

#### LAKEWOOD CITY COUNCIL STUDY SESSION AGENDA

Monday, November 23, 2020 City of Lakewood 7:00 P.M.

Residents can virtually attend City Council meetings by watching them live on the city's YouTube channel: <u>https://www.youtube.com/user/cityoflakewoodwa</u>

Those who do not have access to YouTube can call in to listen by telephone via Zoom: Dial +1(253) 215- 8782 and enter participant ID: 868 7263 2373

#### Page No.

#### CALL TO ORDER

#### **ITEMS FOR DISCUSSION:**

- (3) 1. Joint Youth Council Meeting. (Workplan)
- (5) 2. Review of the 2021Comprehensive Plan amendments. (Memorandum)
- (37) 3. Review of 2018 Washington State Building Code amendments. (Memorandum)
- (58) 4. South Sound Housing Affordability Partnership (SSHAP) Update. (Memorandum)
- (224) 5. Coronavirus Relief Fund (CRF) Grant Funding Status Update. (Memorandum)

#### ITEMS TENTATIVELY SCHEDULED FOR THE DECEMBER 7, 2020 REGULAR CITY COUNCIL MEETING:

- 1. Proclamation expressing appreciation to Congressman Denny Heck for his exemplary accomplishments and for setting the standard for which quality leadership should aspire to emulate, as well as to extend our best wishes for continued success in all of his future endeavors.
- 2. Proclamation recognizing and commending South Sound 911 first responders for their extraordinary work during the State Route 167, Graham and Sumner Grade Fire events. *Ms. Deborah Grady, Executive Director*
- 3. Lakewood City Council Virtual Tree Lighting and Holiday Message.

Persons requesting special accommodations or language interpreters should contact the City Clerk, 253-983-7705, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.

- 4. Youth Council Report.
- 5. Clover Park School District Report.
- 6. Awarding a bid for the 100<sup>th</sup> Street SW and Lakewood Drive SW Traffic Signal Replacement project. (Motion Consent Agenda)

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- 7. Awarding a bid for the Lakewood Drive Sidewalk Steilacoom Boulevard to Flett Creek improvement project. (Motion Consent Agenda)
- 8. Awarding a bid for the 111<sup>th</sup>/112<sup>th</sup> Street SW Bridgeport Way to Kendrick Street improvement project. (Motion Consent Agenda)
- 9. Authorizing the execution of an interlocal agreement with the City of University Place regarding the transfer of court services. (Motion Consent Agenda)
- Amending Title 15A of the Lakewood Municipal Code to reflect the adoption of the 2018 editions of the International Code Council (ICC), a member of the International Code Family and other related codes pursuant to Chapter 19.27 of the Revised Code of Washington (RCW). – (Ordinance – Regular Agenda)
- 11. Establishing the 2021 docket of Comprehensive Plan Land Use and Zoning Map policy amendments. (Resolution Regular Agenda)

#### **REPORTS BY THE CITY MANAGER**

#### **CITY COUNCIL COMMENTS**

#### ADJOURNMENT

Persons requesting special accommodations or language interpreters should contact the City Clerk, 253-983-7705, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.

http://www.cityoflakewood.us

#### Lakewood Youth Council 2020 ANNUAL WORK PLAN AND MEETING SCHEDULE

#### Members:

Abigail White	Denisha Shipps	Micah Kim
Adrianna Bahn	Estaban Panagelinan	Phoenix Schumacher
Anderson Han	Gloria Arauja Ruiz	Sarah James
Angel Lee	Hank Jones	Sarah Wilton
Angela Jimenez	Josaphine Kaiser	Stephanie Sandoval Salazar
Arianie Esperon	Kathleen Julca	Triccie Elizaga
Brandon Elliott	Kayala Purdie	Yajaira Gonzalez
Carly Sherman	Kera Buckmaster	

#### **Council Liaison:**

Councilmember, Paul Bocchi

#### **City Staff Support:**

Cameron Fairfield, Recreation Coordinator

#### **Meeting Schedule:**

First Monday of Each Month, 4:00pm / Present to Council at 7:00pm, Zoom Virtual Meeting 2<sup>nd</sup> meeting of the month as needed

#### 2020 / 2021 Work Plan:

	2020				
Date	Topic(s)				
9/14/20	First Meeting / Introductions / Purpose of the Board / Meeting Expectations				
(2 <sup>nd</sup> Monday)	Choose Advisory Board Youth Council Representatives				
10/5/20	Board Member Reports				
	School Reports				
	First Report to Council				
	Make-A-Difference Day Planning				
10/24/20	Make-A-Difference Day				
Saturday	Fort Steilacoom Park				
(Cancelled)					
10/16/20	MLK Virtual Event Recording				
Friday	"Injustice anywhere is a threat to justice everywhere."				
10/26/20	MLK Virtual Event Recording				
Monday	"Injustice anywhere is a threat to justice everywhere."				
11/2/20	Sally Martinez Art Project Presentation				
	Board Member Reports				
	School Reports				
	Report to Council				
11/23/20	Joint Meeting with Lakewood Council 7:00pm				
12/7/20	Board Member Reports				
	School Reports				
	Report to Council				
12/12/20	Christmas Tree Lighting and Holiday Parade				
	Handout Holiday Goodie Bags				
	(Lakewood Towne Center)				

2021		
Date	Topic(s)	
1/11/21	Park Board Presentation – Parks Capital Projects – Mary Dodsworth	
(2 <sup>nd</sup> Monday)	Board Member Reports	
	School Reports	
	Report to Council	
2/1/21	Lakewood's Promise Board – Mental Health Discussion	
	Board Member Reports	
	School Reports	
	Report to Council	
3/1/21	Youth Citizen's Academy – Lakewood PD, Mike Zaro	
	Board Member Reports	
	School Reports	
	Report to Council	
4/4/21	Senior and Youth Conversations, Elizabeth Scheid Senior Activity Center	
	Board Member Reports	
	School Reports	
	Report to Council	
5/3/21	Youth Summit TBD	
	Board Member Reports	
	School Reports	
	Report to Council	
6/7/21	End of the year wrap up/celebration	
	Board Member Reports	
	School Reports	
	Final Report to Council	

#### Additional Topics of Interest:

- Mental Health/Suicide Prevention
- Income Disparities
- Black Lives Matter/Social Injustices
- Virtual Learning
- Environmentalism
- Police Accountability
- Youth Summit (annual conference)
- Importance of Education

#### **Potential Partnerships and Presentations**

-	Lak	ewood's	CHOIC	Έ	
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- Grant Twyman, Equity, Diversity, Inclusion Specialist: Clover Park School District
- Brian Humphreys, Human Services Coordinator: City of Lakewood



TO:	City Council
FROM:	Tiffany Speir, Long Range & Strategic Planning Manager
THROUGH:	Dave Bugher, Assistant City Manager for Development Services John Caulfield, City Manager
DATE:	November 23, 2020
SUBJECT:	2021 Comprehensive Plan Amendment Cycle Docket List
ATTACHMENTS:	October 21, 2020 Planning Commission Meeting Minutes; draft City Council Resolution

#### BACKGROUND

On October 21, the Planning Commission approved by motion its recommendation on the docket list of 2021 Comprehensive Plan Text and Map amendments (21CPAs.) A copy of the meeting minutes is attached hereto. During its public hearing, the Commission received one public comment letter requesting the addition of an amendment to rezone three (3) parcels near the Berkeley/I-5 interchange from Residential 3 (R3) to Neighborhood Commercial 2 (NC2.)

#### PLANNING COMMISSION RECOMMENDATION

The Commission added an amendment based on the publicly-requested item to the proposed 2021 Comprehensive Plan Amendment Docket List and has recommended the following eight amendments to the City Council (*full language and maps are being prepared*):

#### 2021-01 Replacement of Comprehensive Plan Sustainability Chapter with an Energy and Climate Chapter

Draft Outline of chapter:

- 1) Purpose
- 2) Regulatory context
  - a) Overview of the element and relationship to energy efficiency
  - b) Relationship to other comprehensive plan elements
  - c) Guidance from Department of Ecology, Department of Commerce, Puget Sound Regional Council, Puget Sound Clean Air Agency, and PSRC
- 3) Potential impacts of climate change
  - a) Climate change forecasts for Puget Sound and Pierce County
  - b) Vulnerabilities in Pierce County and related impacts to Lakewood

- 4) Greenhouse gas emission (GHG) inventory
  - a) Baseline GHG inventory
  - b) GHG emissions forecast Develop a reduction target for the year 2050 including mass emissions and per capita calculations
- 5) Key findings and recommendations
- 6) GHG reduction goals, policies, and programs
  - a) Goals
  - b) Policies and implementing actions

(1) Take credit for the things already done (e.g., disaster preparedness plan, existing tree preservation regulations, storm water drainage master plan, NPDES compliance and permit, SMP, Clover Creek restoration, legacy plan, enforcement of FEMA regulations, JBLM lighting, workforce development strategy, sidewalk projects, safe route to schools, code construction enforcement, landscape design guidelines, green streets programs, subarea plans, street design guidelines, new sidewalk projects, dangerous building abatements, city government operations, non-motorized transportation plan, public transit, ST commuter rail.

(2) Establish ways to reduce consumption-based emissions having a particular focus on enforcement of current state energy and conservation codes, actual feasibility (taking into account economic, environmental, legal, social, and technological factors), and incentive-based measures.

(3) Develop a policy that recognizes specific situations where consumption-based emissions cause an adverse impact at the local level, but improve emissions at the regional level. For example, Lakewood makes a policy choice to allow increased housing density adjacent to transportation hubs in order to reduce region-wide emissions from vehicles.

(4) Develop policies regarding carbon biosequestration of the city's parks and open space areas. Revised policies include developing a carbon calculator for biosequestration, determining the feasibility of carbon credits (where one credit is equivalent to one ton of atmospheric CO2 avoided), and improving carbon storage by changing current land management practices.

(5) Review development standards. Determine the appropriateness of promulgating carbon offset projects for new development and/or major updates/expansions to existing projects. Specific types of offsets to be considered: solar power; fuel efficiency; fuel substitution; efficient lighting; environmental buildings; subsidizing or encouraging public transportation; and planting trees to absorb carbon dioxide from the atmosphere.

7) Summary of implementing actions

#### 2021-02 Updates re 2020 rezone of Springbrook parcels to Industrial Business Park Zone

Update Comprehensive Plan maps and text to reflect the change for a targeted residential growth area to a targeted industrial growth area. Remove the Springbrook Center of Local Importance, CoLI 6, which was "designated as a CoLI based on its importance to the City and special status as a compact high-density residential area."

[Sections 1.4.1, 1.6.7, 1.7, 2.5.6, Figure 2.9, Sections 3.2.10 (LU-2.8), 3.4, 3.10.3, 3.11, Goals LU-51 and LU-53, Table 4.3, 4.5.2, Goal UD-12, Goal ED-5, 7.5.1, PS-13.8, and Section 11.3.3]

#### 2021-03 Updates to reflect adoption of 2020 City Parks Legacy Plan

Update Comprehensive Plan maps and text to reflect adoption of 2020 Parks Legacy Plan.

[Section 3.10, Goals LU-44 and LU-49, section 4.1, Table 4.3, and Table 9.6]

## 2021-04 Updates related to allowing and/or encouraging various housing types (e.g., transitory accommodations, accessory dwelling units, and "missing middle" housing)

Update Comprehensive Plan text to reflect state law and regional policy requirements, and to include actions already taken by Lakewood to preserve and encourage affordable and attainable housing (e.g., MFTE program, ADU regulation updates and zoning expansion, Downtown Subarea housing increases, etc.)

[Sections 3.2, 3.11, 5.2, 5.4, Goals ED-3 and ED-5, Sections 8.1 and 8.10, Tables 11.1 and 11.2]

#### 2021-05 Updates related to Western State Hospital (WSH) and Public and Semi-Public Institutional Uses

Update Comprehensive Plan maps and text in relation to 2020 WSH Master Plan and/or other updates as needed per state law updates.

[Section 2.5.2, Table 3.4 (I), Sections 3.9, 5.2.10, 7.3, and 7.4.1]

#### 2021-06 Updates to reflect adoption of the Downtown Subarea Plan and the Lakewood Station District Subarea (LSDS) Plan (LSDS scheduled for adoption by 5/24/21)

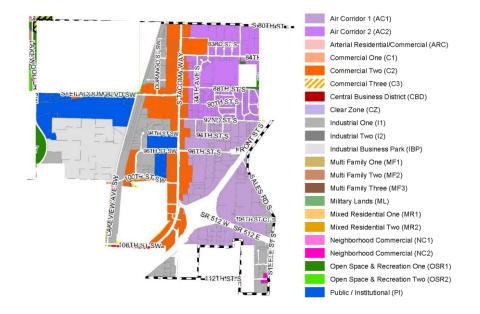
Downtown Subarea (adopted 10/18): Update Comprehensive Plan maps and Sections 1.4.1, 1.4.3, and 2.4, Table 3.2, Section 3.3, Goals LU-43 and LU-49, Sections 4.1, 4.2, text above Table 4.4, Sections 4.5.1, Goal UD-8, Sections 5.2.1, 5.2.8, and 5.4, Goals

ED-5, T-16, U-14, and S-5, Sections 11.3.3, 11.3.11, 11.3.14, and Transportation Implementation Strategies

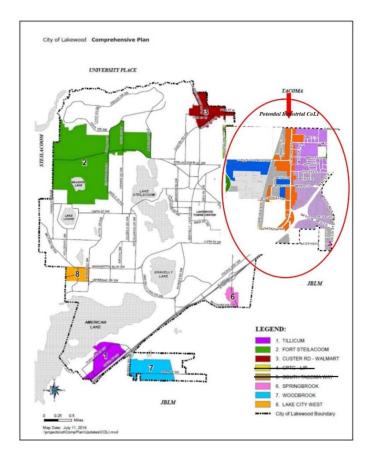
Lakewood Station District Subarea (adoption by 6/1/21): Update Comprehensive Plan maps and Sections 1.4.1, 1.4.3, 1.6.7, 2.3.5, 2.3.7, and 2.3.16, LU-17.3, Sections 3.3.3, 3.3.5, 4.1, 4.2, 4.4, 4.5, 4.5.2, 5.2.1, 5.2.7, 5.3.1, Goal UD-9, ED-5, and T-13, Sections 11.3.3 and 11.3.11, and Transportation Implementation Strategies. Rezone OSR parcels owned by Sound Transit within LSDS boundaries to Industrial.

#### 2021-07 Updates related to City's Center of Local Importance (CoLI) 4 (Industrial Business Park/Clover Park Technical College) and CoLI 5 (South Tacoma Way)

Update Comprehensive Plan maps and text to remove current CoLIs 4 and 5 and create a new industrial CoLI recognized at the Countywide level in order to spur economic development and also qualify for new transportation funding to support the industrial development within the new CoLI boundaries. Maps of the proposed CoLI are included below.

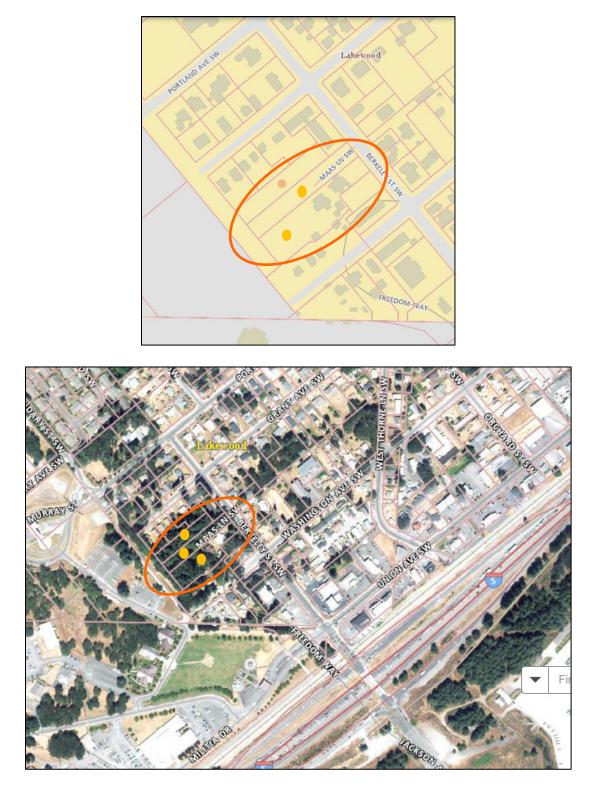


[Sections 1.7, 2.1, 2.5, Goal T-2, Figures 2.3 – 2.11, and Chapter 5]



# 2021-08 Map and Text Updates related to rezoning Tillicum Neighborhood parcels SW of Berkeley Street and SE of Portland Avenue from R3 to NC2 as well as rezoning parcels to the NE of Berkeley Street to incorporate transitional uses and densities.

Mr. Tim Lynch of Tim Lynch Homes submitted a letter during the Planning Commission public hearing requesting that three (3) parcels (parcel numbers 2200000172, 2200000173, and 2200000192) near the Berkeley/I-5 interchange in Tillicum be rezoned from R3 to NC2. The two maps below identify the parcels in question:

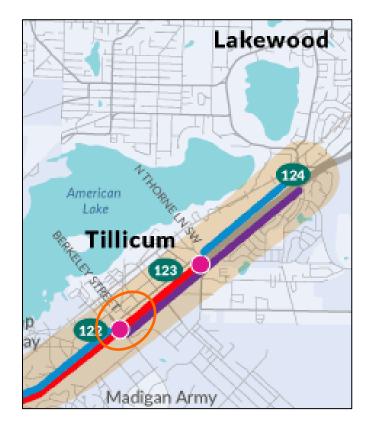


The impetus for the requested rezone is the improvements to the I-5 corridor and replacement of the Berkeley and Thorne Lane interchanges near JBLM. The parcels Mr. Lynch has requested be rezoned are very close to the Berkeley interchange.

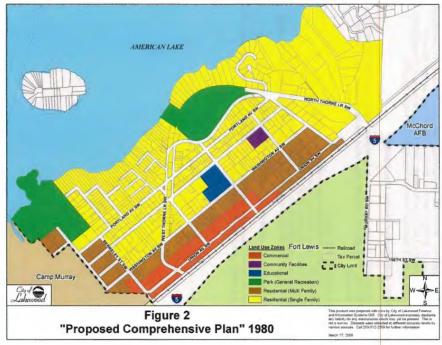
The first of 2 new bridges at the Thorne Lane interchange is scheduled to open the week of Oct. 12. The second step to raising I-5 by 14 feet at Berkeley Street is scheduled to occur overnight on Oct. 23 or Oct. 24. The new interchanges are grade-separated from the existing rail line, reducing conflicts with trains. Auxiliary lanes are being added on northbound I-5 between Berkeley Street and Gravelly Lake Drive, and on southbound I-5 from Gravelly Lake Drive to Thorne Lane, and from Berkeley Street to JBLM Main Gate, providing a supplemental lane for vehicles entering and exiting I-5.

#### Timeline:

- Winter 2020 new Berkeley Street interchange opens.
- Summer 2020 new Thorne Lane interchange opens.
- Fall 2020 traffic in final configuration
- Summer 2021 final paving and striping, construction ends.



The Tillicum area community has planned for redevelopment for many years. The 2011 Tillicum Neighborhood Plan, which has been incorporated into the City's Comprehensive Plan by reference, includes discussion of a 1980 planning process; a map from that earlier effort is included below:



The 2011 Tillicum Neighborhood Plan discusses zoning of the neighborhood:

#### Land Use, Zoning & Transportation

#### Zoning

The focus of Tillicum's commercial district is changing. With sewers and other improvements expected over the next two years, the potential for investment is improving. Sanitary sewer allows for commercial business expansion which for years has been stagnant. Thus, the future direction set by the comprehensive plan and the current zoning may not represent emerging market demands. City staff has conceptualized around the creation of two new commercial zoning classifications along Union Avenue SW to better reflect the market demands and redevelopment potential post-sewers.

Generally, the future land-use designation and zoning on the southeast side of Union Avenue SW – the lots fronting onto Union with the ST line and I-5 at the rear – could be modified to create a freeway commercial zone that accommodates businesses that typically serve the military installations, I-5 traffic, and tourists. The mitigating factor would be limited lot depths because of the public rights of way along both the front and rear of the strip.

Meanwhile, the opposite side of Union Avenue SW could lend itself to creation of a neighborhood commercial zone tailored for Tillicum (as opposed to the current NC2 zone that is applied citywide). This would focus commercial uses more toward serving the residents of Tillicum and create a step-down or separation between more intensive business activity and the neighborhood to the northwest. Mixed-use development with upper-story residential use seems most promising in this location as the area evolves and redevelops into a more conducive and positive living environment.

It is not the purpose of this plan to arrive at specific zoning regulations, but to create a basis for them to be further developed. It is likely these two primary concepts would be followed in designing new zoning for Union Avenue SW frontages.

The City's current Comprehensive Plan identifies Tillicum as a Center of Local Importance (CoLI) and reaffirms the 2011 Neighborhood Plan:

#### 2.5.1 Tillicum

The community of Tillicum, Figure 2.4, is designated as a CoLI based on its characteristics as a compact, walkable community with its own unique identity and character. The area is located just outside the main gates of both Joint Base Lewis-McChord (JBLM) and Camp Murray National Guard Base ("Camp Murray"). The area is geographically isolated from the rest of Lakewood because of inadequate street connections. The only practical access to the area is provided by I-5. This center provides a sense of place and serves as a gathering point for both neighborhood residents and the larger region with regard to the resources it provides for Camp Murray, JBLM, and access to American Lake.

The Tillicum area includes many of the design features for a Center of Local Importance (CoLI) as described in CWPP UGA-50, including:

§ Civic services including the Tillicum Community Center, Tillicum Elementary School, a fire station, JBLM and Camp Murray, the Tillicum Youth and Family Center, and several veterans service providers;

§ Commercial properties along Union Ave. SW that serve highway traffic from I-5, personnel from JBLM and Camp Murray, and local residents;

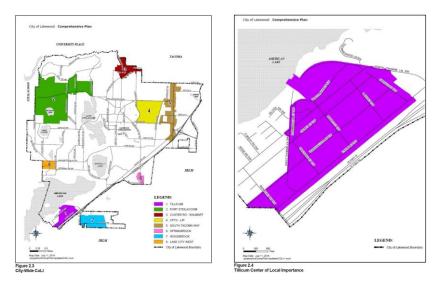
§ Recreational facilities including Harry Todd Park, Bills Boathouse Marina, the Commencement Bay Rowing Club, and a WDFW boat launch facility that attracts boaters from around the region;

§ Historic resources including Thornewood Castle. Much of the area was developed between 1908 and the 1940s. The street pattern around Harry Todd Park reflects the alignment of a trolley line that served the area in the early 1900's;

§ Approximately 62 acres partially developed with, and zoned for, multi-family residential uses; and

§ The Tillicum area is subject to specific treatment in the Comprehensive Plan (Section 3.10, Goal LU-52, LU-53 and Policies LU-53.1 through LU-53.4.)

