

WARREN COUNTY  MUNICIPAL CENTER

LAKE GEORGE, NEW YORK 12846

PLANNING & COMMUNITY DEVELOPMENT
DEPARTMENT

Telephone: (518) 761-6410

Planning and Community Development
Committee Meeting Agenda
October 21, 2019

Committee Members: MCDEVITT, Beaty, Leggett, Braymer, Strough, Hogan, Magowan, Simpson, Wild

I. Committee meeting called to order by Chairman

II. Motion to approve minutes of prior Committee meeting

III. Committee Actions Requested:

- Resolution to request Senator Little to propose legislation to NYSDOS to include Brant Lake as part of intercoastal waterway system

IV. Information for Discussion/Review:

- Presentation of new Warren County History Mapper
- Presentation of new Posters and Maps for the Lake George Visitors' Center, and discussion about potential sales of posters
- Discussion of Census 2020 Complete Count Committee

V. Privilege of the floor to discuss any additional items to come before the Committee

VI. Motion to adjourn

Attachments:

- Resolution request form #20 – Amend Legislation

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Planning and Community Development

DATE: October 2019

- (a) Purpose of Request: Amend Legislation

- (b) Details: Urging senator Elizabeth O'C. Little to propose legislation to the New York State Department of State to include Brant Lake as part of the intercoastal waterway system

- (c) Previous Resolution Number: 84/2010 and 388/2012

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: N/A

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Memorandum

To: Economic Growth and Development Committee

From: Warren County Planning and Community Development Department (Wayne LaMothe, Patricia Tatich)

Date: October 21, 2019

Re: Understanding the Issues Impacting Housing Supply and Affordability in the Rural Communities of Warren County, & Defining the Need and Market Demand for Developing New Affordable Housing

We have reason to believe the lack of available, affordable housing is negatively impacting Warren County communities- particularly the rural towns. This includes permanent housing and temporary housing for seasonal workers. Warren County EDC convened a meeting of Town Supervisors and other local agency representatives this past spring to discuss issues concerning the supply of affordable housing and its impact on our communities, including employers and local businesses. A representative from NYS Homes and Community Renewal agency (NYS HCR) attended the meeting to provide information on state housing programs that provide financing for the development of new housing.

The results of that meeting informed the participants that the County or EDC needed to conduct a study to accurately determine the housing needs. The participants agreed that the Planning Department may have data and or be in the best position to collect data, that could provide a preliminary understanding of affordable housing need, and that information could help inform a more comprehensive market demand analysis that was recommended by the state official. The comprehensive market demand analysis would be undertaken to identify very specific needs, including existing supply, occupancy levels, wait lists, the type and number of new units needed, cost data, and price ranges that would be affordable to current residents. It was agreed that such a market study, and community wide planning effort, could greatly enhance a future project, should the statistical data confirm high need, as the group assumed. It was recommended that if EDC or the County were to engage a professional firm to conduct a Market Study, that such a firm be on the State's approved list of such firms to enhance any future funding that might be pursued.

A project scope was developed to include specific tasks that will result in a more complete understanding of the housing issues by area and include the collection of the most current and available demographic and housing data. It was determined these initial tasks would be completed internally by County Planning Staff in consultation with Town Officials and the Warren County EDC. The Market Demand Study would be completed by a private analyst company that was on the approved list of qualified firms for NYS HCR. It is anticipated that the Market Study may be made available to qualified developers interested in creating affordable housing in Warren County.

The work to be completed will occur over a 9-month period and require financial support, in addition to the in-kind services provided by County Planning Staff. Available Information concerning similar market studies for projects involving NYS HCR funding suggests that a County-wide study involving multiple project locations could cost up to \$20,000. Current information indicates that funding for this project would be available through the Warren County LDC and the Warren County EDC. Executed Memorandums of Agreement, approved by the County Attorney, will be in place and approved by the Board of Supervisors and the Boards of both the Warren County LDC and EDC before any work would be initiated. It is our understanding that the Warren County EDC Board is fully committed to this project.

