



CODENEXT

SHAPING THE AUSTIN WE IMAGINE

CodeNEXT Equity Assessment: Section 1 and 2 Questions

PAZ Responses_ March 1, 2018

SECTION ONE: PROJECT ANALYSIS

1. What strategies does your project team employ to ensure CodeNEXT does not adversely impact communities of color?

As a starting point, the CodeNEXT team analyzed communities throughout Austin to understand existing character and development patterns while relying on policy direction from the City Council. The team then studied neighborhood character to understand how development has shaped said neighborhoods with the intent to preserve as much of the housing and supportive development types as possible. Based on this analysis, existing patterns of development, and current entitlements on the property, the CodeNEXT team made recommendations on proposed entitlements that seek to preserve neighborhood integrity while providing for additional housing options across various areas of the city. The intent of the proposed entitlements was, in part, to diversify housing opportunities while expanding the ability to do a mix of uses along Imagine Austin corridors and centers and transitioning built form and residential land uses into neighborhoods. This has not been specifically geared towards a particular demographic makeup of our city.

How will the team assess impacts?

The team has been assessing impacts of said recommendations by analyzing the deviation from comparable entitlements proposed in CodeNEXT versus entitlements found on the ground today and adjusting as necessary based on community input and patterns of development found in the area.

2. What is the racial makeup of the CodeNEXT project team's staff? (Your HR rep can provide this information)

Team staff composition has changed over time and additional staff support CodeNEXT at the department level. The composition of the CodeNEXT Team Members within the Planning and Zoning Department as of 2/5/2018:

Total PAZ Team Members: 11

- Asian: 1
- Hispanic/Latinx: 1

- White: 9.

3. What is the racial makeup of CodeNEXT’s contractors and consultants? Are the contractors and consultants accountable to equity principles?

The Small and Minority Business Resources Department has provided the following as the breakdown of minority participation under the existing consultant contract:

| | |
|------------------|--------|
| African American | 0.47% |
| Hispanic | 2.04% |
| Asian | 0.26% |
| Native American | 0.00% |
| Combined | 0.26% |
| WBE | 3.68% |
| Not Certified* | 63.76% |

The executed contract with the prime consultant does not have equity principles built into it.

4. What are your department’s strategies for ensuring diversity of the CodeNEXT project team?

The CodeNEXT project team is a subset of the Planning and Zoning Department, and has had numerous team members over several years (including many from other departments). While the individuals who comprise the team change with time, the team is always comprised of staff who represent a variety of experiences, backgrounds, and areas of expertise.

5. What dollar amount and percentage of CodeNEXT’s budget is allocated towards training opportunities for staff that focus on critical issues related to equity and the elimination of institutional racism?

There is no specific dollar amount and percentage of the CodeNEXT budget allocated towards training opportunities for staff to focus on critical issues related to equity and the elimination for institutional racism. Staff that participated in the January 2018 training were compensated for their time via a training (TRN) task order.

a. Please list those training opportunities.

The CodeNEXT team attended a workshop January 8-9, 2018, hosted by the Equity Office. The team will also be attending an additional 20 hour training sponsored by the Equity Office in April 2018.

b. In what ways is the CodeNEXT team on-boarded or oriented to historical and current racial inequity?

The CodeNEXT team was on-boarded on issues of historical and current racial inequities at a training from the Equity Office on January 8-9, 2017. At the training, the team was presented with a contextual review of Austin’s racial inequities and the results and effects of policy decisions made by the city which led to racial inequities in Austin.

6. How is the CodeNEXT team collaborating with other City departments to achieve racial equity in Austin?

The CodeNEXT team is collaborating with multiple City Departments to develop a revised Land Development Code that takes advantage of the specialized expertise and skill sets of each of the impacted departments, and improves overall quality of life in Austin. Each of the participating departments have contributed recommendations, which in many cases have come out of their own extensive public engagement processes around particular topics including transportation, economic development, and housing. CodeNEXT has also relied on considerable support from the Communication and Public Information Office related to the overall engagement strategy for the project. Staff from all collaborating departments were invited to participate in the workshop hosted by the Equity Office in January 2018, and will be invited to participate in future training opportunities customized for CodeNEXT by the Equity Office.

SECTION TWO: ENGAGEMENT

1. Please list all of the ways CodeNEXT offers residents opportunities to provide input (e.g. in-person, online, mail surveys, etc)

Events. The City has provided multiple opportunities throughout the CodeNEXT process for residents to learn more about the goals of the project and the process. At each public event, residents and business owners are provided a one-on-one opportunity to meet with staff to ask about the project and the effect it may have on Austin in the future. A presentation is given at the beginning of each event and proceeded with the opportunity for attendees to ask questions in a group setting. These questions have been logged and answers have been posted online for anyone to see at any time. Any activity which asks residents their opinion on a specific issue is also available for attendees to participate at their leisure. If attendees have any specific suggestions on the code or the application of the code on the map they are highly encouraged to make their comments on one of our online tools so it is appropriately catalogued. Computers are available at all events for attendees to access these sites at that time. Residents with specific questions about their property are encouraged to sign up for office hours and may do so at the event using one of our computers. Language interpretation has been available at many meetings, including Spanish, Arabic, and Chinese.

