

Wednesday, January 25, 2017 - 4:00 PM
City Council Chambers, 125 E. Avenue B, Hutchinson, Kansas

1. CALL MEETING TO ORDER

_____ G. Binns (0/12)	_____ M. Clark (0/12)	_____ K. Bleything (0/12)
_____ A. Finlay (VC) (0/12)	_____ L. McConaughy (0/12)	_____ S. Cooley (0/12)
_____ R. Greever (0/12)	_____ S. Poltera (C) (0/12)	_____ S. Kiblinger (0/12)
_____ L. Gleason (0/12)	_____ A. Patterson (0/12)	

Ex-Officio Members:

_____ D. Rich (0/12)	_____ D. Hart (0/12)	_____ J. Thomson (0/12)
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2. APPROVAL OF MINUTES – December 21, 2016

3. ANNOUNCEMENTS

4. APPOINTMENT OF OFFICERS (*McCarron*)

See attached Roster.

- a. Chair
- b. Vice-Chair

5. UPDATES

- a. Brush Up Hutch (*Barlow*)
Revised policy will be provided at the February meeting for review.
- b. Healthy Neighborhoods Initiative (*McCarron*)
Sign toppers have been placed in College Grove neighborhood. Sign toppers are on order for SW Bricktown neighborhood and should arrive in late February.
- c. Townhomes at Santa Fe Place (*Rich/Allison*)
Footers have been poured and framing has begun.
- d. 2016 IHS Rehabilitation Grant (*Thomson/Allison*)
Interior and some exterior work have begun on E Avenue A.
- e. Down Payment Match Incentive (*Allison*)
Program approved by City Council. Brochure is attached. Program will commence March 1, 2017.
- f. Zero-Interest Home Repair Loan (*Allison*)
Program approved by City Council. Flyer is under development. Program will commence March 1, 2017.
- g. 2017 Housing Seminars (*Allison/Barlow*)
The first of six housing educational seminars will be held on February 16, 2017 at City Hall. The attached postcard was mailed to all property owners in the Houston Whiteside, SW Bricktown and College Grove neighborhoods. The seminars are open to the public.

6. REPORTS

a. Rental Registration & Inspection Program Report (Allison/Salisbury)

2017 Registered Units	4473
2017 Units Inspected	320

b. Year-to-Date Housing Report (McCarron)

2016 Property Maintenance Violations	47
2016 Property Maintenance Investigations	225
2016 New Residential Permits	12
2016 Demolitions	3
2016 Total New Housing Valuation	\$2,850,700
2016 Approved Residential NRP	18
2016 Approved Infill Incentives	1

7. OLD BUSINESS

8. NEW BUSINESS

- a. Heritage Lofts Low Income Tax Credit Support Letter
See attached project description, draft site plan and draft floor plans

9. OTHER

- a. The next Housing Commission meeting is scheduled for Wednesday, February 22, 2017; 4:00 PM.

10. ADJOURN

Staff Contacts:	Jana McCarron	620-694-2681	Casey Jones	620-694-2667
	Amy Allison	620-694-2638	Aaron Barlow	620-259-4918
	Charlene Mosier	620-694-2639	Stephanie Stewart	620-694-2617

Note: Anyone needing special accommodations please contact the Planning Department at 620-694-2639 or for TDD 620-694-2628.



Item 2.

HOUSING COMMISSION MINUTES
MEETING OF: WEDNESDAY, DECEMBER 21, 2016
MEETING LOCATION: CITY COUNCIL CHAMBERS
125 EAST AVENUE B

1. ROLL CALL

The Housing Commission meeting was called to order at 3:00 PM with the following members present: Lisa Gleason, Richard Greever, Aubrey Patterson, Shelly Kiblinger, Anthony Finlay, Greg Binns, Jeff Thomson, Dan Rich and Sue Poltera. Luke McConnaughy, Scott Cooley, Mark Clark, Kevin Bleything, and Dianna Hart were absent. Steve Dechant, City Councilmember; Alicia Marsh, Interfaith Housing; and Mark Eaton, Land Bank member; were also in attendance. Staff in attendance were Jana McCarron, Director of Planning and Development; Amy Allison, Housing Program Coordinator; Aaron Barlow, Associate Planner; Fred Salisbury, Rental Housing Inspector; and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the October 26, 2016 meeting were approved on a motion by Kiblinger, seconded by Greever, passed unanimously.

