

**NEIGHBORHOOD AND COMMUNITY DEVELOPMENT
STANDING COMMITTEE MINUTES
Monday, May 3, 2021**

The meeting of the Neighborhood and Community Development Standing Committee was held on Monday, May 3, 2021, at 5:00 p.m., remotely via Zoom. The following members were present: Commissioner McKiernan, Chairman; Commissioners Burroughs, Townsend, Johnson, and Walters. The following officials were also in attendance: Melissa Sieben, Alan Howze, and Emerick Cross, Assistant County Administrators; Bridgette Cobbins, Interim Assistant County Administrator; Jud Knapp, Interim Land Bank Manager; Ashley Hand, Director of Strategic Communications; Gunnar Hand, Director of Planning and Urban Design, Carol Godsil, Deputy Unified Government Clerk; Terri Kimble and Allie Facio, UG Clerk's Office.

Chairman McKiernan said before I call this meeting to order, I want to announce that due to continuing COVID-19 restrictions, some committee members, staff, and public are attending remotely via Zoom as well as some being on-site.

All participants joining by phone or computer should mute their devices when not speaking to avoid background noise. During the meeting, please make sure that you announce yourself by name and by title every time you speak so that the public who is observing knows who is speaking. This is critical given the number of us who are participating remotely, and it's current guidance from the Kansas Attorney General.

Due to COVID-19 requirements, in-person public comment has been suspended unless otherwise required by law. However, the public is allowed to participate by Zoom, or to submit comments by email prior to the meeting and those comments will be included in the record of this meeting.

Chairman McKiernan called the meeting to order.

Roll call was taken and all members were present as shown above.

Chairman McKiernan said, to the best of my knowledge, there were no revisions to tonight's agenda after it was first published. So, we'll move on to approval of standing committee minutes

and these are from two meetings ago, our meeting of March 1st. I believe we had held those over at our last meeting to get a clarification or a correction. Commissioner Townsend, were you the one who had an issue that you wanted to get corrected in these, or was it something else?

Commissioner Townsend said, Mr. Chairman, I don't recall that I was the one. I may have been, but having reviewed the current minutes in front of the committee, I would move to approve them as submitted.

Action: **Commissioner Townsend made a motion, seconded by Commissioner Burroughs, to approve as submitted.** Roll call was taken and there were five "Ayes," Walters, Johnson, Townsend, Burroughs, McKiernan.

Item No. 1 – 21777...GRANTS: HISTORIC PRESERVATION

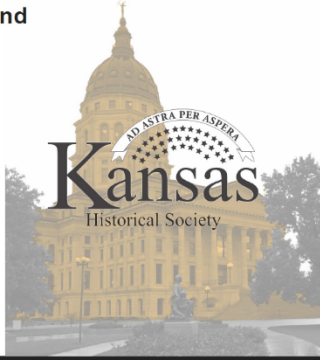
Synopsis: Request authorization to apply for two Historic Preservation grant funding through the Kansas State Historic Preservation Office, submitted by Gunnar H. Hand, AICP, Director of Planning and Urban Design. Match consists of Urban Planning & Land Use funds and in-kind services.



Gunnar Hand, Director of Planning and Urban Design, said, this should be a pretty quick presentation and I'd be happy to take questions thereafter. We are in the process of applying for a Historic Preservation grant, which we are here tonight to seek your approval.

Kansas Historic Preservation Fund

- State of Kansas fund to finance local preservation activities
- Contributes to the planning for the preservation of the built environment
- 60% of the cost of eligible activities can be funded through the program
- Types of covered activities
 - Preservation plans
 - Cultural resource surveys
 - Nomination of Federal/State Historic Designations
 - Design-review guidelines for historic districts
 - Presentations, conferences or workshops

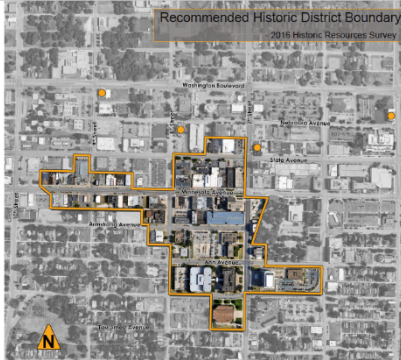


Department of Planning + Urban Design
United Government of Independent County and Kansas City, Kansas

That preservation grant basically finds its way from the feds to the state and to local organizations like ourselves through this annual grant program. You can use it for a bunch of different reasons. It is a 60/40 split. A lot of times in the transportation world, we see a lot of 80/20 splits. These are a 60/40, so it's a little more; from a percentage standpoint a little bit more, but from a cost standpoint, these are not very expensive grants. So, our money goes a long way, I would say. There are many different things that these grants can be used for, and I would encourage us to think about that moving forward because the reason we're looking for them, there's a whole laundry list of other things you can do. I mean, you can create programming, you can make newsletters, you can do a lot of different stuff as well as create preservation districts and other stuff.

The Focus of our Grant Requests

- Downtown Historic District
 - To preserve the historic character of our downtown commercial district
- Multiple Listing of Historic Downtown Churches
 - To preserve the historic cultural and/or architectural resources of our community
- Downtown buildings reflect the settlement, expansion, and changes in Kansas City, Kansas, from its origins through the present day



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The reason I'm in front of you today is two different preservation grants that we are applying for. One of them is to create a commercial historic district in Downtown Kansas City, Kansas, and the other one is to create a multiple listing of historic downtown churches. You can see from the map these little dots, they are churches outside of what we think is a more core commercial district, so that's why there's two specific grant requests that we're going after through this grant program.

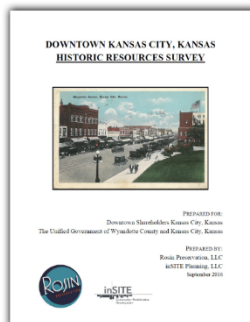
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Again, one for a commercial district. Everything within that commercial district would potentially be a historic state and national register, and then multiple listing for churches outside of that.

Building on our Previous Work

Applying for this grant is part of a continued effort begun in 2016 with the *Downtown Kansas City, Kansas Historic Resources Survey*, conducted by Rosin Preservation

- Survey recommends both the proposed historic district and multiple listing of historic churches
- Grants would help to fund those recommendations



Department of Planning + Urban Design

This work is not new. These were both recommendations from the 2016 survey that was funded by both the UG and the downtown shareholders. In that survey, they even created the lines of this district and mapped out what multiple listings we should pursue. So, we have a pretty good sense of what we're going to go for moving forward if everything works out both tonight and with the grant program later this month—or excuse me, later this summer.

Community Support

- Past and present efforts have been supported by multiple community partners
- Pursuing state funding will honor the hard work of our valuable community leaders



Department of Planning + Urban Design

We do have quite a bit of community support. We have solicited and received quite a bit of letters of support and feedback for this. Although this is not technically Groundwork NRG's regional advocate for historic preservation—they're honestly more focused in Kansas City, Missouri—but we're trying to get them more engaged all over the region, including Kansas City, Kansas.

Next Steps

- Neighborhood + property owner outreach
 - Landmark Sub-committee on outreach
 - Downtown Shareholders/Groundwork NRG
- Grants Awarded – Summer 2021
- If awarded, issue a Request for Proposal
- Historic District public planning process



Department of Planning + Urban Design
United Government of Wyandotte County and Kansas City, Kansas

And if we are able to move forward, just as kind of a sense of what this program would look like over the next year, we've already started outreach. The Landmarks Commission, which is meeting here in 53 minutes, has been talking about outreach in downtown around this project and others for quite some time. They've created a sub-committee, so we will continue to do outreach. The grants will—we should hear from the grants. They say they're a pretty quick turnaround, but I'll take that with a grain of salt. So, I think later this summer, maybe early summer, late spring let's say, I think we should have an understanding on if we've received any of the two grants if we're allowed to apply.

