



Village of Arlington Heights
Housing Commission
Commissions Conference Room
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
August 15, 2017
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes 7-11-17

IV. REPORTS

V. OLD BUSINESS

- A. Single Family Rehab Program - Update
- B. Affordable Housing Trust Fund Discussion

VI. NEW BUSINESS

- A. 45 S. Chestnut Avenue (Sigwalt Apartments) - Response to Affordable Housing Policy (VOTE)
- B. 2018 Housing Commission Budget Request (VOTE)

VII. OTHER BUSINESS

VIII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.



Item: Minutes 7-11-17

Department: Planning & Community Development

ATTACHMENTS:

Description

Minutes 7-11-17

Type

Minutes

**MINUTES OF A MEETING OF
THE ARLINGTON HEIGHTS HOUSING COMMISSION
HELD AT ARLINGTON HEIGHTS VILLAGE HALL
VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS
July 11, 2017**

IN ATTENDANCE:

Commissioners

Present:	Alex Hageli	Zach Creer	Namrita Nelson
	Will Delea	Mark Hellner	Andrea Johnson

Commissioners

Absent: None

Staff Present: Nora Boyer, Housing Planner/Staff Liaison

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:00 p.m. and the Pledge of Allegiance was recited.

II. ROLL CALL

Commissioners Hageli, Hellner, Delea, Creer, Nelson and Johnson were present. No commissioners were absent. Commissioner Johnson was welcomed to the Housing Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Creer, seconded by Commissioner Nelson, to approve the minutes of the June 13, 2017 meeting with a couple of grammatical corrections. The motion carried unanimously.

IV. REPORTS

None

V. OLD BUSINESS

A. Single Family Rehab Program

Ms. Boyer reviewed the active cases. The roofing work is finished with respect to case 17-01 and the concrete work is under contract. There is an issue with case 17-02 because the owner has approximately \$1,700 in water bill liens. There has been no activity recently on case 15-03, and Ms. Boyer will call the owner to ask if he is interested in proceeding with the remaining items on the original scope of work.

B. Heart's Place

The proposed Heart's Place supportive housing development was approved by the Village Board with a 7 (yes) – 0 (no) vote. Mayor Hayes was complimented for his leadership and assertive position in favor of the project. Only a few people in opposition to the development were present at the Village Board meeting. It was mentioned that the Philhaven supportive housing development has opened in Wheeling, IL.

C. 2017-2018 Annual Action Plan including CDBG Update

Ms. Boyer reported that the Village received notice of its Federal FY 2017 CDBG allocation. It is below the amount that staff estimated, but a Single Family Rehab Program loan was repaid in the last month that more than offsets the lower than expected CDBG allocation. The second public hearing concerning the Annual Action Plan including the CDBG budget will be on July 17, 2017. Two non-profit agencies applied directly for CDBG funds, but the draft allocation for the Group Home and Transitional Housing Program exceeds the total of the two applications. Therefore, it will be necessary to put out a separate "request for grant applications" in order to use the full amount allocated to the Group Home and Transitional Housing Program. The program year begins on October 1, 2017, but funds cannot be made available by the Village until after the CDBG grant agreement between HUD and the Village is signed.

VI. NEW BUSINESS

A. Affordable Housing Trust Fund Discussion

There are a couple of multi-family residential developments being proposed that may result in deposits to the Affordable Housing Trust Fund. A discussion was opened concerning how Trust Fund money may be utilized with a preference for projects that would create affordable housing units. It was stated that the anticipated \$400,000, by itself, would not create many units. However, there may be ways to use the funds to supplement a mixed-income development, bridge a funding gap, or otherwise encourage the development of affordable housing by a developer. The possibility of issuing an RFP was discussed. Co-housing, accessory dwelling units, partnering with high school district home construction programs and other ideas were discussed and will be researched further. Ms. Boyer provided information on property north of Rand Road that is owned by the Village. Ms. Boyer will look into how other Chicago-area communities with housing trust funds are using their resources.

VII. OTHER BUSINESS

None

VII. ADJOURNMENT

A motion was made by Commissioner Hellner, seconded by Commissioner Delea, to adjourn the meeting. The meeting adjourned at 8:00 pm.

NEXT MEETING: Tuesday, August 15, 2017 7:00 pm



Item: 45 S. Chestnut Avenue (Sigwalt Apartments) - Response to Affordable Housing Policy (VOTE)

Department: Planning & Community Development

ATTACHMENTS:

Description

Staff Report

Type

Report

Staff Report to the Housing Commission

To: The Chairman and Members of the Housing Commission

From: Nora Boyer, Housing Planner

Re: Sigwalt Apartments – 45 S. Chestnut Project

Date: August 9, 2017

CA Ventures has proposed an 88-unit, five floor, rental development to be located along Sigwalt Street between Highland Avenue and Chestnut Avenue on land that is currently vacant. Preliminary details regarding the development are attached.

