



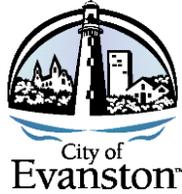
Memorandum

To: Housing and Homelessness Commissioners
From: Sarah Flax, Housing and Grants Manager
Subject: December 5, 2019 HHC Meeting Cover Memo
Date: December 3, 2019

Attached please find:

- The meeting agenda
- Item 2: Draft minutes of the September 5, 2019 meeting - for approval
- Item 4: Consideration of ArtSpace consulting services - for action
- Item 5: Materials for conducting community outreach for the City's Affordable Housing Plan:
 - Housing affordability – discussion openers
 - Individual and Small Group discussion guides
 - Possible Housing Solutions
 - Evanston Affordable Housing Needs
 - Reporting forms:
 - Individuals: <https://www.surveymonkey.com/r/IndividualForm>
 - Small Groups: <https://www.surveymonkey.com/r/SmGrpDiscForm>
- Item 6: 2020 HHC meeting schedule - for approval

We look forward to seeing you on December 5th.



HOUSING AND HOMELESSNESS COMMISSION

Thursday, December 5, 2019

7:00 PM

Lorraine H. Morton Civic Center, 2100 Ridge, Room 2402

- 1. CALL TO ORDER / DECLARATION OF QUORUM**
- 2. APPROVAL OF MEETING MINUTES September 5, 2019**
- 3. PUBLIC COMMENT**
- 4. CONSIDERATION OF ARTSPACE CONSULTING SERVICES – FOR ACTION**
- 5. AFFORDABLE HOUSING PLAN – COMMUNITY OUTREACH WORK**
- 6. 2020 MEETING SCHEDULE – FOR ACTION**
- 7. NEW/OTHER BUSINESS**
- 8. ADJOURNMENT**

Next Meeting: January 9, 2020 at 7:00 p.m. in room 2402

Order & Agenda Items are subject to change. Information about the Housing and Homelessness Commission is available at: www.cityofevanston.org/government/agendas-minutes. Questions may be directed to Savannah Clement at 847.448.8679.

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MEETING MINUTES

HOUSING AND HOMELESSNESS COMMISSION

Thursday, September 5, 2019, 7:00 P.M.
Lorraine H. Morton Civic Center, Room 2402

Present: Chair Larry Donoghue, Ellen Cushing, Kathy Feingold, Noelle Gilbreath, Moika Long, Neda Nozari, Alderman Eleanor Revelle

Absent: Monika Bobo, Renee Phillips

Staff: Sarah Flax, Housing and Grants Manager, Quentin Crane, VISTA Housing Associate, Marion Johnson, Housing Intern

Call to order

Chair Donoghue called the meeting to order at 7:03 PM with a quorum present. He welcomed Neda Nozari, newly appointed commissioner, who provided commissioners a brief summary of her work relating to fair housing and employment.

Approval of minutes for August 1, 2019 meeting

Ellen Cushing moved approval, Neda Nozari seconded the motion; it was approved 7-0.

Public comment

None

Metropolitan Tenants Organization Application for Landlord-Tenant Services Funding Renewal

Chair Donoghue gave a brief overview of renewal funding request and invited John Bartlett, Executive Director of the Metropolitan Tenants Organization (MTO), to talk about their program and results to date. Mr. Bartlett reviewed the map that showed number of cases from each ward and noted that the volume of cases handled was up substantially in June and July. The largest category of calls were related to maintenance, with the main issues being windows that don't work, are cracked, etc., and flooding, which may be related to climate change. This issue is also seen in their Chicago calls. Cases relating to leases are also frequent and include landlords entering units without providing required notice. There were also calls about high late fees of \$100 and also late fees being charged per day. Questions relating to early lease terminations were also relatively frequent; reasons included tenant needing to relocate for a job or home purchase, and tenants wanting to move due to poor building maintenance. Eviction cases for tenants significantly behind on rent, unwillingness of landlords to cooperate with agencies working to prevent displacement, landlords withholding quite large amounts of security deposits for normal wear and tear on a unit, and noise complaints were also seen on some occasions. Often individual tenants call about multiple issues and call back multiple times.

