

## MEMO

**TO:** Waco Downtown Redevelopment Project Team  
**City of Waco:** Tom Balk, Clint Peters, Laura Wagstaff, Isaac Burchill  
**Hunt Companies:** Rodney Moss, Jerimi Henry, Kirk Benken  
**Overland Partners:** Rich Archer, Alisha Burkman  
**FROM:** Matt Goebel, Andy Rutz (Crescendo), Alex Hoffman (Plan2Code)  
**DATE:** July 25, 2025  
**RE:** Waco Downtown Form-Based Code: First Installment (Districts/Uses)

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We are pleased to submit for your review the attached draft of the first installment of the Waco Downtown Form-Based Code. This memo provides background information and raises initial considerations and questions for discussion.

### Overview of the Three Installments

This is the first of three installments:

- **Districts/uses (this installment):**
  - Establishes the four main districts, along with key dimensional standards for each relating to site layout and building placement and massing.
  - Establishes a use table with a reorganized/restructured use list that improves on the current Waco code. New definitions for all uses.
  - Sets common building type, building frontage, and street classification types that will apply across multiple subareas.
- **Development standards (late summer):** Parking, connectivity, view protection, landscaping, building design, and other features that will establish the baseline requirements for high-quality site development.
- **Administration (early fall):** Procedures for obtaining development approvals in the Downtown, including tools for flexibility and deviation from baseline standards. Roles and responsibilities for Waco officials charged with administering the FBC.

### First Installment Content

Key elements of this first installment include:

- **Section 1: Introduction (How to Use this Code)**  
For now, this is mostly a placeholder. Once we have more of the FBC drafted, this section will provide overall background and introductory material and explain key concepts like applicability in a user-friendly format.
- **Section 2: Downtown Districts**  
This section establishes the four districts using a common new format with a character/intent statement, summary map, and dimensional standards. A “focus block” uses a typical block within the subarea to illustrate (using SketchUp) ground-up dimensional standards, starting with lot layout and moving into vertical development (especially height and massing). The second installment will propose additional standards here, including parking/connectivity and building ornamentation and glazing.

- **Section 3: Building Standards**

This section establishes the common rules for building types and building frontages, both of which may occur in multiple subareas.

- **Section 4: Street and Open Space Standards**

This section establishes the common street types that appear in multiple subareas. These proposed names have evolved during the drafting process to have broad applicability both within the subareas and also potentially elsewhere in Waco. They may need additional fine-tuning during the drafting process.

- **Section 5: Uses**

A new consolidated use table is established for all the districts. A streamlined use categorization system (general use categories and specific use types) has been developed based on Waco's existing use types, but improved to consolidate similar uses and modernize the overall list. New definitions are included for all the proposed new use types. In this draft, the definitions are in this Section 5, but in later drafts they could be relocated to the master definitions list in Section 6.

- **Section 6: Definitions and Measurements**

This section will be drafted iteratively and will continue to include new definitions as we move forward with drafting other sections. This first installment draft includes definitions related mostly to the dimensional standards.

## **Next Steps/Comments**

Please review this draft and aim to submit comments by September 1. Instructions for submitting comments will be posted soon on the website.

[www.wacodowntownredevelopment.com](http://www.wacodowntownredevelopment.com)