Under the *Arlington Heights Affordable Housing Rental Program Guidelines*, when a multi-family development is composed of 15 or more units, the developer is to set 15% of the units aside as affordable housing. Under the Village guidelines, the developer has the option to pay a fee-in-lieu or providing the affordable units at a rate of \$75,000 per affordable unit not provided.

The number of affordable units called for at the proposed Sigwalt Apartments is 13 (88 units x .15 = 13 (rounded) units). At the fee-in-lieu amount of \$75,000 per unit, the total fee-in-lieu due if the 13 affordable units are not provided in the development is \$975,000 (13 units x \$75,000/unit = \$975,000).

Background

The Village began formulating its policies regarding the inclusion of affordable units in multi-family developments in 2006. Since then, the Housing Commission has discussed the appropriate amount to assess when a developer chooses not to include the affordable units called for by the Village's policy. Originally, the fee-in-lieu of providing affordable units was \$100,000 per affordable unit not provided, but in 2014, the amount was reduced to \$75,000 per affordable unit not provided.

Since the adoption of the Village's affordable multi-family policies, the policies have resulted in the following approved outcomes:

- 1) a for-sale multi-family developments included 21 deed-restricted affordable units (20% of the total);
- 2) a rental project where 5% of the units will be affordable if more than 300 units are constructed;
- 3) two rental projects in which a minimum of 15% of the units will be affordable (a total of 8 affordable units); and
- 4) two for-sale, townhome developments resulting in fees-in-lieu payments to be deposited into the Affordable Housing Trust Fund.

Fee-in-Lieu of Affordable Units – Sigwalt Apartments

With respect to the Sigwalt Apartments, rather than including the 13 affordable units in the development, the developer has offered a fee-in-lieu amount of \$25,000 for each of the 13 affordable units not provided for a total of \$325,000 (13 units x \$25,000 = \$325,000).

Fee-in-Lieu of Providing Affordable Housing Units

	Number of affordable units called for as per the Village policy	Amount of fee-in-lieu as per the Village policy	Total fee-in-lieu agreed to by the developer	Total fee-in-lieu per affordable unit not provided	Amount of the fee-in-lieu when spread across all of the units in the development
Sigwalt Apartments Total 88 apartments	13	13 x \$75,000 = \$975,000	\$325,000 (proposed)	\$25,000 (proposed)	\$3,780 (proposed)

Previous Request for Comments

On February 2, 2017, staff sent an email to the members of the Housing Commission requesting the Commissioners' feedback on the proposed staff negotiated fee of \$25,000 per unit fee-in-lieu of providing the affordable units in this development, although the name of the developer and location of the development were not public at that time. No objections were received from the members of the Housing Commission with respect to the staff proceeding with discussions with the developer at this fee amount.

In that email, it was suggested that if the fee-in-lieu amount of \$25,000 per affordable units not provided is approved for this development, that the Housing Commission may wish to consider lowering the fee-in-lieu amount in the guidelines to \$25,000 per affordable unit not provided or a commensurate amount applied proportionally to the total number of units in the development.

Village Board Early Review

The Sigwalt Apartments proposal went before the Village Board on April 17, 2017 for “Early Review”. Early Review is a process that allows developers, under certain circumstances, to present projects to the Village Board in order to gauge the acceptability of development proposals. The results of the Village Board Early Review do not commit the Village to approving or denying a development proposal if and when the proposal moves through the formal review process. Rather, Early Review is intended to offer an opportunity for the developer to obtain a degree of preliminary feedback from the Village Board.

CA Ventures’ proposal to pay \$25,000 fee-in-lieu of affordable units not included in the Sigwalt Apartments development was included in the description of the project taken to the Village Board for Early Review. As stated, although the Village Board’s reactions at an Early Review are not binding, it is noted that no objections to the developer’s offer of \$25,000 per affordable unit not provided were voiced at the Early Review.

Recommendation

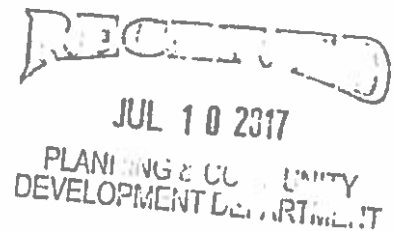
Staff recommends that the Housing Commission recommend to the Village Board approval of the following:

1. Approval of the proposed fee-in-lieu of providing affordable units at the Sigwalt Apartments of \$25,000 per affordable unit not provided at the time of issuance of a building permit. As currently proposed, 13 required affordable units x \$25,000 = \$325,000.
2. If the Village Board approves the \$25,000 fee-in-lieu amount for the Sigwalt Apartments, it is also recommended that the Housing Commission recommend that the fee-in-lieu of providing affordable housing units as stated in the *Arlington Heights Affordable Housing Rental Guidelines* be changed from \$75,000 to \$25,000.