3. ANNOUNCEMENTS

McCarron said the Comprehensive Plan open house was held Monday, December 12 at the Atrium Hotel & Conference Center. She thanked members who attended and said staff is working on the final drafts.

4. UPDATES

4a. **Healthy Neighborhoods initiative**

Poltera said the neighborhood committee toured four neighborhoods and selected the Farmington neighborhood as the next feature neighborhood. It is located between 30th Ave, Plum St, Kansas Ave, and along the Countryside Plat boundary.

4b. **Infill Development Study Update**

Allison said the KU team presented their findings to City Council on December 6th. The final designs included two single-family, one duplex, and one four-plex prototypes. Recommendations are forthcoming.

4c. **2016 IHS Rehabilitation Grant Report**

Jeff Thompson updated the group on the 2016 Rehabilitation Grant with a quarterly report. Interfaith Housing Services has identified the four rehabilitation projects: 1213 E Avenue A, duplexes on Avenue A and Lorraine, and 734 W 1st Ave. A variety of funding sources are necessary to make the projects work. Three units will be used as rentals and one will be sold to a CASH participant. Grant completion is expected for Spring of 2017.

4d. **RRIP Update**

Allison said the 2017 rental registrations are underway and as of today 2,713 have registered, which is about 50 percent of all rentals.

5. OLD BUSINESS

5a. NONE

6. NEW BUSINESS

6a. **Zero-Interest Home Repair Loan Pilot Program.**

Allison said Mark Eaton, People's Bank and Trust, has worked with Staff to partner with the City on the Zero-Interest Home Repair Loan Program. Proposed loans will be processed with People's Bank following their underwriting guidelines. This is the second recommended initiative for 2017, with a maximum expenditure of \$35,000. This program is for homes in the feature neighborhoods and historic district. The maximum interest amount per loan cannot exceed \$2,500. There are no income restrictions and both homeowners and landlords are eligible for the loan, however, credit and other requirements must be met.

Motion by Patterson, seconded by Kiblinger to recommend to City Council, approval of the 2017 Zero-Interest Home Repair Loan Pilot Program. The motion passed unanimously.

6b. **2016-HC-01: Resolution setting the place, dates and times of the meetings of the Hutchinson Housing Commission in 2017.**

The group discussed the scheduled time of the Housing Commission meetings and a number of members said it would be easier for them to attend more meetings if the meeting was held later in the day. It was the consensus of the commission to change the meeting time to 4:00 p.m. beginning in 2017.

Motion by Binns, seconded by Finlay to approve Resolution 2016-HC-01 setting the place, dates and times of the meeting of the Hutchinson Housing Commission in 2017 with the new time of 4:00 p.m, passed unanimously.

6c. **Housing Commissioner Attendance**

McCarron reviewed the attendance policy and said commission members must attend 75% of meetings. For members that do not meet the attendance requirement, a letter will be sent letting them know what their attendance is and the required attendance policy. Removal from the commission may occur.

7. OTHER

7a. The next Housing Commission meeting is scheduled for Wednesday, January 25, 2017; 4:00 p.m.

7b. Greever said 36 houses are listed for rent on the Hutch News housing website and 18 of those are in Hutchinson. He believes the website is too pricy for listing rentals and there are too many other sites that are free. He would like to see the City website used rather than having a separate site maintained by the Hutchinson News.

Rich said the New Beginnings Santa Fe Place project on West 5th Ave has begun construction.

8. ADJOURNMENT – The meeting adjourned at 3:40 PM.

Respectfully Submitted,
Charlene Mosier, Planning Technician

Approved this _____ day of _____, 2017.

