel information in the table provided:

- ✓ **Owner name**
- ✓ **Parcel address**
- ✓ **Phone number**
- ✓ **Parcel tax identification**

V. Community Profile

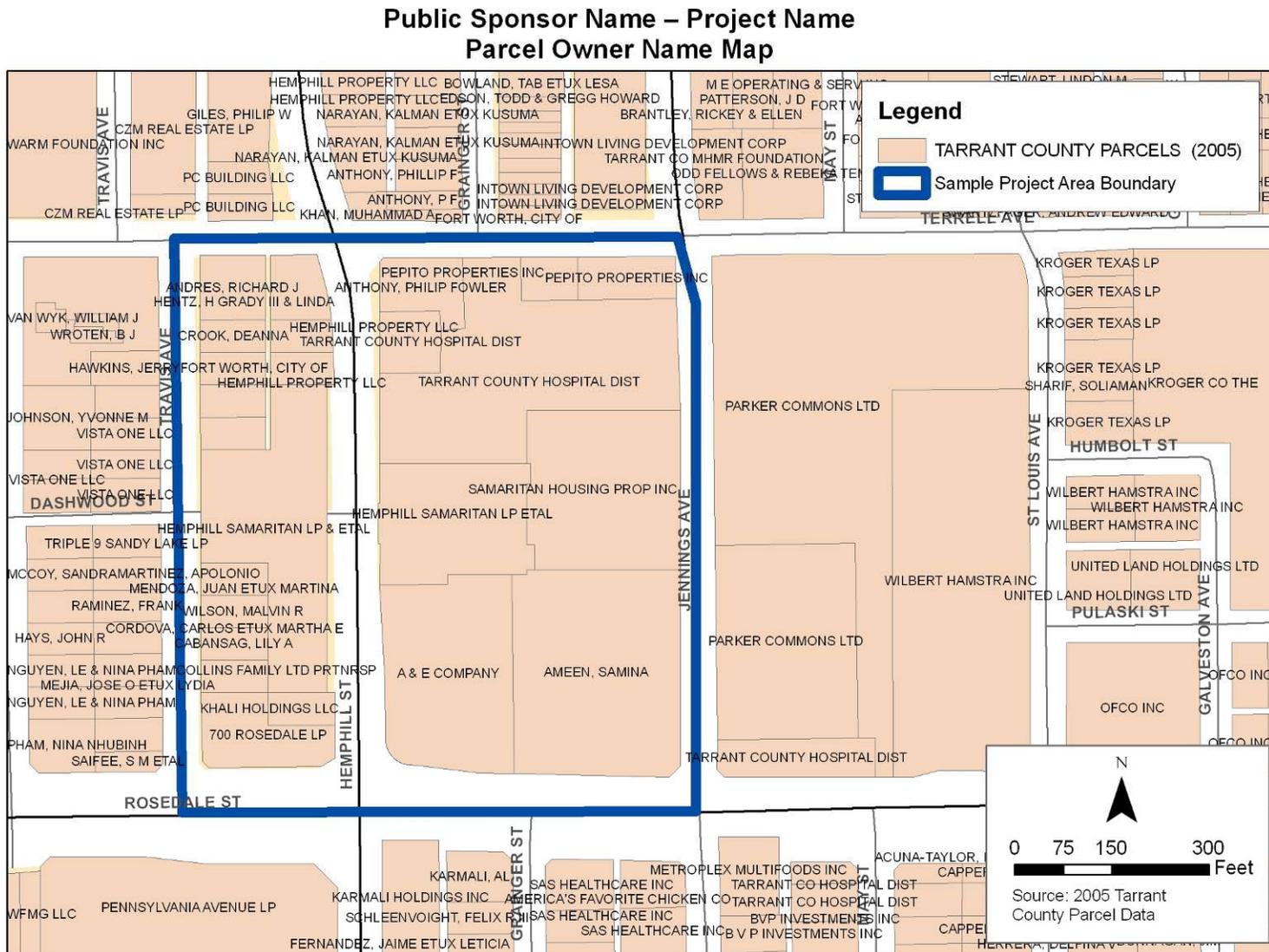
Parcel Tax ID Map Example

Public Sponsor Name – Project Name
Parcel ID Map



V. Community Profile

Parcel Owner Name Map Example



V. Community Profile

9. Does the development include the following:

Select the following land use categories that are included in the development to which your project connects.

