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 13, 2017

2. Recommendation Items
   a) Historic Preservation Commission Work Plan  Mark Stoffer Hunter, Chair  15 Minutes
      Iván Gonzalez  Community Development
   b) Visual Arts Commission Work Plan  Bill Stamats, Chair  15 Minutes
      Seth Gunnerson  Community Development
   c) City Planning Commission Work Plan  Jim Halverson, Chair  15 Minutes
      Seth Gunnerson  Community Development

3. Updates
   a) ReZone Cedar Rapids  Anne Russett  10 Minutes
      Community Development
   b) College District Area Action Plan  Adam Lindenlaub  10 Minutes
      Community Development
   c) Neighborhood Associations  Iván Gonzalez  10 Minutes
      Community Development

4. Meeting Times

5. Future Discussion Items

6. Public Comment

Next Meeting: February 21, 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.
The meeting was brought to order at 3:03 p.m.

Present: Council members Poe and Overland. Staff members present: Jennifer Pratt, Community Development Director; Seth Gunnerson, Community Development Planner; Bill Micheel, Community Development Assistant Director; Anne Kroll, Community Development Administrative Assistant.

Council members Overland and Poe approved the minutes from November 15, 2017 with unanimous consent.

Presentations:

1. NewBo/Czech Village Parking Study
   Seth Gunnerson, Community Development Planner, stated that staff conducted parking surveys in the summer and fall of 2017. Staff completed eighteen (18) parking counts, twelve (12) of which occurred during peak times. The areas covered were all on-street parking, public parking lots, most private parking lots, and bicycle parking. Mr. Gunnerson shared the overview of parking, parking inventory, sample surveys, highlights of the study, and City policy for urban parking.

   Scott Overland asked how often this study would be done. Mr. Gunnerson stated that staff has not discussed that. Council member Overland stated that it makes sense to continue to do the study as the area grows and evolves and asked if staff has heard complaints about parking from business owners. Mr. Gunnerson stated that there are no real issues now with parking, but he has heard concerns regarding impacts on parking as the area develops and construction is happening.

   Council member Poe asked if shared parking will continue in the area. Jennifer Pratt, Community Development Director, stated that nothing has changed in regard to shared parking and noted that the Depot has parking available to share with the City Market. Council member Poe asked about wayfinding signage. Ms. Pratt stated that there is some signage in the area already, but there will be more with the new wayfinding system. Staff will continue to monitor parking needs.

2. Streetscape Style Guide
   Bill Micheel, Community Development Assistant Director, stated that the Streetscape Style Guide will define the range of streetscape treatments and design options available for
implementation in the public right-of-way (ROW) through Cedar Rapids. This idea came from action items for streetscape master plans for Neighborhood and Corridor Action Plans that City staff have been working on. Community Development and Public Works have since collaborated to make this city-wide. Mr. Micheel discussed intended outcomes and implementation.

Council member Overland likes this idea and asked what the plan is for maintenance. Mr. Micheel stated that Public Works is acutely aware of the importance of keeping up with the maintenance of these areas. The plan is to choose designs that multiple vendors carry so that when items need replaced they can easily be found.

Council member Poe asked if the Streetscape Style Guide will recommend burying powerlines because it looks so much better that way. Mr. Micheel stated that is a possibility with this plan. Council member Poe noted that Ellis Boulevard would be a great place to start with the style guide because right now it is an open canvas and can show the community what can be done.

Updates:

1. ReZone Update
Mr. Micheel stated that staff has been working on the public outreach process. Staff has attended Neighborhood Association meetings to discuss how the ReZone updates could impact their neighborhood. Staff is meeting with the Czech/NewBo community today and is meeting with the MedQ SSMID Board on Monday, December 18, 2017. Public review of the draft will begin in late winter or early spring.

2. Brownfield Conference Recap
Ms. Pratt shared the presentation that she gave at the Brownfield Conference in early December. The presentation discussed how the Brownfield grants helped rebuild Cedar Rapids after the Flood of 2008. There were three things that made recovery successful and those were the City’s vision before the disaster, the partnerships to leverage resources, and the willingness to turn obstacles into opportunities. Council member Poe shared her experience at the Brownfield Conference and asked that Ms. Pratt show the Phoenix Award to Council members.

