



CITY COUNCIL Agenda Item #19-069

Date: February 27, 2019

Consent Discussion

SUBJECT: Montpelier Accessory Dwelling Unit (ADU) Program Resolution to Apply for CDBG funding

SUBMITTING DEPARTMENT: Department of Planning and Community Development

RECOMMENDED ACTION: Receive a presentation from Tyler Maas of Vermont State Housing Authority (VSHA) regarding the development of a pilot program for ADU's in Montpelier.

RELATED COUNCIL GOAL/PRIOR ACTION: Inclusive, Equitable and Welcoming Community; Community Prosperity; Thoughtfully Planned Built Environment

EXPENDITURE REQUIRED: \$50,000

SOURCE OF FUNDS: Reorganized Community Development Revolving Loan Funds (Housing RLF)

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: This proposal is for the development and implementation of a two year pilot Accessory Dwelling Unit Program (ADUP) in Montpelier, Vermont. ADUP aims to assist with the building and initial leasing of an Accessory Dwelling Unit (ADU), including help with pre-construction design and securing of finances, contractor procurement and project management, and finally, tenant selection and lease up procedures. This program will work with local and statewide partners for additional funding, in-kind resources, tenant selection, and construction coordination. This program will aim to serve low income seniors and at risk youth, but will also have open eligibility enrolment. Final tenant selection will be decided by the homeowner who will also be eligible for up to \$30,000 in grant and loan funds.

SUPPORTING DOCUMENTS: Resolution to Apply for CDBG Funding/ Presentation and Proposal Materials

INTERESTED PARTIES: City Council, Department of Planning and Community Development, housing Task Force, Montpelier Development Corporation

CITY MANAGER'S APPROVAL:

A handwritten signature in black ink, appearing to read "W. Hoffman".

RESOLUTION FOR VCDP GRANT APPLICATION AUTHORITY

Single Applicant

WHEREAS, the City of Montpelier (hereinafter "Applicant") is applying for a Grant under the Vermont Community Development Program; and

WHEREAS, it is necessary that an application be made and agreements be entered into with the State of Vermont.

Now, THEREFORE, BE IT RESOLVED as follows:

1. that Applicant possesses the legal authority as defined in the State Act [10 VSA §683(8)] to apply for the grant and to administer the program; and
2. that Applicant apply for a grant under the terms and conditions of said program and agree hereby to enter into Certifications and Assurances there of; and
3. the Applicant has a duly adopted and current Municipal Plan December 20, 2017 (Date Adopted) and that the project is consistent with said plan; and
4. the Applicant has received documentation from the Regional Planning Commission that the project is consistent with the "Regional Plan; and
5. that Kevin S. Casey is hereby authorized to be Contact Person and as such to provide, on behalf of Applicant, all documents and information necessary for the completion of said application and to provide such coordination as may be necessary for said application; and
6. that (Name) William J. Fraser Title City Manager who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Authorizing Official (AO) for the Grants Management On-line System, Intelligrants; and
7. that it is understood that, if the application is funded, the receipt of VCDP funds, as federal funds passed through the State of Vermont, may require that an audit of the Applicant be conducted under the provisions of the Single Audit Act, as amended, and that VCDP funds may be used to fund only a limited portion of the audit cost.

Passed this 27th day of February 2019

Montpelier City Council

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The above resolution is a true and correct copy of the resolution as adopted at a meeting of the Legislative Body held on the day of February 27th and duly filed in my office.

IN WITNESS WHEREOF, I hereunto set my hand this _____, _____

Clerk