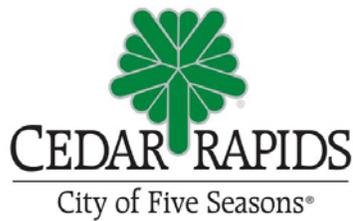




**City Council
Development Committee
Meeting Agenda Packet
August 28, 2013
3:00pm**



City of Cedar Rapids
Development Committee Meeting Agenda
 City Hall Council Chambers
 Wednesday, August 28, 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 – July 24, 2013
 - Review of Development Committee Issue Processing Chart
 - Informational Items and Updates
 - Comprehensive Plan Update
 - Parking Ordinance Update
 - Alcohol and Tobacco Distance Separation Update
 - Sign Code Progress Update 10 Minutes
- | | | |
|---|--|------------|
| 1. Section 8 Financial Update | LaSheila Yates <i>Community Development</i> | 10 Minutes |
| 2. Continuous Foundation | Vern Zakostelecky <i>Development Services</i> | 10 Minutes |
| | Caleb Mason <i>Community Development</i> | |
| 3. Housing Market Analysis Update | Caleb Mason <i>Community Development</i> | 10 Minutes |
| 4. Kingston Village Overlay District Update | Seth Gunnerson <i>Community Development</i> | 10 Minutes |
| 5. Annexation Agreement with Marion | Alex Sharpe | 10 Minutes |

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.

Future Meetings:

1. Items for **September 25** Agenda –
 - a) City Planning Commission Work Plan
 - b) Historic Preservation Commission Work Plan
 - c) Visual Arts Commission Work Plan
 - d) Comprehensive Plan Update
 - e) Alcohol and Tobacco Distance Separation
 - f) Historic Preservation Demolition Ordinance Update
 - g) ROOTs Round Four
 - h) DRTAC Design Guidelines
 - i) Gymnasiums in Industrial Areas
 - j) Kingston Village Overlay District Recommendation
 - k) Sign Code Progress Update
 - l) Parking Changes Round Three

2. Items for **October 23** Agenda –
 - a) LIHTC Requests
 - b) HPC Creation of Local Historic District
 - c) HPC Criteria List of Local Historic Buildings and Resources

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 Training Room
Wednesday, July 24, 2013
3:00 p.m.**

The meeting was brought to order at 3:01 p.m.

Present: Council members Vernon (Chair), Shey and Olson. Staff members present: Joe O'Hern, Community Development Interim Director; Vern Zakostelecky, Development Services Planner; Jennifer Pratt, Community Development Planner; LaSheila Yates, Housing Programs Manager; Seth Gunnerson, Community Development Planner; and Alicia Abernathy, Community Development Administrative Assistant.

Council member Vernon stated the Development Committee of the City of Cedar Rapids 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 June 26, 2013. Council member Shey made a motion to approve the minutes from June 26, 2013. The motion passed unanimously with none opposed.

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

Informational Items and Updates

Joe O'Hern, Community Development Interim Director, stated the 1st Avenue parking garage is underway and will be completed in the fall. There has been discussion and consideration of placing retail in the parking garage. FEMA funding was used in the construction of the parking garage and the agreement with FEMA should be completed before taking any other steps.

Mr. O'Hern stated 301 & 305 2nd Avenue SW are parcels in Kingston Village and the City's Flood Committee recommended no demolition of the structure. Instead, the parcels will go through the standard disposition process but with a different approach. Proposals with use of the structure and proposals for demolition of the structure and use of the parcels will be accepted.

Council member Vernon asked if there will be a process for leasing space in the parking ramp when the parking ramp is complete. Mr. O'Hern stated staff will create a process and bring it to the Development Committee for discussion. Council member Olson stated the City should not be in the retail development business competing with private property owners. The City could do a land lease, have a private developer finish the space, and pay taxes. Council member Vernon stated it's a good idea and retail on the first floor should be everywhere downtown.

