



Andy Schor
Mayor

LANSING PLANNING BOARD
Regular Meeting
Tuesday, February 7, 2023, 6:30 p.m.
Neighborhood Empowerment Center
600 W. Maple Street, Lansing, MI 48906

AGENDA

- 1. OPENING SESSION**
 - A. Roll Call**
 - B. Excused Absences**
- 2. APPROVAL OF AGENDA**
- 3. COMMUNICATIONS**
- 4. PUBLIC HEARINGS**
 - A. City of Lansing Annual Action Plan, FY 2023 - 2024 Proposed Funding Allocations.....1**
- 5. COMMENTS FROM THE AUDIENCE (please limit comments to 3 minutes per person)**
- 6. RECESS**
- 7. BUSINESS**
 - A. Consent Items**
 - (1) Minutes for approval: December 6, 2022 2**
 - B. Old Business**
 - C. New Business**
 - (1) City of Lansing Annual Action Plan, FY 2023 – 2024 Proposed Funding Allocations**
 - (2) Code of Ordinances, Chapter 1212, renaming of “Planning Board” to “Planning Commission” 3**
 - (3) Selection of Chairperson, Vice-Chairperson, and Board of Zoning Appeals Representative**
- 8. REPORT FROM PLANNING & ZONING OFFICE**
- 9. COMMENTS FROM THE CHAIRPERSON**
- 10. COMMENTS FROM BOARD MEMBERS**
- 11. PENDING ITEMS: FUTURE ACTION REQUIRED**
- 12. ADJOURNMENT**

Next Regularly Scheduled Meeting: March 7, 2023

For special accommodations, please give 24 hours notice prior to the meeting by calling Sue Stachowiak in the Planning Office at 517-483-4085 or by dialing (tty 711).

**PUBLIC HEARING – PROPOSED FUNDING ALLOCATIONS
FY2023, 7/1/2023 – 6/30/24
NOTICE OF PUBLIC HEARING**

Notice is hereby given that the City of Lansing Planning Board will hold a public hearing to solicit public input on the proposed funding allocations for the City of Lansing's FY 2023 Annual Action Plan which covers the time period July 1, 2023 – June 30, 2024.

TO: ALL LANSING CITIZENS AND ORGANIZATIONS

FROM: LANSING PLANNING BOARD

SUBJECT: PUBLIC HEARING – PROPOSED FUNDING ALLOCATIONS

PLACE: Neighborhood Empowerment Center
600 W. Maple Street
Lansing, MI 48906

TIME: 6:30 p.m.

DATE: Tuesday, February 7, 2023

PURPOSE: TO PROVIDE CITIZENS THE OPPORTUNITY TO EXAMINE AND COMMENT ON PROPOSED OBJECTIVES, GOALS AND PROJECTED USE OF COMMUNITY DEVELOPMENT FUND RESOURCES, INCLUDING THE COMMUNITY DEVELOPMENT BLOCK GRANT, HOME AND EMERGENCY SOLUTIONS GRANT PROGRAMS, TO BE INCLUDED IN THE CITY'S ANNUAL ACTION PLAN SUBMISSION FOR FY 2023 (7/1/2023- 6/30/2024)

For additional information, please contact Doris M. Witherspoon, Senior Planner at doris.witherspoon@lansingmi.gov

PLEASE NOTE – Entitlement Grant Awards for FY 2023 (July 1, 2023-June 30, 2024) have not been announced by HUD as of the date of this publication. Amounts proposed herein for FY 2023 CDBG, HOME and ESG activities are based on prior year entitlement awards. If the grant amounts HUD actually awards to the City of Lansing for CDBG, HOME and ESG are different from the amounts shown above, pro-rata adjustments will be made to the budget amounts proposed for each activity

**FUNDING ALLOCATIONS
PROGRAM ACTIVITIES AND USE OF FUNDS
ANNUAL ACTION PLAN 2023 (7/1/23– 6/30/24)
CITY OF LANSING COMMUNITY DEVELOPMENT OBJECTIVES**

The primary objective of Lansing's Housing and Community Development Program is the development of a viable community which will provide standard housing in a suitable living environment, principally to benefit low- and moderate-income persons, preserve and expand existing businesses and industries, and create an atmosphere conducive to stability in neighborhoods.

