



City of Five Seasons®

City of Cedar Rapids

Development Committee Meeting Agenda

Five Seasons Conference Room

Wednesday, December 14, 2016

4:00 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:

Council member Ann Poe, Chair

Council member Pat Shey

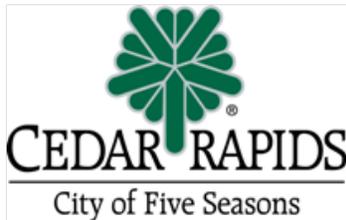
Council member Scott Overland

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

Agenda:

- Approval of Minutes – November 16, 2016
- Recommendation Items:
 1. Visual Arts Commission Work Plan Bill Stamats, Chair *15 Minutes*
Seth Gunnerson
Community Development
 2. City Planning Commission Work Plan Jim Halverson, Chair *15 Minutes*
Seth Gunnerson
Community Development
 3. Historic Preservation Commission Work Plan Amanda McKnight Grafton, Chair *15 Minutes*
Jeff Hintz
Community Development
- Discussion Items:
 1. Future Agenda Items Jennifer Pratt *5 Minutes*
Community Development
- Public Comment

Next Meeting: January 18, 2017



**City of Cedar Rapids
DEVELOPMENT COMMITTEE MINUTES
City Hall Council Chambers
Wednesday, November 16, 2016
3:00 p.m.**

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

Present: Council members Poe (Chair), Overland, and Shey. Staff members present: Jennifer Pratt, Community Development Director; Erika Kubly, Housing Redevelopment Analyst; Paula Mitchell, Housing and Redevelopment Manager; Anne Russett, Community Development Planner; Adam Lindenlaub, Community Development Planner; Anne Kroll, Community Development Administrative Assistant.

Council members Overland and Poe approved the minutes from October 20, 2016 with unanimous consent.

Presentations:

1. ReZone Cedar Rapids

Anne Russett, Community Development Planner, introduced Elizabeth Garvin of LSL Planning to present. Ms. Garvin discussed key ideas for the Administrative Procedures update and an overview of the changes.

Council member Poe asked, with the new Zoning Code, if the Blairs Ferry Road proposed development that came to Council at their November 15, 2016 meeting would have had less negotiation and would it have come to Council in the form that it did. Seth Gunnerson, Community Development Planner, stated that that Blairs Ferry Road development was requesting a change in the zone so in the future there will be a zone district that would be a better fit there with more specific guidance about how they would handle the transition. Council member Poe asked in going through this process, will we be looking at those kinds of developable areas and say if this area would require a form-based transition as part of this process and how will the form-based code help with these undeveloped areas in the community. Mr. Gunnerson stated that in the current ordinance transition is twenty-five (25) feet that you mow and put in trees or a fence. In this case, there is a three (3) story apartment building with garages backing up to homes and a best practice in planning is backing up back yard to back yard. Ms. Garvin added that EnvisionCR is specific that it wants that transition place taken care of. There will be residential transition and it will not necessarily be twenty-five (25) feet, but something that speaks to the design on the lot coming forward and how it relates to the lots around it. Council member Overland stated that it creates more flexibility and that one size does not fit all. Mr. Gunnerson stated that the idea is that this update is more descriptive and clear as to what the City wants.

Council member Poe asked if the infill is still being tiered like it was after the 2008 flood. Ms. Pratt stated that the tiers were specifically used for the ROOTs program, but they will still be referred to with the Neighborhood Financing Corporation concepts. Ms. Garvin added that the development standards of urban, suburban, and rural will be included in the ordinance. Urban infill is approached differently than suburban infill so there will be specific standards that will be different for urban and suburban.

Ms. Garvin discussed the analysis of specific changes and the next steps for the draft. Ms. Garvin went on to discuss the background, possible solutions, and possible applications for snout houses.

Council member Poe stated that residents are responsible for the maintenance of alleys, so if the City encourages alleys as a possible solution to snout houses what would we have to do in order to make that more acceptable to residents utilizing the alleys. That is a possible red flag because the residents will have to maintain the alleys, so the City will need to figure this out.

