



**Town of Shelter Island
Community Housing Board Special Meeting
May 23, 2016**

Minutes

Members Present: Co-Chair Mary Faith Westervelt, Bruce Saul, Richard Zaun, Michael Bebon, Town Liaison Councilwoman Lewis

Members Excused: Co-Chair Sherman

Open meeting at 7:00 PM

January 25, 2016 Minutes and April 25, 2016 Minutes were approved 4-0-1 (Co-Chair Sherman - Absent)

Community Housing Floating Zone Pre-Application Submission

**DJTM Enterprises, LLC
Janalyn Travis-Messer, Member
146 North Ferry Road
0700-7-4-65**

The Board reviewed a draft letter to the Town Board memorializing its recommendation on the application as voted at the April 25, 2016 meeting. It was accepted with one minor change and will be submitted to the Town Board.

Special Community Housing License Application:

**Lafferty –Lowe
10 Great Circle Drive
PO Box 1291
Shelter Island Heights, NY 11965**

A new application was received and circulated to the Board prior to the meeting. Co-Chair Westervelt indicated that the Board could not take action on the application at this time because the property owners have been cited for a Town Code violation in that the proposed rental unit does not have a Certificate of Occupancy as a habitable structure. Attorney Patricia Quigley, who represents the applicants, requested that the Board review the application and provide a determination as to whether it would be willing to grant a License subject to resolution of the Certificate of Occupancy issue. She stated that the property owners have determined that they will need to make a significant investment in the structure to bring it into Building Code compliance and are willing to do so provided that they would otherwise be eligible for a Community Housing License. The Board

agreed to consider the application with the understanding that a valid Certificate of Occupancy will be required.

Co-Chair Westervelt stated that some Shelter Island property owners have expressed informal interest in the Special Community Housing Licensing Program and may be submitting applications in the near future.

Update Income and Rental Limits

The Board reviewed the HUD 2016 income limits and agreed to adopt them at the 120% Limit as follows:

<u>Persons in Family</u>	<u>Maximum Income</u>
1	\$ 89,250
2	\$102,000
3	\$114,700
4	\$127,450
5	\$137,650
6	\$147,850
7	\$158,050
8	\$168,250

These income limits were approved 4-0-1 (Co-Chair Sherman - Absent)

The Board then reviewed the HUD 2016 Fair Market Rents. Co-Chair Westervelt stated that these were in line with the rent limits East Hampton and Southold Towns have adopted for their community housing programs. These are as follows:

<u>Unit Type</u>	<u>Maximum Rent</u>
Efficiency	\$1,003
One Bedroom	\$1,324
Two Bedroom	\$1,608
Three Bedroom	\$2,089
Four Bedroom	\$2,350

These rental limits were approved 4-0-1 (Co-Chair Sherman - Absent)

The Board reviewed the Community Housing Registry Application and the Special Community Housing License Application and agreed that the forms are correct subject to updating the income and rental limits in accordance with the above. The Board requested the clerk to update these forms accordingly.

Housing Registry

The Board reviewed the response from its advertisement in the *Shelter Island Reporter* seeking applicants. Only one new registry application was submitted. An audience member indicated that she had submitted an application but the Board does not have a record of it. The audience member indicated that she would resubmit it.

The CHB agreed to place another advertisement in the *Shelter Island Reporter* in a few weeks, seeking applicants for the Housing Registry. Member Saul agreed to take this action item.

Meeting Adjourned 8:10 PM

Respectfully Submitted,

Jeanette Flynn
Clerk to the Committees & Boards