MTO has done some negotiation but has not done full mediation cases. Mr. Bartlett noted that he is a trained mediator and this is an area of focus, as it can address

displacement by helping each party understand the other and enable them to work out a resolution. In response Ms. Nozari's question if MTO's partner, the Lawyers Committee for Better Housing (LCBH), represents tenants in court, Mr. Bartlett explained that LCBH will be expand their work in this area. Tenant organizing was also discussed; there had been some work to organize a building with a broken elevator that had a number of senior tenants.

Mr. Bartlett responded to a commissioner's question about how many cases were Northwestern University students, estimating about 20% of total. It was agreed that this should be tracked. In addition, staff will connect MTO with Northwestern University's off campus housing staff to help address student needs. Mr. Bartlett answered additional questions from commissioners relating to call/case levels.

It was agreed that the HHC would further evaluate issues including high late payment fees and potentially recommend changes to the City's Landlord-Tenant ordinance.

There being no further questions or discussion, Alderman Revelle moved approval of the renewal funding request and recommend its approval to Planning & Development Committee/City Council, Ms. Nozari seconded the motion and it was approved 7-0.

Evanston Development Cooperative Accessory Dwelling Unit Pilot Proposal

Chair Donoghue provided a brief overview of the pilot loan project proposed by Evanston Development Cooperative (EDC). Alderman Revelle and Ellen Cushing noted they would not take part in the discussion and would recuse themselves from the vote as they are both EDC shareholders.

Dick Co noted that Evanston can become a leader in using ADUs as affordable housing, and that residents who learned about EDC from meetings and stories in the media had contacted EDC about how they could participate and help address Evanston's housing needs. The owners of 1188 Sherman Avenue want to build a 2-bedroom coach house on their property that would be income restricted to a household at 80% of the median income for 20 years. The City would provide a loan at 1% interest payable over 20 years, and record a lien to secure the affordability requirement. This would be a pilot to help explore other potential sources of financing. It would also be a first project for EDC with groundbreaking in 2019 and an estimated four-month construction period that would enable people to see both the ADU and the innovative construction materials and building methods. EDC would use its Evanston CDBG grant to hire workers for the construction, as well as a grant they are receiving from Cook County to get started. Mr. Co provided a detailed explanation of the pro forma, the financial disincentives for early repayment/opt out, and the financial return for the homeowner and the City.

Ms. Feingold agreed that having a product out there is important and noted that the homeowner is investing some personal funds. Ms. Nozari asked if the owner were to sell, could the buyer assume the loan and the affordability commitment. Staff responded that would be possible. Ms. Feingold reiterated that parking requirements for ADUs were a substantial barrier to getting more developed; Mr. Co explained this ADU would

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be above a 2-cr garage and another parking space would be provided. Resources for new ADU landlords, including getting income qualified households from the City's centralized waitlist managed by CPAH, the Property Standards division RENT program and MTO, were discussed.

Staff explained that some changes to current zoning would be brought to City Council for consideration, including waiving parking requirements, at least for affordable units, in the near future. Mr. Co talked about work to develop a pilot ADU project that would enable a lower income homeowner to avoid displacement and age in place is also in the works. Financing for that model could potentially come from the City's Community Development Block Grant. Development of a comprehensive ADU code would likely be a part of the Affordable Housing Plan.

There being no further questions or discussion, Ms. Feingold moved approval of the request for loan of up to \$220,000 to finance the construction of an ADU/coach house at 1188 Sherman Avenue with the terms and conditions in the application and to recommend approval to City Council; Ms. Long seconded the motion, and it was approved 5-0 with two abstentions.

Staff Reports

None

New/Other Business

Staff provided a brief update on the work of the Affordable housing Plan Steering Committee.

Adjournment

Ms. Cushing moved to adjourn at 8:17 PM, Ms. Feingold seconded the motion and it was approved unanimously.

The next scheduled meeting of the Commission is Thursday, October 3, at 7:00 PM. in room 2402.

Respectfully submitted,
Sarah K. Flax, Housing and Grants Manager



Memorandum

To: Chair & Members of the Housing & Homelessness Commission

From: Johanna Leonard, Community Development Director

Subject: Consideration for ArtSpace Consulting Services

Date: December 2, 2019

Recommended Action:

Staff supports a recommendation from the Housing & Homelessness Commission to the City Council to authorize the City Manager to execute an agreement with ArtSpace (50 Third Avenue North, Suite 400 Minneapolis, MN 55401) for affordable housing consulting services/preliminary feasibility study for an amount not to exceed \$25,000.

