

A RESOLUTION

AMENDING THE 2011 BRISTOL PARK NEIGHBORHOOD PLAN FOR THE PURPOSE  
OF INCLUDING THE BRISTOL PARK LAND ACQUISITION POLICY

WHEREAS, the Bristol Park Neighborhood Plan was adopted by City Council in  
February 2011; and

WHEREAS, the purpose of the Bristol Park Neighborhood Plan is to identify goals and  
objectives to meet the vision for the Bristol Park Neighborhood; and

WHEREAS, a public hearing was conducted to receive citizen input on an amendment to  
the Consolidated Plan for the inclusion of the Bristol Park Neighborhood Plan Replacement  
Housing and Relocation Assistance on December 4, 2012; and

WHEREAS, the Bristol Park Land Acquisition Policy will be included as an amendment  
to the Bristol Park Neighborhood Plan for the acquisition of properties within Bristol Place.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
CHAMPAIGN, ILLINOIS, as follows:

**Section 1.** That the Bristol Park Land Acquisition Policy is adopted in substantially the  
same form as attached hereto as Exhibit 1 as an amendment to the Bristol Park Neighborhood  
Plan.

**Section 2.** That the City Manager is authorized to execute the necessary documents to  
undertake the activities included in the Bristol Park Land Acquisition Policy.

**Section 3.** That the 2011 Bristol Park Neighborhood Plan is hereby amended by the  
adoption of the Bristol Park Land Acquisition Policy approved in Section 1.

COUNCIL BILL NO. 2013 – 133

PASSED:

APPROVED: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

# Bristol Park Land Acquisition Policy August 2013

Amendment to the  
Bristol Park Neighborhood Plan  
Adopted February 2011

Prepared by the City of Champaign  
Neighborhood Services Department  
(Neighborhood Programs Division)

**A. The Bristol Park Neighborhood Plan [CB 2011-028]:** The Bristol Park Neighborhood Plan includes three smaller neighborhoods: Bristol Place, Garwood Area Addition, and the Shadow Wood Mobile Home Park. The Bristol Park Neighborhood lies at the northeast corner of Bradley Avenue and Neil Street. It is bounded on its eastern edge by the Canadian National Railroad tracks that run northeast/southwest and on the north by Interstate 74 (Attachment A). The improvement of the Bristol Park Neighborhood is one project among many neighborhood improvement efforts on the City's north side. Redevelopment in neighboring Beardsley Park, Douglass Square, Oakwood Trace, Taylor Thomas, and the Martin Luther King subdivisions all rely upon each others' success as their proximity ensures that issues in one affect the other.

**B. Bristol Park Land Acquisition Policy:** The Bristol Park Land Acquisition Policy provides for the complete acquisition of all of the properties except the Family Dollar in Bristol Place. The map in Attachment A highlights this area in green and a list of parcels to be acquired can be found in Attachment B.

**C. Bristol Place Land Acquisition Procedure and Priorities:** Staff will proceed through the following steps to acquire the properties identified in Bristol Place. The Bristol Place Land Acquisition Procedure steps are also outlined in Attachment C.

1. Bristol Place Acquisition Procedure. Staff will proceed through the following steps to acquire land:

- a. Obtain title work
- b. Send an Initiation of Negotiations Letter to property owners
- c. Interview tenants and residents to determine relocation needs
- d. Obtain appraisals
- e. Negotiate with willing sellers, concluding with an offer of up to the greater of the appraisal amount or the tax assessed market valuation at the time of the Bristol Park Neighborhood Plan adoption in February 2011
- f. If offer is accepted, a contract for purchase will be brought to Council for consideration in a Regular Session
- g. If offer is rejected, further guidance will be sought from the City Council
- h. Utilize eminent domain as a last resort to acquire the properties

2. Acquisition Priorities in Bristol Place. Parcels will be acquired in the order outlined below due to the volume. These priorities recognize the need for public safety, efficiency and relocation needs of residents.

