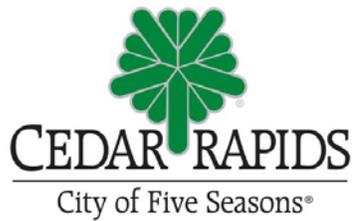




**City Council  
Development Committee  
Meeting Agenda Packet  
November 20, 2013  
3:00 p.m.**



City of Cedar Rapids  
**Development Committee Meeting Agenda**  
City Hall Council Chambers  
Wednesday, November 20, 2013  
3:00 pm – 5:00 pm

**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:**

Monica Vernon, Chair  
Council member Pat Shey  
Council member Scott Olson

- Mayor Ron Corbett is an ex-officio member of all Council Committees per City Charter Section 2.06.

**Agenda:**

- Approval of Minutes – October 23, 2013
  - Review of Development Committee Issue Processing Chart
    - Residential Fiber Options                      Nic Roberts
  - Informational Items and Updates
    - December 18<sup>th</sup> or Cancel December Meeting
- 
- |  |  |            |
|--|--|------------|
| 1. Low Income Housing Tax Credit (LIHTC) Recommendations | Paula Mitchell<br><i>Community Development</i> | 15 Minutes |
| 2. Kingston Square                                       | Fred Timko<br>Down To Earth Development, LLC   | 10 Minutes |
| 3. SAFE CR Update  | Amanda Grieder<br><i>Police</i>                | 15 Minutes |
| 4. Parklet Program Evaluation                            | Seth Gunnerson<br><i>Community Development</i> | 10 Minutes |
| 5. Gymnasiums in Industrial Areas                        | Seth Gunnerson<br><i>Community Development</i> | 10 Minutes |

**Future Meetings:**

1. Items for **January** Agenda –
  - a) DRTAC Design Guidelines
  - b) Historic Preservation Demolition Ordinance Update
  - c) Comprehensive Plan Update
  - d) Knutson Building

Any discussion, feedback or recommendation by Committee member(s) should not be construed or understood to be an action or decision by or for the Cedar Rapids City Council. Further, any recommendation(s) the Committee may make to the City Council is based on information possessed by the Committee at that point in time.



**City of Cedar Rapids**  
**DEVELOPMENT COMMITTEE MINUTES**  
**City Hall Council Chambers**  
**Wednesday, October 23, 2013**  
**3:00 p.m.**

The meeting was brought to order at 3:00 p.m.

Present: Council members Vernon (Chair), Shey and Olson. Staff members present: Joe O'Hern, Interim Community Development Director; Paula Mitchell, Grant Programs Manager; Caleb Mason, Housing Rehabilitation Specialist; Vern Zakostelecky, Development Services Planner; Todd Fagan, City Arborist; Thomas Smith, Community Development Planner; Seth Gunnerson, Community Development Planner; and Alicia Abernathey, Community Development Administrative Assistant.

Council member Vernon stated the Development Committee meets monthly and the purpose of the committee is to review development and economic issues that involve the community. Items are brought forward to the agenda from City staff, Council members and sometimes citizens.

Council member Vernon called for a motion to approve the minutes from September 25, 2013. Council member Shey made a motion to approve the minutes from September 25, 2013. The motion passed unanimously with none opposed.

**Informational Items and Updates**

Joe O'Hern, Interim Community Development Director, stated the regularly scheduled meeting date for November would be November 27<sup>th</sup>, which is the day before Thanksgiving. Staff is asking if it would be better to move the meeting up a week to November 20<sup>th</sup>. Council member Vernon requested staff tentatively plan on meeting on November 20<sup>th</sup>. Mr. O'Hern stated staff will plan for November 20<sup>th</sup>.

Mr. O'Hern stated there is also an issue with the December meeting as the regularly scheduled meeting is Christmas Day. The meeting can either be moved to December 18<sup>th</sup> or cancelled. The committee decided to determine the December meeting date at the November 20<sup>th</sup> meeting.

Council member Olson joined the meeting at 3:05 p.m.

Council member Vernon stated two topics need to be brought before the Development Committee including urban revitalization and an update on SAFE CR. Mr. O'Hern stated a SAFE CR update can be provided at the November meeting. SAFE CR had a very successful training on October 21<sup>st</sup>. Over 400 comment cards were filled out and staff will be working to make changes based on the feedback received.

## **1. Czech Village/New Bohemia Main Street District Strategic Plan**

Jennifer Pruden, Main Street Executive Director, stated a draft strategic plan was presented to the Development Committee in the spring and the strategic plan is now complete. The district is faced with the challenges that accompany rapid growth including how to guide investment in ways that will complement the area. Due to the challenges, the Main Street District decided to create a strategic plan to help guide development while preserving and enhancing the district's unique charm and architectural assets. The plan incorporates past studies, public feedback, best practices, etc. The Main Street program is an incremental process which has been evidenced over the previous four years with over \$25,000,000 in private reinvestment in the district and 35 new businesses and 64 new jobs within the past year. Ms. Pruden presented a concept map identifying key connector streets stating the plan will enhance the walkability of the streets with streetscaping, bike racks, lighting, cleanliness, signage, etc. Ms. Pruden also identified potential gateway intersections, trails, greenspace, parking, places for proposed infill, etc. Ms. Pruden identified the implementation strategy and ways to promote growth.

Council member Shey asked what the park and ride lot will be used for. Ms. Pruden stated the lot is currently being used for the Federal Courthouse but when they are no longer using it, it will be additional parking for Czech Village and New Bohemia. Council member Olson asked if property owners of the district were involved in the creation of the plan. Ms. Pruden stated property owners were invited to participate and they were accepting of the plan.

Lu Barron, Linn County Board of Supervisors, stated they have come a long way and will be working to become a SSMID District. Council member Vernon stated she is in agreement with the majority of the plan and the City is working to determine how the Sinclair site will be used.

## **2. Low Income Housing Tax Credit Requests**

Paula Mitchell, Grant Programs Manager, stated the City received six new requests for support for Low Income Housing Tax Credit (LIHTC). In addition, there is a project that had support last year that did not receive funding from the Iowa Finance Authority (IFA) and the developer is asking the City to renew support of the project. Of the proposals received, two are workforce housing proposals and four are senior housing proposals. If all projects are funded it will create 319 new units. Five projects are requesting City financial participation in order to receive maximum points from IFA for Local Government Contribution. Ms. Mitchell identified the options for Local Government Contribution. Ms. Mitchell explained each proposed project including site location and number of units. Ms. Mitchell stated staff will review financial requests and provide recommendations to the Development Committee in November before proceeding to City Council on December 3<sup>rd</sup>.

Council member Olson asked if the neighborhoods were involved. Ms. Mitchell stated contact information is provided to the neighborhood associations and staff encourages the developer to complete the outreach. Points are awarded for having the correct zoning on the property therefore some of the outreach will take place through the rezoning process.

Council member Shey asked if the City has a need for all the proposed senior housing. Ms. Mitchell stated the Housing Market Analysis showed the City is in need of 230 to 275 units for seniors from 2013 through 2020. Council member Vernon stated the renderings need to appear close to what the proposed site will look like when asking for City participation.

### **3. Request for City Property**

Caleb Mason, Housing Rehabilitation Specialist, stated the City received a letter of interest from adjacent property owners for two City-owned properties. The first property at 438 4<sup>th</sup> Avenue SW was offered through the ROOTs project and there was no interest received from developers. The request is to put the property out for Request for Proposals (RFP). The property is located within the Kingston Village Area therefore criteria can be incorporated into the development agreement to satisfy goals of the Kingston Village Area. The second request is for 821 & 825 Shaver Road NE and was submitted by the adjacent property owner for expansion of a restaurant business operation. The property is located along Cedar Lake and a portion is in the 100 year floodplain which puts limitations on the use of the property. Mr. Mason identified recommended criteria to incorporate in the RFP for each of the properties.

Council member Vernon asked if trees or buffering would be incorporated into the project for 438 4<sup>th</sup> Avenue SW if the space will be used for parking. Mr. Mason stated trees and buffering could be negotiated into the development agreement.

