



Plan Commission

Plan Commission

~ Minutes ~

1225 Cedar Lane
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Debbie Ford
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Tuesday, February 4, 2020

7:30 PM

Board Room

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Steven Elisco	Commissioner	Present	
Jeff Sandler	Commissioner	Present	
Jeremy Melnick	Commissioner	Present	
Mark DeBartolo	Commissioner	Present	
Jennifer Lawrence	Commissioner	Present	
Ihab Riad	Commissioner	Present	
Allen Morgen	Commissioner	Present	
Amy Torf	Commissioner	Present	
Marcia Franklin	Chairman	Present	

2. MINUTES APPROVAL - January 21, 2020

A. Plan Commission - Plan Commission - Jan 21, 2020 7:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Steven Elisco, Commissioner
SECONDER:	Ihab Riad, Commissioner
AYES:	Elisco, Sandler, Melnick, DeBartolo, Lawrence, Riad, Morgen, Torf, Franklin

3. COMMUNITY PLANNING REPORT

Tom Poupard, Director of Development & Planning Services, reported that the Board of Trustees recently reviewed two preliminary applications. One of the applicants is a craft growing, processing, and infusing business located in Sky harbor on Commercial Avenue. The Board was positive and wanted to insure there will be no issues with odor. Public hearing will be held on February 18, 2020. The Board also reviewed an application for Underwriters Laboratory. They will have a new sign on their testing buildings that will be 50ft in height and zoning allows only 20 feet in height; requires special permit; public hearing has not been scheduled. Next Tuesday an appointment will be held to fill the vacant seat on the Plan Commission.

Member DeBartolo asked what the status is regarding the Jacobs Townhome Development. Mr. Poupard replied they have not yet requested any more building permits beyond the first two buildings.

4. HEAR FROM THE AUDIENCE

None.

5. OLD BUSINESS

A. Continued Discussion of Affordable Housing Tools

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Mr. Poupard gave a presentation regarding Affordable Housing Options for Northbrook. He discussed how they put together indicators regarding need in the community. They have identified key policy questions on how to put together the zoning amendment for affordable housing. He summarized some of the key points from the last Plan Commission meeting on the topic. The policy direction from the Board is to use the Highland Park Ordinance as a model to start an inclusionary zoning standard, create a Housing Trust Fund and use a demolition fee to provide an alternate funding source.

Mr. Poupard introduced Rob Anthony with Community Partners for Affordable Housing. Mr. Anthony described their affordable housing programs and clients who participated in the program. Their mission is to develop affordable housing; provide services that empower individuals and families to secure and retain quality housing. The company's vision is to help communities thrive, diverse housing and successful residents. They have created over 1,700 affordable housing units and provided services for over 25,000 residents. Currently they are a Certified HUD Counseling Agency and help prepare clients for homeownership. They offer down payment assistance for up to 5% of the purchase price and many other programs to the public.

Chairman Franklin asked how they work with the organizations and services in a community when bringing a senior living development into a neighborhood. Mr. Anthony stated they work with the community and do not bring anything into a community that the community does not want. Their goal is to help communities reach their own goals and they help verify there are enough support services to support the senior development. Concerning seniors in particular, he said that the community discusses the impacts. He emphasized that they work to address identified needs rather than introduce something the community is resisting.

Mr. Poupard introduced Richard Koenig, Executive Director of Housing Opportunity Development Corporation. Mr. Koenig stated they are a non-profit developer that offers affordable housing. They develop homes along the Northshore and manage all the properties they have developed. The types of developments include single family homes, duplex's, four flats, 12 to 100 units, rehabilitation of existing properties, and new construction. They create options for seniors and families to be able to live in their communities and afford homeownership. When creating housing ownership opportunities, they work with agencies that offer support services to help individuals succeed in homeownership.

Commissioner Riad asked if they work with communities to find out if there is a need and how they determine if there is a need. Mr. Koenig responded if the community determines there is a need; they will build housing or if they see an opportunity to offer housing. All of the buildings developed have a large waiting list. The waiting lists help determine the need for affordable housing. He said he need is so great there has not really been a need to try and quantify it precisely.

Commissioner Riad asked if they only work with low-income families or do they work with section 8 tenants.

Mr. Anthony stated in the Community Land Trust program they will accept section 8 tenants. They must earn up to 60% median income max for rental units; with inclusionary units the percentage of median income can be higher.

Commissioner Lawrence asked if they verify if the tenants they are renting to are occupying the unit. Mr. Koenig responded that a good housing program will include regular contact with the tenants, but he has not seen a problem; if they are not on the lease they cannot live there.

Mr. Poupard presented Northbrook housing market data regarding single family homes. \$500,000 is the median listing price right now. For apartments, the vacancy rate has gone down. Northshore 770 currently has a 15% vacancy rate. He added they have stabilized at that level. He added that only a few of the 1000 Skokie Boulevard apartment units have come online, so we have not seen the impact of those 300 plus units being added to the housing supply.

Chairman Franklin thanked Mr. Anthony and Mr. Koenig for attending tonight and said the information was invaluable in helping the commission understand how affordable housing programs work. She asked Mr. Poupard what the next steps should be.

M., Poupard stated that he would like to start putting together a rough draft of an ordinance so the Commission can discuss the income thresholds and percentages of affordable units that should be required. He discussed the establishment of possible incentives for including affordable housing. He would like to put together the mechanics on what the ordinance will look like. He said this would not be ready for the next meeting, but it will be presented in the near future.

6. NEW BUSINESS

None.

7. ADJOURN

On voice vote, a motion to adjourn passed unanimously.
Adjourned at 8:40 p.m.