Then after that, basically what's going to happen is we'll have to put a request for proposals together, we'll sign all the contracts with the state, and so on and so forth. But we would put together a request for proposals, hire a consultant, and pursue these, probably, hopefully both at the same time because, again, they share the same base document, which is that survey that needs to get updated, but it could be one or the other. All are good things, right?

So, but basically to execute this process, you hire a consultant, they do a mini planning process, there will continue to be outreach during that process in terms of defining the actual boundaries. Again, what's in the survey doesn't necessarily mean it's what's in the designation, right? It's just a place to start, so we've got to go through who's in, who's out, who wants to participate, things of that nature, and that involves quite a bit of outreach because again, we're talking about other people's property, right? So, there will be a planning process.

So, with that, again, we're looking at two grants. They are—I have the numbers in front of me and I can share those with you in a document later on. Basically, we're looking at a \$30,000 grant in total for the multiple listings, and about a \$25,000 grant in total for the historic district. I'd be happy to answer any questions that anybody might have.

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Chairman McKiernan said, in just a moment, I'll ask if any of the other members of the committee have comments or questions. I'm going to say something here, and I'm not picking on you, you just happen to be the person who is sitting in front of us tonight. It's an issue that's come up before, and I want to address this to all department heads, to all of our administrators, to anybody who might be coming before any of our committees and presenting proposals like this.

When we got our agenda packet ten days ago, all we had was the staff request for action in the agenda packet, and really, no good description, no executive summary, not this PowerPoint, nothing that would give us the ability to review ahead of time and think of intelligent comment or probing questions. This is something that I have asked for before and I'm asking for it from everyone again. Please, when we get an agenda packet, make sure that there is, at the very least, an executive summary included in that so that we, as commissioners, can begin thinking about the content of this item and have a more productive discussion when we actually come to the committee meeting. So again, Mr. Hand, I get it. I'm not picking on you; you just happen to be the one who brings something before us tonight.

With that out of the way, I do think that this is an interesting proposal. Is there any local match required? **Mr. Hand** said, yes. **Chairman McKiernan** asked, how much? **Mr. Hand** said, 40%. So, if we approximate \$60,000 total for both. We have about \$25,000 we'd have to put forward. They do allow both monetary and in-kind matches.

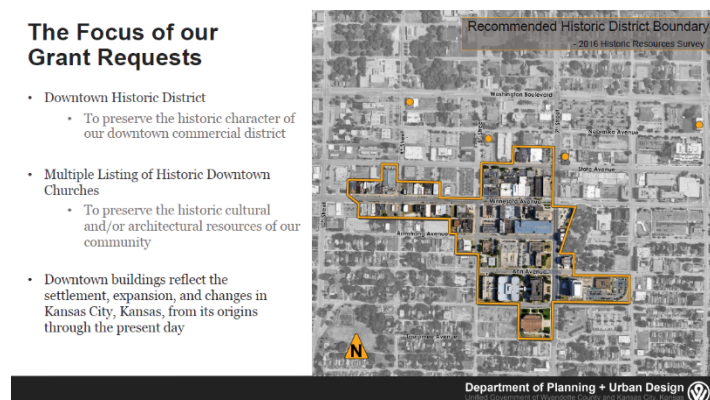
Chairman McKiernan asked, have we identified where we would find either the money or the in-kind contributions to match this grant if we received it? **Mr. Hand** said, I would have money in my budget right now to do it. **Chairman McKiernan** said, so based on—never mind. You have enough money in your budget to do that.

Mr. Hand said, I was just going to clarify. There's a section in the Department of Planning and Urban Design's budget that's specific to long-range planning processes by which this would be one of those. So, we've put most of our money this year, as you may recall, in our three plannings and (inaudible) grants that we've received last year, but are now paying out this year. Even with those, we do have a remainder, and I think this would be a very excellent use of that money.

Chairman McKiernan said, very good. Members of the committee, do you have any comments or questions for Mr. Hand?

Commissioner Townsend said, I, too, echo Commissioner McKiernan's request. Not just you, Mr. Hand, but to any head that's giving us—any department head that's giving us a presentation because we, as commissioners, want to be able to be thoughtful about what's being presented to us and engage, whoever the presenter it is, on behalf of our constituents, the best that we can to inquire.

Based on what you just presented, I do have a couple of questions just for clarity. The historic districts that you identify of course, they're property owners, but does this mean that every property owner in that designated area is the owner of historic property? Do these boundaries make the property that lies within them historic?



Mr. Hand said, so, I brought up this screen in front of you, which was the recommended boundaries from the 2016 survey. That doesn't mean that's what the boundaries are going to be, so let's just set that aside real quick. But, if we draw a line on a map and you're within that boundary, that becomes potentially the Downtown Kansas City, Kansas Historic Commercial District or whatever we end up calling it. Yes, you will be an official designated landmark.

The way that it works is a little more convoluted than that. Essentially, there's three avenues here. There's the local landmark status, there's the state landmark status, and then there's the federal landmark status. When we hire a consultant to put together all the materials, they actually get sent to all parties, right? So, the state board has to officially adopt and accept them as state landmarks. The feds have their own governing body that accepts them as landmarks, and then we have our own local that accepts them as landmarks.

Now, very often, if you get fed, you're going to get the state, and you're probably going to get the local too, right, but that's not necessarily always the case so you just got to kind of put that caveat out there. Each one comes with their own different incentives. So, the incentives for the feds are different than the incentives from the state in terms of tax incentives. Then, for us, as a local government, we obviously don't have the incentives tied to it, but we have our own process as well. So, but yes, if you're inside the boundary, you would be ideally a local, state, and federal designated landmark.

Commissioner Townsend asked, well, can a landowner within wherever the boundaries are designated, can the landowner choose to opt out of that? I raise that question because I had read some years ago that with historic designations, a lot of time it sounds good, but it can pose a lot of unintended problems and consequences to a property owner if the property owner wants to modify their property in some way. They become restricted in ways they never anticipated with what they can do with their property in terms of style and modeling, or if the property needs to be actually demolished for one reason or another.

I had, several years ago, a constituent whose home suffered a fire. They were within so many yards of the former Northeast Junior High School, which I guess has a historic designation. They went through a lot of grief that they had not anticipated having to go through merely because they were within so many yards, feet, whatever, of the school. So, that's why I ask these questions. It may sound good, but if the property owner has an opportunity to opt out, that sounds like a way they could keep their options open for later. So, if you could address those issues, please.

Mr. Hand said, sure. So, there's a couple of questions in there, so if you'd allow me to do the best I can to separate those. So, there's a couple of things that I would say. In our research—and it's been documented by a lot of different research—historic districts, no matter where they are, are not only higher performing in terms of economic development and land value, but also more resilient than other areas not designated as historic. So, this is an economic development tool. Let's not mince words here. This will drive economic development, and it's been proven to, all over the country in communities like ours, not like ours, very diverse groups. So, that's the first thing I would say.

Secondly, when we go through the planning process, we will actively be looking for a solid district of people who want to be in it. We're not trying to shoehorn people who don't want to be

in it. We're trying to find the district where we can start, and then you can always potentially grow or shrink. If you are inside the boundary, if and when this moves forward and gets designated, there is a process by which you can remove yourself, just like there's a process by which you can add yourself to it at a later date, as well.

