



**TO:** Linda Gorton, Mayor  
Urban County Council

**FROM:** Jt Holt  
Division of Planning  
Department of Planning and Preservation

**CC:** Director James Duncan  
Division of Planning  
Commissioner Keith Horn  
Department of Planning and Preservation

**DATE:** April 9, 2026

**SUBJECT:** Engagement of Services for Unified Development Code (RFP 2-2026)

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**Request:** Council authorization to execute an agreement with Tunnel, Spangler, Walsh & Associates Inc (TSW) for an amount not to exceed \$250,000 for the development of a Unified Development Code (UDC).

**Purpose of Request:** The Imagine Lexington 2045 Comprehensive Plan has an objective to “update the Zoning Ordinance and development process to better address Lexington’s growth and development needs.” As Lexington has grown, the need to modernize the existing structure of existing regulatory documents impacting development has become apparent. On January 5, 2026, LFUCG issued RFP 1-2026 and subsequently reissued as RFP 2-2026 seeking a consultant for the creation of a Unified Development Code. Tunnel, Spangler, Walsh & Associates Inc (TSW) was selected to assist LFUCG. The Unified Development Code will analyze and combine the existing zoning ordinance, land subdivision regulations, and other development documents as determined by the consultant and LFUCG staff, to establish a streamlined code that is more accessible, understandable, and visual. New graphics and an associated guidebook will be designed for the code to enhance engagement and public understanding of the new code and existing policies. The Unified Development Code will not propose new policies but will modernize our existing regulations to streamline community understanding and development.

**Term of the Agreement:** Services shall commence no later than June 1, 2026 and project shall be completed by June 30, 2027. Termination can occur upon ten (10) days written notice in the event of substantial failure by the other party to perform in accordance with the terms of the contract. Termination by the owner can occur for any reason upon ten (10) days written notice to the consultant.

**Cost in this Budget year and future budget years:** \$250,000 of General Funds for FY 26. No additional funds are anticipated.



MAYOR LINDA GORTON



**LEXINGTON**

JIM DUNCAN  
DIRECTOR  
PLANNING

**Are the funds budgeted?** Funds are budgeted in the amount of \$250,000. Account number is 1105-160701-0001-71299.

**File Number:** 0301-26

**Director/Commissioner:** Duncan/Horn

