



Village of Arlington Heights
Housing Commission
Commissions Room, 2nd Floor
Arlington Heights Village Hall, 33 S. Arlington Heights Rd.
Arlington Heights, IL 60005
January 17, 2024
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes 11/15/2023

IV. REPORTS

- A. Status Update on Inclusionary/Affordable Housing Projects

V. OLD BUSINESS

- A. Single Family Rehab Program
- B. Group Home Rehab Program
- C. Rental Registry Recommendation
- D. Affordable Housing Trust Fund

VI. NEW BUSINESS

- A. Inclusionary Housing Preferences

VII. OTHER BUSINESS

- A. February 2024 Meeting Agenda

VIII. PUBLIC COMMENT

IX. ADJOURNMENT

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Housing Commission
1/17/2024

Item: Minutes 11/15/2023

Department: Planning & Community Development

ATTACHMENTS:

Description

Minutes 11/15/2023

Type

Agreement

DRAFT

MINUTES OF A MEETING OF THE ARLINGTON HEIGHTS HOUSING COMMISSION VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS NOVEMBER 15, 2023

IN ATTENDANCE:

Commissioners

Present: Ken Kiefer David Miller
Janice Krinsky William Delea

Commissioners

Absent: Andre Arrington John Eggum

Staff Present: Nora Boyer, Housing Planner/Staff Liaison

Others Present:

Tom Roszak	Arlington Gateway
Paul Baulier	Arlington Gateway
Mo Helaovi	Arlington Gateway
Roksana Lech	Little City Foudation
Don Frick	Clearbrook
Christeon Mayfield	Glenkirk

I. CALL TO ORDER

The meeting was called to order at 7:00 pm by Chairman Eggum.

A motion was made by Commissioner Krinsky, seconded by Commissioner Delea to appoint Commissioner Kiefer to serve as Acting Chairman for the meeting due to the absence of Housing Commission Chairman Eggum.

The Motion: Passed

Ayes: J. Krinsky, W. Delea, D. Miller & K. Kiefer

Nayes: None

Absent: J. Eggum and A. Arrington

II. ROLL CALL

Present: K. Kiefer, D. Miller, W. Delea, & J. Krinsky

Absent: A. Arrington & J. Eggum

III. APPROVAL OF MINUTES

A motion was made by Commissioner Krinsky, seconded by Commissioner Delea to approve the minutes of the September 20, 2023 meeting. The motion was approved unanimously by voice vote.

The Motion: Passed

Ayes: W. Delea, K. Kiefer, D. Miller & J. Krinsky

Nays: None

Absent: D. Miller

III. NEW BUSINESS

Chairman Kiefer took the prerogative to reorder the agenda to move the new business items forward on the agenda beginning with the Arlington Gateway project.

A. Arlington Gateway

The developers introduced themselves and described some of their other developments including in the Chicago area. They explained that this is a 10% affordable development.

Ms. Boyer shared the staff report: Arlington Gateway is a 301 rental development in a TIF district and for which TIF support is being requested. Under the inclusionary zoning requirements, 10% or 30 units are required to be affordable and the developers are meeting that requirements by proposing that 10% of the units are affordable.

The project complies with all of the requirements of the Inclusionary Housing Ordinance including:

- The number and percentage of affordable units at 10% of 301 units or 30 affordable units;
- There is not fee in lieu proposed
- Rental and affordability to households at 60% of area median income;
- The affordable units are well integrated into the development;
- The affordable units are well integrated into the building;
- The affordable units will be built at the same time as the market rate units since it is one building
- All of the interior and exterior finishes are the same;
- The bedroom mix for the affordable units is the same as for the market rate units;
- The fee for the parking spaces will be discounted at the same rate at the tenant's rent is discounted as compared to the rent for an equivalent market rate unit;
- The preferences in the Guidelines will be applied;
- The developer has agreed to the reporting requirements.