Summary:

ArtSpace is a nonprofit arts organization that develops, owns and manages properties which seek to “create affordable spaces for artists, arts & cultural organizations, and creative businesses.” ArtSpace has developed a variety of unique properties throughout the US that include both new construction and rehabilitation of existing structures. Their website reports that they operate approximately 53 projects and that this comprises over 1,000 residential units.

They are uniquely positioned to support Evanston’s mission to create the most livable city through assisting in planning efforts to identify opportunities to create and preserve affordable housing spaces that also serve as spaces to support Evanston’s creative and cultural arts community.

The attached scope of work summarizes the work ArtSpace would provide the City for a preliminary feasibility study:

- help the City of Evanston understand and explore key elements that determine feasibility of a project (project concept, site selection, market need, funding and financing, local leadership, sustained community impact);
- engage key stakeholders to build support for the Project; and
- outline the next steps necessary to move the Project forward.

Attachments:

-ArtSpace Proposal and Materials



Introduction to Preliminary Feasibility Study

The Preliminary Feasibility Study provides preliminary feedback about the feasibility of creating a live/work, multi-use, or other arts facility development.

There are six areas of consideration:

1. Project Concept
2. Arts Market
3. Local Leadership
4. Funding and Finance
5. Potential Sites
6. Alignment with Community Goals

The study kick-starts the process of creating affordable space for artists. It is the first step Artspace takes on its own development projects.

As part of this fact-finding process, the Artspace team meets with artists, city officials, funders, and other stakeholders. They look at potential properties and hold a public meeting to welcome community participation, answer questions, and generate buzz.

Who Might Benefit:

- City Governments/Civic Organizations
- Arts and Cultural Organizations
- Downtown Organizations

What is Included:

- **Consulting phone/email time** in preparation for the visit, including review of invitation lists, agenda, and potential building/sites, and past studies
- **Original Artspace materials** to assist in preparing and sharing information regarding the visit
- **Two-day visit** to facilitate focus groups, tour potential sites, hear from the local community, and present at a public meeting
- **Written report** summarizing Artspace's findings and recommended next steps

What to Expect from a Typical Preliminary Feasibility Visit:

Each visit is customized to meet the needs of the community and project. Unique meetings/events suitable to the community's needs may be substituted.

Day 1

- Site Tour
 - Tour potential sites/buildings
 - Visit existing creative spaces and arts communities (e.g. studios, creative businesses, and key arts organizations)
- Dinner with Core Group

Day 2

- Continuation of Site Tour
 - Explore additional potential sites and creative spaces
- Working Lunch: Meeting with Cultural Leaders
 - Discuss the community and understand the needs of various cultural organizations and groups.
- Artists, Creatives, and Arts Organizations Focus Group
 - Learn about the creative community's space needs, market for renting creative space, and economic considerations
- Funding and Financing Leadership Focus Group
 - Learn more about potential funding sources for a project; gauge the interest of local finance and business leaders
- Public Meeting
 - Present to the community about Artspace and the economic and community impact of the arts; build support, and facilitate Q&A

Day 3

- Civic Leadership Focus Group
 - Learn more about broader community goals, current initiatives and local priorities
- Working Lunch: Debrief with Core Group

Preliminary Feasibility Study

Exhibit A

The City of Evanston has invited Artspace to submit a proposal for a Preliminary Feasibility Study of affordable artist live/work housing. The purpose of this scope of work (“Purpose”) is to help the City of Evanston understand the potential to create a successful, affordable, self-sustaining arts development project (the “Project”) Evanston, IL. The visit and ensuing report are also intended to: help the City of Evanston understand and explore key elements that determine feasibility of a project (project concept, site selection, market need, funding and financing, local leadership, sustained community impact); engage key stakeholders to build support for the Project; and outline the next steps necessary to move the Project forward.