Additionally, the City adopted the Tillicum Neighborhood Plan in June 2011.



The table below compares the uses allowed in the R3 and NC2 zones, the current and requested zones for the parcels Mr. Lynch has proposed be rezoned in the 2021 CPA cycle:

Type of Use	Use	R3 4.8 dua	NC2 35 dua
	Accessory commercial	-	Р
	Accessory Industrial	-	-
	Accessory retail or services	-	Р
	Artisan shop	-	Р
	Auto and vehicle sales/rental	-	С
	Auto parts sales	-	Р
	Bank, financial services	-	Р
	Brewery – production	-	С
	Building and landscape materials sales	-	Р
	Building contractor, light	-	-
	Building contractor, heavy	-	-
	Business support service	-	Р
	Catering service	-	Р
	Cemetery, mausoleum, columbarium	-	-
	Club, lodge, private meeting hall	С	Р
	Commercial recreation facility – indoor	-	Р
	Commercial recreation facility – outdoor	-	-
	Community center	-	Р
	Construction/heavy equipment sales and rental	-	-
Commercial and	Convenience store	-	Р
Industrial	Equipment rental	-	Р
	Flex Space	-	-
	Fuel dealer	-	-
	Furniture/fixtures manufacturing, cabinet shop	-	-
	Furniture, furnishings, appliance/ equipment store	-	Р
	Gas station	-	Р
	General retail	-	Р
	Golf course, country club	-	-
	Grocery store, large	-	Р
	Grocery store, small	-	Р
	Handcraft industries, small-scale manufacturing	-	Р
	Health/fitness facility, commercial	-	Р
	Health/fitness facility, quasi-public	-	-
	Kennel, animal boarding B(3)	-	С
	Laboratory – Medical/Analytical	-	Р
	Laundry, dry cleaning plant	-	-
	Library, museum	-	Р
	Live/work and work/live units	-	С
	Maintenance service, client site services	-	-
	Manufacturing, Assembling and Packaging - Light	-	-

Manufacturing, Assembling and Packaging - Medium	-	-
Manufacturing, Assembling and Packaging - Heavy	-	-
Metal Products Fabrication, Machine and Welding – American Direct	-	-
Medical Services - Lab		Р
Mixed use	-	Р
Mobile home, RV, and boat sales	-	-
Mortuary, funeral homes and parlors	_	Р
Motion Picture Production Studios	-	-
Office – business services	-	Р
Office – processing	-	С
Office – professional	-	Р
Outdoor storage	_	-
Pawn Brokers and Second Hand Dealers	_	-
Personal services	_	Р
Personal services – restricted	_	-
Petroleum product storage and distribution	-	-
Places of assembly	Р	Р
Printing and publishing	-	P
Produce stand	-	P
Recycling facility – processing facility	-	-
Repair service - equipment, large appliances	_	_
Research and development	-	-
Recycling Facility - Scrap and dismantling yards	_	-
Second hand store	-	-
Shelter, animal B(3), B(4)		Р
Shopping center		P
Social service organization		C
Solid waste transfer station	-	C
Small craft distillery	-	P
Sports and active recreation facility	-	-
Storage - personal storage facility	-	-
Studio - art, dance, martial arts, music, etc.		P
Swap meet		-
Theater, auditorium	-	P
Veterinary clinic B(3)		P
Vehicle services – major repair/body work	-	C
Vehicle services – major repair/body work	-	P
Vehicle storage	-	-
Warehouse	-	-
Warehouse retail	-	-
Wholesaling and distribution	-	-
Wildlife preserve or sanctuary		
Wine production facility	-	-
	-	-
Bar/tavern	-	-

	Brewery - brew pub	-	Р
	Microbrewery	-	P
	Mobile food vending facility	-	P
	Night club	-	С
Eating and	Restaurant, café, coffee shop – counter ordering	-	Р
Drinking	Restaurant, café, coffee shop –drive-through services	-	С
Establishments	Restaurant, café, coffee shop –table service	-	Р
	Restaurant, café, coffee shop – outdoor dining	-	Р
	Restaurant, café, coffee shop – serving alcohol	-	Р
	Tasting room	-	Р
	Vendor stand	-	Р
	Day care center in existing and new schools	-	-
	Day care center in existing or new churches	С	С
	Day care center providing care for children and/or adult relatives of owners or renters of dwelling units located on the same site	-	С
	Day care center providing care for children and/or adult relatives of employees of a separate business establishment located on the same site B(2), B(3)	-	-
II 14h 1 C 1	Day care center, independent	-	Р
Health and Social Services	Human service agency offices	-	Р
	Medical service - clinic, urgent care	-	Р
	Medical service - doctor office	-	Р
	Medical service – hospital	-	-
	Medical service - integrated medical health center	-	Р
	Medical service – lab	-	Р
	Pharmacy	-	Р
	Preschool/nursery school	С	Р
	Bed and breakfast guest houses	С	-
Lodging	Hostels	-	-
Louging	Hotels and motels	-	-
	Short term vacation rentals	Р	Р
	Accessory caretaker's unit	-	Р
	Accessory dwelling unit	Р	-
	Babysitting care	Р	Р
	Boarding house	С	-
	Cottage housing	Р	_
	Co-housing (dormitories, fraternities and sororities)	-	Р
Residential Uses		Р	-
<b>Residential Uses</b>			
Residential Uses	Detached single family Two family residential, attached or detached dwelling units	-	Р
Residential Uses	Two family residential, attached or detached dwelling units		Р
Residential Uses	Two family residential, attached or detached dwelling units Three family residential, attached or detached dwelling units		-
Residential Uses	Two family residential, attached or detached dwelling units Three family residential, attached or detached dwelling units Multifamily, four or more residential units	-	- P
Residential Uses	Two family residential, attached or detached dwelling units Three family residential, attached or detached dwelling units	-	-

	Home occupation	Р	-
	Mobile home parks	С	-
	Mobile and/or manufactured homes, in mobile/manufactured home parks	С	Р
	Residential accessory building	Р	Р
	Rooms for the use of domestic employees of the owner, lessee, or occupant of the primary dwelling	-	-
	Small craft distillery	Р	Р
	Specialized senior housing	-	Р
	Accessory residential uses	Р	Р
	Assisted Living Facility	-	Р
	Confidential Shelter	Р	Р
	Continuing Care Retirement Community	-	Р
	Enhanced Services Facility	-	С
	Hospice Care Center	С	-
	Nursing Home	-	Р
	Type 1 Group Home – Adult Family Home	Р	Р
Special Needs Housing	Type 2 Group Home, Level 1	Р	Р
iiousing	Type 2 Group Home, Level 2	C	-
	Type 2 Group Home, Level 3	-	С
	Type 3 Group Home, Level 1	-	С
	Type 3 Group Home, Level 2	-	С
	Type 3 Group Home, Level 3	-	С
	Type 4 Group Home	-	-
	Type 5 Group Home	-	С

By expanding this proposed amendment to more than just the three parcels identified by Mr. Lynch, the City can analyze adjacent and nearby parcels to ensure that the entire area is zoned in a logical manner. It also will provide the City the opportunity to determine whether the 2011 Tillicum Neighborhood Plan should be updated.

## **ADDITIONAL PROPOSED COMPREHENSIVE PLAN TEXT AND MAP AMENDMENTS** (*Map and Text being prepared.*)

Since action by the Planning Commission in October, the City has identified several more proposed amendments based on City Council inquiries and recent state legislative action.

#### 2020-09 Text amendments to Comprehensive Plan Goal LU-53 (LU-53.1, LU-53.7)

#### 2020-10 Text amendments to Comprehensive Plan Goal LU-18 (LU-18.5)

#### 2020-11 Text and Map amendments regarding Transitory Accommodations

A draft City Council Resolution is attached hereto.



PLANNING COMMISSION REGULAR MEETING MINUTES October 21, 2020 Zoom Meeting 6000 Main Street SW Lakewood, WA 98499

#### Call to Order

The ZOOM meeting was called to order at 6:30 p.m. by Mr. Don Daniels, Chair.

#### Roll Call

<u>Planning Commission Members Present:</u> Don Daniels, Chair; Ryan Pearson, Paul Wagemann, James Guerrero, and Connie Coleman-Lacadie <u>Planning Commission Members Excused</u>: Nancy Hudson-Echols <u>Commission Members Absent</u>: None <u>Staff Present</u>: Tiffany Speir, Long Range & Strategic Planning Manager; and Karen Devereaux, Administrative Assistant Council Liaison: Councilmember Mr. Paul Bocchi

#### **Approval of Minutes**

The minutes of the meeting held on September 16, 2020 were approved as written by voice vote M/S/C Coleman-Lacadie/Wagemann. The motion passed unanimously, 5 - 0.

Agenda Updates None

#### **Public Comments**

This meeting was held virtually to comply with Governor Inslee's Emergency Proclamations 20-28 and its addendums. Citizens were encouraged to virtually attend and to provide written comments prior to the meeting. No written public comments were received prior to the meeting. No additional attendees were logged in to the meeting for comment.

**Unfinished Business** 

None

Public Hearings

None

Action on 2021 Comprehensive Plan and Zoning Map Amendments Docket Recommendation

Ms. Tiffany Speir reviewed each of the seven city-initiated text amendments in detail and included the staff-recommended map amendment 2020-08, reflecting a response to a private request to change zoning in the Tillicum area near the Berkeley interchange.

### Mr. James Guerrero made the motion to recommend approval of proposed amendments on the 2021 Comprehensive Plan and Zoning Map Amendments docket as follows:

<u>2021-01</u> Replacement of Sustainability Chapter with an Energy and Climate Change Chapter

<u>2021-02</u> Updates re 2020 Rezone of Springbrook Parcels to Industrial Business Park Zone <u>2021-03</u> Updates to reflect Adoption of 2020 City Parks Legacy Plan

2021-04 Updates related to Allowing and/or Encouraging Various Housing Types

2021-05 Updates to Western State Hospital and Public and Semi-Public Institutional Uses

City of Lakewood

<u>2021-06</u> Updates Reflecting Adoption of the Downtown Subarea Plan and Lakewood Station District Subarea Plan

<u>2021-07</u> Updates related to City's Center of Local Importance (CoLI) 4 (Industrial Business Park/Clover Park Technical College) and CoLI 5 (South Tacoma Way)

<u>2021-08</u> Rezoning certain parcels (2200000172, 2200000173, 2200000192, and potentially others) near the Berkeley interchange in Tillicum from R3 to NC2 and rezoning certain other nearby parcels (zones and parcels to be identified later) to provide logical transitions between densities and uses.

## Ms. Connie Coleman-Lacadie seconded. A voice vote was taken; motion passed unanimously, 5-0.

The next steps in the 21CPA process would include City Council approval of the Commission– recommended 21CPA docket list by December 7. The City would conduct a substantive review of the approved docket list amendments through Winter-Spring 2021.

#### New Business

None.

#### Report from Council Liaison

Councilmember Mr. Paul Bocchi shared that the City Council was reviewing the 2021-2022 biennial budget, which was complicated due to the COVID-19 pandemic and also the recent Supreme Court decision to overturn I-976. Councilmember Bocchi identified a few positions that would be filled because of workload demand: Building Inspector, Code Enforcement Officer, and a Mental Health Worker for the Behavioral Health Contact Team supporting Police efforts. Mr. Bocchi also stated that Officer Ralph Rocco would be retiring in June 2021.

#### **Reports from Commission Members and Staff**

Lakewood Station District Subarea Plan Status

Ms. Tiffany Speir commented that great public feedback had been received via the October virtual/website stakeholder meetings and outreach programs. Information will be shared in the next agenda packet for review.

#### Future Agenda Topics

November 4: Planning Commission begins Lakewood Station District Subarea Plan Review.

#### <u>Other</u>

City Council has received applications for the vacant planning commission position. The City Council was tentatively scheduled to fill the vacancy on November 2.

Next Regular Meeting: The next regular meeting will be held on November 4, 2020.

Meeting Adjourned at 7:00 p.m.

Don Daniels, Chair Planning Commission 11/04/2020 Karen Devereaux, Recording SecretaryPlanning Commission11/04/2020

#### **RESOLUTION NO. 2020-XX**

#### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, ESTABLISHING THE 2021 DOCKET OF COMPREHENSIVE PLAN LAND USE/ ZONING MAP AND POLICY AMENDMENTS

**WHEREAS,** under RCW 36.70A.130(2), Comprehensive Plan policy or map amendments may be initiated by the City or by other entities, organizations, or individuals through petitions filed with the City on or before the last business day of July of each year; and

**WHEREAS**, the City of Lakewood received the following timely applications to amend the Comprehensive Plan and Land Use & Development Regulations in 2021:

#### **CITY-INITIATED TEXT AMENDMENT APPLICATIONS** (*Text for each being prepared*)

- 2021-01 Replacement of Sustainability Chapter with an Energy and Climate Change Chapter
- 2021-02 Updates re 2020 Rezone of Springbrook Parcels to Industrial Business Park Zone
- 2021-03 Updates to reflect Adoption of 2020 City Parks Legacy Plan
- 2021-04 Updates related to Allowing and/or Encouraging Various Housing Types
- 2021-05 Updates to Western State Hospital and Public and Semi-Public Institutional Uses
- 2021-06 Updates Reflecting Adoption of the Downtown Subarea Plan and Lakewood Station District Subarea Plan
- 2021-07 Updates related to City's Center of Local Importance (CoLI) 4 (Industrial Business Park/Clover Park Technical College) and CoLI 5 (South Tacoma Way)\* (\*This amendment is conditioned on receipt of an EDA EAA grant by the City.)

## **PRIVATELY-INITIATED MAP AND TEXT AMENDMENT APPLICATION** (*Map and Text being prepared*)

- 2021-08 Map and Text Updates related to rezoning Tillicum Neighborhood parcels SW of Berkeley Street and SE of Portland Avenue from R3 to NC2 as well as rezoning parcels to the NE of Berkeley Street to incorporate transitional uses and densities.

**WHEREAS,** on July 17, 2020, the Community and Economic Development Department published a Notice of Application Availability on the City's website and in the City Manager's Bulletin; and

**WHEREAS,** on August 31, 2020, the Community and Economic Development Department published a Notice of Public Hearing in The News Tribune; and

**WHEREAS**, On October 7, 2020 the Planning Commission held a duly noticed public hearing on the proposed 2021 Comprehensive Plan Zoning Map and Text Amendment docket; and

1

**WHEREAS,** on October 21, 2020, the Lakewood Planning Commission reviewed the applications, docketing recommendations, and public comment; and

**WHEREAS,** also on October 21, 2020, the Lakewood Planning Commission adopted a motion approving docketing recommendations to the Lakewood City Council; and

**WHEREAS,** on November 23, the City Council reviewed three additional city-initiated proposed amendments based on City Council inquiries and recent state legislative action, as follows (*Map and Text for each being prepared*):

- 2020-09 Text amendments to Comprehensive Plan Goal LU-53 (LU-53.1, LU-53.7)
- 2020-10 Text amendments to Comprehensive Plan Goal LU-18 (LU-18.5)
- 2020-11 Text and Map amendments regarding Transitory Accommodations

WHEREAS, amendment proposals placed on the docket will undergo further public, agency, and environmental review, consideration by the Planning Commission, and final consideration by the Lakewood City Council; however, placing a proposal on the docket does not guarantee or imply its ultimate approval.

NOW, THEREFORE BE IT RESOLVED by the Lakewood City Council:

The Council finds that each of the following applications sufficiently meet the docketing criteria and are hereby included in the 2020 Lakewood Comprehensive Plan and Land Use & Development Code docket (see **EXHIBIT A**.)

**PASSED** by the City Council this 7<sup>th</sup> day of December, 2020.

#### **CITY OF LAKEWOOD**

Don Anderson, Mayor

Attest:

Briana Schumacher, City Clerk

Approved as to Form:

Heidi Ann Wachter, City Attorney

#### EXHIBIT A

#### **CITY-INITIATED TEXT AMENDMENT APPLICATIONS**

#### 2021-01 Replacement of Comprehensive Plan Sustainability Chapter with an Energy and Climate Change Chapter

Draft Outline of chapter:

- 1) Purpose
- 2) Regulatory context
  - a) Overview of the element and relationship to energy efficiency
  - b) Relationship to other comprehensive plan elements
  - c) Guidance from Department of Ecology, Department of Commerce, Puget Sound Regional Council, Puget Sound Clean Air Agency, and PSRC
- 3) Potential impacts of climate change
  - a) Climate change forecasts for Puget Sound and Pierce County
  - b) Vulnerabilities in Pierce County and related impacts to Lakewood
- 4) Greenhouse gas emission (GHG) inventory
  - a) Baseline GHG inventory
  - b) GHG emissions forecast Develop a reduction target for the year 2050 including mass emissions and per capita calculations
- 5) Key findings and recommendations
- 6) GHG reduction goals, policies, and programs
  - a) Goals
  - b) Policies and implementing actions

(1) Take credit for the things already done (e.g., disaster preparedness plan, existing tree preservation regulations, storm water drainage master plan, NPDES compliance and permit, SMP, Clover Creek restoration, legacy plan, enforcement of FEMA regulations, JBLM lighting, workforce development strategy, sidewalk projects, safe route to schools, code construction enforcement, landscape design guidelines, green streets programs, subarea plans, street design guidelines, new sidewalk projects, dangerous building abatements, city government operations, non-motorized transportation plan, public transit, ST commuter rail.

(2) Establish ways to reduce consumption-based emissions having a particular focus on enforcement of current state energy and conservation codes, actual feasibility (taking into account economic, environmental, legal, social, and technological factors), and incentive-based measures.

(3) Develop a policy that recognizes specific situations where consumptionbased emissions cause an adverse impact at the local level, but improve emissions at the regional level. For example, Lakewood makes a policy choice to allow increased housing density adjacent to transportation hubs in order to reduce region-wide emissions from vehicles.

(4) Develop policies regarding carbon biosequestration of the city's parks and open space areas. Revised policies include developing a carbon calculator for biosequestration, determining the feasibility of carbon credits (where one credit is equivalent to one ton of atmospheric CO2 avoided), and improving carbon storage by changing current land management practices.

(5) Review development standards. Determine the appropriateness of promulgating carbon offset projects for new development and/or major updates/expansions to existing projects. Specific types of offsets to be considered: solar power; fuel efficiency; fuel substitution; efficient lighting; environmental buildings; subsidizing or encouraging public transportation; and planting trees to absorb carbon dioxide from the atmosphere.

7) Summary of implementing actions

#### 2021-02 Updates re 2020 rezone of Springbrook parcels to Industrial Business Park Zone

Update Comprehensive Plan maps and text to reflect the change for a targeted residential growth area to a targeted industrial growth area. Remove the Springbrook Center of Local Importance, CoLI 6, which was "designated as a CoLI based on its importance to the City and special status as a compact high-density residential area." [Sections 1.4.1, 1.6.7, 1.7, 2.5.6, Figure 2.9, Sections 3.2.10 (LU-2.8), 3.4, 3.10.3, 3.11, Goals LU-51 and LU-53, Table 4.3, 4.5.2, Goal UD-12, Goal ED-5, 7.5.1, PS-13.8, and Section 11.3.3]

#### 2021-03 Updates to reflect adoption of 2020 City Parks Legacy Plan

Update Comprehensive Plan maps and text to reflect adoption of 2020 Parks Legacy Plan. [Section 3.10, Goals LU-44 and LU-49, section 4.1, Table 4.3, and Table 9.6]

#### 2021-04 Updates related to allowing and/or encouraging various housing types (e.g., transitory accommodations, accessory dwelling units, and "missing middle" housing)

Update Comprehensive Plan text to reflect state law and regional policy requirements, and to include actions already taken by Lakewood to preserve and encourage affordable and attainable housing (e.g., MFTE program, ADU regulation updates and zoning expansion, Downtown Subarea housing increases, etc.)

[Sections 3.2, 3.11, 5.2, 5.4, Goals ED-3 and ED-5, Sections 8.1 and 8.10, Tables 11.1 and 11.2]

#### 2021-05 Updates related to Western State Hospital (WSH) and Public and Semi-Public Institutional Uses

Update Comprehensive Plan maps and text in relation to 2020 WSH Master Plan and/or other updates as needed per state law updates. [Section 2.5.2, Table 3.4 (I), Sections 3.9, 5.2.10, 7.3, and 7.4.1]

## 2021-06 Updates to reflect adoption of the Downtown Subarea Plan and the Lakewood Station District Subarea (LSDS) Plan (LSDS scheduled for adoption by 5/24/21)

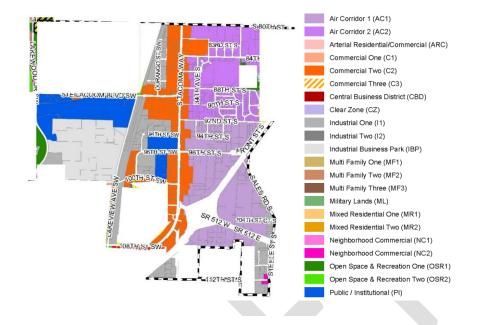
<u>Downtown Subarea (adopted 10/18)</u>: Update Comprehensive Plan maps and Sections 1.4.1, 1.4.3, and 2.4, Table 3.2, Section 3.3, Goals LU-43 and LU-49, Sections 4.1, 4.2, text above Table 4.4, Sections 4.5.1, Goal UD-8, Sections 5.2.1, 5.2.8, and 5.4, Goals ED-5, T-16, U-14, and S-5, Sections 11.3.3, 11.3.11, 11.3.14, and Transportation Implementation Strategies

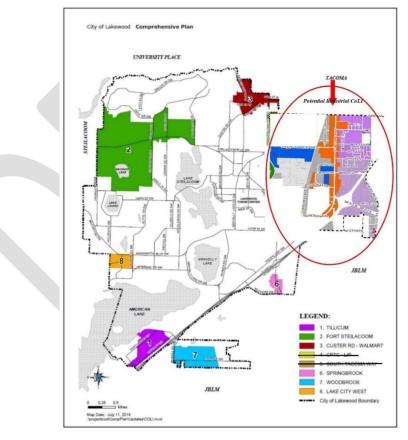
Lakewood Station District Subarea (adoption by 6/1/21): Update Comprehensive Plan maps and Sections 1.4.1, 1.4.3, 1.6.7, 2.3.5, 2.3.7, and 2.3.16, LU-17.3, Sections 3.3.3, 3.3.5, 4.1, 4.2, 4.4, 4.5, 4.5.2, 5.2.1, 5.2.7, 5.3.1, Goal UD-9, ED-5, and T-13, Sections 11.3.3 and 11.3.11, and Transportation Implementation Strategies. Rezone OSR parcels owned by Sound Transit within LSDS boundaries to Industrial.