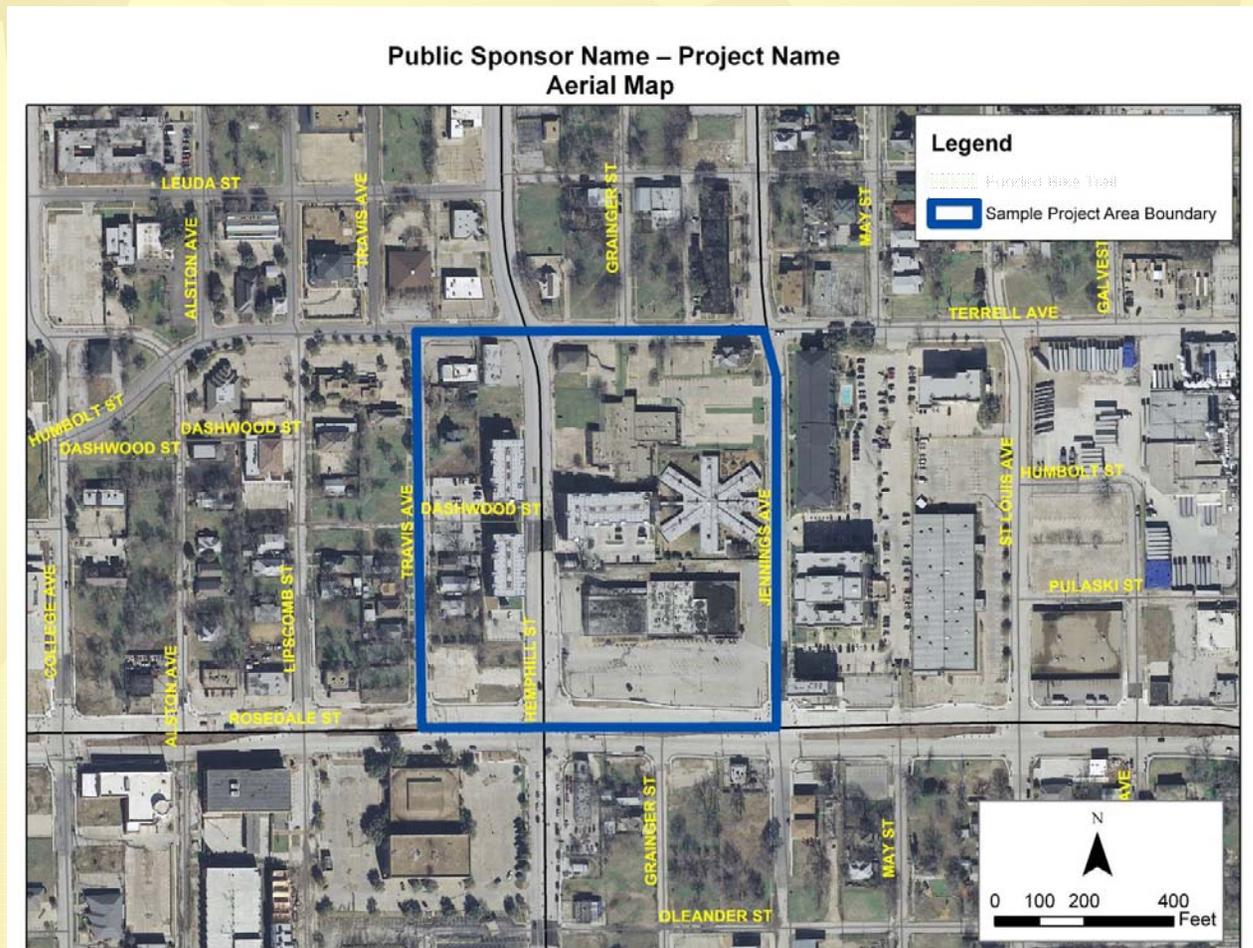
- ✓ Residential units (Sq. Ft.)
1 point per 20 residential units for a maximum of 5 points
- ✓ Office Space (Sq. Ft.)
1 point per 500 sq ft of office space for a maximum of 5 points
- ✓ Restaurant space (Sq. Ft.)
1 point per 500 sq ft of restaurant for a maximum of 5 points
- ✓ Retail Space (Sq. Ft.)
1 point per 500 sq ft of retail space for a maximum of 5 points
- ✓ Open Space (Acres)
1 point per half acre of open space for a maximum of 5 points