Preliminary Feasibility Study Scope of Work

1. Visit Preparation.
 - a. Assign two Artspace staff as project leads;
 - b. Work with the City of Evanston or (assignee) to set dates, customize the Visit agenda and identify 3-6 key individuals to help carry out the study (the “Core Group”);
 - c. Conduct two conference calls with the Core Group:
 - i. Kick-off call to meet the Core Group, review Visit preparation materials, and articulate goals for the Visit;
 - ii. Pre-visit check in call, approximately one week before the Visit, to review Visit details and answer any questions;
 - d. Provide Core Group with preparation materials, including a sample agenda, suggested participants, and meeting planning tips;
 - e. Review relevant materials about the community prior to the visit, including site map(s), concept write-ups, or floor plans;
 - f. Review existing market, redevelopment, cultural planning, city planning or other appropriate available studies;
 - g. Prepare a slideshow presentation that provides background on Artspace and prompts discussion during the Focus Groups and Public Meeting;

- h. Confirm travel dates and provide arrival/departure times;
 - i. Communicate via email or phone to assist Core Group with Visit preparation, as needed;
 - j. Provide phone or email interviews with local press, as requested.
2. Preliminary Feasibility Visit.
- a. Travel to Evanston, IL for one, two-day (sixteen-hour) visit, by two Artspace staff (the “Visit”). The Visit includes up to 20 hours of on-the-ground consulting time. The total fee is inclusive of all travel expenses including hotel accommodations, meals, car rental, and staff travel time;
 - b. Tour of 3-5 potential project sites for new construction or building reuse. This includes a tour of existing arts districts and facilities as well as a general tour of the priority area(s) under consideration for this Project;
 - c. Facilitate up to three Focus Group Meetings to understand the priorities, interests, community goals, and space needs of each stakeholder group. Each meeting includes a short presentation to introduce the Artspace model and a facilitated discussion. Focus Group Meetings educate about arts facility development, elicit feedback on the Project, and provide a platform for questions, concerns and support. Focus Group Meetings typically include the following stakeholder groups:
 - i. Civic Leadership. e.g. Key City, County and/or State staff and elected officials, as well as leaders from other community groups such as a chamber of commerce, tourism board, main street organization, and Rotary Club, etc. This meeting focuses on civic involvement, a shared vision for development, current initiatives, and complementary community goals;
 - ii. Funding and Financing Leadership e.g. Local public and private funders, economic development officials, nonprofit developers, and representatives from local banks and businesses. This meeting focuses on how affordable mixed-use arts facilities are developed and sustained as well as available funding sources and tools for predevelopment and development; and potential partners/tenants/programs that will bolster the project’s sustainable community impact;

- iii. Artists, Creatives, and Arts Organizations. e.g. A diverse cross section of people working in the arts, creative and cultural industries, and arts-compatible community organizations. Participants should represent a diversity of perspectives, in terms of arts discipline, career stage, age, ethnic and cultural background, as well as a balance between individual artists and organizations. This meeting focuses on the articulating the project concept, understanding the market for a new arts facility, and collecting feedback about the creative sector's current assets, challenges and opportunities;
- d. Present at a Public Meeting, which includes a slideshow about the Artspace model and the proposed Project as well as a facilitated Q&A session to receive community input and answer questions;
- e. Meet with the Core Group to discuss the project concept, answer questions and discuss initial impressions from the Visit;

3. Post-Visit

- a. Compile notes and perform any necessary additional research;
- b. Write a Preliminary Feasibility Report and deliver first draft 6-8 weeks after the Visit;
- c. Facilitate a conference call with Core Group to discuss draft report, next steps, and suggested revisions. If Core Group is unavailable by phone, it may choose to compile edits from the group into one document and share via email;
- d. Finalize and deliver final report 2-3 weeks after receiving one round of Core Group edits. If edits are not received within 4 weeks of delivery of draft report, Artspace will independently finalize and deliver the final report. Up to five (5) physical copies of the report can be delivered, upon request.

Deliverables:

- Preliminary Feasibility Report

Exhibit B

Timeline and Fee Disbursement

Budget

The fee for the proposed Preliminary Feasibility Study is \$25,000. This flat fee includes staff time, deliverables, and travel expenses and time.

This contract is set up not to exceed the total fee of \$25,000 as noted above unless another agreement is put into place with a specific work scope. For additional services, Artspace charges \$250 per hour for its consulting work.

Timeline and Fee Disbursement

Scope of Work will commence upon receipt of deposit.

This timeline assumes that a contract is signed and an initial payment of \$12,500 (1/2 of the work fee) is received in [MONTH PRIOR TO START, YEAR]. The remaining \$12,500 would be due within 30 days of the delivery of the draft report.

