



Ad Hoc Affordable Housing Committee

AGENDA

CITY OF PLYMOUTH, WISCONSIN

January 10, 2024 6:00 PM

Room 302 – Council Chambers

128 Smith St.

Plymouth, WI 53073

Members Present:

___ Mayor Pohlman
___ John Nelson
___ Greg Hildebrand
___ Jeremy Schellin
___ Brian Doudna
___ Derrick Hermann
___ Kristine Hartmann

Staff:

___ Tim Blakeslee

Other:

Call to order and roll call.

1. Approval of minutes from 11-1-23
2. Review of Draft Community Housing Priorities and Committee Next Steps
3. Communications – Letters, emails, or reports related to the Committee
4. Adjourn

It is likely a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City of Plymouth ADA Coordinator Leah Federwisch, located in the Plymouth Utilities office at 900 County Road PP, Plymouth, WI or call 920-893-3853.

**CITY OF PLYMOUTH, WISCONSIN
WEDNESDAY, NOVEMBER 1 2023 AD HOC AFFORDABLE HOUSING COMMITTEE
128 SMITH ST. PLYMOUTH, WI 53073**

UNOFFICIAL MINUTES

1. **Call to order and roll call:** Mayor Donald Pohlman called the meeting to order at 6:00 PM. On call of the roll, the following were present: John Nelson, Jeremy Schellin, Derrick Hermann, Greg Hildebrand, Kristine Hartmann, Also present were: City Administrator/Utilities Manager Tim Blakeslee
2. **Approval of minutes from 11-1-23:** Motion was made by Hartmann/Hermann to approve the minutes. A unanimous aye vote was cast 6-0. Motion was carried.
3. **Discussion with League of Wisconsin Municipalities Executive Director Jerry Deschane:** Jerry Deschane with the League provided a summary of the five bills passed at the state level to improve opportunities/funding for housing throughout the state. There was discussion on which laws are developer focused only and which items are both developer and city focused. Highlighted the increased opportunities for low interest loans to developers. Discussion on BCPL loan program.
4. **Discussion regarding TID#4 and Future Housing Program Discussion:** Blakeslee introduced the topic. Committee Member Schellin provided a summary of from his perspective that committee should focus on something larger scale and more encompassing than just one project if possible. Nelson mentioned using \$300,000 for energy efficiency. General discussion on priorities. Discussion that the group needs to begin narrowing priorities and the next meeting should be used to do that.
5. **Adjourn:** Motion was made by Nelson/Schellin to adjourn the meeting. A unanimous aye vote was cast 6-0. Motion was carried.



DATE: January 8, 2024

TO: Ad-Hoc Affordable Housing Committee

FROM: Tim Blakeslee, City Administrator/Utilities Manager

RE: **Review of Draft Community Housing Priorities and Committee Next Steps**

Background:

Over the past 8 months the Ad-Hoc Affordable Housing Committee collected information regarding the needs, opportunities, and challenges of housing in Plymouth. At the last meeting, Staff was directed to begin developing a draft priority list for committee consideration. The following is a draft list of community housing priorities for the Committee to review and present to Council. It includes a proposed zoning code addition, RFP issuance, and items requiring some consultant support. It is designed to address the immediate and future housing needs of our community. This list is just intended to be a starting point and can be updated or modified by the committee.

Overall Mission: To Increasing the availability of all housing stock in Plymouth.

I. High-Density Residential Zoning District Adoption

Propose adopting a High-Density Residential Zoning District to address the growing housing needs in our community. This district will permit the construction of buildings with 26 units each, maintaining a density of 10 units per acre. The goal of this zoning strategy is to increase housing availability while optimizing land resources efficiently.

Timeline Recommendation – Immediate change

II. City RFP for Housing Development - 67 Curve Parcel/s

The southwest portions of the City, specifically the Highway 67 Curve parcel/s, offer an opportunity for housing development. We recommend issuing a Request for Proposals (RFP) to attract qualified developers for this project. This process will stimulate competitive bids, ensuring a thoughtful and community-centric development plan.

Timeline Recommendation – Implementation within one year

III. Consultant Support

To facilitate the successful implementation of the community housing plan, we propose engaging a consultant for the following:

1. Potential Future Housing Locations/Zoning Designations:
 - a. Identify areas suitable for future housing developments.
 - b. Propose corresponding zoning designations for optimal land use.

2. Needed Infrastructure Upgrades:
 - a. Identify necessary infrastructure upgrades for potential future housing developments (includes Kapur study).
 - b. Integrate identified upgrades into the overall plan.
3. Creation of TID Program and Guidelines for Incentives (Similar to Forward Fund):
 - a. Establish a Revolving Loan and Grant Program for Larger Projects.
 - i. Allocate the ~\$2.3 million from the Tax Increment District (TID) for housing development.
 1. -75% is required to be used affordable for housing ~\$1.75 million. Allocate \$250,000 of this for targeted energy efficiency initiatives.
 2. -25% for general housing development ~525,000 (i.e. Potential infrastructure needs required for Highway 67 Curve development)
 - b. Investigate a model similar to the Forward Fund or integrate with it to obtain commitments or donations from larger businesses. Develop utilization plan of these funds based on additional funding commitments or donations. Sample proposal:
 1. 60% General Housing
 2. 20% Workforce Housing
 3. 20% Senior Housing
 - c. Discussion with smaller ongoing donors to contribute (e.g., St. Vinny's already expressed interest) to supplement the community housing fund.

Timeline Recommendation – Implementation by mid-2025

Recommendation: Discuss and provide direction to City Staff as needed.