Future Discussion Items:
There was no discussion on future items.

Public Comment:
There was no public comment.

Council members Poe and Overland adjourned the meeting at 3:58 p.m. with unanimous consent.

Respectfully submitted,

Anne Kroll, Administrative Assistant II
Community Development
To: City Council Development Committee  
From: Seth Gunnerson and Ivan Gonzalez, Community Development  
Subject: 2018 Commission Work Plans  
Date: January 17, 2018  

BACKGROUND  
On January 17, 2018, a presentation will be made to the Council Development Committee on the proposed 2018 Work Plans for the Historic Preservation, Visual Arts, and City Planning Commissions. Staff will be recommending the Work Plans move forward for City Council consideration.

The Community Development Department staffs the Historic Preservation, Visual Arts, and City Planning Commissions. The Commission members are appointed by the Mayor and confirmed by the City Council for specified terms. The Commissions are tasked with establishing a Work Plan for the upcoming year. The Work Plan provides an opportunity for the Commission to demonstrate how their priorities and future activities align with the City Council’s goals. It also serves as a way to highlight and appreciate the accomplishments of the Commission during the previous year.

Attached for your review are the 2018 Work Plans for the Historic Preservation, Visual Arts, and City Planning Commissions. The presentations at the Development Committee meeting will include an overview of the role and responsibilities of each Commission.
City of Cedar Rapids Historic Preservation Commission
Work Plan for 2018

Approved by the Cedar Rapids City Council on December xx, 2017

General Information

CHARTER
The Historic Preservation Commission is comprised of up to nine (9) volunteer citizens appointed by the Mayor and approved by the City Council for three (3) year terms. The Cedar Rapids Historic Preservation Commission makes recommendations on National Register of Historic Places nominations and local historic district designation. With City Council approval, the Historic Preservation Commission initiates historic preservation studies designed to identify and preserve the City’s historic building resources. The Commission also reviews and approves applications for Certificates of Appropriateness in the two (2) local historic districts and local historic landmarks. Additionally, the Commission reviews demolitions of structures as provided in Chapter 18 of the Municipal Code.

MEETINGS
The Historic Preservation Commission meets every second and fourth Thursday of the month at 4:30 p.m. unless otherwise published. Meetings are held at the City Services Center.

COMMISSIONERS and CONTACTS

<table>
<thead>
<tr>
<th>Commissioners</th>
<th>Council Liaison</th>
<th>Staff Liaison</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark Stoffer Hunter, Chair</td>
<td>Ann Poe (319) 286-5099</td>
<td>Iván Gonzalez (319) 286-5428</td>
</tr>
<tr>
<td>Todd McNall, Vice-Chair</td>
<td><a href="mailto:a.poe@cedar-rapids.org">a.poe@cedar-rapids.org</a></td>
<td><a href="mailto:i.gonzalez@cedar-rapids.org">i.gonzalez@cedar-rapids.org</a></td>
</tr>
<tr>
<td>B.J. Hobart</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amanda McKnight-Grafton</td>
<td></td>
<td></td>
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<tr>
<td>Ron Mussman</td>
<td></td>
<td></td>
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<tr>
<td>Tim Oberbroeckling</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heather Sundermann</td>
<td></td>
<td></td>
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<tr>
<td>Barbara Westercamp</td>
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</tbody>
</table>

This work plan serves as a guide to action and may be adapted or revised as new events and opportunities arise.

Process
On November 9, 2017, the Historic Preservation Commission met to affirm its goals for the 2018 work plan. The Commission engaged in an action planning process that involved the following steps:

- **Commitments and Vision**: Selection of goals that the Commission agreed upon and believed were achievable over the course of a year.

