



Date: February 5th 2:00 PM

Location: City Hall Commission Chambers

Members:

Virginia Beard
Eric Brown
Daniel Drent
Cassandra Oracz
Jeffrey King

Lindsey Reames
Christopher Romero
Monica Steimle-App
Mark Washington
Tabitha Williams

- I. Call to Order
- II. Roll Call
- III. Approval of December 18, 2025 Minutes
- IV. Action Items
 - a. REVISED Resolution RE: 2027 NIP Participation (memo attached)
- V. Discussion Items
 - a. Staff updates on work of interest to the Board (memo attached)
 - b. Update on funded projects (written update only, no discussion anticipated)
- VI. Public Comment

City of Grand Rapids
Affordable Housing Fund Board Meeting Agenda
Thursday, December 18, 2025, 12:00 pm
City Hall, 300 Monroe Ave NW, 49503, Commission Chambers

I. Call to Order

Chair Eric Brown called the meeting to order at 12:00 PM.

II. Roll Call

Present:

Eric Brown, Daniel Drent, Cassandra Oracz, Jeffrey King, Lindsey Reames, Christopher Romero, Monica Steimle-App, Tabitha Williams

A quorum was established.

III. Approval of Minutes

A motion to approve the minutes from September 17, 2025, meeting was made by King and seconded by Drent.

Motion carried unanimously.

IV. Action Items

A. Approval of Resolution Allocating Funds to Community Development FY2027 Neighborhood Investment Plan (NIP) Process

Staff reviewed the proposed resolution to participate again in the Community Development FY2027 Neighborhood Investment Plan funding process, noting this approach creates efficiencies for applicants and staff and aligns with the prior year's process.

Key points presented:

- The resolution applies the same formula discussed previously: allocate 75% of available funds to the NIP process while maintaining the \$250,000 minimum balance required by the City's agreement with the Grand Rapids Community Foundation.
- Staff estimated the amount available to contribute to the FY2027 process would be approximately \$260,000–\$340,000, based on the fund balance as of December 31, 2025.
- Staff clarified that potential future deposits (including anticipated proceeds referenced in the meeting) are not included in the calculation because the formula is tied to the December 31 balance; staff anticipated the earliest significant deposit would occur around late April 2026, after the FY2027 recommendation process timeline.

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Board discussion included:

- Clarification about which federal fiscal year funds are being considered, as well as timeline for city process, which includes a Request For Proposals in early 2026.
- Confirmation that any future significant deposit would not be automatically captured in the 75% calculation under the resolution as drafted.
- Staff confirmed there could be an off-cycle RFP approach in the future if the Board chooses to consider additional funds outside the NIP calendar, potentially leveraging Community Development expertise and/or existing applications.

Motion: Approve the resolution allocating funds to the Community Development FY2027 NIP process.

- Motion made by Reames and seconded by Williams.
- **Vote:** Approved unanimously.

Related Discussion Item (Volunteers for NIP Allocation Subcommittee):

- Following adoption, staff requested 2–3 volunteers (noting 4 is still under a quorum) to participate in reviewing applications with Community Development staff and developing recommendations for Board confirmation. Staff noted the subcommittee meeting would be approximately 90 minutes, anticipated March 11–13 (exact date TBD), with materials shared roughly 10 days in advance.

Volunteers expressed interest, including:

- Christopher Romero
- Daniel Drent
- Jeffrey King
- Cassandra Oracz | noted they serve as Habitat for Humanity board chair and discussed conflict considerations; staff indicated this had been evaluated previously and could be revisited if relevant applications arise. Noted that Ms. Oracz might serve on subcommittee if one of the other three is unable to participate in order to ensure at least 3 members participating

B. Approval of “Grow the Fund” Subcommittee Strategies and Recommendation (Transmit to City Commission)

Staff summarized the revised Grow the Fund materials previously discussed in September and presented a proposed action to transmit the full package (background “menu of options” plus the

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subcommittee recommendation memo) to the City Commission as a report from the AHFB, requesting Commission feedback and direction on whether to pursue additional evaluation steps.

Key points and discussion:

- Staff described this as an alignment step to ensure the City Commission is aware of and supports continued work, noting that implementing any funding tools may require Commission support and, in some cases, broader community support.
- Williams asked how tools would be evaluated and measured during a “pilot stage,” including how accountability and transparency would be maintained. Staff responded that—if the Commission supports continued exploration—staff would develop a scope of work, work with a subcommittee similarly to prior efforts, and bring updates back to the full Board; staff emphasized the importance of goal-setting and data to demonstrate outcomes (especially for any voter-facing funding approaches).
- Staff indicated the likely timing for initial Commission discussion would be during a late January or February mid-year reporting window, with potential follow-up if deeper discussion is requested.
- Reames requested adding language to ensure the Commission’s response includes consideration of the City’s commitment/role in addressing the housing crisis and shared ownership of next steps (not solely directing work back to the AHFB). Staff agreed the concept could be incorporated, suggesting that additional clarifying language could be added within the transmitted memorandum/short-term strategy framing.

Motion: Transmit the Grow the Fund memoranda to the City Commission as a report from the Affordable Housing Fund Board, requesting Commission consideration and feedback/direction on whether the additional evaluation steps should be pursued and AHFB’s role in moving the work forward (with agreement to incorporate clarifying language as discussed).

- Motion made and seconded.
- **Vote:** Approved unanimously.

C. Approval of 2026 Meeting Calendar

Staff presented a proposed 2026 calendar with quarterly meetings plus an additional meeting to accommodate the Community Development funding recommendation timeline. Staff noted the schedule was informed by member availability (Doodle poll).

Motion: Approve the proposed 2026 AHFB meeting calendar.

- Motion made and seconded.

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- **Vote:** Approved unanimously.

(The agenda packet includes a proposed 2026 calendar memorandum.)

D. Approval of 2026 Board Chair & Vice Chair

Staff reviewed the elections process and options for voting (voice vote for single candidate; paper ballot when multiple candidates are nominated).

Nominations:

- **Chair:** Eric Brown nominated; accepted.
- **Vice Chair:** Monica Steimle-App nominated and seconded.

Vote: Voice vote; **approved unanimously.**

Result: **Eric Brown** elected Chair; **Monica Steimle-App** elected Vice Chair for 2026.

V. Discussion Items

A. Solicitation of Volunteers for Funding Allocation Process

This item was addressed earlier in the meeting during discussion following the NIP resolution approval (see Action Item IV.A).

B. Update on AHFB-Funded Projects

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Staff referenced the written project status report included in the agenda packet and clarified how the report reflects projects funded through different rounds/processes (including ARPA-funded Projects and projects funded through the Community Development process).

Community Development Department Affordable Housing Fund Project Status Report					
Organization/Project	Award Amount/ Fund Source	Period of Performance	Planned Outcome	Status to Date	Funds Drawn to Date
Amplify GR <i>Boston Square Together II (F2)</i>	\$540,000 ARPA	9/1/24 – 9/30/26	57 affordable rental units	50% of construction completed	\$490,000
Dwelling Place of GR NHC <i>2080 Union Site Condos</i>	\$600,000 ARPA	9/1/23 – 6/30/25	At least 6 households will receive purchase price subsidy to buy one of the 42 project units	Eight households received a purchase price subsidy to buy a project unit. The final sale closed on 11/5/25. Project complete pending receipt of final documentation and disbursement of subsidy payment.	\$498,790
Genesis NHC <i>Leonard Apartments</i>	\$1,200,000 ARPA	8/1/24 – 1/31/26	55 affordable rental units for seniors	Construction completed. In lease-up phase.	\$1,140,000
New Development Corporation <i>SF Homeownership Construction/Rehab</i>	\$240,000 ARPA	House 1: Completed House 2: 9/1/24 – 11/30/25	2 affordable homes (1 new construction and 1 rehab) for sale to homebuyers under 80% of AMI	House 1: Sold to eligible buyer 1/23/25 House 2: Projected to sell by 12/12/25	House 1: \$120,000 House 2: \$112,000
Habitat for Humanity of Kent County <i>Pleasant Hills Phase III</i>	\$546,000 AHF	TBD	27 condominiums for sale to income-qualified households (All units under 120% AMI with 16 units under 80% AMI)	Funds awarded May 20, 2025	\$0
Mel Trotter Ministries <i>Single Family Homeownership</i>	\$200,000 AHF	House 1: 10/15/25 – 12/31/26 House 2: TBD	2 affordable homes for sale to homebuyers under 80% AMI	Funds awarded May 20, 2025	\$0

No discussion was requested by Board members beyond confirming progress was underway.

VI. Public Comment

No public comment was offered.

VII. Adjournment

Chair Brown adjourned the meeting at 12:34 PM.