Secretary

HUTCHINSON HOUSING COMMISSION

The Housing Commission was established on June 1, 1999 to continue the work of the Mayor's Task Force on Housing. The members will fill a three year term, not to exceed two consecutive terms. All members must reside in Reno County.

AT-LARGE

Lisa Gleason 10514 Paganica Pass 67502 l_gleason@sbcglobal.net	620.728.0241 h 620.474.9823 c	(1st appt. 6/05/15 – 6/05/18) To fill unexpired term of Amelia Boyd
Anthony Finlay 412 E. 15 th Ave. 67501 tfinlay@hutchrec.com	620.663.3231 w 620.513.8410 h	(1 st appt. 6/29/14 – 6/29/17)
Scott Cooley 10071 Paganica Pass 67502 Scott@HGECU.com	620.663.2991 w 620.200.7362 h	(1st appt. 6/29/13 - 6/29/16) to fill unexpired term of R. Kelley (1 st full term 6/29/16 - 6/29/19)
Sue Poltera P O Box 606; 3600 Brigadune Dr. 67502 gpoltera@cox.net	620.662.5923 h	(1 st appt. 6/29/11 – 6/29/14) (2 nd appt. 6/29/14 – 6/29/17)
Shelly Kiblinger 2707 Tartan Trail 67502 kiblingers@usd308.com	620.615.4009 w 620.259.8006 h	(1 st appt. 6/05/12 - 6/05/15) to fill unexpired term of Archer Jarrett (2 nd appt. 6/05/15 - 6/05/18)
Aubrey Patterson P.O. Box 298 67504-0298 aubrey@hutchcf.org	620.662.4522 h 620.663.5293 w	(1 st appt. 6/29/14 – 6/29/17)
Greg Binns 2801 Inverness 67502 greg.binns@fnbhutch.bank	620.694.2254 w 620.663.5589 h	(1 st appt. 5/17/11 – 5/17/14) (2 nd appt. 6/29/14 – 6/29/17)
<u>AGENCIES</u>		
Kevin Bleything (Ch of Commerce) 3008 Farmington Rd. 67502 rkbleything@bfoot.kscoxmail.com	620.662.8131 w 620.663.7584 h	(1 st appt. 6/05/12 – 6/05/15) (2 nd appt. 6/05/15 – 6/05/18)
Richard Greever (Landlord Assn) 3409 N. Maple St. 67502 richard@richardgreever.com	620.728.9499 c 620.662.0031 h	(1 st appt. 6/29/14 – 6/29/17)
Luke McConnaughy (Bd of Realtors) 6 Windemere Ct. Hutchinson 67502 luke@upperedgerealty.com	620.200.0449 c	(1st appt. 7/20/15 - 7/20/18)
Mark Clark (Homebuilders Assn.) 1403 Dull Knife Rd., Hutchinson 67502 clark.constructservice@gmail.com	620-200-5426 w	(1 st appt. 6/29/11 - 6/29/14) to fill unexpired term of Mark Borecky (appointed 8/6/2013) (2 nd appt. 6/29/14 – 6/29/17)

EX-OFFICIO

(non-voting, ongoing while in position)

Shara Gonzales (New Beginnings)

P.O. Box 2504 67504-2504

gonzalesshara@sbcglobal.net

620.966.0274 x 102 w

620-663-2200 w

620.665.8895 h

Dan Rich

Operations Manager

New Beginnings, Inc.

dan.rich.100@att.net

620-966-0274 ext 103

620-662-2146

Ron Fisher (Interfaith Housing)

1326 E. Avenue A

P.O. Box 1987, 67504-1987

jefft@ihs-housing.org

620.662.8370 w

Dianna Hart (Housing Authority)

1600 N. Lorraine, Suite 208 67501

hhseauth@hhs.kscoxmail.com

620.663.8415 w

Item 5e.