Exhibit C

Additional notes on roles and responsibilities

The City of Evanston agrees to:

- Assign a main point of contact/proxy the City of Evanston's communication with Artspace;
- Provide any relevant documents for Artspace's review;
- Create an agenda for the Visit, based upon the sample provided, and share with Artspace no less than two (2) weeks before the Visit;
- Coordinate logistics for the execution of the agenda. Which includes:
 - a. Identifying and inviting the appropriate individuals or groups.
 - b. Promoting the Public Meeting, encouraging artists, community members, stakeholders and all to attend.
 - c. Securing space and setting up for all focus groups and meetings;
 - d. Providing technology for presentations, which includes projector, screen/blank wall, power source, microphone (for Public Meeting), and extension cord (if needed). Artspace will bring a mac laptop and adaptor to plug into provided projector.
 - e. Arranging for site and area tour.
- Pay additionally to Artspace any reasonable and/or necessary costs incurred by Artspace to rearrange or cancel travel itineraries as requested by the City of Evanston or necessitated by changes initiated by same.

Housing Affordability Discussion Openers

Revised October 18, 20109

Statistic-free version:

I'm on a committee appointed by Mayor Hagerty to develop an affordable housing plan for Evanston and we are getting input from Evanston residents/*stakeholders*. I'd like to know if you and your family, or other people you know, are being affected by rising housing costs. And also to get your thoughts on what we can do about it.

Paying over 30% of income for housing:

Rule of thumb is if you spend under 30% of your income on housing, it's affordable. But housing costs are rising faster than incomes, so 71% of Evanston residents with incomes below the median spend more that 30% of it on housing, and can't afford other necessities like transportation, health care, education - even food.

HH Income, 2013-2017 ACS 5-year estimates; universe: occupied housing units. (CMAP Evanston Snapshot)

Rental and home buyer statistics:

Housing costs too much for many Evanston families. Half of our households make under \$75,000 a year, so can afford less than \$1,875 per month (30% of income) for housing. But the average rent for a 2-bedroom apartment *from the Multiple Listing Service (MLS) over the past 24 months* is \$2,032. They may be able to buy a home priced under \$225,000, but the median home listing price *according to Zillow* is \$371,000.

Rental only version:

Housing costs too much for many Evanston families. Half of our households make under \$75,000 a year, so can afford less than \$1,875 per month (30% of income) for housing. But the average rent for a 2-bedroom apartment *from the Multiple Listing Service (MLS) over the past 24 months* is \$2,032.

Home buyer only version:

Housing costs too much for many Evanston families. Half of our households make under \$75,000 a year, and may be able to buy a home priced under \$225,000, but the median home listing price *according to Zillow* is \$371,000.

Housing Costs as a percentage of HH Income, 2013-2017 ACS 5-year estimates; universe: occupied housing units. (CMAP Evanston Snapshot). Average rent: Evanston Multiple Listing Service leases, October 2017-September 2019; median home value: Zillow.

Evanston Affordable Housing Plan Steering Committee: INDIVIDUAL Meeting Guide

Note: The total time for the conversation should be no more than 30 to 45 minutes.

Opening Comments: Introduce yourself and share why you are there: The Evanston Affordable Housing Plan Steering Committee is talking with community members about how they see local housing needs and their ideas on how to address them. This information – along with other data – will help shape an affordable housing plan the Steering Committee will develop and present to the Evanston City Council next year. Any comments you make won't be attributed to you.

1. First, tell me a bit about yourself. How long have you lived/worked in Evanston? What brought you here?
2. Share a bit about the nature of the affordable housing issue in Evanston. Then ask:
 - a. Have you or your family tried to find affordable housing in Evanston? What were you looking for? What happened?
 - b. Do you know of anyone else who has tried to find affordable housing in Evanston? What were they looking for? What happened?
3. In your opinion, what is the area of greatest housing need in Evanston. What type of housing is most needed – and what group(s) in the community need it most?
4. What do you think should be done to address Evanston's affordable housing needs? What solutions should be considered? Do you know of anyone currently trying to do that?
5. Some of the possible ways to address Evanston's affordable housing needs are described in the attachment. For each strategy:
 - a. Do you understand what it is?
 - b. Is it something you feel you would support?
 - c. Is it something you'd encourage the city to undertake?
6. Would you be interested in hearing the results of this effort in a public meeting? Can we add your email to the notice list?