1. Science Center Progress Update

Mario Affatigato, Science Center Board Vice President, pointed out meetings have been held with Mayor Ron Corbett, City Manager Jeff Pomeranz and other City staff to discuss the Science Center plans. Mr. Affatigato provided background on the Science Center stating the Science Center is currently located in Lindale Mall as the downtown location was impacted by the 2008 flood. Lindale Mall is not a permanent location and the Science Center will be moving to a larger location soon. Mr. Affatigato provided details of future aspects of the Science Center including new programs and partnerships with other institution.

Norah Hammond, Science Center Executive Director, stated the Science Center board has been working to complete a new strategic plan that will include a new name, new brand, new logo, and new location for the Science Center. Ms. Hammond stated one of the goals of the Science Center board is to be collaborative with the community.

Don Ward, Science Center Board Member, stated one of the goals of the board is to bridge the gap between children and adults. New programs are being developed to intrigue teenagers and adults and show career avenues that involve science.

Council member Vernon asked what the Science Center board is asking of the City. Ms. Hammond stated the board would like advice and support from the City. The board is trying to determine how everything will go together and also figure out what the City could do to support the Science Center. Council member Vernon asked if the board is working with the school district. Ms. Hammond stated the board currently is working with the school district and it is a priority to increase the work done with them.

2. PUD Implementation Update

Vern Zakostecky, Development Services Planner, provided an update on the PUD process discussing what is working with the process and what needs to be improved. Mr. Zakostecky discussed three PUDs that are currently underway and provided details for each. Mr. Zakostecky stated one of the elements of the PUD that developers are in favor of is the ability to receive variances on aspects of the development without going through a separate process.

Council member Vernon asked if heights of buildings are addressed in PUDs. Mr. Zakostecky stated staff looks at what makes sense for heights of buildings based on surrounding property heights to ensure consistency in neighborhoods.

3. North Gateway Sign

Jennifer Pratt, Community Development Planner, provided an update on the south gateway sign stating when the sign was installed in spring 2013 there were site issues. The issues were landscaping and sign visibility. Staff is working with Iowa DOT to get the fence in front of the sign decreased in size. Staff is also working to ensure the landscaping around the sign is visible.

Ms. Pratt stated there is a parcel of City owned property off I-380 and north of Highway 100 for placement of the north gateway sign. The typography of the site is suitable and there should be no site issues. Staff has recognized the sign will be placed further off the road so the sign will be larger and the landscaping will be different in order to ensure a larger visual impact. Staff is looking to have the design fabrication and installation of the sign complete in fall 2013.

4. Section 8 Funding Update

LaSheila Yates, Housing Programs Manager, stated HUD had projected approximately \$498,000 in budgetary shortfall for the Section 8 program. The shortfall would result in approximately 211 families losing rent assistance. Staff has taken several cost-saving measures to mitigate the budget shortfall. Ms. Yates identified the various measures taken to save costs. Three options for Development Committee consideration were identified.

Council member Olson asked what the average rent is, what the utility allowance is and what the number of families on vouchers was. Ms. Yates stated the average rent is approximately \$385, utility allowance is approximately \$100 and there are 1,187 families on vouchers. Council member Olson asked when the funding cut would take place. Ms. Yates stated if the waiver is submitted to HUD it will be effective November 1st. Council member Vernon asked how many people are currently on the waiting list. Ms. Yates stated the waiting list is currently closed and there are approximately 2,500 families on the waiting list.

Council member Olson made a motion to send the resolution to the full City Council. Council member Shey seconded the motion. The motion passed unanimously with none opposed.

5. Sign Progress Update

Seth Gunnerson, Community Development Planner, stated the billboard ordinance was adopted in June and the digital sign ordinance was adopted July 23rd to end the moratorium on signs. There are still a number of issues with the sign code that staff will address in the next few months. Phase I options will be presented at the August Development Committee meeting and will include sign development standards, a permit for displaying video and overlay district review. Phase II options will be presented at the September meeting and will include size and height requirements and improvements to the code to allow flexibility for directional signage. Other issues will continue to be monitored by staff and updates will be provided as necessary.

