



# REQUEST FOR APPLICATIONS

TO DEVELOP SINGLE FAMILY HOUSING UNDER  
CITY LOTS FOR WORKING FAMILIES PROGRAM FOR **WOODLAWN**

Bidders Conference

September 30<sup>th</sup> 2022

**Application Deadline: October 14th, 2022**



# Agenda

- Welcome
- Overview
  - The Woodlawn Ordinance
  - What is planned for Woodlawn?
- Request for Application Review
- Woodlawn Loan Fund presented by Community Investment Corporation
- Chicago Community Trust Pre Development Fund
- Questions and Answers

# The Team

## **City of Chicago Department of Housing Bureau of Homeownership**

- Irma Morales Deputy Commissioner
- Whitney Mungin, Project Manager
- Brian O'Donnell, Financial Planning Analyst

## **City of Chicago Department of Housing, Racial Equity and Community Engagement**

- Aaron Johnson, Project Manager
- Ugo Ukasoanya, Equity Officer

## **City of Chicago Department of Planning**

- Lisa Washington, Coordinating Planner
- Justin Peterson, City Planner
- Patrick Brutus, City Planner

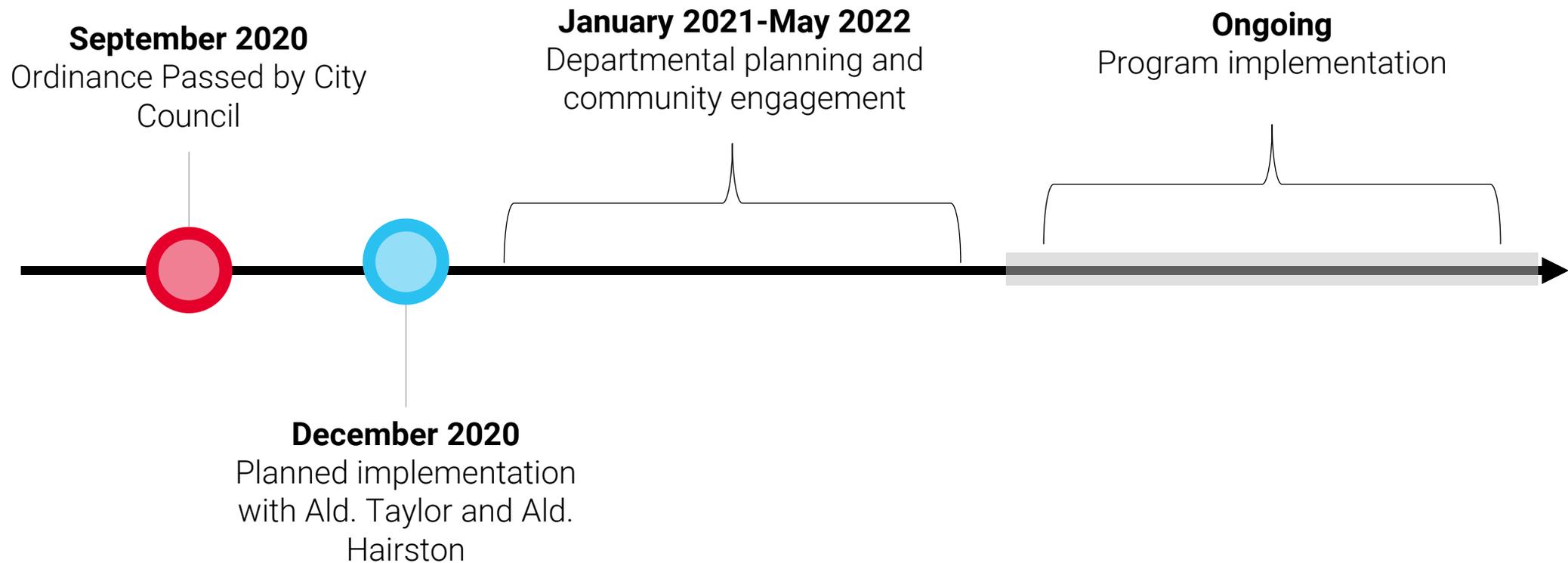




# Woodlawn housing policy goals

1. Create new rental and for-sale housing opportunities that are affordable to households at a range of incomes
2. Ensure that existing housing stock offers good quality housing for residents
3. Promote housing options to support equitable and inclusive income diversity in Woodlawn
4. Support economic development opportunities