Housing

City of
Education Seminars
Hutchinson Planning and Development

Houston Whiteside Historic District • College Grove • SW Bricktown

Housing Finance How To's

Does paying for your home purchase/repairs give you a headache?
This informational seminar will provide you with valuable information
you can take to the bank.

Thursday, February 16th - 6:30 to 8:00 p.m.
at City Hall, 125 E Avenue B

To register please call our offices or complete the registration at:
WWW.SIGNUPGENIUS.COM/GO/4090449AAAD23A0FCI-HOUSING

Introducing:
Down Payment
Match Incentive
Program &
Zero-Interest Home
Repair Loan Program

Partnering to build
a stronger community



Hutchinson
community
FOUNDATION

Questions?



Planning and
Development
620-694-2635

Tired of Renting But Need Help With a Down Payment ?

The City of Hutchinson has developed the Down Payment Match Incentive Program to promote homeownership within the City. The Down Payment Match Incentive Program will provide current Reno County renters with down payment assistance to purchase a home in select neighborhoods: SW Bricktown, College Grove, and Houston Whiteside. The match will consist of either 40% of all down payment and closing costs or \$2,500, whichever is less.

To apply for these matching funds, qualified applicants must:

- Be a current Reno County renter;
- Purchase a property located in one of these outstanding neighborhoods - SW Bricktown, College Grove, or Houston Whiteside;
- Be a program graduate of the Interfaith Housing Services Hutchinson Area Homebuyers Club (HAHBC);
- Reside in the purchased home for 5 years;
- Provide sufficient proof that funds are saved for the remainder of the down payment and closing costs.



Item 5g.

To apply for this program contact us at:

Interfaith Housing Services

Alicia Marsh

1326 East Avenue A
Hutchinson, Kansas 67501

620-662-8370 ext. 708

Questions?
Planning and Development
620-694-2638



Homeownership
Done Right.®

PLANNING DEPARTMENT
Focusing
Initiatives
2017

**Down Payment Match
Incentive Program**



Hutchinson Area Homebuyers Club

Applicants are required to participate in the **Hutchinson Area Homebuyers Club (HAHBC)** through Interfaith Housing Services. This includes completion of the online *eHomeAmerica Homebuyer Education Course* and completion of 1 homeownership counseling session.

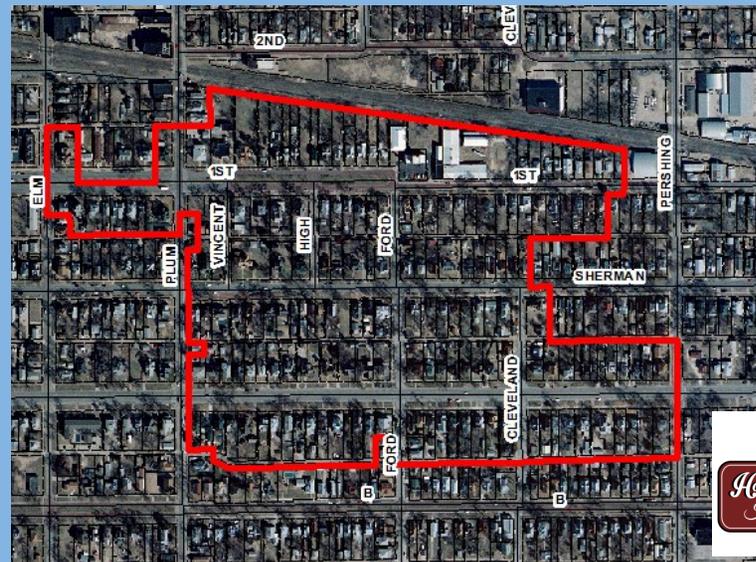
eHomeAmerica is a nationally recognized and HUD-approved online housing education program. The *Homebuyer Education Course* covers the steps to homeownership through sections and chapters which address how to decide the right time to buy, how to shop for a home, and how to get a mortgage loan. There is a one-time registration fee of \$99 for this course.

Available in-person or by phone, the homeownership counseling is provided by **NeighborWorks America**® certified homeownership counselors and in accordance with the *National Industry Standards for Homeownership Education and Counseling*.