Council member Olson suggested all sign companies are involved in discussions. Council member Vernon stated discussions need to take place on how the signs will be policed to ensure companies are following the ordinance.

6. Design Review Overlay Update

Mr. Gunnerson stated if an overlay district is established for Kingston Village there will be three overlay districts and it may be appropriate to combine the review teams into one committee. Staff will monitor the case load of each committee and return to the Development Committee should issues arise with having multiple overlay districts.

Mr. Gunnerson stated a stakeholder meeting will be held July 29th to review overlay district standards and discuss the review process. Staff will return to the August Development Committee meeting with recommendations.

Council member Olson stated as more districts are established there should be standardization and asked if requirements would be the same for all districts. Mr. Gunnerson stated the current overlay districts in the ordinance have approximately 90% of the same language. Therefore, staff will probably recommend a set of standards are applied to all overlay districts with some unique standards for each district.

Mr. Gunnerson stated a request was made by the Czech Village-New Bohemia Design Review Technical Advisory Committee to review signage. Currently, the committee only reviews signage as part of a site plan or building permit. Mr. Gunnerson identified aspects of the current ordinance, the current review process and options for Development Committee consideration.

Council member Olson made a motion to move forward with option one. Council member Shey seconded the motion. The motion passed unanimously with none opposed.

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 4:37 p.m.

Respectfully submitted,

Alicia Abernathy, Administrative Assistant II
Community Development

| Original Agenda Date | Agenda Item / Presenter | Action Item | Action Taken | Owner | Date Return to Committee | Recommendation to City Council |
|----------------------|--|---|---|-------------------------|--|---|
| 5/22/2013 | Wayfinding Signage | | | CD | Done | 6.13 |
| 5/22/2013 | Restrictive Covenants - City | | | CD | Done | 6.13 |
| 6/26/2013 | Wellington Heights Plan | | | CD | Done | 7.13 |
| 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 |
| 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 recommenation 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 9.13 |
| 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. |

| Original Agenda Date | Agenda Item / Presenter | Action Item | Action Taken | Owner | Date Return to Committee | Recommendation to City Council |
|----------------------|--|---|---|-------|--------------------------|---|
| 9/26/2012 | Planned Unit Development Overlay Evaluation | City Staff will work with developers to draft and review an ordinance | | CD | Jan 2013 | Ongoing. 7.13 |
| 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 | Summer 2013 | Payday Lending Slated City Council 5.13. Alcohol & Tobacco to Dev. Ongoing. |
| 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 2013. |
| 11/28/2012 | Signage | Return with best practices on general signage. | | CD | April 2013 | Underway. |
| 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 | | Ongoing. |
| 5/22/2013 | Comprehensive Plan | | | CD | | Ongoing. Fall 2013. |
| 7/24/2013 | Science Center Progress Update | | | CMO | | 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. |

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: Adam Lindenlaub through Joe O’Hern, Executive Administrator of Development Services
Subject: Comprehensive Plan Update
Date: August 28, 2013

The purpose of this memo is to update the Development Committee on the Comprehensive Plan Update process.

The Steering Committee met on August 2, 2013 and reviewed the three proposals that were received to provide technical assistance. City staff from Community Development, Parks and Recreation, and Public Works reviewed and ranked the proposals using feedback from the Steering Committee. Both the Steering Committee and City staff recommended the selection of RDG Planning and Design to City Council on August 13, 2013.

Currently the Professional Services Agreement (PSA) scope is being reviewed by City staff from Community Development, Parks and Recreation, City Manager’s Office, Public Works, and Utilities to insure there is clear understanding regarding the purpose of the Comprehensive Plan and the role of the consultant. City Council approval of the PSA is anticipated for September 10, 2013.

A kick-off meeting with the Steering Committee will take place in late September/early October to introduce the RDG team and discuss the overall update process, especially the public engagement process.



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To: City Council Development Committee
From: Seth Gunnerson through Joe O'Hern, Executive Administrator of Development Services
Subject: Parking Ordinance Update
Date: August 28, 2013

The purpose of this memo is to update the Development Committee on next steps for updates to the City's Parking requirements.