Council member Shey made a motion to take the recommendation to City Council. Council member Olson seconded the motion. The motion passed unanimously with none opposed.

### **4. Annexation Request by DK Land Services**

Vern Zakostecky, Development Services Planner, stated the Infrastructure Committee reviewed and recommended approval for an annexation request that includes a request for a sanitary sewer lift station to be owned and maintained by the City. The annexation request is for an area north of Blairs Ferry Road and west of Milburn Road in total of 64 acres. Some of area will not have gravity sewer available so a lift station is needed. Mr. Zakostecky stated staff will look into a policy for the City to own and maintain the lift station with the developer setting up a homeowners association that would pay the annual maintenance costs. Mr. Zakostecky presented a concept map of where houses and roadways would be constructed.

Council member Vernon asked why the adjacent subdivision is not included in the annexation. Mr. Zakostecky stated the property owners would probably not voluntarily annex. Council member Vernon asked if they were on septic. Mr. Zakostecky stated that was correct and it has been extended but it has not been extended to the west side of Milburn Road.

Council member Shey made a motion to take the recommendation to City Council. Council member Olson seconded the motion. The motion passed unanimously with none opposed.

### **5. Emerald Ash Borer Update**

Todd Fagan, City Arborist, stated the Emerald Ash Borer (EAB) was recently confirmed in Mechanicsville and staff is preparing for when the EAB gets to Cedar Rapids. The Department of Natural Resources (DNR) visited Cedar Rapids to check the ash trees. In November there is a possibility for quarantine of eastern Iowa because of the EAB. Treatments are available and they are 95-97% effective but there are drawbacks for large scale treatments which is why the City does not do them but allow homeowners to treat their own trees.

Council member Olson asked what percent of the trees in Cedar Rapids are ash trees. Mr. Fagan stated staff is estimating 20% of the trees are ash trees.

## **6. Historic Preservation Commission (HPC) Work Plan**

Thomas Smith, Community Development Planner, stated the goals for 2014 of the Historic Preservation Commission (HPC) have been defined by the members. Mr. Smith identified the following goals as part of the HPC work plan:

1. Participate in preservation, salvage and documentation of historic structures
2. Increase communication (internally within the City and also with other historic preservation organizations throughout the City)
3. Improve public relations
4. Provide information and educational opportunities for the public
5. Provide education opportunities for HPC members

Amanda McKnight-Grafton, HPC Chair, stated one of the highlights from 2013 was hosting the second annual Preservation Showcase. It was a daylong event consisting of seminars and hands on workshops that dealt with historic tax credits and restoration. The end of the event included an awards ceremony honoring property owners for their preservation efforts. Another highlight from 2013 is the creation of the B Avenue NE Historic District from 15<sup>th</sup> Street to 21<sup>st</sup> Street including the Franklin Middle School. HPC also coordinated with Habitat for Humanity ReStore for the salvage of historic materials from over 20 buildings. Other highlights include holding a Section 106 training and working with Kirkwood Community College to create a historic preservation curriculum. The curriculum will be the only one of its kind in Iowa. Ms. McKnight stated a highlight for the HPC in 2014 will be their involvement in the 2014 Preserve Iowa Summit that Cedar Rapids is hosting. Also, a citywide historic survey is underway that will help determine historic properties and will be compiled into a database that is available to everyone.

Council member Olson stated dialogue needs to continue in regards to changes to the ordinance. Ms. McKnight-Grafton stated the HPC is reviewing their processes in order to find a method of streamlining. Council member Vernon stated perhaps there could be a longer review period for older buildings. Council member Vernon suggested the Development Committee and the HPC have a joint meeting to discuss options.

## **7. City Planning Commission (CPC) Work Plan**

Seth Gunnerson, Community Development Planner, stated on January 1, 2013 the new Development Services Department took over land development applications and deals with the City Planning Commission (CPC) on a regular basis. The Development Services team has indicated there have been high numbers of applications this year and the CPC is continuing to work through the applications as they come before them.

Scott Overland, CPC Chair, stated the CPC continues to meet every three weeks and reviews between two and six applications each meeting. The CPC is seeing new projects, especially with the new PUD zoning, that are exceeding the minimum standards set by the City. There has been remarkable progress in the previous years. There have been numerous training opportunities available to CPC members, including the American Planning Association (APA) Conference that was held in Cedar Rapids. The Comprehensive Plan will become a big part of future activity and the CPC will be involved in the update from the 1999 Comprehensive Plan.

Council member Olson stated the CPC is an important commission and it is important to ensure members are present as their vote counts, especially with controversial issues. The training aspect is very important in order to make difficult decisions as a CPC member.

## **8. Visual Arts Commission (VAC) Work Plan**

Jim Kern, VAC Chair, stated the Visual Arts Commission (VAC) added seven new pieces to the City's collection this year. Six of the pieces are located in the new convention center and the seventh piece is located at the City's Amphitheatre. The art collection within the Paramount Theatre was also completed following restoration of paintings and sculptures. In the coming year the main goals of the VAC do not change but the tactics and priorities do change. The VAC plans to bring all pieces within the City's art collection out of storage and into the public view.

## **9. Kingston Village Overlay District Recommendation**

Mr. Gunnerson stated staff is seeking a recommendation to establish a Kingston Village Overlay District with regulations similar to the Czech Village / New Bohemia Overlay District. Staff is also seeking a recommendation to create a Design Review Technical Advisory Committee (DRTAC) for the Kingston Village District. Technical experts such as architects can be shared between the multiple DRTAC's. Staff is also requesting a recommendation on sign review that would allow the committee to review sign permits that establish a new sign, change a sign type or change the size of an existing sign.

Council member Olson made a motion to take the recommendations to City Council. Council member Shey seconded the motion. The motion passed unanimously with none opposed.

Council member Vernon suggested technical experts are not shared between multiple DRTACs. There are enough experts in the community that sharing should not be necessary.

## **10. Parking Changes – Round Three**

Mr. Gunnerson stated staff will research parking standards outside of the core area including parking maximums, on street parking and reduction in the requirements. Updates to staff's progress will be provided at upcoming Development Committee meetings.

Council member Vernon called for a motion to adjourn the meeting. Council member Shey made a motion to adjourn the meeting. Council member Olson seconded the motion. The motion passed unanimously with none opposed.

Meeting adjourned at 5:06 p.m.

Respectfully submitted,

Alicia Abernathey, Administrative Assistant II  
Community Development

Original Agenda Date	Agenda Item / Presenter	Action Item	Action Taken	Owner	Date Return to Committee	Recommendation to City Council
9/25/2013	ROOTs Round Four			CD	Done	
9/25/2013	CDBG Funding Priorities			CD	Done	
9/25/2013	Request for City-owned property - Landover Corporation	Request for Proposals		CD	Done	
10/23/2013	Czech Village / New Bohemia Main Street District Strategic Plan				Done.	Nov 13.
10/23/2013	Request for City-owned property - Shaver Road & 5th Ave			CD	Done.	Nov 13.
10/23/2013	Annexation Request from DK Land Service			DS	Done	Nov 13.
10/23/2013	Historic Preservation Commission Work Plan			CD	Done	Nov 13.
10/23/2013	City Planning Commission Work Plan			CD	Done	Nov 13.
10/23/2013	Visual Arts Commission Work Plan			CD	Done	Nov 13.
7/25/2011	Med District Design Guidelines			CD/Medical Quarter	April 2013	Will revisit April 2013 - Pending
9/26/2011	Land Development Fees Update	Given to City Council (full) to review for further discussion at November 2011 meeting.		CD		On Hold