Next Steps

- Neighborhood + property owner outreach
 - Landmark Sub-committee on outreach
 - Downtown Shareholders/Groundwork NRG
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Department of Planning + Urban Design

The review process is a little different, I would say. Essentially, right now, we have a lot of locally designated landmarks downtown, and you can kind of see it in this graphic here. All those green dots are locally designated landmarks. All that blue-purple buffer are the environs of those districts where we have control over how people manage the outside exterior of their homes—or excuse me, buildings. So, you have a de-facto review of historic properties in the district we're already talking about, but you don't have any of the economic incentives that come with an actual designation. So, you're getting a lot of the administration right now with none of the benefit. I think that's an important point.

Secondly, we've been in conversations with the Kansas State Historic Preservation Office and because we are what they call a certified local government, we are enabled or empowered, I should say, by the state to do our own reviews, currently. Again, our ordinance is written as such that we only look at the exterior of the building. If we were to become both state and/or federal designations, the whole building would be up for review, outside and inside. So, it's more and, therefore, more restrictive. But if you read the guidelines of what it is to do a historic preservation building the right way, it's pretty straightforward. Don't make a change in the building that dramatically alters that building and cannot be undone. Match materials wherever you can. Find kind replacements for materials where you can, wherever you can't, find the best matching material that you can. Basically, do the best practices for historic preservation, both inside and out.

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We are in conversation with the state right now where we can work our way towards potentially being the administration for both exterior and future interior reviews as a certified local government. They have to sign an agreement with us, they have to feel comfortable that we have the expertise to do that, we might need to hire a staff. There's issues around that, but they are open to the idea of us doing our own administrative review, which would be very helpful because at that point, they'll have one reviewing body to get through the work. You still would have to go through the state to get both the state and federal taxes. We don't want to do the tax credits either way. So, the short answer is the planning process will define a group of property owners that want to be in the district. That's how we want to start anyway; we don't want to cause problems from the onset. Then, yes, there are processes to opt yourself in and out of it.

The other thing that I would answer, and again, I'm going a little off of the question, Commissioner Townsend, but I think it's an important point to make here. Essentially what happens is because we don't do interior reviews now, if we were to move forward and a project wanted to happen within our historic boundaries, it would trigger a local and a state review. If that building operator for whatever reason, let's say, wanted to be removed or even worse, let's say they wanted to demolish their building, the state will encourage them to not do that, will encourage them to find alternatives, will encourage them to remediate that issue or rectify that issue in a different way, but they can't stop you from demoing the property. It's just another step in the process to do it. What they will do is, if they can't come to terms with the applicant on their end, they remand it back down to the local process and, as you know, the local process has a certificate of appropriateness for, again, let's stick with the demo example. To get a demo, Landmarks could approve or deny that demo and the Board of Commissioners still has the ability to veto anything that the Landmarks Commission does, just like they have the ability to veto any commission that you guys have created.

So, the processes are there. It's really not more than anything than a step. The way we've been seeing it is, we think it's an economic development tool and we think that it's a process that we can help streamline locally. To improve reviews moving forward, that might take some time, but at the end of the day, I mean, you can't not say it. Yes, there are more sticks, but guess what, there's also carrots where there were none before. So, we hope that that's the trade-off.

Commissioner Townsend said, thank you, Mr. Hand. I believe you answered what, at this point for me, is the question of most concern that someone could opt out. That still leaves the area open for the economic development and incentive benefits that you mentioned, which is always a good thing. I just don't want any property owner to be blindsided and swept away with no option if they so choose to do something different.

A couple of last things. I was trying to write down the notes as you spoke. You mentioned a de facto review and you mentioned some benefits that would accrue where there aren't benefits now. Just tell me a little bit more about what you were talking about in those situations.

Mr. Hand said, sure. I can bring up that PDF that you see in very small print on my presentation. I can bring up that so you can see it a little bit better. Basically, there's—Heritage Trust Fund. So, there's a couple of things. If you're a historic designation, you can get all kinds of historic grants, right? There's just a bunch of them. There's a regular cycle, the one that we're applying to right now, which can do not just survey work like we're talking about right now, and designation work like we're talking about right now, but also repair work on your property, right? So, you can get money to replace your roof, or whatever, through this process where you couldn't get that unless you were a designated landmark, right? So, I think it opens you up to a world of grants that didn't exist before, both from the state office and the national office because the national office has a bunch of different programs that just, you know, it's just more than. And, obviously, it's more competitive because it's cross-country.

Secondly, with the state you can—for everything that is eligible within a building, you can get tax credits that, as a non-profit entity—if you're, say, the UG, or a non-profit downtown or what have you—you can sell those on the market and they're roughly going for 89, 90 cents at the dollar, which is a pretty good return. So, that's money in your pocket that we're leaving on the table by not being a local landmark because we're doing work on buildings, whether it's the UG or the property owners. Without a state or federal designation, they can't even try to access those tax credits. They're a little different; the state is different than the feds. So, it's a different rate if you're a—let me find it so I don't speak out of turn. I can send you this information. These are the outreach materials that the Landmarks Commission created to answer these very questions.

Commissioner Townsend said, you can forward that on to me. You have certainly answered, right now, the questions that I had and I do appreciate that. **Mr. Hand** said, okay. I apologize,

I'm not able to find it right now. It's a bit of a scramble. For the record, I did submit my presentation with my agenda.

Chairman McKiernan said, well, Mr. Hand, I appreciate that, but we didn't get that until about 1:00 this afternoon rather than with the agenda itself. So, it's something we need to collectively work on fixing because I, as I said previously, I don't think that I—and I'll speak for everyone—we are able to thoughtfully consider the items before us in enough depth to truly be helpful to moving these projects forward if we don't get the information until late in the game. So, we need to collectively sort this all out and get it figured out.

Commissioner Johnson said, Mr. Hand, on one of those maps I saw the dots which I think identify the churches that were within that district. I think there were four of them, if I'm not mistaken, yes. I think I know where each one of those churches are. The one at 7th and State Avenue is the old Ebenezer building. Am I correct in that assumption? **Mr. Hand** said, the one at 7th and State is the site of the proposed Kansas City, Kansas Downtown campus, yes.

Commissioner Johnson asked, so, under this grant process, what happens to that structure?

Mr. Hand said, so, the multiple listings is a little different than the commercial district. So, essentially what multiple listings does is it prepares all the materials you need to go after anything within those multiple list of churches. So, we're going to get a laundry list of churches and we'll put them all in there, we'll do all the background research and all the paperwork, but as a part of that application, you only have to apply for one of those multiple listings to get designated as a federal and state landmark. The other ones, then, can come in whenever they want and they've got a vast majority of that paperwork already done and they're choosing whether they want to be in it or not.

Some of those churches, they're not on this map; and again, don't let the map fool you. We fully expect if we move forward that potentially dots on a map or even lines on a map are totally different. We have to go through the planning process. It's been five years since we last even did a survey, and the survey is not the application for designation. Right now, you're just looking at a graphic that is the survey. So, we just basically have to find one of those churches that's willing to do it through our process. The UG, as the owner of that building, could be the one or it could not be the one.

Commissioner Johnson said, I guess, as we know, that that building is something I have advocated that would be torn down just because it's been vacant for some years and now dilapidated. I don't know that—I mean, it would seem to me that the amount of money to rehab the property would just be exorbitant. So, I just want to make sure that we would not have any impediments to tearing that down should that come to, should we arrive at that point, ultimately.

The other question that I had was with regards to the Y Lofts that are currently being renovated at the old YMCA. Will this have any impact upon that project at all?