#### 2021-07 Updates related to City's Center of Local Importance (CoLI) 4 (Industrial Business Park/Clover Park Technical College) and CoLI 5 (South Tacoma Way)

Update Comprehensive Plan maps and text to remove current CoLIs 4 and 5 and create a new industrial CoLI recognized at the Countywide level in order to spur economic development and also qualify for new transportation funding to support the industrial development within the new CoLI boundaries. Maps of the proposed CoLI are included below.

[Sections 1.7, 2.1, 2.5, Goal T-2, Figures 2.3 – 2.11, and Chapter 5]





#### PRIVATELY-INITIATED MAP AND TEXT AMENDMENT APPLICATION

#### 2021-08 Map and Text Updates related to rezoning Tillicum Neighborhood parcels SW of Berkeley Street and SE of Portland Avenue from R3 to NC2 as well as rezoning parcels to the NE of Berkeley Street to incorporate transitional uses and densities.

Mr. Tim Lynch of Tim Lynch Homes submitted a letter during the Planning Commission public hearing requesting that three (3) parcels (parcel numbers 2200000172, 2200000173, and 2200000192) near the Berkeley/I-5 interchange in Tillicum be rezoned from R3 to NC2. The two maps below identify the parcels in question:





The impetus for the requested rezone is the improvements to the I-5 corridor and replacement of the Berkeley and Thorne Lane interchanges near JBLM. The parcels Mr. Lynch has requested be rezoned are very close to the Berkeley interchange.

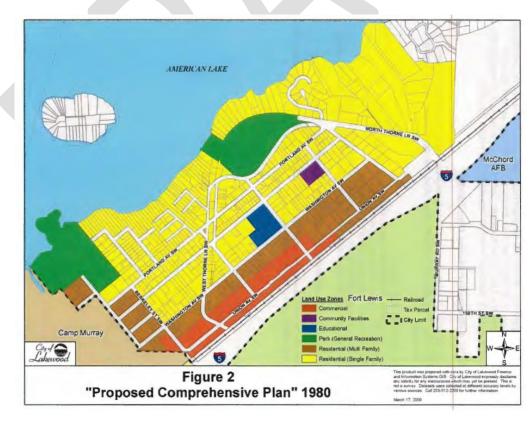
The first of 2 new bridges at the Thorne Lane interchange is scheduled to open the week of Oct. 12. The second step to raising I-5 by 14 feet at Berkeley Street is scheduled to occur overnight on Oct. 23 or Oct. 24. The new interchanges are grade-separated from the existing rail line, reducing conflicts with trains. Auxiliary lanes are being added on northbound I-5 between Berkeley Street and Gravelly Lake Drive, and on southbound I-5 from Gravelly Lake Drive to Thorne Lane, and from Berkeley Street to JBLM Main Gate, providing a supplemental lane for vehicles entering and exiting I-5.

#### Timeline:

- Winter 2020 new Berkeley Street interchange opens.
- Summer 2020 new Thorne Lane interchange opens.
- Fall 2020 traffic in final configuration
- Summer 2021 final paving and striping, construction ends.



The Tillicum area community has planned for redevelopment for many years. The 2011 Tillicum Neighborhood Plan, which has been incorporated into the City's Comprehensive Plan by reference, includes discussion of a 1980 planning process; a map from that earlier effort is included below:



#### The 2011 Tillicum Neighborhood Plan discusses zoning of the neighborhood:

#### Land Use, Zoning & Transportation

#### Zoning

The focus of Tillicum's commercial district is changing. With sewers and other improvements expected over the next two years, the potential for investment is improving. Sanitary sewer allows for commercial business expansion which for years has been stagnant. Thus, the future direction set by the comprehensive plan and the current zoning may not represent emerging market demands. City staff has conceptualized around the creation of two new commercial zoning classifications along Union Avenue SW to better reflect the market demands and redevelopment potential post-sewers.

Generally, the future land-use designation and zoning on the southeast side of Union Avenue SW – the lots fronting onto Union with the ST line and I-5 at the rear – could be modified to create a freeway commercial zone that accommodates businesses that typically serve the military installations, I-5 traffic, and tourists. The mitigating factor would be limited lot depths because of the public rights of way along both the front and rear of the strip.

Meanwhile, the opposite side of Union Avenue SW could lend itself to creation of a neighborhood commercial zone tailored for Tillicum (as opposed to the current NC2 zone that is applied citywide). This would focus commercial uses more toward serving the residents of Tillicum and create a step-down or separation between more intensive business activity and the neighborhood to the northwest. Mixed-use development with upper-story residential use seems most promising in this location as the area evolves and redevelops into a more conducive and positive living environment.

It is not the purpose of this plan to arrive at specific zoning regulations, but to create a basis for them to be further developed. It is likely these two primary concepts would be followed in designing new zoning for Union Avenue SW frontages.

The City's current Comprehensive Plan identifies Tillicum as a Center of Local Importance (CoLI) and reaffirms the 2011 Neighborhood Plan:

#### 2.5.1 Tillicum

The community of Tillicum, Figure 2.4, is designated as a CoLI based on its characteristics as a compact, walkable community with its own unique identity and character. The area is located just outside the main gates of both Joint Base Lewis-McChord (JBLM) and Camp Murray National Guard Base ("Camp Murray"). The area is geographically isolated from the rest of Lakewood because of inadequate street connections. The only practical access to the area is provided by I-5. This center provides a sense of place and serves as a gathering point for both neighborhood residents and the larger region with regard to the resources it provides for Camp Murray, JBLM, and access to American Lake.

The Tillicum area includes many of the design features for a Center of Local Importance (CoLI) as described in CWPP UGA-50, including:

§ Civic services including the Tillicum Community Center, Tillicum Elementary School, a fire station, JBLM and Camp Murray, the Tillicum Youth and Family Center, and several veterans service providers;

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- § Commercial properties along Union Ave. SW that serve highway traffic from I-5, personnel from JBLM and Camp Murray, and local residents;
- § Recreational facilities including Harry Todd Park, Bills Boathouse Marina, the Commencement Bay Rowing Club, and a WDFW boat launch facility that attracts boaters from around the region;
- § Historic resources including Thornewood Castle. Much of the area was developed between 1908 and the 1940s. The street pattern around Harry Todd Park reflects the alignment of a trolley line that served the area in the early 1900's;
- § Approximately 62 acres partially developed with, and zoned for, multi-family residential uses; and
- § The Tillicum area is subject to specific treatment in the Comprehensive Plan (Section 3.10, Goal LU-52, LU-53 and Policies LU-53.1 through LU-53.4.)

<figure><figure>

Additionally, the City adopted the Tillicum Neighborhood Plan in June 2011.

The table below compares the uses allowed in the R3 and NC2 zones, the current and requested zones for the parcels Mr. Lynch has proposed be rezoned in the 2021 CPA cycle:

Type of Use	Use	R3 4 dua	1.8	NC2 dua	
	Accessory commercial	-		Р	
Commercial and Industrial	Accessory Industrial	-		-	
	Accessory retail or services	-		Р	

	Artisan shop	-	Р
	Auto and vehicle sales/rental	-	С
	Auto parts sales	-	Р
	Bank, financial services	-	Р
	Brewery – production	-	C
	Building and landscape materials sales	-	Р
	Building contractor, light	-	-
	Building contractor, heavy	-	_
	Business support service	-	Р
	Catering service	-	Р
	Cemetery, mausoleum, columbarium	-	-
	Club, lodge, private meeting hall	С	Р
	Commercial recreation facility – indoor	-	Р
	Commercial recreation facility – outdoor	-	-
	Community center	-	Р
	Construction/heavy equipment sales and rental	-	-
	Convenience store	-	Р
	Equipment rental	-	Р
	Flex Space	-	-
	Fuel dealer	-	-
	Furniture/fixtures manufacturing, cabinet shop	-	-
	Furniture, furnishings, appliance/ equipment store	-	Р
	Gas station	-	Р
	General retail		P
	Golf course, country club	-	-
	Grocery store, large	-	Р
	Grocery store, small	-	Р
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Handcraft industries, small-scale manufacturing	-	Р
Health/fitness facility, commercial	-	Р
Health/fitness facility, quasi-public	-	-
Kennel, animal boarding B(3)	-	C
Laboratory – Medical/Analytical	-	Р
Laundry, dry cleaning plant	-	-
Library, museum	-	Р
Live/work and work/live units	-	C
Maintenance service, client site services	-	-
Manufacturing, Assembling and Packaging - Light	-	-
Manufacturing, Assembling and Packaging - Medium	-	-
Manufacturing, Assembling and Packaging - Heavy	-	-
Metal Products Fabrication, Machine and Welding – American Direct	-	-
Medical Services - Lab		Р
Mixed use	-	Р
Mobile home, RV, and boat sales	-	-
Mortuary, funeral homes and parlors	-	Р
Motion Picture Production Studios	-	-
Office – business services	-	Р
Office – processing	-	C
Office – professional	-	Р
Outdoor storage	-	-
Pawn Brokers and Second Hand Dealers	-	-
Personal services	-	Р
Personal services – restricted	-	-
Petroleum product storage and distribution	-	-

	Places of assembly	Р	Р
	Printing and publishing	-	Р
	Produce stand	-	Р
	Recycling facility – processing facility	-	-
	Repair service - equipment, large appliances	-	-
	Research and development	-	-
	Recycling Facility - Scrap and dismantling yards	-	-
	Second hand store	-	-
	Shelter, animal B(3), B(4)	_	Р
	Shopping center	-	Р
	Social service organization	-	C
	Solid waste transfer station	-	C
	Small craft distillery	-	Р
	Sports and active recreation facility	-	-
	Storage - personal storage facility	-	-
	Studio - art, dance, martial arts, music, etc.	-	Р
	Swap meet	-	-
	Theater, auditorium	-	Р
	Veterinary clinic B(3)	-	Р
	Vehicle services – major repair/body work	-	C
	Vehicle services – minor maintenance/repair	-	Р
	Vehicle storage	-	-
	Warehouse	-	-
	Warehouse retail	-	-
	Wholesaling and distribution	-	-
	Wildlife preserve or sanctuary	-	-
	Wine production facility	-	-
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r		1	
	Bar/tavern	-	-
	Brewery - brew pub	-	Р
	Microbrewery	-	Р
	Mobile food vending facility	-	Р
	Night club	-	С
Foting and	Restaurant, café, coffee shop – counter ordering		Р
Eating and Drinking Establishments			
	Restaurant, café, coffee shop –drive-through services	-	C
	Restaurant, café, coffee shop –table service	-	Р
	Restaurant, café, coffee shop – outdoor dining	-	Р
	Restaurant, café, coffee shop – serving alcohol	-	Р
	Tasting room	-	Р
	Vendor stand	-	Р
	Day care center in existing and new schools	_	_
	Day care center in existing or new churches	C	C
	Day care center providing care for children and/or adult relatives of owners or renters of dwelling units located on the same site	-	С
	Day care center providing care for children and/or adult relatives of employees of a separate business establishment located on the same site B(2), B(3)	-	-
	Day care center, independent	-	Р
Health and Social	Human service agency offices	-	Р
Services	Medical service - clinic, urgent care	-	Р
	Medical service - doctor office		Р
	Medical service – hospital		
		-	-
	Medical service - integrated medical health center	-	Р
	Medical service – lab	-	Р
	Pharmacy	-	Р
	Preschool/nursery school	С	Р

			1
Lodging	Bed and breakfast guest houses	C	-
	Hostels	-	-
Louging	Hotels and motels	-	-
	Short term vacation rentals	Р	Р
	Accessory caretaker's unit	-	Р
	Accessory dwelling unit	Р	-
	Babysitting care	Р	Р
	Boarding house	С	-
	Cottage housing	Р	-
	Co-housing (dormitories, fraternities and sororities)	-	Р
	Detached single family	Р	-
	Two family residential, attached or detached dwelling units	-	Р
	Three family residential, attached or detached dwelling units	-	-
	Multifamily, four or more residential units	-	Р
<b>Residential Uses</b>	Mixed use	-	Р
	Family daycare	Р	Р
	Home agriculture	Р	-
	Home occupation	Р	-
	Mobile home parks	С	-
	Mobile and/or manufactured homes, in mobile/manufactured home parks	С	Р
	Residential accessory building	Р	Р
	Rooms for the use of domestic employees of the owner, lessee, or occupant of the primary dwelling	-	-
	Small craft distillery	Р	Р
	Specialized senior housing	-	Р
	Accessory residential uses	Р	Р
Special Needs	Assisted Living Facility	-	Р

Housing	Confidential Shelter	Р	Р
	Continuing Care Retirement Community	-	Р
	Enhanced Services Facility	-	С
	Hospice Care Center	C	-
	Nursing Home	-	Р
	Type 1 Group Home – Adult Family Home	Р	Р
	Type 2 Group Home, Level 1	Р	Р
	Type 2 Group Home, Level 2	С	-
	Type 2 Group Home, Level 3	-	С
	Type 3 Group Home, Level 1	-	С
	Type 3 Group Home, Level 2	-	С
	Type 3 Group Home, Level 3	-	C
	Type 4 Group Home	-	-
	Type 5 Group Home	-	С

- 2020-09 Text amendments to Comprehensive Plan Goal LU-53 (LU-53.1, LU-53.7)
- 2020-10 Text amendments to Comprehensive Plan Goal LU-18 (LU-18.5)
- 2020-11 Text and Map amendments regarding Transitory Accommodations



TO:	Mayor and City Councilmembers
FROM:	Rafik Gindy, Building Official David Bugher, Assistant City Manager for Development Services
THROUGH:	John J. Caulfield, City Manager John A. Caufiel
DATE:	November 23, 2020
SUBJECT:	Adoption of 2018 Washington State Building Code

**Background/Authority:** The state of Washington legislature body enacted Revised Code of Washington (RCW) 19.27 as the State Building Code Act.

The purpose of RCW.19.27 is to promote the health, safety, and welfare of the occupants or users of buildings and structures and the general public by the provisions of building codes throughout the state.

The Washington State Building Code is comprised of several different codes. Most are national model codes adopted by reference and amended at the state level. Others, such as the Washington State Energy Code, are state-written state-specific codes. The effective date of the new codes is February 1, 2021.

The governing body of each county or city is authorized to amend the state building code as it applies within the jurisdiction of the county or city in accordance with RCW 19.27.040. In accordance with RCW 19.27.050, the State Building Code Act requires that each local jurisdiction enforce the State Building Code within its jurisdiction.

**Proposed Local Amendments:** Table 1 provides a summary of the proposed local amendments to the adopted state code. The proposed amendments include text changes sought by the City's Building Official in consultation with and the West Pierce Fire & Rescue (WPF&R) Fire Marshal.

AMENDMENT	TABLE 1 AMENDMENTS TO TITLE 15 BUILDINGS & CONSTRUCTION							
Proposed local code amendments	Purpose							
Added language to 2018 IBC to include adoption of Appendix E, ICC A117.2009, Chapter 11 Barrier Free Access.	Includes same language as shown in Chapter 51-50 WAC for the adoption of International Building Code (IBC).							
Added language for the adoption 2018 International Fuel Gas Code (IFGC) as part of the International Mechanical Code (IMC).	Includes same language as shown in Chapter 51-52 WAC for the adoption of 2018 IMC.							
Added reference for the 2014 NFPA 58 for liquefied gas petroleum installation and 2015 ANSI Z223/NFPA 54.	Includes same language as shown in Chapter 51-52 WAC for the adoption of 2018 IMC.							
2018 Edition of International Swimming Pool and SPA Code (ISPSC).	Provides clarification for the adoption of code in accordance with WA International Residential Code amendments Section R328.							
Third and any additional requests for applications and permits extensions will be charged administrative fee. The fee is published in the 2021 Fee schedule.	As part of cost recovery policy implementation, applicants who submit multiple extension request for old permits would pay fee. The development team spends a considerable amount of time processing the requests, researching the status of the ongoing activities, & communicating with the applicants.							
Amended the requirements of a design professional for submittals of alterations, repairs, and changes of use.	The amended language provides clarification to the public and staff pursuant to the requirements found in RCW 18.43.410.							
Added a section for additional special inspection as required by Building Official.	The statement will allow the Building Official to request special inspections for a particular item. Areas where additional inspections may be requested: requests for alternate methods of construction or materials submitted by applicants, change of use in existing buildings, and repairs of existing buildings.							

TABLE 1 AMENDMENTS TO TITLE 15 BUILDINGS & CONSTRUCTION							
Proposed local code amendments Purpose							
Amended language for final inspections.	The language provides clarification for required approvals to perform a building final inspection as required by building code.						
Added change of occupancy section.	The section provides clarification to the public regarding change of occupancy in accordance with IBC 111.1.						
Added language for certificate of occupancy posting. Certificate of occupancy is required for new construction, change of use, and where an alteration occurred that changed the number of occupants within the space.	The posting of a certificate of occupancy will provide clarification for the building owners and tenants as to the maximum allowed occupancy. During WPFR inspections, WPFR will be able to determine the maximum of occupants within the space.						
Added definition for Design Professional	The added language would provide clarification for the requirements for a registered design professional.						
Amended the language for automatic sprinkler system	The amended language did not add or change the requirements for sprinklers, excepting adding language to include display or sale of mattresses.						
Amended Climatic and geographical design criteria for IRC table R302.2(1).	Added the required design criteria items in accordance with 2018 IRC & WA state amendments. (The proposed amendments provide applicants with the specific climate conditions of Lakewood.)						

Attachment:

Draft ordinance

#### ORDINANCE NO. XXX

An Ordinance of the City Council of the City of Lakewood, Washington, amending Title 15A of the Lakewood Municipal Code (LMC) to reflect the adoption of the 2018 editions of the International Code Council (ICC), a member of the International Code Family and other related codes pursuant to Chapter 19.27 of the Revised Code of Washington (RCW).

WHEREAS, the City previously adopted the ICC Performance Code for Buildings and Facilities and other related codes as codified in LMC Title 15A; which was last fully updated by Ordinance 641 on June 6, 2016; and

WHEREAS, Title 15A LMC must be updated to reflect the changes made to the ICC model codes and related codes pursuant to the State Building Code in RCW Chapter 19.27 RCW, and found in Title 51 of the WAC, and which become effective statewide on February 1, 2021.

# NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

<u>Section 1.</u> That Title 15A of the Lakewood Municipal Code entitled "Building Code" is hereby amended to read as follows:

#### TITLE 15

#### **Buildings and Construction**

Chapters:

15.05 Adoption of International Codes

Sections:

15.05.010	Purpose.
15.05.020	Codes adopted by reference.
15.05.030	Copy on file.
15.05.040	Administrative provisions.
15.05.060	Amendments to International Building Code.
15.05.070	Amendments to International Residential Code.
15.05.080	Amendments to International Fire Code.
15.05.090	Amendments to International Property Maintenance Code.
15A.25	Electrical Code

15.05.010 Purpose.

The purpose of the codes and regulations adopted in this title is to provide minimum standards to safeguard life, health, property and public welfare by regulating and controlling the design, construction, quality of materials, use and occupancy, location and maintenance of all buildings and structures within

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the City of Lakewood. It is not the purpose or intent to create or designate any particular class or group of persons to be especially protected or benefited, nor is it intended to create any special relationship with any individual. [Ord. 641 § 1, 2016.]

<u>Section 2:</u> A revised section, 15.05.020 of the Lakewood Municipal Code, entitled, "Codes Adopted by Reference," is amended to read as follows:

The following codes, as herein adopted and further amended, shall be collectively known as the Lakewood Building Code.

A. The 20152018 Edition of the International Building Code (IBC), including Appendix Chapters E, G, J-and J, published by the International Code Council and amended by the Washington State Building Code Council in Chapter 51-50 WAC, is hereby adopted by reference and as subsequently amended by this chapter. <u>Chapter 11 and other International Building Code</u> requirements for barrier-free access, including ICC A117.1-2009 and Appendix E, are adopted pursuant to Chapters 70.92 and 19.27 RCW.

B. The 20152018 Edition of the International Residential Code (IRC) excluding Sections R103, R104, R105, R106, R107, R108, R109, R110, R111, R112, R113, R114, provided chapters 11 and 25 through 43 are not adopted. excluding Sections R103, R104, R105, R106, R107, R108, R109, R110, R111, R112, R113, R114, but including Appendices \_F, Q,U, and VQ and V, -as published by the International Code Council and as adopted and amended by the Washington State Building Code Council in Chapter 51-51 WAC, is hereby adopted by reference and as subsequently amended by this chapter.

C. The 20152018 Edition of the International Mechanical Code (IMC) published by the International Code Council and amended by the Washington State Building Code Council in Chapter 51-52 WAC including the 2018 International Fuel Gas Code for the installation of fuel gas distribution piping and equipment, fuel gas-fired appliances and fuel gas-fired appliance venting systems as; including the 2015 International Fuel Gas Code, the 2011 Edition of NFPA 58 and the 2012 Edition of ANSI Z223.1/NFPA 54 as-amended by the Washington State Building Code Council, arere hereby adopted.

The standards for liquefied petroleum gas installations shall be the 2014 Edition of NFPA 58 (Liquefied Petroleum Gas Code) and the 2015 Edition of ANSI Z223.1/NFPA 54 (National Fuel Gas Code). by reference and as subsequently amended by this chapter.

D. The 20152018 Edition of the International Fire Code (IFC), including Appendix Chapters B, C, D (Sections 105 and 106), E, F and G, published by the International Code Council and amended by the Washington State Building Code Council in Chapter 51-54A WAC, is hereby adopted by reference and as subsequently amended by this chapter.

E. The 20152018 Edition of the Uniform Plumbing Code, including Appendices A, B and I, published by the International Association of Plumbing and Mechanical Officials and amended by the Washington State Building Code Council in Chapter 51-56 WAC, is hereby adopted by reference and as subsequently amended by this chapter.

F. The 20152018 Edition of the International Energy Conservation Code, as amended by the Washington State Building Code Council in Chapters 51-11C and 51-11R WAC and known as the Washington State Energy Code, is hereby adopted.

G. The 20152018 Edition of the International Existing Buildings Code, published by the International Code Council and amended by the Washington State Building Code Council in Chapter 51-50 WAC, is hereby adopted.

H. The 2015 Edition of the International Performance Code, published by the International Code Council, is hereby adopted.

**<u>IH</u>**. The <u>20152018</u> Edition of the International Property Maintenance Code, published by the International Code Council, is hereby adopted.

JI. The current edition of the National Electrical Code, published by the National Fire Protection Association, as adopted in Chapter 296-46B WAC and Chapter 19.28 RCW, except that "Department" shall mean either the State Department of Labor and Industries or Tacoma Public Utilities, depending on geographic service area located within Lakewood's city limits. [Amended during 2018 recodification; Ord. 647 § 1, 2016; Ord. 641 § 2, 2016.]

K. The 2018 Edition of the International Swimming Pool and SPA Code, published by the International Code Council, is hereby adopted.

L. The Manufactured Home Standards established by the State of Washington governing the installation of manufactured homes (as set forth in WAC Chapter 296-150M), are hereby adopted.