Original Agenda Date	Agenda Item / Presenter	Action Item	Action Taken	Owner	Date Return to Committee	Recommendation to City Council
1/23/2012	Walkable Community Follow-Up Discussion / Council member Vernon AND Charlotte's Street Elevations / Tom Peterson	Jeff Speck to meet with the City Council and Staff. Bring back to Dev Comte a DRAFT of the Street Elevations for Cedar Rapids in April.	Christine Butterfield to set up meeting with Jeff Speck. Public Works Traffic Engineer and staff to bring back recommendation to Dev Comte in April.	CD / PW	underway	Jeff Speck scheduled to visit Cedar Rapids 4/11 - 4/13. Staff will schedule time with City Council during his visit. Meeting Summary sent to Council 4.27.12. Street Typology underway. Jeff Speck meet with staff in Cedar Rapids on 8.13.12 Back to Comte 12.11.12. Policy presented to City Council by Public Works 6.13
1/23/2012	Additional Rezoning of Flood Impacted Property / Seth Gunnerson	Bring remainder of properties to be rezoned back to Dev Comte in April		CD		Ongoing.
2/23/2012	ACE District / Streetscaping - 3rd Street from 1st to 8th	Send to staff for research on: Can we implement? How? Dollars? Return to Dev Comte in April.		PW	12.11.12	Public Works meeting with stakeholders group. Installation planned by Pubic Works 6.1.13
2/23/2012	Mound View Coalition for Neighborhood Stabilization	Come back to Dev Comte when Emily Meyer is available.		Mound View Neighborhood		Waiting to hear from neighborhood. On Hold
2/23/2012	Neighborhood Planning Process Implementation	Did not discuss at 2/23 meeting. Bring back at 3/26 meeting.		CD	3/26/2012	Last update to City Council 2.15.13. Next update early 2014.
3/26/2012	Chapter 32 Modifications - Setbacks and Shared Parking	Jeff Speck to look at setbacks on Mt. Vernon Road. Shared parking will come back in May as part of the Maximum vs.		CD	5/28/2012, 8/29/2012, 11/28/12, 1/23/13,	Discussed and reviewed 2006 zoning code. Established build to line. Jeff Speck to report on typology in August.
9/26/2012	Distance Separation from Alcohol, Tobacco and Payday Lenders	City Staff will work to create language for Chapter 32 Zoning Ordinance.	Staff is taking to CPC in December to recommend language.	CD	Sept 2013 - Alcohol/Tobacco	Payday Lending Slated City Council 5.13. Alcohol & Tobacco early 2014
11/28/2012	Tree Planting Policy	City staff will work to draft a policy on tree planting, placement and maintenance		CD	Jan 2013	Early 2013. April 2014.
11/28/2012	Signage	Return with best practices on general signage.		CD	Oct 2013	ongoing.

Original Agenda Date	Agenda Item / Presenter	Action Item	Action Taken	Owner	Date Return to Committee	Recommendation to City Council
1/23/2013	Commercial Lighting Requirements	Look into Height requirements, equipment to verify lighting meets standards, interior lighting.		CD	April 2013	
2/27/2013	14th Avenue Alignment	Look into tree lined streets, sidewalks, shared-use lanes,		CD	March 2013	Included in Iowa Steel disposition
2/27/2013	Downtown Parklets	Figure out a minimum number of parklets		CD	March 2013	Completion slated 6.13. Installation complete. Evaluation 11.13
4/30/2013	NewBo Volleyball			CD		
4/30/2013	Ellis Plan			CD		Update 9.13. Ongoing.
5/22/2013	Comprehensive Plan			CD		Ongoing.
7/24/2013	Convention Center Parking Structure - 1st Floor Retail			CD		Ongoing.
7/24/2013	North Gateway Sign			CD		Ongoing.
7/24/2013	Section 8 Funding Update			CD		Ongoing.
7/24/2013	Design Review Overlay Districts			CD		Ongoing.
8/28/2013	Annexation Agreement with Marion			CD		Ongoing.
9/25/2013	Vacant Housing			BS/CD	Jan 2014	
9/25/2013	Historic Preservation Demolition Ordinance Update			CD	Jan 2014	
10/23/2013	Low Income Housing Tax Credit Requests			CD	Nov 13.	Dec 13.
10/23/2013	Emerald Ash Borer Update	Continue to monitor spread. Proactively plant trees.		PW		Ongoing.
10/23/2013	Parking Changes - Round 3	Stakeholder Input		CD	Jan 2014	ongoing

For the Complete Issue Processing Chart, please contact Community Development at (319) 286-5041.



Community Development Department  
City Hall  
101 First Street SE  
Cedar Rapids, IA 52401  
Telephone: (319) 286-5041

**To:** City Council Development Committee  
**From:** Paula Mitchell through Joe O'Hern, Executive Administrator of Development Services  
**Subject:** Requests for City Support – Low Income Housing Tax Credit (LIHTC) Projects  
**Date:** November 20, 2013

---

**Background:**

At the October Development Committee meeting, staff previewed six new requests for City support for LIHTC projects being proposed in Cedar Rapids, along with one additional request to renew support for a project the City supported in the two previous years, but which did not secure funding from the Iowa Finance Authority (IFA). In order to score well in IFA's process, projects need Local Government Contribution. Five points are awarded for each percentage point of the total project cost that is derived from Local Government Contribution, up to a maximum of 30 points.

In general, staff's approach is to first utilize tools such as Enterprise Zone benefits, City owned land, and Urban Revitalization Tax Exemption (URTE) to meet project gaps. However, in some instances, these traditional tools are not available due to project location, or they do not fully meet the financial gap. Community Development and the Finance department have further coordinated to provide recommendations regarding the City's capacity to provide cash loans or grants, which is limited. Enterprise Zone benefits are recommended for all projects in the Enterprise Zone area.

A summary of the proposed projects and staff recommendations follows:

- **Hatch Development** – Requesting a renewal of support for 30 new single family homes under a rental-to-homeownership model, on scattered City-owned sites in the northwest and southwest quadrants, in the Neighborhood Revitalization Area. Previously, the City committed to disposition of City-owned property, and a loan of \$550,000, payable in year 16 when the project converts to home ownership.

Staff Recommendation: Staff recommends a resolution of support, and renewal of the Option to Purchase. Staff is also recommending that \$310,000 of the \$550,000 request come from an Urban Revitalization Tax Exemption (URTE), and that the City work with the developer to identify a mechanism to assist with the remaining \$240,000. This recommendation is based on the project meeting an identified need for access to alternate home ownership options, and the City's two previous commitments to support the project.

- **The Affordable Housing Network, Inc. (AHNI)** – Requesting a resolution of support for "Monroe Villas" project located at 3200 Pioneer Avenue SE. The project proposes adaptive re-use of the former Monroe school building site to create 43 units of workforce housing. Of the 43 units, 19 units would be located in the former school building and 24 units would be newly constructed single-family homes. The project consists of 28 three-

bedroom and 15 four-bedroom units renting from \$625 to \$700 per month. The developer's Local Government Contribution is derived from the school district, which is offering the property at a discounted sale price. Therefore, the developer is not requesting City financial assistance, however is requesting a resolution of support.

Staff Recommendation: Staff recommends a resolution of support.

- **TW Sather Company, Inc. and Landover Development Corporation** – Requesting a resolution of support and City financial participation for “Kingston Village” project located near the northwest corner of Diagonal Drive and 2<sup>nd</sup> Street SW. The project proposes demolition of existing single family homes and new construction of a 4-story, 64-unit apartment building with 16 one-bedroom, 32 two-bedroom, and 16 four-bedroom units. Of the 64 units, 54 are proposed to be affordable workforce housing and 10 are proposed to be market rate. Rents range from \$350 for an affordable one-bedroom unit to \$1,095 for a market rate four-bedroom unit. The developer is seeking City financial participation to meet an \$820,256 gap in the project budget. The project has received letters of support from Taylor Area Neighborhood Association (TANA) and the West Side Redevelopment Group, and is consistent with the Kingston Village Area Plan.

Staff Recommendation: The project budget gap can be met and full points for City contribution awarded through use of the Enterprise Zone benefit and Urban Revitalization Tax Exemption (URTE) which would provide a 10-year, 100% tax exemption on the improvements. Staff recommends a resolution of support and commitment to initiate the URTE process upon award of tax credits by IFA.

