



Glenn Youngkin
Governor

Carren Merrick
Secretary of
Commerce and Trade

COMMONWEALTH of VIRGINIA

Bryan W. Horn
Director

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

March 3, 2023

MEMORANDUM

TO: Board of Housing and Community Development Members

FROM: Kyle Flanders

SUBJECT: March 13, 2023 Board of Housing and Community Development Meeting

Enclosed is the agenda and information package for the Board of Housing and Community Development meeting to be held on Monday, March 13, 2023. The full Board will convene at 10:00 a.m.

The Board meeting will be held in completely virtual format via Microsoft Teams.

Below is the link for the meeting:

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

[Download Teams](#) |

If you will not be able to attend the Board meeting, please contact me as soon as possible. I can be reached by e-mail at kyle.flanders@dhcd.virginia.gov or by telephone at 804-786-6761. Please let me know if you have any questions or if I can be of assistance. I look forward to seeing you at the meeting.

Enclosure



AGENDA

BOARD OF HOUSING and COMMUNITY DEVELOPMENT

Monday, March 13, 2023

Electronic Meeting

This meeting will be held entirely through electronic means and will not be changed unless proper notice is provided in accordance with Section 2.2-3707 of the Code.

Public Comment before the Board will begin at 10:00 a.m.

Please contact chase.sawyer@dhcd.virginia.gov if you need assistance with the electronic meeting

Video call link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzQxNjRiYzItNDYwMy00Yzc2LWE5YzQtMGU3YjUwOGI2Mjkx%40thread.v2/0?context=%7b%22Tid%22%3a%22620ae5a9-4ec1-4fa0-8641-5d9f386c7309%22%2c%22Oid%22%3a%22a56c2956-854a-4de1-b740-35d0799417b4%22%7d

- | | | |
|-------|--|---------------|
| I. | OPENING | |
| | a. Call to Order | Chairman |
| | b. Roll Call | Kyle Flanders |
| | c. Public Comment | Chairman |
| II. | CONSENT AGENDA | Chairman |
| | o <i>Approval of Minutes</i> : January 9, 2023 | |
| III. | CONSOLIDATED PLAN/ANNUAL ACTION PLAN UPDATE | DHCD Staff |
| IV. | PRIVATE ACTIVITY BOND UPDATE | DHCD Staff |
| V. | REPORTS AND INFORMATION | |
| | a. Virginia Housing Report | Susan Dewey |
| | b. Report of the Virginia Fire Services Board | J.M. Snell |
| | c. Report of the Director | Bryan Horn |
| VI. | UNFINISHED BUSINESS | Board members |
| VII. | NEW BUSINESS | Board members |
| VIII. | BOARD MATTERS | Board members |
| IX. | FUTURE BOARD MEETING DATES | Bryan Horn |
| | o May 8, 2023 (Public Hearing) | |
| X. | ADJOURNMENT | Chairman |

BOARD OF HOUSING AND COMMUNITY DEVELOPMENT

January 9, 2023

10:04 A.M.

Glen Allen, Virginia

Members Present

Louie Berbert
Claudia Cotton
Susan Dewey
Sean Farrell
Richard Gregory
Abigail Johnson
Brett Meringoff
Larry Murphy
Patricia “Patty” Shields
J.M. Snell

Members Absent

Sylvia Hallock
Keith Johnson
Mark Trostle

Call to Order

Mr. Brett Merignoff, Chairman of the Board of Housing and Community Development, called the meeting of the Board to order at 10:04 am.

Roll Call

The roll was called by Mr. Kyle Flanders of the Department of Housing and Community Development’s (DHCD) Policy Office. Mr. Flanders reported that a quorum was present.

Public Comment

Mr. Meringoff indicated that virtual comment would be offered first, followed by in-person comment. There were no speakers present virtually or in-person to offer comment.

Approval of Minutes

A motion was made and properly seconded to approve the minutes of the December 12, 2022, meeting of the Board; the motion passed on a voice vote.