- **Key Actions**: Identification of action steps to address goals.
City of Cedar Rapids Historic Preservation Commission

Work Plan for 2018

VISION

The purpose of Chapter 18 of the Municipal Code, which outlines historic preservation and the duties of the Historic Preservation Commission are to:

(1) With City Council approval, conduct studies for the identification and designation of historic districts and sites meeting the definitions established by chapter 18;

(2) Make recommendations to the City Council for the listing of a historic district or site in the National Register of Historic Places;

(3) Review and act upon all applications pursuant to the procedures established by Chapter 18 and other applicable laws;

(4) Further the efforts of historic preservation in the City by making recommendations to the City Council and City commissions and boards on preservation issues when appropriate, by encouraging the protection and enhancement of buildings or structures with historical, architectural or cultural value, and by encouraging persons and organizations to become involved in preservation activities;

(5) Educate the public at large on the benefits of historic preservation and build a preservation ethic and public awareness;

(6) Recommend acceptance of unconditional gifts and donations of real and personal property, including money, for the purpose of historic preservation;

(7) Recommend acquisition by purchase, bequest, or donation, fee and lesser interests in historic properties, including properties adjacent to or associated with historic properties;

(8) Recommend the preservation, restoration, maintenance, and operation of historic properties, under the ownership or control of the City;

(9) Recommend that the City lease, sell, and otherwise transfer or dispose of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property;

(10) Cooperate with the federal, state and local governments in the pursuance of the objectives of historic preservation;

(11) Provide information for the purpose of historic preservation to the City; and

(12) Promote and conduct an educational and interpretive program on historic properties within the City.
GOAL 1: Participate in preservation, salvage and documentation of historic structures

<table>
<thead>
<tr>
<th>TASK</th>
<th>ASSIGNMENT</th>
<th>DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Determine neighborhoods’ interests in establishing local historic districts/landmarks</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>- Implement the City’s Historic Rehabilitation Program and research and explore other financial resources for preservation related activities</td>
<td>Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>- Explore the preparation of an adaptive reuse ordinance</td>
<td>Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>- Work with iGreenCR and the environmental initiatives in EnvisionCR to include preservation in the environment programs</td>
<td>Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>- Incorporate historic preservation into Neighborhood Action Plans and Corridor Action Plans, planning Study Areas, and other City planning projects</td>
<td>Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>- Update the Guidelines for Cedar Rapids Historic Districts</td>
<td>Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>- Update Chapter 32 Zoning of the municipal code to better support preservation and conservation of neighborhood character</td>
<td>Staff</td>
<td>1st Quarter</td>
</tr>
<tr>
<td>- Maintain the disaster-response program for endangered properties</td>
<td>Staff</td>
<td>3rd Quarter</td>
</tr>
<tr>
<td>- Develop a list that prioritizes the community’s buildings of historic significance</td>
<td>Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>- Tailor energy efficiency standards to fit historic resources</td>
<td>Staff</td>
<td>1st Quarter</td>
</tr>
<tr>
<td>- Continue to pursue landmark designation of eligible city-owned structures</td>
<td>Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>- Develop an endangered properties watch list</td>
<td>Full Commission/Staff</td>
<td>4th Quarter</td>
</tr>
<tr>
<td>- Consider developing a Neighborhood Conservation District program for neighborhoods that may not be eligible for historic district designation.</td>
<td>Staff</td>
<td>2nd Quarter</td>
</tr>
<tr>
<td>- Work with affordable housing organizations to use historic resources in their projects.</td>
<td>Full Commission/Staff</td>
<td>4th Quarter</td>
</tr>
<tr>
<td>- Work with economic development partners to include historic resources in redevelopment policies and economic development plans.</td>
<td>Staff</td>
<td>1st Quarter</td>
</tr>
</tbody>
</table>

GOAL 2: Increase communication

<table>
<thead>
<tr>
<th>TASK</th>
<th>ASSIGNMENT</th>
<th>DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Continue to improve the HPC website for ease of use and to provide more information</td>
<td>Staff</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
## City of Cedar Rapids Historic Preservation Commission
### Work Plan for 2018

<table>
<thead>
<tr>
<th>TASK</th>
<th>ASSIGNMENT</th>
<th>DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>-Implement an annual program review</td>
<td>Staff Full Commission/Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>-Maintain and enhance compliance regulations for Certified Local Government status</td>
<td>Staff Full Commission/Staff</td>
<td>4th Quarter</td>
</tr>
<tr>
<td>-Work with the Linn County Health Department to promote historic preservation.</td>
<td>Full Commission/Staff</td>
<td>3rd Quarter</td>
</tr>
<tr>
<td>-Work to investigate partnerships with sustainability organizations and programs.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### GOAL 3: Improve public relations