Council member Poe asked, with the new zoning standards, with an entire development will there be a trails, parks or a greenspace component. It is important to have a trail system that connects to the major arteries of the City. As these communities are being developed there needs to be that activity for walkability. Council member Overland stated that it adds value and people want that. Ms. Garvin stated that where there is a trails plan a trail will be put in.

2. Housing Market Analysis Update

Erika Kubly, Housing Redevelopment Analyst, shared the scope of the Housing Market Analysis draft report as well as information on the demographics, rental housing, for sale housing, senior housing, and recommended housing development. Ms. Kubly shared the timeline for the final report.

Council member Overland commented that this report is illustrating that the City has healthy demand across a broad spectrum that gives the City and developers an idea where the focus should be the next four (4) years as far as meeting that demand. There is a lot of demand for senior housing which is opening up a lot of houses for younger families to pick from which will tie into the Neighborhood Finance Corporation well.

Council member Poe asked how this information is shared with the developers. Ms. Pratt stated that staff attends the monthly Developers Council meeting and can present the report to them. A press release can also be done. Ms. Kubly stated that staff can send the report to their list of stakeholders as well.

Council member Overland stated that the biggest shift is that the population is aging and the senior housing option is expanding fairly rapidly. That creates a new dynamic in the City that has not been seen before.

Updates:

Council member Shey arrived to the meeting at 4:01 p.m.

1. Mt. Vernon Road Open House

Adam Lindenlaub, Community Development Planner, stated that the third open house on November 9, 2016 had over ninety (90) people in attendance. Mr. Lindenlaub reviewed the public input summary for circulation, land use, and character including action items, and action item descriptions. Intersection improvement ideas for circulation, maps and pictures for land use, and pictures of gateway signage ideas for character were shown and discussed. Mr. Lindenlaub shared next steps for plan adoption and implementation.

Council member Overland commented that he is pleased that the public attended the open houses and provided a lot of good information to be able to make some decisions.

Council member Poe stated that the sidewalks on Mt. Vernon Road are dangerous to walk on and she is concerned with taking out a light at 19th Street before there is the opportunity to do any traffic calming. Right now people are forced to stop at 19th Street. Council member Poe urges staff to pay attention to the timing of taking out that light with all the improvements needed on Mt. Vernon Road.

Public Comment:

There was no public comment.

Council member Poe asked Council members Overland and Shey to think about what they would like to see on future agendas. Ms. Pratt stated that could be an agenda topic for the December 14, 2016 meeting. Council member Poe would like an update on the extension of 6th Street from 1st Ave to Ellis Blvd and any discussions with the development community on the development of the viable Ellis Commercial Corridor.

Council member Shey made a motion to adjourn the meeting. Council member Overland seconded the motion. The motion passed unanimously and the meeting adjourned at 4:15 p.m.

Respectfully submitted,

Anne Kroll, Administrative Assistant II
Community Development



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To: City Council Development Committee
From: Seth Gunnerson through Jennifer Pratt, Community Development and Planning Director
Subject: 2017 Visual Arts Commission Work Plan
Date: December 14, 2016

This memo is to provide a summary of the Visual Arts Commission's 2017 Work Plan (attached). Following review by the Development Committee it will be reviewed by City Council.

As part of ongoing organizational development, the Community Development Department facilitates a discussion with boards and commissions to establish a work plan for the upcoming year. The work plans allow the boards and commissions to address the City Council's priorities, communicate their own priorities, and serves to measure the accomplishments of the board or commission.

Charge:

The Visual Arts Commission (VAC) is a nine member commission appointed by the Mayor of Cedar Rapids. The Commission was established as the recommending body to City Council regarding public visual art within the City.

The Commission's charter goals are:

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

Visual Arts Commission Overview:

- With the installation of Rollic at Greene Square, the City of Cedar Rapids lists 134 pieces in its public art collection, with a total estimated value of \$7.6 million.
- In 2016 the VAC oversaw the installation of four paintings by local artist Stan Weiderspan to the City Services Center and the completion and distribution of a brochure highlighting artwork throughout the City.