June 12, 2017

Village of Arlington Heights
Department of Planning & Community Development
33 S. Arlington Heights Road
Arlington Heights, IL 60005



Re: 45 S. Chestnut – Project Description

Dear Plan Commission,

CA Ventures/CA Residential is proposing a new multi-family residential project to be located on the property along Sigwalt Street between Highland Avenue and Chestnut Avenue. The entire block is currently vacant but this proposed project would be located at the southern portion of the site.

Part of the development will include rezoning the property from R3 to R-7 multiple family, Planned Unit Development, which is consistent with the Village's Comprehensive Plan. The Comprehensive Plan designated the site as High Density Multi Family.

The development includes 88 rental apartments in a 5-story building with a basement. The basement will include parking, storage, mechanical and electrical spaces. The first floor will include parking, residential units and the lobby/public spaces. The second floor is a mix of residential units and amenity spaces such as a community room, fitness room and an outdoor roof deck. The third, fourth and fifth floor are all residential units.

The design of the building is contemporary and will mesh with both the residential neighborhood and the feel of the mixed-use downtown area. The exterior materials of the building include a mix of utility size face brick, cast stone and metal panels.

Sustainability is also an important aspect of this project and multiple elements have been incorporated into the design of both the site and building. Due to the location of the site, the project will have a very pedestrian-focused approach. The first floor units will have patios facing the street, which will help to activate the street levels and engage the community. In addition to the patios, landscaped planters and bicycle racks near the main entrance will help to accommodate pedestrians,

especially along Sigwalt. The entire site will be designed with low maintenance and drought-tolerant landscape elements, helping to reduce water consumption.

The building itself will also incorporate several sustainable elements. The HVAC system will be a high-efficiency system and LED lighting will be implemented on both the exterior and interior. Plumbing fixtures will be high efficiency/low-flow to help reduce water consumption. In addition, the design team is still considering potential sustainable options such as adding a car charging station and purchasing Energy Star rated appliances.

110 parking spaces will be provided in the basement and first floor parking areas. This equates to a 1.25 ratio of parking stalls per unit.

The height of the building to the roof deck line is 58 feet, which meets the R-7 height limit of 60 feet. The U-shaped nature of the floor plan allows the second floor roof deck to be formed along the south façade of the building. This helps to reduce the overall massing of the building along the major elevation on Sigwalt street.

In response to the Village's Affordable Housing Policy, CA Ventures/CA Residential is proposing to contribute \$25,000 per required affordable unit towards the Village's affordable housing trust. This equates to \$325,000 total.

There are several variations that we are seeking for this development. Please refer to the separate Justification for Variation letter for further detail.

We are very excited about this project and look forward to working with the Village throughout this entire process.

Regards,



Michael Porto
Project Manager
CA Ventures



Item: CA Ventures - Sigwalt Apartments - Early Review

Department: Planning & Community Development

Project Background

The subject property is located along Sigwalt Street between Highland Avenue and Chestnut Avenue, and is currently vacant. The developer proposes to rezone the property to R-7 multiple family, Planned Unit Development, consistent with the Comprehensive Plan which designates the site as High Density Multi Family. One of the Board's 2017 Strategic Priorities is to facilitate development of this block.

The proposal includes 86 rental apartments in a five floor building. Parking will be included in the building with one level underground with additional parking on levels one and two. Additional parking can be provided in the Vail Avenue municipal garage per Chapter 28 Section 11.3-2. Variations requested include density, floor area ration, building lot coverage, as well as setbacks along the east, west and north property lines. The Sigwalt setback meets code. The height of the building is approximately 60 feet and will need to be verified by providing the average grade at the front of the building. The developer will be required to dedicate 8 feet of property along both Highland and Chestnut for public right of way, which increases the variations due to the loss of land privately held. Table A attached outlines the site zoning requirements.

The developer is proposing to contribute \$25,000 per required affordable unit towards the Village's affordable housing trust. This equates to \$325,000. In addition, the Village required the developer of Metro Lofts to pay a one time up front fee to the Village for each parking space in the Vail garage that was required for that development. This fee in lieu of providing on site parking compensated the Village for costs to expand the Vail Avenue garage.