<table>
<thead>
<tr>
<th>TASK</th>
<th>ASSIGNMENT</th>
<th>DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>-Develop and distribute educational materials (e.g. brochures, postcards, web-based materials) for property owners and the general public to enhance public awareness and understanding of the city’s cultural and social history</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>-Identify outreach events with community organizations that may be interested in historic preservation.</td>
<td>Full Commission</td>
<td>4th Quarter</td>
</tr>
<tr>
<td>-Link interested property owners to training and technical assistance programs on the use of tax credits</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>-Continue to promote public access to historically significant civic resources</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

### GOAL 4: Provide information and educational opportunities for the public

<table>
<thead>
<tr>
<th>TASKS</th>
<th>ASSIGNMENT</th>
<th>DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>-Update the content of the GIS database of historic properties</td>
<td>Staff Full Commission/Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>-Develop a formal heritage tourism program</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>-Maintain a training program for City staff.</td>
<td>Staff Full Commission</td>
<td>Ongoing</td>
</tr>
<tr>
<td>-Identify outreach events with community organizations that may be interested in historic preservation.</td>
<td>Full Commission</td>
<td>2nd Quarter</td>
</tr>
</tbody>
</table>

### GOAL 5: Provide educational opportunities for HPC members

<table>
<thead>
<tr>
<th>TASKS</th>
<th>ASSIGNMENT</th>
<th>DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>-Provide training to the Historic Preservation Commission</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
GENERAL INFORMATION

CHARTER

The City of Cedar Rapids Visual Arts Commission is a nine member Commission appointed by the Mayor and approved by the City Council. The Commission was established as the recommending body regarding public visual art within the City by Resolution No. 316-2-94 dated February 23, 1994.

CHARTER GOALS

1. To improve the appearance and cultural climate of the city, so as to enhance quality of life and community prestige.
2. Involve the public in the selection and dedication of public art.
3. Use eligible funds wisely to incorporate public art in our city.
4. To use art as an aid in economic development.
5. To encourage local artists by supporting their works and efforts.
6. To incorporate visual arts in the design process of qualifying projects.

Vision

Mission

Strategies

Goals

Action Items

VISION STATEMENT

Cedar Rapids will be the destination for visual arts in Iowa.

MISSION STATEMENT

Elevate the quality and profile of visual arts in Cedar Rapids.

MEETINGS

Scheduled meetings are held on the second Thursday of every month unless otherwise published, beginning at 3:00 pm at City Hall.

CONTACTS

Commissioners and Term

Bill Stamats, Chair Term thru 2019
Lynn Ocken Term thru 2019
Marilee Fowler Term thru 2018
Ashley Glassberg Term thru 2018
David Van Allen Term thru 2018
Kristy Raine Term thru 2018
Visual Arts Commission 2018 Work Plan

Karla Scriven Term thru 2018
Barbara Green Term thru 2017
Abigail Ruby Term thru 2017

City Council Liaison
Ann Poe
a.poe@cedar-rapids.org

Staff Liaisons
Seth Gunnerson
319.286.5129
s.gunnerson@cedar-rapids.org

WORK PLAN STRATEGIES
1. Elevate the level of art to improve the appearance and cultural climate of the City to
create a place where a diverse range of artistic values are welcomed and expressed.
2. Demonstrate that visual art generates tangible economic value in Cedar Rapids.
3. Connect residents and visitors with the community through engagement and celebration
of the arts.
4. Attract national and international artists to Cedar Rapids while promoting local artists and
events within the community.