The following attachments describe the scope of the project - including details of the tasks involved. Additional items may be added upon further review by the participating organizations involved in the agreement.

PROJECT: Understanding the Issues Impacting Housing Supply and Affordability in the Rural Communities of Warren County, and Defining the Need and Market Demand for Developing New Affordable Housing

TIMELINE: December 2019 to August 2020

SCOPE: This project scope summarizes the work to be completed by August 2020. Sections A and B are to be completed internally by the planning staff at the Warren County Planning Department in consultation with EDC and Town officials. It is anticipated that Section C will be completed by an outside market analyst firm, to be arranged by Warren County in collaboration with EDC.

A. Understanding the “Up-County” Communities, Housing Issues and Programs

- 1.) Identify and describe the rural communities to be analyzed outside of Glens Falls and Queensbury. Collect recent studies/reports completed for Glens Falls and Queensbury.
- 2.) Group together the communities that have similar characteristics relating to economies, tourism and geographic proximity. (e.g. Lake George Towns, Northern Hudson River Towns, Southern Hudson River Towns, and the Gateway Towns).
- 3.) Identify key Town Hamlets that provide core services and employment opportunities, contain single and multi-family housing as well as mixed use development.
- 4.) Assemble the most current demographic and housing data with information that focuses on single-family homes, mobile homes (including mobile home parks), multi-family housing and seasonal residences. Include special residential facilities such as nursing homes, assisted living, special needs housing, family housing and adult care residential facilities.
- 5.) Describe the condition of existing housing from information provided by local officials, fire departments and the County Department of Building Code Enforcement.
- 6.) Identify existing affordable housing projects (multi-family) including information about ownership and property management, occupancy levels, rents, income restrictions, government oversight, and supportive services if any. Identify nonprofit housing organizations that provide services including property management in Warren County.

B. Understanding and Identifying the Housing Need of Homeowners

- 1.) Determine the methodology necessary to collect information that correctly describes existing housing problems experienced by homeowners that are low income elderly, handicapped, family and single parent households. Quantify the

amount of resources necessary to improve them to standards consistent with state building code criteria.

- 2.) Document and describe issues that impact the long-term sustainability of existing single-family homes, including limits to household income for essential repairs, lack of year-round employment, etc.
- 3.) Evaluate how state and federal housing resources and their program requirements impact housing assistance in rural communities. Track funding awards over the last five years for key housing programs to learn the level of funding awarded to projects and programs in Warren County compared to other counties in New York State. Consider the impact of limits on housing program funding, and program criteria that impact unit size, project cost and other factors.
- 4.) Identify and evaluate the capacity of various public and non-profit organizations to undertake housing assistance programs in Warren County.

C. Identifying and Meeting the Market Demand for New Housing

- 1.) Determine the most appropriate process for obtaining reliable information that accurately describes and quantifies the market demand for new housing within the communities and is consistent with criteria established by the Housing Development Office of the NYS Office of Housing and Community Renewal.
- 2.) Describe the demand for various types of new housing (single family, multi-family development and seasonal/temporary housing) as determined by growth in the regional economy – yet specific to the needs of each rural community.
- 3.) Quantify the type and number of new units that can accommodate the market demand in the rural communities based on current standardized industry modeling (e.g. gravity model).
- 4.) Determine the number of new seasonal or temporary housing units that are required to meet local employer workforce housing needs within resort and tourism communities.
- 5.) Identify the most practical and successful methods for financing new affordable single family and multi-family housing development in rural communities.
- 6.) Identify impediments to financing new single family and multi-family development.

CONCLUSION: Share reports and information compiled as part of this project scope with key County and Town officials, Departments, and EDC, and work together collaboratively to develop strategies to respond to the identified needs. If supported by the market demand, identify external partners that might help to create new affordable housing, or improve existing housing conditions.