Conclusion

It is recommended that the Village Board evaluate the conceptual site plan and preliminary information available at this time and provide preliminary feedback regarding the proposed development, specifically, as it relates to the proposed site plan and density variation.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description

Staff Memo - Early Review

Developer Letter - Early Review

Architectural Rendering

Architectural Rendering Street Level

Site Plan

Type

Memorandum

Correspondence

Exhibits

Exhibits

Exhibits

Memorandum

To: Charles Witherington-Perkins, Director of Planning and Community Development

CC: Randy Recklaus, Village Manager

From: Bill Enright, Deputy Director Planning and Community Development

Date: April 12, 2017

Re: Early Review – CA Ventures: Sigwalt Apartments

Village Board meeting April 17, 2017

Please find attached information regarding CA Ventures proposed residential development: Sigwalt Street Apartments. Attached is a letter dated March 31, 2017 from Mark Hopkins, HKM Architects, who are facilitating the project on behalf of the developer. Also included is a conceptual site plan and elevations for the proposed development along Sigwalt Street between Highland Avenue and Chestnut Avenue.

The Early Review Process, instituted by the Village Board in March 2001, allows developers, under certain circumstances consistent with the stated Guidelines of Early Review, to present projects to the Board in order to gauge the acceptability of development proposals. It should be understood that the results of the Village Board Early Review do not commit the Village to approving or denying a development proposal if and when the proposal moves through the review process. It is simply an opportunity for a developer to obtain a degree of preliminary feedback from the Board.

Project Background:

The subject property is located along Sigwalt Street between Highland Avenue and Chestnut Avenue, and is currently vacant. The developer proposes to rezone the property to R-7 multiple family, Planned Unit Development, consistent with the Comprehensive Plan which designates the site as High Density Multi Family. One of the Board's 2017 Strategic Priorities is to facilitate development of this block.

The proposal includes 86 rental apartments in a five floor building. Parking will be included in the building with one level underground with additional parking on levels one and two. Additional parking can be provided in the Vail Avenue municipal garage per Chapter 28 Section 11.3-2. Variations requested include density, floor area ration, building lot coverage, as well as setbacks along the east, west and north property lines. The Sigwalt setback meets code. The height of the building is approximately 60 feet and will need to be verified by providing the average grade at the front of the building. The developer will be required to dedicate 8 feet of property along both Highland and Chestnut for public right of way, which

increases the variations due to the loss of land privately held. Table A attached outlines the site zoning requirements.

The developer is proposing to contribute \$25,000 per required affordable unit towards the Village's affordable housing trust. This equates to \$325,000. In addition, the Village required the developer of Metro Lofts to pay a one time up front fee to the Village for each parking space in the Vail garage that was required for that development. This fee in lieu of providing on site parking compensated the Village for costs to expand the Vail Avenue garage.

Site Related Issues

Storm Water Detention

The developer must provide storm water detention on site. However as a possible alternative, a portion of the storm water detention may be able to be provided by upsizing new storm water pipes that the Village is exploring to address storm water concerns in the neighborhood. If feasible the developer would pay for the cost to upsize. Timing may be an issue as well. In addition, staff is reviewing what will be required for fire lanes to service the building.

Density

The developer is seeking a variation to density. The site can currently allow 59 units. After 8 feet is dedicated on both Highland and Chestnut for additional Village right of way, the allowed density decreases to 55 units. The developer is seeking 86 units. The developer shall provide data to support the variation for density. Housing trends include smaller unit household size and smaller unit sizes given that there are more single persons than historically.

Parking

The developer is proposing 94 on site parking spaces for 1.14 per unit. Code requires 1.5 per unit therefore an additional 31 spaces will be required in the Vail garage. Recent parking counts in the garage indicate that the 31 additional spaces can be accommodated for the proposed development. As the garage is adjacent to the development, code allows for parking in the garage, therefore no variation is required. The Village would enter into an agreement with the developer to require that 31 permits are purchased from the Village annually, in addition to a one time fee similar to Metro Lofts in lieu of providing parking on site.

Conclusion

It is recommended that the Village Board evaluate the conceptual site plan and preliminary information available at this time and provide preliminary feedback regarding the proposed development, specifically, as it relates to the proposed site plan and density variation.

