City of Cedar Rapids

Development Committee Meeting Agenda
City Hall Council Chambers
Tuesday, January 15, 2019
8:00 am – 9:30 am

Purpose of Development Committee:
To enable the City Council to discuss and evaluate in greater detail these specific issues that directly impact the physical, social, and economic vibrancy of the City of Cedar Rapids.

City Council Committee Members:
Council member Ann Poe, Chair
Council member Marty Hoeger
Council member Ashley Vanorny
Mayor Bradley Hart is an ex-officio member of all Council Committees per City Charter Section 2.06.

Agenda:
1. Approval of Minutes – December 11, 2018
2. Recommendation Items
   a. City Planning Commission 2019 Work Plan
      Seth Gunnerson
      Community Development
      Jim Halverson
      City Planning Commission Chair
   b. Historic Preservation Commission 2019 Work Plan
      Sylvia Bochner
      Community Development
      Ron Mussman
      Historic Preservation Commissioner
   c. Visual Arts Commission 2019 Work Plan
      Eric Pate
      Community Development
      Bill Stamats
      Visual Arts Commission Chair
   d. Public Art Project
      Bill Michiel
      Community Development
3. Updates
   a. Czech Village/NewBo Area Action Plan
      Adam Lindenlaub
      Community Development
   b. Affordable Housing Commission
      Sara Buck
      Community Development
4. Public Comment
5. Future Discussion Items

Next Meeting February 19, 2019

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City program, service, or activity, should contact the Community Development Department at (319) 286-5041 or email communitydevelopment@cedar-rapids.org as soon as possible, but no later than 48 hours before the event.
To: City Council Development Committee  
From: Seth Gunnerson, Planner through Jennifer Pratt, Director of Community Development & Planning  
Subject: City Planning Commission 2019 Work Plan  
Date: January 15, 2019

Background:  
The City Planning Commission is required to approve a work plan annually for the City Council’s review and approval. At the Commission’s meeting on January 10, 2019, staff provided a draft for the Commission’s review. The work plan includes tasks for both the Commission and City staff and includes a completion timeline for each item. Some tasks are ongoing items that are performed regularly.

The City Planning Commission is a body required by state code to review and provide recommendations to the City Council on the zoning ordinance and the comprehensive plan, this includes applications for future land use map amendments, rezonings, and text amendments to the zoning code. The Commission is also required to review and provide recommendation on other items, such as establishment of local historic districts and landmarks, and the establishment of new urban renewal areas. The Commission also provides recommendation to the Board of Adjustment for conditional use and major design exception applications.

In 2018 the City Planning Commission played an important role in helping review and ultimately provide a recommendation for the adoption of ReZone Cedar Rapids, the City’s new zoning ordinance which took effect on January 1, 2019. In 2019 the CPC will continue to review land development applications and will provide recommendations to the City Council on further code amendments.

Recommendation  
The City Planning Commission recommended approval on January 10, 2019

Next Steps  
City Council review and approval.

Attachments:  
1. Draft City of Cedar Rapids City Planning Commission 2019 Work Plan
To: City Council Development Committee  
From: Sylvia Bochner, Planner I through Jennifer Pratt, Director of Community Development & Planning  
Subject: HPC 2019 Work Plan  
Date: January 15, 2019

Background:

The Historic Preservation Commission is required to approve a work plan annually for the City Council’s review and approval. At the Commission’s meeting on December 13, 2018, staff provided a draft for the Commission’s review. The work plan includes tasks for both the Commission and City staff and includes a completion timeline for each item. Some tasks are ongoing items that are performed regularly.

The Historic Preservation Plan, which was adopted in September 2015, includes the goals and initiatives that make up the tasks included in the annual work plan. As these tasks are completed, they are removed from the work plan. The 2019 Work Plan includes tasks that have not yet been completed, ongoing tasks, and new tasks that help achieve the goals of the Historic Preservation Plan.

In 2018, several major tasks were completed. The Historic Preservation Commission drafted and adopted an updated version of the Guidelines for Cedar Rapids Historic Districts, which provide design guidelines for local historic districts and landmarks. The Community Development Department also completed the update of Chapter 32 Zoning, which includes Traditional Residential zone districts intended to help maintain the character of older neighborhoods.

In Fall 2018, a sub-committee of HPC began working on another major task—the development of the Historic Asset Inventory, which prioritizes proactive strategies to protect the community’s historic buildings. This process, along with ongoing implementation, is a priority in the 2019 Work Plan. Another new item added to the 2019 work plan is the intensive survey of the Bever Woods area, funded by a CLG grant. This task will include staff time and volunteer hours from Commissioners.

Recommendation
The Historic Preservation Commission recommended approval on December 13, 2018.

Next Steps
City Council review and approval.