# ★ Woodlawn Ordinance Timeline





# Housing Programs in the Ordinance

Target population	Program name	Program description
<b>Current Homeowners</b>	Chicago Community Land Trust Opt-in	No income requirement for homeowners. Owners can qualify for \$30,000 home improvement grant and property tax reduction
	Long-term Homeowner Improvement grant	120% AMI and homeowners for at least 5 years for up to \$20,000 home improvement grant
<b>Renters</b>	Tenant Right of first refusal	Tenants in buildings with 10+ units rents set at 60% AMI for 30-years
<b>New Homeowners</b>	Renew Woodlawn	Cannot exceed 120% AMI targeting those below 100%AMI for down payment assistance
	Building Neighborhoods and Affordable Homes	Homebuyer income cannot exceed 140% AMI for down payment assistance up to \$60,000 for City Lots for Working Families homes
<b>Developers</b>	Neighborhood Hiring Plan/Local Developer	Residents of Woodlawn and developers from Woodlawn preference in development projects stated in the ordinance
	City Lots for Working Families	Homebuyer income cannot exceed 120% AMI and home prices cannot exceed 120% AMI for new home construction on city-owned land
	Woodlawn Loan Fund	For sale homes cannot exceed 120%AMI and rents cannot exceed 80% AMI for buildings constructed from the low interest construction loan fund
	Development on City Owned Land	Buildings with 6+ units restricted lots for low-income people
	Preserving Existing Affordable Rentals	Buildings with 6+ units 20% of units are affordable through private debt refinancing

# ★ Request for Application Review

Woodlawn Housing  
Preservation Ordinance  
(Section 2)



City Lots for Working  
Families Program  
Ordinance

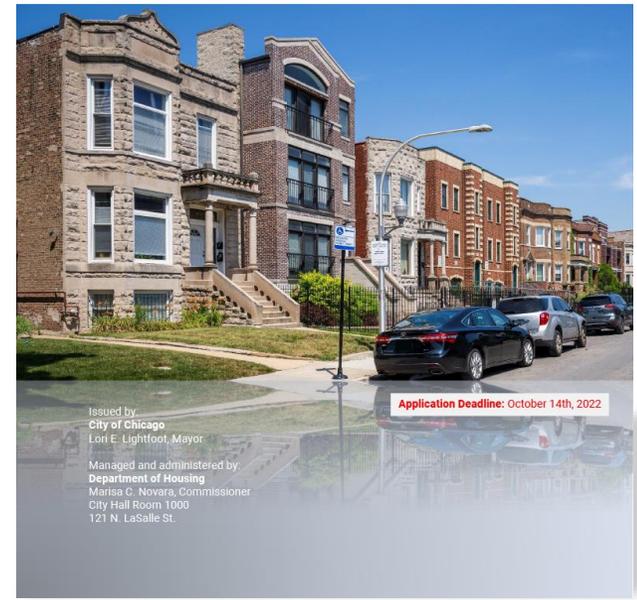


*Conveyance of City owned land  
for as little as \$1 per  
buildable lot.  
Waiver or reduction of some  
permit fees.*

## REQUEST FOR APPLICATIONS

TO DEVELOP SINGLE FAMILY HOUSING UNDER  
CITY LOTS FOR WORKING FAMILIES PROGRAM FOR WOODLAWN

SEPTEMBER 1ST, 2022



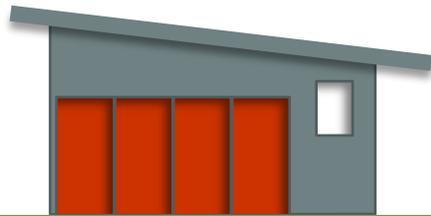
# ★ Number of Lots and Affordability

- Under Section 6 of CL4WF, no less than eight (8) but no more than twenty (20) Homes shall be included in a proposal.
- A minimum of 75% of the units created through the program must be priced affordable to households at 120% AMI

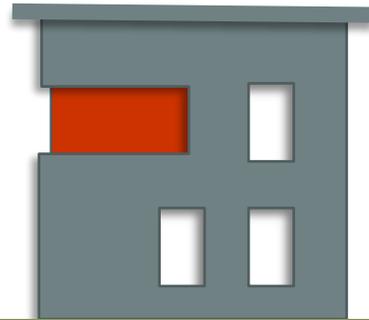


# Housing Types

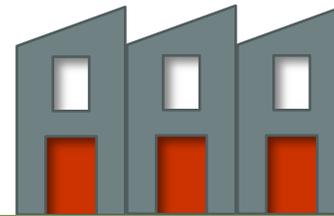
Single Family



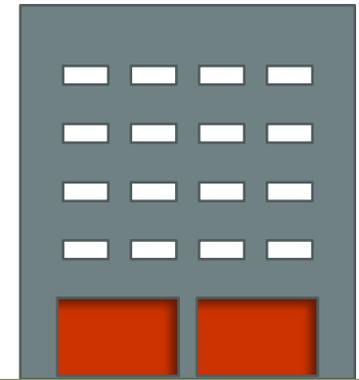
Two Flat



Townhome



\*Condo



\*Condo's are only allowed in Woodlawn. When condo units are developed a min. of purchase of (8) lots is waived. Any condos developed under CL4WF Woodlawn shall have a min. of 10 condo units.