Table A - Zoning Analysis

Setbacks	Code	Staff Recommendation	Staff Recommendation after Dedication of 8 feet	CA Ventures Proposal
Sigwalt	20 feet	20 feet	20 feet	19.9 feet
North side	35 feet	20 feet	20 feet	18.4 to 19.9 feet
Highland	45 feet	20 feet	12 feet	8.5 to 10.7 feet
Chestnut	45 feet	20 feet	12 feet	13.7 to 15.6 feet
Height	60 feet	60 feet	na	59 feet to be verified by average grade at front
Parking	1.5 per unit 129 total	1.5 per unit 129 total	na	1.14 98 on site
Building Lot Coverage	45%	67%	na	64% per dedication 67% after dedication
Floor Area Ratio	200%	244%	na	230% prededication 244% after dedication

March 31, 2017

Mr. Randall Recklaus
Village Manager
Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, IL 60005

RE: Proposed Sigwalt Street Apartment Building

Dear Mr. Recklaus,

On behalf of CA Ventures, developer of the proposed project at the northwest corner of W. Sigwalt Street and S. Highland Ave., HKM requests an *Early Review of the Village Board* at their next available meeting.

Attached are illustrations of the proposed building and site. Please advise us of the date when scheduled and thank you.

Submitted,



Mark Hopkins
Principal

CC:

Mr. Charles Witherington-Perkins, AICP
Director of Planning and Community Development
Mr. William Enright
Deputy Director of Planning & Community Development