Office Hours. Residents sign up online for a 30 minute time slot to ask questions and provide feedback directly to staff. Both *CiviComment* and the online mapping tool as well as a physical copy of the code and additional educational collateral are all available as tools and resources for the resident and staff to use during the meeting. Once residents ask their questions and/ or provided comments, staff log these comments directly into the tool with the resident present to ensure they did not miss anything. Office Hours not only occur at One Texas Center but are scattered across each district to make these meetings accessible to anyone.

Online. Residents are highly encouraged to provide feedback online through the code comment tool or online mapping tool. Each tool is readily accessible by any person, anywhere to read the

code and see where the new zones are applied. Every City of Austin Library allows public access to the internet.

CiviComment is an online resource that allows residents the ability to read the actual code document and make comments on any specific line of code. It provides transparency as all comments are visible to the public and residents even have the ability to learn from one another as they may respond to existing comments made by others. CivicComment may be accessed by the web, and is a valuable tool for staff as these comments are directly from residents, not lost or altered in translation, and tie to a specific piece of code that is easily tracked in the tool.

The *Engaging Plans Mapping Tool* is a user friendly tool that allows residents to see where the new zones have been applied across the city. No knowledge of GIS is required as all residents need to do is type in an address to learn what the current and proposed zoning is of the property. The site also includes a link that explains what each zoning category means and provides residents the opportunity to provide comments on the current and proposed rezoning, as well as general comments. This tool is beneficial for staff as it directly links the comments spatially to a specific area on the map.

Residents and collective organizations are given the opportunity to provide a written statement stating their opinion on CodeNEXT in a Position Paper. Any and all documents received by staff are then posted on the CodeNEXT website for the public to view and thus be able to understand the differing opinions that exist throughout Austin.

An online survey was provided at the initial release of the first draft of the code, yet due to a lack of participation from the public, use of this tool was discontinued.

Lastly residents are provided the opportunity to email comments and questions directly to CodeNEXT@austintexas.gov. All emails are logged and sent to staff for review.

2. Please list all of CodeNEXT's community engagement events/activities.

2012:

- Sep 11: Planning Commission Briefing (City Hall)
- Oct 2: Zoning and Platting Commission Briefing (City Hall)
- Oct 8: City Council Comprehensive Plan & Transportation Committee (City Hall)
- Nov 1: City Council Briefing (City Hall)
- Nov 7: Real Estate Council of Austin Briefing
- Nov 14: Informal outreach, Real Estate Council of Austin (conference call)
- Nov 27: Informal outreach, North Austin Civic Association Plan Contact Team, Wes Peoples (conference call)

- Nov 30: Informal outreach, Oak Hill Neighborhood Plan Contact Team, Housing Works (One Texas Center)
- Dec 4: Informal outreach, Chamber of Commerce (One Texas Center)
- Dec 7: Informal outreach, Austin Neighborhoods Council (One Texas Center)
- Dec 10: Informal outreach, Homebuilders Association (One Texas Center)
- Dec 11: Informal outreach, AustinEcoNetwork (Conference call)
- Dec 12: Informal outreach, RECA City of Austin Policy Committee (San Jacinto Center)
- Dec 12: Informal outreach, Robin Rather (Conference call)
- Dec 17: Informal outreach, Terry Mitchell (Conference call)
- Dec 18: Informal outreach, Urban Transportation Commission (One Texas Center)
- Dec 20: Informal outreach, Save Barton Creek Association (Conference Call)
- Dec 20: Evaluation Panel kick-off meeting
- Dec 21: Informal outreach, Southeast Neighborhood Contact Team, Pat Smith, Ophelia Zapata, Janet Barkley-Booher (Conference call)
- Dec 21: Informal outreach, Mary Gay Maxwell (Conference call)

2013:

- Jan 11: Watershed Protection Ordinance Stakeholders briefing (City Hall)
- Jan 17: City Council briefing on informal outreach
- Jan 22: City Council Comprehensive Plan & Transportation Committee briefing (City Hall)
- Jan 23: Austin Neighborhoods Council briefing (City Hall)
- Feb 27: Community Event, Speaker Series: Four Cities, Four Land Development Codes (Stateside at the Paramount)
- Feb 28: CAG Community Event, Speaker Series: Four Cities, Four Land Development Codes (Austin Water Utility)
- Feb 28: Community Event, Speaker Series: Four Cities, Four Land Development Codes (St. David's Church)
- Mar 5: CAG Meeting #1 (City Hall)
- Mar 8: Mayor's Committee for People with Disabilities briefing (City Hall)
- Mar 27: Austin Neighborhood Council meeting (Town Lake Center)
- Apr 22: CAG Meeting #2 (City Hall)
- Apr 29: Code revision panel discussion, Central Texas Chapter Congress for the New Urbanism (El Mercado 1702 Lavaca)
- May 13: Planning Commission, Comprehensive Plan Committee briefing (Hyatt Regency)
- May 15: Hancock Neighborhood Association meeting (Hancock Recreation Center)
- May 20: CAG Meeting #3 (City Hall)
- May 20: PDRD Division reps meeting (One Texas Center)
- Jun 14: Stanberry & Associates Realtors briefing

- Jun 17: CAG Meeting #4 (City Hall)
- Jul 10: Interdepartmental Code Revision team briefing (City Hall)
- Jul 16: CAG Meeting #5 (City Hall)
- Jul 18: Imagine Austin Creative Economy Priority Program briefing
- Jul 24: CAG Meeting #6 (City Hall)
- Jul 31: Austin Neighborhood Council meeting (One Texas Center)
- Aug 5: Imagine Austin Priority Program - Compact & Connected team meeting (One Texas Center)
- Aug 14: Neighborhood Plan Contact Teams meeting (One Texas Center)
- Aug 19: CAG Meeting #7 (One Texas Center)
- Aug 19: Consultant community interviews: Accessible Housing Austin, ADAPT of Texas, AIDS Services of Austin, ANC, Austin Independent Business Alliance, Austin Interfaith, Austin Revitalization Authority, Austin-Travis County Health and Human Services Department, Ballet Austin, Capital City African American Chamber of Commerce, CapMetro, Community Action Network, Davis Chapel, Green Doors, Historical Homeowner, Latinitas, Meals on Wheels and More, Rel Estate Council of Austin, Take Back the Trail, Torchy's Tacos, U.S. Hispanic Contractors Association, Ultra Investments Inc., Weitzman Group
- Aug 20: Austin Neighborhood Council community meeting (Town Lake Center)
- Sep 5: CAG Meeting #8 (One Texas Center)
- Sep 6: Neighborhood Housing & Community Development briefing (Street-Jones Building)
- Sep 10: Planning Commission briefing (Town Lake Center)
- Sep 11: Urban Land Institute Value Add Committee community meeting (100 Congress)
- Sep 16: CAG Meeting #9 (City Hall)
- Sep 20: Imagine Austin Priority Program Team - Creative Sector (E 2nd St.)
- Sep 20: TEDx 2.0 community meeting (City Hall)
- Sep 23: PDRD Listening Session (Bowie High School)
- Sep 23: Consultant interview: Dave Sullivan, Jim Duncan, Dave Anderson, AIA Austin, Allandale Neighborhood Association, Armbrust & Brown, Austin Permit Service, Gracywoods Neighborhood Association, Hill Country Conservancy, Legend Oaks Neighborhood Association, Montopolis Community Alliance, Preservation Austin, Austin American Statesman (One Texas Center)
- Sep 24: Community event: PDRD Listening Session (Kealing Middle School)
- Sep 24: Consultant interview: CAG, Jeff Jack, Melissa Neslund; ANC; Austin Independent Business Alliance; Austin Park Foundation; Big Red Dog; Blackland Neighborhood; Stephen Delgado; Foundation Communities; Greater Austin Chamber of Commerce; Guadalupe Neighborhood Development Corporation; Homebuilders Association; Housing Works; Jackson Walker; Longaro & Clark; Metcalfe-Williams; Momark Development; Northwest Austin Coalition; PSW Real

Estate; Real Estate Council of Austin; Urban Design Group; Walnut Creek Neighborhood (One Texas Center)