- a. Provide standard housing in a suitable living environment through rehabilitation, new construction, and improvement of the housing stock primarily in CDBG eligible neighborhoods and in specifically designated housing target areas.
- b. Provide housing counseling and assistance that will benefit low and moderate-income households.
- c. Promote home ownership for low and moderate-income households and promote deconcentrating poverty.
- d. Maintain at current levels the number of public and assisted housing units available to low and moderate-income households.
- e. Provide homeless prevention assistance, emergency shelter, street outreach and supportive human services for people with special needs, people who are homeless and those at risk of becoming homeless.
- f. Provide assistance for permanent supportive housing and human services for low- and moderate-income households with a history of chronic homelessness, including those with special needs.
- g. Promote economic opportunity for low and moderate-income individuals by facilitating economic development, providing employment opportunity, sponsoring job training, supporting business development, micro-enterprise lending and business or financial educational programs and initiatives.
- h. Promote economic development to provide jobs, business services and shopping opportunities for residents located in CDBG eligible areas.
- i. Provide community and neighborhood services, recreational opportunities and public facilities and promote neighborhood social cohesion to improve the quality of life in CDBG eligible neighborhoods.
- j. Increase security and safety in neighborhoods by supporting public safety and crime prevention initiatives, public educational programs, and citizens' awareness in CDBG eligible areas.
- k. Improve the city's transportation, public facilities, and infrastructure systems in CDBG eligible areas.

- l. Protect and improve the city's physical environment, including preventing or eliminating blight, removing lead or other safety hazards, preserving historic resources, mitigating flood hazards, promoting healthy housing, and improving energy fitness in housing occupied by low and moderate-income households.
- m. Promote fair housing objectives.
- n. Provide affordable housing and economic development that benefits low- and moderate-income people in the context of mixed-use development along transit corridors.

COMMUNITY DEVELOPMENT BLOCK GRANT

Homeowner Housing Rehabilitation

Loans and grants for rehabilitation and Emergency Repair of owner-occupied housing units through city sponsored programs, and rehabilitation in conjunction with affordable housing efforts sponsored by nonprofit housing corporations, public and private developers, and other state and federal agencies, as well as lead hazard reduction, emergency housing rehabilitation, technical assistance to nonprofit housing corporations, ADA ramps, and hazard remediation.

Proposed funding amount: \$867,026

Rental Unit Rehabilitation

Includes loans and grants for rehabilitation of rental housing units through city sponsored programs. Includes funds to meet healthy housing standards and/or lead hazard reduction regulations in rehabilitated structures.

Proposed funding amount: \$425,974

Blight Removal

Includes acquisition, maintenance and security of properties acquired through programs, and activities related to acquisition, disposition, relocation, and clearance of dilapidated and blighted structures. Funds may also be used to acquire and clear properties in the flood plain. Includes staff time associated with this activity.

Proposed funding amount: \$20,000

Public Services (limited to 15%)

Includes services for low- and moderate-income individuals such as: education, youth and senior programs, neighborhood clean-ups, community gardens, home repair classes. Services are for low- and moderate-income individuals and/or those in CDBG-eligible areas located within the Lansing city limits.

Proposed funding amount: \$ 309,923 (15% of CDBG)

Economic Development and Business Technical Assistance

Loans, technical assistance, and training to low- and moderate-income owners of and persons developing micro-enterprises within or planning to locate within the Lansing city limits. Technical assistance to individuals and for-profit businesses including workshops, technology assistance, and façade improvement loans/grants. Creation of jobs to benefit low and moderate-income city of Lansing residents.

Technical assistance to individuals and for-profit businesses including workshops, technology assistance, façade improvement loans/grants,

market analysis, business promotion, referrals for the attraction of new business and expansion of existing business within CDBG-eligible areas of Lansing.

Proposed funding amount: \$ 30,000

CDBG General Administration (limited to 20%)

Includes staff and other costs associated with preparation of required Consolidated Planning documents, environmental clearances, fair housing activities and citizen participation activities associated with the delivery of CDBG, HOME and other state and federal programs.