Early Review 16031.doc



Sigwalt Apartments
Arlington Heights, IL

Overall Perspective



45 South Val Avenue
Arlington Heights, Illinois 60005
Joa No. 16011 © 2017
March 31, 2017 ARCHITECTS • PLANNERS, INC.





Sigwalt Apartments
Arlington Heights, IL

Streetscape - Sigwalt/Chestnut

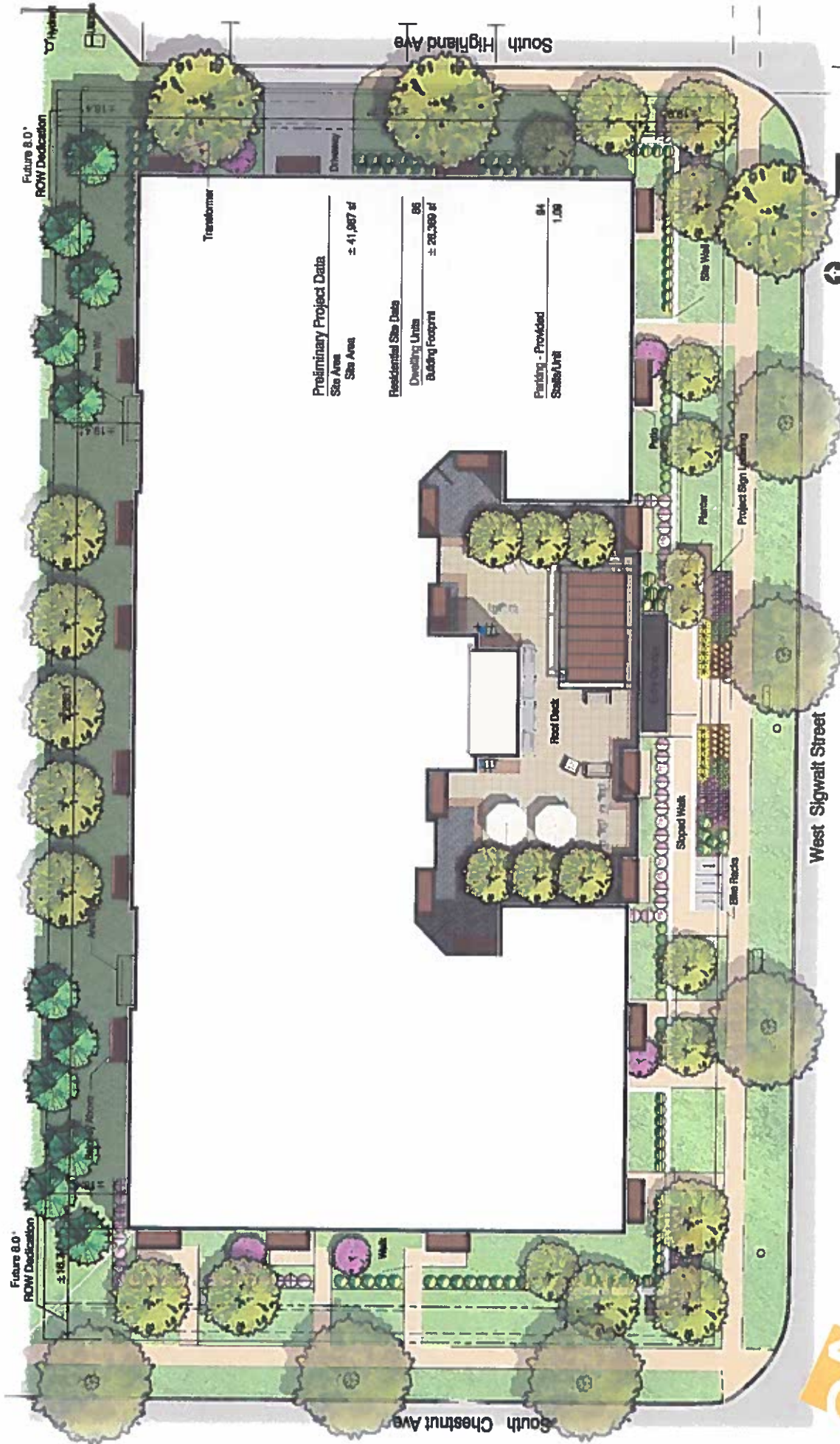


43 South Val Avenue
Arlington Heights, IL 60005
Job No. 16031 © 2017



March 31, 2017

ARCHITECTS + PLANNERS, INC.



Preliminary Project Data

Site Area
Site Area

± 41,987 sf

Residential Site Data

Dwelling Units
Building Footprint

86

± 28,300 sf

Parking - Provided
Stalls/Unit

84

1.00



41 South Val Avenue
Arlington Heights, Illinois 60005
Job No. 15031 © 2017
March 31, 2017 ARCHITECTS • PLANNERS, ETC.

Site Plan

Sigwalt Apartments
Arlington Heights, IL



suggested that the Board be given more time to consider the impact. Trustees will submit questions to staff and a follow up report will be given. The issue will be scheduled for a meeting in the future.

Trustee John Scaletta moved to table the issue for another date. Trustee Jim Tinaglia Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

XIII. LEGAL

XIV. REPORT OF THE VILLAGE MANAGER

A. CA Ventures - Sigwalt Apartments - Early Review

Mr. Perkins said CA Ventures is proposing a 5 story, 86 unit apartment development with onsite parking. They are seeking a number of variations and asking for 31 parking spaces in the Vail Avenue garage. The development is consistent with the comprehensive plan and a transition site to the neighborhood. The developer is seeking Early Review for Board feedback.

President Hayes asked about the parking. Mark Hopkins of HKM Architects said there are 86 units and 94 parking spaces. Overflow is scheduled for the Vail garage. Mr. Perkins said the staff conducted counts in the garage two times during the night and there is more than adequate parking available to accommodate these spaces. Both Metro Lofts and Metropolis Lofts were required to pay a financial contribution for parking spaces.

President Hayes asked how many tenants would have two cars. Matt Katsaros of CA Ventures said their study estimated 1.1 and 1.25 spaces of parking per unit. They are seeing a decline for the need of cars. They have done comps on other like buildings and don't expect more than 1.25 spaces will be necessary per unit.

Mr. Perkins said that the parking spaces would not be designated, but issued by permit in an open garage format. Staff will have to monitor the number of spaces permitted so the garage is not oversold. Metro Lofts has not needed to use all that they were allotted.

Mr. Katsaros said there will be 1 and 2 bedroom units that will range from 754-867 square feet for the one bedroom units and 1089-1237 square feet for the two bedroom units.

President Hayes said he would love to see development in the area but is a

little concerned with the number of variations. He is anxious to bring more residents into the downtown area.

Trustee Rosenberg asked about the fees for the parking spaces. Mr. Perkins said the total charge would be around \$175,000 for the spaces. Trustee Rosenberg asked if the building could go higher or lower to create additional parking versus using the Vail garage. He was concerned that the northern part of the lot may be developed and need parking. He cited the Metropolis Ballroom expansion, the Ale House and new restaurants which are all putting pressure on the Vail garage. He doesn't want people to be discouraged with a lack of parking. He said he liked the concept and it is a great looking building.

Mr. Perkins said the formal process will require significant data on parking. The Village collected counts in early March on level 4, which had 78 and 190 spaces available at 10 pm and 2 am respectively. That analysis still needs to be vetted and staff will need to take into account future needs.

Trustee Rosenberg said he would like more space available for the public versus the permits. Mr. Katsaros said it is challenging and extremely expensive to add another full underground level. Some parking is built into the first and second floors and units surround it so the building is not garage like in appearance. They are pushing as far as they can before the parking imposes visibly to the street. They plan on providing a more detailed parking report. They do not wish to take up much of the Village's garage.

Trustee Farwell said he liked the look and the number of 86 units is okay. Density makes suburban downtown's work. He concurred with the concern of taking spaces out of the public domain. He would like to know what the parking ratio is in the Village. He also would like to see what might happen on the other 2/3 of the block as there may some economies of scale would make for a better block.