Closing Comments: Thank the person for their time and input!

When you enter your notes into the Survey Monkey, you will notice that the numbering is different. This is because Survey Monkey numbers the initial identifying questions about who you are and the date, etc. On the survey, Q2 on the note taking form is Q 6 online.

**Evanston Affordable Housing Plan Steering Committee:
INDIVIDUAL Interview Note Taking Form**

Please note that we would like you to re-enter these notes into the INDIVIDUAL Survey Monkey form.

Follow this link for that purpose: <https://www.surveymonkey.com/r/IndividualForm>

Your name: _____

Name of person with whom you met: _____

Date of meeting: _____ Ward or Part of City: _____

2. a. Did they share a personal story of trying to find affordable housing in Evanston and not being able to? What type of housing were they seeking and what happened?

2. b. Did they share a story of someone else trying to find affordable housing in Evanston and not being able to? What type of housing were they seeking and what happened?

3. What is the area of greatest housing need in Evanston? What type of housing is most needed – and what group(s) in the community need it most?

4. What should be done to address Evanston’s affordable housing needs? What solutions should be considered? Do you know of anyone currently trying to do that?

5. Comments on the Affordable Housing Options attachment (Support/Do Not Support/Unsure)

- Coach Houses/Detached or Attached: _____
- Smaller Footprint/Lots: _____
- Same Footprint/2-4 Units: _____
- Shared Living/Co-Living: _____

Other comments:

6. Interested in hearing the results of this effort in a public meeting? Add to notice list?

Email: _____

Evanston Affordable Housing Plan Steering Committee: Small Group Discussion Guide

Note: *The total time for the conversation should be no more than 45 - 50 minutes. Given the number of questions we'd like people to consider, you should alert them that you may move the conversation along even if not everyone has been heard from on every question.* **Opening Comments:** Introduce yourself and share why you are there: The Evanston Affordable Housing Plan Steering Committee is talking with community members about how they see local housing needs and their ideas on how to address them. This information – along with other data – will help shape an affordable housing plan the Steering Committee will develop and present to the Evanston City Council next year. **Ground Rules:** Any comments you make won't be attributed to you by name. Also, we are not making decisions here. All ideas and opinions are good today. We don't have to agree with one another. Please be respectful of one another as we have this discussion.

1. **Rounds Question: Quickly introduce yourself, your connection to Evanston, and how long you've lived here.** *(This is to quickly establish who is in the room. Try not to spend more than 5 minutes here.)*

2. **Share a bit about the nature of the affordable housing issue in Evanston. Then ask:**
 - a. **Have you or your family tried to find affordable housing in Evanston? What were you looking for? What happened?**
 - b. **Do you know of anyone else who has tried to find affordable housing in Evanston? What were they looking for? What happened?***(You may need to give the group a minute to think about the question. Probe for stories of real people and what happened. If no one has a story, move to the next question.)*

3. **In your opinion, what is the area of greatest housing need in Evanston. What type of housing is most needed – and what group(s) in the community need it most?** *(Try to get people to be as specific as possible here. Again, it would be helpful if they could tie their remarks to a story. You can probe for "why do you think that's the greatest housing need?")*

4. **What do you think should be done to address Evanston's affordable housing needs? What solutions should be considered? Do you know of anyone currently trying to do that?** *(Again, you may need to give people a minute to think about this. People don't need to be experts to have ideas! You can ask clarifying questions to help them get more specific.)*

5. **Some of the possible ways to address Evanston's affordable housing needs are described in the graphic *Housing Solutions* attachment. Which of these strategies seem most promising to you? Which would you encourage the City Council to adopt?** *(You may want to explain the strategies and just take a straw poll if time is running short.)*

6. **Would you be interested in hearing the results of this effort in a public meeting? Can we add your email to the notice list?** *(Re-circulate a sign-in sheet to gather this information.)*

Closing Comments: Thank the group for their time and input! *Final note: End the meeting at the 50-minute mark to honor the commitment you asked people to make. If people want to stay a bit longer to talk informally that is fine.*

**Evanston Affordable Housing Plan Steering Committee:
SMALL GROUP Discussion Note Taking Form**

Please note that we would like you to re-enter these notes into the SMALL GROUP Survey Monkey form.