- **TWG Development, LLC and Landover Development Corporation** – Requesting a resolution of support and City financial participation for “Commonwealth Senior Apartments” located at 1400 2<sup>nd</sup> Avenue SE. The project proposes rehabilitation of the historic Commonwealth Apartments for senior housing. Density will be reduced from approximately 100 to 86 units. Of these, 18 will be studio/efficiency, 59 will be one-bedroom, and 9 will be two-bedroom, with all units proposed to be affordable. Rents range from \$308 to \$625. The developer is seeking \$800,000 in City financial participation. The project has received letters of support from the Wellington Heights Neighborhood Association (WHNA), Coe College, The Uptown District, and the local Historic Preservation Commission (HPC).

Staff Recommendation: The combined value of Enterprise Zone benefits and an Urban Revitalization Tax Exemption (URTE) is estimated at \$299,319, which falls short of the \$612,369 needed to maximize points for Local Government Contribution. Staff is recommending a resolution of support and commitment to initiate the URTE process upon award of tax credits, and that staff work with the developer to identify an acceptable mechanism to assist with the remaining \$299,319, which would allow the project to receive the maximum points for local support. This is based upon the rehabilitation needs of this existing building, which without assistance will likely lose taxable value, as well as the project's consistency with the Wellington Heights Neighborhood Plan.

- **High Development** – Requesting a resolution of support and City financial participation for “Sonoma Square Senior Living” located at Ellis Boulevard and J Avenue NW. The project proposes new construction of a 48-unit senior housing development in the Ellis Boulevard Viable Business Corridor. Units will be one and two-bedroom. Rents range from \$476 to \$605 for affordable units. The developer is seeking Enterprise Zone credits,

City land, tax exemption, and additional City financial participation of approximately \$300,000.

Staff Recommendation: The combined value of Enterprise Zone benefits, the City owned land, and an Urban Revitalization Tax Exemption (URTE) providing 100% tax exemption for ten years would be approximately \$808,824, which would secure the project the maximum points possible for Local Government Contribution. Staff recommends a resolution of support and commitment to initiate property disposition and the URTE process upon award of tax credits by IFA. There is currently no identified funding source for the additional \$300,000 grant.

- **MetroPlains LLC and Neighborhood Development Corporation** – Requesting a resolution of support and City financial participation for “2<sup>nd</sup> Avenue SW Senior Apartments.” The project proposes new construction of 30 units of senior housing on 2<sup>nd</sup> Avenue SW, consisting of 22 one-bedroom and 8 two-bedroom units. All units except 1 are proposed to be affordable. Rents range from \$470 to \$850. The developer is requesting to use City-owned property for which NDC was the successful proposer for this project and relocating NDC’s Multi-family New Construction project to another nearby site in the Kingston Village Area. The developer is also requesting Enterprise Zone credits and City financial participation of approximately \$350,000.

Staff Recommendation: The combined value of Enterprise Zone Credits, City-owned land, and an Urban Revitalization Tax Exemption (URTE) is \$434,560, which will allow the project to receive maximum points for Local Government Contribution. Staff recommends a resolution of support, disposition of City-owned property, and commitment to initiate the URTE upon award of tax credits. There is currently no identified funding source for the additional \$350,000 request; however, staff understands that the developer is pursuing additional funding sources to assist in closing the gap.

- **Miller Valentine Group** – Requesting a resolution of support and City financial participation for “Cypress Senior Residence.” The project proposes new construction of 48 senior housing units at the SE corner of 12<sup>th</sup> Avenue and Jacolyn Drive SW. All units will be two-bedroom, affordable units. Rents range from \$596 to 696. The developer is requesting City financial participation of approximately \$520,000.

Staff Recommendation: Use of the Urban Revitalization Tax Exemption (URTE) to provide a ten-year 100% tax exemption would provide approximately \$340,000 in benefit to the project. Staff is unable to identify a funding mechanism for the remaining \$180,000 gap as the project is not located in an Enterprise Zone, TIF district, or other targeted incentive area. Staff recommends a resolution of support and commitment to initiate the URTE process upon award of tax credits by IFA. This would allow the project to secure some points, but not the maximum points available for Local Government Contribution.

A matrix of the recommendations is provided as an attachment to this memo.

### **Timeline and Next Steps:**

- November 20, 2013 – Development Committee consideration of financial requests.
- December 3, 2013 – City Council consideration of financial requests.
- December 9, 2013 – Applications due to Iowa Finance Authority.

LIHTC PROPOSED PROJECTS AND FUNDING RECOMMENDATIONS AS OF 11/15/13

Project	Address/Location	Developer	Type of Project	Total # Units	Total Construction Cost	Total City Request (All Sources)	Enterprise Zone	Tax Exemption, Estimate	Land Value	City Grant/Loan	Gap
Cedar Rapids ROSE Homes	Scattered Sites	Hatch Development	Workforce new construction, rent to own	30	\$6,212,816	\$1,063,781	\$88,741	\$310,000	\$425,040	\$240,000	\$0
Monroe Villas	3200 Pioneer Avenue SE	Affordable Housing Network, Inc.	Workforce housing/adaptive re-use with new construction.	43	\$9,120,157	\$0	\$0	\$0	\$0	\$0	\$0
Kingston Village	Diagonal Drive/2nd Street SW	TW Sather Company/Landover Development Corp.	Workforce Housing/New Construction	64	\$9,766,100	\$1,458,652	\$382,000	\$836,000	\$240,652	\$0	\$0
Commonwealth Senior Apartments	1400 2nd Avenue SE	TWG Development/Landover Development Corporation	Senior Housing/Historic Rehabilitation	86	\$10,206,157	\$800,000	\$200,340	\$112,710	\$0	\$299,319	\$187,631
Sonoma Square Senior Living	Ellis Boulevard/J Avenue NW	High Development	Senior Housing/New Construction	48	\$7,968,788	\$1,108,824	\$215,875	\$455,000	\$137,949	\$0	\$300,000
2nd Avenue SW Senior Apartments	2nd Avenue/7th Street SW	MetroPlains, LLC/Neighborhood Development Corporation	Senior Housing/New Construction	30	\$4,631,445	\$784,560	\$110,440	\$237,000	\$87,120	\$0	\$350,000
Cypress Senior Residence	12th Avenue/Jacolyn Drive SW	Miller Valentine Group	Senior Housing/New Construction	48	\$8,589,856	\$520,000	\$0	\$340,000	\$0.00	\$0	\$180,000
				319	\$50,282,503	\$5,735,817	\$997,396	\$2,290,710	\$890,761	\$539,319	\$1,017,631

LOCAL GOVERNMENT CONTRIBUTION

Project	Address/Location	Developer	Contribution Needed for Maximum Points - Local Govt.	EZ	Tax Exemption	City Grant/Loan	Other Source, non-City	Total
Cedar Rapids ROSE Homes	Scattered Sites	Hatch Development	\$372,769	\$88,741	\$310,000	\$240,000	\$0	\$638,741
Monroe Villas	3200 Pioneer Avenue SE	Affordable Housing Network, Inc.	\$547,209	\$0	\$0	\$0	\$547,209	\$547,209
Kingston Village	Diagonal Drive/2nd Street SW	TW Sather Company/Landover Development Corp.	\$585,966	\$382,000	\$836,000	\$0	\$0	\$1,218,000
Commonwealth Senior Apartments	1400 2nd Avenue SE	TWG Development/Landover Development Corporation	\$612,369	\$200,340	\$112,710	\$299,319	\$0	\$612,369
Sonoma Square Senior Living	Ellis Boulevard/J Avenue NW	High Development	\$478,127	\$215,875	\$455,000	\$0	0	\$670,875
2nd Avenue SW Senior Apartments	2nd Avenue/7th Street SW	MetroPlains, LLC/Neighborhood Development Corporation	\$277,887	\$110,440	\$237,000	\$0	0	\$347,440
Cypress Senior Residence	12th Avenue/Jacolyn Drive SW	Miller Valentine Group	\$515,391	\$0	\$340,000	\$0	\$0	\$340,000
			\$3,389,718	\$997,396	\$2,290,710	\$539,319	\$547,209	\$4,374,634



**Down To Earth Development  
will give a presentation on  
Kingston Square at the  
November 20, 2013  
Development Committee  
Meeting.**



Community Development Department  
City Hall  
101 First Street SE  
Cedar Rapids, IA 52401  
Telephone: (319) 286-5041

To: City Council Development Committee  
From: Amanda Grieder, SAFE CR Nuisance Property Abatement Coordinator  
Subject: SAFE CR Update  
Date: November 20, 2013

---

**Background:**

Through Police calls for service, the SAFE-CR program has identified certain call types and criminal code sections which we recommend to add to Chapter 22A.