Trustee Sidor said it is hard to find parking on the 4th floor of the Vail garage on given days. He said it seems like the Village is volunteering this parking for so many projects. He said he had huge concerns with any overflow into the Vail garage. He said it would be great to add 86 apartments. He asked what the rent would be. Mr. Katsaros said approximately \$2.40 per square foot.

Trustee Blackwood asked if there was a safety provision for those parking in the Vail garage. Mr. Katsaros said they had looked at a bridge, but it was very expensive. The plan is to have one space per unit in the building and then for those units that have two cars, keep the car used less frequently in the Vail garage. The building has 1.1 spaces for each unit; his study says that they need 1.1 to 1.25 spaces per unit.

Trustee LaBedz asked if these were luxury apartments. Mr. Hopkins said

they were and the building has fire pits, a roof deck, an outdoor kitchen, a fitness center and a large bike storage room. Trustee LaBedz said she would like to know what the projected household sizes are. Mr. Hopkins said the prediction is that 80% of the units will be housed by singles. Household sizes are getting smaller in all age groups.

Trustee Tinaglia said it was a good looking building. He said if it went up a floor, they would need a height variation and if it goes over 60', it would need to meet high rise standards. He suggested space could be used on the first or second floor that could be banked parking and if it was not needed, be converted into units. Mr. Hopkins said he thinks when they have hard numbers they can demonstrate the parking capacity is okay. They will look at practical approaches to self-contain it.

Trustee Scaletta said the downtown continues to fill up and he wants to make sure we have enough parking. He said he thinks the developer should provide parking for the property. He said the units were pretty small for condos. Mr. Katsaros said the sizes are very typical in the marketplace right now. They are a rental builder. To design larger units in case of a future conversion would cause them to lose a significant footprint in the units. They are a long-term-hold developer and not looking to flip the property. He said they have talked to the neighboring property owner, but there are no firm plans for that site yet.

Trustee Scaletta asked about visitor parking. Trustee Sidor said overnight parking stickers can be purchased for the Vail garage and any building downtown can use the stickers. Trustee Scaletta said there also is not a place to drop someone off at the building and a place for loading. He said they should look at the number of variations they are requesting and the degree to minimize where possible.

Mr. Perkins said this is a residential transition site so R7 is the most appropriate zoning. There is no retail.

Trustee Glasgow asked if expanding the Vail garage was a possibility. Mr. Perkins explained that it was not unless they moved into space on the other side of Highland when the block is expanded. Mr. Katsaros said he could not speak to the other property owner's plans and he has no control over them. Trustee Glasgow said it was a nice idea and he wanted to hear more.

President Hayes said as this was Early Review, there is no obligation for the Board to vote one way or another based on what was said. The building will still have to go through the process.

XV. APPOINTMENTS

XVI. PETITIONS AND COMMUNICATIONS

The Katie Project will resume in the fall and the Fire Department will be supporting it in the future.



Item: 2018 Housing Commission Budget Request (VOTE)

Department: Planning & Community Development

ATTACHMENTS:

Description

Budget Request

Type

Exhibits



Village of Arlington Heights

33 South Arlington Heights Road
Arlington Heights, Illinois 60005-1499
(847) 368-5000
Website: www.vah.com

July 17, 2017

Mr. Alex Hageli, Chair
Housing Commission
435 S. Cleveland Avenue #306
Arlington Heights, IL 60005

Dear Mr. Hageli:

The Village has begun preparation for the **2018 Budget** (January 1, 2018 – December 31, 2018), and we request your Board or Commission's participation.

Budgeting is an important public policy process. The demand for services competes for limited resources available. The prioritization and allocation of funds is the overall responsibility of the Village Board assisted by the recommendations of the Village Manager and the input received from the Village's Boards and Commissions, as well as the citizens of Arlington Heights.

Your General Fund budget ceiling for 2018 is \$1,300. This means that you should make every effort to submit a budget at or below this amount.

The following are enclosed for your use in preparing your budget submissions:

- Form for summarizing your budget request;
- Copy of your 2017 budget for your reference;
- Budget Calendar outlining the process for preparing, reviewing and adopting the 2018 budget.

Your budget submission is due no later than **Monday, August 15, 2017**. As always, staff liaisons stand ready to assist you. If you have any questions or should circumstances be such that your Board or Commission needs additional time, please call Budget Coordinator Denise Ruda at 847-368-5502 or email her at druda@vah.com. Your participation in this important process is appreciated.