Next Meeting

Date: Thursday, February 5, 2025, at 2:00 PM

Location: City Hall, Commission Chambers

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MEMORANDUM

CITY OF GRAND RAPIDS

Date: February 2, 2026

To: Eric Brown, Chair and
Members of the Affordable Housing Fund Board

From: Mary Kate Berens, Deputy City Manager

Subject: **Grand Rapids Affordable Housing Fund – Resolution Approving Funds for Consideration in Community Development FY 2027 Neighborhood Investment Plan Funding Process**

At its meeting on December 18, 2025 the Board approved a resolution directing that funds from the Affordable Housing Fund be distributed through the Community Development Fiscal Year 2027 Neighborhood Investment Plan funding process. That resolution established that the final amount distributed through the CD process be based on the balance in the Affordable Housing Fund (AHF) as of December 31, 2025. Because an additional deposit of almost \$176,000 of Payment In-Lieu of Tax funds was made into the AHF later in January, staff is recommending a revised resolution, calculating the available amount as of January 31, 2026 to allow maximum use of funds.

If available funds are calculated based on the amount as of January 31, 2026, Affordable Housing funds in the amount of \$700,954 will be distributed through the Community Development process. The Board would have available to it, for emerging opportunities or other individual efforts \$233,651 and the AHF would also include the minimum \$250,000 that must be held in the fund at all times. If calculated as of December 31, 2025 as was adopted in the initial resolution, the amount would be \$569,031 and the \$176,000 of PILOT would be added to balance available for the AHF to consider distributing for emerging opportunities.

The Affordable Housing Fund is held by the Grand Rapids Community Foundation (GRCF). The terms of the agreement with the GRCF require that a minimum balance of \$250,000 is maintained in the account at all times. The City adds to the fund periodically through voluntary contributions made through the City's payment in-lieu of taxes (PILOT) program.

Final award of Affordable Housing Fund dollars to specific projects will require subsequent confirmation by the Board at the March meeting. A subcommittee of the Board, established at the December 2025 meeting, will work with Community Development staff to prepare an allocation plan consistent with the Board's priorities and leveraging other available federal funds considered through the NIP process. The City Commission recently approved the FY2027-2031 plan, with includes Neighborhood Investment Plan outcome areas as follows:

1. Prevent and resolve homelessness
2. Create and preserve affordable housing
3. Increase homeownership and housing stability
4. Improve existing housing
5. Improve behavioral health
6. Increase wages and economic opportunity
7. Improve neighborhood safety
8. Foster engaged, connected and resilient neighborhoods

The AHFB Subcommittee will receive recommendations from CD staff that identifies those proposals that best align with the AHFB priorities. Because the Board is participating in the CD process, our funds can

be “braided” with Federal Fiscal Year 2026 funds (note this is for City fiscal year 2027, but establishes the investment recommendations for dollars the City anticipates receiving from Federal Fiscal Year 2026 budget). While the Neighborhood Investment Plan outcomes are broader than the AHFB areas of focus, braided together, projects can receive significant support to achieve shared objectives. The Executive Summary from the Plan is attached; the full plan is available at the [Community Development](http://www.grandrapidsmi.gov/government/departments/Community-Development) Department’s webpage (www.grandrapidsmi.gov/government/departments/Community-Development).

Adoption of the attached resolution requires a motion to approve Resolution 26-01.

Resolution 26-01

RESOLUTION OF THE AFFORDABLE HOUSING FUND BOARD

GRAND RAPIDS, MICHIGAN

WHEREAS, the City of Grand Rapids has established the Affordable Housing Fund, managed by the Grand Rapids Community Foundation; and

WHEREAS, the Affordable Housing Fund Board (Board) is duly constituted and charged with, among other duties, recommending investments designed to make housing more accessible to lower and moderate-income residents of the City; and

WHEREAS, the Board has a priority to use funds to assist in the production of affordable housing within the city of Grand Rapids at scale in an efficient way for project proponents; and

WHEREAS, the Board has received information about the Community Development Neighborhood Investment Plan Funding Process and finds that process to be an efficient and effective way to maximize funding for affordable housing projects;

NOW, THEREFORE, be it resolved that the Grand Rapids Affordable Housing Fund Board directs:

1. Resolution 25-01 adopted by the Board on December 18, 2025 is hereby repealed.
2. Funds in the amount of \$700,954 shall be allocated to projects providing affordable housing units consistent with Grand Rapids City Commission Policy 900-62, using the application, review, and recommendation process managed by the Community Development Department for its Fiscal Year 2027 Neighborhood Investment Plan.
3. The funds designated in Section 2 represent seventy-five percent (75%) of available fund balance, considering the Affordable Housing Fund total balance as of January 31, 2026, less the amount committed to prior projects but not yet transferred, and less the minimum balance of \$250,000 required in the Fund.

Eric Brown, Chair, Affordable Housing Fund Board

Correct in Form:

City Attorney

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Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

Introduction

The FY 2027 – 2031 (FFY 2026 – 2030) Consolidated Housing and Community Development (HCD) Plan, also known as the “Consolidated Plan,” serves as the City of Grand Rapids’ strategic framework for housing and community development investment over a five-year timeframe. The HCD Plan will be in effect from July 1, 2026, through June 30, 2031. It directs actions and funding decisions related to the federal Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grants (ESG) programs administered by the U.S. Department of Housing and Urban Development (HUD). In addition, the Plan guides investments from the Justice Assistance Grant (JAG) program administered by the U.S. Department of Justice, Opioid Settlement Funds (OSF), and other resources administered by the Community Development Department (CDD).

Prepared in accordance with 24 CFR Part 91 and aligned with HUD’s required format and content standards, the document identifies the City’s housing and community development needs, sets clear goals and objectives, and outlines coordinated strategies to effectively leverage resources. Through these efforts, the Plan aims to elevate the quality of life for all residents.

The HCD Plan guides investment of funds from the following programs:

Community Development Block Grant Program (CDBG) - Supports a wide range of activities that provide decent housing, a suitable living environment, and expanded economic opportunity for low- and moderate-income residents.

HOME Investment Partnerships Program (HOME) – Provides funding to address housing needs. Funds can be used to develop new housing opportunities, renovate existing structures, provide rental assistance, and increase homeownership through homebuyer incentives.

Emergency Solutions Grants Program (ESG) – Provides to reduce homelessness within the community and address the needs of those individuals currently experiencing homelessness.

The HCD Plan is organized into the following core sections, each aligned with HUD’s Consolidated Plan framework and informed by local priorities:

1. **Process:** Describes the community engagement and consultative strategies used to identify the needs and priorities outlined in this plan.
2. **Needs Assessment:** Analyzes the scale and nature of housing, homelessness, and community development needs.
3. **Market Analysis:** Examines the demographics of the community, and current supply and future needs of affordable housing based on anticipated growth or other community factors that could impact household composition.
4. **Strategic Plan:** Identifies the goals, strategies, and intended outcomes to address the needs and priorities identified through the planning process.

The Plan will also include the first year (FFY 2026) Annual Action Plan, that will describe the planned investment of federal resources to implement specific activities that meet the year’s strategic goals.

Data

The HCD Plan integrates both quantitative and qualitative data to ensure a comprehensive understanding of community needs. The primary quantitative data sources include the 2017-2021 Comprehensive Affordability Strategy (CHAS) and the 2019 – 2023 American Community Survey (ACS). Other local and regional data are used as indicated in this plan. Qualitative insights were gathered through focus groups, stakeholder consultations, and resident surveys.

Plans Consulted

The HCD Plan builds upon and aligns with a broad range of local, regional, and state plans. These include strategic, environmental, transportation, and housing-specific documents that reflect community priorities and guide cross-sector collaboration. Consulted plans are listed below:

City of Grand Rapids
Strategic Plan (2026-2030)
Climate Action and Adaptation Plan (2025)
Community Master Plan – Bridge to Our Future (2025)
Parks and Recreation Strategic Master Plan (2022)
Economic Development and Mobility Strategic Plan (2020)
Grand Rapids Age Friendly Action Plan (2020)
Kent County
Opioid Settlement Spending Plan (2024)
Community Health Needs Assessment (2023)
Regional Hazard Mitigation Plan (2022)
Blood Lead Testing Surveillance Report (2019-2023)
Other Local and Regional Plans
Bowen National Research - Housing Needs Assessment (2025)
Kent County Food Policy Council - Food System Plan (2025)
Housing Kent - State of Housing Report (2024)
Grand Valley Metro Council - Metropolitan Transportation Plan (2024)
The Rapid - Transit Master Plan (2023)
Michigan's Statewide Housing Plan (2022)
Grand Rapids Public Schools - Strategic Plan (2022-2027)
KConnect Redefining the Path Home (2020)

Needs and Market Analysis Summary

Since 2010, both Grand Rapids and Kent County have experienced steady population growth, a trend projected to continue through at least 2029. The rate of housing construction has not kept pace with the additional number of households resulting in a constrained housing market and an escalation in rent and home purchase prices. Increased housing costs have outpaced the rise in incomes, leading many households to pay more than 30% of their income toward housing costs, which HUD considers the threshold for “housing cost burden.” These dynamics were consistently cited as top concerns by survey respondents and focus group participants.