Attachments:
1. Draft City of Cedar Rapids Historic Preservation Commission 2019 Work Plan
To: City Council Development Committee  
From: Eric Pate, Planner through Jennifer Pratt, Director of Community Development & Planning  
Subject: VAC 2019 Work Plan  
Date: January 15, 2019

Background:

The Visual Arts Commission is required to approve a work plan annually for the City Council’s review and approval. At the Commission’s meeting on December 13, 2018, staff provided a draft for the Commission’s review. The work plan includes tasks for both the Commission and City staff and includes a completion timeline for each item. Some tasks are ongoing items that are performed regularly.

The Goals of the Visual Arts Commission Charter, which was developed in February 1994, serve as the inspiration of the goals and initiatives that make up the tasks included in the annual work plan. As these tasks are completed, they are removed from the work plan. The 2019 Work Plan includes tasks that have not yet been completed, ongoing tasks, and new tasks that help achieve the vision of the Visual Arts Commission, that Cedar Rapids will be the destination for visual arts in Iowa.

In 2018, the Visual Arts Commission played an invaluable role serving as the recommending body to the City of Cedar Rapids as public art was sought to be incorporated throughout the community. A sculpture proposal was selected to be incorporated at the downtown pocket park adjacent to the UFG streetscape improvements project at 211 2nd Street SW. Work on future public art installations are well underway and will continue into 2019. City staff have worked to bring opportunities to improve access to public art in Cedar Rapids before the Visual Arts Commission to discuss proposals and provide feedback and guidance in an effort to ensure a quality public art experience for all, visitors and residents alike. City staff have worked to improve our inventory of public art, formal and informal, across the city.

Recommendation
The Visual Arts Commission recommended approval on December 13, 2018.

Next Steps
City Council review and approval.

Attachments:
1. Draft City of Cedar Rapids Visual Arts Commission 2019 Work Plan
To: City Council Development Committee
From: Bill Micheel, Asst. Director of Community Development & Planning
Subject: Public Art Project
Date: January 15, 2019

Background:
The Charter for the City of Cedar Rapids Visual Arts Commission (VAC) indicates that one of the responsibilities of the Commission is to “serve in an advisory capacity to the City Council and shall recommend specific projects.” In addition, the VAC works with staff to maintain an inventory of existing art in the City’s public collection and a list of priority locations for additional public art.

Action Items in the VAC’s 2018 Work Plan related to this agenda item included:
- The review of priority locations for public art; and
- Making a recommendation for the commission of a new piece of public art.

As a result, in the fall of 2018, the Commission reviewed priority locations for public art in the City. At the December 13, 2018 VAC meeting, the Commission made a recommendation to commission a new piece of public art for installation on the grass lawn on the south side of Cedar Rapids City Hall. City staff will utilize the Call for Entry (CaFE) process and resources to solicit artist proposals for the project. City staff and the VAC will review proposals submitted through the process.

Tentatively, the target for installation of the new piece of public art is by the end of 2019. Staff will review the timeline in greater-detail during the staff presentation to the Development Committee.

Recommendation
The Visual Arts Commission made a recommendation to approve the commissioning of a new piece of public art to be located on the lawn on the south side of City Hall on December 13, 2018.

Next Steps
City Council consideration of resolution to commission a new piece of public art.
To: City Council Development Committee
From: Adam Lindenlaub, Planner III through Jennifer Pratt, Director of Community Development & Planning
Subject: Czech/NewBo Area Action Plan Update
Date: January 15, 2019

Background:

Community Development staff will provide an update on the Czech Village/NewBo Area Action Plan.

Staff recently received the final deliverables from the EPA and HDR (consultant) for the Sinclair Site Design Workshop, which will be used to solicit more feedback during development of the Area Action Plan. One of the Design Workshop deliverables is a rendering showing a ground level perspective of the area to portray streetscapes and size of potential development.

Staff will provide additional information on next steps for the planning process at the upcoming meeting.
To: City Council Development Committee
From: Sara Buck, Housing Services Manager
Subject: Affordable Housing Commission
Date: January 17, 2019

**Background:** On August 28, 2018, the City Council appointed 21 members to the Affordable Housing Commission, which had not been active since the late 1990s. These members are comprised of representatives from local social service agencies, professional service providers, and community quadrant representatives. The Commission will be reviewing the City’s Housing Needs Assessment, Low-Income Housing Tax Credit (LIHTC) projects, discussing opportunities to leverage resources based on local needs and resources, and identifying legislative issues that may include new trends or barriers to access programs.

**Update:** The Affordable Housing Commission adopted by-laws at their November 14th meeting as well as elected officers. Marty Stoll of Shuttleworth and Ingersoll, was elected as Chair and Tracey Achenbach of the Housing Fund for Linn County, was elected as Vice Chair.

The Commission reviewed the draft update to the Comprehensive Needs Analysis and provided feedback for staff working toward the final draft. Commission members elected to break out into four subcommittees, based on interest: 1. Housing Education, Communication, and Outreach 2. Housing Development 3. Housing Policy and Legislative Issues 4. Housing for 0-30% AMI. Subcommittees plan to meet in February and will report out to the entire Commission at the March meeting.