- Sep 25: Consultant interview: CAG, Chris Bradford, Mandy De Mayo, Will Herring; Endeavor Real Estate; Sierra Club; Winstead PC (One Texas Center)
- Sep 25: PDRD Listening Session (Lanier High School)
- Oct 14: Consultant interview: Austin Creative Alliance (City Hall)
- Oct 15: Community event: Speaker Series: Development Review Processes (Old Bakery and Emporium)
- Oct 16: Consultant interview: Congress for New Urbanism (City Hall)
- Oct 16: Community meeting: Hill Country Conservancy (HCC office)
- Oct 17: Imagine Austin Priority Program Team - Workforce, Education, Entrepreneurs, Local Business (City Hall)
- Oct 17: Consultant interview: Austin Board of Realtors, Downtown Austin Alliance, Save Our Springs (One Texas Center)
- Oct 24: CAG Meeting #10
- Oct 24: PDRD Listening Session (St. David's Church)
- Oct 27: Community meeting: AIA Austin (Austin Center for Architecture)
- Nov 12: Community meeting: ANC East (Mexitas/Bingo Hall)
- Nov 12: Community meeting: Capital City African American Chamber - Governmental Affairs Committee (African American Cultural & Heritage Facility)
- Nov 14: Community meeting: Southwood Neighborhood Association (ACC South)
- Nov 18: CAG Meeting #11 (City Hall)
- Nov 18: Community meeting: Downtown Austin Neighborhood Association (Austonian)
- Nov 18: Community meeting: North Austin Civic Association (YMCA - North Austin)
- Nov 20: Community meeting: East Cesar Chavez Neighborhood Planning Team (Terrazas Branch Library)
- Nov 26: Community meeting: Capital City African American Chamber - Entrepreneurial Committee (African American Cultural & Heritage Facility)
- Dec 3: Community meeting: AIA Austin, CNU Central Texas
- Dec 3: Community meeting: ANC Central (Central Market)
- Dec 4: Community meeting: Community Advancement Network (CAN Office)
- Dec 4: Community meeting: Greater Austin Asian Chamber (Asian American Resource Center)
- Dec 4: Community meeting: Oak Hill Neighborhood Plan Contact Team (ACC Pinnacle)
- Dec 11: Community meeting: Leadership Austin (Leadership Austin)
- Dec 16: CAG Meeting #12 (City Hall)
- Dec 18: Community meeting: Community Housing Development Organization (M Station)

2014:

- Jan 3: Community meeting: Stanberry & Associates Realtors (Stanberry & Associates)
- Jan 15: CAG Meeting #13 (City Hall)
- Jan 15: Community Character Workshop (Crockett High School)
- Jan 16: Community meeting: ANC Executive Committee (One Texas Center)
- Jan 16: Community Character Workshop (Murchison Middle School)
- Jan 25: Community Character Workshop (ACC Eastview)
- Jan 29: Community meeting: Homebuilders Association (HBA office)
- Jan 30: Community meeting: Ridgetop Neighborhood (Child Inc)
- Feb 6: Community meeting: Neighborhood Plan Contact Teams (Town Lake Center)
- Feb 10: Community meeting: Dawson Neighborhood Association (South Austin Senior Center)
- Feb 11: Community meeting: North Shoal Creek Neighborhood Association (Pillow Elementary)
- Feb 12: Community meeting: Americans Society of Landscape Architects (RVI)
- Feb 12: Community meeting: ANC Executive Committee (One Texas Center)
- Feb 14: Community meeting: Austin Board of Realtors (Stonelake Blvd)
- Feb 15: Community meeting: Community Character in a Box training (One Texas Center and Asian American Resource Center)
- Feb 15: Community meeting: University Hills Neighborhood Association (Dottie Jordan Rec Center)
- Feb 19: Community meeting: Austin Executive Association (Westwood Club)
- Feb 20: Community meeting: Chestnut Neighborhood Plan Contact Team (Sustainable Food Center)
- Feb 24: CAG Meeting #14 (One Texas Center)
- Feb 24: Community meeting: Northwest Austin Coalition (Spicewood Springs Library)
- Mar 4: Community meeting: AISD/City/County Joint Subcommittee: families and children (City Hall)

2015:

- July 17: CodeNEXT test walk (S. 1st)
- Aug 6: Coffee with CodeNEXT (Cenote)
- Sept 3: Coffee with CodeNEXT (Russell's Bakery)
- Sept 29: Code Update
- Oct 8: Coffee and CodeNEXT (Stouthaus Coffee)
- Oct. 16: Community Walk: North Lamar (near Crestview Station):
- Oct. 21: Community Walk (MLK and Chicon)

- Oct. 22: Community Walk (193/McNeil)
- Oct. 25: Community Walk (12th and Hargrave)
- Oct. 27: Community Walk (Stassney and Nuckols Crossing): Spanish interpretation provided
- Nov 4: Community Walk Manchaca/Slaughter
- Nov 5: Coffee and CodeNEXT (Kick Butt Cafe)
- Nov 7: Community Walk along S 1st
- Nov 10: Community Walk 183/McNeil
- Nov 16-21: CodeNEXT Sound Check, food, children's activities, Spanish interpretation, Capital Metro transportation* provided (***needs validation**)

2016:

- March 29: Reddit Ask Me Anything (AMA) (Natural and Built Environment)
- April 9: Natural and Built Environment Community Walk (S. 1st and Oltorf)
- Natural and Built Environment Engagement Event (3rd St)
- May 14: Household Affordability Prescription Community Walk (Zilker)
- Housing and Affordability Prescription Engagement Event (Carver Cultural Center)
- Mobility Prescription Engagement Event (Carver Cultural Center)
- Fiscal Health Prescription Engagement Event (Northwest Rec Center)
- June 16: Reddit AMA (Affordability)
- Reddit AMA (Mobility)

2017:

- Feb 1: CodeNEXT Roll Out
- Feb 18: Code TEXT Open House #1
- Feb 25: Code TEXT Open House #2
- Mar 4: Code TEXT Open House #3
- Mar 25: Code TEXT Open House #4
- Mar 29: Code Talk - Environment
- April 1: Code TEXT Open House #5
- April 8: Code TEXT Open House #6
- April 19: Code Talk: Character & CodeNEXT Map Release
- May 8: Code Talk - Affordability
- May 31: Code Talk - Mobility
- June 7: Code Talk - Permitting and Process
- June 28: Junta de CodeNEXT - En Espanol, ASL services, transportation provided
- Sep 20: CodeNEXT Draft 2 Preview
- Oct 2: East Austin Open House, food, children's activities, and Spanish interpretation provided
- Oct 9: Southwest Austin Open House, light refreshments
- Oct 11: Northeast Austin Open House, light refreshments, children's activities, Spanish, Mandarin, Vietnamese, and Arabic interpretation services

- Oct 16: Central Austin, light refreshments
- Oct 23: Northwest Austin, light refreshments
- Oct 28: Southeast Austin, light refreshments, children’s activities, Spanish interpretation

3. At what stage in your decision making process do you engage the community?

The Community has been engaged iteratively at every stage of the process. Phase 1 of CodeNEXT focused on “Listening to the Community”, and the public has been invited to provide input and review and provide feedback on draft materials and information throughout each of the subsequent phases.

4. How many community members have you engaged over the course of your project?

The CodeNEXT team did not take attendance at every meeting that was held since the inception of the project. However, the team utilized sign-in sheets at the majority of community meetings and events, however, attendees who did not sign-in have to be accounted for, as well as those who were counted at multiple meetings they attended. We were not able to fully track the reach of our social media posts or the documents that we share.

From documented sign-ins at the meetings provided in Question 2.2, we have a total of 7,506 sign-ins to public meetings. Additional members of the community may have commented on materials, participated in office hours, provided input through a survey or engaged in other ways.

5. What are the demographics of the community members you have engaged?

In consultation with the City’s Communication and Public Involvement Office, the CodeNEXT team made the decision not to request personal information pertaining to a person's race, age, or income level with sign-in sheets at various community meetings. This decision was based on the rationale that participants would find that request intrusive and off-putting. However, information such as district, whether an attendee was a renter or owner, and language preference was requested. Staff used district demographics to determine the ethnic make-up for community engagement events and hosted events at locations believed to reach persons of varying income levels and race. Locations included east, northeast, northwest, southeast, southwest, and central Austin. Sign-in sheets have been documented from CodeNEXT community meetings and can be provided.

What strategies are used to engage under-represented groups?

Location-Based Events. CodeNEXT has developed a series of educational events that cater to the demographics and languages of each district. At the release of draft 1 staff committed to visit each district at least once and in a few cases twice to meet with community members. For draft 2, staff held 6 meetings spread across town, where 2 of the meetings were bilingual and 1 meeting was multilingual. Translators were available at these meetings to interpret the presentation given by staff as well as help bridge communication occurring at poster stations.

Multilingual Educational Collateral. CodeNEXT staff, and professional translators contracted by the Public Information Office, translated the Land Development Code Preview, a packet which breaks down a complex document into a summarization of the main goals, proposed changes, and overall process of CodeNEXT, in Spanish for all draft releases of the code. Staff has also developed a one page document that explains what CodeNEXT is and why it is necessary in Spanish, Vietnamese, Arabic, and Chinese. Both of these documents provide an introduction to CodeNEXT, bringing those who have no knowledge of the land development code into the process.

Personal Interviews/Meetings. The CodeNEXT Team has met with community and neighborhood organizations throughout the 5 year process. In particular, multiple meetings have been held with the La Raza Roundtable and PODER.

In the next few weeks, our community engagement consultant will be arranging focus groups with marginalized community members to listen to their perception of CodeNEXT. The results of this listening session will be sent to staff in effort to improve future outreach and education efforts as well as the code itself.

Any member of the community is invited to meet with staff during office hours, which occur in each district at city facilities, such as libraries, that are accessible by public transit.