- The VAC reviews donated to the City of Cedar Rapids and public art projects that are installed on public property or right of way, such as the Overalls All Over project.

Goals and Objectives for 2017:

At its November 10 and December 8, 2016 meetings the VAC reviewed its work plan and set the following priorities for 2017:

1. Public Outreach and Planning
 - Focus on conducting public outreach events, such as the lecture series conducted for the City Hall Murals, to educate the public on local art.
2. Support Arts within the community
 - Explore ways to work with new and existing art advocacy groups in the community on public art.
3. Manage the City's Art collection
 - Ensure that all publically displayed art pieces have identification
 - Work on ways to educate the public on the nature of pieces on display

Ongoing activities of the VAC include:

- Review Gift Art Applications and make recommendations to the City Council for inclusion into the collection.
- Review and make recommendations on mural applications.
- Serve as recommending body on other matters pertaining to public art.
- Assist groups interested in installing art in the community.
- Review and make recommendations on placement of pieces in the City art collection.
- Review and make recommendations on deaccessioning pieces of the City art collection.
- Promote newly acquired art in the community.
- Develop promotional materials to educate and celebrate public art collection.
- Represent the City at public events such as Downtown Farmer's Markets.
- Seek resident input on ideas to enhance Cedar Rapids.
- Identify opportunities to purchase new art through the 2% for Arts Policy.
- Survey existing art and identify maintenance and conservation needs for the public art collection by hiring a Collections Manager.
- Plan a public outreach event to promote art in Cedar Rapids.

Visual Arts Commission 2017 Work Plan

GENERAL INFORMATION

CHARTER

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

CHARTER GOALS

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

MEETINGS

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

CONTACTS

Commissioners and Term

Bill Stamats, Chair	Term thru 2019
Lynn Ocken	Term thru 2019
Marilee Fowler	Term thru 2018
Ashley Glassberg	Term thru 2018
David Van Allen	Term thru 2018
Kristy Raine	Term thru 2018
Karla Scriven	Term thru 2018
Barbara Green	Term thru 2017
Abigail Ruby	Term thru 2017

City Council Liaison

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Staff Liaisons

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Visual Arts Commission 2017 Work Plan

Manage the City's Art Collection

Goals and Ongoing Tasks

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

2017 Action Items

Item	Cost or resource	Timeline
• Elect Chair and Vice Chair	VAC	January, 2017
• Develop 2018 Work Plan	VAC and Staff	November, 2017
• Present 2018 Work Plan to Development Committee	VAC and Staff	December, 2018
• Present 2018 Work Plan to City Council	VAC and Staff	January, 2018
• Review condition of pieces from 2016 Survey and identify any short term maintenance needs	VAC and Staff	Spring, 2017
• Focus on insuring identification is in place for all displayed public art	VAC and Staff	Spring, 2017
• Review approval process for public art	VAC and Staff	Spring, 2017

Visual Arts Commission 2017 Work Plan

Public Outreach and Education

Ongoing Tasks

- Promote newly acquired art in the community
- Develop promotional materials to educate and celebrate public art collection
- Represent the City at public events such as Downtown Farmer’s Markets
- Seek resident input on ideas to enhance Cedar Rapids

2017 Action Items

Item	Resource	Timeline
<ul style="list-style-type: none"> • Conduct public events and outreach to promote the City’s Art Collection 	VAC subcommittee	TBD
<ul style="list-style-type: none"> • Outreach – repeat Mural series for City Hall – include 4th Wall (Include Mel and previous speakers) 	VAC subcommittee	TBD
<ul style="list-style-type: none"> • Update and reprint Brochure 	VAC subcommittee and staff	Spring, 2017

Support Arts within the Community

Ongoing Tasks

- Identify opportunities to purchase new art through the 2% for Arts Policy
- Make Recommendations on Gift Art Applications
- Identify maintenance and conservation needs for Public Art Collection

2017 Action Items

Item	Resource	Timeline
<ul style="list-style-type: none"> • Develop a prioritized list for art in the community. 	VAC subcommittee and staff	Ongoing
<ul style="list-style-type: none"> • Explore interaction with existing and new art groups and organizations in community, and how to be notified of upcoming projects 	VAC subcommittee and staff	Ongoing



Community Development and Planning Department
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To: City Council Development Committee
From: Seth Gunnerson, Community Development
Subject: 2017 City Planning Commission Work Plan
Date: December 14, 2016

BACKGROUND

At the December 14, 2016 Development Committee meeting staff will present a recommendation to take the 2017 City Planning Commission Work Plan forward to City Council.