Recent ordinances adopted by City Council have granted substantial relief to parking requirements within the core of the community. Staff has been asked to examine which requirements can be applied Citywide.

On August 20, 2013 the City Council Infrastructure and Development Committees held a joint meeting to discuss the City's street typology project being worked on by Speck & Associates. The purpose of the street typology project is to establish guidelines for the construction and reconstruction of public streets. The proposed guidelines also establish a framework for when on-street parking is required. One of the recommendations from this proposal was to ensure that requiring more on-street parking does not result in an increase in parking citywide.

Staff anticipates using the street typology recommendations as part of future ordinance updates, and will come back with a timeline for future updates in September.

Staff anticipates completing the following:

- Establishing parking maximums
- Allowing or requiring on-street parking to be counted towards parking requirements
- Granting exceptions to parking requirements based on certain design criteria, such as providing bicycle parking, location near a bus stop, and others.
- Continuing to evaluate minimum parking requirements.

To: City Council Development Committee
From: Thomas Smith through Joe O’Hern, Executive Administrator of Development Services
Subject: Distance Separation Requirements for Alcohol and Tobacco Sales
Date: August 28, 2013

Background

At its May 22nd meeting, the Development Committee reviewed current best practices for distance separation and zoning regulation of liquor and tobacco outlet stores in Iowa. The Development Committee requested that staff return over the course of multiple meetings with options to implement similar regulations in Cedar Rapids.

Since the May Development Committee meeting, staff from Community Development, Building Services, City Clerk’s Office, and Police have been discussing the following aspects of a proposed alcohol and tobacco ordinance:

- a.) the amount of distance separation to be required,
- b.) how the distance would be measured,
- c.) types of land uses to be protected under the proposed new ordinance,
- d.) requirements for a conditional use permit,
- e.) potential stricter regulations for businesses making a majority of sales from alcohol or tobacco, and
- f.) remedies for businesses identified as nuisances.

The City does not currently regulate alcohol and tobacco sales through zoning. Instead, alcohol is regulated through Chapter 51, a separate chapter of the City’s Municipal Code, and is not restricted in any zoning districts. The City’s current distance separation requires that a business selling liquor or beer may not be established within 300 feet of a church or school.

Best Practices for Alcohol and Tobacco Distance Separation Regulations

Staff surveyed seven Iowa communities to examine best practices related to the control of alcohol and tobacco sales through zoning. The following is a breakdown of zoning regulations established by the cities of Davenport, Des Moines and Waterloo to limit alcohol and tobacco sales in retail establishments.

| | <u>Cedar Rapids</u> <i>(Present)</i> | <u>Davenport</u> | <u>Des Moines</u> | <u>Waterloo</u> |
|--|---|--|--|--|
| 1. Types of Uses Protected Under Distance | Churches, schools | A. State registered child development homes, state licensed child care centers, schools; | Churches, schools, public parks, licensed child care centers | Residences, day care centers, houses of worship, public libraries, schools, public |

| | | | | |
|---|--------------------------------------|---|--------------------------|--|
| Separation Regulations | | B. Residentially zoned parcels | | parks, public recreation facilities, civic/convention centers, missions |
| | <u><i>Cedar Rapids (Present)</i></u> | <u><i>Davenport</i></u> | <u><i>Des Moines</i></u> | <u><i>Waterloo</i></u> |
| 2. Distance Separation Requirement | 300 ft | <ul style="list-style-type: none"> • Between any use under A (see above) and a proposed liquor licensed establishment: 600 ft • Between two liquor licensed establishments in a C-1 or C-2 zone: 2,700 ft • Between any use under B and a proposed liquor licensed establishment: 300 ft | 150 ft | <ul style="list-style-type: none"> • Between any use above and a proposed “carry-out” liquor store: 600 ft • Between two businesses requiring a “carry-out” liquor license that are not limited alcohol sales uses (as defined above): 600 ft • Between two businesses that are not limited alcohol sales uses (as defined above): 250 ft |