**Recommendations:**

Include the following code sections to Chapter 22A.03.a:

- Interference with Official Acts (719.1)

Include the following criminal code sections to Chapter 22A.03.b:

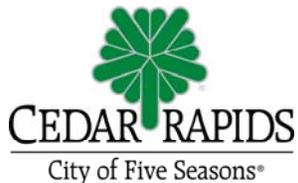
- Disorderly Conduct (723.4)
- Consumption or Intoxication in Public Places (123.46)
- Prohibited Occupancy (29.14 Cedar Rapids Municipal Code)
- Persons Under Legal Age under 18 (123.47) 18-20 (123.47A)

Include the following criminal code sections to Chapter 22A.03.c:

- Disturbing the Peace (62.01)

**Timeline and Next Steps:**

It is my recommendation to continue to collect data on the criminal code sections listed above and revise Chapter 22A of the Cedar Rapids Municipal Code to include the above code sections.



**Count of Criminal Complaint Nuisance Activities  
By Type  
10/01/2013 to 11/13/2013**

Nuisance Activity	Number of Complaints
22A.03.a.1 Controlled Substance - Delivery	3
22A.03.a.10 Gambling - Felony	1
22A.03.a.13 Violation of CR Municipal Code	1
22A.03.a.3 Arson	1
22A.03.a.7 Dangerous Weapon - Intimidation	1
22A.03.a.8 Willful Injury	2
22A.03.b.1 Controlled Substance	13
22A.03.b.10 Failing to Secure	6
22A.03.b.13 Disorderly House	19
22A.03.b.2 Dangerous Weapon - Possession	1
22A.03.b.6 Assault - Serious	3
22A.03.c.4 Assault - Simple Misdemeanor	2
22A.03.c.5 Animal Noise	19



## Criminal Complaint Nuisance Activity SAFE-CR Program 10/01/2013 to 11/13/2013

Request Number	Date	Address	Nuisance Activity
CRCO-2013-005098	10/01/2013	E AVE NW	22A.03.b.13 Disorderly House
CRCO-2013-004920	10/01/2013	3RD ST SW	22A.03.b.6 Assault - Serious
CRCO-2013-004941	10/02/2013	17TH ST NE	22A.03.c.5 Animal Noise
CRCO-2013-005274	10/02/2013	KIRKWOOD CT SW	22A.03.b.13 Disorderly House
CRCO-2013-004942	10/02/2013	FLORIDA CT SW	22A.03.b.13 Disorderly House
CRCO-2013-004940	10/02/2013	COUNTRY CLUB PKWY SE	22A.03.c.5 Animal Noise
CRCO-2013-004954	10/03/2013	KIRKWOOD BLVD SW	22A.03.b.1 Controlled Substance
CRCO-2013-004951	10/03/2013	MILLER AVE SW	22A.03.b.13 Disorderly House
CRCO-2013-004985	10/03/2013	SOUTH RIDGE DR SW	22A.03.b.1 Controlled Substance
CRCO-2013-004959	10/03/2013	1ST AVE SW	22A.03.b.1 Controlled Substance
CRCO-2013-005020	10/03/2013	BLAIRS FERRY RD NE	22A.03.b.6 Assault - Serious
CRCO-2013-005028	10/04/2013	21ST AVE SW	22A.03.b.13 Disorderly House
CRCO-2013-004992	10/04/2013	17TH ST SE	22A.03.b.10 Failing to Secure
CRCO-2013-004965	10/04/2013	A AVE NW	22A.03.c.5 Animal Noise
CRCO-2013-004972	10/06/2013	B AVE NE	22A.03.c.5 Animal Noise
CRCO-2013-004979	10/06/2013	16TH AVE SW	22A.03.b.13 Disorderly House
CRCO-2013-004966	10/06/2013	LEWELLEN DR NW	22A.03.c.5 Animal Noise
CRCO-2013-005070	10/07/2013	J ST SW	22A.03.b.10 Failing to Secure
CRCO-2013-005024	10/08/2013	15TH ST SE	22A.03.c.5 Animal Noise
CRCO-2013-005022	10/08/2013	16TH ST NE	22A.03.b.2 Dangerous Weapon - Possession
CRCO-2013-005026	10/10/2013	PARK TOWNE PL NE	22A.03.c.5 Animal Noise
CRCO-2013-005067	10/11/2013	A AVE NE	22A.03.a.10 Gambling - Felony
CRCO-2013-005127	10/11/2013	WASHINGTON AVE SE	22A.03.a.1 Controlled Substance - Delivery

CRCO-2013-005066	10/11/2013	KIRKWOOD CT SW	22A.03.b.1 Controlled Substance
CRCO-2013-005128	10/11/2013	WOODSTONE LN SW	22A.03.b.13 Disorderly House
CRCO-2013-005044	10/11/2013	ELLIS BLVD NW	22A.03.b.1 Controlled Substance
CRCO-2013-005129	10/12/2013	PRESTON TERRACE CT SW	22A.03.b.13 Disorderly House
CRCO-2013-005050	10/12/2013	SOUTH RIDGE KNOLLS CT SE	22A.03.b.1 Controlled Substance
CRCO-2013-005130	10/13/2013	B AVE NE	22A.03.b.10 Failing to Secure
CRCO-2013-005073	10/14/2013	B AVE NE	22A.03.b.10 Failing to Secure
CRCO-2013-005074	10/15/2013	3RD AVE SE	22A.03.c.5 Animal Noise
CRCO-2013-005087	10/15/2013	9TH ST SW	22A.03.c.5 Animal Noise
CRCO-2013-005131	10/16/2013	CURTIS ST SW	22A.03.b.13 Disorderly House
CRCO-2013-005086	10/16/2013	17TH ST SE	22A.03.b.10 Failing to Secure
CRCO-2013-005088	10/16/2013	2ND AVE SW	22A.03.c.5 Animal Noise
CRCO-2013-005146	10/17/2013	B AVE NE	22A.03.c.5 Animal Noise
CRCO-2013-005148	10/19/2013	23RD ST NW	22A.03.c.5 Animal Noise
CRCO-2013-005147	10/19/2013	12TH AVE SW	22A.03.b.13 Disorderly House
CRCO-2013-005160	10/20/2013	2ND AVE SE	22A.03.b.1 Controlled Substance
CRCO-2013-005159	10/21/2013	11TH ST NW	22A.03.c.5 Animal Noise
CRCO-2013-005179	10/21/2013	GLASS RD NE	22A.03.b.13 Disorderly House
CRCO-2013-005178	10/21/2013	14TH AVE SW	22A.03.c.5 Animal Noise
CRCO-2013-005215	10/25/2013	KIRKWOOD PKWY SW	22A.03.b.13 Disorderly House
CRCO-2013-005216	10/26/2013	MANSFIELD AVE SE	22A.03.c.5 Animal Noise
CRCO-2013-005237	10/27/2013	WESTDALE DR SW	22A.03.b.13 Disorderly House
CRCO-2013-005275	10/28/2013	B AVE NE	22A.03.a.1 Controlled Substance - Delivery
CRCO-2013-005275	10/28/2013	B AVE NE	22A.03.a.1 Controlled Substance - Delivery
CRCO-2013-005272	10/30/2013	O AVE NW	22A.03.c.5 Animal Noise
CRCO-2013-005273	10/30/2013	MILLER AVE SW	22A.03.b.13 Disorderly House
CRCO-2013-005331	11/01/2013	BLUE RIDGE CT NE	22A.03.b.13 Disorderly House