V. Community Profile

10. Upload an aerial photograph at 1in:2000 ft., or greater, detail with the project boundary delineated.

Aerial Map Example



V. Community Profile

11. Upload a set of labeled photographs of the project site that documents on site features such as:

- ✓ Existing structures
- ✓ Disturbed areas
- ✓ Natural communities
- ✓ Historical and archeological features

Example



Intersection of Brown St. and Jones looking east

The project area currently has a warehouse structure that will be removed by the developer and is currently vacant. There are no historical features on the property site and sidewalk easements are currently in place.



V. Community Profile

12. Upload a map that identifies any existing physical improvements, alterations or disturbances occurring on the project site, such as:

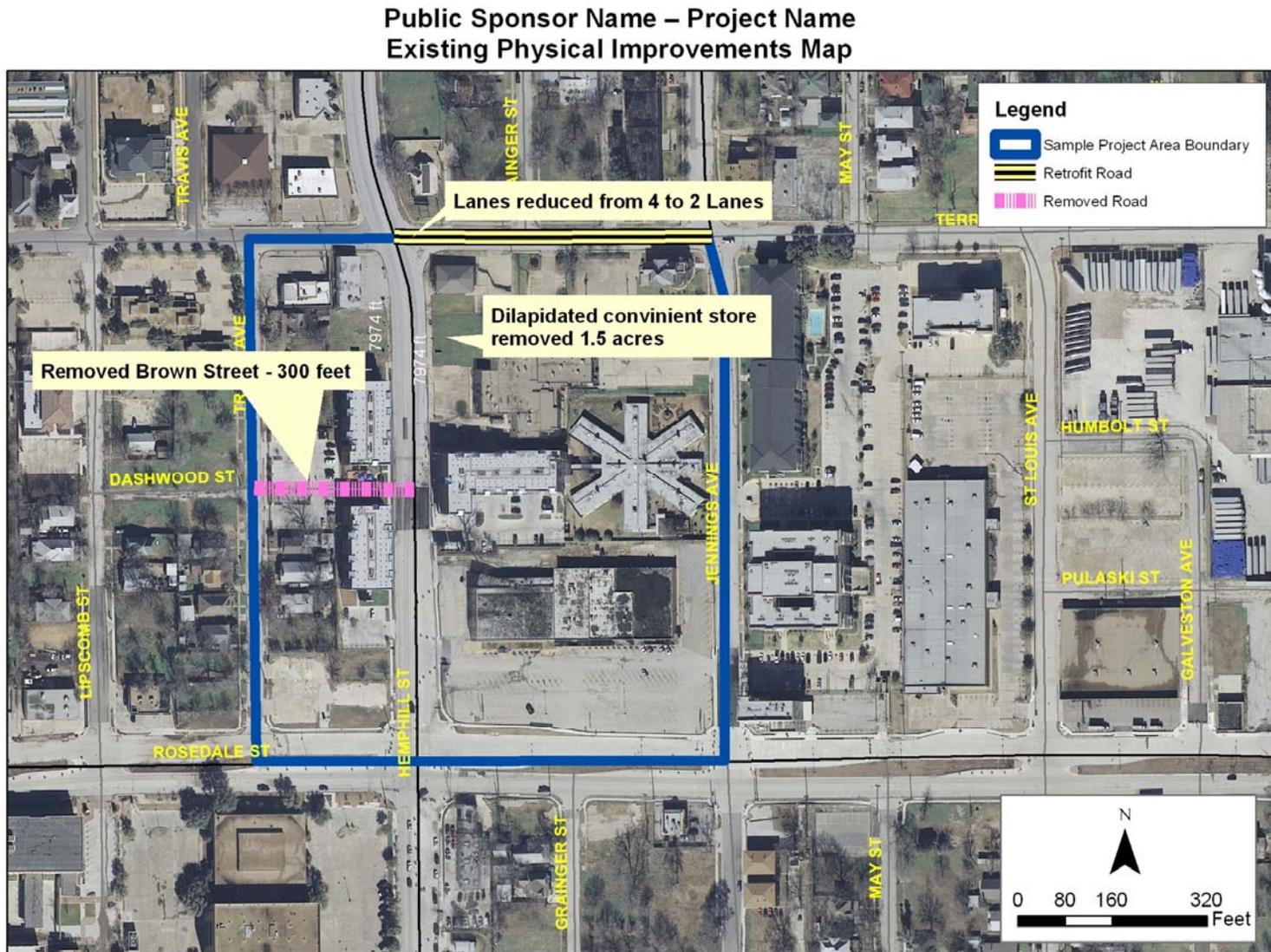
- ✓ Cleared areas
- ✓ Buildings
- ✓ Roads
- ✓ Fences





