**Developer/Designer - DS Process Discussions**

**Discussion Format:**

* DS staff to meet with developers/designers individually.
* Developer/designer’s choice of meeting in-person or virtually.
* Each division of DS to be represented in discussions.

**Timeline:**

* Discussions completed by September 30.
* Feedback summary presented to CMO at October DS-CMO update meeting.

**Discussion Goals**

* Update developers/designers on DS changes.
* Market available development opportunities/urban renewal areas.
* Collect feedback on Des Moines’ development processes, including what is working well and opportunities for improvement. Focus areas:
  + Development Agreements & Urban Design Review Board Process
  + Building Code and Site Plan Review Processes
  + Building & Planning/Zoning Code Requirements
  + Anticipated market trends

**Discussion Guide:**

* Set tone of why we’re here. (10 minutes max)
  + Provide handout summarizing recent DS changes, volume of work, and process timelines.
    - Reorganization-
      * New staff & responsibilities
    - New Planning/Zoning Code
    - New permitting & review software EPL (EnerGov)
      * Electronic submittal, payment, and communication options
    - Recent Changes
      * Site compliance phasing
      * Rooftop mechanical equipment screening
      * PUD stuff
  + Identify recent successes within their project sector
* Feedback (30 minutes max)-
  + UDRB process- for those with UDRB experience (15 minutes max)
    - Summarize designer feedback.
    - Developer perspective?
    - One meeting option?
      * Impacts of eliminating preliminary review step?
    - Other ideas?
  + Building code & site plan review process & code requirements (15 minutes max)
    - Summarize recent changes/review times.
    - What works well?
    - Areas for improvement?
* Their market forecast? (10 minutes)
* Thank them for their time and explain next steps (5 minutes).
  + Summary to CMO and Council
  + Modifications to UDRB process
  + Continuous evaluation/adjustment of processes & requirements

**Developer/Designer List:**

1. Annex Group- Union at River’s Edge – David Wesner (Director of Development) & Margaret Blum (Senior Director of Development)
2. Nelson Development- Alexander Grgurich
3. Eychaner Properties- Rich Eychaner
4. Engineering Resource Group- Doug Saltsgaver
5. Other Civil Firms
   1. Check with Jillian & Adam
6. BNIM Architects
7. Hartman Trapp Architecture Studio
8. Slingshot Achitecture
9. Hurd Real Estate- Richard Hurd
10. Heart of America Group- Mike Whalen
11. Hubbell Realty
12. Sherman Associates
13. Newbury Living- Frank Levy
14. Sidekick Development- Angie Pfannkuch
15. Christensen Development- Jake Christensen
16. Rypma Properties- Tim Rypma
17. Cutler Development-
18. Conlin Properties- JB Conlin
19. Hatch Development Group- Jack Hatch
20. Knapp Properties-
21. Scott McMurray
22. Broadlawns- Whitney to provide contact info.

**Handouts:**

* Org chart- Mike
* PUD stats. Review timelines- Bert & Brian
* # plans approved administratively versus through public hearings- Bert
* Code changes and administrative policies- Bert
* Map of URAs with new areas- Naomi
* UDRB overview/application (where applicable)- Carrie
* Tax abatement & TIF sustainability items- Mike & Naomi
* EPL/online application system- Brian