

## PHILADELPHIA LAND BANK

### MARCH 8, 2022, BOARD OF DIRECTORS MEETING MINUTES

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A Regular Meeting of the Board of Directors of the Philadelphia Land Bank was held on Tuesday, March 8, 2022, via Zoom webinar, of which proper notices were given.

#### **CALL TO ORDER**

The meeting was called to order at 10:00 a.m.

Andrea Imredy Saah, Senior Counsel, made the following announcements:

Today's Board meeting is being held via an authorized communication device because of the continued closure of Land Bank offices to the public due to the pandemic. This meeting is being recorded. Questions and comments may be made using the Q&A or raised hand function at the bottom of the screen. If you are calling in and not using the Zoom webinar link, you may ask questions or make comments by pressing \*9 on your phone. Please do not use the chat function. If any member of the public has any issues submitting questions or comments, please send an email to [Andrea.Saah@phdc.phila.gov](mailto:Andrea.Saah@phdc.phila.gov). Please note all questions and comments received by email or through the Q&A function will be included in the minutes posted on the Board's website.

Prior to today's Public Session, the Board held an Executive Session at which the Board received information about the process for developing and posting Request for Proposals (RFPs) for affordable homeownership and Rental projects and received a report on litigation known as Philadelphia Community Development Coalition, Inc. vs Philadelphia Land Bank, in the Philadelphia Court of Common Pleas, Case ID # 2111001394.

#### **Item 1** **Roll Call**

The following members of the Board of Directors reported present: Anne Fadullon, Maria Gonzalez, Michael Johns, Rebecca Lopez Kriss, Majeedah Rashid, Joshu Harris, Michael Koonce, Rick Sauer, and Alexander Balloon.

The following Board member was absent: Richard DeMarco and Andrew Goodman.

The following staff members were present: Angel Rodriguez, Jessie Lawrence, Andrea Imredy Saah, Esq., Jamila Davis, Todd Hestand, Mathen Pullakattu, Brian Romano, Tracy Pinson-Revriere, and Carolyn Terry.

Public Attendees: The list of public attendees is attached to these minutes.

A quorum of Directors was present, and the meeting, having been duly convened, proceeded with business.

**Item 2**  
**Approval of Board Minutes**

Ms. Fadullon called for questions or comments regarding the minutes of the Board meeting of February 8, 2022. There were none.

Ms. Fadullon called for a motion to approve the minutes.

Mr. Johns moved to approve the minutes. Ms. Gonzalez seconded the motion.

Upon motion made and duly seconded, the Board unanimously approved the February 8, 2022, Board Meeting Minutes.

**Item 3**  
**Executive Director's Report**

Ms. Fadullon announced that there would be no Executive Director's report presented this month.

**Item 4**  
**Administrative Matters**

Ms. Fadullon called for presentation of the first administrative item on the agenda.

- 4.A.** Amendment to Purchase and Development Agreement dated March 31, 2021, between Philadelphia Land Bank and Civetta Property Group, LLC for plan revisions for 2232 Cross Street, 2249 Cross Street, 2324 Cross Street, 2224 Greenwich Street and 2309 Greenwich Street.

Mr. Lawrence explained that this is an administrative item to approve an amendment to the Purchase and Development Agreement ("PDA") between the Land Bank and Civetta Property Group LLC ("Developer") for a disposition approved by the Board in December 2020. The disposition was for the development of twenty (20) single-family homes with three (3) bedrooms and one and a half (1-1/2) baths on twenty (20) properties located on the 2200 and 2300 blocks of Cross, Fernon, Greenwich, Reed, Tasker, and Wilder Streets, which were conveyed to the Developer in August 2021. As the project nears completion, the Developer had to submit a revised plan to the City's Department of Licenses & Inspections ("L&I") for the five (5) homes constructed at 2232 Cross Street, 2249 Cross Street, 2324 Cross Street, 2224 Greenwich Street, and 2309 Greenwich Street. The revised plan was necessitated by the nonconformance of the buildable area in each lot with the legal description of record for each lot; that is, the Developer had a smaller area to build on than what was described in the legal description. As a result, the

third bedroom was too small as built to receive approval as a “bedroom” under the Philadelphia Code. The revised plan for these five (5) homes will now show two (2) bedrooms, a flex space, and one and a half (1-1/2) baths. The project’s affordability remains unchanged and includes fourteen (14) units targeting household incomes at or below 80% of Area Median Income (“AMI”), including the five (5) units with the flex space instead of a third bedroom, and six (6) units targeting household incomes at or below 120% AMI. Amending the PDA to include the revised plan for the five (5) homes involved will allow the Land Bank to issue a Certificate of Completion once the project is completed.