Includes planning and general administration costs associated with delivery of CDBG and other state and federal programs. Includes indirect administrative costs and building rent paid to the city.

Proposed funding amount: \$413,231

TOTAL CDBG = \$2,066,154

HOME

Down Payment Assistance

Funds provided to homebuyers for down payment and closing costs for purchase of a single-family home located within the Lansing city limits. Up to \$10,000 will be available as a 0% interest second mortgage for homebuyers with income at or below 80% of median income. Assistance limited to first-time homebuyers. May include staff time and/or homeownership counseling fees associated with this activity.

Proposed funding amount: \$100,000

Homeowner Housing Construction and Rehabilitation (ADR)

Includes funds for loans and grants for housing construction and rehabilitation with non-profit and for-profit developers, including CHDOs.

HOME funds allocated for housing developed in partnership with the city, including Supportive Housing Program (SHP) and Acquisition, Development and Resale (ADR) activities. Projects may include new construction and rehabilitation activities with non-profit and for-profit developers, including CHDOs. Funds may be used for staff time associated with these activities.

Proposed funding amount: \$608,808

CHDO Set-aside (15% minimum required)

Reserved for housing developed, sponsored, or owned by CHDOs in partnership with the city.

Proposed funding amount: \$ 125,529

Community Housing Development Organization (CHDO) Operating (limited to 5%)

Funds reserved at option of the City to provide operating funds to CHDO's utilizing the City's HOME funds to produce affordable housing in the community.

Proposed funding amount: \$41,843

HOME General Administration (limited to 10%)

Includes staff and general administration costs to deliver the HOME program.

Proposed funding amount: \$83,686

TOTAL HOME = \$836,866

EMERGENCY SOLUTIONS GRANT (ESG)

Street Outreach

Street Outreach activities.

Proposed funding amount: \$ 5,264

Homeless Prevention

Homeless Prevention activities.

Proposed funding amount: \$77,793

Administrative Activities (limited to 7.5%)

Funds provided to offset the cost of administering emergency solutions program.

Proposed funding amount: \$ 12,284

Homeless Management Information System (HMIS)

Funds will be provided for HMIS and comparable database costs.

Proposed funding amount: \$ 5,264

Shelter Operation

Funds provided to shelter providers to cover cost of maintenance, operations, insurance, utilities, and furnishings in shelter facilities.

Proposed funding amount: \$ 74,874

TOTAL ESG: \$175,479

SUMMARY

Forty –Ninth Year Community Development Resources

Program	Annual Action Plan
CDBG Entitlement Grant:	\$2,066,154
HOME Program Funds	\$836,866
ESG Program Funds:	\$175,479
TOTAL	\$3,078,499

Administrative, management and operation costs for the above programs include the administration, management, and operations of the eligible activities, **as well as other federal and state community development programs in which the city is now or may be participating.**

ORDINANCE NO. _____

An ordinance of the City of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Chapter 1212, to add Section 1212.01 that provides for the renaming of the City Planning Board to the “Planning Commission” pursuant to Section 11 of the Michigan Planning Enabling Act, being MCL 125.3811.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 1212 of the Code of Ordinances of the City of Lansing, Michigan be and is hereby amended to add Section 1212.01, to read as follows:

CHAPTER 1212

1212.01. Pursuant to the Michigan Planning Enabling Act, 2011 PA 31, et seq. and specifically Section 11 of said act, being MCL 125.3811, the City of Lansing planning board shall now officially be named the “planning commission.” All reference to the planning board in the City charter, ordinances, resolutions, regulations and all other documents and instruments shall hereafter refer to and be synonymous with the planning commission name and the planning commission shall have and retain all the powers and duties of the planning board under all City and State laws.

Section 2. If any portion of this Ordinance is held invalid for any reason, that holding will not affect the validity of the remaining portions of this Ordinance, which will continue in full force and effect.

Section 3. Any ordinances in conflict with this Ordinance are repealed, but only to the extent necessary to give this Ordinance full force and effect.

1 Section 4. This ordinance shall take effect on the 30th day after enactment, unless given
2 immediate effect by City Council and shall expire December 31, 2031.