Electronic Participation Policy

Mr. Flanders presented information regarding the template electronic participation policies provided in the Board package. Mr. Meringoff opened the floor for discussion.

Board members noted the advantages and disadvantages of virtual and hybrid participation in meetings, noting that there should be separate consideration of the all virtual and hybrid formats.

After discussion there was a motion to approve the all virtual meeting template policy by amending it to include the following

language, “All virtual meetings are to be called at the discretion of the Chair in consultation with staff.” The motion was seconded and passed.

Board members discussed the remote meeting [hybrid] template policy with input from the Board’s Assistant Attorney General Representative. After discussion on the various merits of the policy there was a motion and second to approve the template policy with an amendment. The amendment was to alter Section 4 c., striking “(iii)” and adding “and (ii).” The motion passed.

There was a motion and second to adopt the remote meeting [hybrid] template policy as amended for the Board’s committees. The motion passed.

There was a motion and second to adopt the all virtual meeting template policy as amended for the Board’s committees. The motion passed.

Private Activity Bond Update

Mr. Flanders and Agency Director Bryan Horn provided the Board with an update on private activity bond usage from last year and the outlook for 2023. They noted that there would be a process to update the private activity bond guidelines this year and that detailed information would be available soon. The process would look at technical and substantive changes.

After discussion amongst the Board members, Mr. Meringoff requested that staff provide information on demand and geographic usage of private activity bond allocation.

VFSB Report

Ms. Claudia Cotton noted that the Fire Services Board did not meet since the last meeting and that they would next be meeting in February

Virginia Housing Report

Ms. Susan Dewey, CEO of Virginia Housing, reported on Virginia Housing’s mixed use mixed income program.

Report of the Director

Mr. Bryan Horn, Director of DHCD, noted that the Governor has released his proposed budget and summarized information related to DHCD.

Mr. Horn also updated the Board regarding the translation of the Building Code into Spanish.

Unfinished Business

There was no unfinished business to be discussed.

New Business

There was no new business to be discussed.

Board Matters

Mr. Flanders reminded the Board to submit their annual financial disclosures.

Future Meetings

The next meeting of the Board will be March 13, 2023.

Adjournment

Upon a motion duly made and seconded, the meeting was adjourned.



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COMMONWEALTH of VIRGINIA

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Bryan W. Horn
Director

March 3, 2023

Memorandum

To: Board of Housing and Community Development Members

From: Bryan Horn, Director

RE: Consolidated Plan and Annual Action Plan

The Board of Housing and Community Development is responsible for the review/approval of the 2023 – 2027 Consolidated Plan and the 2023-2024 Annual Action Plan. The plans are a HUD requirement that set priorities and goals for the use of HUD program funds that include the Community Development Block Grant (CDBG), Emergency Solution Grant (ESG), HOME Investment Partnership, Housing Opportunities for Persons with AIDS (HOPWA), and the National Housing Trust Fund (NHTF). For more information about the consolidated planning process, please see [DHCD Online](#).

The draft version of the Consolidated Plan and Annual Action Plan will likely be available for review by early April. Final review/approval of the plans will be included as an action item for the May Board Meeting agenda; the March meeting is informational/discussion only. The attached presentation provides an overview of the Consolidated Plan/Annual Action Plan.





Department of Housing and Community Development

Board Meeting
March 13, 2023



**VIRGINIA DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT**
Partners for Better Communities



Consolidated Plan & Annual Action Plan



VIRGINIA DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT
Partners for Better Communities



What is the Consolidated Plan?

- Housing and Urban Development (HUD) requirement
- Every 5 years DHCD asks “What needs are present in Virginia?”
 - Affordable Housing
 - Homelessness
 - Non-Homeless Special Needs Housing
 - Non-Housing Community Development
- Every year DHCD submits an Annual Action Plan



Who completes the Consolidated Plan and Annual Action Plan?

- Completed by the state or localities that receive funds directly from HUD
- DHCD completes the Virginia plan for these federal resources



What's included?