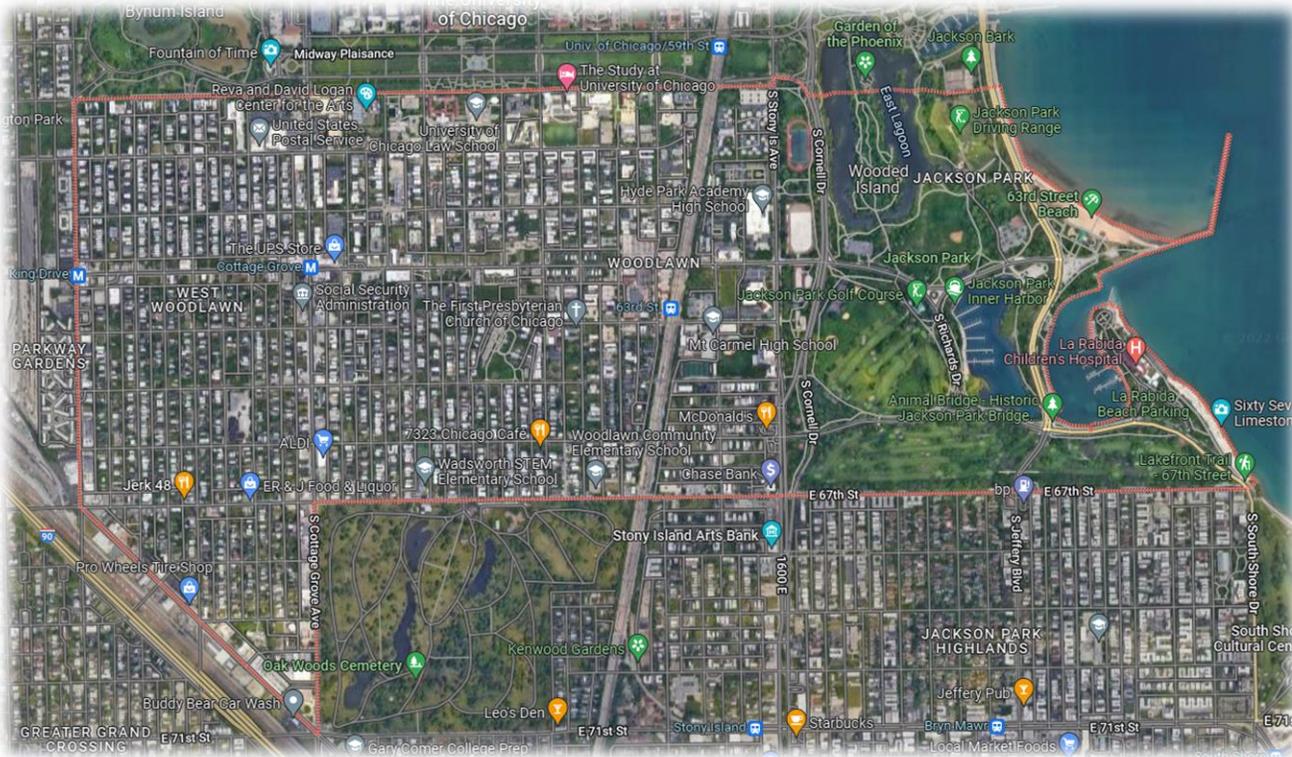
# ★ Design Requirements

Category	Building Type	Standard/Requirement
<b>General Requirements</b>	Single-family	Minimum 1,200 sq. ft. (may include finished basement areas)
	2-unit building	Minimum, primary unit: 1,200 sq. ft. (may include finished basement areas)
<b>Minimum Bedroom Count</b>	Single-family	2-3 bedrooms. Reference Section 6.7 of the ATS manual for required bedroom sizes.
	2-unit building	The primary unit must have a minimum of 2 bedrooms. The secondary unit may have a minimum of 1 bedroom.
	Condominium (Woodlawn Only)	2 bedrooms minimum
<b>Minimum Bathroom Count</b>	Single-family	Minimum 1 ½ bathrooms
	2-unit building	Each unit: 1, 2 bedrooms minimum of 1 bathroom. 3 or more bedrooms minimum 1 ¾ bathrooms.
	Condominium	Minimum 1 ½ bathrooms

# ★ Design Requirements

Building exterior	All	
		No vinyl siding allowed on any facade of the residential
		Height, massing, entrance should mimic the surrounding context
		Exterior treatment should be compatible with surrounding neighborhood.
		If surrounding buildings are masonry, then a masonry veneer, if used for the front façade, requires a mandatory minimum four feet masonry wrap along-side elevations.
Side elevation exposed to the street should have architectural treatment consistent with front elevation (applies to corner lots).		
Alternate façade designs (with optional treatments such as bay windows, etc.) are required to add variety.		

# ★ Neighborhood Developer



## Section 4(a) of Woodlawn Ordinance

- (i) majority owned by one or more neighborhood residents and whose management and daily business operations are controlled by one or more such neighborhood residents
- (ii) that have completed one or more projects within the Woodlawn Community Area and whose principal business offices are located within the Woodlawn Community Area

“neighborhood resident” means any person who has a primary residence in the Woodlawn Community Area for at least the preceding 12-months at the time the developer submits an application or proposal.



