

Minutes of the Affordable Housing Council

Tuesday, July 11, 2017

2:30 pm to 4:00 pm

Monocacy Room, DHCD

5340 Spectrum Drive, Suite A

Frederick, Maryland

Meeting was called to order at 2:38 pm by Bruce Zavos, and introductions were made.

(Note: Bruce has been serving as Chair of the AHC during the past year, but his term of service on the council expired on June 30th. He is awaiting confirmation of his re-appointment to the AHC for another term. At this point, it's projected that the AHC applicant nominations and prior member re-appointments will be on the County Council Agenda August 22).

Council Members present: Mark Long, Sec; Kandy Joseph-Alexander, Jason Wiley

Incumbent Council Members present awaiting re-appointment (non-voting): Bruce Zavos, Jay Mason

Public Officials/Staff Liaisons Present: Jessica Fitzwater, County Council; Milton Bailey, Director of DHCD; Sarah Nelson, DHCD

Council Members Absent: Mary Ellen Mitchell, Kimberly Ashkenazi

AHC Nominees present awaiting confirmation to the AHC: Angie Liddiard, Shirley McDonald, Malcolm Furgol, Marva Younger

Other Guest Present: Kellye Murphy, Frederick County Bank

CONSENT AGENDA:

- 1) The minutes for the June 13 meeting were approved with some minor numbering changes.
- 2) Agenda for meeting was approved.

PUBLIC COMMENT: Jay Mason noted that the Frederick County Affordable Land Trust, operated by Habitat for Humanity, used to receive funds from the Moderately Priced Dwelling Unit Payment In Lieu program (**MPDU PIL**), but no longer receives funds from that source. Jay, who is also on the Board of Directors of Habitat, expressed a desire for the Affordable Housing Council to re-examine that issue.

Milton Bailey pointed out, that any organization that provides affordable housing, or related housing services, is invited to apply for funds from the Housing Initiative Fund (**HIF**) overseen by the Department of Housing and Community Development. MPDU PIL monies that are paid by developers go into the **HIF**.

During the conversation, Jay gave a brief overview of the Land Trust Program. From the Habitat for Humanity Web site; *"The Frederick County Affordable Housing Land Trust started as a partnership between Habitat for Humanity and the Frederick County Commissioners. The purpose is to ensure a sustainable supply of affordable workforce housing. The Frederick County*

Affordable Housing Land Trust acquires properties that they want to remain affordable; most will be foreclosed abandoned properties. These properties will be rehabbed and then resold to potential homeowners minus the land cost. Targeted homeowners are those households earning between 30% - 80% of the area median income. The homeowner will pay a nominal monthly fee for the land."

REGULAR BUSINESS:

2:40. Officer Nominations for the coming year starting July1. On June 13, the AHC Nominating Committee, composed of Mary Ellen Mitchell, Kandy Joseph-Alexander, Mark Long and Larry Johnson (Larry was absent from the meeting), met to discuss applicants for the AHC, as well as officers for the coming year. The committee recommended that the past year officers, *Bruce Zavos, Chair; Kimberly Ashkenazi, Vice Chair; and Mark Long, Secretary, continue to serve in their respective positions. Kandy moved, and Jason Wiley seconded, the recommendation of the Nominating Committee. The motion passed unanimously.

*Note: Bruce's continued role as Chair is contingent on his re-appointment to the AHC for another term.

2:45 Bruce gave an update on the **Housing Roundtable** that's scheduled for September 28th, from 8:00 am – 11:00 am. It will be held at the Arc of Frederick County At Market Street facility, 555 South Market Street, and breakfast will be provided by the Arc. Bruce is looking for funding to pay for expenses.

The Housing Roundtable, hosted by the Affordable Housing Council and moderated by Gregory Powell, PhD, will bring together various stakeholders who are involved in housing or housing related issues in some way (affordable housing, market housing, homelessness issues, etc). The intent is for stakeholders to share what they are doing, look for overlaps, gaps, how they can support each other and work together to create more affordable housing options.

Jessica Fitzwater recommended that that the group creates a list of **prioritized Action Items** before the conclusion of the roundtable, for the group to work on. Malcolm Furgol suggested, that if this group continues to meet periodically, (and Bruce noted that is the intent) that they consider using a process used by the Frederick County Health Department, **Local Health Improvement Process**; <http://health.frederickcountymd.gov/315/Local-Health-Improvement-Process>

The Housing Roundtable will be advertised and open to the public. Efforts will also be made to video record it.

2:55. The council continued the discussion that was begun at the last meeting regarding **Topics that the AHC should focus on and work on in the coming months.** After considerable discussion, the council agreed to the following priorities to focus on in the near term.

- 1) Uses for the Moderately Priced Dwelling Unit Payment In Lieu (MPDU PIL) funds
- 2) Zoning Improvements, such as
 - a. Allowing Accessory Dwelling Units (ADU) and Single Room Occupancies (SRO), especially in Frederick City.
 - b. Allow more density in some areas – density bonuses for creating affordable housing.
 - c. Other Builder Incentives
 - d. Reduce Parking Requirements in some situations
- 3) Examine Builder Fees
- 4) Discuss other sources of funding for affordable housing, such as Recordation Fees
- 5) Discuss what **types** of housing should be built? Develop Strategy.

In the process of developing these priorities, there was considerable discussion regarding the uses for the MPDU PIL funds. It was agreed that this was the first priority for discussion and decision, and it will likely be on the agenda for the next meeting.

It was also noted, that others, such as builders and/or builder groups, are already working on the Accessory Dwelling Unit (ADU) issue. For one, Mark Lancaster, of Lancaster Custom Builders, and also of the Frederick County Building Industry Association (FCBIA), helped to spear head the small Senior House (tiny home) that was built by students at the Career Center and unveiled at the Home Show held this past spring. Mark will be asked to attend the next AHC meeting to discuss his and other efforts to change regulations so that ADUs, such as the Senior House, can more readily be built and utilized as an affordable housing option.

Meeting was adjourned at 4:00 pm.

Submitted by Mark Long, AHC Secretary

Next regularly scheduled meeting will be on August 8, the second Tuesday of the month.

***NOTE MEETING LOCATION: DHCD's offices, in the Monocracy Room, at 5340 Spectrum Drive, Suite A, Frederick. Future meetings will take place here until further notice.**