Follow this link for that purpose. <https://www.surveymonkey.com/r/SmGrpDiscForm>

Your Name: _____

Date: _____

Type of Group (neighborhood, church, etc.): _____

Number of people in the group: _____

Ward or Area of Evanston: _____

2. A. Did anyone share a personal story of trying to find affordable housing in Evanston and not being able to? What type of housing were they seeking and what happened?

B. Did anyone share a story about someone else trying to find affordable housing and not being able to? What type of housing were they seeking and what happened?

3. Comments on the area of greatest housing need in Evanston? What type of housing is most needed – and what group(s) in the community need it most?

4. Comments on what should be done to address Evanston’s affordable housing needs? What solutions should be considered? Do they know of anyone currently trying to do that?

5. Comments on the Housing Solutions Handout (Support/Do Not Support/Unsure)

- Coach Houses/Detached or Attached: _____
- Smaller Footprint/Lots: _____
- Same Footprint/2-4 Units: _____
- Shared Living/Co-Living: _____

Other comments:

6. Did any themes, controversies or issues emerge from the discussion that you'd like to note?

7. Where any people particularly compelling in the story or information they shared?

8. Is there anything else you would care to comment on?

Note on the attachment anyone who would like to be asked to the notice list.

Also, when you enter your notes into the Survey Monkey, you will notice that the numbering is different. This is because Survey Monkey numbers the initial identifying questions about who you are and the date, etc. On the survey, Q2 on the note taking form is Q 6 online.

Small Group Discussion Sign In Sheet

Facilitator's name: _____

Date of meeting: _____

	Name	Address	Email (for future meetings)	Your ward/area of Evanston
1.				
2.				
3.				
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15.				

Housing Solutions

Legend:

-  Avoid displacement
-  Sustainable
-  Increasing supply

The Affordable Housing Plan Steering Committee wants to talk with residents and community members about Evanston housing needs and learn their ideas on how to address them. Below are housing solutions other communities have implemented to address affordability. *What housing solutions would you consider to address Evanston's affordability issue?*

SINGLE FAMILY APPEARANCE, MULTIPLE UNITS



Over the Garage



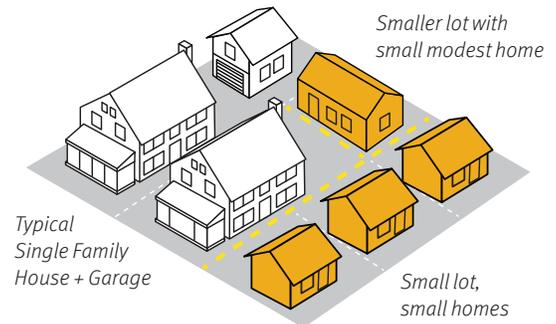
Garage Conversion



Stand Alone Unit



Basement or Attic Conversion



Typical Single Family House + Garage

Smaller lot with small modest home

Small lot, small homes

Granny Flats (ADUs)

Also called coach houses, detached Accessory Dwelling Units (ADU) are typically in a home's backyard next to, over, or replacing a garage. Evanston currently allows them with many restrictions.

Often in an attic or garden/basement, an internal or attached ADU allows to rent out some part of the main home. They are currently **not** allowed in Evanston.



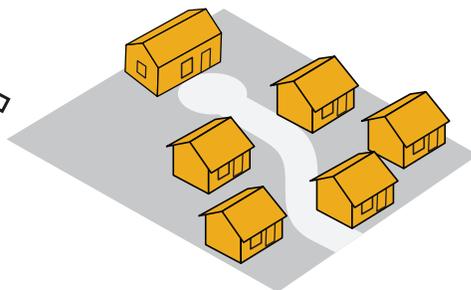
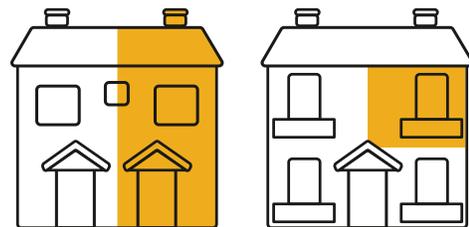
Smaller Footprint, Smaller Lots

Allowing the development of a variety of home sizes and types (e.g. modest-size homes, cottages) and smaller lot sizes could increase housing options, affordability and density.