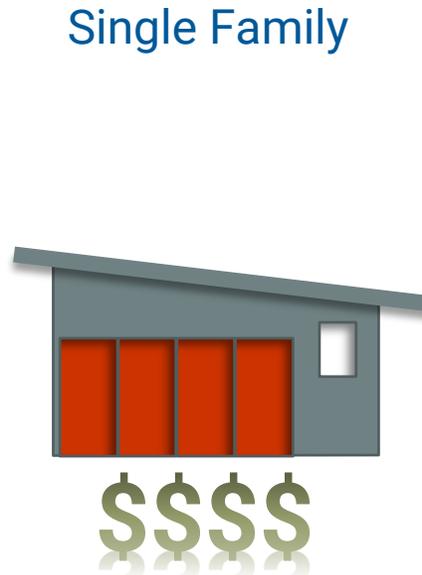
# ★ Permit Fees

Department of Buildings

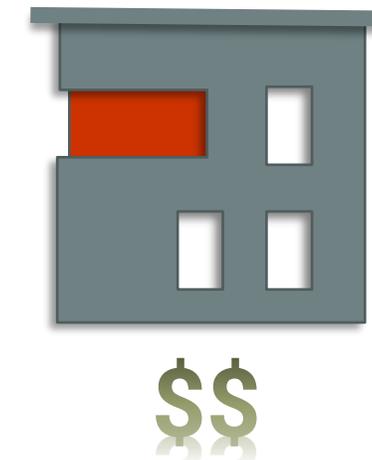
- Plan review fees
- Permit fees
- Field inspection fees

\*not applicable to electrical permits.

Paid in full for the first Home of each Type



Paid at 50% for each successive Home of each Type



# ★ Permit Fees

Department of Planning and Development

## Open Space Impact Fees



Open Space Impact fees are *not waived*.

An Open Space Impact fee of One Hundred Dollars (\$100) per Home shall be assessed to the Developer to be paid to the City as a condition of issuance of a building permit.

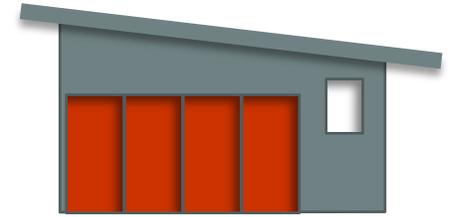
Zoning approval is required as part of the building permit process and is covered under the building permit fee schedule described above. However, any private legal work, such as giving notice to nearby property owners if a zoning change is requested, is not waived.

# ★ Permit Fees

Department of Water Management

WAIVE		PURCHASE
 Connection fees	 Tap fees	  B-boxes, meters and remote readouts must be purchased
 Inspection fees	 Demolition fees	
Water liens against city lots		

# ★ Calculating Max Sales Price



**Affordable Price** – means the amount less than or equal to the price at which monthly homeownership costs total no more than **30%** of the household income of no more than **120% AMI**.

## Based on the following assumptions:

- A **30-year fixed rate residential mortgage** in the amount of **97%** of the purchase price.
- A **family size** is equal **1.5** x number of bedrooms in the Home.
- Homeownership costs include:
  - principal and interest
  - taxes
  - insurance and as applicable,
  - private mortgage insurance
  - HOA fees for the Home (as applicable)



# ★ Calculating Max Sales Price

DEPARTMENT OF HOUSING CL4WF UNIT PRICING GUIDE						
For more information or an electronic version of this worksheet, contact Brian O'Donnell at (312)744-0141.						
Property:		DOH contact:				
Address:		Date price calculated:				
Developer:						
<b>NOTE: Only enter data in the green shaded cells. The pricing guide will calculate the rest</b>						
<b>Line</b>						
1	Homes must be affordable at this AMI:	<b>120% AMI</b>				
2	<b>Number of Bedroom</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
3	<b>Developer's Market Price</b> (enter)		<b>\$500,000</b>	<b>\$540,000</b>		
4	Monthly Tax Estimate	\$0	\$833	\$900	\$0	\$0
5	Monthly Maintenance Costs	\$200	\$200	\$200	\$200	\$200
6	Monthly Private Mortgage Insurance	\$0	\$529	\$602	\$0	\$0
7	Monthly Homeowner's Insurance	\$0	\$313	\$338	\$0	\$0
8	Mortgage Interest Rate	4.38%	4.38%	4.38%	4.38%	4.38%
9	<b>Estimated Affordable Price</b> (enter)		<b>\$352,000</b>	<b>\$400,500</b>		
10	Mortgage Principal @ 97% Loan-to-Value	\$0	\$341,440	\$388,485	\$0	\$0
11	Monthly Principal & Interest Payment	\$0	\$1,706	\$1,941	\$0	\$0
12	Plus: Tax, Insurance, Assessment, Fee, PMI	\$200	\$1,875	\$2,040	\$200	\$200
13	Total Monthly Payments	\$200	\$3,581	\$3,981	\$200	\$200
14	<b>Required Annual Gross Income</b>	<b>\$7,273</b>	<b>\$130,220</b>	<b>\$144,753</b>	<b>\$7,273</b>	<b>\$7,273</b>
15	<b>Maximum Allowable Income (120% AMI)</b>	<b>\$112,560</b>	<b>\$130,080</b>	<b>\$145,080</b>	<b>\$160,140</b>	<b>\$175,080</b>

## How is assistance received?

Through a land write down.