- A needs assessment, a strategic plan, and annual goals
- Focuses on housing, homelessness, and community development
- Includes public input and feedback from service providers, housing developers, other state agencies, localities and continua of care



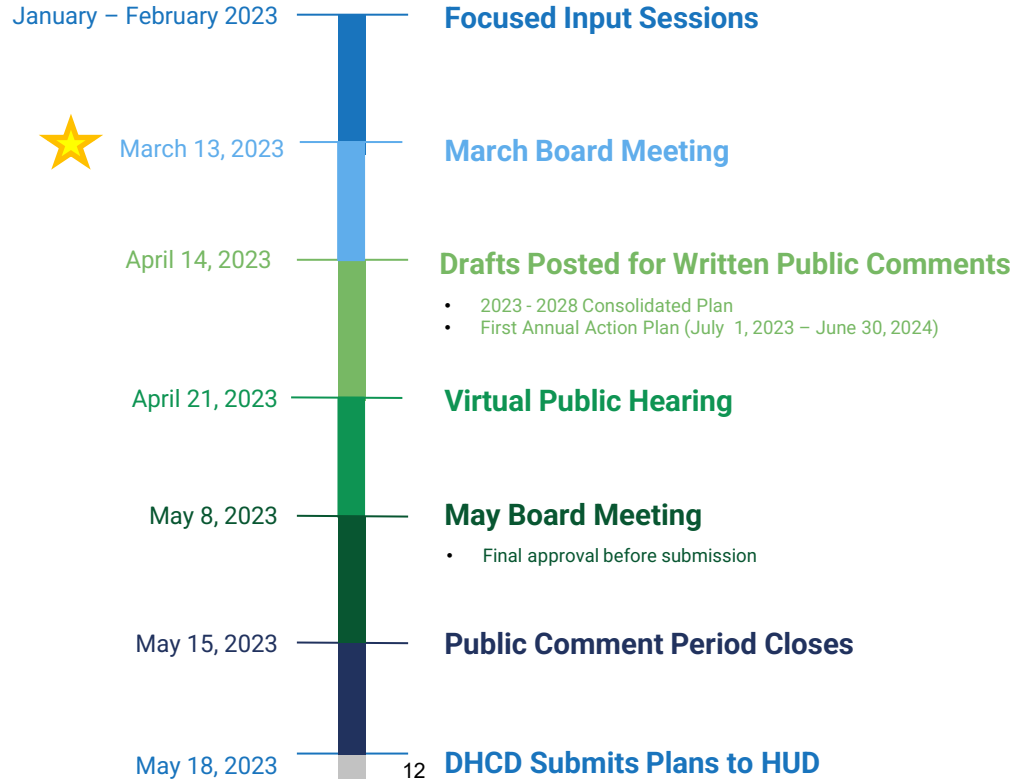
DHCD is currently developing:

- **2023 – 2028 Consolidated Plan**
- **First Annual Action Plan**
 - July 1, 2023 – June 30, 2024

Covering the funds DHCD spends from:

- Emergency Solutions Grant (ESG)
- Housing Opportunities for Persons with AIDS (HOPWA)
- HOME Investment Partnerships (HOME)
- National Housing Trust Fund (NHTF)
- Community Development Block Grant (CDBG)

Consolidated Plan Timeline





Virtual Input Sessions



Monday, January 30, 2023

Focus: Community Development (CDBG)



Tuesday, January 31, 2023

Focus: Housing Development (HOME, NHTF)



Wednesday, February 1, 2023

Focus: Homeless Services (HOPWA, ESG)



Public Participation Overview

Virtual Input Sessions:

- **142 attendees across three sessions**
- **77 organizations represented:**
 - Service providers
 - Local/regional governments
 - Continuum of Care leads
 - Development organizations
- **Diversity of geographic purview:**
 - 18 organizations serving Northern VA
 - 13 organizations serving Central VA
 - 13 organizations serving Hampton Roads
 - 9 organizations with statewide services





Next Steps

DHCD is continuing to develop components of the next Consolidated Plan and Annual Action Plan in accordance with the feedback received from the public.