Credit counseling is also available for those in need of building or repairing credit. This specialized counseling is offered at no additional charge and includes credit report review, credit score evaluation, and debt management tools, along with strategic action steps for reaching financial goals.



Choose any home for sale in one of these feature neighborhoods!



Heritage Lofts Housing Tax Credit Proposal

PROJECT SUMMARY

Heritage Lofts of Hutchinson, L.L.C. will consist of twenty-eight apartments: sixteen one-bedroom units targeted to developmentally disabled households and twelve two-bedroom units targeted to households 55 years of age or older. The project will include the following features:

Energy-efficient construction; elevator access; covered parking; community room, cable TV, internet and telephone capabilities; electric range with microwave and self-cleaning oven; frost-free refrigerator; built-in dishwasher; garbage disposal; energy efficient washer/dryer; living room and bedroom carpeting; ample cupboard and closet space; bathtub with shower or walk-in shower; window coverings and ceiling fans.

Interior and exterior maintenance, landscape maintenance, snow removal, water, sewer and refuse collection services will be included in the monthly rent.

RENT SCHEDULE

1 BEDROOM - A (40% AMI)	4	\$370
1 BEDROOM - B (60% AMI)	12	\$420
2 BEDROOM - A (40% AMI)	2	\$415
2 BEDROOM - B (60% AMI)	10	\$450
TOTALS	28	



SHERMAN

150'

165'

WASHINGTON

ALLEY

12

8

9

1

1

1

1

1

1

1

1

RECEIVED

By Jana McCarron, AICP at 1:30 pm, Jan 18, 2017

0 20' 40' 80'



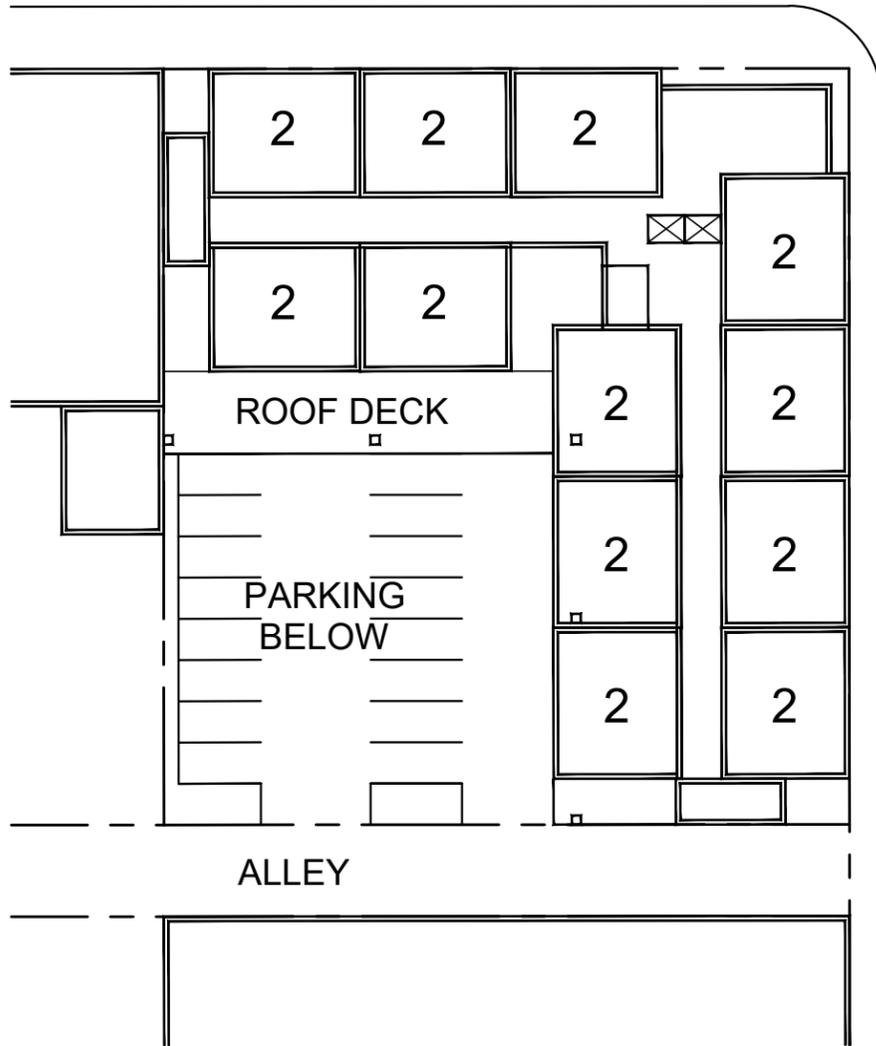
THIS IS AN ARTIST RENDERING. ALL SITE AMENITIES, LANDSCAPING, BUILDING TYPES AND LOCATIONS ARE CONCEPTUAL AND MAYBE SUBJECT TO CHANGE PER THE DEVELOPERS DIRECTION. REFER TO THE FINAL PLAT FOR EXACT DIMENSIONS.