Mr. Hand said, no. It would only be moving into the future. I mean, I think what happens is, in either of these grant applications, again, hopefully we'll get both. And there's some synergy here. But the first thing either application or both applications would do moving forward is update that survey. So, they'd look at things within the potential district and just make the note that it's been rehabilitated on x date, and so on and so forth. So, it has no determination. There's limited determination on the eligibility of the district. There's enough here with or without that, but again, I think the way that they're doing it, it's not going to—it's still going to be a potentially a contributing factor here. They just will have done the work without having the tax break.

Commissioner Johnson said, okay, very well. Thank you so much, I appreciate it.

Mr. Hand said, and also, Commissioner Johnson, the Landmarks Commission; I'll just note, the Landmarks Commission, we've had ongoing conversations with Kansas City Kansas Community College on that specific site related to that church in particular. We're going to talk about it. Dr. Moser is actually going to be at our meeting at 6:00 and we're going to talk about it. I can't remember exactly which, is it Ms. French? Is she your landmarks commissioner? I can't remember. **Commissioner Johnson** said, I believe it is—Beverly Easterwood, I believe, is mine.

Mr. Hand said, okay, and she's been engaged in that conversation. So, I think there's been ongoing landmarks discussions about that. Again, that's a small world into a much larger conversation, but your landmarks commissioner has some more information about that church, if you're interested.

Chairman McKiernan said, in listening to that discussion, Mr. Hand, it strikes me that I've thought about this before that our continuing challenge is to draw the line between things that are

old and historic and those that are old and simply worn out. So, hopefully we can work our way through that process. Do any other members of the committee have comments or questions for Mr. Hand on this proposal?

Action: **Commissioner Walters made a motion, seconded by Commissioner Townsend, to approve as submitted.** Roll call was taken and there were five “Ayes,” Walters, Johnson, Townsend, Burroughs, McKiernan.

Chairman McKiernan said, thank you, Mr. Hand. I look forward to moving ahead with this.

Mr. Hand said, I’ll send you guys updates as soon as we hear back from them. Again, it should be a couple months, I think.

Item No. 2 – 21778...LAND BANK OPTION APPLICATIONS

Synopsis: Request consideration of the following Land Bank option applications, submitted by Jud Knapp, Interim Land Bank Manager.

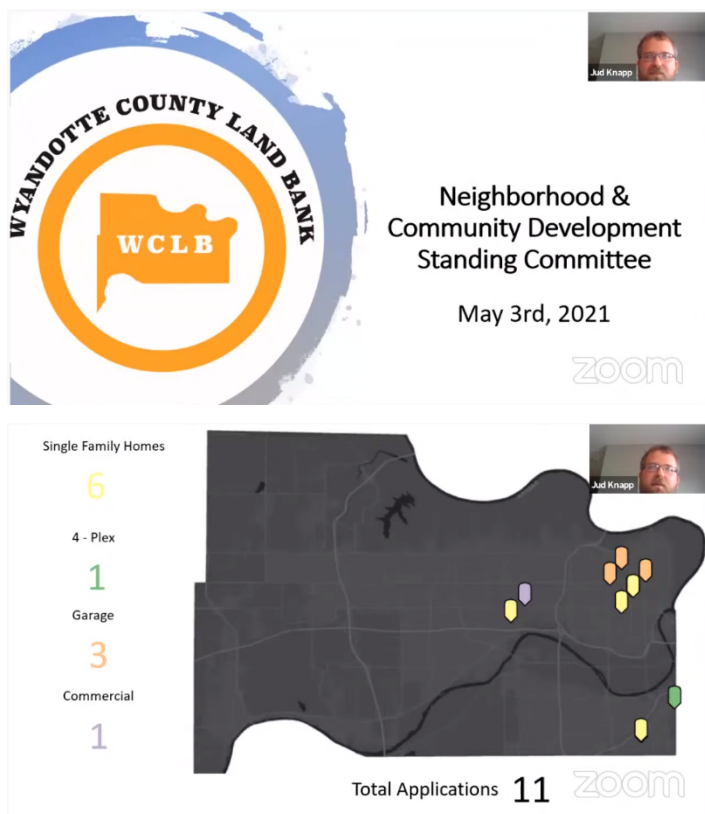
- a. 6 Single Family Homes
 - 2829 S. 8th St. - 136558 - Maria De Jesus Chavira
 - 2815 S. 8th St. - 136509 - Maria De Jesus Chavira
 - 929 Freeman Ave. - 080286 - Cinnamon Campbell
 - 935 Freeman Ave. - 080287 - Cinnamon Campbell
 - 1203 Ann Ave. - 080936 - Monica Griffin-Wright
 - 5705 Tauromee Ave. - 204401 - Nicholas Murder
- b. 1 4-Plex
 - 416 Cambridge St. - 220110 - Jesse Pruneda
- c. 3 Garages
 - 1206 Rowland Ave. - 157502 - Guadalupe Adrian Rubio
 - 1713 Troup Ave. - 116426 - Yancarlos Torres
 - 2024 N. Tremont Ave. - 111358 - Yuridia Arana
- d. 1 Commercial/Residential
 - 5320 State Ave. - 406501 - Smith Services

Chairman McKiernan said, in just a moment I'm going to recognize Jud Knapp to present these to us, but as we get started, Mr. Knapp, I'm going to bring up to you the same thing I just brought up to Mr. Hand. You typically prepare a very nice PowerPoint with summary details of all of the projects that you present to us in the meeting. Again, we didn't get that PowerPoint until sometime in early afternoon today. We used to get the written application that applicants submitted to us, we got a copy of each one and the PDF of our agenda packet. It seems that since we have switched over to doing option agreements, we no longer are getting those copies of the individual applications. So, I guess for you, my question would—for you, and for everybody else in your department, can we either get copies of the individual applications that have been submitted, or a little bit more detailed summary beyond just the listing of addresses that we get in the agenda packet?

Jud Knapp, Interim Land Bank Manager, said, this PowerPoint's made like two, three weeks in advance of this meeting. So, I don't think I'd have that many problems sharing this PowerPoint with you. Actually, the application that you're talking about is not signed or anything, so it doesn't really exist yet until you approve it. So, those don't exist, currently.

Chairman McKiernan said, that certainly makes sense as opposed to the old paper application when people were requesting properties, before the option agreement era, they would write out a little description of what they're going to do with the property, and they'd sign their name, and they'd sign the address of where they currently live. I understand that things have changed. If, in fact, the PowerPoint you're about to show us was created more than ten days ago, I would just ask that we find a way through the Clerk's Office to get all of those materials included with the agenda packet so that we have a chance to review them ahead of time.

With that out of the way, committee, we're going to break up Mr. Knapp's applications into four groups. You'll see on your agenda that we have 2A, 2B, 2C, and 2D. We will consider first the group A, which are options for single family homes.



Mr. Knapp said, we had another busy month in the Land Bank. We have a total of eleven applications. We have six single family homes, one 4-plex, three garages, and one commercial. The following applications have all been reviewed by the internal staff and the Land Bank Advisory Board. I will provide their comments during the presentation. We also notified the neighborhood groups and NBRs that had projects within their boundaries. With this notification, we also did include the date and time for this meeting. Also, I would like to include a new change we did this month; we have added if a project will require any other public meetings in the next step section.



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OPTION AGREEMENTS
MARIA DE JESUS CHAVIRA

Requesting Land Bank Lots
2829 S 8th St – 136558
2815 S 8th St – 136509

New Construction
2 Single Family Homes

Zoning
R-1

Frontage
2829 – 80FT
2815 – 65ft



So, our first one, our first is for two single family homes at 2829 and 2815 South 8th Street.