Ms. Fadullon called for questions or comments from the Board. There were none.

Ms. Fadullon asked Ms. Imredy Saah if any emails or comments were received regarding this agenda item. Ms. Imredy Saah indicated that Concerned Citizens of Point Breeze sent an email (attached to these minutes as **Exhibit A**) requesting more information, which was provided.

Ms. Fadullon called or questions or comments from the public. There were none.

Seeing no further questions from the Board or the public, Ms. Fadullon called for a motion to approve the resolution authorizing the amendment to the Purchase and Development Agreement between the Land Bank and the Developer for the plan revision for 2232 Cross Street, 2249 Cross Street, 2324 Cross Street, 2224 Greenwich Street, and 2309 Greenwich Street.

Mr. Koonce moved to approve the resolution, and Mr. Johns seconded the motion.

Upon motion made and duly seconded, the Board unanimously approved the Resolution Authorizing Amendment to Purchase and Development Agreement dated March 31, 2021, between Philadelphia Land Bank and Civetta Property Group, LLC for Plan Revision for 2232 Cross Street, 2249 Cross Street, 2324 Cross Street, 2224 Greenwich Street, and 2309 Greenwich Street (attached to these minutes as **Exhibit B**).

## **Item 5** **Property Dispositions**

### **5.A. Side/Rear Yards**

Ms. Fadullon informed the Board that the disposition of 2453 N. Carlisle Street was tabled.

## **Item 6** **Public Comment (Old & New Business)**

Ms. Fadullon asked if anyone from the Board or public wished to raise new or old business. Ms. Fadullon recognized Jihad Ali. Mr. Ali asked about the status of the dispositions report that the Land Bank is required to issue at the end of each fiscal year, stating that it had previously been posted in December of each year. Mr. Rodriguez responded that staff are currently working on the creation of a reporting dashboard on the PHDC website, which will provide the public with a continually updated report on dispositions. The hope is to have it posted in the next

several months. Mr. Ali asked whether the dashboard would include data for 2021, and Mr. Rodriguez confirmed that information will be available for all dispositions to date, beginning with the Land Bank's first disposition in Fiscal Year 2017 (2016-17).

Ms. Fadullon asked if there were additional questions. Ms. Lopez Kriss asked whether the dashboard was being developed by a third-party vendor. Mr. Rodriguez responded that it was being developed internally, with the assistance of DHCD IT staff.

**Item 7**  
**Adjournment**

There being no further business to address, Ms. Fadullon called for a motion to adjourn the meeting.

Ms. Gonzalez moved to adjourn the meeting. Mr. Balloon seconded the motion.

Upon motion made and duly seconded, the Board unanimously voted to adjourn.

Ms. Fadullon wished everyone a Happy Spring and adjourned the meeting at 10:11 am.

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SECRETARY TO THE BOARD

**PUBLIC ATTENDANCE SHEET**  
**PHILADELPHIA LAND BANK BOARD OF DIRECTORS REGULAR MEETING**  
 Tuesday, March 8, 2022, at 10:00 AM, held remotely using Zoom Webinar.

<b>User Name (Original Name)</b>	<b>Email</b>
jamila.davis	jamila.davis@phila.gov
Phillipa Ashby	
Mathen Pullukattu	mathen.pullukattu@phdc.phila.gov
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Galaxy S21 Ultra 5G	
Kelly	
Kevin Brown	
Alex Charnov	
Abdul-Rahim Muhammad	
Todd Hestand	todd.hestand@phdc.phila.gov
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L Cross	
Eloise Young	
Carolyn Terry	carolyn.terry@phdc.phila.gov
Brian Romano	brian.romano@phdc.phila.gov
Dina Simmons	
Jacque Sims	
Arlene Harper	
Tracy.Pinson-Reviere	tracy.pinson-reviere@phdc.phila.gov
Jihad Ali (Zoom user)	jihad@jihadali.com

**PUBLIC COMMENTS SUBMITTED IN Q&A**  
**PHILADELPHIA LAND BANK BOARD OF DIRECTORS REGULAR MEETING**  
Tuesday, March 8, 2022 at 10:00 AM, held remotely using Zoom Webinar

