

ORDINANCE NO. 16,343

AN ORDINANCE to amend the Municipal Code of the City of Des Moines, Iowa, 2000, adopted by Ordinance No. 13,827, passed June 5, 2000, as heretofore amended, by amending Sections 82-336, 82-338, and 82-339, relating to the urban design review board.

Be It Ordained by the City Council of the City of Des Moines, Iowa:

Section 1. That the Municipal Code of the City of Des Moines, Iowa, 2000, adopted by Ordinance No. 13,827, passed June 5, 2000, as heretofore amended, by amending Sections 82-336, 82-338, and 82-339, relating to the urban development board, as follows:

Sec. 82-336. Created; composition; appointments.

- (a) There is created in and for the city an urban design review board, which shall be an advisory board composed of eleven members. The membership of the urban design review board shall consist of: four Iowa registered architects, one of whom must have significant experience in the restoration of historic buildings; two Iowa registered landscape architects; one developer, realtor or real estate broker; and four at large citizen representatives, one of whom must have a demonstrated interest in historical renovation and restoration.
- (b) Each ward councilmember may recommend candidates for appointment to two positions on the urban design review board. The mayor and the two at large council members may each recommend candidates for appointment to one position on the urban design review board.
- (c) The term of each member shall be three years expiring on June 30th, except that the terms of three of the initial members shall be for one year, and the terms of four of the initial members shall be for two years.
- (d) The Economic Development Administrator, or their designee, shall serve as an ex officio member of the board.

Sec. 82-338. Duties.

- (a) The urban design review board shall advise the city council regarding:
 - (1) The design of public improvements pursuant to section 82-42 and the exterior design of major projects pursuant to section 82-339.
 - (2) Whether a proposed urban renewal project's design qualifies for funding from tax increment revenues under the applicable urban renewal plan.
 - (3) Recommended approval of Urban renewal plans and plan amendments.
 - (4) The selection of urban renewal sites for clearance or rehabilitation, and problems relating to acquisition, clearance or rehabilitation of property, relocation of displaced persons, and disposition of acquired property.
 - (5) The operation of the skywalk system pursuant to section 102-321.
- (b) The board shall recommend one of its members to serve on the strategic planning commission pursuant to section 82-278.

Sec. 82-339. Architectural review.

- (a) The urban design review board shall review, evaluate, and make recommendations to the city council concerning architectural plans and concepts of:
 - (1) The exterior design of major projects involving new construction or installation of buildings, parking facilities, and landscaping improvements to be owned or leased by the city and used for civic or municipal purposes. Major projects shall not include exterior repairs or maintenance where the design is not substantially altered. Major projects are defined as those for which construction costs, excluding land costs, are in excess of \$1,000,000.00.

- (b) The urban design review board may undertake a preliminary review of all major projects as defined in this section during the schematic design phase. The materials submitted for the preliminary review of a building project may include a site plan, building plan and elevations, and a perspective, model or other three-dimensional representation sufficient to convey the project in its context.

The urban design board shall undertake a final design review based on the submittal of the following materials: site plan, building plan and elevations, a landscaping plan, a perspective, model or other three-dimensional representation of the project in its surroundings, and materials samples to show finishes, textures and colors. Such review shall occur at the first scheduled meeting of the urban design review board that is scheduled 12 calendar days after all required review materials have been submitted to staff.

The city manager shall be responsible for conducting a design review of all nonmajor construction, installation, remodeling, and renovation projects.

- (c) The urban design review board shall review, evaluate and make recommendations to the city council regarding the exterior design of buildings, site plans, and open space plans for property which the city intends to convey or lease through the urban renewal process and for all real estate development projects proposed to receive tax increment financing incentives.

All proposed urban renewal projects shall be presented by the developer or city staff to the board at a public meeting. The board shall complete its review and submit its recommendation to the city council as soon as possible, but in any event within thirty days of the initial presentation of the project to the board. The city council shall then act to approve, modify, or disapprove the recommendations regarding design of the proposed urban renewal project. The stated time requirements are dependent upon complete and adequate materials having been submitted by the developer at the time of final submittal. Complete and adequate materials shall be defined by the specific urban renewal offering requirements for the property. The review, evaluation and recommendation shall be guided by the applicable urban renewal plan requirements and associated urban renewal documents.

Section 2. This ordinance shall be in full force and effect from and after its passage and publication as provided by law.

FORM APPROVED: Lisa A. Wieland, Assistant City Attorney

Connie Boesen, Mayor

Attest: I, Laura Baumgartner, City Clerk of the City of Des Moines, Iowa, hereby certify that the above and foregoing is a true copy of an Ordinance (Roll Call No. 24-0453), passed by the City Council of said City at the meeting held on March 18, 2024 and signed by the Mayor on March 18, 2024 and published and provided by law in the Business Record on April 5, 2024. Authorized by Publication Order No. 12622.

Laura Baumgartner, City Clerk