15.05.030 Copy on file.

At least one copy of each of the adopted codes identified in LMC 15.05.020 shall be on file in the Office of the City Clerk. [Ord. 641 § 3, 2016.]

15.05.040 Administrative provisions.

The administrative provisions as specified in Chapter 1 of the International Building Code as adopted and subsequently amended by this title shall be used as the general administrative provisions for the Lakewood Building Code. In case of a conflict of provisions the Building Official shall determine the applicable application. [Ord. 641 § 4, 2016.]

<u>Section 3:</u> A revised section, 15.05.060 of the Lakewood Municipal Code, entitled, "Amendments to International Building Code," is amended to read as follows:

The following sections of the IBC are amended as follows:

A. Section 105.2, Work exempt from permit, item 4, is amended to read as follows:

Retaining walls which are not over 4 feet (1,219 mm) in height measured from the bottom of the footing to the top of the wall, provided the wall is set back from any adjacent property lines or structures a distance at least equal to the height of the wall and the material retained by the wall slopes 1:2 (or less) up and away from the wall, unless supporting a surcharge or impounding Class I, II or II-A liquids.

B. Section 105.3.2 Time limitations on applications, an application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued. Building official may grant two extensions for period not to exceed 90 days each without administrative fees. Additional extension requests will be subject to administrative fees. The requests shall be requested in writing and justifiable cause demonstrated.

C. Section 105.5 Permit Expiration, every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. Building Official may grant two extensions for period not to exceed 180 days each without administrative fees. Additional extensions requests will be subject to administrative fees. The extension requests shall be requested in writing and justifiable cause demonstrated.

<u>D</u>B. Section 105.8 Ownership of permits, add a new section to read as follows:

The ownership of a City of Lakewood permit shall inure to the property owner. The permit applicant is an agent of the owner, if not the property owner. Where ownership of the property has changed, the new owner shall submit a request to the building department to change the owner's name, or owner's agent on the building permit application.

<u>EC</u>. Section 107.3.4, Design professional in responsible charge, is amended by the addition of the following paragraphs (remainder unaffected):

<u>Design professional is required for</u> <u>T</u>the preparation of plans for any building or structure containing five or more residential dwelling units<u>or</u> doing design work including preparing construction contract documents and administering the construction contract for construction, erection, enlargement<del>, alteration, or repairs of or</del> to a building of any occupancy over 4,000 square feet in floor area.

<u>Design professional</u> shall provide <u>design and construction documents for</u>,<u>alteration, change of</u> <u>use, or repairs to, a project or a project that</u> that is contained within a building of over 4,000 square feet in floor area and when the work contemplated affects life safety or structural systems. Life safety is affected if the work contemplated includes but is not limited to alteration of any fire rated construction; alteration of any means of egress including barrier free provisions defined by the building codes; alteration such that the number of occupants in the affected areas would be increased. The combined square footage of simultaneous projects shall not exceed 4,000 square feet\_impacts life safety or structure that is contained within a building of over 4,000 square feet in floor area.

FD. Section 109.4, Work commencing before permit issuance, is amended to read as follows:

Any person who commences work on a building, structure, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to an investigationa fee equal to the permit fee.

<u>GE</u>. Section 109.6, Refunds, is amended to read as follows:

The building official may authorize a refund of: one hundred percent (100%) of any fee paid erroneously; up to eighty percent (80%) of the permit fee for a permit that is withdrawn, if no work has been done under the permit; and up to eighty percent (80%) of the plan review fee paid when an application is withdrawn prior to any plan review having been done. No refund shall be authorized except on written application filed by the original applicant not later than one hundred eighty days after the date of the fee payment.

H. Section 110.3.10.1 Special Inspection add a new section to read as follows: Building official may require a special inspection for a particular item or system that when necessary to show conformance with the codes.

Section 110.3.11 Final Inspection is amended to read as follows:

The final inspection is to be made after all conditions of SEPA, Hearings Examiner, Design Review, Development Engineering, Stormwater, Tree Ordinance, West Pierce Fire and Rescue district, outside agencies are complied with, in addition to finish grading; and the building is completed and ready for occupancy.

I. Section 111.1 Change of occupancy.

A building or structure shall not be used or occupied, and a change of occupancy of a building or structure or portion thereof shall not be made, until the building official has issued a certificate of occupancy therefor as provided herein. Issuance of a certificate of occupancy shall not be construed as an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction.

## K

F. Section 111.2, Certificate issued, is amended to read:

After the building official-inspector inspects the building or structure and finds that it is in compliance with the applicable codes and regulations, the building official shall cause to be issued a Certificate of Occupancy on a form developed by the City to display the information pertinent to identify the facility and code requirements. Certificate of occupancy shall be posted at obvious place on the premises. Certificate of Occupancy may not be removed at any time except by Building Official.

LG. Section 113, Board of Appeals, is renamed "Appeals" and reads as follows:

## 113.1 Authority and Limitations

The hearing examiner system established by LMC 1.36 shall be authorized to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this code. Any reference, in the adopted codes, to a board of appeals shall be read as 'hearings examiner.'

## 113.2 Limitations on Authority

An application for appeal shall be based on a claim that the true intent of this code has not been correctly interpreted, or the provisions do not fully apply, or an equally good or better form of construction is proposed. The hearings examiner shall have no authority to waive requirements of this code. The examiner is not authorized to interpret or decide on administrative provisions contained in chapter 1.

## 113.3 Further Appeal to Superior Court

The decision by the Hearing Examiner under this Title shall be final and conclusive unless within twenty-one (21) days from the date of the decision, a party makes application to a court of competent jurisdiction for a <u>writ of certiorari</u>, a <u>writ of petition</u> or a writ of mandamus, or other applicable relief.

HM. Section 114.4, Violation penalties, is amended to read as follows:

Any violation of a provision of the Lakewood Building Code is a misdemeanor, punishable by imprisonment for a term of up to ninety (90) days; by a fine of up to one thousand dollars (\$1,000); or by both.

N. Section 115.1, where the building official finds any work regulated by this code being performed in a manner either contrary to the provisions of this code or dangerous or unsafe, the building official is authorized to issue a stop work order. Building owner may appeal the stop work order in accordance with section 113.

Section 115.3, Unlawful continuance, any person who shall continue any work after having been served a stop work order, except such work as that person is directed to perform to remove a violation or unsafe conditions, shall be subject to penalties as prescribed in section 114.4.

OI. Section 202, Definitions. Add a definition of <u>"Design Professional" and</u> "major improvement" that reads:

Design Professional. A Washington State Licensed Architect governed by the Washington State Board of Registration for Architects, or a Washington State Licensed Engineer governed by the Washington State Board of Registration for Professional Engineers and Land Surveyors.

Major improvement.<u>-m\_Mm</u>eans all improvements to a structure (excluding normal maintenance and repair and life/safety improvements) which within a 72-month period exceeds a cumulative value of 50 percent of the current county assessed value of the structure. The value of improvements shall be as determined by the building official.

JP. Section 901.7, Fire areas, is revised to read as follows:

Where buildings, or portions thereof, are subject to the fire protection provisions of this chapter the use of fire walls, fire barriers or other means to divide fire area in order to not exceed the limits established for requiring a fire protection system in accordance with this chapter are prohibited.

QK. Section 903.2, Where required, is amended to read as follows:

Approved automatic sprinkler systems shall be provided in all newly constructed buildings <u>where</u> the gross area including basements exceeds 5,000 square feet in fire area.

<u>Approved automatic sprinkler systems shall be provided in and in ee</u>xisting buildings undergoing a Major Improvement, which where the area exceeds 5,000 square feet in fire area and houses A, B, F, M, R-1, R-2 or S occupancies fire area.

Additionally, automatic sprinkler systems shall also be provided in any of the other situations described in 903.2., as required under WAC 51-50 and/or as follows:

**Exceptions:** 

1. F-2 and S-2 occupancies of type IA, IB, IIA, IIB, IIA, IIIA or IIIB less than 12,000 square feet in area, unless required by other provisions of the code.

2. B occupancies located on a floor other than level of exit discharge that serves other occupancies are not allowed the use of the 5,000 square foot threshold.

RL. Section 903.2.7, Group Mor S-1- Section 903.2.7, item 4, is revised to read:

4. A Group M occupancy which exceeds 2,500 square feet used for the display and/or storage of upholstered furniture.

MS. Section 903.2.13. A new Section 903.2.13 is added and reads as follows:

Spray booths and rooms. New and existing spray booths and spray rooms shall be protected by an approved automatic fire-extinguishing system.

TN. Section 903.3.1.1.1, Exempt Locations. Section 903.3.1.1.1 is amended by deletion of items 4, 5 and 6.

UO. Section 912.2, Location. Section 912.2 is amended to read as follows:

With respect to hydrants, driveways, buildings and landscaping, fire department connections shall be so located that fire apparatus and hoses connected to supply the system will not obstruct access to the building(s) for other fire apparatus. Fire department connections shall not be located closer than 50 feet from the structure or 1 1/2 times the building height, whichever is greater. The location shall be approved by the fire code official.

[Ord. 647 § 2, 2016; Ord. 641 § 5, 2016.]

<u>Section 4:</u> A revised section, 15.05.0700 of the Lakewood Municipal Code, entitled, "Amendments to International Residential Code, is amended to read as follows:

A. Table R302.2(1), Climatic and geographical design criteria, is amended to read as follows:

Ground- <u>Roof</u> snow load	25 lbs. per sq. ft.
Wind speed <del>(gusts)(Basic)</del>	85 mph exposure B110 mphFigure R301.2(5)AExposureSite specific basis per R301.2.1.4
Seismic Design Category	D <u>2 Table R301.2.2.1.1</u> +
Subject to damage from weathering	Moderate
Frost line depth	12 inches
Termite	Slight to moderate
Decay	Slight to moderate
Winter design temperature	2 <mark>26</mark> 6 degrees Fahrenheit
Ice shield underlayment required	No
Flood hazards	Current FEMA map
Air freezing index	Not applicable
Mean annual temperature	50 degrees Fahrenheit
Manual J Design Criteria	

Elevation	<u>322</u> Feet
Latitude	47 Degrees North
Winter Heating	24 °F degrees Fahrenheit
Summer cooling	82 °F degrees Fahrenheit
Indoor design temperature	65 °F degrees Fahrenheit
Design temperature cooling	82 °F degrees Fahrenheit

B. Section 107, AAppendix V, is amended as follows:

An approved automatic fire sprinkler system shall be installed in new townhouses in accordance with Appendix  $\underline{U}$  per state ammendment $\underline{Q}$ .

[Ord. 647 § 3, 2016; Ord. 641 § 6, 2016.]

<u>Section 5:</u> A revised section, 15.05.080 of the Lakewood Municipal Code, entitled, "Amendments to International Fire Code," is amended to read as follows:

A. Section 104.1.1, Coordination with Other Departments. A new Section 104.1.1 is added to read as follows:

When requested and authorized to do so by the fire code official, the chief of police may assign such available police officers and the code compliance supervisor may assign such available code compliance officers as may be necessary to assist the Community and Economic Development Department and/or the fire department in enforcing provisions of this code.

B. Section 104.1.2, Inspection Authority. A new Section 104.1.2 is added to read as follows:

The fire code official and members of the fire prevention division have limited police powers for the purpose of enforcing the International Fire Code. Such powers shall include the ability to issue verbal and written notices of violation, to and determine appropriate time<u>framess</u> within which violations shall be removed or repaired., to issue infraction and criminal citations for violations of the International Fire Code and all applicable state and local fire regulations, and to enter, as necessary, buildings and premises for the purposes of inspection as necessary to and as described within the International Fire Code.City of Lakewood Code Enforcement or Law Enforcement will issue infractions and criminal citations if necessary.

C. Section 104.1.3, Special Limited Commission. A new Section 104.1.3 is added to read as follows:

The scope of the special limited commission herein shall not grant the fire code official or any member of the fire prevention bureau any power of arrest and this special limited commission shall not grant any member, of the fire prevention division, authority to carry firearms or other weapons while conducting activities related to enforcement of the International Fire Code.

D. Section 105.6.50, Special Operation Permit. A new Section 105.6.50 is added to read as follows:

The fire code official is authorized to require and issue a special operational permit for any operation determined to have the potential for presenting a hazardous conditionlisted in Section 105.6 of the IFC. The operational permit will provide the ability to track and monitor the situation.

E. Section 105.7.20, Underground supply piping for automatic sprinkler system, is amended to read as follows:

A construction permit is required for the installation of the portion of the underground water supply piping, public or private, supplying a water-based fire protection system. The permit shall apply to all underground piping and appurtenances downstream of the first control valve on the lateral piping or service line from the distribution main to one foot above finished floor of the facility with the fire protection system. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

Exception:

1. Underground piping serves a fire protection system installed in accordance with NFPA 13D.

F. Section 1087.2, Testing and operation, is amended to read as follows:

Equipment requiring periodic testing or operation to ensure maintenance shall be tested or operated as specified in this code and references. To ensure all fire and life safety systems are free of deficiencies and current on testing the fire code official may utilize a third party confidence testing coordination and tracking method.

G. Section 110.5, Securing Property. A new Section 110.5 is added to read as follows:

The owner, occupant or other person having under his/her control any property or materials on a property damaged by fire or explosion shall, when ordered by the chief, immediately secure the property against entry or unauthorized access by the public, by boarding up all openings, fencing, barricading or utilizing other appropriate measures.

H. Section <u>113106</u>.3, Work commencing before permit issuance, is amended to read as follows:

A person who commences any work, activity or operation regulated by this code before obtaining the necessary permits shall be subject to double the fees identified for such work, activity or operation as set forth in the adopted City fee schedule.

I. Section <u>113106</u>.6, Nonprofit Organizations. A new Section 113.6 is added to read as follows:

Operational permits submitted by non-profit organizations will be charged fifty percent of fees. Non-profit organizations are organizations that have established a non-profit exemption from the Internal Revenue Service.

J. Section 113106.7, Permit Re-Inspection Fee. A new Section 113.7 is added to read as follows:

All initial fees include two field inspections. Inspections required in excess of two may incur additional fees. Re-inspections fees must be paid prior to scheduling an inspection.

K. Section 202, General Definitions, is amended as follows:

Fire department means West Pierce Fire District which is a municipal corporation in contract to provide services to the City of Lakewood

Fire Chief for the purpose of 104.11 means the Chief of West Pierce Fire District. For all other purposes the Fire Chief means the Fire Code Official.

The term "false alarm" is revised to read as follows:

A fire alarm causing emergency response by the fire department, which was initiated by one of the following:

1. A fire alarm system malfunction.

2. Improper maintenance of a fire alarm or an automatic fire suppression system.

3. Improper use or misuse of a fire alarm system or an automatic fire suppression system.

4. Damage to a fire alarm system or automatic fire suppression system due to carelessness while performing other procedures in the building.

5. The initiation of a fire alarm system during construction, painting, or other procedure in which care should have been taken to protect initiating devices from sending a false signal.

The term "fire apparatus access road" is renamed "emergency vehicle access."

L. Section 3<u>20</u>19, False Alarms. Add a new section to read:

False alarms causing response by emergency response shall be managed in accordance with 32019.1 and 32019.2.

M. 32019.1 False Alarm Complaints.

False alarm complaints shall be filed with the Fire Prevention Division by either the responding fire companies or by the Fire Communication Center.

N. 32019.2 Notification and invoicing

Upon receiving and verifying the validity of a false alarm complaint, the fire code official will notify the owner or manager of the premises to take corrective measures to eliminate problems causing the false alarms. The notice will state that future false alarms at the referenced address occurring within twelve months of the original complaintmore than four false alarms in a calendar year, will result in an invoice for costs in accordance with the city's master fee schedule.

O. Section 503, Fire Apparatus Access Roads, as published in the IFC (unamended by WAC), is adopted and is renamed "Emergency Vehicle (EV) Access" and is amended as follows:

P. Section 503.2.1, Width, is renamed "503.2.1, Dimensions" isand amended to read as follows:

EV access servicing not more than two dwelling units shall not be less than fifteen (15) feet wide. EV access for all other projects shall not be less than 24 feet with no parking, twenty-eight (28) feet with parking on one side and thirty-two (32) feet with parking on both sides. Unobstructed vertical clearance of not less than 13 feet 6 inches shall be provided. With approval of the City and Fire Marshal a reduced vertical clearance may be approved provided such reduction does not impair EV Access and approved signs are installed and maintained.

Q. Section 503.2.3, Surface, is amended to read as follows:

EV access shall be designed and maintained to support the imposed loads of fire apparatus and shall be paved with asphalt or concrete so as to provide all-weather driving capabilities. Exception: access designated "Emergency Vehicles Only" may be designed by a licensed engineer and can be alternative surfacing, as approved by the City engineer.

R. Section 503.2.4, Turning radiusi, is amended to read as follows:

A minimum outside turning radius of forty-five (45) feet shall be provided for all EV Access.

S. Section 503.2.5, Dead ends, is amended to read as follows:

Dead-end emergency access roads in excess of 150 feet in length shall be provided with an approved area for turning around emergency vehicles. Dead end turn around specifications shall comply with <u>added</u> sections 503.2.5.1 through 503.2.5.5.

T. 503.2.5.1 Commercial.

Commercial/industrial projects may utilize a roundabout or hammerhead design.

U. Reserved.

V. Reserved.

W. 503.2.5.4 Additions or alterations.

Alterations or tenant improvements, on a dead end access road or interior dead end access drive aisle, that increase the number of uses to the site shall construct an EV turnaround.

X. 503.2.5.5 Turn around design.

Hammerhead turnarounds and cul-de-sac design shall comply with the latest edition of the City of Lakewood Engineering Standards Manual.

Y. Section 503.2.6, Bridges and elevated surfaces, is not adopted.

Z. 503.2.7 Grade.

The maximum grade (vertical profile grade) of an EV access shall be fifteen (15) percent. All sections of EV accesses with grades over twelve (12) percent shall be paved with 0.17 feet compacted asphalt concrete or its cement concrete equivalent.

AA. Section 503.3, Marking, is amended to read as follows:

Approved striping or signs shall be provided and maintained for fire apparatus roads to identify such roads and prohibit the obstruction thereof. Signs and striping shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

1. Striping. Painted lines of red traffic paint shall mark fire apparatus access six (6) inches in width to show the boundaries of the lane. The words "NO PARKING FIRE LANE" shall appear in four (4) inches of white letters at 25 feet intervals on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb.

2. Signs. Signs shall read "NO PARKING FIRE LANE" and shall be twelve (12) inches wide and eighteen (18) inches high. The signs shall have letters and background of contrasting colors, readily legible from a fifty (50) foot distance. Signs shall be permanently affixed to a stationary post and bottom of the sign shall be six feet, six inches (6'6") above finished grade. Signs shall be spaced not more than fifty (50) feet apart. Signs may be installed on permanent buildings or walls or as approved by the code official.

BB. Section 503.6, Security gates, is amended to read as follows:

The installation of security gates across EV access ways shall be approved by the fire code official and meet the requirements in 503.6.1 through 503.6.3.

CC. 503.6.1 Residential development access.

Gates which serve ten (10) or more dwelling units shall have an Opticom activation system or an equivalent and compatible system that is approved by the fire chief.

DD. 503.6.2 Knox key access.

Gates shall have rapid-entry key capabilities compatible with the local fire district per IFC, Section 506.

EE. 503.6.3 Automated gate.

All electrically-activated gates shall have default capabilities to the unlocked position.

FF. Section 503.7, Modifications. Add a new Section 503.7, Modifications, to read as follows:

Where site conditions do not allow full compliance, the fire code official may modify emergency vehicle access requirements as necessary to ensure adequate accessibility for emergency responders.

GG. Section 505.1, Address identification, is amended to read as follows:

Building address identification shall comply with added sections 505.1.1 and 505.1.2.

HH. 505.1.1 Commercial.

New and existing commercial buildings shall have approved address numbers, building numbers or approved building identification placed high on the building to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of twelve (12) inches high. Individual unit/suite or space numbers or letters shall be four (4) inches in size and contrasting with the background and visible from the approach side or angle.

#### II. 505.1.2 Residential.

New and existing residential structures shall have approved address numbers placed in the position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be a minimum of four (4) inches high with a minimum stroke of one half (0.5) inch for buildings that are under fifty (50) feet of the street, six (6) inches high with a minimum stroke of one half (0.5) inch for buildings that are over fifty (50) feet of the street. Where access is by means of a private road or driveway

and the building cannot be viewed from a public way, a monument, pole or other sign shall be used to identify the structure.

JJ. Section 507.3.1, Residential Fire Flow Limitations. A new section is added to read as follows:

Residential additions that add more than 50% of the original square footage, which fail to meet required fire flow and/or hydrant distances shall be required to install a fire sprinkler system complying with Section 903.3.1.3.

KK. Section 507.5.1, Where required, is amended to read as follows:

Any facility or building hereafter constructed or moved into or within the jurisdiction shall be required to provide a hydrant(s), where required by the fire code official, in accordance with appendix C.

**Exceptions:** 

1. For Group R-3 and Group U occupancies, the distance requirements shall be 350 feet.

2. For Group R-1 and R-2 occupancies, no point of the building shall exceed a 500-foot hose lay distance using a fire department access route between the hydrant and building.

3. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2, the distance requirement shall be 500 feet.

LL. Section 507.5.1.2 is added to read as follows:

507.5.1.2 Hydrant for fire department connection.

A fire hydrant shall be installed no more than 100 feet from any fire department connection.

MM. Section 507.5.7 is added to read as follows:

Section 507.5.7 Hydrant setback.

All fire hydrants shall be installed at least two (2) feet, but not more than nine (9) feet, from the curb face of a paved street or edge of a designated approved fire access roadway.

All fire hydrants placed on private property shall be adequately protected by either curb stops or concrete post or other approved methods. Such stops shall be the responsibility of the landowner on which the fire hydrant is installed.

NN. Section 507.5.9 is added to read as follows:

Section 507.5.9 Hydrant marking.

An approved blue, two (2) sided reflector shall be utilized to identify each hydrant location. The reflector shall be affixed to the centerline of each roadway or fire access lane.

OO. Section 507.5.10 is added to read as follows:

Section 507.5.10 Hydrant distance to building.

Fire hydrants shall not be closer than fifty (50) feet to a structure or one and one half  $(1 \ 1/2)$  times the height of the structure, whichever is greater.

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PP. Section 901.7, Systems out of service, is renamed "Fire watch personnel<u>required</u>" and amended to read as follows:

The Fire Chief or his or hertheir designee, shall determine when Fire Department personnel must conduct a fire watch due to code requirements, excessive occupant load, the unusual nature of the event, the use of pyrotechnics or fireworks, the existence of <u>a</u> hazardous condition, the inoperability of the fire protection system, or other conditions affecting the safety at the event or <del>at the</del> property. The person responsible for the facility shall pay-<u>a fee</u> per the fee schedule for associated costs. If more than one person is required for the fire watch, the person responsible for the facility shall pay a fee per the fee schedule. The Fire Chief or designee <u>willmay</u> notify the responsible person of the period of the fire watch and the resulting fee prior to the event.