Amount of land write-down up to \$50,000: Forgiven over five years, with 20% being forgiven each year.

Amount of land write-down over \$50,000: Subject to repayment at up to 3% simple interest if the home is sold within the first thirty (30) years after the purchase date, unless the home is sold to another affordable buyer who is pre-qualified and pre-approved by the City.

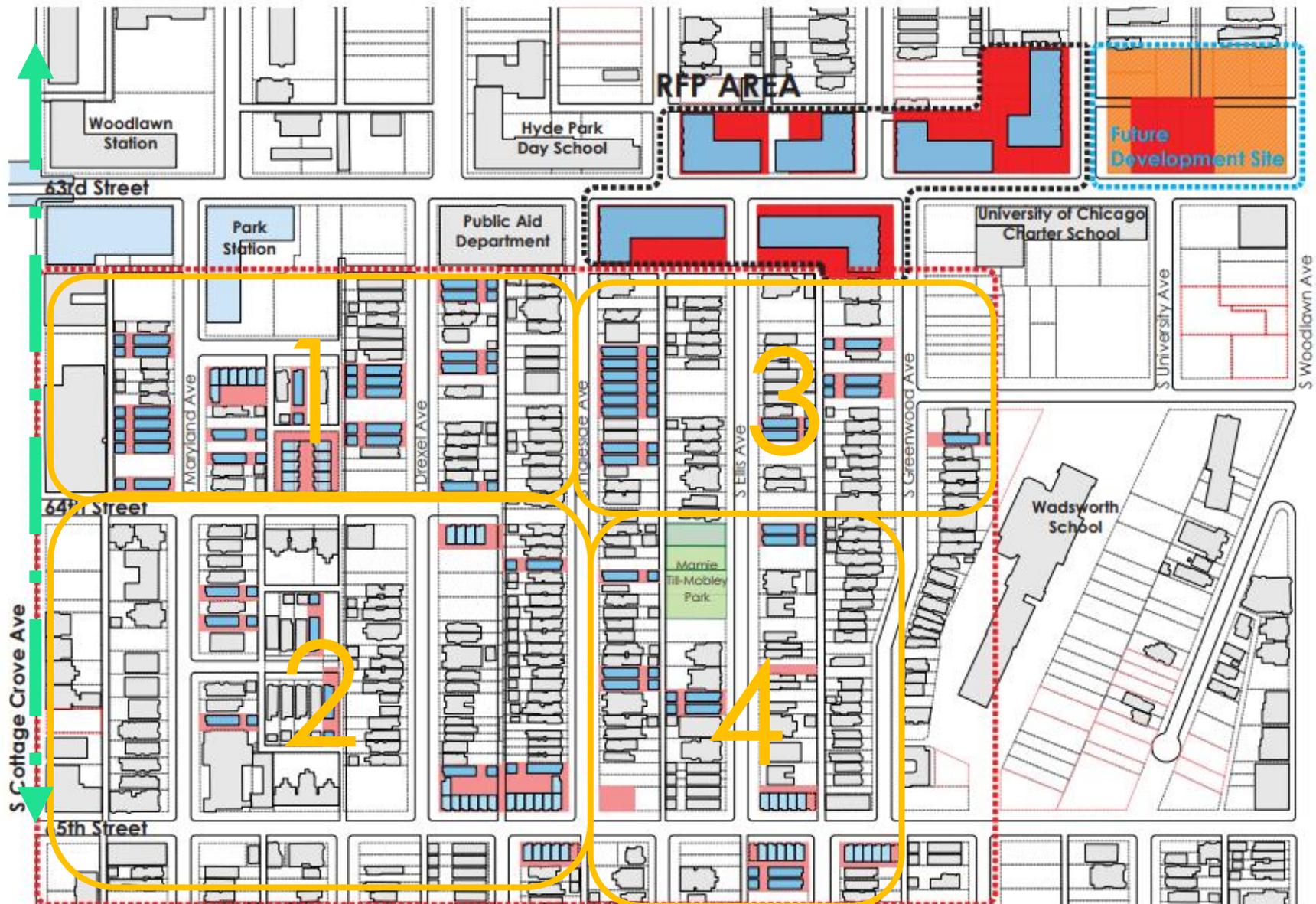
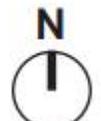
# Exhibit A – Woodlawn RFA Area and available PIN's