Key findings from the *2025 Bowen National Research Housing Needs Assessment* include:

- **Population growth and housing demand.** Population and household growth rates have been positive since 2010 and are projected to remain positive through at least 2029. A variety of housing options are needed to meet projected demand. A thriving local economy with nearly 104,000 non-resident commuters to Grand Rapids suggests significant potential demand for housing if adequate and affordable housing is added to the market.
- **Rising rents and high rates.** While overall multifamily occupancy rates have decreased slightly since 2022 (93.8% currently, down from 97.9% in 2022), this can be largely attributed to newly developed properties that are currently leasing up. Occupancy rates are expected to increase very quickly as demand has not decreased. Affordable housing occupancy rates have remained high (currently 99%) and have long waiting lists. Single-family and duplex rentals in Grand Rapids also have an occupancy rate of 99%. According to the American Community Survey 5-Year estimates, the median home value in Grand Rapids in 2023 was \$225,500, more than double the median value in 2013 (\$109,400). Similarly, median contract rent in Grand Rapids in 2023 was \$1,191, up from \$758 in 2013.
- **Substandard housing.** Grand Rapids’ housing inventory is notably older than the state and region. Renters are disproportionately affected by housing quality issues, including lead-based paint exposure, deferred maintenance, and lack of accessibility features.

Housing Gap Estimates:

The 2025 Bowen National Research Housing Needs Assessment determined a rental housing gap of 6,990 units, and a for-sale housing gap of 6,333 units. These gaps are most acute for households earning below 80% of Area Median Income (AMI), particularly renters earning less than 50% of AMI. These households face the greatest barriers to securing stable housing and are most at risk of housing instability or homelessness. The data underscores the urgent need for both new construction and preservation of affordable housing, especially for low-income households.

Table 1 below illustrates the estimated rental housing gap in Grand Rapids from 2024 to 2029, segmented by income level.

Table 1: Grand Rapids - Rental Housing Gap

Rental Housing Gap Estimates (2024 - 2029)			
Percent of Median Income	Annual Household Income	Monthly Rent	Units Needed
0-30%	≤ \$31,920	≤ \$798	1,489
31%-50%	\$31,921-\$53,200	\$799-\$1,330	1,072
51%-80%	\$53,201-\$85,120	\$1,331-\$2,128	1,927
81%-120%	\$85,121-\$127,680	\$2,129-\$3,192	1,417
121%+	\$127,681	\$3,193+	1,085
Total Rental Units			6,990

Source: Bowen National Research - Housing Needs Assessment (2025)

Figure 1: Rental Units Needed by % Median Income

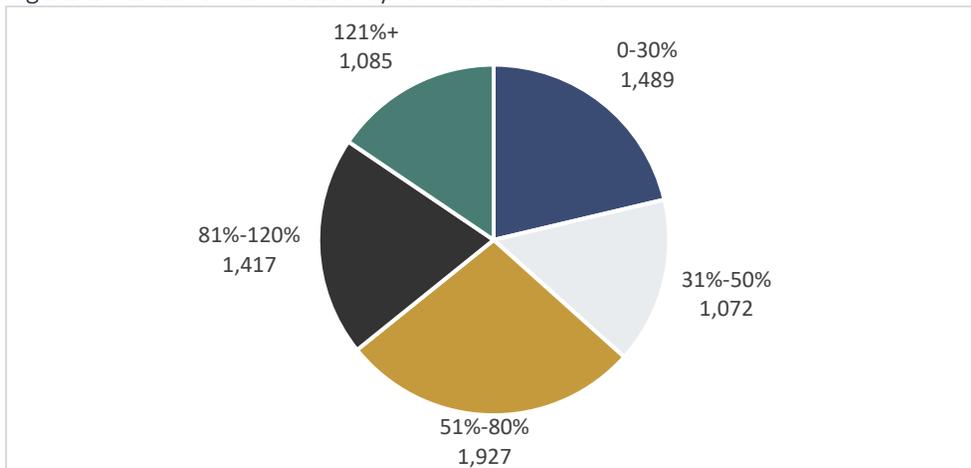


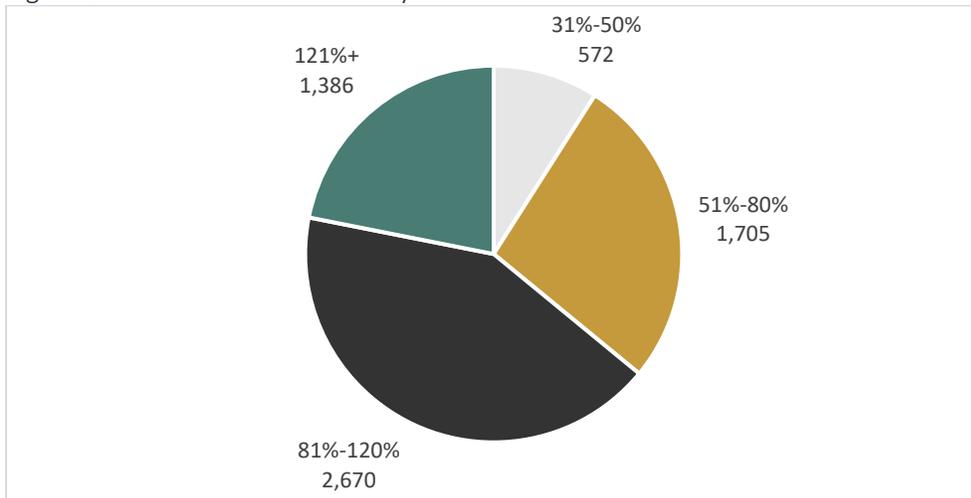
Table 2 presents the estimated for-sale housing gap, highlighting a critical shortage of affordable homeownership opportunities for low- and moderate-income households. Notably the greatest need is concentrated in the 81%–120% AMI range.

Table 2: Grand Rapids - For-Sale Housing Gap

For-Sale Housing Gap Estimates (2024 - 2029)			
Percent of Median Income	Annual Household Income	Price Range	Units Needed
0-30%	≤ \$31,920	≤ \$106,400	0
31%-50%	\$31,921-\$53,200	\$106,401-\$177,333	572
51%-80%	\$53,201-\$85,120	\$177,334-\$283,733	1,705
81%-120%	\$85,121-\$127,680	\$283,734-\$425,600	2,670
121%+	\$127,681	\$425,601	1,386
Total For-Sale Units			6,333

Source: Bowen National Research - Housing Needs Assessment (2025)

Figure 2: For-Sale Units Needed by % Median Income



Summary of the Objectives and Outcomes Identified in the Plan

The following eight strategic outcomes were developed in response to the needs identified through data analysis and community engagement. Each outcome is supported by specific activities designed to advance housing stability, economic opportunity, and neighborhood resilience.

Outcome 1: Prevent and resolve homelessness. Support efforts to obtain or retain housing for individuals and families experiencing homelessness or at risk of homelessness. Activities include, but are not limited to, homelessness prevention, rapid re-housing, and tenant-based rental assistance.

Outcome 2: Create and preserve affordable housing. Increase the number of new affordable rental and homeownership units available to low- and moderate-income households. Activities include, but are not limited to, infill new construction, acquisition and development for resale, development of permanent supportive housing, and conversion of non-residential buildings to housing.

Outcome 3: Increase homeownership and housing stability. Support efforts to increase access to homeownership and provide housing stability services. Activities include, but are not limited to, fair housing education and enforcement, housing-related legal assistance, down payment assistance, and foreclosure intervention.

Outcome 4: Improve existing housing. Support the maintenance, repair, and improvement of existing housing. Activities include, but are not limited to, housing rehabilitation, emergency and minor repairs, access modifications, lead-based paint remediation, code enforcement, and weatherization.

Outcome 5: Improve behavioral health. Support efforts to prevent and mitigate the effects of opioid and substance use disorders and expand access to mental health services for uninsured and underinsured individuals. Activities include, but are not limited to, behavioral health treatment and recovery support, mental health counseling, crisis intervention, peer support, community outreach, and prevention and education initiatives.

Outcome 6: Increase wages and economic opportunity. Support economic prosperity with an emphasis on increasing income and overcoming barriers to employment. Activities include, but are not limited to, job readiness, skills development training, and education programs.

Outcome 7: Improve neighborhood safety. Support efforts that enhance resident safety and quality of life in neighborhoods. Activities include, but are not limited to, crime prevention education, block club and community organizing, and safety and preparedness training.

Outcome 8: Foster engaged, connected, and resilient neighborhoods. Support activities that build relationships and enhance neighborhood stability. Activities include, but are not limited to, neighborhood improvement and beautification projects, outreach and education, communication, issue engagement, and advocacy.