Manage the City’s Art Collection
Goals and Ongoing Tasks
• Review Gift Art Applications and make recommendations to the City Council for inclusion into
the collection
• Review and make recommendations on mural applications
• Serve as recommending body on other matters pertaining to public art
• Assist groups interested in installing art in the community
• Develop annual Work Plan
• Review and make recommendations on placement of pieces in the City art collection
• Review and make recommendations on deaccessioning pieces of the City art collection

2018 Action Items

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost or resource</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elect Chair and Vice Chair</td>
<td>VAC</td>
<td>February, 2018</td>
</tr>
<tr>
<td>Develop 2019 Work Plan</td>
<td>VAC and Staff</td>
<td>November, 2018</td>
</tr>
<tr>
<td>Present 2019 Work Plan to</td>
<td>VAC and Staff</td>
<td>December, 2018</td>
</tr>
<tr>
<td>Development Committee</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Present 2019 Work Plan to</td>
<td>VAC and Staff</td>
<td>January, 2019</td>
</tr>
<tr>
<td>City</td>
<td></td>
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</tr>
</tbody>
</table>
Visual Arts Commission 2018 Work Plan

Council

• Review condition of pieces from 2016 Survey and identify any short term maintenance needs

  VAC and Staff  Spring, 2018

• Focus on ensuring identification is in place for all displayed public art

  VAC and Staff  Spring, 2018

• Review approval process for public art

  VAC and Staff  Spring, 2018

• Maintain inventory of art in the city and identify gaps and prioritize areas for additional art

  VAC and Staff  Summer 2018

Public Outreach and Education

Ongoing Tasks

• Promote newly acquired art in the community

• Develop promotional materials to educate and celebrate public art collection

• Represent the City at public events such as Downtown Farmer’s Markets

• Seek resident input on ideas to enhance Cedar Rapids

2018 Action Items

<table>
<thead>
<tr>
<th>Item</th>
<th>Resource</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Conduct public events and outreach to promote the City’s Art Collection</td>
<td>VAC subcommittee</td>
<td>2018</td>
</tr>
<tr>
<td>• Engage Colleges and Universities to partner to bring guest artists to Cedar Rapids</td>
<td>VAC subcommittee</td>
<td>2018</td>
</tr>
<tr>
<td>• Update and reprint Brochure</td>
<td>VAC subcommittee and Staff</td>
<td>Spring, 2018</td>
</tr>
<tr>
<td>• Approach potential partners such as GoCR to add information about the visual arts to existing literature</td>
<td>VAC and Staff</td>
<td>Spring 2018</td>
</tr>
</tbody>
</table>

Support Arts within the Community

Ongoing Tasks

• Identify opportunities to purchase new art through the 2% for Arts Policy
Visual Arts Commission 2018 Work Plan

- Make Recommendations on Gift Art Applications
- Identify maintenance and conservation needs for Public Art Collection

2018 Action Items

<table>
<thead>
<tr>
<th>Item</th>
<th>Resource</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Partner with and support the NewBo Arts Festival with the goal of expansion.</td>
<td>VAC subcommittee and staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>• Explore interaction with existing and new art groups and organizations in community, and how to be notified of upcoming projects</td>
<td>VAC subcommittee and staff</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
General Information

CHARTER
The City Planning Commission is a nine member commission appointed by the Mayor of the City of Cedar Rapids. The Commission was established by City Code to review and make recommendations to the City Council on various land development issues including proposed City comprehensive plans, zoning regulations, requests for the rezoning of land, site development plans, conditional use requests, and subdivision of land.

MEETINGS
The City Planning Commission meets every three weeks on Thursday at 3:00 p.m. unless otherwise published. Meetings are held at City of Cedar Rapids City Hall Council Chambers.

COMMISSIONERS and CONTACTS

Commissioners
Jim Halverson, Chair
Richard Pankey, Vice Chair
Samantha Dahlby
Virginia Wilts
Kim King
Karl Cassell
Lisa Peloquin
Amy Homan
Vacant

Staff Liaisons
Seth Gunnerson
(319) 286-5129
s.gunnerson@cedar-rapids.org

Vern Zakostelecky
(319) 286-5043
v.zakostelecky@cedar-rapids.org

This work plan serves as a guide to action and may be adapted or revised as new events and opportunities arise.
At its November 30, 2017 meeting the City Planning Commission discussed updating the work plan for the 2018 calendar year. The Work Plan on the following page will be discussed at the January 11, 2018 meeting of the Commission.

- **Current Reality**: Assessment of the Commission’s strengths, weaknesses, accomplishments and challenges.

- **Commitments and Vision**: Selection of goals that the Commission agreed upon and believed was achievable over the course of a year. Development of a vision statement to describe the intended outcome of achieving the work plan.

