

FLOW CHART NOTES/TIMELINE

30 - 90 Days

- Step #1. Applicant meets with Development Specialist and, if LCRA is the recommended incentive, receives required Urban Renewal Plan (the "Plan") Application, development incentive information, a copy of the Workable Program and a copy of LCRA MBE/WBE Guidelines.
- **Step #2.** New Plan or Amendment of Existing Plan: Following the staff meeting, the Applicant files a Plan Application, enters into a Funding Agreement with LCRA.

OR

- **Step #2a.** Project within Existing Plan: If an Urban Renewal Plan is in place, applicant will submit a Redevelopment Project Application requesting public benefit and submits Preliminary MBE/WBE Compliance Plan (Applicant should contact the EDC MBE/WBE Compliance Officer).
 - **#2b.** Within 12 months, but not less than 30 days prior to a public hearing, LCRA Staff will forward to the City (Development Finance and City Planning) a copy of the Redevelopment Project Application. If a financial analysis is required, a copy of that must also be provided with the application.
- **Step #3.** Staff prepares the Plan or Plan Amendment. Depending on the extent of the proposed Plan, a consultant may be used for the Blight Study.
 - **#3a.** If plan amendment does not alter land use or boundaries, go to Step # 7.

45 Days

- **Step #4.** Staff distributes twenty-six copies of the Plan to the City Development Staff.
- Step #5. City Development Staff coordinates RCC meeting to review the Plan. RCC reviews the Plan and makes its recommendation to the CPC. The RCC may, however, ask LCRA to make changes to the Plan before they recommend the Plan to CPC.
- **Step #6.** CPC reviews and acts on the Plan and makes its recommendation to the City Council. The CPC may, however, ask LCRA to make changes to the Plan before they recommend the Plan to the City Council.

15 - 45 Days

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Step #7. LCRA Board reviews and acts on the Plan.

45 Days

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- **Step #8.** First reading of ordinance(s) approving the Plan application.
- **Step #9.** The Planning, Zoning and Economic Development Committee consider the Plan application and make its recommendation to the City Council.
- **Step #10.** The City Council considers the Plan application. If the applicant asks the City Council for advancement the Council may approve the plan, thereby eliminating the need for the City Council third hearing.
- **Step #11.** The City Council acts on the Plan application.

60 Days

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- **Step #12.** Staff issues RFP pursuant to state and local law.
- **Step #13**. Staff reviews proposals. If staff receives multiple proposals for a Project, each applicant must submit Project Application that complies with the Workable Program before staff may complete its review.
- **Step #14.** LCRA Board upon recommendation of staff selects a Redeveloper for the Project.

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- **Step #15.** The Redeveloper enters into a Funding Agreement (amended/new) and a Redevelopers Contract with LCRA.
- **Step #16.** Staff monitors the Project to ensure compliance with the Redevelopment Contract, Workable Program and any other Project related agreement.
- **Step #17.** LCRA issues a Certificate of Completion, if required.