



Town of Apex Housing Advisory Board (HAB)

Special Meeting Minutes

June 1, 2023 @ 2:30 PM

Apex Town Hall

Meeting Purpose

The main purposes of this meeting were to:

- (1) Welcome and Approval of the March 7, 2023 Regular Meeting minutes,
- (2) Review and Discuss the Draft Affordable Housing Incentive Zoning Policy.

Board Member Attendance:

1. Audra Killingsworth (Non-Voting) – Present
2. Tina Sherman (Non-Voting) – Not Present
3. Philip J. Welch, Jr., Chair (Voting) – Present
4. Rhett Fussell, Vice Chair (Voting) – Present
5. Valeria Cesanelli (Voting) – Not Present
6. Paul Kane (Voting) – Present
7. Seth Friedman (Voting) – Present
8. Jacob Rogers (Voting) – Not Present
9. Martha L. Rodgers (Voting) – Present

Town of Apex Staff (and Others) Present:

1. Demetria John, Assistant Town Manager (Town of Apex)
2. Allen Coleman, Town Clerk (Town of Apex)
3. Dianne Khin, Planning Director (Town of Apex Planning)
4. Shannon Cox, Long Range Planning Manager (Town of Apex Planning)
5. Michael Linsenmeyer, Senior Housing Specialist (Town of Apex Community Development and Neighborhood Connections)
6. Aaron K. Sorrell, Principal and Owner (Community Planning Insights)

Item #1: Welcome and Approval of Meeting Minutes

Summary:

- Chair Welch brought the meeting to order, and suggested removing Approval of the March 7th, 2023 Regular Meeting minutes from the agenda, and postponing the agenda item until the June 16, 2023 Regular Meeting.
- Welch asked those joining virtually to identify themselves and those present in the room to introduce themselves.

Outcome:

- Meeting minutes from the March 7, 2023 Regular Meeting will be voted on at the June 16, 2023 HAB meeting.



Item #2: Review and Discussion of the Draft Affordable Housing Incentive Zoning Policy

Summary:

- Chair Welch introduced the agenda item to the Board.
- Welch asked Aaron Sorrell to provide a high-level presentation of the Draft Policy.

Discussion:

- Sorrell provided an overview of the Policy edits, which were a result of the March 7, 2023 Regular Meeting discussion.
- Based on the March 7, 2023 HAB discussion, Sorrell updated the following:
 - 1) AMI thresholds and affordability terms,
 - 2) Financial incentives based on State Statutes,
 - 3) Appendix B (maximum sales price calculation)
 - AMI household threshold set to a 1:1 ratio to bedrooms
 - Sales price calculation for ownership units should be set using a 10% reduction factor below the AMI income limit (example provided in slideshow).
- Freidman asked for clarification on the 10% reduction factor in the sales price calculation. Fussell, pointed out there is no description/call out in the Policy document regarding the 10% reduction factor in sale price calculation. Sorrell went over the “Initial Sales Price” example for an 80% AMI household located in the Policy draft. Kane mentioned there is a need for market considerations to be considered due to the fact that this policy is an “incentive” policy rather than an “inclusionary” policy, which is unlawful in the State of North Carolina. Kane expressed concern for building costs/final sales prices changing during the development/construction of the units, which he stated undermines the “incentive” factor. Kane and Sorrell discussed the Affordable Housing Initial Sales Price Percentage Below Market-Rate Initial Sales Price (Min. 10%) in Table 4 of the Policy. Friedman raised the point of whether or not the incentives in the policy make the process worth while for the home builder. Fussell raised the point of needing guidance in the policy for staff to help understand and demonstrate how the policy will work to the developer. Khin and Linsenmeyer provided an explanation to the HAB of how the policy is working prior to adoption, in terms of getting affordable housing units committed through the rezoning and planned unit development review process. The HAB then continued to discuss the policy draft, Sorrell’s recommendations, previous versions/language, other items the HAB would like to see added to the draft.

Additional Discussion and Next Steps:

- Aaron Sorrell would provide the discussed changes to the Policy draft, it would then be subsequently distributed to the HAB for review prior to the June 16, 2023 Regular Meeting. Staff will present the Policy draft to the Planning Board on June 12th, and present any feedback from them back to the HAB by June 16th.

Motion to Adjourn Meeting:

First Motion: Vice-Chair Fussell

Second Motion: Friedman



End of Meeting