

City of Oxford Housing Advisory Commission
Minutes of the April 15, 2019 Meeting
Oxford Municipal Building – First Floor Conference Room

HAC members in attendance: Sherry Lind, David Prytherch, Shana Rosenberg, Steven Schnabl, and Scott Straker.

Staff members in attendance: Sam Perry

Meeting was called to order at 1:32 pm.

Scott moved to approve the agenda, seconded by Shana. Approval was unanimous. None opposed.

Scott moved approval of the March 18, 2019 minutes, seconded by Shana. There was discussion about how to record individual votes (minority votes will be recorded by name). Sherry also recommended deletion of redundant language about staff presence. Unanimous vote for approval.

Sam presented the results of an informal survey of planners via the Ohio planners listserv on how various advisory boards/commissions provide input into formal planning processes (e.g. subdivisions, planned developments). Responses from five cities/counties revealed a variety of ways different municipalities handle this. They raised issues of enabling language, training of committees, etc. An important theme is the need for clear procedures and expectations. This can be done, but would need to be developed formally. There was discussion about how best the HAC can contribute to the decision-making process, whether that's by providing input into the review process, or by developing regulations that can be administered by staff or/or relevant boards. Sam reviewed the mission of the HAC, which includes annual reporting. There was consensus among the Commission that further information would be beneficial (e.g. decision-making tree) before making a final recommendation. The Commission asked that staff send out the latest annual report so they are aware of past practice in terms of how HAC can be helpful to Council and/or if adjustments need to be made.

The Commission discussed future guest speakers. Staff is continuing to work with potential speakers from regional housing agencies.

Staff provided an update on the cottage community project. Sam reported geographical analysis confirmed the Hester Rd. property remains a good location, but there are still issues of site control/property acquisition. The zoning would permit the development, Serve City could administer the property, and there is County support for an Oxford site. But there is a gap between offering price and market value. If the gap can't be addressed, the project may likely not happen this year.

Sam provided information about potential small-scale consultant work which might shed additional light/data on housing affordability in Oxford. Mindy Muller of Community

Development Professionals has the skills to better inform the Commission on low- to moderate-income housing currently in Oxford, which complexes serve this population, where this housing is distributed, what the rents are, etc. A scope of work will be developed and distributed to the Commission, perhaps in May.

Shana moved to recommend to Council that approximately \$1000 of the Housing Trust Fund be spent to support this small-scale consulting work, Steve seconded, all voted in favor. None were opposed.

Steve mentioned that there may be AARP funding for age-friendly communities that could support this kind of work.

David raised the issue of the City-owned 47-acre parcel and how the HAC might help articulate goals for the redevelopment of the site and perhaps kick into gear the process of developing the site (e.g. RFP). While the HAC cannot and would not want to lay out the site per se, it could help establish goals. Sam noted that public private partnerships may be a model for thinking about how to approach the site. It could be the perfect candidate for a charrette exercise. Shana asked that historical information about previous plans that Alan collected be shared with the Commission.

Scott moved to adjourn at 2:40 pm, Sherry seconded, all voted in favor. None opposed.