The City Planning Commission recommended approval of the work plan at its December 8, 2015 meeting. At the November 17, 2016 City Planning Commission meeting staff reviewed the Commissions' 2016 Work Plan and lead a discussion on updates for the 2017 Work Plan.

The City of Cedar Rapids Board and Commissions adopt an annual work plan which lays out goals and objectives for the coming calendar year. The 2017 City Planning Commission Work Plan is attached to this memo.

Based on the discussion at the September 10 CPC meeting staff maintained the goals of the 2016 Work Plan, which emphasizes the CPC's role in providing recommendations on the annual update to EnvisionCR and various initiatives associated with the Comprehensive Plan, including area plans and the zoning code update.

TIMELINE

- November 17 – CPC review of the 2015 Work Plan
- December 8 – CPC action on 2016 Work Plan
- December 14 – Presentation to City Council Development Committee
- January, 2017 – City Council approves 2016 Work Plan



City of Cedar Rapids City Planning Commission Work Plan for 2017

General Information

CHARTER

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

MEETINGS

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

COMMISSIONERS and CONTACTS

Commissioners

Jim Halverson, *Chair*
Richard Pankey, *Vice Chair*
Samantha Dahlby
Virginia Wilts
Kim King
Dominique Blank
Karl Cassell
Lisa Peloquin
Anthony Brown

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

Process

At its November 17, 2016 meeting the City Planning Commission will discuss updating the work plan for the 2017 calendar year.

- **Current Reality:** Assessment of the Commission's strengths, weaknesses, accomplishments and challenges.
- **Commitments and Vision:** Selection of goals that the Commission agreed upon and believed was achievable over the course of a year. Development of a vision statement to describe the intended outcome of achieving the work plan.
- **Key Actions:** Identification of action steps to accomplish Commitments and to address weaknesses and challenges listed in the Current Reality phase of the process. Similar Key Actions were grouped into key task groups.
- **Calendar Timeline:** Ranking of Key Actions from easiest to most difficult and arrangement of Key Actions throughout a year-long timeline.
- **Coordination:** Designation of a leader for each task group and determination of a tracking process to report updates.

This work plan contains the work/action items the Commission plans on being involved in for the year 2017 and any changes that may arise during finalization of the plan.

City of Cedar Rapids City Planning Commission

Work Plan for 2017

Work Plan

VISION

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

GOAL 1

Develop tools to assist in measuring the effectiveness of projects

TASK	ASSIGNMENT	DUE
<ul style="list-style-type: none"> Review best practices used by other communities for parking standards, storm water, and other key areas. 	Full Commission	Ongoing

GOAL 2

Increase knowledge of CPC by attending training opportunities

TASK	ASSIGNMENT	DUE
<ul style="list-style-type: none"> Staff will continue to provide updates on training opportunities. 	Ongoing	Ongoing
<ul style="list-style-type: none"> CPC will proactively look for training opportunities they are interested in. 	Full Commission/Staff	Ongoing
<ul style="list-style-type: none"> Staff will provide updates and training on new adopted codes and regulations such as, but not limited to the Comprehensive Plan, Zoning Ordinance amendments, overlay district, etc. 	Full Commission/Staff	Ongoing

GOAL 3

Participate and contribute to the development of the City’s Zoning Code update and other plans

TASK	ASSIGNMENT	DUE
<ul style="list-style-type: none"> Review and provide input on draft and final plans such as, but not limited to the Zoning Ordinance, Area Plans, etc. 	Full Commission	As needed
<ul style="list-style-type: none"> Review and provide input on annual update to EnvisionCR 		January