Evaluation of Past Performance

Over the previous Consolidated Plan cycle, the City of Grand Rapids made measurable progress toward its housing and community development goals. Accomplishments are reported annually in the Consolidated Annual Performance and Evaluation Report (CAPER), which are publicly available on the

Community Development Department website (www.grcd.info). Key achievements include the development, preservation, and rehabilitation of affordable housing units, expansion of homelessness services, and targeted investments in housing and neighborhood services.

Summary of Citizen Participation Process and Consultation Process

Public input on housing and community development needs to inform development of the FFY 2026 – 2030 HCD Plan was gathered through multiple means.

- Five (5) topic-specific focus groups were held on the following areas: affordable housing development, emerging developers, mental health and substance use, workforce development, and neighborhood organizing and public safety. A total of 58 individuals participated in these sessions. In addition, consultation meetings were also held with the Grand Rapids Housing Commission and the Grand Rapids Area Coalition to End Homelessness, which serves as the community's Continuum of Care.
- An online survey to evaluate community needs was distributed through various means including email and social media. The online survey was available from August 27, 2025, through October 2, 2025. The survey received 347 responses, providing valuable insights into residents' priorities, challenges, and ideas for improving housing and community conditions. Results are summarized in Appendix B.

The City of Grand Rapids held a 30-day public comment period on the draft FFY 2026 – FFY 2030 Housing and Community Development Plan from October 28, 2025 through November 26, 2025. A hearing was held before the Grand Rapids City Commission on November 18, 2025. In addition to public notices in the *Grand Rapids Press* and *El Vocero Hispano*, an email invitation for comment was extended to partners identified in the Institutional Structure section of this Plan. The draft Plan was available for review on the City of Grand Rapids' website.

Summary of Public Comments

Six (6) attendees spoke at the November 18, 2025, public hearing before the City Commission.

- One (1) resident appreciated the City's consideration of 3D printed homes.
- Two (2) residents described the needs of women experiencing homelessness, especially those over the age of 60. They emphasized the need for increased resources to support Degage Ministries.
- One (1) attendee suggested emergency shelters offer classes on life skills and services for those with mental health issues.
- A representative of the Fair Housing Center of West Michigan (FHCWM) expressed support for the plan and highlighted that the plan is consistent with FHCWM strategies.
- One (1) resident emphasized the importance of personal faith.

Two (2) written comments were received during the public comment period that began October 28, 2025, and concluded November 26, 2025.

- A representative of Family Promise of West Michigan emphasized the needs of families experiencing homelessness and extremely low-income households. They proposed diversion and non-traditional housing development methods as opportunities.

- A representative of Community Rebuilders highlighted Tenant-Based Rental Assistance and Geographically Targeted Housing Outreach program outcomes and supported the plan's emphasis on housing access, service coordination, and reducing homelessness.

Summary of Unaccepted Comments & Rationale

All comments were accepted.

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MEMORANDUM

CITY OF GRAND RAPIDS

Date: February 2, 2026

To: Eric Brown, Chair and
Members of the Affordable Housing Fund Board

From: Mary Kate Berens, Deputy City Manager

Subject: **Items of Interest – Emerging Opportunities**

Attached to this memorandum are presentations provided over the last month that may generate opportunities for future investment of Affordable Housing dollars. These ideas, as they move further along in the process of evaluation and program development, would be discussed with the Emerging Opportunities subcommittee of the Board.

Significant discussion is not anticipated at the Affordable Housing Fund Board, however, the information is provided for awareness and as background material. If opportunities emerge from these programs, more extensive briefing would occur with the Board.

One set of materials is a presentation of the work and recommendations of the Accessory Dwelling Unit Task Force. That special-purpose task force has completed its review of barriers to significant ADU production in the City, and made a suite of recommendations to the City Commission. Staff is currently reviewing and providing recommendations for which of those ideas should be pursued, what the work load and budget implications are, etc. As those recommendations materialize, I would expect engagement with the subcommittee and ultimately Board if some of the work aligns with the AHFB goals and priorities.

The second set of materials is information recently presented to the Brownfield Authority. That Authority designed some of its funds for emerging developer grants. The program generated high demand, and while in early days of the funded projects, conversations are on-going about the demand for more flexible and patient capital for emerging developers.

**Accessory Dwelling Unit Task Force
Report
[Attached]**



ADU Task Force Recommendations

JANUARY 2026

This document synthesizes the work of the ADU Task Force and explains the suite of recommendations that can increase visibility, demand, and ease of producing new ADUs in Grand Rapids.

PREPARED BY



Flywheel Community
Development Services

flywheelmomentum.com



City of Grand Rapids
Planning Department

grandrapidsmi.gov

Background, Purpose, Members

February 2025 Grand Rapids City Commission stated a desire to expand ADU production. In turn, city staff recruited community leaders that represented key stakeholder groups, including small scale developers, lending institutions, social justice organizations, and affordable housing advocates. This group was tasked with identifying unnecessary frictions in the development process and creating a prioritized list of changes that could unlock additional ADU production and create new homes for existing and future GR residents.

Jon O’Conner, Co-Chair

Former City Commissioner

David Bulkowski, JD

Disability Advocates of Kent County

Eric Brown

Urban League of West Michigan

Kristin Turkelson, Co-Chair

City of Grand Rapids

Amaad Hardy

City of Grand Rapids

Nathan Biller

Mi Backyard Build

Sean Welsh, Regional President

PNC Bank

Ryan Kilpatrick, CEO

Flywheel

Doug Merriam

Greater Regional Alliance of Realtors

John Harpst

Lake Michigan Credit Union

Manny Arias

JM Construction

Joshua Lunger

Grand Rapids Chamber

Executive Summary

Accessory Dwelling Units (ADU) have gained popularity in growing urban areas as a way to create additional homes in existing neighborhoods. As housing demand continues to outpace supply in Grand Rapids, there's been a growing interest in ways to spur this development to ease pressure.

The ADU Task Force was commissioned to identify points of friction in the current development process as well as existing best practices at play in other communities. The cohort identified this portfolio of opportunities for improvement that have been themed into four categories:



Customer Experience

How people discover, understand, decide, and plan to build an ADU



Zoning Reform

The rules and regulations that govern the placement, design, and use of an ADU



Building Code

The rules and regulations that guide the construction of an ADU



Finance

How people plan, budget, and access financial resources

Accessory Dwelling Units in Grand Rapids



Historically Popular

If you drive throughout the oldest neighborhoods in the City, you'll notice an abundance of these types of structures. Historically, they were called a Carriage Houses, Granny Flats, Guest Suites, or Mother-in-Law apartments. These units provided flexible living space for family members, potential rental income for homeowners, and multigenerational living arrangements.

