



Livingston Urban Renewal Agency Meeting Agenda

The regular meeting of the Livingston Urban Renewal Agency Meeting Committee has been scheduled for November 28, 2023 at 4:30 PM in Community Room, City/County Complex, and Zoom. This meeting will be facilitated by Chair Allison Vicenzi.

<https://us02web.zoom.us/j/83259123388?pwd=VGJoak13WIR3RVBQTFJMT3dScGRLUT09>

Meeting ID: 832 5912 3388

Passcode: 188277

1. Roll Call

URA Members in attendance at start of the meeting: Allison Vicenzi, Lisa Garcia, Rick Van Aken, Julie Evans

Staff in attendance: Policy Analyst Greg Anthony, Planning Director Jennifer Severson

2. Approval of Minutes

A. APPROVAL OF MINUTES FROM OCTOBER 24, 2023

Motion to approve October Minutes made by Lisa seconded by Julie. Unanimously approved by the four member present.

3. New Business

4. Old Business

A. RESIDENTIAL REHABILITATION PROGRAM

Chair Vicenzi introduced this item and presented a few slides and invited folks in the room to ask questions along the way.

The first slide included information about the open house, but also has a QR code to get to the application and more about the grant program.

The purpose of today's meeting is to review residential rehabilitation/redevelopment grant program, hear feedback, and pass out grant applications. The two current URA programs are Façade Repair and Renovation and Residential Rehabilitation. The URA map does include all of downtown, but Chair Vicenzi reminded it does include a bit of residential area in surrounding areas. A residential unit is classified as a dwelling or living accommodation for one or more individuals, and each unit should have City utility services as well as a shower and place to wash dishes. Types of units include long-term, and applicants must show a plan to bring units to long-term rental market, also funding preferences will be given

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to projects that contain affordability measures for residential units aligned with the current Department of Housing and Urban Development standards. Building owners or other parties with real property interest are able to apply.

Audience member asked how they determine 3 months or more, do they do this with a deed restriction.

Chair Vicenzi stated part of the application process and agreement states the URA will have access to the information on the rentals, so they would utilize City staff, or hire a third party to make sure those requirements are being met.

Audience member asked if there is an option for five years from now to turn it into a hotel suite.

Lisa Garcia stated yes, there is a certain amount of years it has to remain on the long-term market, then it will be allowed to go to short-term.

Chair Vicenzi showed a few photo examples that could be used in the area such as Townhomes, Mixed- Use with Commercial, and ADUs.

Audience Member asked about the Downtown Master plan presentations and if there is data to share, and maybe how people are thinking if using this funding and how that is in line with the Downtown Masterplan.

Chair Vicenzi stated they did have a workshop with the Downtown Masterplan consultants and they were able to vocalize their own visions for the board and what they would like to see, and hear about what other Urban Renewal Districts have done. She let the audience know the consultants are planning to come back out in January or February 2024 with some more steps and information. She stated 90% of the Downtown Master plan area is within the URA district, so both teams are working toward the same goals.

Audience member expressed concerns about blight and not allowing short-term rentals.

Chair Vicenzi advised the detailed concerns are more geared toward a public comment section of the agenda and not necessarily part of this grant program.

Audience member asked about receiving application that exceed budget and wondered about ranking applications.

Chair Vicenzi state this hasn't happened yet, and there is a scoring rubric and some questions or yes or no, other questions are about units, type of improvements, cost, and time.

Audience member asked how much they have per year.

Chair Vicenzi will check with the City Manager on the number

Audience member asked what average construction cost is for an upstairs unit.

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An Audience member commented that construction will vary, but the cost per unit will be less with more units built. Using an example that 16 units will cost less per unit than only building 3 units.

Audience member owns a home in the URA district and would like to add an ADU to help the housing market, but cannot afford to build one, and wondered if she gets an estimate for a build and applies for this grant, if it's really that simple.

Chair Vicenzi clarified yes, it is.

Audience member stated Park County Housing Coalition is interested in helping folks who are looking to renovate an existing structure into an ADU.

Planning Director Severson stated the City is in the process of drafting updates for ADUs based on information coming from State Legislature. She advised ADU questions can be emailed to her at planning@livingstonmontana.org.

Chair Vicenzi came back to the budget question and clarified that the budget is based on both grant programs, façade and residential and reminded it changes every year based on the taxable value of the district.

Audience member asked if there are specific project elements that are excluded for grant funds.

Chair Vicenzi stated access, development impact fees, down payments for loans, interior improvements, hvac, life safety systems, structural improvements, and utility connection costs.

Lisa Garcia expressed that the vagueness of the document seems deterring for some, but it was intentional to leave it that way so they are able to gain feedback from the community to make it better.