Therefore, the staff recommendation is to approve the Affordable Housing Plan as proposed as stated in the staff report as follows:

It is recommended that the Affordable Housing Plan for Arlington Gateway be approved as meeting the requirements of the Inclusionary Housing Ordinance under the following conditions:

The Applicant is responsible to ensure that the Planned Development is and remains in full compliance with the requirements of Article XVII of Chapter 7 of Village Code, being the Village's Inclusionary Housing Ordinance, and the Village's Inclusionary Housing Guidelines, including, without limitations, the following:

- a. Providing, at a minimum, 10% of the total units (30 actual on-site units based on 301 total units) in perpetuity in the Planned Development in compliance with Section 7-1707(b)(3) of the Village Code.
- b. Ensuring compliance with all other provisions of the Inclusionary Housing Ordinance and the Inclusionary Housing Guidelines as applicable.

Mr. Roszak for the developer reported that the project just received unanimous approval for the development from the Design Commission and the project is scheduled for the Plan Commission on November 29, 2023. A PowerPoint presentation was given showing numerous exterior views, including video images, of the exterior development and interior concepts. Mr. Roszak reviewed the numbers and sizes of units saying that there are 50 types of units due to the geometry of the building.

There was a discussion of the exterior appearance of the building features such as the green fins on the building add interest. There is extensive native landscaping including a butterfly garden that takes its inspiration from Busse Woods. Amenities include green spaces, a pool area, and general healthy living environment. All units have a living area, sleeping area, work/home office area, dining area, and fifty-percent of the units have balconies. Commissioner Krinsky complimented the development for its green aspects and sustainable features including the use of heat pumps and native landscaping. Commissioner Krinsky also mentioned that she appreciates that the three-bedroom units will be held for a time while looking for families to occupy by rather than single member households.

Mr. Roszak said that this is the first of a three-phase concept to also include the renovation of the former Daily Herald building into a medial office building and a final phase that could include a hotel and additional rental apartments.

Commissioner Delea asked if the developer has completed similar development. He was referred to a recently completed building at Fulton Market in Chicago that has 20% affordable units and ten projects in Evanston, IL.

Commissioner Keifer asked about the rents on a per square footage basis. Mr. Roszak said that at opening they are expected to be just under \$3/square foot which is expected to be as good or better than anything in Arlington Heights. Commissioner Keifer thanked the developers for coming to Arlington Heights and especially to this location. It was clarified that the development is not receiving a density bonus. Commissioner Keifer asked if there were challenges in including the affordable units. Mr. Roszak responded that it was a matter of having the right mass to make the number work. He said that it would have been difficult to incorporate the affordable units and amenities into a 200-unit building and a 400-unit building would have been too large. The numbers worked out for the proposed 300-unit building.

There was a question about the parking since the Housing Commission has been told that the cost of providing especially underground parking is a factor in allowing affordable units to be provided. The response was that the majority of the parking floors for the project will be above ground but will not be recognizable as parking floors from the exterior.

Commissioner Kiefer asked about the marketing plan. Mr. Helaovi said that the building can be marketed locally. They are willing to work with the Village on the marketing plan and referral of persons for the affordable units.

Commissioner Miller asked about the site-selection process. Mr. Roszak said that Bradford-Allen acquired the property 6 - 7 years ago and had waited for right time to prepare and propose the development.

Commissioner Miller where the risk is that could affect the project moving forward. Mr. Roszak said that the risk are always in four areas:

- Zoning – Where they believe this project is doing well due to having worked early with Planning
- Construction – In terms of getting the building built at the project numbers which is also going positively
- Financing – About which they are optimistic due Bradford-Allen's resources and efficiencies
- Marketing – Being able to get news out about the building and get it filled

Commissioner Miller asked if there is more turnover of affordable units or market rate units. Mr. Helaovi said the turnover is slower for affordable units due to the quality of the product and the pricing.

A motion was made by Commission Krinsky, seconded by Commission Miller that the Arlington Gateway be approved as meeting the requirements of the Inclusionary Housing Ordinance and the development be granted approval from the Housing Commission.