Transportation and Child Care Assistance. The CodeNEXT Team offered transportation to the 1st Spanish CodeNEXT meeting in Spring 2017. After receiving recommendations from a local community member, we pooled together City resources to provide a vanpool from Dove Springs Recreation Center to the event at the George Washington Carver Cultural Center and back. The amount of people who took advantage of this service and the meeting were low so we decided to only provide this service again when requested. However, the CodeNEXT Team makes substantial efforts to host events in locations and times that will work for everyone.

Childcare services were offered during Draft 2 events. Representatives from Parks and Libraries engaged children in activities over the course of the two hour meeting. Often times the service was not utilized by community members, but was always offered.

Grassroots Marketing. The CodeNEXT Team has tapped into resources at the Communications and Public Information Office to reach out to underrepresented groups through grassroots marketing. This includes leaving printed information and event schedules at churches and contacting cultural organizations from which the department had an established relationship and database.

Multilingual Call Center. The CodeNEXT Team issued the City of Austin's multilingual call center a list of prompts detailing how to direct questions about CodeNEXT.

- 6. Does the CodeNEXT project team collect feedback to evaluate the effectiveness of community engagement efforts? If so, how?**

The CodeNEXT team has used individual community comments to improve our feedback processes; community feedback on the CodeNEXT outreach and engagement efforts was not included post-release. Adjustments were made in engagement efforts due to feedback from individual community members, commissioners, and Council members. The City Council weighed in on the community outreach and engagement process in November 2016, before the release of Draft 1 of the code.

What has changed based on input from historically Black and Latinx neighborhoods?

The team has re-analyzed draft entitlements assigned under Draft 1 and Draft 2 of CodeNEXT and has adjusted both zone district standards and the application of the zone on the map. This has created a change in how the zones have been distributed across many neighborhoods including the reduction of densities in core neighborhoods while shifting increased densities to the corridors and centers.

7. Provide examples of how is the feedback received in community engagement has been integrated into CodeNEXT.

During at open house events and office hours staff would engage with community members to discuss and understand their concerns with the draft code. Staff would assist people with commenting through the online tools in order to a record of these discussion. These tools were also available for people to comment remotely. The CodeNEXT team read through thousands of comments on the text of the code and the zoning map for both public drafts that have been released. Below are a few examples of comments that led staff to re-evaluate a standard or application of a zone on the proposed zoning map and make a change.

The proposed zoning map implements the recently adopted South Austin Combined Neighborhood Plan. Staff applied a mixed-use zone along a portion of Manchaca identified in the plans Future Land Use Map (FLUM). During office hours we received the following comment suggesting a different mixed-use zone.

“Suggests MU1A instead of MS1A along Manchaca because of lower impervious cover, more flexibility around heritage trees, likely to deliver missing middle products sooner.”

This change was made because the zoning would still meet the goals of the plan while providing for more flexibility to the property owners.

In the first draft, zoning categories were more broad allowing for many uses. On the map, this increased the uses allowed on some properties that have office zoning today. Here is an example below about how these uses may impact nearby residential.

“Preserve legacy zoning (LO-MU). T3 Open permits by right and via Conditional Use Permit uses that are planned/zoned at mixed use sites and along mixed use corridors within 1 to 2 blocks of this site. Many T3 Open uses--retail, food sales, restaurants and bars--are not permitted under the current zoning of the parcel (LO-MU) and are incompatible with single-family uses in every direction of the site. The proposed change is a significant upzoning serving no neglected need.”

Draft 2 had a broader spectrum of zones including zones with less intense uses may be more compatible adjacent to residential.

In the first draft, the rear setback was increased on residential lots as compared to current code. The intention of this was to protect backyard privacy and Austin’s tree canopy. However, we received many comments like the one below on the text and the map regarding how the additional setback might limit properties in various ways.

“The setback has increased and should be reduced. A 10’ setback would allow residents in Windsor Park to build garages, since a lot of homes have converted their garages to living

spaces, being able to build a garage is desired. The accessory dwelling setback also looks to be increased, making building a permanent shed difficult, or forcing one to build it in the middle of the yard. I would like to see 10' front and rear, and 5' side, setbacks in Windsor Park."

After re-evaluating the standard, an adjustment was made to match the current 10' rear setback to account for specific site conditions (trees, slopes, shallow lots, etc.) as these zones were applied widely across the city to many different contexts.

8. What is the CodeNEXT team doing to understand the lived experiences of members of racially marginalized communities?

CodeNEXT has met with representatives from groups whose members (in whole or in part) may come from racially marginalized communities to better understand their concerns, desires for the future, and lived experiences. Examples include PODER, La Raza Roundtable, GO Austin/VAMOS Austin, individual neighborhood groups and Neighborhood Associations, Austin Neighborhood Coalition (representatives from across Austin), City of Austin Contact Teams (representatives from across Austin), and Evolve Austin (partner organizations include the Austin Housing Coalition, Desegregate ATX, One Voice Central Texas, Austin Habitat for Humanity, and the Austin Justice Coalition). In addition, Group Solutions RJW is working with city staff, consultants, boards and commissions, and Council to identify and interview historically marginalized groups to gain a better understanding of their lived experiences and the issues they uniquely face.