Sincerely,

Randall R. Recklaus
Village Manager

c: **Nora Boyer, Administrative Contact**
c: Denise Ruda, Budget Coordinator

RECEIVED

JUL 18 2017

PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

VILLAGE OF ARLINGTON HEIGHTS

BOARDS & COMMISSIONS 2018 BUDGET REQUESTS

Name of Board or Commission: HOUSING COMMISSION

Chair: ALEX HAGELI

	2014-15 Actual	2016 Actual	2017 Adopted Budget	2017 Estimated Actual	2018 Proposed Budget	Accounts
CONTRACTUAL SERVICES:						
Postage	\$2	\$2	\$100			101-1011-502.22-05
Photocopying	27	0	100			101-1011-502.22-15
COMMODITIES:						
Publications (subscription to on-line foreclosure data service)	575	575	600			101-1011-502.30-01
Other Supplies (marketing of programs)	0	0	500			101-1011-502.33-05
OTHER CHARGES:						
Rental Housing Assistance Program Grant	14,501	12,268	0			101-1011-502.40-05
TOTAL EXPENDITURES	\$15,105	\$12,845	\$1,300	\$0	\$0	

FUND 101 General Fund		DEPT/DIV 1011 Boards & Commissions/Housing									
BA ELE OBJ ACCOUNT		*****CURRENT***** YEAR-TO-DATE*****									
SUB	SUB DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDT
50	General Government										
502	Executive										
22	Other Contractual Service										
22 05	Postage	8	.00	0	48	1.34	3	.00	100	98.66	1
22 15	Photocopying	8	.00	0	48	.00	0	.00	100	100.00	0
22 **	Other Contractual Service	16	.00	0	96	1.34	1	.00	200	198.66	1
30	General Supplies										
30 01	Publications Periodicals	50	.00	0	300	575.00	192	.00	600	25.00	96
30 **	General Supplies	50	.00	0	300	575.00	192	.00	600	25.00	96
33	Other Commodities										
33 05	Other Supplies	41	.00	0	246	.00	0	.00	500	500.00	0
33 **	Other Commodities	41	.00	0	246	.00	0	.00	500	500.00	0
502 **	Executive	107	.00	0	642	576.34	90	.00	1300	723.66	44
50 **	General Government	107	.00	0	642	576.34	90	.00	1300	723.66	44
DIV 1011	TOTAL ***** Housing	107	.00	0	642	576.34	90	.00	1300	723.66	44

BUDGET CALENDAR

For Preparation of 2018 Budget

(January 1, 2018 – December 31, 2018)

DATE	DAY	ACTIVITY
March - June, 2017	–	Capital Improvement Program (CIP) and five-year projections prepared.
June 12, 2017	Monday	Committee-of-the-Whole reviews Comprehensive Annual Financial Report.
June 19, 2017	Monday	Board considers motion stemming from June 12 Committee-of-the-Whole meeting regarding the Comprehensive Annual Financial Report.
June 19, 2017	Monday	CIP, Operating Fund Overview/Recommended 2018 Budget Ceilings and Proposed 2017 Property Tax Levy released to Village Board for discussion at June 27 Committee-of-the-Whole meeting.
June 27, 2017	Tuesday	Committee-of-the-Whole reviews CIP and discusses the Operating Fund Overview/Recommended 2018 Budget Ceilings.
July 10, 2017	Tuesday	Board considers any motions stemming from June 27 Committee-of-the-Whole meeting regarding the recommended 2018 Budget Ceilings and CIP.
July 14, 2017	Friday	Budget worksheets are forwarded to departments. Departments prepare detailed budgets.
August 14, 2017	Monday	Department budget requests and projections due.
Aug 14 – Sep 8, 2017	–	Finance Department compiles departmental budget submissions.
September 8, 2017	Friday	First draft of 2018 Budget forwarded to Village Manager, Budget Team and all departments for review.
Sep 13 – Sep 15, 2017	–	Departments meet with Village Manager and Budget Team.
Sep 18 – Oct 19, 2017	–	Final draft of 2018 budget prepared.
October 20, 2017	Friday	Release final draft of 2018 Budget to Village Board.
November 13, 2017	Monday	1st Budget Meeting – AH Memorial Library, Budget Overview, Budgets for Board of Trustees, Integrated Services, HR, Legal, Finance, Building Services, Planning & Community Development, and Police
November 15, 2017	Wednesday	2nd Budget Meeting – Budgets for Metropolis Theater, Health & Human Services, Engineering, Public Works, Water & Sewer, Parking Operations, Fleet Services, and Fire
November 16, 2017	Thursday	3rd Budget Meeting – If needed
November 20, 2017	Monday	Notice of Public Hearing on 2018 Budget published in newspaper.
December 4, 2017	Monday	Board approves 2017 Tax Levy and Abatement Ordinances. Public Hearing on 2018 Budget. Approval of 2018 Budget at formal meeting.