- Public comment period is open until May 15, 2023
 - DHCD will review and respond to all comments submitted by this date.
- Upcoming milestones:
 - April 14, 2023: Draft documents posted to DHCD website
 - April 21, 2023: Virtual Public Hearing
 - **May 8, 2023: Board Approval**
 - May 18, 2023: Submit plans to HUD



THANK YOU



**VIRGINIA DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT**
Partners for Better Communities

Contact Us

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2021 Regulatory Cycle Schedule (Tentative)

October 1, 2021	cdpVA (online proposal platform) opens for proposals
Oct - Dec 2021	First meetings of stakeholder Study Groups (Active Shooter Barricades in Public Buildings, Townhouse Sprinklers, In-Building Emergency Communications)
October 25, 2021	BHCD to review the Notices of Intended Regulatory Action (NOIRAs) for 2021 USBC, SFPC, VADR and IBSR. Provide notice of intent to publish NOIRA to VFSB after approval by the BHCD. BHCD to consider approval of new process policy for 2021 code update cycle.
November 3, 2021	Deadline for submittal of NOIRAs to Code Commission
November 15, 2021	Submit public hearing notice to VA Register
November 22, 2021	Publishing of NOIRAs in Virginia Register
December 6, 2021	Public hearing notice published in VA Register (Provide 30-day notice to VFSB of Public Hearing date)
December 22, 2022	End of 30-day NOIRA comment period
January 10, 2022	Public hearing prior to publishing proposed regulations. (Virginia Fire Services Board (VFSB) members to sit with BHCD for public hearing on SFPC)
March – June 2022	Sub-Workgroup (Resiliency, Energy and SFPC) and Workgroup meetings on issues and proposals. Study Groups continue meeting as needed.
May 1, 2022	cdpVA proposal cut-off
September 2022	BHCD's Statewide Fire Prevention Code Development Committee (SFPCDC) meets to consider base document for SFPC and any proposals for the proposed regulations. BHCD's Codes and Standards Committee (CSC) meets to consider base documents for USBC, VADR and IBSR and any proposals for proposed regulations and to review the recommendations of the SFPCDC
November 2022	Provide notice to VFSB and SFPCDC of December meeting

December 2022	BHCD’s SFPCDC meets to review proposed regulation for SFPC. BHCD’s CSC meets to review proposed regulation for SFPC as recommended by SFPCDC and to review proposed regulations for USBC, VADR and IBSR. Immediately following committee meetings, BHCD meets to consider approval of proposed regulation for SFPC, USBC, VADR and IBSR
January 2022	Obtain statutory authority letter from Office of Attorney General for proposed regulations
Feb - May 2023	Proposed regulations for SFPC, USBC, VADR and IBSR published in Virginia Register. Public hearing date published with the regulations
Feb – May 2023	60-day public comment period on proposed regulations for SFPC, USBC, VADR and IBSR
April 2023	Provide notice to the VFSB of the public hearing date
May 8, 2023	Public hearing for SFPC, USBC, VADR and IBSR (VFSB members to sit with BHCD for public hearing on SFPC)
May 9, 2023	End proposed phase public comment period
June 2023	Notification to VFSB of July joint meeting
July 17, 2023	BHCD’s SFPCDC meets to review final regulation for SFPC. BHCD’s CSC meets to review final regulation for SFPC as recommended by SFPCDC and to review final regulations for USBC, VADR and IBSR. Immediately following Committee meetings, the joint meeting of VFSB and BHCD to consider approval of final regulations for SFPC followed by BHCD to consider approval of final regulations for the SFPC, USBC, VADR and IBSR
July 2023	Obtain statutory authority letter from Office of Attorney General for final regulations and obtain approval from the Office of Regulatory Management (ORM) and the Governor to publish the final regulations
September/October 2023	Final regulations for SFPC, USBC, VADR and IBSR published in Virginia Register
Dec 2023/Jan 2024	2021 SFPC, USBC, VADR and IBSR become effective (pending any petitions received during the 30-day final adoption period following the publishing of the final regulations)