V. Community Profile

Physical Improvements Map Example





V. Community Profile

13. Will there be new road construction?

- ✓ *If yes, is the new construction part of a larger road project?*
- ✓ *If yes, describe how the NCTCOG funded road construction will connect to the larger road project.*

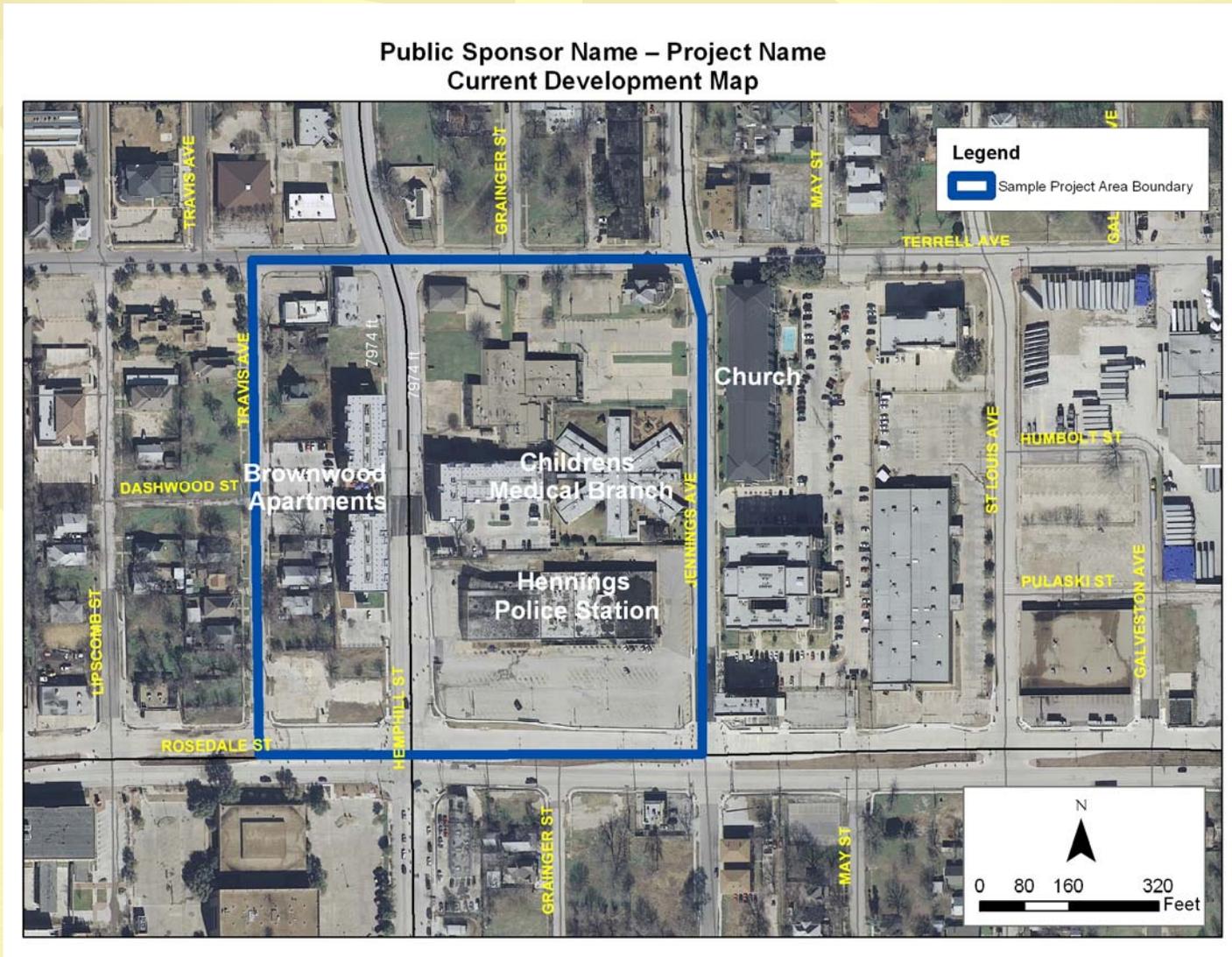
14. Is the project located within ½ mile of a built-up commercial or industrial area? *If yes, upload a map with an aerial photograph that labels the commercial and industrial features to support the response. 5 points*