- **Key Actions**: Identification of action steps to accomplish Commitments and to address weaknesses and challenges listed in the Current Reality phase of the process. Similar Key Actions were grouped into key task groups.

- **Calendar Timeline**: Ranking of Key Actions from easiest to most difficult and arrangement of Key Actions throughout a year-long timeline.

- **Coordination**: Designation of a leader for each task group and determination of a tracking process to report updates.

This work plan contains the work/action items the Commission plans on being involved in for the year 2018 and any changes that may arise during finalization of the plan.
City of Cedar Rapids City Planning Commission
Work Plan for 2018

Work Plan

VISION
To improve the standard of planning and development activities in the City of Cedar Rapids while being use and user friendly in fulfilling City needs for housing, commercial and industrial development.

GOAL 1
Evaluate and make a Recommendation on the City’s New Zoning Ordinance

<table>
<thead>
<tr>
<th>TASK</th>
<th>ASSIGNMENT</th>
<th>DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Provide information to CPC on the new zoning code, including information about policy changes, implementation, and public outreach.</td>
<td>Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>• Review and provide input on public review draft documents.</td>
<td>Full Commission/Staff</td>
<td>2018</td>
</tr>
<tr>
<td>• Make recommendation to City Council on adoption draft of the new Zoning Code</td>
<td>Full Commission/Staff</td>
<td>2018</td>
</tr>
</tbody>
</table>

GOAL 2
Increase knowledge of CPC by attending training opportunities

<table>
<thead>
<tr>
<th>TASK</th>
<th>ASSIGNMENT</th>
<th>DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Staff will continue to provide updates on training opportunities.</td>
<td>Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>• CPC will proactively look for training opportunities they are interested in.</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>• Staff will provide updates and training on new adopted codes and regulations such as, but not limited to the Comprehensive Plan, Zoning Ordinance amendments, overlay district, etc.</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

GOAL 3
Participate and contribute to the development of City Plans and Policy Documents

<table>
<thead>
<tr>
<th>TASK</th>
<th>ASSIGNMENT</th>
<th>DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Review and provide input on draft and final plans such as, but not limited to Neighborhood Plans, Area Plans, etc.</td>
<td>Full Commission</td>
<td>As needed</td>
</tr>
<tr>
<td>• Review and provide input on annual update to EnvisionCR</td>
<td></td>
<td>January</td>
</tr>
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</table>

GOAL 4
Increase interaction and communication with City Council as necessary

<table>
<thead>
<tr>
<th>TASKS</th>
<th>ASSIGNMENT</th>
<th>DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Attend City Council and Development Committee meetings as needed.</td>
<td>Chair or Designee</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
To: City Council Development Committee
From: Anne Russett, Planner IV through Jennifer Pratt, Director of Community Development & Planning
Subject: ReZone Cedar Rapids
Date: January 17, 2018

Background
At the Development Committee’s January 17 meeting, City staff will provide an update on ReZone Cedar Rapids, which is a comprehensive update to the City’s zoning ordinance. Typically staff does not provide cover sheets to the Development Committee on project updates; however, staff is providing this memo due to the scope of this project.

Why ReZone?
In 2015, the City updated its comprehensive plan, known as EnvisionCR. EnvisionCR outlines the community agreed-upon vision for growth and development in Cedar Rapids. EnvisionCR includes a variety of initiatives to implement in order to achieve the goals of the plan. One of the key initiatives identified in EnvisionCR is the comprehensive update to the City’s zoning code. Zoning is the main tool by which communities implement comprehensive plans, and therefore, it was identified as a priority initiative.

In addition to implementing the comprehensive plan, ReZone Cedar Rapids aims to create a more modern, simplified, and flexible code.

1. **Modernize**: The new zoning code will enhance the experience of user by incorporating more graphics and user-friendly tables. A user’s guide will also be created to accompany the new code. The new code will also address housing types not contemplated previously, such as accessory dwelling units.

2. **Simplify**: The City is exploring how the new zoning code could improve the review and approval process for development proposals. This means that developers and community members alike can expect great predictability on proposed projects. In addition, the goal is to simplify the process for quality development that helps to accomplish the vision established in EnvisionCR.