OPTION AGREEMENTS
MARIA DE JESUS CHAVIRA

House Details
3 bed 2 Baths
900 SqFt

Timeline
Build 2829 First followed by 2815
Project Start – June 2021
Project Completion – 6 to 8 months to complete each home

Experience
Has a few rentals, but this is the first new homes

Next Steps
1. Building inspection approval
2. Proof of funds to cover building estimate

Recommendation
☒ Staff Advisory Committee
Comments: Challenging builds
☒ Land Bank Advisory Board



The recommendations from the Staff Advisory Board was that this would be a challenging build; it's very hilly and it's very dense with trees. The Land Bank Advisory Board recommended the project.

OPTION AGREEMENTS
CINNAMON CAMPBELL (CINNAGO PROPERTIES LLC)

Requesting Land Bank Lots
929 Freeman Ave - 080286
935 Freeman Ave - 080287

New Construction
2 Single Family Homes

Zoning
RP-5 Planned Apartment District



Frontage –
929 Freeman Ave – 75 Feet – 935 Freeman Ave – 50 Feet

The next one is at 929 Freeman and 935 Freeman Avenue. It's also for two single family homes.

May 3, 2021

OPTION AGREEMENTS
CINNAMON CAMPBELL (CINNAGO PROPERTIES LLC)

House Details
2 Beds
1.5 Baths
800 - 900 SqFt

Timeline
Project Start –
Project Completion – 120 – 150 Days

Experience
Completed several rehabs

Next Steps
1. Building inspection approval
2. Planning plan review (**Public Meeting**)
3. Proof of funds to cover building estimate

Recommendation
☒ Staff Advisory Committee
☒ Land Bank Advisory Board



zoom

This, I have to mention, that this project also has been reviewed by the neighborhood group and they did make some design changes from the original submitted design. The staff and the Land Bank Advisory Board do recommend both of these builds. In the next steps, you do see on number two, it says plan review and it has public meeting in bold, so this one would require another public meeting.

OPTION AGREEMENTS
MONICA GRIFFIN-WRIGHT

Requesting Land Bank Lot
1203 Ann Ave - 080936

New Construction
Single Family Home

Zoning
R-1(B)

Frontage
75ft




zoom

The next one is at 1203 Ann Avenue. It's for a single-family home.

OPTION AGREEMENTS
MONICA GRIFFIN-WRIGHT

House Details
4 Beds 4 baths
2,452 sq ft

Timeline
Project Start – June 2021
Project Completion – June 2022

Experience
Owns a Construction Company

Next Steps
1. Building inspection approval
2. Proof of funds to cover building estimate

Recommendation
☒ Staff Advisory Committee
☒ Land Bank Advisory Board



29719

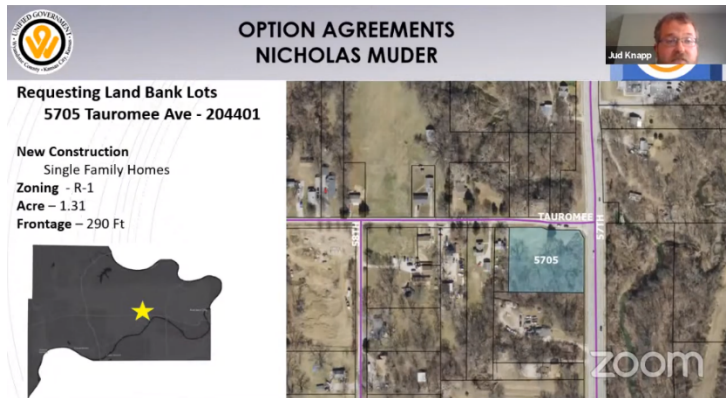
ahp **FOREST HILLS**
4 BED, 4 BATH, 2 CAR GARAGE

MAIN LEVEL	800 SQ FT	EXTERIOR DIMENSIONS
SECOND LEVEL	832 SQ FT	50' - 0" WIDE
TOTAL AREA	2452 SQ FT	54' - 4" DEEP

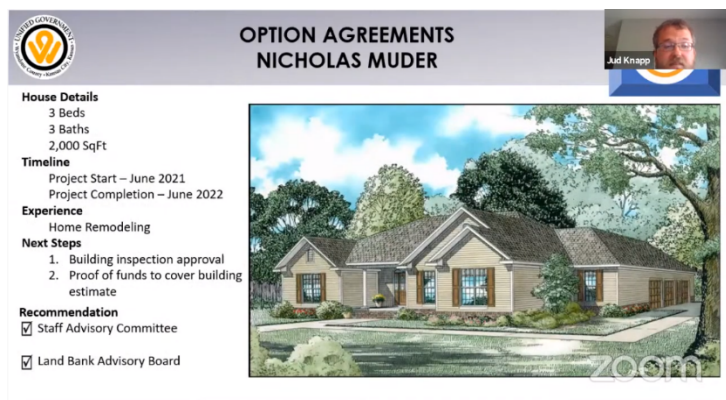
zoom

The staff and the Land Bank Advisory Board do recommend this project.

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The final one we have today for this section is 5705 Tauromee Avenue. It's for a single-family home.



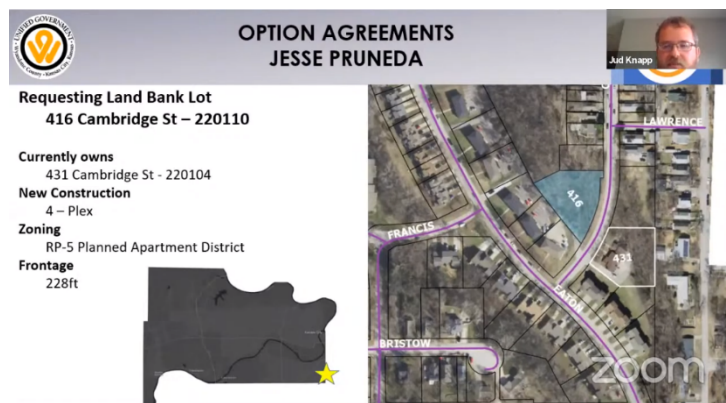
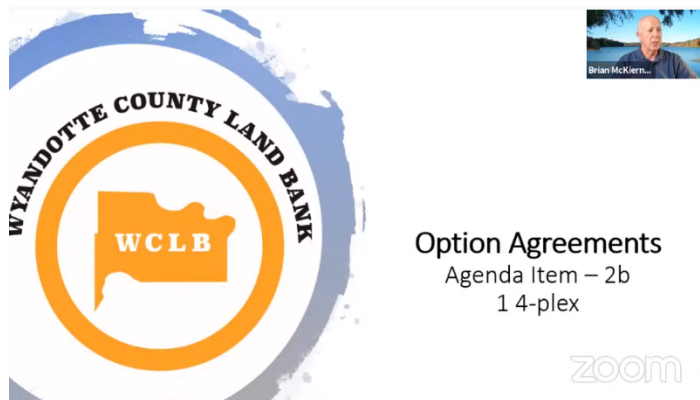
The staff and Land Bank Advisory Board also recommends this project. So, Commissioner, that would conclude this Section 2A.

Chairman McKiernan said, first group, single family homes. Does any member of the committee have comments or questions for Mr. Knapp regarding these applications? I don't see any hands coming up from the committee; and so I'll ask the Clerk if we had any communication regarding these six applications prior to the meeting. **Allie Facio, Clerk's Office**, said, no public comments were received.

Chairman McKiernan said, I'll ask if there's anyone who's in attendance with us this evening at this meeting who would like to offer comment on any of these six applications. I don't see any hands going up in the attendee's group, and so I'll return to the committee and ask if there is a motion regarding this group of applications.

Action: Commissioner Johnson made a motion, seconded by Commissioner Walters, to approve this group of applications. Roll call was taken and there were five “Ayes,” Walters, Johnson, Townsend, Burroughs, McKiernan.