HERITAGE LOFTS - 28 UNITS
HUTCHINSON - KANSAS

MASTER SITE PLAN / 18 JANUARY 2017



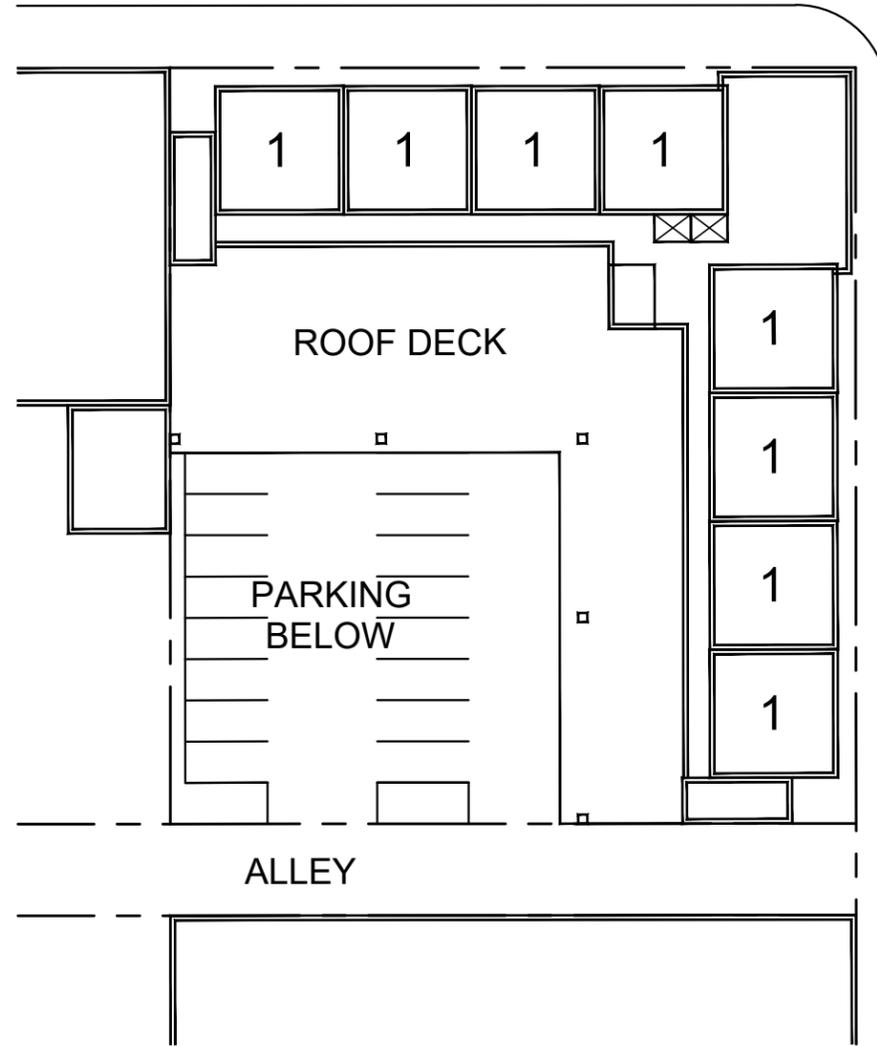
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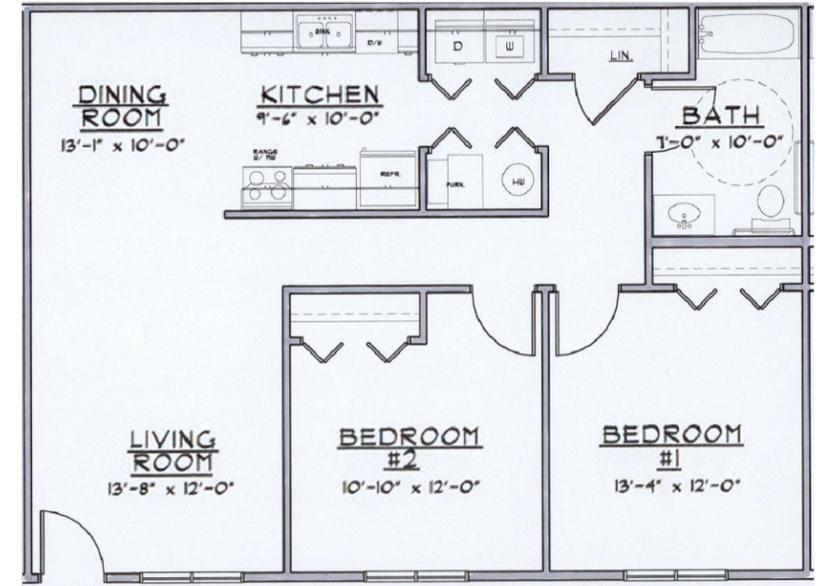
2ND FLOOR PLAN



