

CITY OF SNYDER, TEXAS

PROCEDURES FOR THE CONSIDERATION OF NEW DEVELOPMENT PROJECTS WITHIN THE CITY

1. Purpose of Procedures – The City of Snyder (“City”) will consider the use of economic development incentives to promote new development and redevelopment where it can be demonstrated that an increase in tax revenue can be reasonably expected and the overall quality of life of the people who live or work in the City can be improved. This policy is applicable to any project within the City that requests economic development incentives from the City. For those proposed developments that meet the goals and criteria of the City, the City is willing to consider any applicable economic development tools authorized for use by cities in Texas. The purpose of establishing these procedures is to establish a common understanding and consistent approach to guide developers/owners, the City and the general public through a standardized process for the review of economic development proposals requested in the City.
2. Goals of the Procedures
 - a. Provide clear consistent process for the consideration of economic development projects.
 - b. Promote projects that encourage the realization of important City objectives including any of the following:
 - i. Improvement of the City’s infrastructure,
 - ii. Increase in ad valorem or sales tax revenue,
 - iii. Ensuring high quality, well planned developments, and
 - iv. Job creation.
3. Evaluation Procedures – Each proposal for the consideration of economic development projects will be reviewed by the following procedures. Any portion of the Evaluation Procedures may be waived at any time at the discretion of the review team as requested by a developer or as determined by the review team.
 - a. Prior to the submission of any proposal, the developer is required to request a pre-submission meeting with the City. This meeting will be attended by City representatives. The purpose of the pre-submission meeting is to address questions regarding the proposal, the review process and to give a general understanding of whether there is a reasonable expectation of City support for the proposal going forward.
 - b. The developer submits proposal to the City. The proposal is filed with the City Secretary.
 - c. The City will conduct an initial evaluation to determine if additional information is required.
 - d. A review team will evaluate the proposal. The review team will consist of the following (or a representative designated by the following):
 - i. The City Manager,
 - ii. The City Attorney,
 - iii. The City Planning Director,
 - iv. The Development Coordinator – (DCOS Director), and
 - v. The Mayor

- e. A review team meeting with the developer will be held, if needed.
 - f. Agreements will be prepared.
 - g. The review team will submit a report and recommendations to the City Council.
 - h. The City Council will consider the review team recommendation and take action.
4. Application Requirements – Each application for the consideration of an economic development project shall include at a minimum:
- a. Project description;
 - b. Private expenditure requirements;
 - c. Public infrastructure requirements;
 - d. Projection of increased ad valorem assessed value;
 - e. Projection of sales and use taxes;
 - f. Projection of new jobs or job retention;
 - g. Economic development assistance needed;
 - h. Financial capability of developer;
 - i. Developer resume;
 - j. Any changes or variances requested to City ordinances.