GOAL 4

Increase interaction and communication with City Council as necessary

TASKS	ASSIGNMENT	DUE
<ul style="list-style-type: none"> Continue to ensure CPC attendance at City Council and Development Committee meetings as needed. 	Chair	Ongoing



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To: City Council Development Committee
From: Jeff Hintz through Jennifer Pratt, Director of Community Development & Planning
Subject: Historic Preservation Commission 2017 Work Plan
Date: December 14, 2016

Background

The Historic Preservation Commission is required to approve a work plan annually for the City Council's review and approval. At the Commission's meeting on November 10, 2016, staff provided a draft for the Commission's review. One change was made to move the Guidelines for Historic Districts from ongoing to be completed in Quarter One.

With the Adoption of the Historic Preservation Plan in September of 2015, the 2016 work plan included all the initiatives to be accomplished in year one as indicated in the plan. Following that same methodology, staff has included some of the initiatives listed as to be completed in 2-3 years in the plan document, in this draft 2017 work plan. The chosen initiatives in year 2-3 were selected because they fit with other completed initiatives listed below and are logical next steps. The remainder of the initiatives listed as 2-3 years will be included in the 2018 work plan (year 3, since adoption of the Historic Preservation Plan). Items which were not completed in 2016 were included in the draft work plan so they can be finished in 2017.

Work plan items completed in 2016:

Goal 1: Participate in preservation, salvage and documentation of historic structures

- Review projects related to the FEMA MOA's and State LOA
- Prepare a list of criteria to aid property owners, developers and others in the identification of potentially historic buildings
- Update Chapter 18, Historic Preservation in the municipal code
- Identify a team leader to coordinate project review
- Expand administrative permitting (explored but not included in Chapter 18)

Goal 2: Increase Communication

- Explore creating a program that coordinates Public Works and Community Development on infrastructure projects within historic districts

Goal 4: Provide information and educational opportunities for the public

- Plan and host the 2016 Preservation Showcase
- Establish a "Self-Test" tool for historic significance

Goal 5: Provide educational opportunities for HPC members

- Encourage attendance at the 2016 Preservation Showcase

Recommendation

The Historic Preservation Commission recommended approval on November 10, 2016.

Next Steps

City Council review and approval.

Attachments:

1. Draft City of Cedar Rapids Historic Preservation Commission 2017 Work Plan



City of Cedar Rapids Historic Preservation Commission Work Plan for 2017

Approved by the Cedar Rapids City Council on _____

General Information

CHARTER

The Historic Preservation Commission is comprised of at least 11 volunteer citizens appointed by the Mayor and approved by the City Council for three year terms. The Cedar Rapids Historic Preservation Commission makes recommendations on National Register of Historic Places nominations and local historic district designation. With City Council approval, the Historic Preservation Commission initiates historic preservation studies designed to identify and preserve the City's historic building resources. The Commission also reviews and approves applications for Certificates of Appropriateness in the two local historic districts and one local historic landmark.

MEETINGS

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

COMMISSIONERS and CONTACTS

Commissioners

Amanda McKnight-Grafton, *Chair*
Todd McNall, *Vice-Chair*
Bob Grafton, *Secretary*
Barbara Westercamp
Tim Oberbroeckling
Mark Stoffer Hunter
Ron Mussman
Caitlin Hartman
Sam Bergus
B.J. Hobart

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

City of Cedar Rapids Historic Preservation Commission
Work Plan for 2017

Process

On November 10, 2016, the Historic Preservation Commission met to affirm its goals for the 2017 work plan. The Commission engaged in an action planning process that involved the following steps:

- **Commitments and Vision:** Selection of goals that the Commission agreed upon and believed were achievable over the course of a year.
- **Key Actions:** Identification of action steps to address goals.