**NO COMMENTS WERE SUBMITTED DURING THIS BOARD MEETING.**

**EXHIBIT A**

**Andrea Saah**

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**From:** Andrea Saah  
**Sent:** Monday, March 7, 2022 3:55 PM  
**To:** Concerned Citizens Point Breeze  
**Cc:** Anne Fadullon; Angel B Rodriguez  
**Subject:** RE: Amendments and Revised Plans for Cross Street Project

Hello,

As a follow up to my previous email, the reason we have placed this amendment on the Board agenda is because when we approved and conveyed the properties in August 2021, we provided the correct legal descriptions (based on prior deeds), but due to encroachment by structures on one or both sides of the five properties listed, the actual width of the vacant lots was less. The plans were based on the width in the legal descriptions, not the actual available width. The construction is either complete or soon to be completed, and the developer needed to amend the building permits to get their certificate of occupancy for the structures from L&I. We just want the agreement between the Land Bank and the developer to show the amended plans. The number of rooms has not changed – they just measure a little differently than they did in the original plans.

Best,  
Andrea

**Andrea Imredy Saah, Esq.**  
Senior Counsel, Philadelphia Land Bank  
PHDC, Land Management  
Direct: 215-448-2122  
Email: [andrea.saah@phdc.phila.gov](mailto:andrea.saah@phdc.phila.gov)

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**From:** Concerned Citizens Point Breeze <ccpbzoning@gmail.com>  
**Sent:** Monday, March 7, 2022 3:39 PM  
**To:** Andrea Saah <Andrea.Saah@phdc.phila.gov>  
**Subject:** Re: Amendments and Revised Plans for Cross Street Project

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Ms.Saah:  
Thank you for responding.  
It states in the agenda description that the developer submitted revised plans. We were interested in learning about the revise plans  
Can you confirm if there is revised plans to the project and if so can we get more info on the plans

**EXHIBIT A**

CCPB

On Mon, Mar 7, 2022 at 1:19 PM Andrea Saah <[Andrea.Saah@phdc.phila.gov](mailto:Andrea.Saah@phdc.phila.gov)> wrote:

Good afternoon,

The resolution approving an amendment to the Purchase and Development Agreement does not require a reposting of the property, as it is not about approving the disposition of a property but about approving a change that is needed for technical accuracy of the plans. The disposition was already approved by the Board in December 2020, which did require a posting of which RCOs were notified, and the properties were conveyed to the developer in August 2021.

Sincerely,

**Andrea Imredy Saah, Esq.**

Senior Counsel, Philadelphia Land Bank

PHDC, Land Management

Direct: 215-448-2122

Email: [andrea.saah@phdc.phila.gov](mailto:andrea.saah@phdc.phila.gov)

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**From:** Concerned Citizens Point Breeze <[ccpbzoning@gmail.com](mailto:ccpbzoning@gmail.com)>

**Sent:** Monday, March 7, 2022 12:58 PM

**To:** Andrea Saah <[Andrea.Saah@phdc.phila.gov](mailto:Andrea.Saah@phdc.phila.gov)>; Brian Romano <[Brian.Romano@phdc.phila.gov](mailto:Brian.Romano@phdc.phila.gov)>; Carolyn Terry <[Carolyn.Terry@phdc.phila.gov](mailto:Carolyn.Terry@phdc.phila.gov)>; Angel B Rodriguez <[Angel.B.Rodriguez@phdc.phila.gov](mailto:Angel.B.Rodriguez@phdc.phila.gov)>

**Subject:** Amendments and Revised Plans for Cross Street Project

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**EXHIBIT A**

To: Brian Romano, Philadelphia Land Bank

From: Concerned Citizens of Point Breeze

Date: March 7, 2022

Re: Amendments for Cross Street Project

We, RCOs did not receive any advanced notice or revised plans regarding the amendments for the Cross Street Project in Point Breeze. Rco should have had time to review any revised plans and amendments before it was placed on the agenda.

We request the reason for the amendments and revise plans before any vote is taken by the Land Bank Board.

Please send the requested information before the end of today.

Thank you.