- Parcels
- City-owned PINs (low-density RFA)<sup>1</sup>
- City-owned PINs (high-density)
- Community Investment Corporation<sup>2</sup> (CIC) PINs
- Park
- Existing Buildings
- Pipeline Project
- Single-Family | Duplex (RFA)
- Townhome Cluster (RFA)
- Multi-Family Building (RFP)

1) PINs included in the RFA have not been finalized and maybe subject to funding resources and developer interest

2) The Community Investment Corporation (CIC) is a non-profit corporation and one of Chicago's leading financial lenders for the acquisition, rehabilitation, and preservation of affordable rental housing. CIC is holding PINs on 63rd Street for future use by the City of Chicago for mix-use, multi-family buildings with affordable units as defined by the Woodlawn Housing Preservation Ordinance.



**RFA FOCUS AREA**



# PIN List

PROPERTY IDENTIFICATION NUMBER	ADDRESS	ASSIGNED CLUSTER
20-23-100-009-0000	6326 S MARYLAND AVE	Cluster 1
20-23-100-014-0000	6340 S MARYLAND AVE	Cluster 1
20-23-100-015-0000	6346 S MARYLAND AVE	Cluster 1
20-23-100-016-0000	6350 S MARYLAND AVE	Cluster 1
20-23-100-018-0000	6354 S MARYLAND AVE	Cluster 1
20-23-101-003-0000	6301 S MARYLAND AVE	Cluster 1
20-23-101-006-0000	6347 S MARYLAND AVE	Cluster 1
20-23-101-008-0000	6311 S MARYLAND AVE	Cluster 1
20-23-101-012-0000	851 E 63RD PL	Cluster 1
20-23-101-016-0000	6320 E 64th St.	Cluster 1
20-23-101-017-0000	852 E 64TH ST	Cluster 1
20-23-101-018-0000	6322 E 64th St.	Cluster 1
20-23-101-019-0000	6324 E 64th St.	Cluster 1
20-23-101-020-0000	845 E 64TH ST	Cluster 1
20-23-101-029-0000	6336 S DREXEL AVE	Cluster 1
20-23-101-031-0000	6340 S DREXEL AVE	Cluster 1
20-23-104-003-0000	6315 S DREXEL AVE	Cluster 1
20-23-104-007-0000	6331 S DREXEL AVE	Cluster 1
20-23-104-016-0000	6359 S DREXEL AVE	Cluster 1
20-23-103-005-0000	6413 S MARYLAND AVE	Cluster 2
20-23-103-007-0000	6419 S MARYLAND AVE	Cluster 2
20-23-103-014-0000	854 E 64TH PL	Cluster 2
20-23-103-018-0000	6441 S MARYLAND AVE	Cluster 2
20-23-103-024-0000	857-857 E 64TH PL	Cluster 2
20-23-104-017-0000	6359 S DREXEL AVE	Cluster 2
20-23-104-032-0000	6451 S DREXEL AVE	Cluster 2
20-23-104-074-0000	6450 S INGLESIDE AVE	Cluster 2
20-23-115-001-0000	6503 S INGLESIDE AVE	Cluster 2

PROPERTY IDENTIFICATION NUMBER	ADDRESS	ASSIGNED CLUSTER
20-23-105-007-0000	6331 S INGLESIDE AVE	Cluster 3
20-23-105-008-0000	6342 S INGLESIDE AVE	Cluster 3
20-23-105-009-0000	6344 S INGLESIDE AVE	Cluster 3
20-23-105-011-0000	6351 S INGLESIDE AVE	Cluster 3
20-23-106-013-0000	6343 S ELLIS AVE	Cluster 3
20-23-106-014-0000	6411 S ELLIS AVE	Cluster 3
20-23-106-015-0000	6347 S ELLIS AVE	Cluster 3
20-23-106-043-0000	6328 S GREENWOOD AVE	Cluster 3
20-23-106-046-0000	6336 S GREENWOOD AVE	Cluster 3
20-23-109-002-0000	6349 S GREENWOOD AVE	Cluster 3
20-23-105-019-0000	6411 S INGLESIDE AVE	Cluster 4
20-23-105-027-0000	6431 S INGLESIDE AVE	Cluster 4
20-23-105-059-0000	6436 S ELLIS AVE	Cluster 4
20-23-105-066-0000	6452 S INGLESIDE AVE	Cluster 4
20-23-106-021-0000	6401 S ELLIS AVE	Cluster 4
20-23-106-029-0000	6431 S ELLIS AVE	Cluster 4
20-23-116-013-0000	6504 S GREENWOOD AVE	Cluster 4
20-23-116-014-0000	6506 S GREENWOOD AVE	Cluster 4
20-23-117-001-0000	6503 S GREENWOOD AVE	Cluster 4