Work Plan

VISION

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

- (1) Promote the educational, cultural, economic and general welfare of the public through the recognition, enhancement, and perpetuation of sites and districts of historical and cultural significance;
- (2) Safeguard the city's historic, aesthetic and cultural heritage by preserving sites and districts of historic and cultural significance;
- (3) Stabilize and improve property values;
- (4) Foster pride in the legacy of beauty and achievements of the past;
- (5) Protect and enhance the city's attractions to tourists and visitors and the support and stimulus to business thereby provided;
- (6) Strengthen the economy of the city;
- (7) Promote the use of sites and districts of historic and cultural significance as places for the education, pleasure, and welfare of the people of the city.

City of Cedar Rapids Historic Preservation Commission
Work Plan for 2017

GOAL 1: Participate in preservation, salvage and documentation of historic structures

TASK	ASSIGNMENT	DUE
-Determine neighborhoods' interests in establishing local historic districts/landmarks	Full Commission	3 rd Quarter
-Implement the City's Historic Rehabilitation Program and research and explore other financial resources for preservation related activities	Full Commission/Staff	Ongoing
-Explore the preparation of an adaptive reuse ordinance	Staff	Ongoing
-Work with iGreenCR and the environmental initiatives in EnvisionCR to include preservation in the environment programs	Staff	Ongoing
-Incorporate historic preservation into Neighborhood Action Plans and Corridor Action Plans, planning Study Areas, and other City planning projects	Staff	Ongoing
-Update the Guidelines for Cedar Rapids Historic Districts	Full Commission/Staff	1 st Quarter
-Update Chapter 32 Zoning of the municipal code to better support preservation and conservation of neighborhood character	Staff	Ongoing
-Maintain the disaster-response program for endangered properties	Staff	Ongoing
- Develop a list that prioritizes the community's buildings of historic significance	Full Commission/Staff	3 rd Quarter
-Tailor energy efficiency standards to fit historic resources	Staff	4 th Quarter
-Continue to pursue landmark designation of eligible city-owned structures	Full Commission/Staff	Ongoing
-Prioritize the list of areas that have been identified for intensive surveys in the Cedar Rapids Citywide Historic and Architectural Reconnaissance Survey.	Full Commission	4 th Quarter
-Develop an endangered properties watch list	Full Commission	4 th Quarter
-Consider developing a Neighborhood Conservation District program for neighborhoods that may not be eligible for historic district designation.	Staff	4 th Quarter

GOAL 2: Increase communication

TASK	ASSIGNMENT	DUE
-Continue to improve the HPC website for ease of use and to provide more information	Staff	Ongoing

City of Cedar Rapids Historic Preservation Commission
Work Plan for 2017

-Implement an annual program review	Staff	Ongoing
-Maintain and enhance compliance regulations for Certified Local Government status	Full Commission/Staff	Ongoing
-Work with the Ia Health Department to promote Historic Preservation	Staff	3 rd Quarter

GOAL 3: Improve public relations

TASK	ASSIGNMENT	DUE
-Develop and distribute educational materials (e.g. brochures, postcards, web-based materials) for property owners and the general public to enhance public awareness and understanding of the city's cultural and social history	Full Commission/Staff	Ongoing
-Explore options to recognize exemplary preservation efforts through an annual Community Preservation Awards Ceremony	Full Commission	2 nd Quarter
-Link interested property owners to training and technical assistance programs on the use of tax credits	Full Commission/Staff	Ongoing
-Continue to promote public access to historically significant civic resources	Full Commission/Staff	Ongoing

GOAL 4: Provide information and educational opportunities for the public

TASKS	ASSIGNMENT	DUE
-Provide training programs for preservation partners and the general public	Full Commission/Staff	2 nd and 4 th Quarters
-Update the content of the GIS database of historic properties	Staff	Ongoing
-Add videos on how to repair historic windows to the City's website	Staff	2 nd Quarter
-Develop a formal heritage tourism program	Full Commission/Staff	Ongoing
-Maintain a training program for City staff.	Staff	Ongoing

GOAL 5: Provide educational opportunities for HPC members

TASKS	ASSIGNMENT	DUE
-Provide training to the Historic Preservation Commission	Full Commission/Staff	Ongoing