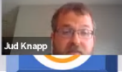
Chairman McKiernan said, that takes us to our second group, which only has one item. It is 2B, a 4-plex.



Jud Knapp, Interim Land Bank Manager, said, this one is at 416 Cambridge Street. The applicant currently owns 431 Cambridge Street, that’s straight across the street that he’s just completed the rehab.



OPTION AGREEMENTS
JESSE PRUNEDA



House Details

2 Units will have 2 Bedrooms & 1.5 Baths
 2 Units will have 3 Bedrooms & 2 Baths

Timeline

Project Start – Summer 2021
 Project Completion – Summer 2022

Experience

Rehabbed property across the street
 425 – 431 Cambridge St.

Next Steps

1. Building inspection approval
2. Planning plan review (**Public Meeting**)
3. Proof of funds to cover building estimate

Recommendation

☒ Staff Advisory Committee
 Comments: Hilly, Access to sewer, Parking

☒ Land Bank Advisory Board




He plans on building four total units. Two units will have 2 beds, 1.5 baths. The next two will have 3 bedrooms, 2 baths. He did provide these pictures. These pictures definitely match what is on that street currently. I do have highlighted in the next step, this will require a Planning plan review and a public meeting. The staff comments on this is it's very hilly, access to sewer, and parking might be an issue, but I have to say this is what the option is for is to see if they can build on these lots, and the Land Bank Advisory Board recommended this project.

Chairman McKiernan asked, does any member of the committee have a comment or question for Mr. Knapp on this application for an option? Don't see any hands going up. I'll ask the Clerk's Office if we've received any communication about this application. **Allie Facio, Clerk's Office**, said, no public comments were received.

Chairman McKiernan asked, is there anyone in attendance on our Zoom meeting tonight who'd like to comment on this application for option? I don't see any hands popping up in the attendees list, so I'll return to the committee.

Action: **Commissioner Walters made a motion, seconded by Commissioner Burroughs, to approve this group of applications.** Roll call was taken and there were five "Ayes," Walters, Johnson, Townsend, Burroughs, McKiernan.

Chairman McKiernan said, thank you, Mr. Knapp. That takes us to 2C, which are option applications for three garages.



Option Agreements
Agenda Item – 2c
3 Garages

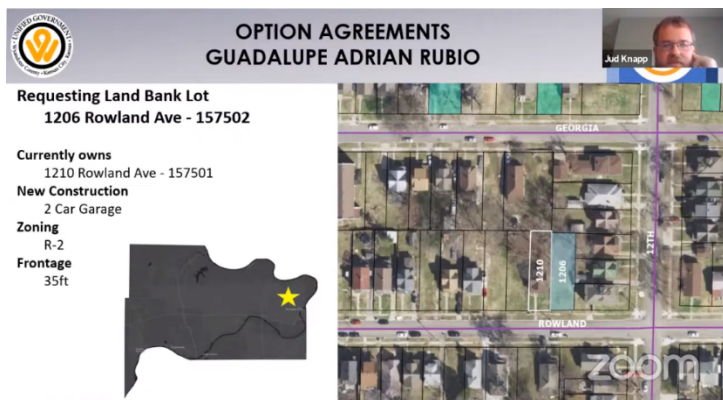
Land Bank Advisory Board Comments

1. Where do the applicants live?
2. Doesn't want mechanic shops in these garages in residential neighborhoods.

Jed Knapp

Jud Knapp, Interim Land Bank Manager, said, since the Land Bank Advisory Board comments apply to all three of these garage applications, I just provided them on this first page and I'll give you a summary of it. The first one was where do the applicants live. I didn't really—this wasn't a yard extension, so I didn't really collect that information. I just made sure they own the lot next to it. I did contact all three applicants, and they all live in the house next to these lots. The second one doesn't want a mechanic shop in these garages in their residential neighborhoods.

Then, another member brought up that we should be encouraging construction and what the applicant does with the garage is a Code and Planning Enforcement issue. I did confirm with Code and Planning that garages would need to be for personal use only. I contacted the applicants and asked them what their intended use is for the garage; their comments back was for off-street parking; a secure place to park their cars.



OPTION AGREEMENTS
GUADALUPE ADRIAN RUBIO

Requesting Land Bank Lot
1206 Rowland Ave - 157502

Currently owns
1210 Rowland Ave - 157501

New Construction
2 Car Garage

Zoning
R-2

Frontage
35ft

Jed Knapp

The first one is at 1206 Rowland Avenue. They currently own 1210 Rowland. They want to build a two-car garage.

OPTION AGREEMENTS
GUADALUPE ADRIAN RUBIO

Building Details
9 – 14 wide by 18 – 22 feet length.

Timeline
Project Start – June 2021
Project Completion – June 2022

Experience
None

Next Steps
1. Building inspection approval
2. Combine lots
3. Proof of funds to cover building estimate

Recommendation
☒ Staff Advisory Committee
☒ Land Bank Advisory Board



The recommendation from the staff was to recommend the project. The Land Bank Advisory Board, two members did say no, but the other ten members didn't comment. So, I think it was ten to twelve, then.

OPTION AGREEMENTS
YANCARLOS TORRES

Requesting Land Bank Lot
1713 Troup Ave - 116426

Currently owns
1715 Troup Ave - 116425

New Construction
2 Car Garage

Zoning
R-2

Frontage
61ft




The next one is at 1713 Troup Avenue. The applicant currently owns 1715 Troup.

OPTION AGREEMENTS
YANCARLOS TORRES

Building Details
2 Car Garage
Attaches to current home

Timeline
Project Start – June 2021
Project Completion – June 2022

Experience
None

Next Steps
1. Building inspection approval
2. Combine lots
3. Proof of funds to cover building estimate

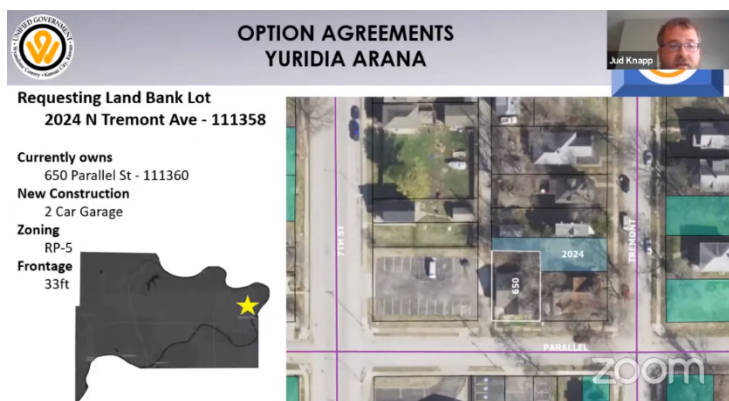
Recommendation
☒ Staff Advisory Committee
☒ Land Bank Advisory Board



Theirs is a little different to where their garage will actually attach to their house. The next steps would be to make sure that it matches building codes, and they will have to combine the lots and

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provide us proof of funds to cover the building estimate. The recommendation from the staff and Land Bank Advisory Board would be to recommend the project.



The next one is at 2024 North Tremont Avenue. The applicant currently owns 650 Parallel Street, and I'll go into a little bit more detail on this one. They actually, the applicant just bought 650 Parallel and they thought that they owned all the way back to where the 2024 Tremont comes back to the alley. So, during our staff meeting, we did talk about maybe moving this line up, like redrawing the parcel to give them that so they would have enough room to build their own garage. But during that—this is thirteen feet, this little piece here—it would make lot 2024 Tremont unbuildable because it doesn't have access to parking.