Andy Schor
Mayor

LANSING PLANNING BOARD
Regular Meeting
December 6, 2022 – 6:30 p.m
Neighborhood Empowerment Center
600 W Maple Street, Lansing, MI

MINUTES – DRAFT

1. OPENING SESSION

Mr. Morgan called the meeting to order at 6:33 p.m.

- a. Present: Katie Alexander, Farhan Bhatti, Tony Cox, Monte Jackson, Thomas Morgan
- b. Absent: Josh Hovey (excused), John Ruge
- c. Staff: Barb Kimmel, Doris Witherspoon, Andy Fedewa

2. APPROVAL OF AGENDA – The agenda was approved by unanimous consent

3. COMMUNICATIONS

- Letter from Rawley Van Fossen, Executive Director, Capital Area Housing Partnership, in support of CDBG, HOME, ESG federal funds for fiscal year 2023

4. PUBLIC HEARINGS

- a. **FY 2023 Annual Action Plan, Citywide Needs Hearing** – CDBG, HOME, ESG Resources.

Ms. Witherspoon stated that the purpose of the public hearing is to receive input on community needs for the Community Annual Action Plan. She said that the amount of the appropriations that the City will be receiving for fiscal year 2023 - 2024 are estimated to be the same as last year, but exact numbers are not available at this time. As with previous years, the City of Lansing will proceed with the Action Plan process/schedule and plan based on the previous year's allocations and adjust accordingly once the actual allocations are received. She said that the budget projections are subject to pro-rata adjustments based on the actual amounts awarded to the City of Lansing by the Department of Housing and Urban Development.

Ms. Witherspoon stated that CDBG funds can be used to fund housing rehabilitation, public service programs, and economic development that benefits persons of low to moderate income. She said that the HOME program provides down payment assistance for home buyers as well as funding for new housing and housing rehabilitation. ESG eligible activities include rapid re-housing, homelessness prevention, street outreach and emergency shelter operations.

Mr. Morgan opened the public hearing.

Rebecca Kasen, Women's Center, spoke on the services the Women's Center provides and suggested that the City allocate funds to more organizations than just those that are religion-based. Ms. Kasen stated many of their clients and other persons across the City either do not identify with a religion or have been discriminated against by a religious shelter.

Carl Tielking, OneDay Industries, spoke on the need for 'tiny house' developments for rapid rehousing of homeless persons and requested changes to the zoning ordinance.

Dr. Charla Burnett, Michigan State University, spoke on the Emoja Houses, using short-term rentals as a form of safe, temporary housing, for those who may not use the established shelters. Dr. Burnett seconded previous comments about the need for funds to go to non-religious organizations and organizations that assist LGBTQ+ persons.

Seeing no one else wishing to speak, Mr. Morgan closed the public hearing.

5. COMMENTS FROM THE AUDIENCE – None

6. RECESS – Not taken

7. BUSINESS

A. Consent Items

(1) Minutes for approval: November 10, 2022

The minutes from the November 10, 2022 Planning Board meeting were approved without objection.

(2) 2023 Planning Board Meeting Schedule

The 2023 Planning Board Schedule was approved without objection.

B. Old Business – None

C. New Business – None

8. REPORT FROM PLANNING MANAGER

Mr. Fedewa informed board members that Ms. Cerna's term expired June 30th and that she did not seek reappointment. Staff has extended a thank you to Ms. Cerna for her service.

9. COMMENTS FROM THE CHAIRPERSON – None

10. COMMENTS FROM BOARD MEMBERS

Mr. Morgan informed the board members that he has been in discussion with the Office of the City Attorney to have the Planning Board renamed to the Planning Commission, consistent with and as required by the Michigan Planning Enabling Act. He stated that the City Council has introduced a resolution to make this change.

Dr. Bhatti thanked those who made comments about their organizations or the needs of those in the community and stated that he works daily with clients that experience homelessness, hardships with the religious organizations, and other challenges in finding safe, quality, affordable housing.

11. PENDING ITEMS: FUTURE ACTION REQUIRED – None

12. ADJOURNMENT – The meeting was adjourned at 6:54 p.m.