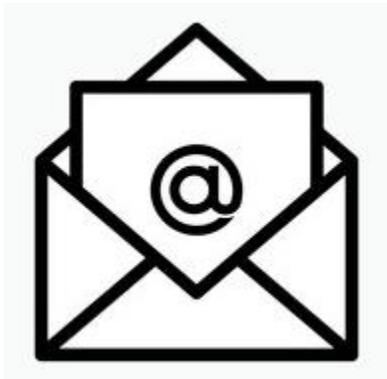


# Submission Criteria

- A non-refundable \$1,000 application fee, is due once the application is confirmed as complete, in the form of a cashier's, company or certified check, or electronic payment, payable to the City of Chicago. (The fee cannot be waived.)
- Any modifications to the application instructions will be communicated to developers in writing. The City, however, will not be responsible for any failure to advise any prospective developer of any written changes.
- The Department reserves the right to request and set a deadline for the submission of supplemental requested information. Such additional information may include, but is not limited to, more detailed site or architectural plans, more specific financial information, firm financial commitments, or other documentation necessary to make a final recommendation to the City Council for its approval.
- No application from any person, firm, or corporation in arrears or in default to the City of Chicago, upon any debt or contract, or a defaulter as surety or otherwise upon any obligations to the City, or one who had failed to perform faithfully any previous contract with the City, will be presented to the City Council for approval. (See also "Economic Disclosure Statement and Affidavit," available from the Department of Procurement Services.)

# ★ Submission Criteria

Submit the City Lots for Working Families (CL4WF) application in digital format via email to [whitni.mungin@cityofchicago.org](mailto:whitni.mungin@cityofchicago.org) OR via a **USB storage drive**.



If submitting via email, in the subject line use the following formula:

**CL4WF Woodlawn RFA – (Development Team Name)** (Ex: If your Team name is “We Love Woodlawn LLC” use CL4WF Woodlawn RFA – We Love Woodlawn)



Send USB Drives  
(postmarked no later than 4:00 p.m. on the submission deadline) to

The deadline to submit an application is 4:00 p.m. C.D.T. on October 14th, 2022.



# Selection Criteria

- Application meets the zoning requirements of the program
- Demonstrated community input and support (this is not optional)
- Evidence of developer's financial capacity and ability to obtain project financing
- Completeness, quality, and experience of development team
- Proven depth and quality of experience in successfully developing residential buildings in the community where the selected development is located, or in a community with similar market characteristics
- Designs that respect the context of the block and the character of the community. Site plans that enhance the entire site with well-designed landscaping, thoughtful siting of the building and greatest utilization of the site.



# Woodlawn Construction Loan Fund

Virtual Information Session  
Friday, September 30, 2022

10/13/2021

# Introduction



**Chaston Montgomery**  
Senior Loan Officer  
Community Investment Corporation

# Community Investment Corporation

CIC's mission is to be a leading force in affordable housing and neighborhood revitalization through innovative financing, programs, and policy leadership



 <p><b>\$1.6 billion</b> loaned</p>	 <p><b>66,200</b> units rehabbed</p>	 <p>homes for <b>166,000</b> low and moderate income people</p>
<p><b>2,600</b> loans financed</p>		

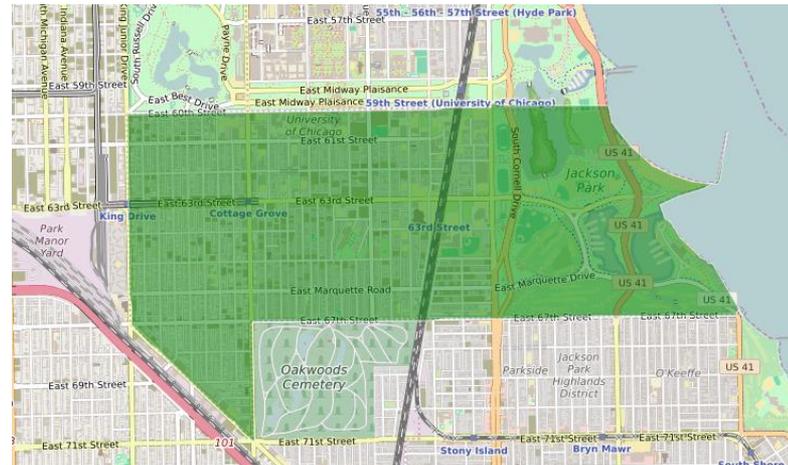
# Woodlawn Construction Loan Fund

## Loan Products

CIC offers two low-cost products to local developers:

- Multifamily Rental product
- Single family 1-4 for-sale product

*\*Program area is the entire Woodlawn Community Area*



# Woodlawn Construction Loan Fund

## Single Family, 2-4 Unit For Sale Terms

*Single-family construction (for buildings with **1-4 units** intended for sale to owner occupants)*

**Interest rate:** 2.5% (or such other rate as may be agreed to by CIC and the City during the construction period)

**LTV/LTC:** Up to 90% loan-to-cost, not to exceed 70% loan to value

**Loan Term:** Up to 12 months (subject to extension in discretion of CIC)

**Security:** Recorded mortgage lien

**Affordability:** Sale to homebuyers <120% AMI

**Rental Exit:** Property can revert to rental at the request of the developer after six months of marketing a finished product.

