City of Cedar Rapids

Development Committee Meeting Agenda
City Hall Training Room
Tuesday, July 17, 2018
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 – June 19, 2018

2. Recommendation Items
   a. Kingston Property Disposition
      Caleb Mason
      Community Development
      10 Minutes

   b. 115 6th Street SW Disposition
      Lauren Freeman
      Community Development
      10 Minutes

   c. Historic Preservation Guidelines
      Sylvia Bochner
      Community Development
      10 Minutes

3. Updates
   a. Neighborhood Finance Corporation
      Sara Buck
      Community Development
      10 Minutes

   b. Rezone
      Seth Gunnerson
      Community Development
      10 Minutes

   c. College District
      Adam Lindenlaub
      Community Development
      10 Minutes

4. Public Comment

5. Future Discussion Items

Next Meeting August 14, 2018

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: Caleb Mason, Community Development & Planning
Subject: Request for Proposals – 202 2nd St SW
Date: July 17, 2018

Property Background
The City owns the property at 202 2nd Street SW and has historically been used as parking. However, since the 2008 flood the lot has not been used within the parking system, but for temporary staging for public and private projects. The City is working with Downtown Parking Management, Inc. (DPMI) to remove this parking lot from the purview of the parking agreement based on interest in to redevelopment the property.

Staff Recommendation
Staff recommends inviting redevelopment proposals for the property with the following key objectives:
1. Financially viable redevelopment based on current market conditions
2. Building to address street frontage with any parking behind
3. Multi-story design of a at least 2-stories
4. Urban design that enhances the character of the neighborhood
5. Coordination of parking needs with area property owners
The proposals will be evaluated and ranked in the following three categories by a stakeholder review panel:

1. **Developer Capacity and Project Feasibility**
   a. Capacity, experience, and capability of the Proposer with similar projects
   b. Marketing Feasibility
   c. Financial feasibility
   d. Timeline for redevelopment and built-out

2. **Community Benefit**
   a. Quality of architecture and design
   b. Innovative sustainability features in the site and building design
   c. Inclusion of market rate housing options

3. **Economic impact**
   a. Overall project investment
   b. Jobs created or retained
   c. Amenities or services provided

The following is the recommended RFP schedule:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>July 17, 2018</td>
<td>City Council Development Committee</td>
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<tr>
<td><strong>July 24, 2018</strong></td>
<td><strong>Public Hearing &amp; Resolution to invite competitive proposals</strong></td>
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<tr>
<td>September 21, 2018</td>
<td>11:00 a.m. - Proposal Deadline</td>
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<td>September 28, 2018*</td>
<td>Stakeholder panel selects proposal</td>
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<tr>
<td><strong>October 23, 2018</strong></td>
<td><strong>City Council consideration of preferred Developer</strong></td>
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*Bold items denote City Council action

*Tentative date
To: City Council Development Committee  
From: Lauren Freeman, Community Development Program Coordinator through Jennifer Pratt, Director of Community Development & Planning  
Subject: Property Disposition – 115 6th St SW  
Date: July 17, 2018

**Background**  
The Neighborhood Development Corporation has submitted a request to purchase the vacant City-owned property at 115 6th St SW to combine with their proposal for the 535 1st Ave redevelopment project. The City Council Development Committee will consider the request to initiate the standard competitive disposition process inviting proposals for City-owned property during their meeting on July 17, 2018.

**Staff Recommendation**  
Staff recommends inviting redevelopment proposals for the property with the following key objectives:

1. Financially viable redevelopment based on current market conditions  
2. Design that enhances the character of the neighborhood
3. Pedestrian level must be inviting with commercial/retail space or architectural treatments
4. Coordination of parking needs with area property owners
5. Preference for projects that incorporate market rate housing options consistent with the Maxfield Research *Comprehensive Housing Market Analysis*

The proposals will be evaluated and ranked in the following three categories:

1. **Developer Capacity and Project Feasibility**
   a. Capacity, experience, and capability of the Proposer with similar projects
   b. Marketing Feasibility
   c. Financial feasibility
   d. Timeline for redevelopment and built-out

2. **Community Benefit**
   a. Quality of architecture and design
   b. Innovative sustainability features in the site and building design
   c. Inclusion of market rate housing options

3. **Economic impact**
   a. Overall project investment
   b. Jobs created or retained
   c. Amenities or services provided

The following is a recommended timeline and summary of the Property Disposition Process:

<table>
<thead>
<tr>
<th>Timeline – 2018</th>
<th>Action</th>
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</thead>
<tbody>
<tr>
<td>July 17</td>
<td>City Council Development Committee recommendation</td>
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<td>July 24</td>
<td>City Council sets Public Hearing</td>
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<td>August 14</td>
<td>City Council Public Hearing and resolution to invite competitive proposals</td>
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<td>August 16</td>
<td>RFP Informational Meeting</td>
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<td>August 27</td>
<td>Deadline for proposal extension</td>
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<td>August 31</td>
<td>Proposal deadline</td>
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<td>September 3</td>
<td>Proposal selection</td>
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<tr>
<td>September 11</td>
<td>City Council consideration of Preferred Developer</td>
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<tr>
<td>September/October</td>
<td>City Council consideration of a Development Agreement</td>
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To: City Council Development Committee  
From: Sylvia Bochner, Planner I through Jennifer Pratt, Director of Community Development & Planning  
Subject: City of Cedar Rapids Historic Preservation Guidelines  
Date: July 17, 2018

Background

In 2017, a sub-committee of the Historic Preservation Commission drafted an update to the City of Cedar Rapids Historic Preservation Guidelines. This document was adopted in 2002 and the format was most recently updated in 2008. Chapter 18 (Historic Preservation) of Cedar Rapids Municipal Code refers to the Historic Preservation Guidelines as part of the process for reviewing applications for exterior changes to local historic landmarks and properties in local historic districts. These Guidelines are based on the Secretary of the Interior’s Standards for the Treatment of Historic Properties.

A draft of the update was reviewed by a focus group, which included representatives from local historic preservation non-profit organizations and owners of historic homes. In addition, comments were received from the State Historic Preservation Office (SHPO). Staff incorporated these comments, then brought the draft to the Historic Preservation Commission for review and recommendation. HPC recommended approval by City Council at their July 12 meeting.

Major Changes in the Update:

- Provides greater detail and clarity about appropriate and inappropriate treatment of historic preservation
- Clarifies the process for proposals using modern materials on historic buildings
- Includes a new introduction, which provides the reader with background on historic preservation in Cedar Rapids, information on local and national historic districts and landmarks, and provides information on the Historic Preservation Commission’s review process and assistance available from Community Development staff.
- Added information and guidelines for new construction of residential and commercial building types
- Added an Architectural Styles Historical Summary that helps identify the style of a building by looking at key features
- Updated the layout of the document, including hyperlinks to sections and glossary terms
- Updated photos to more recent local examples and added diagrams to illustrate historic features and styles

Next Steps:
Development Committee recommendation to City Council for adoption at their August 14th meeting.
To: City Council Development Committee  
From: Sara Buck, Housing Programs Manager, through Jennifer Pratt Director of Community Development & Planning  
Subject: Neighborhood Finance Corporation (NFC) Update  
Date: July 17, 2018

Background:
The City of Cedar Rapids has used disaster recovery funds since the Flood of 2008 for replacement housing and neighborhood revitalization. Knowing these funds would soon be exhausted, staff began exploring options to continue these efforts and determined the most sustainable long-term option for our community would be a Neighborhood Finance Corporation.

Update:
NFC Cedar Rapids has secured a location with Collins Community Credit Union at 1110 Old Marion Rd, Suite A, Cedar Rapids, IA 52402 with a lease starting on August 1st.

Marketing has begun with Google word search and ads in Cedar Rapids. NFC presentations at neighborhood association meetings and other City functions. The City website has been updated with a link to the NFC website, which has a Cedar Rapids tab. Sign up for the NFC newsletter for updates and notification on when you can apply.

NFC will be hiring for two positions, a Renovation and Post-Closing Specialist and a Mortgage Loan Originator. Both positions are listed on the NFC website under Careers and are open until August 5, 2018.

Timeline:
Applications will be available through NFC this fall.
To: City Council Development Committee
From: Seth Gunnerson, Planner III through Jennifer Pratt, Director of Community Development & Planning
Subject: ReZone Open House and Draft Release
Date: July 17, 2018

Background:
At the Development Committee’s July 17 meeting, City staff will provide an update on ReZone Cedar Rapids. The City hosted the fourth open house for ReZone on June 20, 2018 at the NewBo City Market. On July 3, the City released a full draft of the ordinance for public review. A Public Comment Period on the draft ordinance will run until August 3, 2018.

At the July 17 meeting, staff will present a high-level overview of the draft ordinance and timeline for public outreach this summer.

Based on feedback received during the public comment period, staff will make revisions to the ordinance beginning in August. Consideration of a new zoning code is anticipated in fall of 2018 with an effective date of January 1, 2018.
To: City Council Development Committee  
From: Adam Lindenlaub, Planner III through Jennifer Pratt, Director of Community Development & Planning  
Subject: College District Area Action Plan Open House Update  
Date: July 17, 2018

Background:
At the Development Committee’s July 17 meeting, City staff will provide an update on the last College District Area Action Plan Open House.

Update:
About 50 citizens attended the third and final open house for the College District Area Action Plan on Thursday, June 21st. Attendees were able to review feedback from previous open houses and see recommended zoning changes action steps for the area, which can help encourage additional development interest, provide a framework for neighborhood aesthetics, and encourage mixed-use development. Consideration of adoption of the plan by City Council is anticipated in September of this year.