QQ. Section 1103.8.1, Where required, is amended with the addition of the following sentence:

The use of listed exceptions shall not apply to Group R-2 occupancies.

RR. LMC 15.05.060(E) through (K) inclusive shall be considered to also amend collocated references in the International Fire Code. [Ord. 648 § 8, 2016; Ord. 641 § 7, 2016.]

Section 6: A revised section, 15.05.090 of the International Property Maintenance Code to read as follows:

A. All references in the IPMC to "code official" are amended to read as "Public Officer."

## A. All references in the IPMC to "code official" are amended to read as "public officer."

BB. Section 101.2, Scope, is amended to read as follows:

101.2 Scope and Purpose

Pursuant to chapter 35.80 of the Revised Code of Washington (RCW), the City Council finds that there are within the City of Lakewood, dwellings which are unfit for human habitation and buildings, structures, and premises or portions thereof which are unfit for other uses due to dilapidation, disrepair, structural defects, unpermitted and substandard construction or modification, filth and other conditions attracting insects or vermin or likely to spread disease, defects increasing the hazards of fire, accidents, or other calamities, or other similar conditions and violations of various building, health, and safety regulations, and/or which are vacant, unsecured, and abandoned or apparently abandoned.

Such dwellings, buildings, structures, and premises are dangerous to occupants, threaten the public health, safety, and welfare, attract and harbor vagrants and criminals, offend public values, lower the value of neighboring properties, contribute to neighborhood or community deterioration, and hamper community and economic development.

When the owners or other persons in possession or control of such properties are unwilling or unable to correct such conditions in a proper and timely manner, it is in the interest of the community for the City to intervene and correct, repair, or remove such buildings, structures, and conditions and to pursue all legal means to recover from such persons and/or properties the costs of doing so, including the costs of staff salaries and benefits, materials, contractors, and all other legally recoverable costs and expenses.

**C**C. Section 104.1, General, is amended to read as follows:

104.1 Authority of Public Officer Public Officer

The Public Officer Public Officer is hereby authorized to exercise such powers as may be necessary or convenient to carry out and effectuate the purposes and provisions of this Chapter. These powers shall include the following in addition to others granted in this Chapter: (a)(i) To determine which dwellings are unfit for human habitation; (ii) to determine which buildings, structures, or premises are unfit for other use; (b) to administer oaths and affirmations, examine witnesses, and receive evidence; and (c) to investigate the dwelling and other property conditions and to enter upon premises for the purpose of making examinations when the Public Officer Public officer has reasonable ground for believing they are unfit for human habitation, or for other use, PROVIDED, that such entries shall be made in such manner as to cause the least possible inconvenience to the persons in possession, and to obtain an order for this purpose after submitting evidence in support of an application which is adequate to justify such an order from a court of competent jurisdiction in the event entry is denied or resisted; PROVIDED FURTHER that the **Public Officer** Public Officer may recognize and give appropriate effect to special and extenuating circumstances which, in order to do substantial justice, warrant the exercise of discretion to adjust the timeframes, standards and other provisions of this chapter. Examples of circumstances which may warrant such exercise of discretion include, without limitation, medical illness or disability affecting a property owner's ability to respond to orders or appear at hearings and bona fide insurance coverage disputes which create a definite risk that enforcement of this chapter would unfairly result in a substantial economic loss to the property owner.

DD. Section 107, Notices and Orders, is renamed "Section 107, Procedures."

EE. Section 107.1, Notice to person responsible, is replaced as follows:

107.1 Inspection and Complaint

If, after a preliminary investigation of any dwelling, building, structure, or premises, the Public Officer Public Officer finds that it is dangerous or unfit for human habitation or other use, he shall cause to be served either personally or by certified mail, with return receipt requested, upon all persons having any interest therein, as shown upon the records of the Pierce County Auditor, and shall post in a conspicuous place on such property, a complaint stating in what respects such dwelling, building, structure, or premises is unfit for human habitation or other use. If the whereabouts of any of such persons is unknown and the same cannot be ascertained by the Public Officer Public Officer in the exercise of reasonable diligence, and the Public Officer Public Officer makes an affidavit to that effect, then the serving of such complaint or order upon such persons may be made either by personal service or by mailing a copy of the complaint and order by certified mail, postage prepaid, return receipt requested, to each such person at the address of the building involved in the proceedings, and mailing a copy of the complaint and order by first class mail to any address of each such person in the records of the Pierce County Treasurer-Assessor or Auditor. Such complaint shall contain a notice that a hearing will be held before the Public Officer Public Officer, at a place therein fixed, not less than ten days nor more than thirty days after the serving of the complaint; and that all parties in interest shall be given the right to file an answer to the complaint, to appear in person, or otherwise, and to give testimony at the time and place in the complaint. The rules of evidence prevailing in courts of law or equity shall not be controlling in hearings before the Public Officer. A copy of such complaint shall also be filed with the Pierce County Auditor and such filing of the complaint or order shall have the same force and effect as other lis pendens notices provided by law.

FF. Section 107.2, Method of service, is replaced as follows:

107.2 Findings and Order.

A. If, after the required hearing, the Public OfficerPublic Officer determines that the dwelling is dangerous or unfit for human habitation, or building or structure or premises is unfit for other appropriate use, he/she shall state in writing his/her findings of fact in support of such determination, and shall issue and cause to be served upon the owners and parties in interest thereof, as provided in this section, and shall post in a conspicuous place on the property, an order that (i) requires the owners and parties in interest, within the time specified in the order, to repair, alter, or improve such dwelling, building, structure, or premises to render it fit for human habitation, or for other appropriate use, or to vacate and close the dwelling, building, structure, or premises, if such course of action is deemed proper on the basis of the standards set forth in this section; or (ii) requires the owners and parties in interest, within the time specified in the order, to remove or demolish such dwelling, building, structure, or premises, if this course of action is deemed proper on the basis of the standards set forth in the order, to remove or demolish such dwelling, building, structure, or premises, if this course of action is deemed proper on the basis of the course of action is deemed proper on the basis of the standards. If no appeal is filed, a copy of such order shall be filed with the Pierce County Auditor.

B. In ordering the required course of action to be taken by the owner to abate the unfit or dangerous structure, the **Public Officer**Public Officer may order the structure or a portion thereof demolished and not repaired under the following circumstances:

i. The structure is patently illegal with regard to building, zoning, or other regulations;

ii. The estimated cost to repair the structure or portion thereof is more than 50% of the value of the structure or portion thereof; or,

iii. The estimated cost to repair the structure or portion thereof is less than 50% of the value and repairing and/or securing the structure from entry would, nevertheless, cause or allow the structure to remain a hazard or public nuisance.

The value of the structure shall be as determined by the Pierce County Assessor-Treasurer. In estimating the cost of repairing the structure, the Public OfficerPublic Officer may rely upon such cost estimating publication or method the Building Official deems appropriate.

GG. Section 110.1, General, is amended by the addition of the following paragraph:

In enforcement of this section, the Public Officer public officer may have the structure demolished, even if the order does not require demolition, if the estimated cost to repair the structure or portion thereof is less than 50% of the current county assessed value of the structure, value and the structure is abandoned or the owner is unresponsive, and repairing and/or securing the structure from entry would, nevertheless, cause or allow the structure to remain a hazard or public nuisance, continue a non-conforming use, or otherwise be an unreasonable use of public funds.

HH. Section 111, Means of Appeal, is deleted and replaced as follows:

#### 111 Appeals.

Within thirty days from the date of service upon the owner and posting of the decision issued by the Public OfficerPublic Officer\_, the owner or any party in interest may file an appeal with the City Clerk for a hearing before the Hearing Examiner. The rules for hearings before the Hearing Examiner shall be those specified in Chapter 1.36 LMC. In addition to the provisions of Chapter 1.36 LMC, all matters under this Chapter shall be resolved by the Hearing Examiner within sixty days from the date of filing therewith and a transcript of the findings of fact of the Examiner shall be made available to the owner or other party in interest upon demand. The findings and orders of the Hearing Examiner shall be reported in the same manner and shall bear the same legal consequences as if issued by the <u>Public Officer</u>Public Officer\_. Absent an injunction issued by a court of competent jurisdiction, the decision of the Hearing Examiner shall be final thirty days after issuance.

II. Section 112.4, Failure to comply, is deleted and replaced as follows:

Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of five hundred dollars (\$500.00) <u>per incident</u>.

JJ. A new section titled 113 Enforcement of Order, is added.

KK. Section 113.1, Enforcement of order, is added and reads as follows:

If the owners or parties in interest, following exhaustion of his or her rights to appeal, fails to comply with the final order to repair, alter, improve, vacate, close, remove, or demolish the dwelling, building, structure, or premises, the **Public Officer**Public Officer\_may direct or cause such dwelling, building, structure, or premises to be repaired, altered, improved, vacated and closed, removed, or demolished.

In the enforcement of this section, the Public OfficerPublic Officer\_is authorized to enter the structure and/or premises for inspection, testing, sampling, or other purposes preparatory to and in the conduct of the repairs, demolition, or other actions, to hire contractors as necessary to perform the work, and to spend public funds to complete the work.

L. Section 113.2, Sale or disposal of materials, is added and reads as follows:

Prior to removing or demolishing the dwelling, building, structure, or premises, the Public OfficerPublic Officer\_shall, if reasonably possible, attempt to sell the materials and/or contents of the dwelling, building, structure, or premises, and shall credit the proceeds of such sale against the cost of the removal or demolition and, if there be any balance remaining, it shall be paid to the parties entitled thereto, as determined by the Public OfficerPublic Officer\_, after deducting the costs incident thereto.

MM. Section 113.3, Recovery of expenses, is added and reads as follows:

The amount of the cost of such repairs, alterations or improvements; or vacating and closing; or removal or demolition by the Public OfficerPublic Officer\_, shall be assessed against the real property upon which such cost was incurred unless such amount is previously paid. Pursuant to RCW 35.80.030(1)(h), the amount of such costs shall constitute a lien against the property of equal rank with state, county, and municipal taxes.

For purposes of this section, the cost of vacating and closing shall include (i) the amount of relocation assistance payments that a property owner has not repaid to the City of Lakewood or other local government entity that has advanced relocation assistance payments to tenants under RCW 59.18.085; (ii) all penalties and interest that accrue as a result of the failure of the property owner to timely repay the amount of these relocation assistance payments under RCW 59.18.085; and (iii) all other reasonable expenses, including but not limited to, the costs of staff time, materials, incidentals, mailing, publishing, and recording notices. Upon certification to him, by the Public OfficerPublic Officer\_, of the assessment amount being due and owing, the County Assessor/Treasurer shall enter the amount of such assessment upon the tax rolls against the property for the current year and the same shall become a part of the general taxes for that year to be collected at the same time and with interest at such rates and in such manner as provided for in RCW 84.56.020 for delinquent taxes, and when collected to be deposited to the credit of the general fund of the City.

N. Section 202 Definition, add "Public Officer"

"Public Officer" shall mean any officer who is in charge of any department or branch of the government of the municipality or county relating to health, fire, building regulation, or other activities concerning dwellings, buildings, structures, or premises in the municipality or county.

<u>Section 7.</u> Scrivener Corrections. The City Council authorizes the Community & Economic Development Department (CEDD) to make scrivener corrections as they may be found to be needed for codification.

Section 8. Savings Clause: No offense committed and no penalty or forfeiture incurred prior to the effective date of this Ordinance nor any proceeding undertaken to enforce the provisions so repealed shall be affected by such a repeal and the same shall proceed in all respects, as if such provision had not been repealed. Furthermore, any act undertaken pursuant to any provision so repealed is not intended to be lost, impaired or affected by this Ordinance.

<u>Section 9.</u> Severability: If any sections, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of component jurisdiction, or its application held inapplicable to any person, property or circumstance, such invalidity or unconstitutionality or inapplicability shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance or its application to any other person, property or circumstance.

<u>Section 10</u>–Effective Date: This Ordinance shall be in full force and effect thirty (30) days after publication of the Ordinance Summary, and no later than February 1, 2021.

ADOPTED by the Lakewood City Council on this 7<sup>th</sup> day of December, 2020.

CITY OF LAKEWOOD

Don Anderson, Mayor

Attest:

Briana Schumacher, City Clerk

Approved as to Form:

Heidi A. Wachter, City Attorney



TO:	City Council
FROM:	Tiffany Speir, Long Range & Strategic Planning Manager
THROUGH:	John Caulfield, City Manager Grand Cauffel
DATE:	November 23, 2020
SUBJECT:	South Sound Housing Action Partnership (SSHAP)
ATTACHMENTS:	Attachment A (Pierce County Affordable Housing Environment & Appendices I – VII) Attachment B (SSHAP Overview Handout) Attachment C (Letters to Legislative Delegation) Attachment D (Public Surplus Land Inventory) Attachment E (11/4/20 Draft SSHAP FAQs, Structure Options, Budget Options, Work Plan Priorities, Capital Fund Options, SSHAP Description) Attachment F (Pierce County Ordinance 279 re Lakewood 2020 support of SSHAP)

# **History of SSHAP**

In 2019, the Pierce County Executive Dammeier, County Councilmember Ladenburg, and Tacoma Mayor Woodards invited mayors from all of the cities in the County to the thennamed "Mayors' Roundtable Housing Affordability & the Impacts on our Community."

During 2019:

- The group met 5-6 times and had subject matter experts provide them information about the current state of affordable housing in Pierce County, ongoing relevant state legislative policy discussions and actions, for-profit and non-profit housing developers' perspectives on the potential to provide more affordable housing units, and more.
- Dr. Ali Modarres from UWT conducted a study of current housing availability and affordability.
- Pierce County conducted a survey of available public land that might be "surplused" and used for housing construction in the future.
- The Mayors agreed by consensus that the group should formalize, continue meeting and develop a county-wide action plan to create more affordable and attainable housing for Pierce County's residents.

In 2020, the Mayors' Roundtable was renamed the South Sound Housing Affordability Partners (SSHAP.) In addition:

- SSHAP submitted a letter to the Pierce County delegation during the 2020 legislative session requesting their action to assist with the ability to construct more affordable housing.
- SSHAP had supporting consultants and staff compile information about and report on housing-related 2020 state legislative session.
- Informational outreach pieces about SSHAP were also developed.
- Dr. Modarres completed his "Pierce County Affordable Housing Environment" report that includes national best practices.
- Cedar River Group (CRG) was hired as the consultant to facilitate next steps for SSHAP.
- CRG conducted stakeholder interviews to provide background information to SSHAP members about what is currently being done related to creating more affordable housing units and how efforts could be improved and/or coordinated.
- CRG prepared organizational options including funding and staffing alternatives, priorities, and a work plan for the SSHAP members to review.
- In coordination with government affairs staff and contractors from various jurisdictions, CRG drafted a 2021 Legislative Session letter from SSHAP for submittal to the Pierce County legislative delegation.
- CRG prepared a draft capital funding program, SSHAP operating budget, FAQ sheet, and staff responsibility description for consideration.

In December 2020, SSHAP will meet to discuss finalizing its organizational structure, financial resources, work plan, and more.

Lakewood has been involved with the Mayoral Roundtable and SSHAP for the duration of its existence to date. The City signed both the 2020 and 2021 legislative outreach letters. City staff has been tracking the SSHAP Mayor meetings and is a member of the staff committee providing recommendations to the Cedar River Group.

It should be noted that PSRC has recently adopted VISION 2050 that includes new direction to engage in regional housing planning. In addition, there are numerous ongoing housing programs and coordination efforts within Pierce County and its cities, including Lakewood. As SSHAP proceeds to its next phase and organization, these other items must be kept in mind. The City staff representative has emphasized the need to ensure that SSHAP does not duplicate existing efforts of other agencies and groups, which could cause confusion and difficulties.

# Jurisdictional Participation in SSHAP

The following elected officials have regularly attended the Mayors' Roundtables and SSHAP meetings:

- Pierce County Executive Dammeier
- Pierce County Councilmember Ladenburg
- Auburn Mayor Backus
- Edgewood Mayor Eidinger

- Fife Mayor Roscoe
- Fircrest Mayor George
- Gig Harbor Mayor Kuhn
- Lakewood Mayor Anderson
- Orting Mayor Penner

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- Puyallup Mayor Door & Deputy Mayor Palmer
- Steilacoom Mayor Lucas
- Puyallup Tribe Councilmember Bryan

# Financial Support of SSHAP

Lakewood supported SSHAP with \$5,000 in 2020 per Pierce County Ordinance 2020-279. Currently, Lakewood is being asked to decide at what amount it can financially support SSHAP in 2021 and 2022. The options range between \$7,000 and \$20,000 and depend on the length of time the continuation covers, the number of staff being hired by SSHAP, and the number of cities contributing toward SSHAP costs. Summary tables are include below; the options consider different time frames, different numbers of staff, and different numbers of cities contributing to the budget.

•

• Sumner – Mayor Pugh

Tacoma – Mayor Woodards

University Place – Mayor Belleci

sumptions Used for Budget Options
Each option includes year 1 and year 2 of SSHAP operations
All Options' expense budgets assume 6 months salary for the Manager in year 1 and 12 months for year 2.
Options 3 & 4 assume .5 FTE for 12 months in year 2 to support creation and management of a capital fund. ose funds could either be used to hire a second position or to contract with a local govt to administer the fund.
There is an inflaction factor of 3.5 % applied to salaries/benefits for year 2.
Salaries are based on SKHHP experience, using Auburn's salary structure.
There is a 10% administrative fee charged for the agency that serves as the SSHAP administering agency
Space will be donated in-kind
Dutside revenue will be secured to help support SSHAP (\$7,500 in year 1 and \$15,000 in year 2)
Options 1 and 3 assume participation only by those governments who have financially supported the work in 20
Options 2 and 4 assume four additional cities will agree to join SSHAP
Each options apportions costs using two methodolgies: a) based on 2020 OFM population estimates, and b) uping of governments of similar size who would pay the same amount.

#### DRAFT STRAW PROPOSAL OPTION 1 (11.04.20)

YEAR 1

#### 1 FTE w/ Govts Providing 2020 Funding

6 months of Operations 1 FTE

	Population (OFM 2020 est)	% of Population		on 1: Strict pulation		12: Grouped y size**
Auburn	9,980	1%	\$	1,057	\$	1,750
Fife	10,200	1%	\$	1,081	\$	1,750
Gig Harbor	11,240	1%	\$	1,191	\$	1,750
Lakewood	60,030	8%	\$	6,361	\$	8,000
Puyallup	42,700	5%	\$	4,525	\$	6,000
Puyallup Tribe	6,000	1%	\$	636	\$	1,000
Steilacoom	6,505	1%	\$	689	\$	1,000
Sumner	10,360	1%	\$	1,098	\$	1,750
Tacoma	213,300	27%	\$	22,602	\$	20,000
Unincorporated Pierce Co	426,200	54%	\$	45,161	\$	42,500
TOTAL	796,515		Ś	84,400	Ś	85,500

#### YEAR 2

Govts Providing 2020 Funding; Full Year of Operations 1 FTE

	Population	% of	Option 1: Strict		Option 2: Grouped	
	(OFM 2020 est)	Population		opulation		by size*
Auburn	9,980	1%	\$	2,189	\$	3,500
Fife	10,200	1%	\$	2,238	\$	3,500
Gig Harbor	11,240	1%	\$	2,466	\$	3,500
Lakewood	60,030	8%	\$	13,169	\$	14,000
Puyallup	42,700	5%	\$	9,367	\$	10,000
Puyallup Tribe	6,000	1%	\$	1,316	\$	2,000
Steilacoom	6,505	1%	\$	1,427	\$	2,000
Sumner	10,360	1%	\$	2,273	\$	3,500
Tacoma	213,300	27%	\$	46,791	\$	43,000
Unincorporated Pierce Co	426,200	54%	\$	93,494	\$	90,000
TOTAL	796,515		\$	174,729	\$	175,000

#### DRAFT STRAW PROPOSAL OPTION 3 (11.04.20) YEAR 1 1.5 FTE w/ Govts Providing 2020 Funding 6 months of Operations First Year for 1 FTE

Shares for participating cities:

	Population (OFM 2020 est)	% of Population	Option 1: Strict Population		Option 2: Grouped by size**	
Auburn	9,980	1%	\$	1,057	\$	1,750
Fife	10,200	1%	\$	1,081	\$	1,750
Gig Harbor	11,240	1%	\$	1,191	\$	1,750
Lakewood	60,030	8%	\$	6,361	\$	8,000
Puyallup	42,700	5%	\$	4,525	\$	6,000
Puyallup Tribe	6,000	1%	\$	636	\$	1,000
Steilacoom	6,505	1%	\$	689	\$	1,000
Sumner	10,360	1%	\$	1,098	\$	1,750
Tacoma	213,300	27%	\$	22,602	\$	20,000
Unincorporated Pierce Co	426,200	54%	\$	45,161	\$	42,500
TOTAL	796,515		\$	84,400	Ś	85,500

YEAR 2 Govts Providing 2020 Funding; Full Year of Operations 1.5 FTE

	Population (OFM 2020 est)	% of Population	tion 1: Strict Population		n 2: Grouped y sized*
Auburn	9,980	1%	\$ 3,121	\$	4,500
Fife	10,200	1%	\$ 3,190	\$	4,500
Gig Harbor	11,240	1%	\$ 3,516	\$	4,500
Lakewood	60,030	8%	\$ 18,776	\$	20,000
Puyallup	42,700	5%	\$ 13,355	\$	15,000
Puyallup Tribe	6,000	1%	\$ 1,877	\$	3,000
Steilacoom	6,505	1%	\$ 2,035	\$	3,000
Sumner	10,360	1%	\$ 3,240	\$	4,500
Tacoma	213,300	27%	\$ 66,714	\$	65,000
Unincorporated Pierce Co	426,200	54%	\$ 133,304	\$	130,000
TOTAL	796,515		\$ 249,128	Ś	254,000

#### DRAFT STRAW PROPOSAL OPTION 2 (11.04.20)

YEAR 1 1 FTE w/ Govts Providing 2020 funding + 4 Addtl Cities 6 months of Operations 1 FTE

	Population	Population % of		Option 1: Strict		Option 2: Grouped	
	(OFM 2020 est)	Population	Population		by size**		
Auburn	9,980	1%	\$	966	\$	1,500	
Bonney Lake	21,390	2%	\$	2,071	\$	3,000	
Edgewood	12,070	1%	\$	1,168	\$	1,500	
Fife	10,200	1%	\$	987	\$	1,500	
Gig Harbor	11,240	1%	\$	1,088	\$	1,500	
Lakewood	60,030	7%	\$	5,811	\$	7,000	
Orting	8,635	1%	\$	836	\$	1,500	
Puyallup	42,700	5%	\$	4,133	\$	5,000	
Puyallup Tribe	6,000	1%	\$	581	\$	500	
Steilacoom	6,505	1%	\$	630	\$	500	
Sumner	10,360	1%	\$	1,003	\$	1,500	
Tacoma	213,300	24%	\$	20,647	\$	18,500	
University Place	33,310	4%	\$	3,224	\$	5,000	
Unincorporated Pierce	426,200	49%	\$	41,255	\$	37,500	
TOTAL	871,920		\$	84,400	\$	86,000	