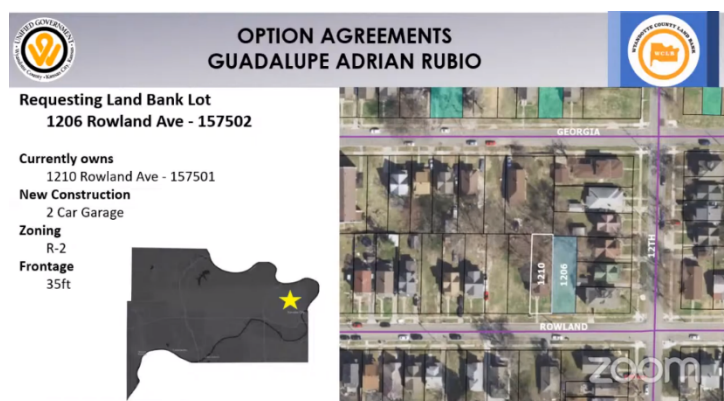


This one would require a public meeting with it because it's a plan review. The staff and Land Bank Advisory Board did recommend the project. That is what I have.

Commissioner Townsend said, I want to thank you again for your continued sharing of the public notices of these option agreements with the NBRs and the neighborhood groups and the public at

large. I think that seems to be working quite well, so I commend you for your continuing to do that. I had questions about, actually, all of them. I commend the Advisory Board because some of the questions you've already been asked were concerns to me. I did visit each of these areas.

So, two of them happen to be in my district, the 1206 Rowland Avenue. Could you put that demographic back up for me?



The 1206, is 1210 actually a building? There was a beige house on that street, and then there were some—it looked like almost a double lot to the—well, I'm confused now. That doesn't look like—oh, okay, I see what happened here. I see what happened. Okay. When I went by there today, I guess there's another house, and one of the things that I saw were houses parked on unimproved property which is another matter, but that is not the 1206 occupant, I guess. And the applicant lives at 1206? **Mr. Knapp** said, the applicant lives at 1210, and they're asking for the Land Bank Lot 1206.

Commissioner Townsend said, well, one of the things that concerned me was, as I said, what I think were vehicles on the vacant property, on unimproved surfaces. So, I would appreciate if you would go back to the owners and make them aware that that was a code violation and needs to be remedied immediately.

Second thing, it appeared to me as I drove by there that sidewalk and curb, which appeared to be no more than a couple of years old, would have to be disturbed and that would give me pause. How would you do that? Curb and sidewalk is gold in my area, and I would not want to see that disturbed.

Mr. Knapp said, Commissioner, I really don't have a—if we did approve it and they did build a garage there, they would have to disturb the sidewalk and curb because there's no alley access

behind it. **Commissioner Townsend** asked, well, who pays for that? **Mr. Knapp** said, I believe it would be the applicant would pay for that.

Commissioner Townsend said, okay. I am so disturbed with this, or concerned; very concerned with this. I'm sure the other commissioners may have other comments, but rather than moving it on or denying it outright, I would like to see this held over for the next month until those questions can be addressed one way or the other. I've been by there as recently as today, and that gives me real heartburn to think that recently installed curb and sidewalk would be disturbed. If it is, then we have to know for sure who's going to pay for that. That may have been something that the applicant didn't even contemplate having to do and may impact his or her request for this. So, as I said, rather than denying this outright or approving it without knowing those things, I'd like to see this set aside and address it next month at our next meeting. That would be my motion.

Action: **Commissioner Townsend made a motion to set aside action until next month.**

Chairman McKiernan said, Commissioner Townsend, I appreciate that. Would that be for all three, or just for this one application?

Commissioner Townsend said, well, I'm speaking just about 1206 since it was the first one. I do have a couple of comments and questions about the Tremont, which is also in my district. I did drive by 1713, not my district, it just seemed to be hilly. A good friend of mine, may she rest in peace, lived on that street at the western end and as you go east, it's a very steep incline. Just couldn't tell how the person would access or even build, build and access, a garage there. So, and I didn't know if the person, the applicant, owned property adjacent to it, next to it. I was really, with regard to my motion to set-aside for one month, addressing only 1206 at this point. Other commissioners on the committee may have questions about it as well. I don't know.

Chairman McKiernan said, thank you, Commissioner. Now, I will ask staff to verify this, and Mr. Knapp certainly can bring this back to us. My understanding would be that if this applicant wished to pour a driveway and driveway apron, which required replacing that sidewalk and cutting that curb, the applicant would need to do it to our specifications, but we can verify that.

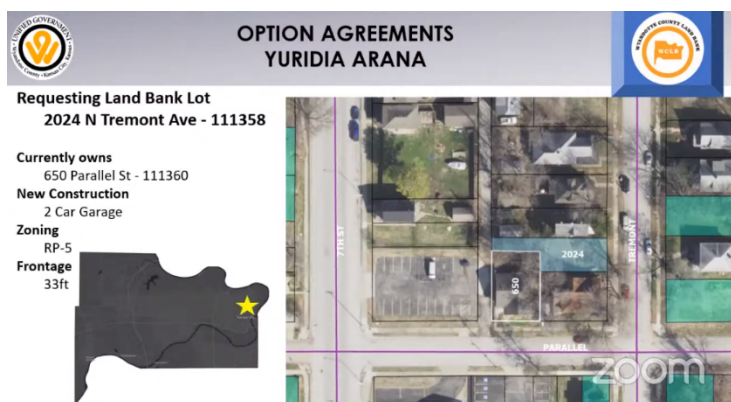
Commissioner Johnson said, well, Commissioner Townsend was very accurate in her concern about 1715 Troup. So, to her concern, Jud, can you provide some answer to her question about how—I did not go by. I did look it up on the Internet and I saw how the property at 1715—or was it 1713, rather—was up on a hill. So, how will that kind of lay out, I suppose, based on the configuration that they have provided to us?

Mr. Knapp said, well, Commissioner, this is an option agreement so, this is kind of like an exploratory time for them to find out if they can build on this lot. They will get building plans, they will submit them to Building Inspection, and then Building Inspection will approve or deny them. I would lean on their expertise in this matter, if they can actually build what they presented to us. **Commissioner Johnson** asked, and if they cannot, then what happens with that lot?

Mr. Knapp said, the lot goes back so someone else can build a house on it. It goes back into the Land Bank's inventory. It never really changes hands until they get their building inspection approval, their proof of funds, and their cost estimate. **Commissioner Johnson** said, great. That's what I wanted to know. Thank you so much.

Chairman McKiernan asked, do any other members of the committee have comments or questions for Mr. Knapp about these three applications?

Commissioner Townsend said, I'll go back to the other piece of property that's in District 1, the 2024 North Tremont.



If you could put that one up again for me, I think I see it. So, again, it looks like we may have—well, I have the same concern from what I saw today. The lot that I saw that I believe was 2024, the address of 2020 was to the south of it. Where does the applicant live? Does the applicant own

2020 North Tremont? **Mr. Knapp** said, the applicant owns 650 Parallel Avenue. Parallel Street, I'm sorry. So, it's behind the property. **Commissioner Townsend** said, behind the property. **Mr. Knapp** said, see that white outline; it's 650 Parallel? That's the applicant's address.

Commissioner Townsend said, that's very different. I guess when I went down Tremont, I saw a lot that was between 2024, I'm sorry, 2020 and 2026. There were items on the lot, kids' toys, and it looked like something like a jungle gym, something that you couldn't take in at night and put away. I'm not talking about scooters and bicycles. So, I'm wondering, did the person have some type of easement to that? I don't know. This looks very different than what I saw today. I was concerned about who was using the lot. Again, on Tremont, it appears that sidewalk would have to be disturbed.

