

**MINUTES
CITY OF ST. CHARLES, IL
HOUSING COMMISSION MEETING
THURSDAY, MARCH 21, 2013**

Members Present: Holler, Payleitner, Hall, Eakins, Pierog and Goettel

Members Absent: Amundson, Henningson, and Hansen

Others Present: Matthew O'Rourke

1. Opening of Meeting

The meeting was convened by Chair Holler at 7:01 p.m.

2. Roll Call

3. Approval of Agenda

A motion was made by Hall and seconded by Goettel to approve the Agenda. Motion carried. – Voice Vote.

4. Approval of Housing Commission Minutes

A. January 17, 2013 Housing Commission Minutes

Motioned by Hall and seconded by Goettel to approve the January 17, 2013 Housing Commission minutes. Motion carried – Voice Vote.

5. Discussion Items

A. 2013 Work Plan Discussion

O'Rourke distributed a draft work plan document for the Commission members to discuss. He stated that it was a draft document for discussion and his intent was to summarize the discussion from the previous meeting. He further stated that he wanted to mention that the City of St. Charles will be a participant in a CMAP housing study that was spearheaded by Dick Untch with the City of Geneva. O'Rourke stated that this study should help inform the Commission and City as to what housing gaps might exist in the City's housing market and stated that with this study in mind it may help to prioritize the Commission's work plan.

Annual Affordable Housing Update

O'Rourke stated that this item as listed as a reminder, but that Staff updates that memo on an annual basis. Chair Holler stated that it would be nice to see what other data points could be included in this analysis. Member Hall stated that in his recent experience prices are starting to level off.

Chair Holler stated that in the rental market occupancy rates are going up and causing rents to rise and is a trend worth monitoring.

Large Lot Single-Family Subdivisions

Chair Holler asked for clarification regarding the large lot single-family discussion. O'Rourke stated that this item is a continuation of a discussion from the joint Housing Commission and P & D Committee meeting last September. He stated that the concern is that in large lot single-family developments it may be hard to provide affordable housing units that blend-in well with the surrounding larger homes.

Chair Holler stated that design is the most important item to ensure that these blend in and stated there is numerous research and design guides on this topic. Member Hall stated that larger developers are in a better position to provide some diversity due to their numerous home models, but for his company it would be hard to make the numbers work. He stated that the most difficult item is when covenants require homes of a certain minimum size. Member Goettel stated that exceptions can be built into the covenants. Chair Holler stated that in new developments the covenants would have to be drafted with the Inclusionary Housing Ordinance requirements in mind.

Chair Holler mentioned that there are duplexes designed to fit into single-family developments for just this purpose. O'Rourke stated that one of the items in the topic discussion document is to create design guidelines. He stated that one of the recommendations of the DRAFT Comprehensive Plan update is to create a residential design guideline document. He stated that affordable housing concepts could be incorporated into this document.

Chair Holler stated that a small design charette could be done with the Commission looking at some design studies and built units.

Member Goettel asked if there are a lot of development sites in St. Charles that would be developed as large lot. O'Rourke stated that in his professional opinion there are not too many left. Member Hall stated that he is currently working with a client to annex a 2.5 acre property into the City to be split into two lots, and in his opinion this is more of what is available. Chair Holler stated that it could be warehouse space that gets redeveloped. O'Rourke stated that this is one of those items that they work on, but prioritize other items ahead of this. Chair Holler advised that they pull this together sometime this year and begin to look at some guidelines.

Affordable Homebuyer Down Payment Assistance

Chair Holler stated that this was an idea mentioned by Member Hansen. Member Pierog asked how this program relates to other programs in the area. Chair Holler stated that most of the Kane County programs are limited by Federal guidelines and since this is Housing Trust Fund money that the guidelines do not have to be as strict. O'Rourke stated that as an example the County's program is only available to first time homebuyers and that this program does not need to conform to that requirement. Member Pierog stated it would be nice to assist

homebuyers that went through a foreclosure.

O'Rourke stated that one of his concerns is that affordable units will get constructed and it would be hard to find eligible buyers due to the current restrictions in residential lending. He stated that this program would help ensure that eligible home buyers would be able to obtain a loan.

Member Pierog asked if this program would be setup so that the funds are replenished. O'Rourke stated that the Single-Family Rehab program is setup so that the money does come back to the Housing Trust Fund as a deferred payment 0% interest loan. This program could be drafted with the same or similar restrictions.

Marketing and Networking

Chair Holler stated that she was thinking there may be a need to focus or target existing affordable homes through foreclosure and making sure that these units still exist into the future. She also suggested looking at areas where there are a lot of teardowns. O'Rourke stated that this would be an interesting addition to the annual update.

O'Rourke stated that once there are more programs in place a meeting could be facilitated with the Commission, Kane County, Community Contacts, Inc. and local realtors during one of the scheduled Housing Commission meetings.

Senior Housing

O'Rourke stated that this idea was mentioned at the last meeting and he wanted to flush out what is the Commission's role in this topic. Chair Holler stated that she would love to see some senior housing get developed. The Commission discussed a few potential sites. Chair Holler asked, from the Commission's standpoint, what could be done to attract a developer. O'Rourke stated that it would be best to wait for the upcoming CMAP study and to see what gaps exist in the City's housing market. He said once the Commission has this information they can look at possible sites that are zoned for this use, but cautioned that any sort of effort would need to be presented to the City Council and that the Economic Development Department would need to be involved. O'Rourke stated the end result would be a package that could be used to showcase the market analysis and sites suitable for the use if senior housing developers are looking to develop units in St. Charles. Chair Holler suggested that the Commission establish an interest in the CMAP study and when it gets completed it be used as a guide. Member Eakins suggested that this type of program look at more than just senior in terms of housing but all needs should be considered.

The Commission agreed to set the following priorities for the programs:

- * Annual Housing Update – Yearly Ongoing
- 1. City and Bank Partnership Down Payment Assistance
- 2. Marketing Networking
- 3. Create Design Guidelines for Affordable Units in Large-Lot Single Subdivisions
- 4. CMAP Study / Senior Housing Needs

6. Additional Business

Member Pierog mentioned that she is a member of Show You Care Kane which is a group advocating more funding for mental health issues. Member Eakins stated it's for people who have developmental issues. Member Pierog stated that the group is advocating a referendum for the funding increasing and is getting signatures to have this placed on the November ballot.

7. Next Meeting Dates

A. April 18, 2013

8. Meeting adjourned at 7:53 p.m.

Motion made by Hall and seconded by Goettel to adjourn.

Voice Vote – Motion Carried