#### YEAR 2 Govts Providing 2020 Funding + 4 Addtl Cities; Full Year of Operations 1 FTE Shares for participating cities:

	Population (OFM 2020 est)	% of Population	Option 1: Strict Population		Option 2: Grouped by sized*	
Auburn	9,980	1%	\$	2,000	\$	3,000
Bonney Lake	21,390	2%	\$	4,286	\$	6,000
Edgewood	12,070	1%	\$	2,419	\$	3,000
Fife	10,200	1%	\$	2,044	\$	3,000
Gig Harbor	11,240	1%	\$	2,252	\$	3,000
Lakewood	60,030	7%	\$	12,030	\$	14,000
Orting	8,635	1%	\$	1,730	\$	3,000
Puyallup	42,700	5%	\$	8,557	\$	10,000
Puyallup Tribe	6,000	1%	\$	1,202	\$	1,000
Steilacoom	6,505	1%	\$	1,304	\$	1,000
Sumner	10,360	1%	\$	2,076	\$	3,000
Tacoma	213,300	24%	\$	42,744	\$	40,000
University Place	33,310	4%	\$	6,675	\$	10,000
Unincorporated Pierce	426,200	49%	\$	85,409	\$	75,000
TOTAL	871,920		\$	174,729	\$	175,000

#### DRAFT STRAW PROPOSALOPTION 4 (11.04.20) YEAR 1 1.5 FTE w/Govts Providing 2020 Funding + 4 Addtl Cities 6 months of Operations 1 FTE

	Population (OFM 2020 est)	% of Population	Option 1: Strict Population		Option 2: Grouped by size**	
Auburn	9,980	1%	\$	966	\$	1,500
Bonney Lake	21,390	2%	\$	2,071	\$	3,000
Edgewood	12,070	1%	\$	1,168	\$	1,500
Fife	10,200	1%	\$	987	\$	1,500
Gig Harbor	11,240	1%	\$	1,088	\$	1,500
Lakewood	60,030	7%	\$	5,811	\$	7,000
Orting	8,635	1%	\$	836	\$	1,500
Puyallup	42,700	5%	\$	4,133	\$	5,000
Puyallup Tribe	6,000	1%	\$	581	\$	500
Steilacoom	6,505	1%	\$	630	\$	500
Sumner	10,360	1%	\$	1,003	\$	1,500
Tacoma	213,300	24%	\$	20,647	\$	18,500
University Place	33,310	4%	\$	3,224	\$	5,000
Unincorporated Pierce Co	426,200	49%	\$	41,255	\$	37,500
TOTAL	871,920		Ś	84,400	\$	86,000

#### YEAR 2 Govts Providing 2020 Funding + 4 Addtl Cities; Full Year of Operations 1.5 FTE Shares for participating cities:

	Population (OFM 2020 est)	% of Population	Option 1: Strict Population		Option 2: Grouped by sized*	
Auburn	9,980	1%	\$	2,852	\$	4,000
Bonney Lake	21,390	2%	\$	6,112	\$	7,000
Edgewood	12,070	1%	\$	3,449	\$	4,000
Fife	10,200	1%	\$	2,914	\$	4,000
Gig Harbor	11,240	1%	\$	3,212	\$	4,000
Lakewood	60,030	7%	\$	17,152	\$	18,000
Orting	8,635	1%	\$	2,467	\$	4,000
Puyallup	42,700	5%	\$	12,200	\$	11,000
Puyallup Tribe	6,000	1%	\$	1,714	\$	2,000
Steilacoom	6,505	1%	\$	1,859	\$	2,000
Sumner	10,360	1%	\$	2,960	\$	4,000
Tacoma	213,300	24%	\$	60,945	\$	58,000
University Place	33,310	4%	\$	9,517	\$	11,000
Unincorporated Pierce Co	426,200	49%	\$	121,775	\$	118,000
TOTAL	871,920		\$	249,128	\$	251,000

4

<u>Regarding using funds other than Lakewood General Fund to support SSHAP:</u> Under current federal rules, CDBG funds are to be used only for Lakewood residents. For CDBG, the primary residential-type projects are housing repair and maintenance, and sheltering. CDBG funds cannot be used for new residential construction.

HOME funds are used specifically for new housing construction within Lakewood. Because Lakewood and Tacoma are already in a consortium, if one agency isn't spending its assigned funds, it is possible to reallocate funds from one city to another. This reallocation process is most often used in the HOME fund account.

Pierce County can use its CDBG & HOME funds anywhere in the County, including Lakewood. It is possible to partner with this agency and combine funding sources for potential housing projects of all types.

Use of 2060/2163 funds to allocate to SSHAP is possible, but the underlying interlocal agreement would need an amendment. This proposal would provide a guaranteed source of money, if this is something the current partners want to accomplish.

Use of 1406 funds is also possible, but the annual amount received by Lakewood is slightly under \$100,000 and those funds are currently being used in conjunction with CDBG and HOME funds by the City.

# Attachment A

Pierce County Affordable Housing Environment Report and Appendices I - VII

## The State of Affordable Housing Policies in Pierce County

Affordable housing is a complex issue, requiring significant regional and metropolitan level attention. There are very few cities that can claim to have succeeded in solving this problem. However, the policy toolkit to engage with this particular challenge has grown over the last few decades. Given the diminishing role of the federal government in building and financing affordable/social housing, it has fallen to tribes, states, counties, and cities to tackle this challenge on their own or through collaboration. The State of Washington and Pierce County governments are no exception. Meanwhile, as the number of cost-burdened households has increased over time, the resources needed to tackle this problem at the local level have proven inadequate. For that reason, regional approaches and collaboration with for-profit and non-profit developers have become necessary. Furthermore, among the limited local sources of support for affordable housing developers, surplus land, multifamily tax exemptions and a variety of incentive zoning have become more frequently deployed to increase the number of affordable housing units. However, as this report will highlight, this has not been the case in our region.

To tackle this policy challenge, elected leaders from Pierce County governments, inclusive of the Puyallup Tribe of Indians, met multiple times beginning in late 2018 to discuss the creation of a structured regional approach, resulting in the adoption of the "Act Now" initiative.<sup>1</sup> As a part of this effort, it became important to conduct an environmental scan to determine 1) what affordable housing policies already exist within each jurisdiction in the County, 2) which ones are being used, and 3) what national best practices could potentially help integrate affordable housing policies with economic development (with the primary goal of increasing access to jobs).

To collect this information, a team at University of Washington Tacoma conducted interviews with all governments in Pierce County, and has cataloged its findings to become the foundation/baseline for the region to move forward. This report and its associated appendixes and spreadsheets present our findings. The report is divided into four sections. In the first section, we describe our approach and survey tool. In the second section, we start with County and State level affordable housing policies. We also include the affordable housing context for the Puyallup Tribe of Indians, recognizing that the Tribe is a sovereign nation. In the third section, we provide our overall findings, pointing to specific examples from various jurisdictions in Pierce County. In the fourth section, we offer our summary assessments of the current affordable housing policy environment within Pierce County, highlighting potential strategies for moving forward. We will also highlight the importance of combining affordable housing initiatives with economic development strategies in order to remain equitable as we grow our economy. This report contains a number of appendixes, which appear at the end. These are supporting documents referred to in various sections of the report. We encourage readers to

<sup>&</sup>lt;sup>1</sup> See Appendix VII for more information on SSHAP (South Sound Housing Affordability Partners)

pay attention to these appendixes, since they provide detailed additional information for the affordable housing policy context.

# Section I – Methodology

In order to conduct this research within a short period of time, we requested a list of potential interviewees and their contact information from the County. Over the course of multiple weeks in March and April 2020, two team members conducted the necessary interviews for most cities. Since all questions were open-ended, the length of interviews was a function of how much information was made available by the interviewee. The following thirteen questions were asked of each interviewee:

- 1. Does the City of \_\_\_\_\_ have a working definition of "affordable housing" or a specific population they are seeking to serve?
- 2. Does the city distinguish between rental or built-to-own in their affordable housing approach?
- 3. What policies does the city have in place to incentivize for-profit and nonprofit developers to develop projects that include affordable housing units? (examples: tax incentives/exemptions, density bonuses, expedited permitting, etc.) When were those policies adopted?
- 4. Does the city have any programs in place to support the development of affordable units (example: land trust)? When were those adopted?
- 5. Are there any local funding sources available to support these policies and programs?
- 6. In what way do local land use policies encourage the development of multi-family housing that includes affordable housing units (example: reducing parking, inclusionary or incentive zoning, etc.)?
- 7. How often are these incentives being used, if at all?
- 8. What type of projects have used any/all the incentives we discussed (from Q3 to Q6)?
- 9. Are there any reasons you know that could explain why some of these incentives are used more than others or not at all?

- 10. Does the city work with any nonprofit developers on affordable housing projects (for example, Habitat for Humanity)?
- 11. Under *RCW 39.33.015*, the State of Washington empowers cities to transfer or lease unused surplus land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the City of \_\_\_\_\_that could be used for this purpose?
- 12. Has the city taken any action to use this power to create more affordable housing units?
- 13. Is there anything else you think I should know about how the city is working to create more affordable housing?

As the actual notes from the interviews (Appendix II) show, these questions were at times combined, excluded, or divided into smaller sections, depending on the nature of the openended conversation that began with question 1.

In the following sections, we provide an aggregate report of our findings, providing pertinent examples from various Pierce County governments.

## Section II – Affordable Housing Policies in Pierce County and State of Washington

In order to understand the policy context within which Pierce County governments operate, it is important that State and County affordable housing policy frameworks are understood. Both in terms of resources and scale, the State and County alike are enablers in terms of policy directions and providers of funds that jurisdictions need to operate their housing programs. For that reason, we begin this report by highlighting key housing affordability legislation and funding sources, followed by a discussion of Pierce County's affordable housing policies and incentives. For the latter, we relied on existing reports and acquired the missing information needed for this report from County staff.

## State

The State of Washington provides three distinct categories of legislation for affordable housing. These can roughly be grouped into enabling/empowering, preserving, and supportive legislation (see Appendix I).

Empowering legislations/programs are those that enable cities and counties to use their taxing authority and planning instruments to increase the supply of affordable housing units (e.g., HB 1219, providing cities and counties with the needed authority to use real estate excise taxes to support affordable housing and homeless projects). Support comes in the form of resources provided to various jurisdictions. This includes pass-through funding such as Home Investment Partnership (HOME).<sup>2</sup> Legislation focused on preserving affordable housing programs and/or tenants is important since it assures that the current stock of housing units accessible to low-income and special need populations is maintained over time. This category of legislation can also help with reducing displacement of low-income populations. As we will highlight in this report, with the exception of a few cities, policies focusing on maintaining affordable housing units are largely missing from Pierce County jurisdictions.

Reviewing the list of programs in Appendix I, it is clear that the State is mainly an enabler for creating and supporting affordable housing policies and planning strategies at the local level. From the well-known Multi-Family Tax Exemption program that is used in Pierce County and many of its jurisdictions to taxing authority (e.g., HB 1219 and HB 1406), the State provides opportunities for cities and counties to increase their affordable housing units through creating financial tools and development incentives. However, the mechanisms needed to implement and benefit from these enabling/empowering programs are left to cities and counties to develop. As this report will suggest, while Pierce County is able to utilize some of these programs, smaller cities do not seem to have the necessary mechanisms, the structure, the staff, or the built environment that could help them enact related policies. For a number of reasons, including development costs, even the 12-Year MFTE is rarely used in smaller

<sup>&</sup>lt;sup>2</sup> Funds from HOME can be used to build, buy, and/or rehabilitate affordable housing units for rent or homeownership or provide direct rental assistance to low-income people. <u>https://www.hud.gov/program\_offices/comm\_planning/affordablehousing/programs/home/</u>

jurisdictions.<sup>3</sup> Furthermore, the ability to use surplus land for affordable housing remains largely untapped. For the purpose of this report, it is important for us to consider the State's enabling/empowering legislation and how it might be deployed in an equitable manner. This is where the region/SSHAP could focus on creating a new coalition to play the role of catalyst by offering technical support to various jurisdictions, including the County (particularly around the utilization of surplus land and, as will be discussed later in the report, creating effective ADU programs).

# **Pierce County<sup>4</sup>**

'Pierce County defines affordable housing as housing for which a household does not pay more than 30% of their gross income for housing costs which includes rent or mortgage and utilities.' (Comp plan 9-10). To add further specificity, and assuming that 30% of a household's income is spent on rent or mortgage payments, Pierce County documented in its Comprehensive Plan the annual income required to afford the average monthly payment for each type of dwelling unit (Pierce County Comprehensive Plan, 9-4; Table 9-D relates to mortgage payment and Table 9-E to rent. Note that these values are outdated for 2020). Seeing the challenge of housing as a supply issue, the housing plan established a target of 28,270 new housing units in unincorporated urban areas and 9,503 in rural areas of the County over a 20-year period. However, focusing on the supply side alone does not solve the affordability challenge. In a region facing population and economic growth, the cost of housing will increase, as it has since the end of the last recession, creating a market unresponsive to affordable housing needs. To encourage affordable housing development, Pierce County Code Chapter 18A.65 provides a series of incentives focusing on households earning 80 percent or less than the Pierce County median household income (which by default becomes the actionable definition for low-income affordable housing). While the full text of our survey is available in Appendix II, here we highlight some of the key elements of the incentives provided by the County, what is used, and what is not.

Pierce County has taken some steps to decrease its zoning regulations through density bonuses, an expedited review process, and reduced permit fees and parking requirements, and has adopted other incentives to encourage development projects that provide between 10 to 20 percent affordable housing units. However, these incentives are limited to a 'first come-first served' usage, which is a function of limited available funds, and are constrained by location. The latter refers to the requirement that such units be located within 0.5 mile of a regularly scheduled transit route. While this requirement might be seen as a limitation, it should be noted that, nationally, this approach is seen as a policy that improves access to jobs for low-income and disadvantaged communities. In other words, it combines affordable housing with increased employment opportunities.

<sup>&</sup>lt;sup>3</sup> Please note that a population of 15,000 is needed for a city in Pierce County to qualify for MFTE.

<sup>&</sup>lt;sup>4</sup> We relied on previous documents, including the BERK report, to answer our interview questions. We then verified the extracted responses with County staff and sought their answers to those questions that had not been addressed by previous reports.

Pierce County does specify the duration of affordability for affordable housing units developed using its incentives (50 years). However, the duration of affordability may be reduced consistent with RCW <u>36.70A.540</u>. There is a penalty associated with converting the property to a use other than affordable housing. County codes specify that the affordable units should be rented, sold, or resold to income qualified householders or a nonprofit organization through the end of the required affordability duration. This approach to maintaining affordable housing units is an important aspect of any policy that hopes to improve access to housing for low-income populations.

Collectively, the requirements for the location and appearance of affordable housing units, continued monitoring program for affordability, and resale of affordable homeownership units provide the necessary guardrails for creating a more sustainable environment for the production and maintenance of affordable housing. However, these support policies can only be effective if available incentives are actually used by developers and new affordable units are built.

Pierce County offers a number of incentives. They range from expedited permit processing (see <u>Table 18A.65.040</u> in the Pierce County Code) to waived fees (depends on availability of funds), a bonus units/density bonus, and the Multi-family Tax Exemption (MFTE). The County uses the 2060 Document Recording Fee to provide capital funding for affordable housing development. Currently, there is no additional local funding available for this purpose. While the cost of development could be reduced through fee waivers (see <u>Table 18A.65.040</u> in the Pierce County Code), based on our interviews and interactions, we learned that, historically, impact fee waivers have not been funded by the County. The BERK report addresses this issue as well.<sup>5</sup>

One of the challenges facing developers in unincorporated Pierce County is the uncertainty around what incentives are available in any one year (some as a function of available funds) and how many projects are planning to use or are in the process of using these incentives. According to Pierce County records, only a few projects have taken advantage of available incentives. The incentives used include expedited permits, the traffic impact fee waiver, bonus units, and alternative development standards. Four of the projects were entirely affordable housing developments, with 100% of the units set aside for low-income tenants or homebuyers. In total, incentives have been used to produce 652 rental units in multi-family buildings and 30 single family homes for ownership. These include:

- The Woods at Golden Given 30 units
- Copper Valley Apartments 220 units
- South Hill Vintage Apartments 216 units
- Gateway Apartments 216 units

<sup>&</sup>lt;sup>5</sup> This report was generated by Berk Consulting, focusing on Pierce County Affordable Housing Incentives.

To put this into the context of the housing environment, between 2010 and 2019, approximately 14,500 housing units were built in unincorporated Pierce County. The 682 affordable housing units represent 4.5% of total housing production in that period (BERK report, p 4).

Overall, the slow uptake of incentives is both a function of magnitude of funds (not enough to be enticing) and potential issues with the implementation process. A lack of dedicated funding for fee waivers (at least prior to 2019) has made this potentially useful incentive less reliable. Not being able to count on the availability of these funds, for-profit and non-profit developers may have found the remainder of the available incentives less useful. After all, incentives should include some financial support in order to reduce the overall cost of development. Even the limited budget provided by the Council in 2019 has been highly constrained due to distribution requirements (including how it is geographically distributed).

Based on the BERK report, additional reasons for not using the incentives include:

- Incentives do not offer enough value to for-profit housing developers, making affordable housing projects not feasible for them
- Considering the lack of additional financial support from the County, affordable housing developers have to rely on state and federal funding
- Absence of marketing and clear information materials, including technical assistance and capacity to support developers
- Inconsistent and complicated requirements in code language

Among the many incentives available to cities and Pierce County is the potential use of surplus land to promote affordable housing development. The State of Washington has enabled jurisdictions to follow this policy. Nationally, this is considered to be important in hot and expensive real estate markets. However, neither cities in Pierce County (discussed in the next section) nor the County itself have made significant advancements in that regard. While a list of surplus land has been developed (which our team attempted to verify with each jurisdiction, see Appendix IV), it is not clear how these parcels will be used to create affordable housing units. In interaction with County staff, we learned that some surplus property was used to create a mixed-income homeownership project in 2016. However, other than that, there has not been any other case for the usage of these properties.<sup>6</sup> The challenge is that the parcels are under the custody of various departments that view them as assets and are not necessarily willing to relinquish them to affordable housing development. This requires policy intervention from higher political levels to create a mechanism for making these parcels available for affordable housing development. This is particularly needed at the County level since, as we discuss in the next section, there seems a similar pattern of inaction in cities where surplus land is available. Through our interviews, we learned that many of the surplus parcels on our list had already been sold or were targeted for other uses.

<sup>&</sup>lt;sup>6</sup> Tacoma has created a webpage/list to catalog surplus properties and has been exploring their potential usage of these parcels (see Appendix IV).

It is promising that Pierce County is currently working with an Affordable Housing Workgroup to develop recommendations on how it can create more affordable housing opportunities. This includes further development of incentives and financial resources. In addition, we hope to see various improvements in zoning and land use, as well as simplification of existing requirements and processes to make developing affordable housing in the County more attractive to for-profit and non-profit developers.

# The Case of the Puyallup Tribe of Indians

The Puyallup Tribe of Indians uses the HUD definition/guideline to provide affordable housing (i.e., the 30% AMI benchmark). However, they also follow HUD-mandated Native criteria, which applies Tribe-wide and is not specifically defined by the Puyallup Tribe. In our interview with them, it was noted that the Puyallup Tribe Housing Authority also has a specific demographic that the program is geared toward, and it caters to the members of the Puyallup Tribe in Pierce, Thurston, and King Counties. For that reason, the Housing Authority stats are based on those of King County.

Since the Puyallup Tribe of Indians primarily runs its own housing authority, the common incentive policies used to interest non-profit and for-profit developers do not directly apply to them. However, under the Opportunity Zone program, part of the reservation is available for private development. The tax incentives under this program are large enough to attract particular developers. Some of them could potentially focus on housing. The tribe's housing authority is funded through HUD and they select how they prefer to spend their funds. However, they cannot do a lot with the limited funds they receive. They typically have to wait a few years to make the reserve large enough to engage with a development project. As a part of their housing program, they also acquire homes for rental purposes. The Puyallup Tribe Housing Department operates at least 80 units, not including rental assistance vouchers. Housing developments are located on the reservation and people who receive subsidies are typically those who live outside the reservation. The rental assistance program service area includes Thurston, King, and Pierce Counties. Additionally, the Tribe Set-Aside Housing Program provides rental and mortgage assistance for a 3-year period. Participants are chosen using a lottery system. There are no income guidelines for people served under this program.

In terms of policy, there is a certain level of coordination with the Tacoma Housing Authority. However, since the Tribe operates its own Housing Authority and relies on its own housing projects, its incentive structures are not the same as those of other Pierce County governments. The Tribe faces a resource constraint that other governments, such as larger cities, don't. Furthermore, as tribal land has become more desirable, developing affordable housing units has become a challenge for tribal members. To reduce the pressure on the Tribe (and its limited resources), the Puyallup Tribe of Indians would be supportive of Pierce County cities developing and implementing their own affordable housing policies and incentives in coordination with the Tribe.

While the case of the Tribe is unique and different from cities in Pierce County, the underlying message remains the same. Affordable housing is a challenge on tribal land and for tribal members who live outside the reservation. Not unlike some smaller local jurisdictions in the County, they lack the necessary resources to face this growing challenge.

While the Puyallup Tribe of Indians does not have a history of working with nonprofit developers, they feel that it would be an interesting topic to explore. Their concern is that people don't know how to approach the Tribe. They wish that organizations would find a way to work together to deliver good projects and expand outreach to create good tribal partnerships.

#### Section III – Affordable Housing Policies – Pierce County Jurisdiction

Our interviews produced a set of general findings that are worth considering at the outset. Many of the jurisdictions in Pierce County are too small to focus on affordable housing policies, invest time in designing complex programs, or create incentives to facilitate the production of affordable housing units. The Cities of Fircrest, Carbonado, and Roy, for example, indicated that they did not focus on affordable housing and had no information to share with us. A handful of larger cities, however, are more likely to have multiple years of experience in developing policies and land use strategies for affordable housing. However, in most cases, it is difficult to point to substantial usage of these policies to build affordable housing units, either for the rental market or for homeownership. This suggests that while there is an interest in dealing with the growing challenge of affordable housing, cities are more or less operating at the basic level and have limited tools to incentivize or build enough to meet the needs of the region. What has been accomplished in this arena seems to come mainly from Housing Authorities and nonprofit developers.