Are there members of the CodeNEXT team with lived experience surrounding displacement

- Participating in simulated training experience
- Focus groups with the community
- Other: The team has not had direct discussions to identify who on the CodeNEXT team may have lived experience regarding displacement, whether in Austin or elsewhere.

9. Does the CodeNEXT project team translate public documents, policies, applications, notices, and hearings for persons with limited English proficiency or visual/hearing impairments?

Yes. The CodeNEXT basics document has been translated for Draft 1 and Draft 2 from English to the following languages: Arabic, Chinese (Simplified and Traditional), Spanish, and Vietnamese. Links to all of these are available on the homepage of the CodeNEXT website. Additional documents translated to Spanish include:

- Community Character in a Box handout
- Community Character in a Box host instructions
- Listening to the Community Report
- LDC Spanish Presentation
- LDC Preview for Draft 1 and Draft 2
- CodeNEXT Glossary
- Spanish Webpage

The CodeNEXT website is also in accordance with City policy which is 508 compliant with persons with disabilities including the hearing and visually impaired.

We do not have materials for the hearing/visually impaired, however, we have a service called CARTS where those with disabilities can request in advance to have a machine which aids those who are hearing impaired at meetings and events.

What dollar amount and percentage of your project budget is allocated towards this process? (Feel free to copy from your department's Language Access Plan.)

The project has allocated \$258,485.31 towards the following which includes the items above:

- Facility utility cost for community meetings
- CodeNEXT promotional items: T-shirts, cozies, reusable shopping bags, sun glasses, stickers
- Food, snacks, and children activities for public meetings
- Facility rentals for public meetings
- Public events at Sound Check
- Freelance designer to produce high-quality graphics, posters, and educational material in English and Spanish for public meetings
- Printing for CodeNEXT code books available for public review at all COA library locations
- Printing of all CodeNEXT marketing and educational material
- Office supplies for community events
- Funding of online outreach such as the CivicComment and mapping tools

- **Please describe how the CodeNEXT project team determines which public documents, policies, applications, notices, and hearings are translated for persons with limited English proficiency or visual/hearing impairments.**

The Communications and Public Information Office assists in the development of educational collateral and provides input on which public documents and public meetings should be translated based on input from the community and professional best practices, in consultation with CodeNEXT staff.

- **List all languages into which public documents, policies, applications, notices, and hearings are translated for limited English speaking populations.**

Spanish:

- Community Character in a Box handout
- Community Character in a Box host instructions
- Listening to the Community Report
- LDC Spanish Presentation
- LDC Preview: Draft 1
- LDC Preview: Draft 2
- CodeNEXT: The Basics: (One Pager)
- CodeNEXT Glossary

Arabic, Chinese (Simplified), Chinese (Traditional), Vietnamese:

- CodeNEXT: The Basics (One Pager)

- **Please describe the process for receiving input from non-English speakers.**
Spanish, Vietnamese, Arabic and Chinese interpreters were available at select community events based on need and demographic data. In addition, bilingual city staffers were able to assist in one on one conversations with the community. For scheduled office hours, staff had access to over the phone interpreting to accommodate limited English proficient community members. Educational brochures and overview documents were also translated into Spanish, Vietnamese, Arabic and Chinese.

Residents could also utilize free resources (including computers) at any City library to view and comment on CodeNEXT materials, including the code text and map. The CodeNEXT website also includes a page with CodeNEXT materials in Spanish as well as a multilingual resource section.

The outreach subconsultants established a Community Ambassadors volunteer program to help with ongoing participation in traditionally underrepresented communities.

10. Please describe how the CodeNEXT project team verifies the reading level of public documents, policies, applications, notices, and hearings.

The PAZ CodeNEXT team does not have a process to verify the reading level of public documents produced by the project; however, CPIO staff review most major documents and web content prior to publication and may have a process for verifying the reading level of publications. Applications are not within the scope of the project and public hearings will follow established protocol as described in the existing land development code.

11. What dollar amount and percentage of CodeNEXT's budget is allocated towards ensuring that public documents, policies, applications, notices, and hearings are concise, understandable, and readily accessible to the public?

The CodeNEXT team works with CPIO to ensure that public documents, policies, applications, notices, and hearings are concise, understandable, and readily accessible to the public. CPIO did not have an assessment or tool for verifying the reading level of public information documents, notices, etc. Every effort was made to relay information in plain language, so the information could be understood by non-technical staff with little knowledge of the code.