Also, it looked like there was a fence to the north of the property at 2026 that didn't seem to quite line up with the curb and sidewalk. I tell you what, I personally would like one more opportunity. I'd like this one set aside as well, just to next month, to make sure I'm seeing what I saw. Maybe I'm at the wrong place, but I don't think so according to Google. I would just appreciate one more month set-aside to get it straight. But I was by there today and this looks very different than the demographic that you see presented here. So, I would very much like to move to have this set aside one more month, if the committee would afford me that.

Chairman McKiernan said, thank you, Commissioner. Hold that thought for just a moment. Let's check for public comment, and then I will recognize you again for a formal motion. For the Clerk's Office, did we have any communications about either of these three applications? **Allie Facio, Clerk's Office**, said, no public comments were received.

Chairman McKiernan asked, is there anyone attending with us on Zoom who would like to offer comment on any of these three applications for garages? **Ms. Facio** said, I see no hands raised.

Chairman McKiernan said, Commissioner Townsend, I guess the question that comes back to you is if you'd like to simply hold and set aside all three of these applications for a month or pick them one by one.

Commissioner Townsend said, no, I'm ready to move on the two that are in District 1, pending as I said, some of the questions being answered relative to 1206 Rowland. Then, to give me the opportunity again to look at 2024 North Tremont. And just to make sure I'm seeing the right thing, I intend to get back with Mr. Knapp just to clarify what the schematic is for that piece of property.

Action: **Commissioner Townsend made a motion, seconded by Commissioner Johnson, to hold the properties at 1206 Rowland Avenue and 2024 North Tremont Avenue for one month.** Roll call was taken and there were five "Ayes," Walters, Johnson, Townsend, Burroughs, McKiernan.

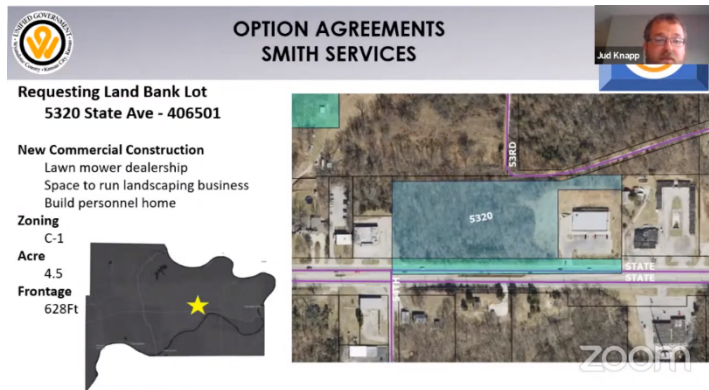
Action: **Commissioner Johnson made a motion, seconded by Commissioner Townsend, to approve the property at 1713 Troup Avenue as submitted.** Roll call was taken and there were five "Ayes," Walters, Johnson, Townsend, Burroughs, McKiernan.

Chairman McKiernan said, that takes us to our last group, 2D, which is a single application, commercial/residential.



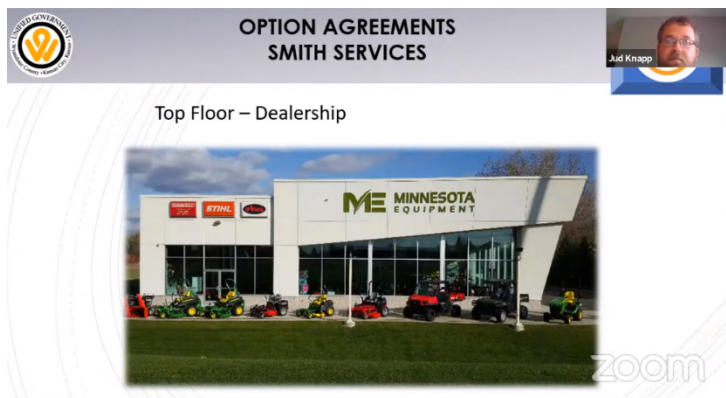

Option Agreements
 Agenda Item – 2d
 1 Commercial / Residential

zoom

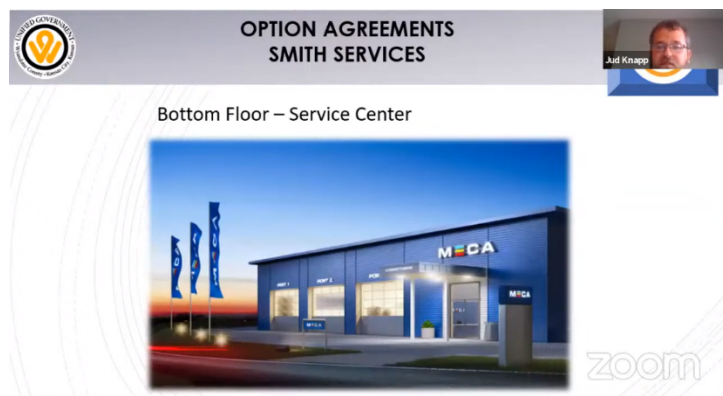


Jud Knapp, Interim Land Bank Manager, said, this is at 5320 State Avenue. It's for a commercial construction. They want to make a lawn mower dealership. They want space to run their landscaping business, and they also want to do a live/work situation where they want to build their personal home on this lot.

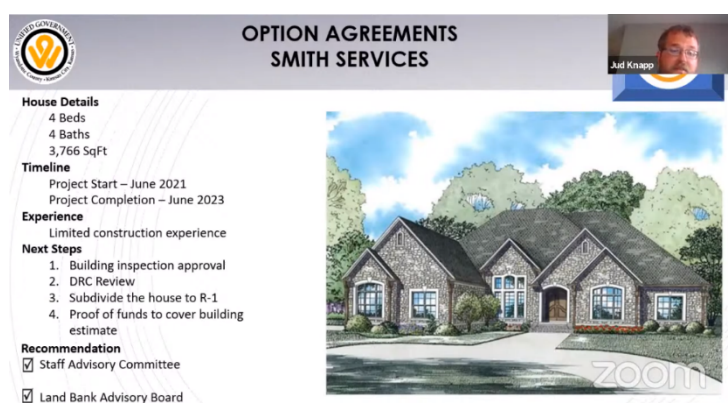
This zone is currently C-1, so it would match the lawn mower dealership but not the house. They would have to get the zoning changed for the house. In the lower left corner is where they plan to put the dealership, and at the upper right corner is where they plan to build their house off of, I believe, this is Nebraska.



So, here is the picture of the top floor of the dealership. They plan on selling Big Dog and Bobcat lawn mowers.



Here's the bottom floor, the service center for the dealership.



Here's a picture of the home they want to build. It's a 4 bed, 4 bath, 3,700 square feet house. The next steps would be Building Inspection approval, then it would be DRC review because of the commercial nature, and then they would have to subdivide the house to R-1. Then they would have to provide us a proof of funds to cover the building estimate. The staff and Land Bank Advisory Board recommended the project.

Chairman McKiernan asked, do any members of the committee have comments or questions regarding this application? I will say, frankly, it looks like a pretty exciting application to me. I see no hands raised among the committee. For the Clerk's Office, did we receive any communication regarding this application? **Allie Facio, Clerk's Office**, said, no public comments were received.

Chairman McKiernan said, I'll ask among our attendees if there's anyone who would like to offer comment on this application. **Ms. Facio** said, I see no hands raised.

Action: **Commissioner Walters made a motion, seconded by Commissioner Townsend, to approve as submitted.** Roll call was taken and there were five “Ayes,” Walters, Johnson, Townsend, Burroughs, McKiernan.

Chairman McKiernan adjourned the meeting at 6:02 p.m.

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