# Woodlawn Construction Loan Fund

## Rental Loan Terms

*5+ unit buildings that are eligible for takeout funding by CIC.*

<b>Interest Rate:</b>	2.5% during the construction period
<b>LTC/LTV:</b>	Up to 90% and up to 90% post-rehab LTV. Perm Debt underwritten at 1.15x debt cover
<b>Loan Term:</b>	Up to 24 months
<b>Security:</b>	Recorded mortgage lien
<b>Permanent Debt:</b>	Could be provided by CIC at current interest rates or third party lenders
<b>Affordability:</b>	50% of units provided at rents affordable at or below 80% AMI for 10 years; <80% AMI income verification at initial tenant move-in

# Woodlawn Construction Loan Fund

## Q & A

Contact a loan officer about your project:

**Chaston Montgomery**

[chaston.montgomery@bicchicago.com](mailto:chaston.montgomery@bicchicago.com)

[www.bicchicago.com/woodlawn-construction-loan-fund](http://www.bicchicago.com/woodlawn-construction-loan-fund)



THE CHICAGO  
COMMUNITY TRUST

# PRE-DEVELOPMENT FUND





# Purpose

The Pre-Development Fund provides grant funding to Black and Latinx community developers to cover the costs of pre-development services for catalytic brick-and-mortar projects. Pre-development services are non-administrative expenses incurred prior to construction and pertain to due diligence and preliminary plans and specifications.

- Pre-development phase only
- “No-cost capital” (i.e., grants) rather than debt
- Projects that might not otherwise secure capital
- Nonprofit and for-profit projects
- Real estate projects, businesses with real estate need
- Reduces risk for less-resourced developers
- Builds the Black/Latinx-led real estate development sector
- Potential to catalyze additional development

# Grant Details



**Grant Amount:** Up to \$100,000  
**Project Scope:** Submit anytime  
**Award Disbursement:** Full amount

## 2022 PROJECT SCOPE DEADLINES

Deadline 1: Feb. 25<sup>th</sup>  
Deadline 2: April 29<sup>th</sup>  
Deadline 3: Jun. 24<sup>th</sup>  
Deadline 4: Aug. 26<sup>th</sup>  
Deadline 5: Oct. 14<sup>th</sup>

**Number of projects:** 34  
**Grant Disbursement:** \$2,725,000  
**Average grant size:** \$80,145

# Grant Recipients Include



**Mixed use:** The Ave (*Humboldt Park*)

**INVEST South/West:** Galleria 89 (*South Chicago*)

**eTOD:** The Legacy District (*Bronzeville*)

**Arts & Culture:** Definition Theater (*West Woodlawn*)

**Entrepreneurs:** Soul City Kitchens (*Washington Park*)

**Retail:** Forty Acres Fresh Produce (*Austin*)

**Historic:** The Forum (*Bronzeville*)

**Chicago Prize:** Café Rude-ish (*South Chicago*)

**Large:** Morgan Park Commons (*Morgan Park*)

**Small:** Silver Fox Café (*Kenwood*)

# Eligibility & Uses

- Must be in pre-development stage
- Ability to leverage the grant
- Aligns with community plans
- Site identified/control
- Business concept vetted
- Financing plan underway
- Catalytic potential (e.g., location)

Projects led by community developers of color and who articulate service providers of color will be prioritized.

- Architect and engineer services (planning, conceptual design, schematic design and/or structural testing)
- Other consultants (e.g., development consultants)
- Environmental expenses (e.g., Phases I/II, Hazardous Materials Survey, Remediation Plans)
- Legal expense (e.g, zoning, finance, acquisition)
- Market study to confirm the real estate use
- Application fees (e.g., loan applications)
- Site development project manager (third-party cost only)
- Third-party community engagement and planning (feedback and input directly related to project site)
- Fiscal sponsor fees

The Pre-Development Fund will not make grants to projects that are exclusively social services, supportive housing, charter schools, workforce development facilities and other critical needs uses. The Pre-Development was created to support enterprise-focused projects that historically have not had access to philanthropic funding.

# We want to hear from you!



**Viability.** Does the project appear to have a business model or development pathway that suggests project success?

**Financing.** Does the project appear to have sufficient financing to move beyond predevelopment?

**Community.** Does the project appear to be aligned with the goals of the community as presented in a community plan or other expression of community priorities?

**Catalytic.** Based on location, nearby assets and the project itself, does the project appear to have the potential to catalyze additional development in the community?



**Chris Eagan, Program Manager  
Catalyzing Neighborhood Investment  
The Chicago Community Trust  
ceagan@cct.org**



Email questions to: [whitni.mungin@cityofchicago.org](mailto:whitni.mungin@cityofchicago.org)