**Priority Category 1: Willing Sellers**

- a. Clear title without relocation needs
- b. Clear title with relocation needs
- c. Clouded titles

**Priority Category 2: Unwilling Sellers**

- a. Refused or unresponsive to City's offer to purchase
- b. Negotiations ongoing until the use of eminent domain proves necessary

Priority Category 1 properties with clear titles and willing sellers would receive the first opportunity to negotiate for purchase. Within the group of properties with clear titles, further prioritization would be based on relocation needs. It would be the intent of the City to first acquire properties that do not require any resident relocation due to lowest cost and expediency. Next, negotiations would take place with those units with relocation needs, both owner occupied properties and tenant occupied properties. The acquisition date would need to take into consideration lease agreements, securing comparable housing for the occupants, and any other special needs of the resident, in order to meet the “do no harm” objective of the federal Uniform Relocation Act. Properties with clouded titles would be referred to the City’s Legal Department. The Legal Department may assist with owners, banks, attorneys and/or the court system to clear title issues. Owners with properties that previously had clouded titles could be negotiated with as their title issues are cleared.

When limited funding or resource capacity necessitates staging the acquisitions the City will use the following sub factors: public safety concerns, geography for efficient demolition packaging, past public participation in the Bristol Park planning efforts, longevity of owning the stated property, foreclosure property, and date/time stamp of response to the City’s negotiation offer to determine acquisition priority.

Priority Category 2 properties are determined by an owner’s refusal of the City’s offer to purchase. Staff will start and continue negotiations early enough to secure site control prior to development. Staff will continue negotiations until they are successful or until such time as a notice of intent to use eminent domain to acquire the property proves necessary.

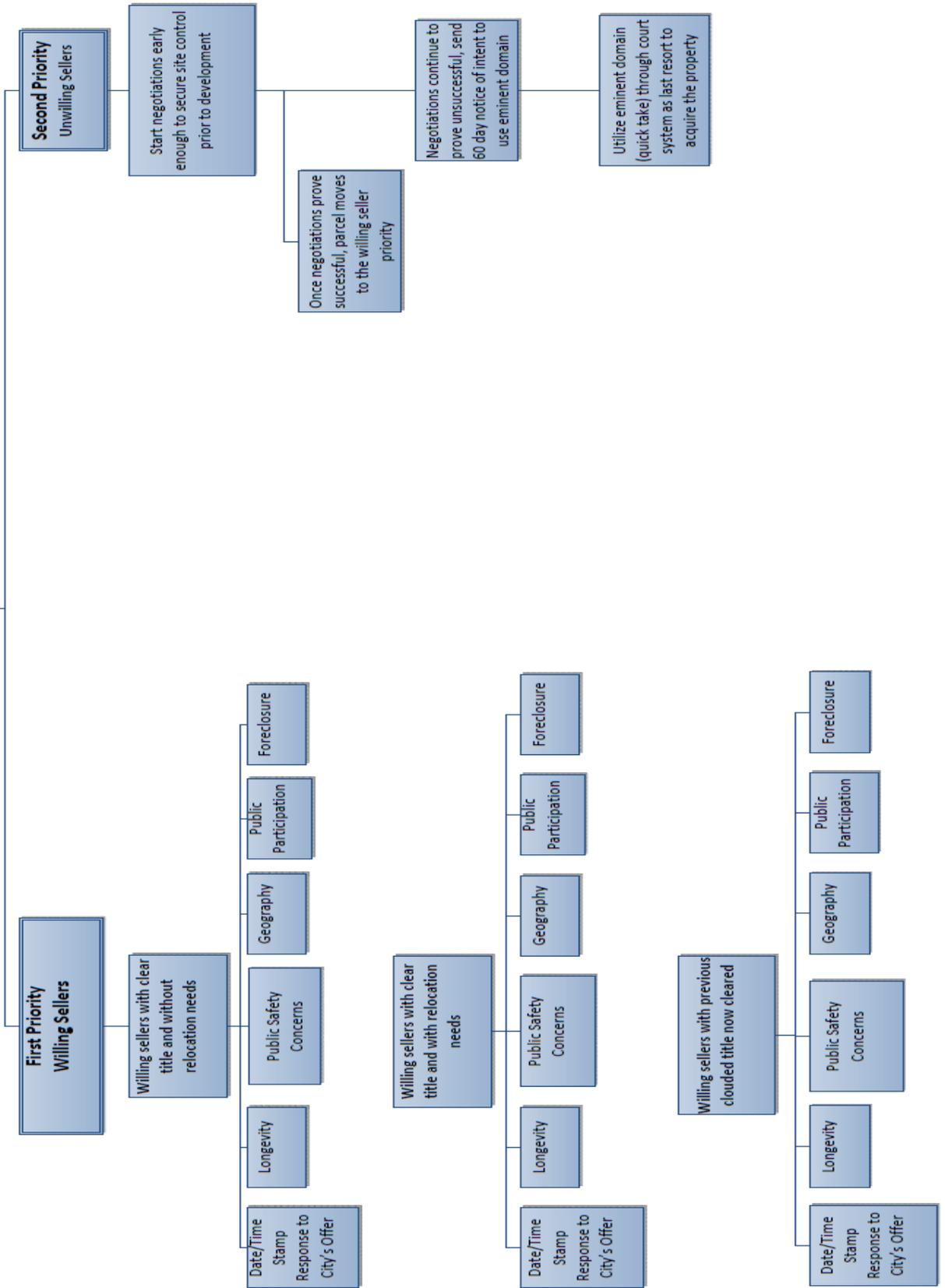
**D. Bristol Park Relocation Plan [CB 2012-214]:** The assistance for moving expense and relocation benefit is based on the Uniform Relocation Act and HUD 104 (d) relocation guidelines for low income households. The guidelines are included in the Bristol Park Relocation Plan adopted by City Council December 18, 2012. This document is available at the Neighborhood Services Department or online at:  
<http://archive.ci.champaign.il.us/archive/dsweb/Get/Document-11911/CB%202012-214.pdf>



