

HOUSING & COMMUNITY DEVELOPMENT COMMITTEE MEETING
December 12, 2013
5th Floor Conference Room
Draft MINUTES

Committee Members Present: Gordon Smith, Chris Pelly, Cecil Bothwell

Staff Present: Jeff Staudinger, Judy Daniels, Dave Hill, Tara Irby, Shannon Capezzali, Marvin Feinblatt, Sandra Anderson, Jannice Ashley

1. Minutes – The meeting minutes from November 18, 2013 were approved.
2. Updates
 - a. Housing Trust Fund: Dave Hill provided an update on Housing Trust Fund payments and cash flow including the upcoming application cycle. Applications are due December 20, and the HCD Committee will consider those applications at its January meeting.
 - b. East of the Riverway: The major deliverables for the TIGER II Planning grant are now nearing completion. A community meeting and presentation will be held at the end of January. Jeff Staudinger provided an overview:
 - i. The Clingman Forest and Town Branch Greenways are at 95% design completion. Easement discussions are occurring for the northern section of Town Branch. One property owner has made stormwater remediation on his land a condition of the easement. As a result of past flooding and the potential for sinkhole development, staff sees the request as reasonable and may cost around \$80,000 for infrastructure fixes. The Clingman Forest greenway also requires the purchase of land or easements. To save old growth trees and make the greenway ADA accessible, over 500 feet of boardwalk is planned. The Five-points roundabout is also included in the greenway budget in order to connect surrounding new development. The level of truck service has been negotiated down in order to reduce the size of the roundabout.
 - ii. Consultants for the Riverside Drive Development Plan have been evaluating five to ten year transportation buildout scenarios to assess current needs.
 - iii. The Scenario Planning Process has been completed with Tara Irby facilitating meetings. Jobs and entrepreneurship were the highest priorities identified by residents and community leaders. A Youth Build or Construction Training program and personal development services for individuals with criminal records have also been considered.
 - iv. Activities at the Reid Center have been gaining attention, including Green Opportunities Kitchen Ready program. A local food production element may be incorporated into that activity. Questions remain about the development potential of the old Tennis Court property on Choctaw.

- c. Eagle Market Place: Construction is moving forward on this project. The closing was scheduled for yesterday for financing resources. Residential units must be completed by December 31, 2014 according to the tax credit deadline. A HUD Section 108 application has been submitted and approved by Greensboro's HUD office; it now awaits approval of HUD's headquarters.
 - d. Affordable Housing Scorecard: Jeff Staudinger provided an update on what the scorecard is for. A preliminary draft report from the hired consultant will be available at the end of next week. The consultant will complete a comparative analysis of four communities for the Asheville assessment. A Market Analysis will also be completed this Spring to assist the City in its analysis of affordable housing needs. Judy Daniels stated that moving from Zoning to a Form-Based code could resolve many issues related to density, design, and affordability.
 - e. Fair Housing: The NC Human Relations Commission has received a Fair Housing Assistance Grant from HUD for fair housing outreach. As a result, the City will receive \$25,000 to support fair housing outreach activities. Staff have asked ABCRC and Land of Sky Regional Council to partner as subcontractors for outreach and education. Currently we receive two to four discrimination referrals a month, which the state believes to be too low.
 - f. Affordable Housing Advisory Committee Developer Interviews: Dave Hill provided a progress report on the developer interview process. 15 interviews have been completed. AHAC will conduct a January 2, 2014 workshop to develop recommendations based on developer feedback. Jeff Staudinger pointed out that in addition to developer interviews, resident opinions, and outside issues such as land availability need to be considered when drafting final recommendations for Council. The HCD committee requested that AHAC prioritize three to five recommendations and provide as well all recommendations for review prior to the annual retreat.
3. New Business
- a. CDBG Priorities: Jeff Staudinger provided information about the 2013 CDBG/HOME applicant workshop that took place on December 4. Funding amounts are not currently known, but a 10% cut is expected. HCD's assessment of applicants has historically been based on a. Consolidated plan priorities, b. market and needs assessments, and c. comparing proposals. Information about established priorities and the application review process and options was provided. Staff requested that the HCD committee consider staff capacity to manage programs when deciding who to fund. Capacity is directly related to the amount of funds received
 - i. Gordon Smith stated that Emergency Repair and Homeless Service activities continue to be a priority. HPRP funding has been significantly reduced. Increases to Emergency Service grant funds may make up for some of the difference. Economic Development activities are an emerging priority. Cecil Bothwell provided information about cooperative business models as an example of what could be encouraged in the Asheville area. Area employers could be engaged to determine what niche services they need.

- ii. Periodic educational presentations to the HCD committee regarding different local needs and resources will be helpful.
 - b. Housing Trust Fund priorities: Jeff Staudinger provided an overview of HTF policy guidelines and funding priorities. Funding for homeownership projects can only be provided for construction financing, not permanent financing. Permanent financing is available for rental development projects. The HTF score sheet will be provided to the HCD members for reference. Policies have been routinely waived over the past three years, indicating that the policies should be revised to help guide applicants and decision makers. HTF policies do not currently have design criteria which has resulted in controversial styles of housing being developed in Shiloh using HTF funds. Staff and Chris Pelly expressed a preference for collaborative planning procedures for establishing design criteria.
 - i. Judy Daniels provided information about possible text amendments to the UDO to increase residential density in commercial areas, form based codes, and parking issues related to density.
 - ii. Gordon Smith requested information about past projects that have met policies verses projects that have not met policy.
 - c. Conditional Zoning: Jannice Ashley provided some information about conditional zoning and the need for the establishment of a reasonable basis for approval or denial. In the past, conditional zoning decisions have been seen as arbitrarily discretionary which can pose legal challenges. An additional priority sheet could be created to make it clear when affordable housing is a condition of approval, among other decisions.
 - i. Staff will provide Cecil Bothwell with a copy of the UNC Chapel Hill report, 'A Long Way Home', which discusses employment.
 - ii. Dave Hill stated that some developers have requested a fee-in-lieu option for certain things like affordable housing if their project is at risk of not being granted the CZ. Jannice Ashley stated that legislative authority may be required for certain types of fee requirements.
 - iii. Jeff Staudinger stated that the Community Development Division is not made aware of development projects if they do not contain an affordable housing component. If Council chooses to use CZ's as a mechanism for obtaining more affordable units, the CD division could be involved early in the process.
 - iv. Gordon Smith stated that any targets set by Council for affordable units will help evaluate whether goals are being met. When developers come with a project to obtain a CZ, the Committee can analyze how close the city is to meeting established targets, which can assist them in determining whether to require more or less affordable units.
- 4. Meeting Schedules – Gordon Smith requested meeting times to be changed to the third Tuesday of every month at 8:30 am. The next HCD meeting will be Tuesday, January 21, 2013. HCD review of applicant presentations will occur on March 14th at 9:00am. Funding recommendations will occur on March 18th at 8:30 am.