Next Steps

A final recommendation on the proposed ordinance, such as which types of alcohol and tobacco sellers should be covered by the new regulations and whether a conditional use permit should be required to establish these businesses, will be presented at the September Development Committee meeting. The remaining timeline is as follows:

- September 25: Development Committee review and recommendation of draft ordinance
- October 8: City Council motion setting a public hearing
- October 22: Public hearing and first reading
- November 5: Second and third readings combined



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To: City Council Development Committee
From: Seth Gunnerson through Joe O'Hern, Executive Administrator of Development Services
Subject: Sign Ordinance Update
Date: August 28, 2013

On July 30th, sign company stakeholders and City staff met to discuss future options regarding the sign code. Topics discussed included:

- Decorative bases around pole signs
- Landscaping
- A permit process to allow full-motion video on digital signs.

A summary of the feedback received is below:

Decorative Bases and Sign Shrouds:

Sign company stakeholders were largely in support of decorative bases, or “sign shrouds” around pole signs, but noted that this would not be applicable to billboard signs as the bases of billboards are often in areas where they are unable to be visible. City staff has researched other community’s requirements and will present a draft ordinance to the Development Committee in September.

Sign Landscaping Requirements:

Stakeholders expressed concern over the quality of landscaping that would occur around signs and stated that landscaping should be included in the requirements for the site rather than regulated through the sign ordinance.

The City currently has landscaping requirements for new developments and due to the varied location of signs on sites, additional landscaping requirements are not being recommended at this time.

Review of Sign Permits by Overlay Districts:

City staff is currently working on the permitting process for full-motion video on digital signs and will present options to the Development Committee in September.



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To: City Council Development Committee
From: LaSheila Yates through Joe O'Hern, Executive Administrator of Development Services
Subject: Cedar Rapids Section 8 Housing Choice Voucher (HCV) Program Finance Update
Date: August 28, 2013

The purpose of this memo is to update the Development Committee on impacts of federal sequestration on the Cedar Rapids Section 8 Housing Choice Voucher (HCV) Program.

Background

On May 24th, staff submitted set-aside applications to the U.S. Department of Housing and Urban Development (HUD) headquarters under the Portability and Shortfall categories to cover the shortfall. Due to high demands for set-aside funding from Section 8 HCV Programs across the nation, staff does not anticipate that any funding provided will fully cover the projected deficit.

At the July 24th Development Committee Meeting, staff shared information about an anticipated \$498,786 budgetary shortfall to the local Section 8 HCV Program. In response, staff recommended taking the following actions:

- Submitting a waiver to HUD for an immediate across the broad payment standard reduction from 95% to 90%.
- Submitting a waiver to HUD for use of the appropriate utility allowance per size of dwelling as determined under the PHA subsidy standards.
- Submitting a notice of public hearing for October 8th, to consider changes to the Section 8 HCV Program Administrative Plan related to termination for insufficient funding.

On July 29th, staff received notification from HUD that the Section 8 HCV Program will receive \$411,870 in set-aside funding to cover the budgetary shortfall. Due to the program receiving additional funding, staff will place actions presented at the July 24th Development Committee Meeting on hold.

In addition, staff will submit an across the broad payment standard reduction from 95% to 90% during the regularly scheduled timeframe. This will result in families' receiving standard payment reductions over two years, which does not require City Council action.

Next Steps

Staff will continue to explore options for resolving any budgetary shortfalls to avoid terminating families from the program and mitigate the budgetary shortfall.

Timeline**Action****October 2013**

HUD publishes Fair Market Rent Rates

December 2013

Payment standards will reduce from 95% to 90% and families' rent share will increase by 5%. The process will take two years for full implementation. Staff will implement the payment standard reductions for families who are currently moving or coming from other jurisdictions immediately. Staff will notify families of the forthcoming changes.

Staff will continue to communicate the impact of the shortfall on program administration to families, landlords, and social service agencies.