In the remainder of this section, we provide a summary of our findings for each of the thirteen interview questions. Copies of our interview notes with each jurisdiction can be found in Appendix II.

Interviewees were first asked by interviewers if their city had a working definition of "affordable housing." This was important since it allowed us to understand the context within which various policies should be understood. While there was a certain level of consistency in referring to the area median household income (AMI) as the basis for their definition, the answers varied from one jurisdiction to another. For example, the City of Bonney Lake referred to their comprehensive plan, indicating that a formal definition has been established. (*Community Development Element, 2-37; Chapter 3, existing conditions; Chapter 8, housing*). They distinguish between "Extremely Low Income" and "High Medium Income" (30%-120% AMI) and, in doing so, they use HUD housing affordability definitions. They also focus on the national definition for "Cost Burdened" and "Severely Cost Burdened" households, using the established national benchmark (i.e., households spending more than 30% of their income on rent or mortgage). The City considers all cost burdened households a priority. Based on this collective target, Bonney Lake has set a specific goal for adding 702 affordable housing units for its population at 80% of AMI or lower.

Cost burdened household also informed the affordable housing definition for Lakewood (*Lakewood Municipal Code 18A.10.180*), Sumner, University Place, Milton (*Comprehensive Plan, Housing Element, page 11*), DuPont (*Ord. 18-1045, Section 2, Exhibit A*), and Orting (*Comprehensive Plan, H.APP-3*). Fife's use of the term affordable housing mirrors the HUD definition also. However, it is not referenced in the City codes. As a small city, Fife doesn't have active large programs and it is a council policy to support all housing types, both affordable and market rate. The Puyallup interviewee suggested that there was no definition in their zoning code. However, their Multi-family Tax Exemption document made a reference to low- or moderate-income households as defined by *RCW 84.14*. Edgewood and Eatonville indicated

that they did not have a definition for affordable housing. The City of Auburn interviewee indicated that the city was concerned about gentrification and that much of their affordable housing work focused on that topic. The City of Tacoma also introduced an additional dimension to the definition of affordable housing by considering anti-displacement with a focus on racial equity. Their affordable housing work was reported as being trauma informed, with the four objectives defined in their affordable housing action strategy being focused on maximizing public benefits.

In response to the second question regarding distinguishing between affordable rental units or built-to-own units, a number of jurisdictions suggested that they did not make this distinction. These include Edgewood, Eatonville, Sumner, University Place, Auburn, Puyallup, DuPont, Fife, and Milton. However, the interviewee from Milton did suggest that discussions have begun regarding this topic. The city of Tacoma does distinguish between the two but focuses mostly on rental units. Low-Income homeownership programs in Tacoma include a Home Repair Program (Pierce County, Auburn and Lakewood have a similar program) and a Down Payment Assistance Program (Pierce County and Lakewood have similar programs). Bonney Lake also makes a distinction between the two categories of housing affordability (documented in their Comprehensive Plan).

Question 3 focused on policies that would incentivize for-profit and nonprofit developers to build projects that include affordable housing units. This was followed by questions 4 and 5, which attempted to identify tools such as land trusts and specific funding sources used to encourage the development of affordable housing units. The cities of Eatonville, Fife, Orting, Steilacoom, Buckley, Ruston, Wilkeson, and Milton do not have any incentives or programs that encourage affordable housing development. Bonney Lake does not have anything specific other than a desire and a plan to take some steps toward having more policy tools. However, all other cities indicated that they have some policy, program, or financial tool to help encourage affordable housing development in their jurisdictions. These included policy or planning tools such as inclusionary zoning and development bonuses in targeted areas (e.g., Tacoma, Lakewood, Edgewood), Multifamily Tax Exemptions (Sumner, University Place, Puyallup, Auburn, Lakewood, and Tacoma), parking, height, and density bonuses (DuPont, Puyallup, Tacoma, Lakewood)<sup>7</sup>, and in many cases, ADUs (see the incentive matrix in Appendix V). In addition, Lakewood highlighted the Tacoma-Lakewood Consortium, which plays an advisory role in matters related to the Community Development Block Grant and the HOME Investment Partnership Act. The city also uses its general funds to cover permit fees (fee waivers and fee reductions). The city of Tacoma also offers affordable housing provider loans and is developing policies and procedures for coordinating capital investment and improvements for affordable housing projects (to reduce overall development costs), prioritizing permits for affordable housing projects and potential waivers or reductions, and maintaining an affordable housing trust fund.

<sup>&</sup>lt;sup>7</sup> Fife does offer a density bonus, but it is for all developments through "Planned Residential Density (PRD)" zoning.

It is clear from our surveys that a small number of cities in the County have developed or are developing more complex policies and programs to encourage affordable housing units in their jurisdictions. However, others have limited tools or none at all. Commonly heard challenges are the size of the city, lot sizes, and suburban development patterns that rely on single detached homes. In some cases, particular assets, including views, have made land expensive and less available for affordable housing development. These and other factors may also explain why even in cities where there are incentives available, few have been used. In responding to questions 7 and 8 regarding how often the available incentives have been used, city after city indicated not often or never. The city of Puyallup could point to one case for their multifamily tax exemption. Lakewood indicated that many have used the 8-year tax exemption for market rate multifamily projects, but there has not been much success with the 12-year projects that include affordable housing. Tacoma reported a similar condition for the multifamily tax exemption. Additionally, it was indicated their other incentives are rarely used either. The basic message from all jurisdictions is that even when they have some incentives and programs in place, they are rarely used. This does not mean that affordable housing development does not occur (for example, nonprofit developers are building affordable units, but without relying on city resources). This leaves County, State, and Federal governments as the sources of potential public financial support.

In response to what might explain why some of these incentives are used (or as it turns out not used), a few interesting responses were heard. These included:

- Most larger subdivisions end up entering into a Planning Unit Development, and affordable housing incentives are not usually used.
- The City is almost entirely built out. We have relatively few opportunities for new development.
- Market rate single family development is pretty robust in our city. After the recession, it was the first thing to come back.
- Multifamily development, specifically in downtown, where taller building heights are allowed, hasn't picked up.
- What will the market support? Construction costs are similar everywhere in the region, yet rents are lower in our city, which often makes it more difficult to get affordable housing projects to "pencil out." Perhaps, as the region grows, this might change.

A question was raised during our interviews that should be of interest to everyone. One of the interviewees indicated that it is not all about what developers want and have the capacity to do. It is also about cities and what they want and can do. Do they have the necessary staff and expertise to monitor and make sure that affordable housing units remain affordable? Given the size of most cities in Pierce County, this response gives more credibility to the idea of forming a nonprofit organization that can manage regional efforts and become the support service needed by various jurisdictions.

In responding to question 10, regarding collaboration with specific nonprofit developers, very few cities could offer examples (the city of Bonney Lake did mention Vintage Housing Development, but that seems to have happened in their city; the city did not play a role in bringing that about). As noted in Section III, Pierce County, Tacoma, and Lakewood seem to be the main entity working with various nonprofit developers.

Surplus land (questions 11 and 12) was also the source of an interesting set of responses. Seven cities indicated that they do have surplus land, but they are either not used or not being explored for affordable housing development. These include Puyallup (available but not used), Edgewood (not used), Tacoma (exploring options), Bonney Lake (purchased a parcel in downtown but has not used it for this purpose yet), Milton (has surplus land but it cannot be used for this purpose at this point), and Lakewood (has surplus land but it will be potentially used for open space). Six cities indicated that they did not have any surplus land, and one city (Auburn) is in the process of creating an inventory, but they are not hopeful that they will find much. Annually, Fife reviews its property ownership to determine whether properties could and should be made available for affordable housing.

It appears that while the State has made the usage of surplus land for affordable housing possible, there are either very limited numbers of parcels available, or little has been done to capitalize on this option. As the case of Pierce County will show, this may be more of a political challenge (i.e., which department owns the land, how they plan to use it, and from what level of government the encouragement should come to direct the usage toward affordable housing development) than indicative of a lack of planning interest, at least in some jurisdictions. Very few jurisdictions have even begun to explore the needed mechanisms to utilize their surplus land as an incentive for affordable housing development. Our interviewers verified the list of surplus land/parcels that were provided to us by the county (see IV). However, for this policy to become effective and activated in the region, elected leaders of Pierce County governments need to advance a conversation around this topic and empower an organization to assist cities and the county in this process.

At the conclusion of each interview, interviewees were prompted to share any related thoughts they might have. There were a number of references to launching Housing Action Plan processes (funded through WA State Department of Commerce). Much hope was expressed that this will get the ball rolling. There were also some expressions of excitement for changes in a few cities. For example, the Edgewood interviewee reported that they are seeing a higher diversification of their housing stock, including the introduction of more multifamily housing units. The city of Orting is also seeing a higher resident interest in this topic, particularly for two large vacant parcels in their city. Other observations and comments included:

- The city of University Place is developing a form-based development code, which might help bring about considerations for affordable housing.
- Some are looking at their current incentives to see whether they need to be strengthened or tweaked (e.g., Tacoma).
- There is some hope for citywide implementation of ADUs (e.g., Tacoma).

- The city of DuPont has an interesting situation. ADUs are permitted by the City but prohibited by the Homeowners Association that encompasses the entire city, which poses an interesting governance challenge.
- Orting reported a higher level of interest among its citizens for updating its ADU regulations. This will be a tool for gentle infill in the City and will potentially introduce a diversity of housing types.
- Some cities lamented that their location and existing conditions are not conducive to achieving higher densities. They viewed that as a potential deterrent for building affordable housing units.

As noted throughout this section, cities in Pierce County lack the policy and planning tools to significantly change the current housing environment. The coordinated efforts currently under way through SSHAP (South Sound Housing Affordability Partners) represent an important step for creating a unified approach to affordable housing through scale building. While individual cities are not able to create attractive incentive programs to attract for-profit and non-profit developers due to their small size, land availability, and revenues, collectively they are a large region whose combined assets may create a more desirable environment for affordable housing development. As described in the next section, the key is the combination of land, financial incentives, and simplicity of codes to make development a less burdensome process for all developers.

### Section IV – Summary Assessment of Affordable Housing Environment and Potential Future Direction

As sections II and III illustrated, affordable housing incentives are largely lacking in many Pierce County governments. The County itself has a number of incentives in place, but not unlike other local jurisdictions, they are rarely used. Lack of adequate financial resources, including fee waivers, and complexity of the existing codes (for example, in Pierce County) are major obstacles to their utilization. As a result, it is rare to find affordable housing projects that have used local resources during their development. Many of the funds used for this purpose are pass-through monies from federal and state programs. Low-Income Housing Tax Credit (LIHTC) and HOME are two major sources of funding for affordable housing development in the region. As indicated before, funds from HOME can be used to build, buy, and/or rehabilitate affordable housing units for rent or homeownership or provide direct rental assistance to low-income people.<sup>8</sup> Unlike LIHTC, which is financed through private funds (administered by the IRS, making it the largest affordable housing agency in the U.S.), HOME was designed to allow for design and implementation processes that are tailored to local needs and priorities. Furthermore, HOME allows for strengthening partnerships among various levels of government and the private sector in the development of affordable housing units. It also provides for technical assistance and capacity building of nonprofit housing groups. In Pierce County, the only cities

<sup>&</sup>lt;sup>8</sup> https://www.hud.gov/program\_offices/comm\_planning/affordablehousing/programs/home/

that mentioned the use of this program are Lakewood and Tacoma. Pierce County relies on funds from the HOME program as well.<sup>9</sup>

Among local incentives, two came up often: the multifamily tax exemption (MFTE) and accessory dwelling units (ADUs). While Pierce County and a few cities have reported the occasional use of the 8-year MFTE in a few projects, the 12-year MFTE, which has an affordable housing requirement, has rarely been used by any cities in the County (based on our interviews). This relates to both land use limitations, which makes multifamily housing projects less suitable for a number of smaller low-density cities, and the inadequate financial resources it provides, particularly to for-profit developers.<sup>10</sup> Pierce County governments need to consider current and future employment, population, and transit centers/corridors at the regional level and allow for a form-based approach to urban development. MFTE, density bonuses, and fee waivers will make more sense if developers can see the overall financial benefits of building more houses, while providing affordable housing units. These can be in selected geographies where a higher availability of jobs and access to transit allow for the development of multifamily developments, which include affordable housing units. This approach is highlighted by the Puget Sound Regional Council. They indicate that MFTEs are most effective in mixed-use urban centers where higher densities are possible, particularly in cities that have identified such centers in their planning under the Growth Management Act (RCW 36.70a).

ADUs have become a growing and favorite approach in the County. While ADUs diversify housing types, they are neither a panacea for the growing affordable housing shortages we face, nor can they be automatically counted toward adding affordable housing units (discussed later). However, given the heightened regional interest in ADUs, it is important to provide a background on this topic and point to successful models that have indeed connected ADUs to affordability in a purposeful and controlled manner.

The development of ADUs dates back to the early 20<sup>th</sup> century, when they were gradually added to single family homes. However, it was after WWII that ADUs grew in number. The first reaction to the growth of ADUs was to restrict their construction, particularly in low-density jurisdictions. This led to the construction of illegal ADUs in larger cities, particularly in expensive real estate markets, where they gradually became the more affordable housing products available. On the west coast, San Francisco was among the first cities to experience this conversion. While a few cities experimented with creating programs to permit the construction of ADUs, their popularity would have to wait for another housing boom, which came in the 1990s and 2000s. Cities small and large began to allow for ADUs in states as diverse as California, Massachusetts, Oregon, and Virginia. While Portland moved in that direction in 1998, most other cases are from the 2000s. One of the nationally recognized programs is from Santa Cruz, California, a small but expensive city.

<sup>&</sup>lt;sup>9</sup> Please note that Pierce County receives HOME funds on behalf of the cities and towns in Pierce County (Pierce County Consortium) except for Tacoma/Lakewood which receive HOME funds separately from HUD.

<sup>&</sup>lt;sup>10</sup> As indicated before, a population of 15,000 is needed for a city in Pierce County to qualify for MFTE.

Over the years, interest in what makes particular ADU programs successful and how they may help with the affordable housing challenge has increased. A recent report by the Joint Center for Housing Studies of Harvard University (2019)<sup>11</sup> identifies Los Angeles and San Jose as two such successful models for "promoting naturally occurring affordable housing [NOAH] and new accessory dwelling units." This was accomplished through a multi-organizational partnership that led to the creation of RETHINK Housing. "The partners proposed to provide subordinate, patient loans to nonprofit groups that acquired NOAH. To capitalize on the opportunities provided by a new California ADU law, they also developed a loan product specifically aimed to help low- and moderate-income homeowners build ADUs, which would provide owners with an additional source of income." They created a seed loan to support this program and the Housing Trust Silicon Valley conducted an aggressive ADU education campaign (in San Jose). They even paid a consultant to help homeowners assess the sites and what sort of ADUs could be built on them. Additionally, they offered loans of up to \$250,000 on a 36-months term at about 5% interest rate, with affordability restrictions on the tenant's rent. In LA, they engaged with the Backyard Home Project. They also provided short-term loan guarantees and loan products to finance the construction of ADUs.

Reflecting on various ADU programs around the nation, and different evaluation and assessment reports regarding their effectiveness, it is clear that successful models (for increasing the possibility of ADUs serving as affordable housing units) have specific characteristics. Some of these include:

- Giving amnesty to existing illegal ADUs (this is particularly important in older cities, where garage conversions and small buildings have been constructed without permits)
- Limiting size (maximum unit size and minimum lot size), based on local parameters
- Minimizing on-street parking or parking requirements
- Accelerated permit processing
- Fee waivers (proved highly effective in Portland)
- Thoughtfulness about owner occupancy requirements (e.g., Portland does not have one and it is considered to be one of the contributing factors to its successful ADU program; Portland also does not have a design review process for ADUs)
- Offering loans and other financial supports
- Marketing and education (for financial institutions, policymakers, homeowners, and renters)
- Providing technical support
- Establishing requirements for their usage (if they are to be counted as affordable housing units)<sup>12</sup>

<u>SB 5383 - 2019-20</u> (Concerning Tiny Houses)

<sup>&</sup>lt;sup>11</sup> Hoffman, A. and Arck, M. (2019) *Pro Neighborhoods: Innovative Strategies for Affordable Housing.* Joint Center for Housing Studies of Harvard University.

<sup>&</sup>lt;sup>12</sup> Recently, the State of Washington adopted three bills that should be fully considered by jurisdictions in Pierce County. Some of these relate to ADUs and Tiny Houses. These bills are:

SB 6231 - 2019-20 (Providing a limited property tax exemption for the construction of accessory dwelling units)

These approaches increase the supply of ADUs, but do not translate to an affordable housing solution unless there are requirements and monitoring programs for how they are used. To prove this point, we can look at a state with a history of ADU laws, California. In a 2018 article in Urban Science,<sup>13</sup> Ramsey-Musolf took on the task of assessing ADUs in California and whether they can be truly equated with affordable housing, by examining 750 potential ADUs in 57 cities in the state. The author concluded that without specific control mechanisms (e.g., zoning codes to regulate the ADUs maximum rent, occupancy income, and effective period for remaining a low-income housing unit), ADUs rarely translate to affordable housing units. This has to do with the fact that without regulatory mechanisms and oversight, there is no guarantee that ADUs will be used for housing low-income populations. This might explain why in the case of San Jose and other cities, ADUs are encouraged in low- and middle-income neighborhoods, where they become a source of additional income for homeowners, are more likely to be used as low- and moderate-income housing units (and guaranteed through policy), and carry less stigma than in expensive neighborhoods. As Ramsey-Musolf suggests, zoning standards are needed to regulate and maintain ADUs as long-term affordable housing units. Otherwise, while ADUs will diversify the local housing types and increase the housing supply, they won't necessarily function as low-income/affordable housing units.

#### Moving Beyond ADUs and MFTEs

Given the current policy environment and minimal presence and usage of incentives, it may be useful to view the plan for moving forward in three distinct parts: supply of affordable housing, maintenance/preservation of affordable housing units, and regional coordination of affordable housing policies.

#### Supply of Affordable Housing

Without local funds, affordable housing development in Pierce County will continue to rely on state and federal sources. These financial resources are important, but inadequate for building enough units to support low- and middle-income families. Please note that in Pierce County, housing cost-burdened households have grown to include the middle-class population. Therefore, a multi-pronged approach is needed.

The state provides enabling legislation, including sales tax (which is on the region's radar) and housing tax levy opportunities for cities and counties:

SB 6617 - 2019-20 (Concerning accessory dwelling unit regulation)

<sup>&</sup>lt;sup>13</sup> Ramsey-Musolf. D. (2018) Accessory Dwelling Units as Low-Income Housing: California's Faustian Bargain. Urban Science,

- RCW 84.52.105 authorizes cities, counties and towns to impose an additional regular property tax levy up to fifty cents per thousand dollars of assessed value of property for up to ten consecutive years.
- RCW 82.14.460 (HB 2263, passed in 2015) authorizes the governing body of a county or city to impose a 0.1 percent local sales tax for housing and related services for specific individuals if approved by a majority of voters.
- HB1219 provides cities and counties the authority to use real estate excise taxes to support affordable housing and homelessness projects.
- HB 1590 allows the local sales and use tax for affordable housing to be imposed by a councilmanic authority.

Three cities in the state have adopted tax levies: Seattle, Bellingham, and Vancouver. These sources of funding have translated to building and preserving affordable housing. At this point, Olympia, Jefferson County, Everett/Snohomish, Tacoma/Pierce County, King County, and Yakima are considering tax levies. There is no doubt that additional taxes may not be palatable. However, without adequate local funding sources, none of the current waivers will be adequate and enticing enough to attract for-profit and non-profit developers.

At this point, there are three sources of local funds:

- 2060 fund (Affordable Housing Document Recording Fee) available in Pierce County (\$1.2 million in 2020 budget),
- 1406 fund (Affordable Housing Sales Tax Fund) available in Pierce County, Lakewood, and Tacoma (\$1.1 million in the County and about \$1 million in Tacoma), and
- local General fund available in the City of Tacoma (\$1.2 million biennially).

While these funds are important and could support new construction, site acquisition, rehabilitation, and maintenance efforts, in the current real estate and development market, they might not seem very large. Nonetheless, processes should be put in place a) to make sure that these funds are readily available and are not subject to complex codes and procedural requirements and b) to market them to for-profit and non-profit developers who should see them as supplements to other state and federal funds. To put things into the proper scale, while the total funds through 2060 and 1406 add up to about \$3.3 million in Pierce County (including Tacoma), LIHTC offers about \$20 million in the state. Local funds should be seen as supplements to larger sources of funding.

Furthermore, with the exception of 2060, which targets households with incomes below 50% AMI, all others are focusing on households with incomes below 60% AMI. This leaves income levels between 60% and 120% AMI out of the picture. Remembering that this is a growing portion of the housing cost-burdened households, there has to be some regional effort to offer other programs that diversify housing types and reduce housing cost for this often-forgotten population. Without such programs and without adequate funding to meet the needs of the low-income population, the loss will occur on both fronts. For the purpose of this report, we

will continue to focus on low-income affordable housing, but a reminder about the additional challenges is important.

In the absence of sales tax and other property related revenues, cities and counties are left with only two tools: use of surplus land or changing their zoning to allow for more density. While the former requires a mechanism, a directive, and an educational campaign to fully activate it, the latter requires citizen/community involvement to make sure that the public understands where, why, and how the added densities will be introduced. Only in the case of one city in Pierce County did we hear that the public had expressed a growing interest in increasing density in their downtown. In a few other cities, including University Place and Sumner, additional densities are planned or being implemented. These are perfect opportunities for making MFTE and other financial resources available to developers so they might consider adding affordable housing units. Giving a higher processing priority and fee waivers to those developers who are willing to do so could become enticing as the real estate market heats up.<sup>14</sup>

While challenging, it is important that Pierce County governments examine their complex planning and zoning requirements and begin to consider ALL of them together, from a developer's perspective. Streamlining all the development requirements, making sure that one public good is not competing against others, is highly important. It might be enticing for developers to know that as they attempt to meet the affordable housing needs of the region, they do not have to invest more in meeting other site development requirements. Prioritizing and waiving some requirements may be an important step forward. This may sound simple, but requires careful assessment and decision-making: where does affordable housing fit in the larger priorities of a jurisdiction? Housing is the mother policy. Our homes define our physical, social, economic, cultural and political coordinates. Where we live affects our level of access to education, health, transportation, jobs, and the collective bundle we call urban services. Without thoughtful housing policies, achieving success in other policy arenas is at best challenging. Failing to prioritize housing will perpetuate and accentuate current inequities. The fundamental question is whether our various housing development requirements are formulated based on this understanding.