## Attachment B

PIN	Number	Direction	Street Name	St	PIN	Number	Direction	Street Name	St
462106352013	104	E	Bellefontaine	St	462106357016	1205	N	Chestnut	St
462106352014	106	E	Bellefontaine	St	462106357019	1209	N	Chestnut	St
462106353007	107	E	Bellefontaine	St	462106356014	1303	N	Chestnut	St
462106352015	108	E	Bellefontaine	St	462106356013	1305	N	Chestnut	St
462106353008	109	E	Bellefontaine	St	462106356012	1307	N	Chestnut	St
462106352016	110	E	Bellefontaine	St	462106355014	1403	N	Chestnut	St
462106353009	111	E	Bellefontaine	St	462106354018	1201	N	Clock	St
462106352017	112	E	Bellefontaine	St	462106357010	1202	N	Clock	St
462106353010	113	E	Bellefontaine	St	462106357009	1204	N	Clock	St
462106352018	114	E	Bellefontaine	St	462106357008	1206	N	Clock	St
462106352019	116	E	Bellefontaine	St	462106357007	1208	N	Clock	St
462106352020	116	E	Bellefontaine	St	462106356008	1306	N	Clock	St
462106356001	201	E	Bellefontaine	St	462106353015	1307	N	Clock	St
462106355008	202	E	Bellefontaine	St	462106356007	1308	N	Clock	St
462106355009	204	E	Bellefontaine	St	462106353014	1309	N	Clock	St
462106356003	205	E	Bellefontaine	St	462106353013	1311	N	Clock	St
462106355010	206	E	Bellefontaine	St	462106353012	1313	N	Clock	St
462106356004	207	E	Bellefontaine	St	462106353016	108	E	Garwood	St
462106355011	208	E	Bellefontaine	St	462106353017	110	E	Garwood	St
462106355012	210	E	Bellefontaine	St	462106353018	112	E	Garwood	St
462106356006	211	E	Bellefontaine	St	462106353019	114	E	Garwood	St
462106355013	212	E	Bellefontaine	St	462106353020	116	E	Garwood	St
462106355015	214	E	Bellefontaine	St	462106353021	118	E	Garwood	St
462106357011	206	E	Bradley	Ave	462106356009	202	E	Garwood	St
462106357012	208	E	Bradley	Ave	462106357002	203	E	Garwood	St
462106357013	210	E	Bradley	Ave	462106356010	204	E	Garwood	St
462106357018	212	E	Bradley	Ave	462106357003	205	E	Garwood	St
462106357017	1203	N	Chestnut	St	462106352009	113	E	Roper	St
462106357004	207	E	Garwood	St	462106351008	114	E	Roper	St
462106356015	208	E	Garwood	St	462106352010	115	E	Roper	St
462106357005	209	E	Garwood	St	462106351009	116	E	Roper	St
462106357006	211	E	Garwood	St	462106352011	117	E	Roper	St
462106354004	1208	N	Market	St	462106351010	118	E	Roper	St
462106354003	1210	N	Market	St	462106352012	119	E	Roper	St
462106352003	1406	N	Market	St	462106351011	200	E	Roper	St
462106352001	1410	N	Market	St	462106355001	201	E	Roper	St
462106351003	1412	N	Market	St	462106351012	202	E	Roper	St
462106351002	1414	N	Market	St	462106355002	203	E	Roper	St
462106352005	105	E	Roper	St	462106351013	204	E	Roper	St
462106351004	106	E	Roper	St	462106351014	206	E	Roper	St
462106352006	107	E	Roper	St	462106355003	207	E	Roper	St
462106351005	108	E	Roper	St	462106355004	209	E	Roper	St
462106352007	109	E	Roper	St	462106355005	211	E	Roper	St
462106351006	110	E	Roper	St	462106355006	213	E	Roper	St
462106352008	111	E	Roper	St	462106355007	215	E	Roper	St
462106351007	112	E	Roper	St					