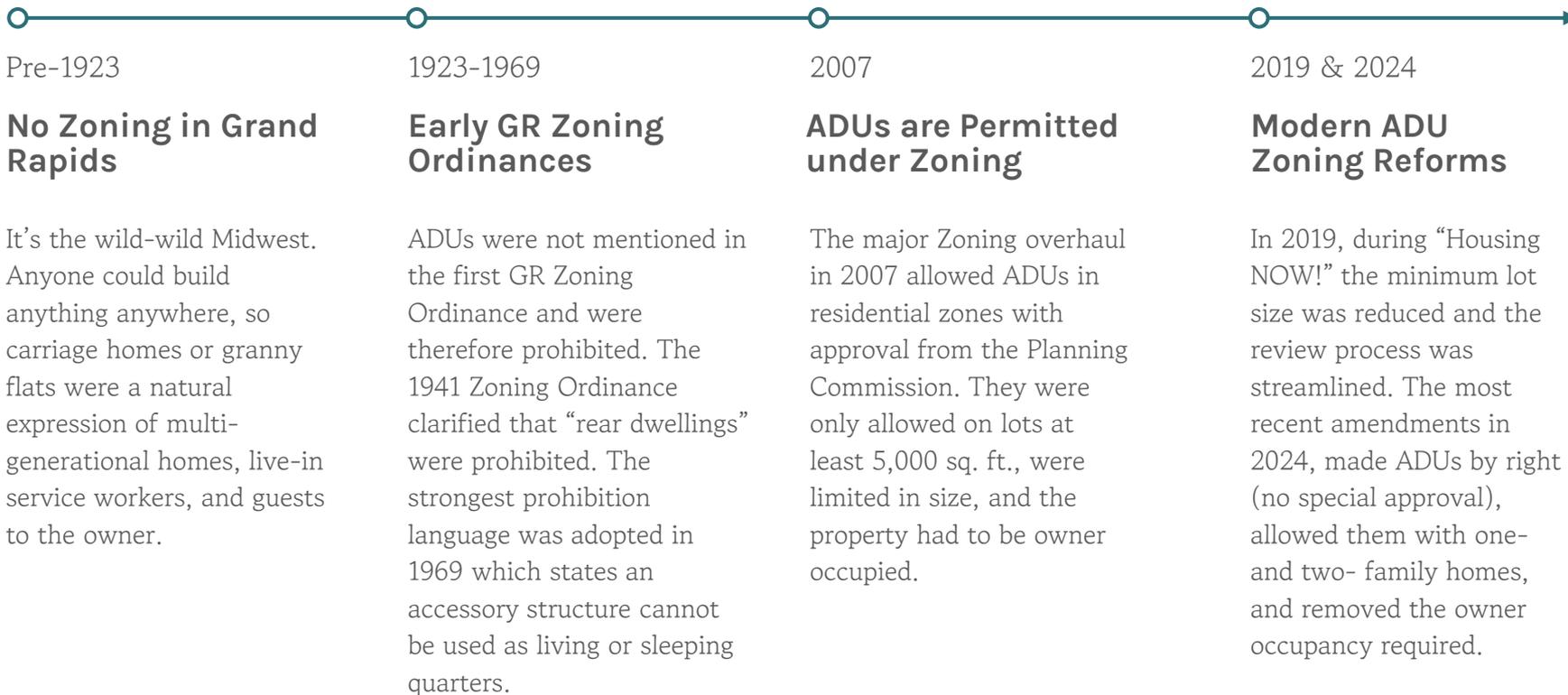


Current Definition

Grand Rapids currently defines an ADU as, "A secondary and clearly subordinate dwelling unit that is contained within a detached single-family or two-family dwelling, included within an accessory structure, or separate from but located on the same lot as a detached single-family or two-family dwelling. Also known as a "granny flat."

See: Article 16 of the City of Grand Rapids Zoning Ordinance

Timeline of ADU Regulations in Grand Rapids





Meeting Schedule

JULY

Understand the current process, understand the intent of the underlying codes and how those rules could be changed.

AUGUST

Explore the financial mechanisms and identify ways to improve resident ability + appetite for ADUs.

SEPTEMBER

Further develop and refine the list of recommendations for changes.

OCTOBER

Ruthless prioritization as the Task Force finalizes the recommendations.



Key Levers of Change

How might we increase a resident's awareness and ability?

Resident Ability + Appetite

Desire, Readiness, Education, Financing

How can we simplify the process or make it easier to navigate?

The ADU Process

Design

Permit

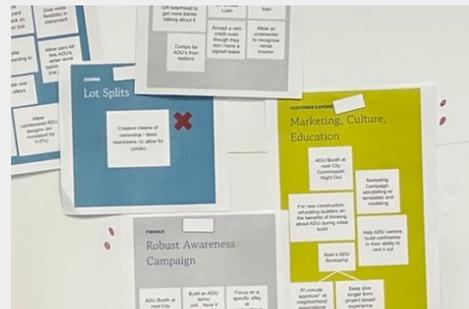
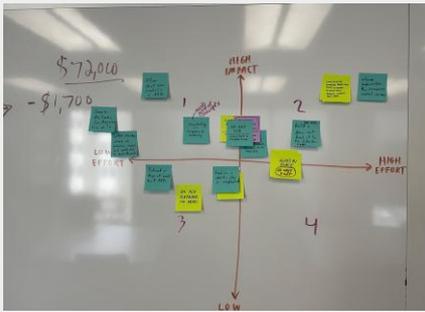
Build

Where can we eliminate/change unnecessarily burdensome code?

City / State Rules & Regulations

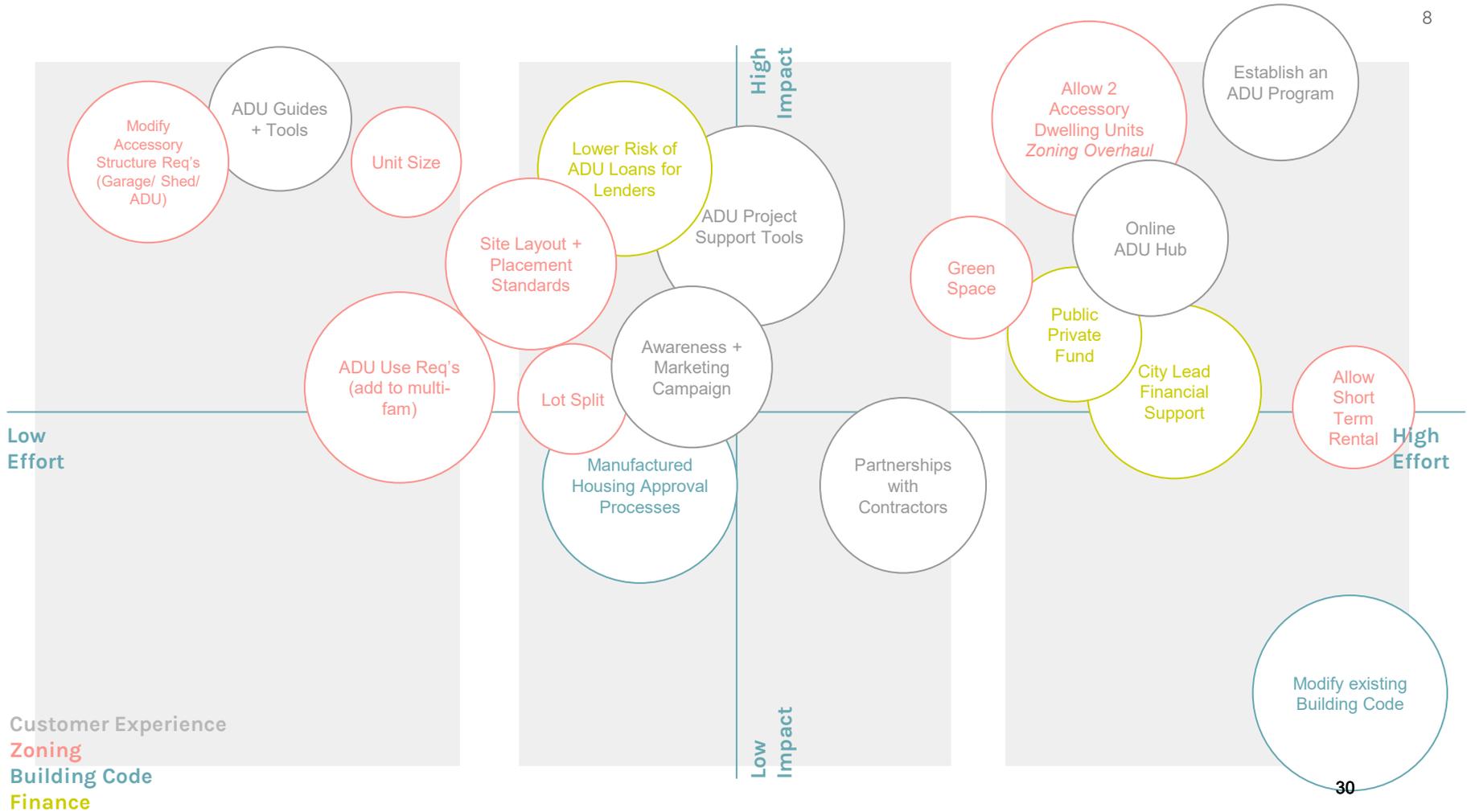
Zoning Code

Building Code



Discovering and Ranking Themes

105 Ideas were clustered into 20 themes, and then ranked by impact and ability to execute.



Customer Experience
Zoning
Building Code
Finance

Overview

Tier 1

Tier 2

Tier 3

Tier 4



Customer Experience

Develop a Marketing + Awareness Campaign

Publish ADU Guides + Toolkits

Create ADU Project Support Tools

Partner with Contractors

Develop a Grand Rapids ADU Hub

Establish an ADU Program

Publish Permit Ready ADU Plans



Zoning Reform

Adjust ADU Unit Size

Modify Accessory Structure Req's

Revise Site Layout + Placement Stds

Broaden ADU Use Requirements

Allow Short Term Rentals

Revise Greenspace Requirements

Allow ADU Lot Splits

Permit 2 ADUs per Property



Building Code

Change MFG Housing Approval

Modify Existing Building Code



Finance

Provide City Financial Support

Reduce Risk of Loans for ADUs

Establish a Public+Private Fund

Printed Packet for Further Review

ADU Task Force Recommendations

NOVEMBER 2025

This document synthesizes the work of the ADU Task Force and explains the suite of recommendations that can increase visibility, demand, and ease of producing new ADUs in Grand Rapids.

PREPARED BY
Names Here

19

Existing Code

27

Allow Short Term Rental

Requirements

...for ADUs that could be
...in their community.

Tier 1 Priorities



Customer Experience

Develop a Marketing + Awareness Campaign

Publish ADU Guides + Toolkits



Zoning Reform

Adjust ADU Unit Size

Modify Accessory Structure Requirements

Revise Site Layout and Placement Standards

Broaden ADU Use Requirements



Building Code



Finance



Customer
Experience

Publish ADU Guides + Toolkits

As those who are interested in building ADUs may have no or limited experience in construction and development, digestible and clear resources and guides are essential for building the confidence to move forward.