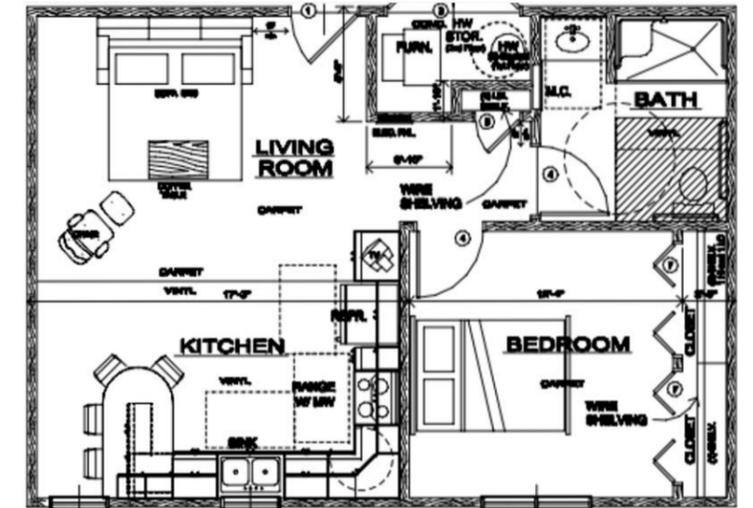
SHERMAN



3RD FLOOR PLAN



TWO BEDROOM OPTION ADAPTED PLAN



ONE BEDROOM OPTION ADAPTED PLAN

WASHINGTON

WASHINGTON

RECEIVED
 By Jana McCarron, AICP at 1:30 pm, Jan 18, 2017

THIS IS AN ARTIST RENDERING. ALL SITE AMENITIES, LANDSCAPING, BUILDING TYPES AND LOCATIONS ARE CONCEPTUAL AND MAYBE SUBJECT TO CHANGE PER THE DEVELOPERS DIRECTION. REFER TO THE FINAL PLAT FOR EXACT DIMENSIONS.