**BRISTOL PLACE LAND ACQUISITION  
PRIORITIZATION**





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## REPORT TO CITY COUNCIL

**FROM:** Dorothy Ann David, City Manager

**DATE:** August 2, 2013

**SUBJECT:** EXPLANATION OF COUNCIL BILL CB 2013-133

**A. Introduction:** The purpose of this Council Bill is to amend the 2011 Bristol Park Neighborhood Plan to include the Bristol Park Land Acquisition Policy for the purchase of properties within Bristol Place.

**B. Recommended Action:** The Administration recommends approval of this Council Bill.

**C. Prior Council Action:**

- On December 4, 2007, City Council adopted the City Council Vision and Goals for FY 2007/08 through FY 2011/12. [CB 2007-303] This included the Council Goal, “Our Community Has Healthy Neighborhoods.” Within that goal was the action, “Develop a Redevelopment Plan for Bristol Place.”
- On May 4, 2010, City Council approved the Five-Year Consolidated Plan for the period covering FY 2010-2015. [CB 2010-069]
- On February 15, 2011, City Council adopted the Bristol Park Neighborhood Plan as an amendment to the Comprehensive Plan. [CB 2011-028]
- On May 8, 2012, City Council directed staff to develop a Relocation Plan, Purchasing Plan, Funding Model, and an Intergovernmental Agreement with the Housing Authority of Champaign County, for the Bristol Park Neighborhood. [SS 2012-024]
- On December 18, 2012, City Council approved amending the 2010-2014 Consolidated Plan to include the Bristol Park Neighborhood Plan Replacement Housing and Relocation Assistance [CB 2012-214] and authorized the City Manager to enter into an intergovernmental agreement with the Housing Authority of Champaign County for the first phase of the Bristol Place redevelopment. [CB 2012-215]
- On March 5, 2013, City Council authorized an agreement to complete a Phase I Environmental Study, Noise Study and Vapor Study for Bristol Place Subdivision. [CB 2013-036]
- On June 11, 2013, City Council gave direction to complete a Section 108 loan application from the United States Department of Housing and Urban Development (HUD) to complete funding for Phase I of the Bristol Place Redevelopment. [SS 2013-031]
- On June 25, 2013, City Council gave direction to schedule the draft Bristol Park Land Acquisition Policy for adoption at a future City Council meeting. [SS 2013-032]

## D. Summary:

- The Bristol Park Neighborhood Plan includes Bristol Place. The Housing and Land Use Goal for Bristol Place allows for reconstruction with a substantial investment of \$7.5 million to complete Phase I of acquisition, relocation and demolition to prepare for the redevelopment in Phase II.
- The Bristol Park Land Acquisition Policy outlines a strategic approach for acquiring property in Bristol Place.
- The policy outlines staff's ability to negotiate for property based on the higher of assessed or appraised value.
- Staff would bring those successfully negotiated offers to a regular Council meeting for approval. Properties that are unable to reach successful negotiation during the course of Phase I could then be acquired through the eminent domain process.
- The volume of acquisitions (91 parcels) will require staff to prioritize the acquisitions. The policy recommends prioritizing properties with clear title first with an additional priority given to vacant properties over occupied properties. The second priority would be given to properties with clouded title issues. The third priority will be those that are not voluntary sales and must go through the eminent domain process. Staff anticipates this final category to be a very small number of properties.
- Additional items to be considered by City Council over the next few months include: Request For Qualifications for a Bristol Place Leadership in Energy and Environmental Design for neighborhood development (LEED-ND) Master Plan, contracts for appraisals, title work, asbestos inspections, and a demolition policy.