V. Community Profile

Current Development Map Example



V. Community Profile

15. Is the project the redevelopment or future redevelopment of a former Brownfield site? *If yes, upload a PDF copy of the Certificate of Completion, which indicates that the site has been cleaned up.*

5 points



16. Will the project connect to the regional Veloweb or a city or county adopted bike and pedestrian access planned route? *If yes, upload a map indicating where the project will connect to the trail system.*

5 points

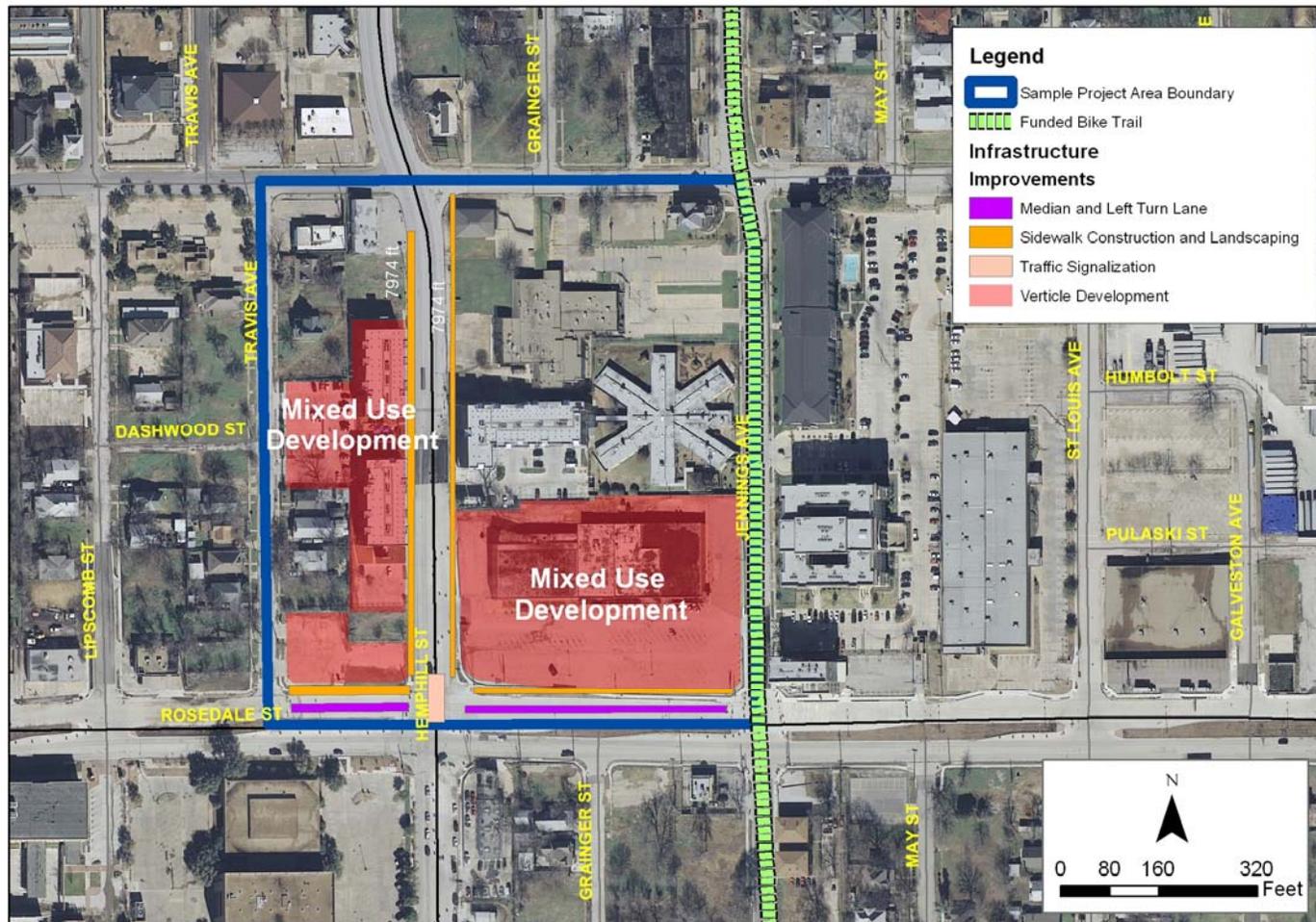




V. Community Profile

Bicycle and Pedestrian Trail Map Example

Public Sponsor Name – Project Name
Bike and Pedestrian Trail Map



VI. Checklist



- ✓ Letters of support uploaded (I – 11)
- ✓ Current zoning map uploaded (II – 3)
- ✓ Future zoning map uploaded (II – 5)
- ✓ Approved zoning change documentation uploaded (II – 5)
- ✓ Willing seller letter from property owners (II – 16)
- ✓ Current land use map uploaded (II – 7)
- ✓ Future land use map uploaded (II – 9)
- ✓ Site map uploaded (II – 1)
- ✓ Parcel map uploaded (II – 17)



Upload all attachments in PDF format (except Project Summary Template in power point format).



Checklist will identify the missing attachments.

VI. Checklist

- ✓ **1in:2000 ft or greater aerial map has been uploaded (V – 11)**
- ✓ **Veloweb map has been uploaded (V – 16)**
- ✓ **Aerial Map indicating current project area commercial, industrial, and residential development (V – 14)**
- ✓ **Project Purpose (IV – 1)**
- ✓ **Excepts from the Comprehensive plan (IV – 11 & 12)**
- ✓ **Brownfield documentation (V – 15)**
- ✓ **Photographs of onsite features (V – 11)**
- ✓ **Map of existing physical improvements (V – 12)**
- ✓ **Project summary PowerPoint slides (V – 13)**



The application cannot be submitted unless all the attachments are uploaded.

2009 Sustainable Development Call for Projects

Questions



2009 Sustainable Development Call for Projects

For more information:

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**Staron Faucher
Transportation Planner
sfaucher@nctcog.org
(817) 704-2505**

www.nctcog.org/trans/sustdev/landuse/funding/CFP09.asp