



Village of Arlington Heights
Housing Commission
Planning Department Conference Room, 2nd Floor
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
October 14, 2015
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes - 9/15/15

IV. REPORTS

V. OLD BUSINESS

- A. Single Family Rehabilitation Loan Program
- B. Plan Commission Calendar
- C. Group Home and Transitional Housing Program

VI. NEW BUSINESS

VII. OTHER BUSINESS

VIII. ADJOURNMENT

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Item: Minutes - 9/15/15

Department: Planning & Community Development

ATTACHMENTS:

Description

Minutes

Type

Minutes

DRAFT

MINUTES OF A MEETING OF THE ARLINGTON HEIGHTS HOUSING COMMISSION HELD AT ARLINGTON HEIGHTS VILLAGE HALL VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS SEPTEMBER 15, 2015

IN ATTENDANCE:

Commissioners

Present: Mark Hellner Karen Conway Anisa Jordan
Alex Hageli Namrita Nelson

Commissioners

Absent: None

Staff Present:

Nora Boyer, Housing Planner/Staff Liaison
James McCalister, Director of Building and Health Services
Charley Craig, Assistant Building Official

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:05 p.m. and the Pledge of Allegiance was recited.

II. ROLL CALL

Commissioners Hellner, Conway, Jordan, Nelson, and Hageli were present.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Hageli, seconded by Commissioner Jordan, to approve the minutes of the August 19, 2015 meeting. The motion was carried unanimously.

IV. REPORTS

None

V. OLD BUSINESS

A. Rental Inspection Discussion

Chairman Hellner stated that the Housing Commission has been discussing whether the Village of Arlington Heights should have a rental inspection program including the systematic inspections of interiors

of rental units. Mr. McCalister and Mr. Craig were present to give the Building Department's perspective on this question.

Mr. McCalister explained that the common areas and basic components of rental buildings are inspected approximately every year and a half. The Building Department gains access and is aware of the conditions of interiors of units as a result of following up on complaints and also through the building permitting process (including inspections), visits by the Village's nurses, and information received by the Village disabilities services coordinator and human services coordinator. The Building Department responded to 3,680 complaints last year (2014).

Mr. McCalister stated that if the Village becomes aware of issue in an apartment building or complex, meetings are called with representatives from various departments (ex. building, police, health, planning, etc.) to discuss how to address the problems. The Village has had success using this process. He stated that communities that have instituted programs for regular inspections of interiors or units have more widespread problems that they weren't able to otherwise solve.

Commissioner Nelson asked what type of enforcement options the Village has. Mr. McCalister responded that the ultimate remedy is to take issues of non-compliance with the Building Code to housing court.

Commissioner Hageli asked about typical complaints. Mr. McCalister responded that complaints are typically about insects, leaking roofs, lack of heat in winter, overflowing dumpsters, pot holes, and need for painting.

Commissioner Conway asked if Village inspections or rental properties are mandatory. Mr. McCalister responded that the inspections of the common areas and basic components are mandatory. The results are summarized for the Village Board on an annual basis.

Chairman Hellner asked how multi-family is defined for the purpose of the inspection requirements. Mr. McCalister stated that multi-family is defined as a structure with 2 or more units. Chairman Hellner also asked about the codes enforced. Mr. McCalister stated that there is the Building Code but that the Village Code also addresses nuisances such as odors. The Village contracts out the inspection of elevators.

Chairman Hellner asked if there is a reason to do systematic interior inspections of units in Arlington Heights. Mr. McCalister stated that there are over 5,000 rental units in Arlington Heights, and inspecting interiors of units would require more staff at time when there is uncertainty with regard to revenues, especially from the State. He said that at this point, the current process is working. Mr. Craig stated that Wheeling, which does interior inspections of rental units (1/4 of all rental units per year on a rotating basis), had 3 inspectors on staff to perform the rental inspections.

Commissioner Hellner asked if Mr. McCalister knew of any communities that contract out for inspection services. Mr. McCalister said that there are some communities that do that including West Chicago.

Commissioner Hellner asked if the Housing Commission can do anything to help. Mr. McCalister stated that the Housing Commission could let the Building Department know if they hear of any problems or locations that need to be addressed.

The members of the Housing Commission stated that they are satisfied with the Building Department's response. The members said that the quality and extent of work being done by the Building Department is impressive including the department's responsiveness to complaints. It was decided that there are better ways to use limited resources at this time than to pursue a systematic inspection program for interiors of rental units.

B. Single Family Rehabilitation Loan Program

Ms. Boyer distributed copies of the program flyer that was created by Commissioner Nelson. Ms. Boyer will look into putting a flyer up at the train station and at the Senior Center. Ms. Boyer said that flyers were sent for posting to the library, and she will work on some other ways to publicize the program. The current funding for the program is available through September 30, 2015 (rather than April 30, 2015) which provides two construction seasons during which to use this year's allocation.

C. Plan Commission Calendar

Ms. Boyer mentioned that The Moorings is pursuing a PUD amendment. There was a question regarding whether the multi-family affordable housing policy applies to developments like The Moorings. Ms. Boyer said that Presbyterian Homes has said that they provide housing from some low income seniors as part of their mission. There was interest in finding out the number or percentage of units at The Moorings that are provided for low income residents.

D. Group Home and Transitional Housing Program

Ms. Boyer said that she is putting together a request for applications to the program. Applications would be ranked. There was some interest among the members of the Housing Commission to reallocate funds from the Single Family Rehab Program to the Group Home Program if demand under the Single Family Rehab Program doesn't pick up by early 2016 so that the funds could be used before the program year end on September 30, 2016.

VI. NEW BUSINESS

None

VII. OTHER

None.

IV. ADJOURNMENT

A motion was made by Commissioner Jordan, seconded by Commissioner Hageli to adjourn the meeting. The motion carried and the meeting adjourned at 8:00 PM.

NEXT MEETING: WEDNESDAY, OCTOBER 14, 2015, 7 PM