



**Town of Shelter Island
Community Housing Board
July 27, 2009
Minutes**

Members Present: Co-Chair Hoot Sherman, Co-Chair Healey, Bruce Saul, Richard Zaun, Mike Bebon, Town Liaison: Christine Lewis

Members Excused: Town Liaison: Glenn Waddington

Opened meeting at 7:00 PM

Minutes from May 26, 2009 and June 29, 2009 were approved.

New Business:

Potential Floating Zone Proposal:

Sean McLean introduced himself and stated that he and his wife own Shelter Island Gardens which is a nursery located on a 4-acre parcel on St. Mary's Road. The property cannot be subdivided. The southern 2 acres that front on St. Mary's Road are protected by a conservation easement. Mr. McLean stated that he would like to propose a 20-unit community housing project on the rear portion of the northern 2 acres. All units would be for sale to eligible candidates. He stated that the County, SCHD, and the LI Housing Partnership have all been supportive during initial conversations.

Mr. McLean stated that he has experience in developing community housing on Long Island and has worked with the County and the LI Housing Partnership on these projects. Mr. McLean indicated that while he has not yet developed the specific site plan and layouts for the proposed structure(s) and ancillary features such as parking and landscaping, he believes his concept for the proposed project would fit well with the community. Mr. McLean stated that the build able area permitted on the property is 48,000 square feet and the proposed project would be approximately 24,000 square feet (20 units x 1,200 square feet per unit) which is roughly half the allowable space. Mr. McLean displayed renderings which had been developed for other projects he has worked on that illustrate his concept for the buildings. He also displayed conceptual one and two bedroom floor plans, which would be mostly one story buildings and possibly a few two story buildings.

Mr. McLean stated that there would be no negative impact to the road frontage or the PLT conservation easement and indicated that he would like to see the acreage covered by the easement leased to a winery or similar enterprise for an attractive agricultural use that would be visible on St. Mary's Road. He stated that the existing garden center building is not part of the proposed project. Mr. McLean stated that he would not request that the Town remove the easement but suggested that if the Town Board were in favor of

this project he believes they could add a covenant that would allow community housing and community use of the existing structures.

In response to questions from the Board, Mr. McLean provided the following information:

Selling prices would be established by the LI Housing Partnership, not the developer, but based on experience would be in the \$190,000 - \$280,000 range. Owner occupancy would be a requirement and the LI Housing Partnership would be the entity that determines eligibility and conducts a lottery, if needed. He has not considered reserving any units for rental and believes that demand is sufficient to support sale of 20 units. Mr. McLean also has not calculated the maximum number of units required to make the project financially viable.

Mr. McLean stated that the SCHED has been receptive in exploring the acreage averaging for septic and water rights for all the units, and the County does have affordable housing transfer rights for septic systems that would be available. He stated that he has started to explore sewer treatment options rather than septic to see if the SCHED would be receptive to this. Mr. McLean opined that if the Town Board is in support of this project, he believes the County, indicated by their verbal support, will fast track this project and move forward quickly.

Mr. McLean stated that the Town of SI does not have parking space requirements, but usually one and one half parking spaces are required per unit. He stated that there would be room for two parking spaces per unit and room for adequate landscaping and screening designs.

At the conclusion, Co-Chair Healey suggested that if Mr. McLean is interested in moving forward, he would need to begin the pre-application submission process, submit that to the CHB and then the CHB will meet within 30 days to make a recommendation to the Town Board. Mr. McLean was referred to the Community Housing Law in the Town Code which describes the process for making a Community Housing Floating Zone application. The pre-application to the CHB is the beginning of a lengthy process that involves the Town Board, potentially the Planning Board, and mandatory public hearings. Mr. McLean acknowledged that he understands the interfaces that are required and will review the specific application requirements of the law.

Old Business:

LI Housing Partnership Workshop on Employer Assisted Housing Program:

Co-Chair Healey reminded Mr. McLean as President of the SI Chamber of Commerce that the CHB is interested in co-sponsoring a workshop with the Chamber on this program. Under the program an employer agrees to provide a contribution toward an employee's down payment on a home and the LIHP through grants will match the contribution 3 to 1, providing an employee with up to \$30,000 for a down payment. This

helps business owners to retain and recruit employees and can be tailored by the employer to suit its needs. Mr. McLean stated that the Chamber Board will be meeting in two weeks and he will make this suggestion to them. A workshop could be scheduled in the fall.

SIHOP Interface:

Co-Chair Sherman reported that he and Co-Chair Healey met with the SIHOP Chairwoman Patricia Shillingburg to discuss how SIHOP could interface with the CHB, in mutually beneficial ways. Ms. Shillingburg reported that SIHOP is a Community Trust, a 501(c) (3) non-profit organization and as such contributions made to SIHOP are tax deductible. SIHOP could engage in fund raising for a variety of community housing uses, such as loans or grants to homeowners who need to make improvements to qualify for a Special Community Housing License.

Co-Chair Sherman further reported that Ms. Shillingburg and Mr. Allan Krauss are the only two remaining active Board members. They are both willing to serve to the best of their abilities or to step aside in favor of a new Board. The CHB and Chairwoman Shillingburg agreed that a new board of seven members, which may or may not include the current two members, is desirable. The CHB made suggestions of possible members and agreed to submit a list of potential candidates for consideration within the next week or so. Ms. Shillingburg volunteered Mr. Shillingburg to help with the legal aspects of forming the new SIHOP Board.

Advertisement:

The CHB agreed that the time to advertise is now, but disagreed on the content of the advertisement and decided to table this issue until the next meeting.

Potential Community Housing License:

Co-Chair Sherman reported that he attempted to contact Mr. Sieni, with no response. He indicated that he will follow up with this possible applicant and request that he submit a formal application for a Special Community Housing License if he wants to pursue this option.

New Business:

Peconic Community Council Grant Application:

Co-Chair Sherman reported that the five East End Towns, including the Town of Shelter Island, passed resolutions to obtain a grant to assist people who may potentially lose their homes and prevent homelessness. He stated that the five East End Towns will be granted \$500,000 to help people in this situation get back on their feet.

Community Housing Board Webpage:

Member Zaun indicated that he would attempt to put together the necessary links to create a CHB webpage.

Meeting Adjourned 8:55 PM

Respectfully Submitted,
Danielle LiCausi
Clerk to the Committees & Boards