Creating easy-to-understand visual guides and toolkits will help those interested in ADUs make informed decisions and build confidence in the process.

Task Force Ideas

- Educate about fair housing laws
- Create a fillable deed restriction that meets ordinance requirements and does not require property owners to seek legal expertise to create their own
- Use illustrations and infographics to communicate the building code requirements for an ADU
- Create a separate permit for ADU's — *Currently you request a normal new building permit*
- Collect list of contractors and design professionals who can help
- Work with financial partners to produce sample budgets and publish a list of lenders willing to finance ADUs

Implementation Considerations

Feasibility	Time	Resources
Easy	2-3 Months	\$\$\$ 34



Zoning
Reform

Revise Site Layout and Placement Standards

All accessory structures, including ADUs have more flexibility in placement than a primary home/structure, but the accessory structure placement standards were written for garages and sheds and can be limiting for creative ADU site layout and placement.

Writing ADU specific site layout and placement standards can promote better urban design principles and help maximize the use of land for ADUs.

Task Force Ideas

- Reduce the front yard setback for ADUs on corner lots
- Allow zero lot line setbacks for ADU's when done behind zero lot line buildings
- Give City Staff more administrative flexibility in ADU placement
- Reduce or eliminate the rear setback for ADUs along alleys

Implementation Considerations

Feasibility	Time	Resources
Easy	4-6 Months	\$\$\$\$\$ 35

Next Steps

- Evaluate prioritized recommendations

- Feasibility
- Budget
- Staff capacity

- Zoning Ordinance Update

- Short term updates
- Longer term updates

Overview



Customer Experience



Zoning Reform



Building Code



Finance

Tier 1

- Develop a Marketing + Awareness Campaign
- Publish ADU Guides + Toolkits

- Adjust ADU Unit Size
- Modify Accessory Structure Req's
- Broaden ADU Use Requirements
- Revise Site Layout + Placement Stds

Tier 2

Create ADU Project Support Tools

Allow Short Term Rentals

Tier 3

- Partner with Contractors
- Develop a Grand Rapids ADU Hub
- Establish an ADU Program
- Publish Permit Ready ADU Plans

- Revise Greenspace
- Permit 2 ADUs per Property
- Requirements
- Allow ADU Lot Splits

- Provide City Financial Support
- Reduce Risk of Loans for ADUs

Tier 4

- Change MFG Housing Approval
- Modify Existing Building Code

Establish a Public+Private Fund



Thank you!



Flywheel Community
Development Services

flywheelmomentum.com



City of Grand Rapids
Planning Department

grandrapidsmi.gov

**Brownfield Authority Emerging Developer Program
Report
[attached]**

MEMORANDUM MEMORANDUM

CITY OF GRAND RAPIDS

DATE: January 28, 2026

BOARD: Brownfield Redevelopment Authority

FROM: Mackenzie Miller, Administrative Analyst
Brownfield Redevelopment Authority

SUBJECT: **Emerging Developer Program Update**

DATE: January 28, 2026

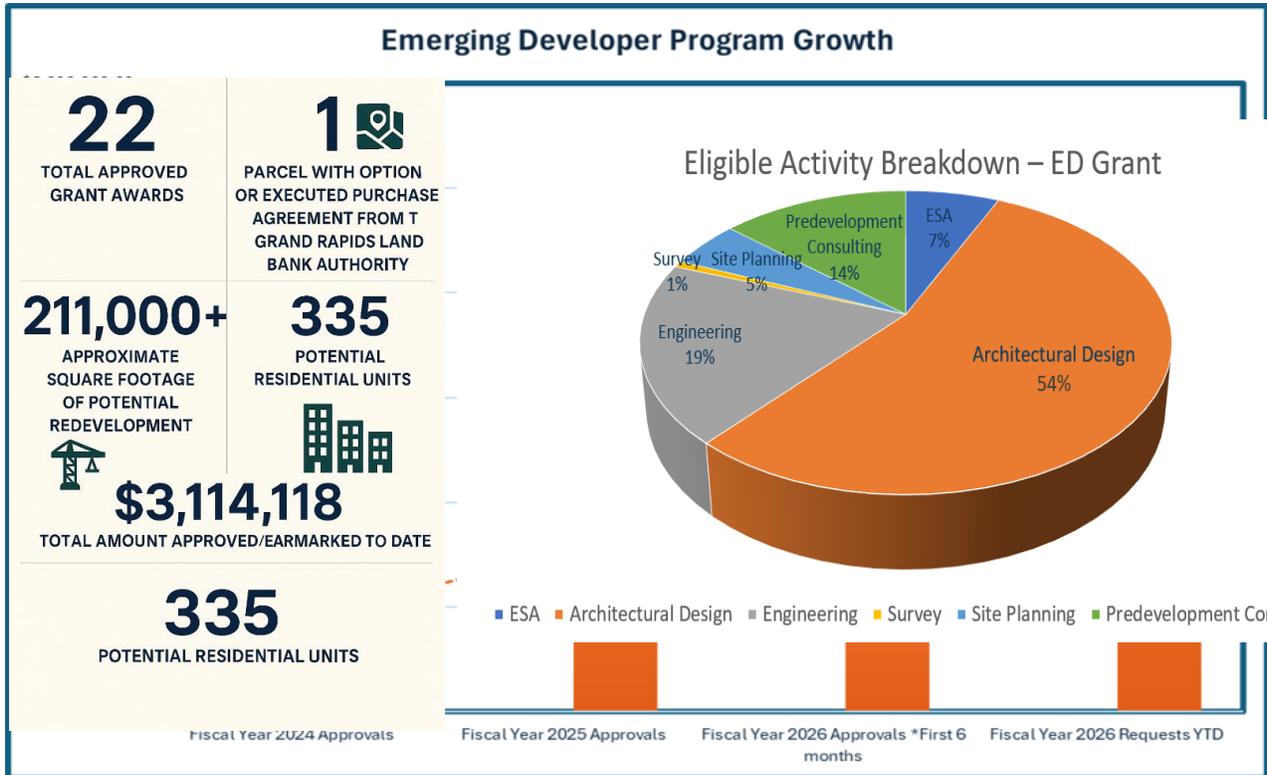
TO: Brownfield Redevelopment Authority

FROM: Sarah Rainero, Director, Economic Development Department

SUBJECT: Emerging Developer Grant Program Update

Staff have prepared an update on the Emerging Developers Grant (EDG) program to inform the Board of the program's success and outcomes to date and demonstrate the growing interest in this funding tool that was first made available in the fall of 2023. The program was created to support new and emerging developers by helping fund predevelopment expenses necessary to obtain site plan approval for a future project and continues to see an increasing pipeline of interested applicants. Since the program's inception, the Board has made 22 awards totaling \$3,114,118 at sites throughout the city.

On January 28, 2026, the Brownfield Redevelopment Authority (BRA) meeting will include a presentation that provides details on the program overall, as well as the size and scope of proposed projects whose predevelopment work has been supported by the EDG program and approved by the Board to date. Information to be presented includes type of expenses most funded by the program, number of parcels affected, and total square footage and number of housing units proposed for redevelopment by awardees, among other figures. The charts below detail these metrics.