Same Footprint, 2-4 units

In much of Evanston neighborhoods, city rules only allow for single-family homes on large lots. Easing these restrictions could allow for the development of new 2-4 unit structures within the same footprint or lot, or the conversion of existing homes into multiple units, creating more affordable housing choices better matching today's needs.



Shared living, co-living

Currently no more than 3 unrelated people can live together in a home in Evanston. Allowing the sharing of homes with a mix of common spaces (kitchen, living rooms) and private spaces (bedrooms, baths), or building cottage-like dwelling communities could add options for seniors and students. Shared living can help reduce social isolation and allow the older adults to share services.



Housing Solutions

Legend:

-  Avoid displacement
-  Sustainable
-  Increasing supply

LARGER MULTIFAMILY OPTIONS



New walk-up buildings and townhomes

Expand the development of townhomes and walk-up units (3 stories or less) through new construction or renovation of existing buildings to offer more dwellings in less space. This can add options for owners and renters in a low-rise, medium density neighborhood.



New Multi-family Elevator Buildings

Encourage the development of more large multifamily buildings (4 stories and up) that would include 10% affordable units per the existing Evanston requirements. Relaxing rules relating to footprint and height for buildings that include more affordable units than already required could further increase the quantity of affordable units.



DIRECT PUBLIC INVESTMENT

Utilize public funds, available external resources, or public-private partnerships to:

Build more publicly funded affordable housing

Increase availability by building more affordable rental housing of all housing types.



Use Public Land

Facilitate affordable housing construction by using publicly owned land, or by acquiring land specifically for affordable housing.



Expand Rent Subsidies

Make existing rental units affordable by providing rent assistance for more low-to-moderate income households in Evanston.



Provide Homeownership Assistance

Provide down-payment and closing cost assistance so lower income Evanston residents can afford to purchase a home. Help existing homeowners stay in their homes by providing help with repairs, renovations, or other needs.



Increase funding

Expand financial resources for affordable housing by raising additional revenue and/or making it a budget priority.



Evanston Housing

HOUSING INFOGRAPHIC

The City of Evanston Affordable Housing Plan Steering Committee is engaging Evanston residents and community members about local housing needs and ideas on how to address them. Below is some information on Evanston's housing.

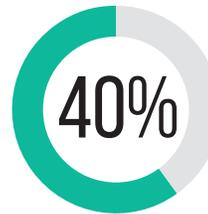
HOUSING AFFORDABILITY IN EVANSTON

AFFORDABLE

housing means residents having access to housing that cost less than 1/3 of gross income.

= **30%** OR LESS of your income is spent on housing

AVERAGE RENTS

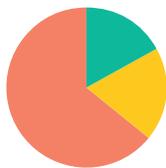


of our residents pay more than 1/3 of their income for housing

1 IN 2 EVANSTON HOUSEHOLDS EARNS LESS THAN \$75,000 A YEAR.



71% are renting

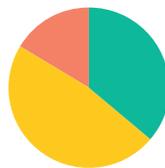


Housing costs (share of gross income)

● affordable ● >30% ● >50%



61% are renting

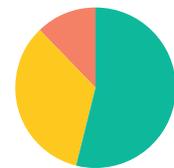


Housing costs (share of gross income)

● affordable ● >30% ● >50%



46% are renting



Housing costs (share of gross income)

● affordable ● >30% ● >50%



Housing and Homelessness Commission

Schedule of meeting dates for 2020

Meetings will be held in room 2402 unless specified otherwise;
dates and locations are subject to change

Thursday, January 9, 2020 at 7PM (Moved from 1/2/20)

Thursday, February 6, 2020 at 7PM

Thursday, March 5, 2020 at 7PM

Thursday, April 2, 2020 at 7PM

Thursday, May 7, 2020 at 7PM

Thursday, June 4, 2020 at 7PM

Thursday, July 2, 2020 at 7PM (room 2404)

Thursday, August 6, 2020 at 7PM

Thursday, September 3, 2020 at 7PM

Thursday, October 1, 2020 at 7PM

Thursday, November 5, 2020 at 7PM

Thursday, December 3, 2020 at 7PM