3. **Flexibility**: Cedar Rapids is a diverse community. From its downtown to its historic neighborhoods to its new subdivisions, Cedar Rapids is made up of many unique neighborhoods. The new code will address this diversity by providing options that accommodate the city’s urban and suburban areas.

Approach to ReZone
Zoning provides the rules for how land can be developed. In general, zoning:

- Outlines what structures can be built and where;
- Provides for how structures will be used;
- Influences how structures will look by regulating parking, landscaping, and fenestration (e.g., building windows & doors); and
- Outlines how much can be built (e.g., height, density).

There are two types of zoning: 1) Traditional Zoning, and 2) Form-Based Zoning. Traditional zoning focuses on the separation of land uses such as residential, commercial, and industrial. The City’s current zoning code for the most part focused on the separation of land uses. Form-based zoning focuses on the following:
  - Form and size of buildings and generally allows a variety of uses;
  - Space between the streets and the front of the buildings, often referred to as the public realm;
  - Neighborhood character and existing context; and
  - Street networks and access to increase connectivity for many transportation modes, including cars, bicycles, and pedestrians.

As part of ReZone, City staff is looking at incorporating both of these types of zoning. In areas within the city’s urban core, form-based zoning regulations are being explored. This includes downtown, Ellis Boulevard, Kingston Village, the MedQ, Czech Village, and New Bohemia. With the exception of downtown, these areas have existing zoning overlay districts. The overlay districts focus more on building form and less on use, aim to enhance pedestrian connectivity and safety, and ensure new development fits within the existing neighborhood context. New form-based regulations will build-upon the existing overlay district standards. For the rest of the city, staff is exploring maintaining more traditional zoning regulations. However, certain aspects of form-based zoning will be considered for city-wide application, such as increasing connectivity, addressing transitions between land uses, and focusing more on form and less on use.

**Overview of Stakeholder Outreach**

Stakeholder outreach is a key component of this project. Since the inception of the project, staff has met regularly with the Steering Committee, a developer’s user group, and other user groups (e.g. preservationists, sign companies, real estate professionals, design professionals). More recently, staff has met with key stakeholder groups in the core where form-based regulations are contemplated. Table 1 summarizes the outreach to date.

**TABLE 1. Summary of ReZone Cedar Rapids Stakeholder Outreach**

<table>
<thead>
<tr>
<th>Date</th>
<th>Outreach Approach</th>
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<tbody>
<tr>
<td><strong>March 2016</strong></td>
<td>- Steering Committee meeting #1</td>
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<td><strong>June 2016</strong></td>
<td>- Public Open House #1 &amp; corresponding online survey</td>
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<td></td>
<td>- Zoning code user group meetings</td>
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<td><strong>November 2016</strong></td>
<td>- Steering Committee meeting #2</td>
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<tr>
<td><strong>May 2017</strong></td>
<td>- Public Open House #2 &amp; corresponding online survey</td>
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<td></td>
<td>- Steering Committee meeting #3</td>
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<td></td>
<td>- Zoning code user group meetings</td>
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<tr>
<td><strong>September 2017</strong></td>
<td>- Steering Committee meeting #4</td>
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<tr>
<td></td>
<td>- Zoning code user group meetings</td>
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<tr>
<td><strong>October 2017</strong></td>
<td>- Public Open House #3 &amp; corresponding online survey</td>
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<td><strong>Sept 2017 – Jan 2018</strong></td>
<td>- Attended multiple neighborhood association meetings</td>
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<td>- Initial meetings with stakeholders in form-based areas (e.g. Downtown, MedQ, Ellis Blvd, Czech Village &amp; NewBo)</td>
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<td></td>
<td>- Work sessions with stakeholders in form-based areas</td>
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<td></td>
<td>- Ongoing coordination with other City departments and staff</td>
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<td></td>
<td>- Individual meetings with various stakeholders upon request</td>
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<td>- Regular updates to the City Planning Commission</td>
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ReZone Project Timeline
Community Development staff is working toward City Council adoption of the new zoning code by summer 2018. Between now and summer 2018, staff will be working with the consultant team on drafting the new code; garnering additional input by holding more meetings with stakeholders, including another public open house; and making revisions to the draft based on stakeholder input.