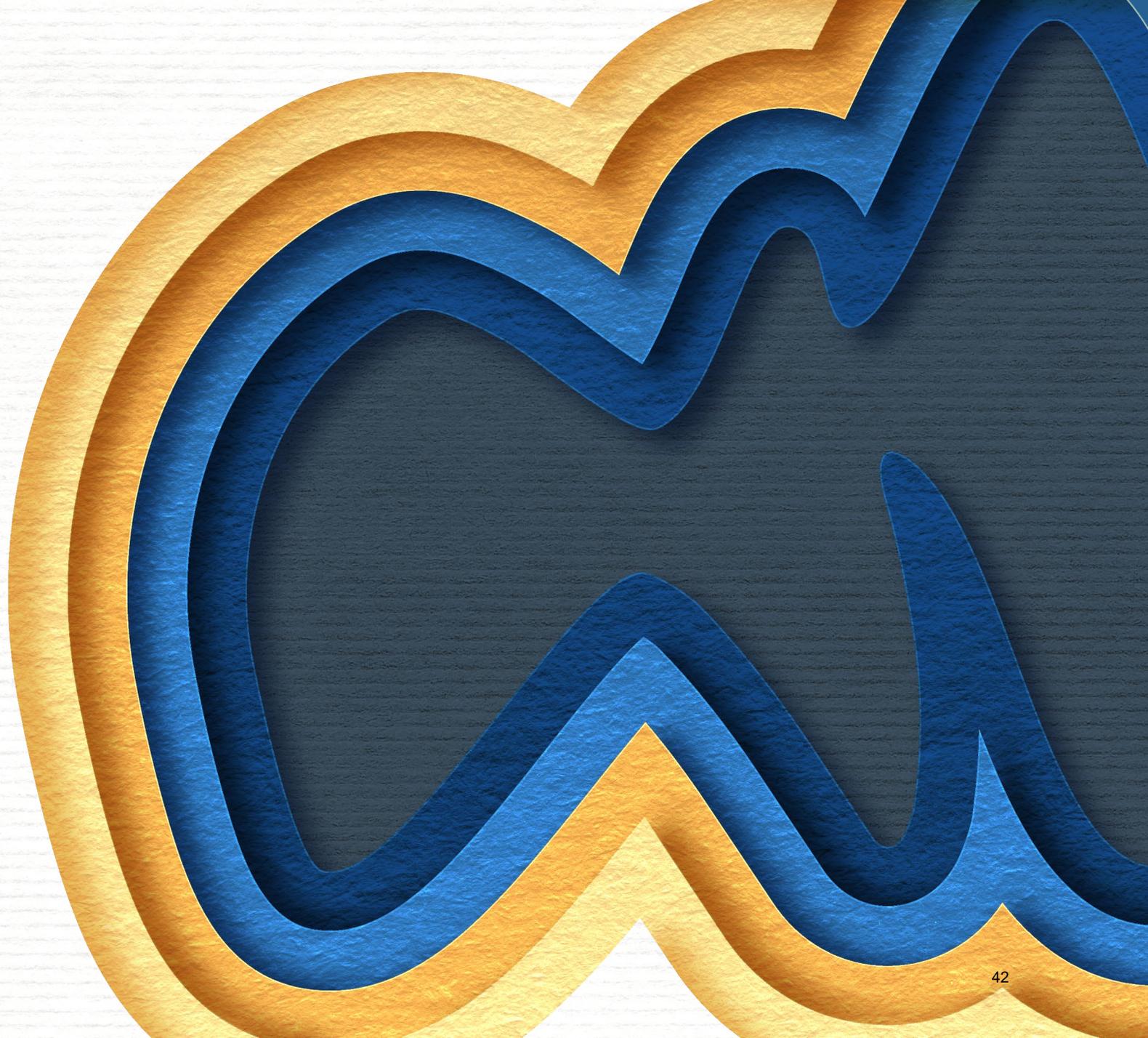


The current fiscal year has experienced a record pace and volume of applications, with requests made in the first 6 months exceeding the total of those made in any preceding fiscal year. Above is a chart describing the increase in funding requests made over time in terms of total dollar amount allocated per fiscal year. Please note the 2026 figure reflects only the first half of the fiscal year.

Staff closed the applications in December 2025 and recommend a deeper evaluation of investments to date to understand potential barriers to converting approved grants into active projects. This evaluation may result in updating program guidelines to implement a balanced approach to supporting upcoming Emerging Developer requests. Additionally, staff will consider a modified approach to how applications are evaluated to ensure equitable access to the tool. Finally, staff will evaluate funding options through the budget process. Staff will make a recommendation in the spring on how Fiscal Year 2027 will be reimagined for the Emerging Developer Grant Program.
SLR/mm/at

Emerging Developer Grant

Program Update
BRA Board Meeting
January 28, 2026





Program Overview & Goals

Since 2023, the Emerging Developer Grant (EDG) program has focused on providing support to new and emerging developers for predevelopment expenses necessary to obtain site plan approval for a future project.

Proposed mixed-use and multi-family housing projects have been considered a high priority for grant funding.

The Grand Rapids Brownfield Redevelopment Authority (BRA) supports the program as part of its efforts to redevelop blighted, contaminated or functionally obsolete properties.

The EDG program also aims to address the Bridge to Our Future Master Plan and the Economic Development & Mobility Strategic Plan by making economic development services available to first-time real estate developers, supporting brownfield remediation and redevelopment efforts broadly, and helping support small-scale developers through their training and mentorship activities.



What can the grant be used for?

EDG Program Can Fund

- Site Planning
- Environmental Site Assessments
- Survey
- Architectural Services
- Engineering (Geotechnical, Mechanical, Electrical, Plumbing, Civil)

EDG Can NOT Fund

- Legal fees, financing fees, or market studies
- Application fees, including fees associated with obtaining Site Plan approval
- Predevelopment expenses that were incurred one year or more prior to the submission of the grant request



Eligibility & Application Process

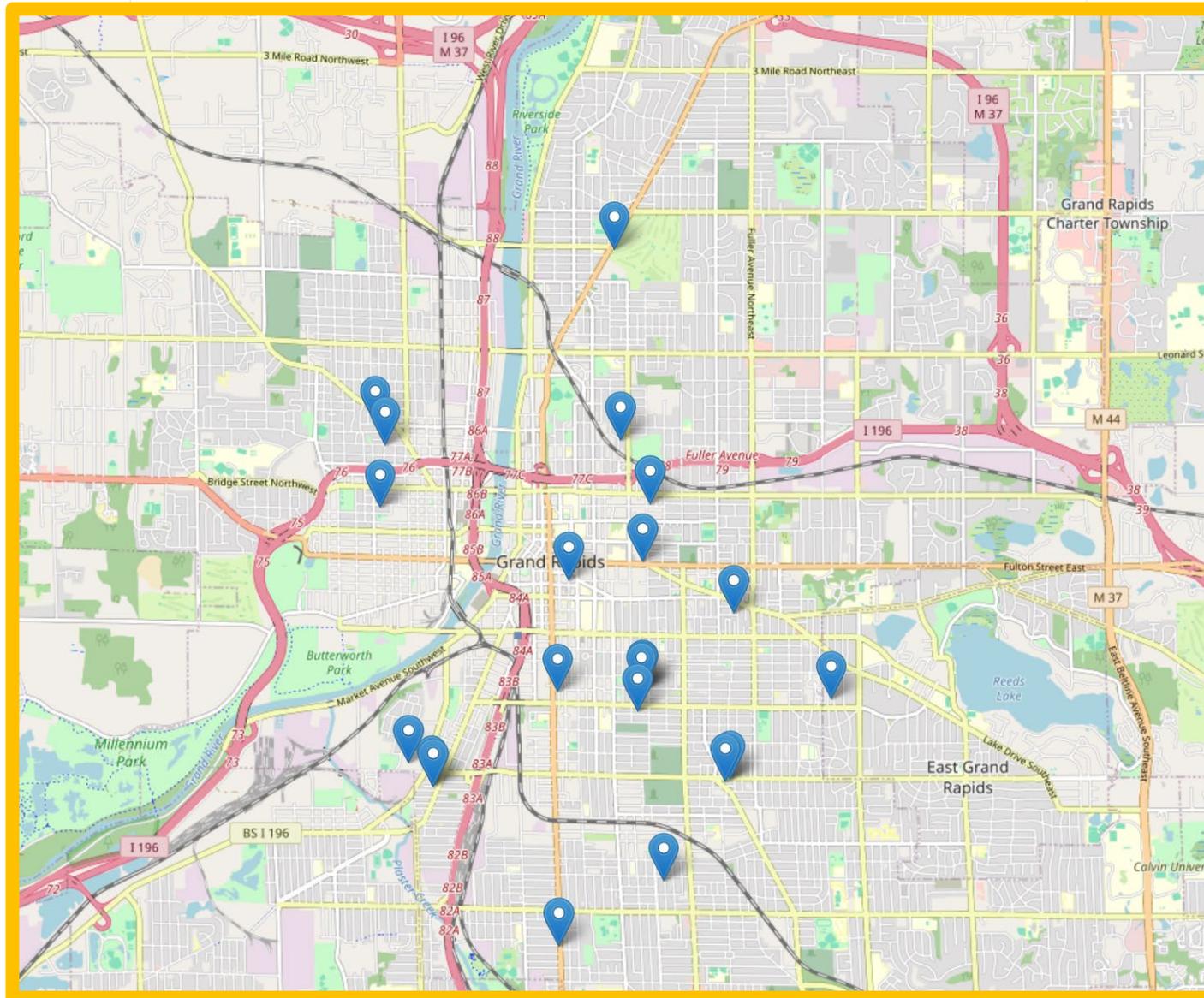
An eligible Emerging Developer (ED) is a person with limited experience in the development and redevelopment of real estate who may be supported by a network of more experienced development professionals, or an organized program designed to support first time and less experienced developers.

An ED can be supported by a more experienced developer or development company.

The application requires applicants to:

- Provide a description of the proposed future project.
- Submit a scope of work outlining the predevelopment expenses requested to be funded by the grant.