## E. Background:

**1. Bristol Park Neighborhood Plan Housing and Land Use Goal.** The Bristol Park neighborhood includes three subareas: Bristol Place, Garwood Area Addition and Shadow Wood Mobile Home Park. Listed below are the key elements of the Bristol Park Neighborhood Plan Housing and Land Use Goal:

- **Bristol Place Parcels for Acquisition.** The adopted Bristol Park Neighborhood Plan Housing and Land Use Goal provides for the complete acquisition of all properties in Bristol Place. This is the area east of Market Street to Chestnut Street, Bradley Avenue north to Roper Street. This area is labeled and shaded green in Attachment A of the Land Acquisition Policy. The Family Dollar property would not be included in the planned land acquisition. Bristol Park itself would continue to be operated as a neighborhood park. Attachment B of the policy includes the list of 91 parcels to be acquired.
- **Garwood Area Addition.** The Bristol Park Neighborhood Plan outlines infill construction and rehabilitation of existing homes under the Housing and Land Use Goal. If necessary an amendment to The Bristol Park Land Acquisition Policy will be considered by City Council at a later date for the Garwood Area Addition once a strategic housing policy is developed in partnership with residents and stakeholders. This area is labeled and shaded pink in Attachment A of the policy. During the Bristol Place

relocation, available for sale housing may be acquired by a displaced Bristol Place household in the Garwood Area Addition.

- **Shadow Wood Mobile Home Park.** The Bristol Park Neighborhood Plan outlines maintaining the current condition of the existing mobile home park under the Housing and Land Use Goal. No properties in the Shadow Wood Mobile Home Park are identified for acquisition. This area is labeled and shaded yellow in Attachment A of the policy.

**2. Bristol Place Redevelopment Timeline.** A timeline of approximately three years would be needed to purchase and clear the homes in Bristol Place. During the acquisition period, a land use plan will be developed that will follow the vision and guiding principles of the City's Comprehensive Plan. Currently, staff is reviewing proposals from qualified planning and design consulting firms to prepare a conceptual master plan for the redevelopment of Bristol Place that would achieve LEED-ND certification. LEED-ND integrates the principles of new urbanism, smart growth and green building into the first national standard for neighborhood design. With the assurance of having site control, a master plan will be created and a developer chosen during the three year acquisition period. This would allow for the possibility of construction of the new development to start while the final acquisitions and demolitions are taking place. Baseline services would still be provided during this interim time. With an estimated two years allowed for construction, it is the goal to have the new residential development completed within a five year time period.

**3. Bristol Park Land Acquisition Policy.** This policy outlines a strategic process to efficiently negotiate and prioritize the acquisition of 91 parcels in Bristol Place. The policy focuses on Bristol Place in order to begin Phase I of the Bristol Place redevelopment.

- **Acquisition Procedures.** Staff will proceed through the adopted real estate acquisition policies and procedures to acquire land and this will allow for some flexibility as well as efficiency regarding the large volume of necessary acquisitions. The City's offer to purchase in Bristol Place would be based on the greater of the appraised value or the tax assessed market valuation. Staff will bring successful negotiations directly to a regular City Council meeting for consideration.
- **Acquisition Priorities.** Land will be acquired based on the following priority, from highest to lowest priority: properties with voluntary sellers, clear title, and no relocation needs; properties with clear title and relocation needs; properties with previously clouded title as they are cleared and finally; unwilling sellers that require the use of eminent domain. The two priority categories (voluntary and unwilling sellers) may include purchasing several parcels at one time. Staff and funding capacity limitations during this three year window may necessitate using sub factors to further prioritize acquisitions. The sub factors listed in the policy include: public safety concerns, geography for efficient demolition packaging, past public participation in the Bristol Park planning efforts, longevity of owning the property, foreclosure properties, and responsiveness to the City's negotiation offer. A chart is included as Attachment C of the plan as a visual reference.

**4. Bristol Place Demolition Policy.** A Demolition Policy and Procedure will be brought to Council at a later Study Session outlining in greater detail how the demolitions will take place. The policy will balance the need for public safety with the need to be efficient and financially prudent (i.e. bidding and demolishing more than one structure at a time). The feasibility of conducting a LEED certified demolition process will be examined. A few known components of this policy and procedure are included below:

- Efforts to hire minority and/or women owned businesses (MBE/WBE) will be made through expansive outreach that may include: providing an update and seeking input at the MBE/WBE annual luncheon in August, contacting MBE/WBE contractors, and placing ads with minority-focused media.
- Homes will be grouped geographically, to the extent possible, in groups of no fewer than 5 homes in preparation for demolition.
- As homes are acquired, asbestos inspections will be conducted in preparation for demolition.