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To: City Council Development Committee
From: Vern Zakostecky and Caleb Mason though Joe O’Hern, Executive Administrator of Development Services
Subject: Analysis of Amending Chapter 32 of the Zoning Ordinance
Date: August 28, 2013

This memo is to provide an analysis of allowing pier-type of foundations for residential housing, including sustainability, compatibility, and public health and safety issues, and options for City Council to consider.

Background and Chronology

In early 2011, the City received two separate proposals of non-traditional housing designs for redevelopment in the flood impacted area. In the review of the proposals, at a staff level, it was determined that neither proposal could meet the current zoning ordinance based on the homes foundation design.

In conjunction with the two proposals, the City received two letters, dated November 15, 2010 and April 15, 2011, from the Greater Cedar Rapids Home Builders Association requesting the City to amend Chapter 32 subsection 32.05.030 removing the provision for homes to have a continuous frost free foundation and add a provision to allow homes to be constructed on foundation consisting of piling/pilasters/post footings.

| Date | Actions | Comments |
|-------------|--|--|
| 05/04/11 | Developer presented request to the City Council Development Committee (CCDC) | CCDC directed staff to research pier foundation construction & report back at a later date. |
| 05/23/11 | City staff presented research information to the CCDC | CCDC directed staff to provide additional information on pier foundation construction & report back at a later date. |
| 06/27/11 | City staff presented additional information to the CCDC | CCDC recommended moving forward with the request & directed staff to schedule presentation to full City Council. |
| 07/12/11 | City staff presented information to the full City Council. | Council directed staff to move forward & prepare design standards and proceed to City Planning Commission (CPC) for review. |
| 07/21/11 | City staff presented design standards to CPC. | CPC directed staff to get cost comparison between a pier foundation house and a slab on-grade traditional built home and bring information back to them. |
| 09/15/11 | City staff presented additional information on cost to CPC. | CPC reviewed design standards and recommended adoption. |
| 10/25/11 | City staff presented the amendment request to City Council. | Council on a split vote denied the request to amend the Zoning Ordinance. |
| 11/28/12 | Drew Retz presented information & required City Council reconsideration to the Development Committee | Development Committee directed staff to do more research & bring back at a later date. |

Current City Code

Chapter 32 of the Municipal Code, the Zoning Ordinance outlines the requirements for foundations in residential structures: “All single-family residential structures shall have a continuous and complete frost protected foundation for the main body, except that porches shall only be required to have such a perimeter foundation if required by the Building and Fire Code.”

Best Practice Research

Staff has surveyed several cities in the Midwest and elsewhere to learn the requirements implementing in each jurisdiction. The surveyed communities included:

- Nashville, TN
- Corpus Christi, TX
- Duluth, MN
- Rochester, MN
- Madison, WI
- Peoria, IL
- Omaha, NE
- Ames, IA
- Council Bluffs, IA
- Davenport, IA
- Des Moines, IA
- West Des Moines, IA
- Sioux City, IA
- Mason City, IA

Some of the cities surveyed indicated that pier foundations would be permitted within the code, while other jurisdictions were silent on the issue meaning it would be open for interpretation. The common theme among all jurisdictions, with the exception of Corpus Christi, TX, was that builders are not building homes on pier foundations. Corpus Christie, TX has homes built using this method along the coastline. Ames, Nashville and Council Bluffs all have similar code language prohibiting pier type foundations. Cities allowing pier foundations require a plan stamped by an architect or structural engineer.

Potential concerns with pier footing construction:

Some of the following concerns have been raised in the research and surveys include:

1. Compatible with other housing units in the neighborhood, both in newly developed areas or infill.
2. High quality treatment of the crawl space area to provide a similar look to housing built with a concrete foundation.
3. Safety concerns related to tornado hazards.
4. Effect of freeze/thaw cycle on the movement of the piers.
5. Sustainability of the housing related to universal design, pest management, moisture, indoor air quality, and treatment of the skirting.
6. Ability to regulate specific areas where this type of construction can be allowed.