CRCO-2013-005330	11/01/2013	TENNESSEE CT SW	22A.03.b.13 Disorderly House
CRCO-2013-005328	11/01/2013	BEVER AVE SE	22A.03.a.3 Arson
CRCO-2013-005328	11/01/2013	BEVER AVE SE	22A.03.a.1 Controlled Substance - Delivery
CRCO-2013-005332	11/02/2013	MILLER AVE SW	22A.03.b.1 Controlled Substance
CRCO-2013-005333	11/03/2013	KIRKWOOD CT SW	22A.03.b.13 Disorderly House
CRCO-2013-005335	11/03/2013	3 AVE SW	22A.03.c.4 Assault - Simple Misdemeanor
CRCO-2013-005336	11/03/2013	3 AVE SW	22A.03.c.4 Assault - Simple Misdemeanor
CRCO-2013-005334	11/04/2013	RIDGEWOOD TER SE	22A.03.a.7 Dangerous Weapon - Intimidation
CRCO-2013-005410	11/04/2013	31ST ST NE	22A.03.b.1 Controlled Substance
CRCO-2013-005373	11/05/2013	C AVE NE	22A.03.b.1 Controlled Substance
CRCO-2013-005366	11/06/2013	5TH AVE SE	22A.03.b.13 Disorderly House
CRCO-2013-005365	11/06/2013	4TH AVE SE	22A.03.b.6 Assault - Serious
CRCO-2013-005393	11/07/2013	B AVE NW	22A.03.c.5 Animal Noise
CRCO-2013-005397	11/08/2013	66TH AVE SW	22A.03.b.13 Disorderly House
CRCO-2013-005407	11/08/2013	8TH AVE SE	22A.03.b.10 Failing to Secure
CRCO-2013-005397	11/08/2013	66TH AVE SW	22A.03.a.8 Willful Injury
CRCO-2013-005402	11/09/2013	B AVE NE	22A.03.c.5 Animal Noise
CRCO-2013-005408	11/09/2013	DEAN RD SW	22A.03.b.1 Controlled Substance
CRCO-2013-005403	11/09/2013	6TH AVE SE	22A.03.a.8 Willful Injury
CRCO-2013-005406	11/10/2013	CRESCENT ST SE	22A.03.a.13 Violation of CR Municipal Code
CRCO-2013-005406	11/10/2013	CRESCENT ST SE	22A.03.b.1 Controlled Substance
CRCO-2013-005409	11/10/2013	DEAN RD SW	22A.03.b.1 Controlled Substance

# Nuisance Property List

Lines in **Red** are Rental Properties

Site Address	NPAC	Opened Date	Description
11TH AVE SE	Amanda Grieder	10/21/2013	Cedar Rapids Municipal Code 22A.03.d.1
CRESCENT ST SE	Amanda Grieder	11/11/2013	22.01.a(2) Cedar Rapids Municipal Code/124.401(5) Iowa Code
WASHINGTON AVE SE	Amanda Grieder	10/17/2013	124 Iowa Code Section
B AVE NE	Amanda Grieder	10/17/2013	Cedar Rapids Municipal Code Chapter 29
BEVER AVE SE	Amanda Grieder	11/4/2013	Iowa Code 124.401/ Iowa Code 712
6TH AVE SE	Amanda Grieder	11/11/2013	708.4(2) Iowa Code Section
6TH AVE SE	Amanda Grieder	10/24/2013	124.401 Iowa Code Section
		10/24/2013	124.401 Iowa Code Section
RIDGEWOOD TER SE	Amanda Grieder	11/4/2013	Iowa Code Section 708.6
B AVE NE	Amanda Grieder	10/31/2013	124.401.1.d
A AVE NE	Amanda Grieder	10/14/2013	725 Iowa Code
SOUTH RIDGE KNOLLS CT SE	Amanda Grieder	10/25/2013	124.401 Iowa Code Section
66TH AVE SW	Amanda Grieder	11/8/2013	708.4 Iowa Code Section/62.33 Cedar Rapids Municipal Code
JOHNSON AVE NW	Amanda Grieder	10/7/2013	Placarded Property 10-1-2013
PRESTON TERRACE CT SW	Amanda Grieder	10/23/2013	Iowa Code Chapter 124
17 <sup>TH</sup> ST SE	Amanda Grieder	10/16/2013	Cedar Rapids Municipal Code Ch. 29
4TH AVE SE	Amanda Grieder	10/30/2013	22A.03.d.1
66TH AVE SW	Amanda Grieder	11/8/2013	708.4 Iowa Code Section/62.33 Cedar Rapids Municipal Code
33RD ST NE	Amanda Grieder	11/8/2013	Cedar Rapids Municipal Code Ch. 29

# Placarded Properties

Address	Effective Date	Notes
11TH ST NW	9/20/2013	Unsanitary conditions.
14TH ST SE	10/11/2013	No Water.
15TH AVE SW	9/20/2013	No Water, Unsanitary conditions.
17TH ST SE	9/20/2013	Unsanitary conditions.
17TH ST SE	9/20/2013	Unsanitary Conditions.
19TH ST SE	10/9/2013	No water.
19TH AVE SW	9/20/2013	No Water.
19TH ST SE	9/20/2013	No Gas or Water.
19TH AVE SW	9/20/2013	Unsanitary conditions
20TH AVE SW	9/20/2013	Gas turned off.
28TH ST SE	11/1/2013	Unsanitary conditions.
2ND AVE SE	9/20/2013	No utilities and no gas meter.
32ND ST NE	9/20/2013	Unsanitary conditions & filth.
33RD ST NE	9/20/2013	No Water.
33RD ST NE	11/15/2012	Unsanitary conditions.
35TH ST NE	11/1/2013	No Water.
3RD AVE SE	9/20/2013	Bedbugs.
3RD ST SW	10/22/2013	Lack of gas & water/unsafe structure.
4TH AVE SE	10/25/2013	Pest infestation, sanitation issues, sewer problems, electrical issues and other maintenance issues.
5TH AVE SE	9/20/2013	Unsanitary living conditions.
6TH ST SW	9/20/2013	Dangerous and unsafe structure.
7TH AVE SE	9/20/2013	No heat-fire occurred.
8TH AVE SE	11/8/2013	No Water.
8TH AVE SW	9/20/2013	No Water.
9TH ST SW	9/20/2013	No Electricity.
9TH ST SW	9/20/2013	No Water.
A AVE NE	9/20/2013	Unsafe conditions-house fire.
A AVE NW	9/20/2013	No Water.
B AVE NE	10/11/2013	No Water.
B AVE NE	9/20/2013	No water.
B AVE NE	11/1/2013	No Water.

BEVER AVE SE	9/20/2013	No Water.
BEVER AVE SE	11/4/2013	A PTE was issued to the owner and 3 workers to secure property and make repairs.
BOWLING ST SW	9/20/2013	Meth lab explosion.
BOWLING ST SW	9/20/2013	Meth lab explosion.
BOWLING ST SW	9/20/2013	Meth lab explosion.
CRESCENT ST SE	11/13/2013	(Garage Only) Property is placarded until garage is completely cleaned out and has passed building and electrical inspections.
E AVE NE	11/1/2013	Placarded-No Water.
J ST SW	10/7/2013	No water.
JOHNSON AVE NW	10/29/2013	
JOHNSON AVE NW	10/29/2013	
JOHNSON AVE NW	10/29/2013	
M ST SW	9/20/2013	No utilities.
MEMORIAL DR SE	11/13/2013	Unsanitary conditions-unsafe structure.
MT VERNON RD SE	9/20/2013	Lack of all utilities, extensive fire, dilapidation.
NORTH TOWNE CT NE	11/8/2013	Bedbugs and Unsanitary Conditions
NORTH TOWNE CT NE	11/8/2013	Bedbugs and Unsanitary Conditions
NORTH TOWNE CT NE	11/8/2013	Bedbugs and Unsanitary Conditions
OUTLOOK DR SW	9/20/2013	Unhealthy conditions & Safety Issues
PARK CT SE	9/20/2013	No utilities-unfit & unsanitary conditions.
ROMPOT ST SE	9/20/2013	No Water or gas.
WASHINGTON AVE SE	9/20/2013	No Water.
WASHINGTON AVE SE	9/20/2013	No Water.