The Motion: Passed

Ayes: K. Kiefer, W. Delea, J. Krinsky, & D. Miller

Nayes: None

Absent: J. Eggum & A. Arrington

B. CDBG 2023-2024 Group Home Rehabilitation Grant Program Applications

Ms. Roksana Lech of Little City Foundation thanked the Village for its past support. She summarized the services that Little City Foundation provides to its clients. She said that this request of the agency's Raleigh homes that the agency has owned and operated since 1996. It is the home for 7 men, ages 27 – 46. All are very-low income and have some of the most severe disabilities that require home modifications. She provided photographs of existing conditions. This and another Little City group home are in Arlington Heights. The requested work in renovation of the kitchen to make it ADA compliant and usable by the high spectrum autistic residents, replacement of flooring in the dining room, patching of the fireplace, and painting of the dining room and kitchen with colors to promote consistency and calming sensory experiences. She said the project can begin right away.

Mr. Don Frick said that he has been the Vice President for Operation at Clearbrook for 32 years. He summarized the services provided to Clearbrook's clients in Arlington Heights. Clearbrook is proposing the replacement of flooring at two group homes and the replacement of a wood deck at one group home. He said they are expanding their number of homes. They appreciate all of the Village's support in the past. He said that the flooring gets a great deal of wear by the men living in the homes and the proposed product is durable while being appropriate for residential spaces. The accessible deck permits enjoyment of the outdoor space especially by the residents in wheelchairs. Mr. Frick also said the projects could proceed as soon as possible.

Ms. Mayfield summarized the services Glenkirk provides. This proposal is for renovations to two group homes. The homes have been improved on the interiors, but exterior improvements are needed. One home needs a new roof, and replacement soffits, fascia, gutters and downspouts. The other home needs replacement soffits, fascia, gutters, downspouts, window well extensions to replace water from flowing into the basement, and a new fence gate.

All of the agency presenters were thanked for the services they provide to Village residents, and the need for these homes was recognized.

Ms. Boyer stated that the original grant application were based on one bid, but the agencies were asked to try to solicit additional bids prior to this meeting. Little City and Clearbrook were both able to obtain three bids, but Glenkirk had difficulty obtaining a roof bid prior to this meeting. Ms. Boyer stated that staff question whether funding should be approved for the window well extensions and fence gate since those might be considered maintenance rather than renovation improvements. However, after discussion, the Housing Commission favored including funding for the window well extensions and fence gate.

A motion was made by Commissioner Miller, seconded by Commissioner Kiefer to approve CDBG funding under the Village 2023/2024 CDBG Group Home Rehabilitation Grant Program as follows:

- Little City Foundations' requested scope of work with a grant up to \$24,221 with Little City Foundation responsible for any costs above the grant amount.

- Clearbrook's requested scope of work with a grant amount up to \$31,560 for both homes with Clearbrook responsible for any costs above the grant amount.
- Glenkirk's requested scope of work with Glenkirk and staff to work together to collect competitive bids and select final lowest, responsive competitive bids with a total grant amount from the Village not to exceed \$47,035 for both homes with Glenkirk to be responsible for any costs above the grant amount.

The Motion: Passed

Ayes: K. Kiefer, W. Delea; J. Krinsky & D. Miller

Nays: None

Absent: J. Eggum & A. Arrington

IV. REPORTS

Ms. Boyer reported the following with respect to development projects:

Crescent Place: Had its grand opening on November 15, 2023.

Grace Terrace: This project was recommended for denial by the Plan Commission. The project is expected to go to the Village Board on December 4 or 18, 2023.

International Plaza: Movement of this project is expected soon.

116-120 W Eastman: Has been recommended for approval by the Plan Commission and is expected to go to the Village Board possibly in December 2023.

Arlington Gateway: The Affordable Housing Plan was approved by the Housing Commission tonight; is expected to go to the Plan Commission at the end of November 2023; and is expected to go to the Village Board in December 2023.

4 N Douglas: Is expected to go to the Plan Commission soon.

Arlington 425: Returned to the Design Commission for some modification in November 2023.

ADRIII/Salt Creek: Was a proposal that went to the Conceptual Plan Review Committee in November 2022 but there has been no further word.

V. OLD BUSINESS

A. Single Family Rehab Program

Ms. Boyer reported on the two active cases. Case 23-04 was administratively approved. It is a re-roofing project. The contract amount is \$9,775, but the final amount may exceed that amount since some replacement decking is likely since there is some active roof leaking.