EDG Projects approved to date



Program Outcomes to Date

22 total approved grant awards across **30** parcels

- **1** parcel with option or executed purchase agreement from the Grand Rapids Land Bank Authority

Over 211,000 approximate square footage of potential redevelopment

335 potential residential units

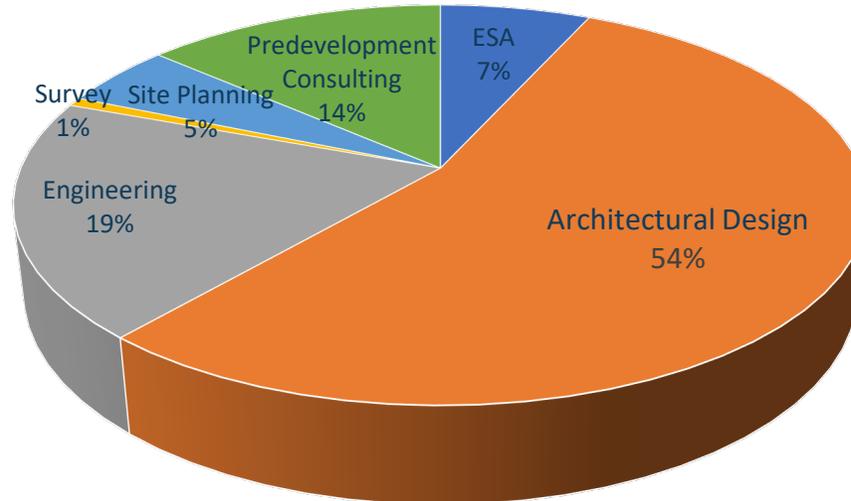
\$3,114,118 total amount approved/earmarked to date

Program Outcomes Cont'd.

Eligible Activity Breakdown to date (approximates)

ESA	Architectural Design	Engineering	Survey	Site Planning	Predevelopment Consulting
12 Projects \$195,000	20 Projects \$1,566,037	12 Projects \$552,028	6 Projects \$20,160	6 Projects \$146,000	13 Projects \$390,188

Eligible Activity Breakdown – ED Grant



■ ESA ■ Architectural Design ■ Engineering ■ Survey ■ Site Planning ■ Predevelopment Consulting

Program Outcomes Cont'd.

\$39,900-\$200,000 Range of Grant Awards

- **\$148,291** Average Grant Award across all approved projects
- **\$165,350** Median Grant Award per project
- **\$4,763,181** Average Total Project Cost

EDG Program covers all three (3) City Wards:

- **10** in Ward 1
- **4** in Ward 2
- **8** in Ward 3.

20 of 22 projects anticipate residential units

- **2-52** Range of residential units
- **Average of 15.2 units**

86% of projects are located in Neighborhoods of Focus

Post-Grant Development Activity

10 projects approved for additional BRA incentive and/or under active construction*

*12 are still in process, i.e., haven't yet completed the full scope of grant-funded pre-development activities and/or are pursuing other programs.

75% rate of conversion to active development projects for awardees from program's first fiscal year (2024).

5 total awardees converted to active development projects to date (under construction or complete)

5 awardees were just approved for grant funding and are in pre-development phases of their project

10 projects have been approved for other incentives and working through local and state approvals

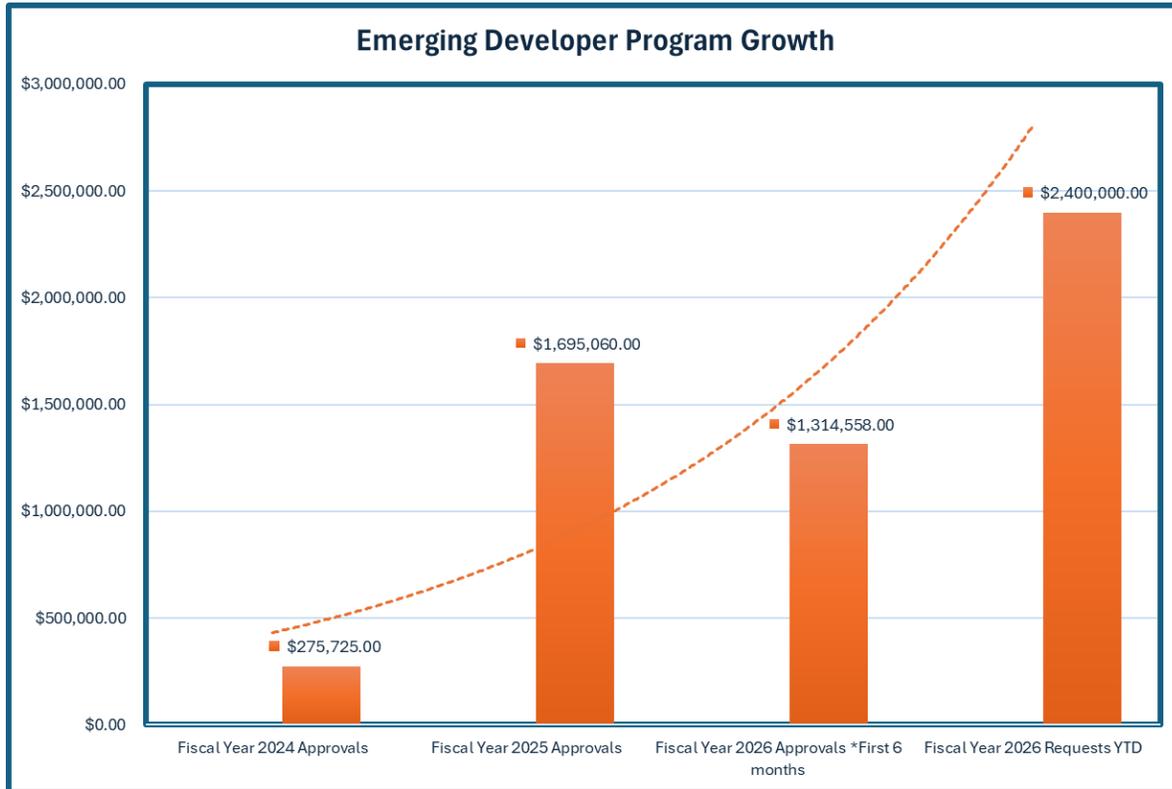
2 projects are on a conversion pause due to an unexpected circumstances

Program Pipeline Growth

11 applications approved in FY 2025 totaling **\$1,693,160**

13 applications submitted (or in the queue) to date in FY 2026 representing potentially over **\$2.4 million** in funding requests with more than 6 months remaining in FY

- **9** approved totaling **\$1,314,558** earmarked to date



Recommended Next Steps

- **Retain existing applications** while evaluating best method(s) to achieve goals of equitable access and improved conversion to active development projects.
- **Refine program guidelines**
- **Evaluate the approved projects** to insure we are achieving program results to cultivate more deals
- **Go through the budget process** to establish the \$ that can be associated to this programming
- **Develop a timeline/process** for releasing future application announcement

**Community Development Department
Affordable Housing Fund Project Status Report**

Organization/Project	Award Amount/ Fund Source	Period of Performance	Planned Outcome	Status to Date	Funds Drawn to Date
Amplify GR <i>Boston Square Together II (F2)</i>	\$540,000 ARPA	9/1/24 – 9/30/26	57 affordable rental units	62% of construction completed	\$490,000
Genesis NHC <i>Leonard Apartments</i>	\$1,200,000 ARPA	8/1/24 – 1/31/26	55 affordable rental units for seniors	Construction completed. In lease-up phase.	\$1,140,000
Habitat for Humanity of Kent County <i>Pleasant Hills Phase III</i>	\$546,000 AHF	TBD	27 condominiums for sale to income-qualified households (All units under 120% AMI with 16 units under 80% AMI)	Funds awarded May 20, 2025	\$0
Mel Trotter Ministries <i>Single Family Homeownership</i>	\$200,000 AHF	House 1: 10/15/25 – 12/31/26 House 2: TBD	2 affordable homes for sale to homebuyers under 80% AMI	Funds awarded May 20, 2025	\$0

COMPLETED PROJECTS		
Organization/Project	Amount Expended/ Fund Source	Outcome
Dwelling Place of GR NHC <i>2080 Union Site Condos</i>	\$598,628 ARPA	8 households under 80% of AMI received a purchase price subsidy to buy an affordable home
New Development Corporation <i>SF Homeownership Construction/Rehab</i>	\$240,000 ARPA	2 affordable homes (1 new construction and 1 rehab) sold to homebuyers under 80% of AMI
Commonwealth Development Corporation of America <i>Lexington Apartments</i>	\$1,500,000 ARPA	39 affordable rental units for seniors
LINC Up NHC <i>Avenue II Apartments</i>	\$394,418 ARPA	10 affordable rental units for seniors (addition to existing 10-unit building)
61st District Court <i>Eviction Diversion Initiative</i>	\$220,663 ARPA	46 households received financial assistance to prevent homelessness
AYA Youth Collective <i>Supportive Housing Services for Youth</i>	\$270,000 ARPA	38 youth-led households exited to permanent housing