Options for the Development Committee’s consideration:

Staff is looking for direction from the Development Committee pertaining to the request to modify the code language. Options include:

1. Move forward with modifying Chapter 32 to permit pier-type foundations
2. Deny the request
3. Table the item for more research



To: City Council Development Committee
From: Caleb Mason through Joe O'Hern, Executive Administrator of Development Services
Subject: Housing Market Analysis Update
Date: August 28, 2013

This memo is to provide an update on the City's housing market.

Background

Following the Floods of 2008, 1,110 residential structures were removed through the Voluntary Property Acquisition Program. The removal of the residential properties exacerbated an already existing problem of a shortage of workforce housing throughout the City. To address this need for workforce housing, the City has worked closely with Iowa Economic Development Authority (IEDA) on several replacement housing program funded with Community Development Block Grant (CDBG) funds to address the loss of housing. The following matrix summarizes those programs:

| Project | Unit Type | Total Units Committed | Units Complete to-date | Public Funds Invested | Private Investment | Total Investment |
|--|----------------|-----------------------|------------------------|-----------------------|---------------------|----------------------|
| Single Family New Construction (SFNC) | | | | | | |
| SFNC-1 | Owner Occupied | 182 | 182 | \$8,000,000 | \$19,356,482 | \$27,356,482 |
| SFNC-2 | Owner Occupied | 241 | 241 | \$13,355,991 | \$27,174,054 | \$40,530,045 |
| SFNC-3 | Owner Occupied | 205 | 72 | \$11,130,227 | \$22,594,361 | \$33,724,588 |
| SFNC Subtotal | | 628 | 495 | \$32,486,218 | \$69,124,897 | \$101,611,115 |
| Multi-Family New Construction (MFNC) | | | | | | |
| MFNC-1 | Rental | 61 | 37 | \$4,045,918 | \$3,965,000 | \$8,010,918 |
| MFNC-2 | Rental | 368 | 86 | \$18,489,796 | \$24,991,066 | \$43,480,862 |
| MFNC-5 | Rental | 118 | 0 | \$10,802,667 | \$7,418,486 | \$18,221,153 |
| MFNC Subtotal | | 547 | 123 | \$33,338,381 | \$36,374,552 | \$69,712,933 |

As part of the planning and administration of the replacement housing programs, the City monitors the condition of the housing market so that new units incentivized by the programs can be absorbed into the housing market while maintaining balanced market equilibrium. The City has worked with Maxfield Research, Inc. to conduct this research.

2012 Market Analysis

The following is a summary of the findings of the June 2012 Housing Market Analysis performed by Maxfield Research:

- General occupancy rental housing vacancy rate at 2.1% (market equilibrium is 5%) - indicates demand for new rental units.
- Strong market for additional independent senior rentals (senior housing).

- Considerable number of homes on the market, market would support limited, and targeted new housing construction (>100 units/year) until inventory decreases.
- Recommendation to focus redevelopment efforts on flood impacted area and in/near downtown.

Current Market Conditions

Maxfield Research is currently conducting a comprehensive market analysis for the City. That report is expected to be complete in September 2013. The preliminary findings of their research indicate the following:

- The overall vacancy rate of rental units has remained essentially the same as a year ago (<3% overall);
- Rents continue to increase, more for two-bedroom and three-bedroom indicating a tighter market for larger unit sizes;
- Median and average sales price of existing homes rose;
- Time on the market for existing homes has remained consistent over the past 3-years at around 90-days;
- On pace to exceed the 2011 market activity:
 - 2011: 3,600 homes sold
 - 2012: 3,800 homes sold
 - 2013: 2,360 homes sold through June
- Demand for new and existing housing remains strong – more specifics of the number and type of units will be provided in the full report.
- Continued need for housing replaced in the core neighborhoods and Downtown.

Next Steps

Staff is putting together an administrative plan for the Development Committee's review in September 2013 for the fourth round of Single Family New Construction (SFNC). Policy questions that will be brought forward with recommendations will include:

- Areas to focus the program resources – core infill or City wide
- Use of City-owned properties
- Scoring criteria



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To: City Council Development Committee
From: Seth Gunnerson through Joe O'Hern, Executive Administrator of Development Services
Subject: Kingston Village Overlay District Update
Date: August 28, 2013

At the August 28th Development Committee, staff will present recommendations for the Kingston Village Overlay District.