Community Development Department  
City Hall  
101 First Street SE  
Cedar Rapids, IA 52401  
Telephone: (319) 286-5041

**To:** City Council Development Committee  
**From:** Seth Gunnerson through Joe O'Hern, Executive Administrator of Development Services  
**Subject:** Parklet Program Update  
**Date:** November 20, 2013

---

**Background:**

---

In 2013 the City completed a pilot program to install removable sidewalk platforms, known as "Parklets" downtown along 3<sup>rd</sup> Avenue. Four businesses participated in the program in the first year, they were:

- White Star Ale House
- Zins Restaurant
- The Lost Cuban
- Theatre Cedar Rapids

The City of Cedar Rapids purchased the parklet platforms, and crews from the Public Works Department installed them in front of businesses on 3<sup>rd</sup> Street SE.

Plant material and watering for the parklets was provided by the Downtown District. Individual businesses were responsible for providing all furniture and maintaining the space.

**First Year Recap:**

---

Staff has received substantial positive feedback in the first year. No incidents involving the parklets have been reported.

Some concerns have been raised about the reconfiguration of 3<sup>rd</sup> Street and the impact on traffic patterns, although the city has received positive feedback as well. Planners from two other cities (Mason City, IA and Urbana, IL) have been in contact with the City about implementing similar programs.

**Participant Feedback:**

- Businesses are excited about program; and felt that it helped draw attention to their business.
- Businesses liked the plantings the Downtown District provided.
- Businesses would prefer to not have to maintain their own plantings.
- Some businesses have expressed an interest in expanding or relocating their parklet for next year.
- There was concern over fees for future years. Businesses do understand that fees may increase.

**City Staff Feedback:**

- Installation time decreased with each parklet. A two man crew can install each parklet in roughly one day.
- Removal of all four was accomplished in approximately one and half days.
- Parklets were more complex than initially hoped.
- No issues with traffic or pedestrians were reported with the parklets.
- Desire to see more streamlined application process for next year.
- Public works feels that early spring and late fall are the best.

**Program Costs:**

The City of Cedar Rapids committed approximately \$65,600 in the first year of the program. This includes one-time expenses to hire a consultant to help procure the platform and develop an RFP. The largest expense in 2013 was the \$46,580 to procure the parklets.

Public Works estimates that approximately \$7,200 in labor plus an additional \$1,000 in material was spent to install and remove the parklets.

<i>Item</i>	<i>Description</i>	<i>Estimated Cost</i>
<b>Consultant Cost</b>	One-time expense	\$10,000
<b>Parklets</b>	4 parklets, \$11,895 each	\$47,580
<b>Installation &amp; Removal</b>	About 30 man-hours each at \$60/hr	\$7,200
<b>Additional Material Costs</b>	Tools and equipment	\$1,000
<b>Plant Material &amp; Watering</b>	Covered by Downtown SSMID	No cost to City
<b>Furniture (tables/chairs/signs)</b>	Responsibility of businesses	No cost to City
<b>TOTALS</b>		<b>\$65,600</b>

The Downtown District estimated the value of the services they provided to the parklets to be \$2,758, or approximately \$715 per parklet. The table below shows the expenses that they reported:

<i>2013 Season Cost (14 weeks)</i>	<i>Per Parklet</i>	<i>Four Parklets</i>
<b>Master Gardner Planning/Planting Labor</b>	231.25	925.00
<b>Plants and Material</b>	176.97	707.87
<b>Maintenance Labor (14 weeks)</b>	306.25	1,225.00
<b>TOTALS</b>	<b>\$714.47</b>	<b>\$2,857.87</b>

Based Downtown District numbers, and assuming 32 weeks of watering between April and November in 2014, staff estimates the cost for planters would increase to approximately \$1,100-\$1,200 per parklet.

## Options and Recommendations for 2014

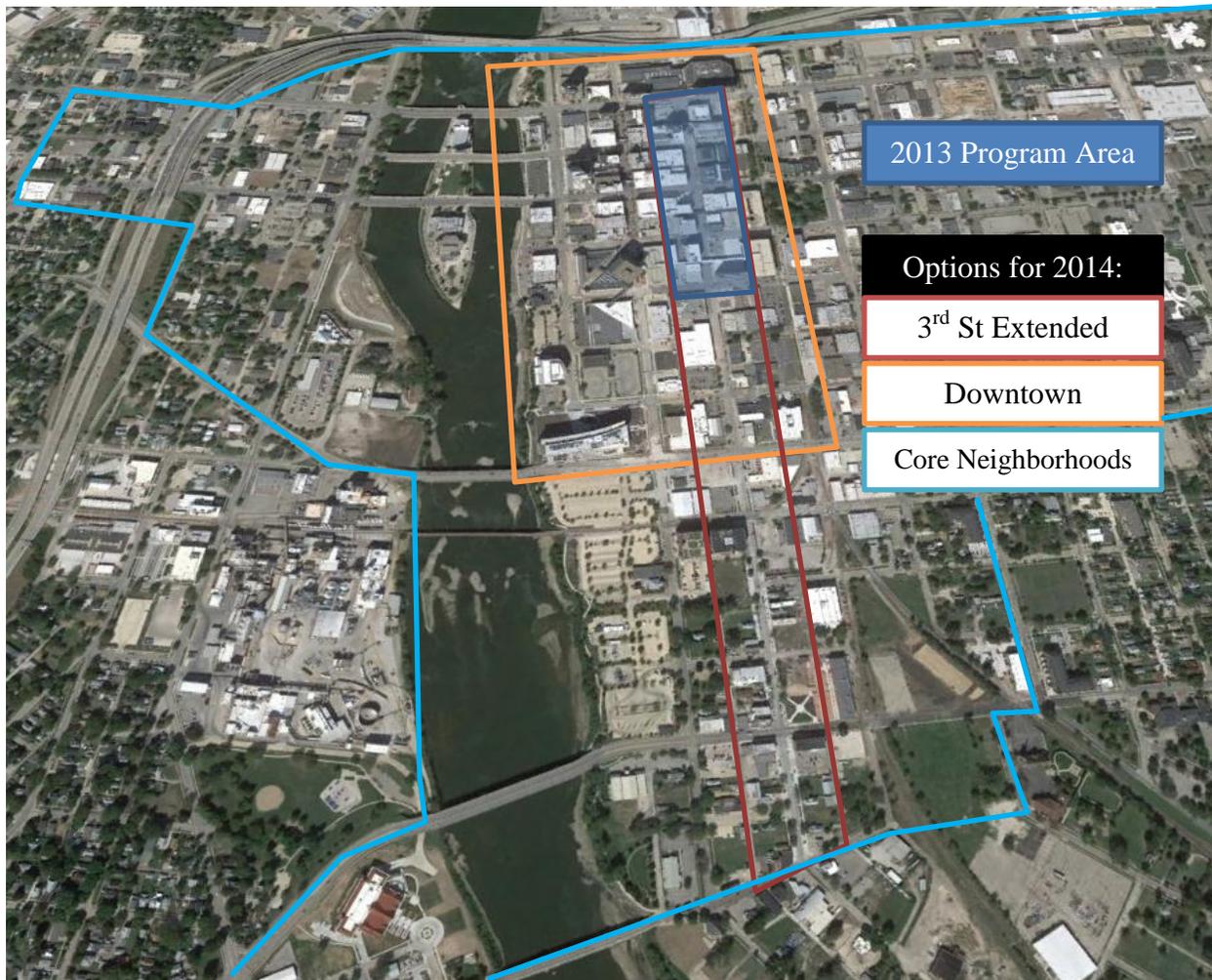
The program was well received in 2013, with no incidents reported and positive feedback from participating businesses and downtown stakeholders.