**5. Bristol Park Relocation Plan [CB 2012-214].** The assistance for moving expense and relocation benefit is based on the Uniform Relocation Act and HUD 104 (d) relocation guidelines for low income households. The guidelines are included in the Bristol Park Relocation Plan adopted by City Council December 18, 2012. This document is available at the Neighborhood Services Department or online at:

<http://archive.ci.champaign.il.us/archive/dsweb/Get/Document-11911/CB%202012-214.pdf>

**6. Upcoming Steps Requiring Council Action Items.** If Council adopts the Bristol Park Land Acquisition Policy, staff will also bring contracts for real estate appraisals, asbestos inspections and the demolition policy for approval in September. Council will also consider the Department of Housing and Urban Development (HUD) Section 108 Loan application for funding the Bristol Place acquisitions in September.

**F. Alternatives:**

1. Approve the Council Bill to amend the 2011 Bristol Park Neighborhood Plan to include the Bristol Park Land Acquisition Policy for the purchase of properties within Bristol Place.
2. Do not approve the Council Bill and provide direction to staff.

**G. Discussion of Alternatives:**

**Alternative 1** would amend the 2011 Bristol Park Neighborhood Plan to include the Bristol Park Land Acquisition Policy for the purchase of properties within Bristol Place.

**a. Advantages**

- Begins the next phase of implementation of the 2007 City Council Bristol Place goal to improve the living conditions of Bristol Place

- Provides for flexibility with negotiation to address the public concern of possibly lower appraisals than tax assessed values
- Increases efficiency of negotiations and acquisition of Bristol Place property
- Provides acquisition priorities since 91 parcels will need to be timed over three years

**b. Disadvantages**

- Prioritizes vacant property acquisitions over residents who want to move immediately
- A few people have opposed the need to demolish the entire neighborhood

Alternative 2 does not approve the Council Bill.

**a. Advantages**

- Allows Council to consider including additional acquisition strategies not proposed
- Delays displacement of any existing residents who may be reluctant to move

**b. Disadvantages**

- Would delay implementation of neighborhood improvements
- Underutilized properties are likely to further deteriorate
- Any changes may not reflect neighborhood input provided to date
- Many residents are anxious for acquisitions to begin
- Redevelopment could lag if land acquisitions are stalled

**H. Community Input:** Approximately 30 meetings have occurred since November 2011 regarding the Bristol Park Neighborhood Plan. These public discussions include City Council, Housing Authority of Champaign County, Bristol Park Neighborhood Steering Committee (BPNSC) and informal neighborhood meetings focusing on Shadow Wood and Bristol Place.

Staff meets with the BPNSC on the fourth Thursday of each month at Human Kinetics (Garwood Area Addition), and conducts informal neighborhood meetings at Apostolic Faith Church (Bristol Place) on the second Tuesday of each month. The BPNSC meetings focus on the next steps for implementing the Bristol Park Neighborhood Plan and seek input and support for these items, including the Land Acquisition Plan. The informal neighborhood meetings focus on answering questions, addressing concerns from the neighborhood and providing plan updates. The public also provided comments at the June 25, 2013 Council Study Session expressing concern over being “stuck” in the neighborhood until the City purchases their home, what will the new neighborhood look like and the opportunities for people to return, as well as demonstrating care for maintaining the community relationship people have during the relocation process.

**I. Budget:** Bristol Place Phase I estimate is \$7.5 million and includes four funding sources: Urban Renewal, Section 108 CDBG Loan, HOME Investment Partnership Program and Housing Authority of Champaign County. Included in the \$7.5 budget is the acquisition of 91 parcels (estimated \$4.0 million) and the associated costs (\$304,000 for appraisals, closing costs, taxes,

ongoing maintenance, asbestos inspections and abatements). The balance of the estimated budget includes relocation and demolition.

**J. Staffing:** Neighborhood Services will be leading the redevelopment with assistance from the Legal, Planning, Finance, Public Works, Fire, and Police departments. This acquisition activity involves a substantial portion of time from the Legal Department for the acquisition of 91 parcels. To date, 80 hours have been spent by the Legal Department and Neighborhood Services Department with another 1100 hours expected to complete all acquisitions. Implementation of this Land Acquisition Policy will require the near full-time use of the Community Development Specialist for a period of three years.

Prepared By:

Reviewed By:

Greg Skaggs  
Community Development Specialist

Kevin Jackson  
Neighborhood Service Director

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