Audience member asked how often does the URA end up distributing all of the funds.

Chair Vicenzi stated she doesn't have data from the past 20 years, but in her 4 years on the URA they have not used up their funds.

Audience member asked if there will be clarification on short-term rentals

Lisa Garcia clarified the intent is to keep it on long-term housing meaning leases will be 3 months or longer.

Audience member asked how many apartments were underutilized

Chair Vicenzi stated the Downtown Master Plan did a study on this and she recalled it being in the 200's.

Audience member asked if a building in the URA could be torn down and a new building put up in its place.

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Chair Vicenzi clarified the intent is for buildings that already exist that are not tear downs, but have upper level space, and empty lots.

Planning Director Severson clarified all exterior improvements need to go through the Historical Preservation Commission.

Audience member expressed excitement about the ADUs, but also expressed concerns about fees with those ADUs. He felt strongly that this program should be for providing good housing for good community members.

Audience member asked about parking law requirements.

Chair Vicenzi stated a majority of the URA district is in the Central Business District which means there are not as many restrictions on residential construction, and that it is 1 parking per household, so even if it's a multi-unit there is only 1 required parking unit.

Planning Director Severson clarified ADUs are not allowed in the CBD because there are not density restrictions, and reminded there is a good portion of the URA district that doesn't allow ADUs.

Chair Vicenzi reiterated that large part of the Downtown Master Plan is the economic development portion and research. She also included that they have been collecting all of that data already.

Planning Director Severson stated in the Growth Policy section 3.11.1 is to encourage addition density within the downtown area of the City.

Audience member asked how many applications they have right now.

Chair Vicenzi stated none, but a good amount of interest and conversations.

Audience member asked if this program is being done in other areas of the County or Montana.

Chair Vicenzi stated yes.

Audience member asked about just using the guidelines from other areas.

Chair Vicenzi clarified that other areas are much different than ours and they are able to help fit it to what Livingston needs.

5. Public Comments

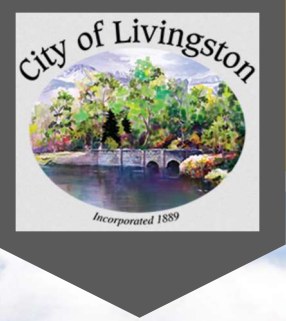
6. Board Comments

7. Adjournment

5:47pm Rick motioned to adjourn the meeting seconded by Julie. Unanimously approved.

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ATTN: BUILDING OWNERS/DEVELOPERS

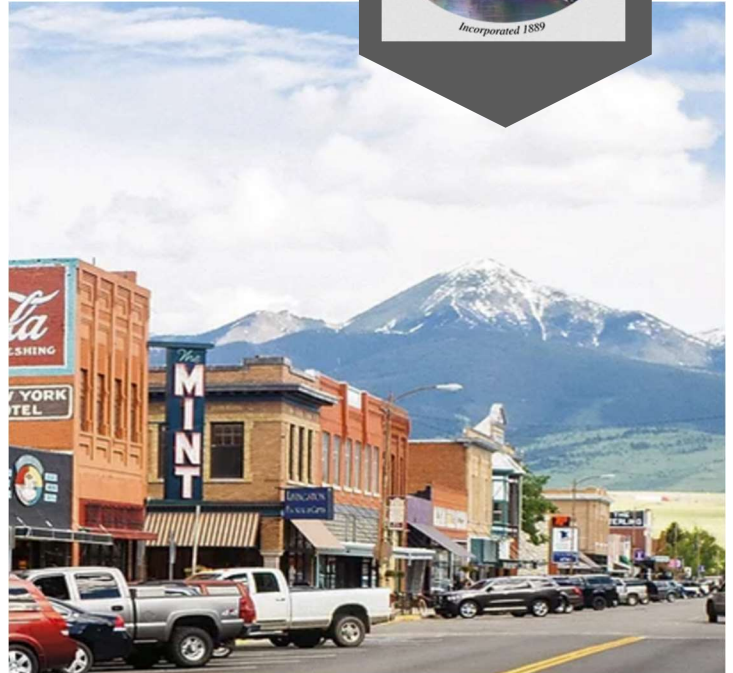


URA OPEN HOUSE

RESIDENTIAL REHABILITATION GRANT PROGRAM

11. 28. 2023 | 4:30 PM

City County Complex
Community Room
414 E. Callender Street



Join Livingston's Urban Renewal Agency to learn more about the Residential Rehabilitation Grant Program which aims to encourage the development of residential spaces within the Urban Renewal District.



MORE INFO: [HTTPS://WWW.LIVINGSTONMONTANA.ORG/BC-URA](https://www.livingstonmontana.org/BC-URA)