Staff is recommending continuing the program in 2014.

### Parklet Locations

The map below shows options for parklet locations in 2014.

In 2013 parklets were limited to on or near 3<sup>rd</sup> Street SE. Without advertising the program, the City has received interest from other businesses in the downtown, along with a couple of businesses in New Bohemia.



Staff is looking for guidance on where locations should be prioritized in 2014.

Staff recommends placement within the core of the community (within downtown and surrounding districts) and only in front of businesses which are unable to place a café outside on the existing sidewalk.

### **Number of Parklets**

The Public Works Department is interested in constructing an additional parklet from available material this winter. Work would be done by staff at night, provided there are not any usually high snow removal requirements this year.

In discussions with participants and City staff, there may also be an opportunity to add an additional parklet from existing material.

Based on this, staff anticipates that at least one parklet location may be added in 2014 without having to budget for the purchase of additional parklets. In addition, should any businesses who participated in 2013 choose to opt out of the program, additional parklets may become available.

Staff is looking for direction from the Development Committee on whether additional purchases would be desired in 2014. Any purchase of additional parklets would be based on interest from businesses in participating in the program. The cost for additional parklets would be estimated to be \$12,000 per unit.

### **2014 Timeline and Approval Process**

Staff is proposing the timeline below for 2014. Staff recommends a January deadline for businesses interested in participating in 2014 to submit applications. Staff will review applications and announce participants for 2014 in February. This timeline will give businesses plenty of time to make purchases prior to installation. It also ensures enough time for staff review and to place

Public Works has indicated that the proposed installation in early April and removal in early November is ideal as this timeframe falls between the winter snow removal season and the summer construction season.

<b>Date</b>	<b>Action</b>
<b>Mid-December, 2013</b>	Deadline for existing users to commit to 2014
<b>Mid-January, 2014</b>	Deadline for new applications
<b>February, 2014</b>	Announcement of 2014 program participants
<b>April, 2014</b>	Parklets installed by City at approved locations
<b>November, 2014</b>	City Council

Based on City Council direction on potential locations, staff will advertise the availability of parklets in 2014 to potential businesses.

Because it is possible that applications may exceed the number of new parklets available, staff recommends that an independent review panel be used to evaluate applications and make a recommendation on program participation in 2014. Staff suggests using area stakeholders, such as the Downtown District, for this purpose. Staff will evaluate all applications for compliance with City policies.

## Program Fee

The table below evaluates options for the program fee structure for 2014.

ISSUE	Parklet Pilot Program Fee Structure	
<b>TIMING</b>	Staff is seeking a recommendation in November in order to forecast to businesses for 2014.	
<b>BACKGROUND</b>	<p>In 2013 City Council directed that the fee for the parklet program be the same as a sidewalk café downtown until costs are known. Policy questions staff has include:</p> <ul style="list-style-type: none"> <li>• Should a fee for parklets include material costs (estimated to approximately \$250/parklet) for installation and removal each year.</li> <li>• Should a fee include labor costs (estimated to be approximately \$1,800 per parklet) associated with installation and removal</li> <li>• Should a fee be assessed to pay for future replacement costs (based on a 8 year lifespan, would be approximately \$1,500/year)</li> </ul>	
<b>Options</b>	<ul style="list-style-type: none"> <li>• <b>Option 1:</b> Maintain Current Sidewalk Café Fee (estimated cost - \$60/year)</li> <li>• <b>Option 2:</b> Charge fee to cover estimated material costs (estimated cost - \$310/year)</li> <li>• <b>Option 3:</b> Charge fee to cover estimated labor and material costs (estimated cost - \$2,100/year)</li> <li>• <b>Option 4:</b> Charge fee to cover future replacement costs along with labor and material costs. (estimated cost – \$3,600/year)</li> </ul>	
<b>OPTION 1:</b> Maintain current fee (\$60)	<b>PROS</b>	<b>CONS</b>
	<ul style="list-style-type: none"> <li>• Keeps cost to business low</li> </ul>	<ul style="list-style-type: none"> <li>• City responsible for all material and labor costs.</li> <li>• Does not fund future replacement</li> </ul>
<b>OPTION 2:</b> Charge fee to cover annual material costs (\$310)	<ul style="list-style-type: none"> <li>• Cost to business remains low</li> <li>• Businesses pay for some material costs.</li> </ul>	<ul style="list-style-type: none"> <li>• Increase of fee</li> <li>• City still paying labor costs associated with program</li> <li>• Does not fund future replacement</li> </ul>
<b>OPTION 3:</b> Charge fee based on labor and material costs (\$2,100)	<ul style="list-style-type: none"> <li>• Businesses pay material and labor costs associated with installation and</li> </ul>	<ul style="list-style-type: none"> <li>• May be cost prohibitive to businesses</li> <li>• Does not fund future replacement</li> </ul>
<b>OPTION 4:</b> Full program costs (\$3,600)	<ul style="list-style-type: none"> <li>• Participants pay full cost of continuing the program</li> </ul>	<ul style="list-style-type: none"> <li>• May be cost prohibitive to businesses</li> </ul>
<b>Recommendation</b>	Staff recommends Option 2. In addition to the \$10 lease and \$50 application fee, this would charge businesses \$250 to reimburse Public Works for estimated material costs associated with installing the parklets each year.	

Staff also recommends that plantings and watering within the parklets remain the responsibility of either businesses or the Downtown District.



Community Development Department  
City Hall  
101 First Street SE  
Cedar Rapids, IA 52401  
Telephone: (319) 286-5041

**To:** City Council Development Committee  
**From:** Seth Gunnerson through Joe O'Hern, Executive Administrator of Development Services  
**Subject:** Gymnasiums in Industrial Areas  
**Date:** November 20, 2013

---

**Background:**

In recent years the city has received multiple inquiries from developers and business owners who are interested in establishing a sports facility or gymnasium within an industrial area. Examples of businesses that would fall under this category would be gymnastics training and instructional centers, health clubs, and other similar businesses. These businesses are often drawn to industrial type buildings that offer large and flexible floor areas.

In order to accommodate these uses, rezoning of the property is required. A recent example approved by City Council is a rezoning at 5610 4<sup>th</sup> Street Court SW to accommodate a cheerleading school.

Staff notes the following:

- Future users of the property may not be appropriate for the area. C-2 or C-3 would allow uses such as bars.
- An industrial business, such as a warehouse, would need to rezone the property in order to occupy the space in the future.
- Requests to rezone have been accompanied by variance requests to allow exemption from design standards intended for commercial areas.
- Rezoning may not allow multiple tenants to use the building.
- Staff is concerned that rezoning to allow these uses may be considered spot zoning, and the conditional use approach is more appropriate.

**Recommendation:**

Staff recommends an amendment to Section 32.04.020, the Permitted Uses Table within the Zoning Code, to allow Athletic Facilities to operate as a Conditional Use within the I-1 zoning district. Due to potential conflicts with neighboring uses, staff feels that the public process associated with a conditional use is necessary.

Criteria for approval would include:

- Whether the proposed conditional use is suitable for the location. This would take into account pedestrian and vehicular access, along with surrounding uses.
- Whether adequate parking is provided either on site or through shared parking agreements.

**Next Steps:**

Based on Development Committee Feedback, staff will proceed to City Planning Commission to review the proposed ordinance, with a City Council Public Hearing anticipated in January 2014.

<b>Date</b>	<b>Meeting</b>	<b>Action</b>
<b>Nov 20</b>	Development Committee	Staff presentation of ordinance
<b>Dec 12</b>	City Planning Commission	CPC Review of Ordinance
<b>Jan 14</b>	City Council	Notice of Public Hearing
<b>Jan 28</b>	City Council	Public Hearing and 1 <sup>st</sup> Reading of the Ordinance
<b>Feb 11</b>	City Council	2 <sup>nd</sup> and potential 3 <sup>rd</sup> Reading of Ordinance