Ms. Boyer explained that there is a concern under the Single-Family Rehab program this year due to the relatively low amount of funding in the program budget. The program's budget is \$342,419. So far \$9,775+ is reserved for project 23-04 leaving a balance of approximately \$22,644. There is a federal regulatory requirement that all homes under the program be tested for lead-based paint hazards, and if there are any lead-based paint hazards, those hazards must be addressed (i.e., the hazards must be removed or abated) even if they were not part of the planned project scope of work. This presents a difficult scenario when funds are limited because the lead-based paint hazards

and associated costs are unknown going into the testing. A project could conceivably have more than \$22,644 in lead-based paint hazard costs. The Housing Commissioner concurred with staff's recommendation that due to the low level of funding for the program this year, that scopes of work will be limited to work that will not disturb painted surfaces and will therefore be exempt from the risk of becoming involved in taking on project the program does not have the financial resources to address due to the Village being a CDBG minor grantee.

Mr. Boyer reported on case 23-03 which was determined by the Illinois Historic Preservation Agency to be a home of national historic interest. This means that any scope of work will require pre-approval by the Illinois Historic Preservation Agency. The homeowner's first priority is electrical work upgrading the home from 100 amp service to 200 amp service. This work would not disturb painted surfaces. The homeowner's other priorities are replacement of gutters and the original garage doors. The Illinois Historic Preservation Agency has indicated that they will want to review how the wood behind the gutters is repaired. They indicated that the original garage doors do not need to be preserved. The gutter and garage door work would probably both disturb paint and would therefore need to be postponed until next year. Commissioner Kiefer asked about the general condition of the home out of concern about maintaining the historic property. Ms. Boyer responded that the home is generally in good condition and that the electrical upgrade is probably a worthwhile good safety improvement. Ms. Boyer will proceed with this project based on this input from the Housing Commission.

B. Rental Registry Recommendation

No Update

C. Affordable Housing Trust Fund

No Update

VI. OTHER BUSINESS

A. December Meeting

The meeting for December 2023 is cancelled. The regularly scheduled meeting for January is January 17, 2023. Ms. Boyer will poll the commissioners for a quorum or look for an alternative date. Commissioner Miller is not available on January 17, 2023.

B. Public Comment

None

VIII. ADJOURNMENT

A motion was made by Commissioner Delea, seconded by Commissioner Miller to adjourn the meeting. The meeting was adjourned at 8:16 pm.

The Motion: Passed by voice vote.



Housing Commission
1/17/2024

Item: Single Family Rehab Program

Department: Planning & Community Development

ATTACHMENTS:

Description	Type
Single Family Rehab Program	Report

09/20/2023

SINGLE-FAMILY REHAB PROGRAM STATUS REPORT – October 1, 2023 to September 30, 2024

FILE # SUFFIX	APPLICATION SUBMITTED	OUT TO BID	SCOPE OF WORK SUMMARY	STAFF COST ESIMATE	PROJ COST	CHANGE ORDERS	TOTAL PROJECT COST	PAID TO DATE	STATUS
23-03 JU-631	8/22/2023		Priorities: Upgrade electric Gutters Garage doors	\$5,000	\$5,375				Environmental review and historic significance processes completed. Work under contract.
23-04 CR810	9/8/2023		Roof & gutters	\$8,000	\$9,775				Administratively approved (Under \$10,000).

SFR LOAN PROGRAM - FINANCIAL SUMMARY

2023/2024 CDBG allocation:	\$32,419
SFR Case 23-03	5,375
SFR Case 23-04	- 9,775
Title Searches/Appraisals/ Lead based paint tests/Permits:	- <u>TBD</u>
	\$17,269

Loans Repaid CDBG Fiscal Year To Date: 10/1/23 – 9/30/24

Case #	Date Paid	Yrs to Repayment	Amount	Reason sold (if known)
14-03	11/1/2023	9	\$8,815.00	Refinanced to reverse mortgage (see also 23-02)
23-02	11/1/2023	0	<u>\$5,723.96</u>	Refinanced to reverse mortgage (see also 14-03)
TOTAL			\$14,538.96	