- **Please describe the CodeNEXT project team's process for determining if public documents, policies, applications, notices, and hearings are concise, understandable, and readily accessible to the public.**

The Communications and Public Information Office assists in the development of educational collateral. Since the department does not specialize in land use development, it serves as a third party which can evaluate the legibility of the documents produced and can create supplemental documents to convey complex issues into a digestible form for the general public.

- **Please describe by what means the CodeNEXT project team makes public documents, policies, applications, notices, and hearings more concise, understandable, and readily accessible to the public.**

The Communications and Public Information Office assists in the development of educational collateral. Since the department does not specialize in land use development, it serves as a third party which can evaluate the legibility of the documents produced and can create supplemental documents to convey complex issues into a digestible form for the general public.

12. What dollar amount and percentage of CodeNEXT’s budget is allocated towards holding public meetings for the purpose of fact-finding, receiving public comments, and conducting inquiries?

To date, PAZ has allocated \$539,869.92 in staffing, materials, and other expenses toward holding public meetings as described above. (This includes allocations described in Question 2.9 plus staff time allocated specifically for public engagement.) In addition, the Consultant Contract authorizes a total of the \$2,283,804.00 in activities related to Public Engagement, as detailed below.

Under consultant services, the following has been allocated by phase of project:

| | | |
|-------------------|----|--------------|
| Original Contract | \$ | 331,554.00 |
| SA#1 | \$ | 98,000.00 |
| SA#2 | \$ | 769,485.00 |
| SA#4 | \$ | 40,000.00 |
| SA#5 | \$ | 11,760.00 |
| SA#6 | \$ | 18,883.00 |
| SA#7 | \$ | - |
| SA#8 | \$ | 22,400.00 |
| SA#9 | \$ | 114,080.00 |
| SA#10 | \$ | 114,519.00 |
| SA#11 | \$ | 763,123.00 |
| Total | \$ | 2,283,804.00 |

- **Please describe the CodeNEXT process for determining when public meetings for the purpose of fact-finding, input, receiving public comments, and conducting inquiries are appropriate.**

It was important to receive input from the community as major project draft deliverables were completed by the team. It was determined by the team from the commencement of the project that in order to have constructive dialogue about deliverables, said project products needed to be in a complete form or near completion. This approach led the team to engage heavily with the Council-appointed Code Advisory Group (CAG) and the community over the course of two years prior to

commencing drafting of the code. As code production commenced, the Code Advisory Group, which was tasked with review of project deliverables and public engagement, held multiple meetings to learn about the various code elements. Code Prescriptions were crafted as a response to the Code Diagnosis that gave the CAG a platform to engage with the community in a discussion of trade-offs to be examined as code drafting neared commencement. When the first draft of the code was released in January 2017, the CodeNEXT team and consultants began a series of public outreach efforts and community meetings as mentioned above.

• **Please describe what accommodations are made so that community members may meaningfully participate:**

- Food is provided
- Supervised children's activities are provided
- ASL is provided

- Translation or interpretation provided in (please specify languages): (
 - Spanish
 - Chinese
 - Vietnamese
 - Arabic)

- Transportation is made available for community members with mobility issues
- Location selected to be accessible to target community (s)
- Other: Locations ADA accessible and accessible by public transit

13. What other strategies does the CodeNEXT project team employ to ensure accountability to communities of color in its planning process? (e.g., improved leadership opportunities, advisory committees, commissions, targeted community meetings, stakeholder groups, focus groups, increased outreach, providing a stipend for participating, input follow through, etc.)

CodeNEXT has utilized a multi-year public engagement process with unprecedented public participation through a variety of channels that hold us accountable to the people of Austin.

- CodeNEXT meetings to discuss specific topics, the text, and the map are open to the general public, are held on weekday and weekends, and are located throughout the community to facilitate greater access. These meetings are an opportunity to explain how CodeNEXT has responded to public input; we also receive feedback at those meetings. Translation services have been promoted for several meetings and community walks. If language is a barrier, city-certified Spanish speaking staff members are present by request to assist community members.
- The Code Advisory Group (CAG) was Council-appointed, allowing for direct engagement by diverse community members. The CAG provided time for public comment and allowed for direct interaction with staff, whether to explore an issue or seek accountability for decisions.

- CodeNEXT has gone to multiple small groups by request; these include many organizations that represent communities of color. We receive feedback at these meetings, and explain the project. We also engage in follow-up meetings with small groups to better understand concerns, answer questions, and seek additional feedback.
- Individual and small groups of community members have had access to Office Hours- these are held throughout the City at various times to allow staff to directly interact with the community, gain feedback, provide information, and show how we have responded to past community feedback.