CCPB

Angel rodriguez  
Brian Romano  
Carolyn Terry

Andrea Saah

**EXHIBIT B**

**RESOLUTION NO. 2022 – 4**

**RESOLUTION AUTHORIZING AMENDMENT TO PURCHASE AND DEVELOPMENT AGREEMENT DATED MARCH 31, 2021 BETWEEN PHILADELPHIA LAND BANK AND CIVETTA PROPERTY GROUP, LLC FOR PLAN REVISION FOR 2232 CROSS STREET, 2249 CROSS STREET, 2324 CROSS STREET, 2224 GREENWICH STREET AND 2309 GREENWICH STREET**

**WHEREAS**, the Philadelphia Land Bank Board of Directors (“**Board**”) approved the disposition of 2232 Cross Street, 2249 Cross Street, 2324 Cross Street, 2224 Greenwich Street, and 2309 Greenwich Street (each, a “**Parcel**”; collectively, the “**Parcels**”) and fifteen other properties to Civetta Property Group, LLC (the “**Developer**”) by Resolution 2020-24, adopted on December 8, 2020;

**WHEREAS**, the Philadelphia Land Bank (the “**Land Bank**”) and the Developer entered into a Purchase and Development Agreement dated March 31, 2021 (the “**PDA**”) for the development of the properties included in the approved disposition, with the plans for the 3-bedroom, 1.5 bath homes to be constructed on the properties (each, a “**Homeownership Unit**”) attached as Exhibit C to said PDA (the “**Original Plans**”);

**WHEREAS**, due to encroachment from existing adjacent structures, the area available for construction on each Parcel (the “**Buildable Area**”) was less than the area as described by the legal description of record for each Parcel, and as a result, the third bedroom in the Homeownership Units constructed on the Parcels is too small to be approved by the City Department of Licenses and Inspections (“**L&I**”) as a bedroom, preventing the Developer from obtaining a Certificate of Occupancy for those five Homeownership Units;

**WHEREAS**, the Developer submitted a revised plan for the Homeownership Units on the Parcels (the “**Revised Plan**”), identifying the original third bedroom as a flex space, to L&I and obtained L&I approval of the Revised Plans;

**WHEREAS**, the PDA provides that the Developer must complete the Homeownership Units in accordance with the plans attached to the PDA before the Land Bank will issue and record a Certificate of Completion;

**WHEREAS**, the Developer has therefore requested that the Land Bank amend the PDA to include the Revised Plan for the Homeownership Units constructed on the Parcels, to permit the issuance of the Certificate of Completion in accordance with the approved plans;

**WHEREAS**, the Land Bank Board of Directors has determined that it is in the best interest of the Land Bank to amend the PDA to include the Revised Plan for the Homeownership Units constructed on 2232 Cross Street, 2249 Cross Street, 2324 Cross Street, 2224 Greenwich Street and 2309 Greenwich Street, pursuant to this Resolution;

**EXHIBIT B**

**NOW THEREFORE, BE IT HEREBY RESOLVED** by the Board of Directors of the Philadelphia Land Bank that, subject to the terms and conditions of this Resolution:

1. The Land Bank hereby consents to amending the Purchase and Development Agreement between the Land Bank and Civetta Property Group, LLC to include the Revised Plan for the Homeownership Units constructed on 2232 Cross Street, 2249 Cross Street, 2324 Cross Street, 2224 Greenwich Street and 2309 Greenwich Street, said amendment to be recorded in the Philadelphia Department of Records prior to the Land Bank's issuance and recording of the Certificate of Completion for the development.
2. The Executive Director and Senior Counsel are each hereby authorized, in the name of and on behalf of the Land Bank, to prepare, execute, deliver, and perform any and all documents, as may be necessary or desirable, to effectuate the amendment to the Purchase and Development (the "**Transaction Documents**") in accordance with the terms of this Resolution, and, from time to time and at any time, amend, supplement, and modify the Transaction Documents, or any of them, as may be necessary or desirable. The Transaction Documents and any amendments, supplements, and modifications thereto shall contain such terms and conditions as the Executive Director and Senior Counsel shall deem necessary or appropriate, subject to the terms of this Resolution, and, when so executed and delivered by the Land Bank, shall constitute the valid and binding obligations of the Land Bank.
3. The Executive Director with the advice of Senior Counsel may modify this Resolution as may be necessary or desirable to carry out its purposes and intents. The Executive Director or Senior Counsel will notify the Board of all modifications to this Resolution at the next Board meeting following the date of such modifications.
4. This Resolution shall take effect immediately upon adoption by the Board.

**Adopted by Philadelphia Land Bank Board of Directors on March 8, 2022.**