Kingston Village Meeting:

On July 29th, staff met with stakeholders in the Kingston Village area to discuss establishing an overlay district. At the meeting, staff gave an overview of the design review process and presented the zoning requirements for the Czech-Bohemia Overlay District. Attendees at the meeting provided the following feedback:

- Confirmed interest in establishing an overlay district for the Kingston Village area
- Recommended adopting design standards from other overlay districts
- Suggested staff include wording to emphasize

Sign Review

On July 30th, staff met with representatives from sign companies to discuss future sign code updates. At that meeting, staff presented the recommendation from the Development Committee that new sign permits be reviewed by the DRTAC for each overlay district.

The consensus from the meeting was that review of signs by the DRTAC was agreeable as long as the DRTAC remained an advisory board.

Design Review Technical Advisory Committee

In July, the Development Committee reviewed recommendations from staff on establishing an additional Design Review Technical Advisory Committee (DRTAC) for the Kingston Village area. The following was presented:

- Maintain a standard meeting time for all overlay districts (currently 4:00 pm on Monday)
- When cases from multiple overlay districts occur, meetings will be held jointly, with cases taken in the order received and reviewed by the appropriate committee.
- Technical expert members may sit on multiple committees.
- Staff will monitor the case load and return to the Development Committee in the future should issues arise.

Staff is also recommending that the ordinance also be clarified to state a review time for cases by the DRTAC. Staff is recommending that cases which are approved administratively (by staff) must be reviewed within 10 business days, and cases which require a hearing by a board or commission must be reviewed prior to the Board or Commission Meeting. If a case is not reviewed due to lack of a quorum or inaction by the DRTAC, then the application is forwarded to the approving or recommending body without comment.

Next Steps:

Staff is working to draft an overlay district ordinance to preview with City Planning Commission prior to a public hearing with City Council. The following will be considered:

- Incorporating existing design requirements for other overlay districts (stakeholder recommendation)
- Combining ordinance language of all three overlay districts to make the ordinance easier to read (staff recommendation, previewed in July)
- Requiring review of permits for new or resized signs (recommended by Development Committee in July)
- Clarifying the timeframe for DRTAC review (staff recommendation)

Staff will return to Development Committee with the completed ordinance in September, with City Planning Commission review in early October and an anticipated Public Hearing on October 22.



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To: City Council Development Committee
From: Alex Sharpe through Joe O'Hern, Executive Administrator of Development Services
Subject: Annexation Agreement Update
Date: August 28, 2013

Staff from Cedar Rapids and Marion have been working on an Annexation Agreement which would establish a growth boundary for each community. This new agreement is an extension of an annexation agreement that lapsed in July 2008.

The proposed annexation agreement will focus on the northern growth corridor for Cedar Rapids, north of future Tower Terrace Road. Under the proposed agreement, each community agrees to not annex any territory across the boundary line. The agreement will remain in place for ten years from the date it is enacted.

The agreement does not compel existing property owners to annex into either city, or establish a timeline for future annexation. The annexation agreement indicates which community the land will be incorporated into, if development occurs. The annexation agreement allows for both communities to plan for future services and land use.

Under the proposed agreement, each community would have the ability to review and provide comment on annexations and proposed land uses near the boundary, but may not formally object to an annexation across the boundary line.

State code requires that all properties affected shall be notified via mail 30-days before an agreement is presented before either City's Council. Staff from both cities are developing options to conduct outreach prior to a public hearing.

Final resolution of the annexation agreement will be presented at a Cedar Rapids City Council meeting this fall.

(See Map On Following Page)

Proposed Annexation Area Map:

Cedar Rapids - Marion Annexation Agreement | Exhibit A

Date: 8.14.2013
 Author: Cedar Rapids Community Development
 Source: Cedar Rapids GIS Division



0 0.375 0.75 1.5 Miles