Every jurisdiction should also attempt to think creatively about how to increase its supply of middle class and low-income housing. Innovation in land use and zoning has led some jurisdictions around the nation to look into land associated with retail/commercial activities. Many of these parcels are located near transit routes. As such, they are perfectly suited for multifamily mixed-income, mixed-use development. An expedited permitting process, financial support, and fee waivers become additionally favorable factors for developers who are interested in what is called commercial to residential conversion. Traditionally, most of these conversions have occurred in larger central cities. However, with the aging infrastructure in first

<sup>&</sup>lt;sup>14</sup> In Appendix VI (National Best Practices), we highlight examples from Boston and Alexandria, Virginia of how they have used public land for the purpose of affordable housing units. In this same section, we also highlight RCW 81.112.350 as an interesting topic to explore. Under this legislation, the State of Washington requires Sound Transit to offer 80% of its surplus property that is suitable for housing to qualified entities to develop affordable housing to families at 80% of median household income or less.

ring suburbs and smaller cities, commercial to residential conversion has become an interesting and viable option (examples can be found in El Paso, San Antonio, Detroit, Falls Church, Virginia, Cincinnati, and Lakewood, Colorado). Many of the older and abandoned shopping plazas, malls, and outlet spaces can be considered as potential sites for future mixed-use, mixed-income developments. Are Pierce County governments interested in such conversions? Could affordable housing be given its due priority in such conversions? How might the established processes act as inviting as opposed to inhibiting development?

It is also worth noting that a number of jurisdictions are requiring mixed income housing developments near transit. As mentioned before, incentives associated with this approach should be of particular interest in Pierce County governments, where access to jobs could be enhanced by such a measure. As we highlight in Appendix VI, Chicago, Denver, and Westminster, CO (a city similar in size to the larger cities in Pierce County and straddling two counties, like Auburn) have adopted these policies. In Westminster, this approach is part of a broader Affordable and Workforce Housing Strategic Plan. This framework relies heavily on the idea of "housing balance," which considers access to transit, services, and employment.

The information presented so far has focused on three areas of policies and programs: ADUs, multifamily housing, streamlined affordable housing development requirements, and surplus land. Various waivers are less common in the region and appear to be less effective. In order to provide examples of various potential policy options, we looked at some of the national best practices and collated them for consideration (see Appendix VI). Please note that this not an exhaustive list. It simply identifies some of the noteworthy/key approaches. Below, we discuss and highlight some of the policies that could potentially increase the supply of affordable housing in our region. However, the full list in Appendix VI should be examined by all jurisdictions. Please note that some items from Appendix VI have already been discussed in this report.

National best practices can be grouped into:

- A. Mandatory inclusionary zoning
- B. Making use of public land for affordable housing
- C. Establishing commercial linkage fees to fund affordable housing development
- D. Requiring mixed income housing developments near transit
- E. Revising and/or streamlining the development review and re-zoning processes
- F. Incentive Zoning
- G. Experimenting with new building types
- H. Reviewing and revising parking requirements
- I. Promoting regional solutions

Even though some of these practices have already been discussed, here we want to highlight the importance of some of these incentive categories for our region.

Establishing linkage fees to fund affordable housing development are used in Napa, CA and Boulder, CO. These are smaller jurisdictions with approximately \$75K and \$65K median household incomes. Pierce County and a few cities have lower median household incomes, but others are comparable or higher. Napa collects affordable housing impact fees on all new residential and commercial developments and places these fees in a Trust Fund, which is used to leverage other funds with the goal of providing affordable housing. Boulder has an affordable housing commercial linkage fee or affordable housing capital facility fee that is charged by the square foot on any nonresidential commercial space. While Pierce County jurisdictions may see these as dampening development, it is important to note that as restaurants, entertainment outlets, shopping, and other amenities are added, real estate and housing costs increase. Without such policies, affordable housing fees (if they are to be developed) would be put entirely on residential developers.

Housing Trust Funds have been created by a number of jurisdictions around the country to create more substantial sources of funding for the production and preservation of affordable housing units. Examples include large cities such as Austin, Chicago, and San Francisco, as well as smaller ones such as Juneau, Alaska. The State of Washington and a number of Pierce County jurisdictions are already familiar with Housing Trust Funds. This might be a good topic of conversation and a potential collective decision for all jurisdictions in the region.

Reactions to inclusionary zoning, an effective tool for increasing the supply of affordable housing, is not entirely positive, particularly in small jurisdictions where there is still an appetite for further economic development. However, incentive zoning seems to receive more support from the elected and the public alike. These are incentives that provide developers with potential gains if they include affordable housing units in their development. Incentive zoning could be designed to make affordable housing a requirement. However, that still carries a reward. For example, Montgomery County in Maryland requires that 12.5% of all new residential units be affordable. However, if a developer is interested in benefitting from the County's density bonus, the affordable housing requirement increases to 15%. Under this program, developers can build up to 22% more floor area than would otherwise be allowed under local zoning. Garden Grove, CA, a city of slightly larger than 170,000 residents and a median household income of about \$59K, offers density bonuses, reduction in site development standards, and modification of zoning code requirements or architectural design requirements as incentives for affordable housing development. Bellingham, WA offers up to 50% increased density in the applicable residential zone to projects if 100% of dwelling units are retained as permanently affordable owner-occupied homes. There are a number of other examples from around the country that offer similar programs. As suggested in various sections of this report, Pierce County and its jurisdictions should consider the adoption of incentive zoning and perhaps tailor it to unique local needs.

#### Maintenance/Preservation of Affordable Housing Units

Only a few jurisdictions in the County reported having a maintenance/preservation program for their affordable housing units. These are usually programs that a) define a requirement for the number of years an affordable housing unit should be kept in that status and b) require on-going maintenance/upkeep of rental affordable units. As Pierce County governments consider moving forward with implementing additional development incentives, it is important that maintenance requirements are adopted and added to any agreement with a developer. Pierce County could follow the State Model. Under RCW36.70A.540, the State requires all units developed through an inclusionary zoning program in Washington to remain affordable for at least 50 years. Similar requirements apply to affordable housing units developed with LIHTC funds (15 years at the national level, but extended to 40 years in WA).

In creating maintenance/preservation policies, the region needs to decide on the diversity of approaches needed to sustain the current and future number of housing units. In some jurisdictions, preservation policies include maintaining what is called market-rate rental units or naturally occurring affordable housing/NOAH (this was also mentioned under ADUs). These are units with rents that are deemed affordable. Preserving such units will indirectly equate with increasing the supply of affordable housing over time. They are also less costly than building new units. Examples from around the country include Minnesota's NOAH Impact Fund<sup>15</sup>

To be clear, maintenance/preservation policies focus on both the use and the physical condition of affordable housing units. These should both be considered in Pierce County. At this point, Auburn, Lakewood, and Tacoma have some aspects of these programs. This topic should be fully considered by all jurisdictions.

#### Regional Coordination of Affordable Housing Policies

Housing is both a local and a regional issue. It is promising that Pierce County governments are coming together to focus on a regional and collective approach to affordable housing. As indicated in Appendix VI, this is considered a national best practice. While we have pointed to the case of the Greater Boston Region, it is important to note that other regions have and are coming together to deal with this perennial challenge (e.g., Orange County, Florida). It is through these regional collaborations that the magnitude of this challenge is understood and, as a result, solutions are formulated. It is important to note that this is also a patient investment. The solution to affordable housing must be rational and consider both short term and long term goals. It is also important to have evaluation and assessment tools in place. The region does not simply make a decision and call it victory. Success should be measured by remaining committed to the goals and being open to course corrections, as necessary, across

<sup>&</sup>lt;sup>15</sup> <u>https://gmhf.com/finance/noah-impact-fund/</u>

<sup>&</sup>quot;In particular, this fund seeks to preserve naturally occurring affordable housing in well-connected Minnesota areas, convenient to well-paying jobs, good schools, and healthy recreational amenities, making them ideal workforce housing and a high priority for preservation of long-term affordability."

multiple elections. It is important that robust periodic evaluation/assessment programs are put into place to support this regional effort.

#### Appendixes

- Appendix I Washington State Legislations and Programs
- Appendix II Notes from the interviews/surveys
- Appendix III Interview list
- Appendix IV Surplus Land in Pierce County
- Appendix V Matrix of affordable of housing policies and programs by each jurisdiction
- Appendix VI National Best Practices
- Appendix VII South Sound Housing Affordability Partners (SSHAP)

#### WA State Programs

#### Support:

#### HOME Funding

The Department of Commerce (Commerce) administers the state's HOME program. HOME Rental Development funds are awarded to non-profit organizations, housing authorities, and local and tribal governments through the state Housing Trust Fund (HTF) application process.

#### WA State Housing Trust Fund

This program is administered by the Department of Commerce.

#### Post Secondary Student Resources:

<u>HB 1893 - 2019-20</u> Providing assistance for certain postsecondary students.

<u>SB 5324 - 2019-20</u> Concerning support for students experiencing homelessness.

#### SB 5800 - 2019-20

Concerning homeless college students.

#### **Empowering/Enabling:**

#### Multi-Family Tax Exemption:

The Multifamily Housing Tax Exemption (MFTE) is a property tax exemption program that allows eligible cities to target specific areas for multifamily housing development. Pierce County also is eligible. If a city or Pierce County chooses to create a program, it may create additional requirements or restrictions.

Property owners may apply for an 8-year or 12-year property tax exemption for building or rehabilitating multifamily housing. The 12-year exemption requires owners to offer at least 20% of their units as affordable housing, as defined by statute. Cities have the authority to approve and reject individual projects.

Cities may adopt additional requirements for the exemption so that it meets local planning goals.

- Models indicate that the preference can increase the financial performance of developments. It's unclear how often MFTE provides an incentive to projects that would not otherwise be built. At least 12 cities include financial analysis as a factor when deciding whether to offer or approve an exemption.
- Even with statutory rent limits, households earning less than 80% of the area median income (AMI) in their county could pay more than 30% of their income on housing. At least ten cities have adopted income requirements that are lower than the statutory limits (e.g., 60% instead of 80% AMI).

#### As of April 29, 2020, JLARC

(<u>http://leg.wa.gov/jlarc/taxReports/2019/MFTE/p\_a/default.html</u>) reports that 424 developments in the state of Washington have received an exception. 34,885 units have been built. 21% of the units were designated affordable.

#### <u>HB 1219 - 2019-20</u>

Providing cities and counties authority to use real estate excise taxes to support affordable housing and homelessness projects.

#### <u>HB 1406 - 2019-20</u>

Encouraging investments in affordable and supportive housing.

#### <u>HB 1590 - 2019-20</u>

Allowing the local sales and use tax for affordable housing to be imposed by a councilmanic authority.

#### <u>HB 1743 - 2019-20</u>

Addressing the methodology for establishing the prevailing rate of wages for the construction of affordable housing, homeless and domestic violence shelters, and low-income weatherization and home rehabilitation public works.

#### <u>HB 2382 - 2017-18</u>

Promoting the use of surplus public property for public benefit.

#### **REET related Housing Bills:**

The Washington State legislature has enacted several laws that allow local taxing authority to support affordable housing:

• RCW 84.52.105 authorizes cities, counties and towns to impose an additional regular property tax levy up to fifty cents per thousand dollars of assessed value of property for up to ten consecutive years.

• RCW 82.14.460 (HB 2263, passed in 2015) authorizes the governing body of a county

or city to impose a 0.1 percent local sales tax for housing and related services for specific individuals if approved by a majority of voters.

#### HB 1798 - 2019-20 Concerning short-term rentals.

<u>HB 1923 - 2019-20</u>

Increasing urban residential building capacity.

HB 2343 - 2019-20 Concerning urban housing supply.

#### HB 2950 - 2019-20

Addressing affordable housing needs through the multifamily housing tax exemption by providing an extension of the exemption until January 1, 2022, for certain properties currently receiving a twelve-year exemption and by convening a work group.

#### SB 5025 - 2019-20

Creating sales and use and excise tax exemptions for self-help housing development.

#### SB 6212 - 2019-20

Concerning the authority of counties, cities, and towns to exceed statutory property tax limitations for the purpose of financing affordable housing for very low-income households and low-income households.

#### SB 6229 - 2019-20

Streamlining reporting for recipients of housing-related state funding by removing Washington state quality award program requirements.

#### SB 6495 - 2019-20

Regarding essential needs and housing support eligibility.

#### SB 6319 - 2019-20

Concerning administration of the senior property tax exemption program.

#### <u>SB 5195 - 2019-20</u>

Providing cities and counties authority to use real estate excise taxes to support affordable housing and homelessness projects.

#### Lease/Rent Surplus Public Land:

#### HB 2508 - 2019-20

Simplifying the process for donating low-value surplus property owned by a city-owned utility.

#### HB 2617 - 2019-20

Concerning the lease or rental of surplus property of school districts.

#### Increasing Housing Diversity (Not Necessarily Related to Affordable Housing):

<u>SB 5383 - 2019-20</u> Concerning Tiny Houses.

<u>SB 6231 - 2019-20</u> Providing a limited property tax exemption for the construction of accessory dwelling units.

<u>SB 6617 - 2019-20</u> Concerning accessory dwelling unit regulation.

#### Lease/Rent Surplus Public Land:

<u>HB 2508 - 2019-20</u> Simplifying the process for donating low-value surplus property owned by a city-owned utility.

<u>HB 2617 - 2019-20</u> Concerning the lease or rental of surplus property of school districts.

Increasing Housing Diversity (Not Directly Related to Affordable Housing):

<u>SB 5383 - 2019-20</u> Concerning Tiny Houses.

<u>SB 6231 - 2019-20</u> Providing a limited property tax exemption for the construction of accessory dwelling units.

<u>SB 6617 - 2019-20</u> Concerning accessory dwelling unit regulation.

Resources for Nonprofits and Religious Organizations

<u>HB 1107 - 2019-20</u> Concerning nonprofit homeownership development.

#### HB 1377 - 2019-20

Concerning affordable housing development on religious organization property.

#### HB 2384 - 2019-20

Concerning the property tax exemption for nonprofit organizations providing rental housing or mobile home park spaces to qualifying households.

#### **Persevering:**

<u>HB 1105 - 2019-20</u> Protecting taxpayers from home foreclosure.

#### Tenant Protections

<u>HB 1440 - 2019-20</u> Providing longer notice of rent increases.

HB 1582 - 2019-20 Addressing manufactured/mobile home tenant protections.

HB 1694 - 2019-20 Allowing tenants to pay certain sums in installments.

<u>HB 2535 - 2019-20</u> Providing for a grace period before late fees may be imposed for past due rent.

<u>SB 5600 - 2019-20</u> Concerning residential tenant protections.

<u>SB 6378 - 2019-20</u> Concerning residential tenant protections.

# Appendix II

**Interview Notes** 

## **Pierce County Jurisdictions**

- Auburn
- Bonney Lake
- DuPont
- Eatonville
- Edgewood
- Fife
- Gig Harbor
- Lakewood
- Milton
- Orting
- Pierce County
- Puyallup Tribe of Indians
- Puyallup
- Ruston
- Steilacoom
- Sumner
- Tacoma
- University Place

#### Name of City: City of Auburn

Name of Interview Subject/Phone Number/Email Address: Anthony Avery, <u>aavery@auburnwa.gov</u>, (no phone number provided, correspondence via email and zoom) Name of Interviewer: Anthony Date: 3/31/2020 \*All links referenced reflect the date of the interview

### 1. Does the City of Auburn have a working definition of "affordable housing" or a specific population they are seeking to serve?

- Municipal Code (<u>3.94.030</u>)<sup>1</sup>: "Affordable housing" means residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed 30 percent of the household's monthly income. For the purposes of housing intended for owner occupancy, "affordable housing" means residential housing that is within the means of low or moderate-income households.
- Gentrification concerns, much of the housing affordability work is done with this in mind

2. Does the city distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

Housing Repair<sup>2</sup> program through Human Services Dept. for low-income homeowners to make emergency home repairs

3. What policies does the city have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

- MultiFamily Tax Exemption<sup>3</sup>
- The city is extremely flexible with affordable housing developers which has generated 1522 units between 4 projects at or below 60% AMI in the last three years. They make an effort to communicate they are "open for business for nonprofit developers" and are highly responsive. They are willing to waive fees, and make other exceptions as there is wide political support for these sorts of projects (NOTE: Auburn is partially in Pierce County and partially in King County, all of these units are in the King County portion of the city)

4. Does the city have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

No

<sup>&</sup>lt;sup>1</sup> <u>https://auburn.municipal.codes/ACC/3.94.030</u>

<sup>&</sup>lt;sup>2</sup> <u>https://www.auburnwa.gov/city\_hall/community\_services/human\_services</u>

<sup>&</sup>lt;sup>3</sup> <u>https://auburn.municipal.codes/ACC/3.94.020</u>

5. Are there any local funding sources available to support these policies and programs?

No, but there is significant flexibility.

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

There are no specific land use policies encouraging affordable units in MultiFamily projects.

7. How often these incentives are being used, if at all?

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the City of Auburn that could be used for this purpose?

The city is in the process of creating an inventory, but they are not expecting much surplus

10B. Has the city taken any action to use this power to create more affordable housing units?

Anthony expects that any surplus land will be smaller tracts of land, perhaps these could be used for smaller scale affordable projects.

10. Does the city work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

Yes, this is really the crux of the approach to affordable housing in Auburn. Despite few codified incentives, the city works with developers, many nonprofit developers, on a case by case basis to try and make projects feasible.

11. Is there anything else you think I should know about how the city is working to create more affordable housing?

• Healthy Housing Standards -- rental inspection program to preserve existing housing stock. City cognizant of how this could negatively impact tenants inadvertently and are thoughtful with the administration of this program

- Community Services program to administer CDBGs
- ADUs permitted
- Committees/joint efforts focused on housing affordability issues:
  - -Growth Management Act committee
  - -Affordable housing committee
  - -<u>South King County Subregional Housing Action Plan</u><sup>4</sup> (Dec. 2019) Cities of Auburn, Burien, Federal Way, Kent, Renton and Tukwila joint housing strategy

<sup>4</sup> 

https://www.burienwa.gov/UserFiles/Servers/Server\_11045935/File/City%20Hall/Working%20with%20Us/ RFP/South%20King%20County%20Housing%20Plan%20RFP.pdf

#### Name of City: Bonney Lake

Name of Interview Subject/Phone Number/Email Address: Jason Sullivan; (253) 447-4355; <u>sullivanj@ci.bonney-lake.wa.us</u> Date: 3/25/2020 \*All links referenced reflect the date of the interview Name of Interviewer: Hannah Miner

#### **BACKGROUND**

This study was commissioned by Pierce County to support the ACT NOW initiative to develop a regional affordable housing inventory. Dr. Modarres, Director of Urban Studies, is overseeing this project. All information gathered through this process will be assembled and made available to all jurisdictions, including Pierce County.

I will be recording the information you share by taking notes throughout our conversation. I don't expect that this interview will take more than an hour. Is there any time constraint I should be mindful of? Note here: \_N/A\_

#### <u>REMINDERS</u>

- If specific policies/programs are noted, ask where they are documented and where we can access these documents (name of policy document and where it can be found online, etc.)
- Add any additional information (possibly related, but not covered in the interview questions) in the "Notes section"

#### **INTERVIEW QUESTIONS**

1. Does the City of Bonney Lake have a working definition of "affordable housing" or a specific population they are seeking to serve?

- Yes, in the updated Comp Plan and in the combined housing and land use element (<u>Community Development Element</u>,<sup>1</sup> 2-37)
  - The Comp Plan includes a table that lists "Extremely Low Income" to "High Medium Income" (30-120 AMI), the 2012 Annual Household Income, the Maximum Affordable Rent and the Maximum Affordable House Price.
  - There is a second table that states for each of those groups who is "Cost Burdened" and "Severely Cost Burdened" because they are spending more than 30% of their income on rent or housing costs.
  - The City then considers all cost burdened households a priority in how they plan what to do.

<sup>&</sup>lt;sup>1</sup> [Bonney Lake Comprehensive Plan] Chapter 2 Community Development Element: <u>https://www.ci.bonney-</u> <u>lake.wa.us/UserFiles/Servers/Server\_15292413/File/Planning/Comprehensive%20Plan/Chapter%202%2</u> <u>0-%20Community%20Development%20Element.pdf</u>

- Bonney Lake also uses HUD housing affordability definitions.
- Given this information, Bonney Lake set a specific goal to add 702 affordable housing units for 80% of AMI and below.
- Community Development Element:
  - Chapter 3 is the existing conditions
  - Chapter 8 is housing specific

2. Does the City of Bonney Lake distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

• In the Comp Plan, yes. [See above]

3A. What policies does Bonney Lake have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.)

- Comp Plan has a goal of increasing affordable housing units by 702 and hosting campaigns to promote awareness of special needs housing and encouraging diverse housing stock throughout the city.
- <u>Centers Plan</u><sup>2</sup> identifies commercial centers and plans to add more housing to those areas.
- Staff is working toward a form-based code to open single family to duplexes.
- City already allows ADU throughout every zoning district that allows for residential.
  - Code requires that they be owner-occupied.
- There is an <u>Implementation Measure in the Comp Plan</u> that is related to housing options.
  - Specifically supporting downtown senior housing projects
  - Working with non profit partners to support seniors.
  - Comp Plan last updated in 2015
  - Comp Plan would include reporting out, this is on an 8-year cycle, but got bumped out a year.
- Bonney Lake has applied to work with Sumner to do a Housing Action Plan (HAP) through the Department of Commerce.
  - This will focus on what these two cities can be doing better to make housing more affordable.
  - Working with Ryan Windish at the City of Sumner
  - The HAP will more specifically look at how to deal with tiny homes and have a coordinated strategy to support them. Lots of nuances, like on wheels versus off wheels, should they be distinguished from Rvs, could Bonney Lake create a tiny home village, etc.)

<sup>&</sup>lt;sup>2</sup> Bonney Lake Centers Plan:

https://www.citybonneylake.org/UserFiles/Servers/Server\_15292413/File/Planning/Comprehensive%20Pl an/BonneyLake\_CentersPlan\_FINAL\_20171218%20-%20Reduced%20File%20Size.pdf [Bonney Lake Comprehensive Plan] Chapter 9 Implementation Element: https://www.ci.bonney-

lake.wa.us/UserFiles/Servers/Server\_15292413/File/Planning/Comprehensive%20Plan/Chapter%209%2 0-%20Implementation%20Element.pdf

Could you list examples of specific policies or programs in place to encourage the development of affordable housing?

- Bonney Lake doesn't have any specific policies or programs at this time.
- Reason #1: Density bonuses don't work. Most commercial zones that allow for multifamily don't have a density cap on them anyway.
  - One challenge is getting to charging rents that are closer to more on the market rate.
  - Medium density is available in all zones. Whether single fam or multi-family, must meet medium density. Must do 4 units/acre. Multi-family is a minimum of 10, not maximum.
  - HAP will help identify more tools the City can use.
- Reason #2: The View by The Vintage
  - The Vintage *[a developer]* came in with a 408 unit affordable housing project with income restricted to 60% AMI.
    - They have funding from the WA Housing Trust Fund.
    - This project alone accounts for over 50% of 20-year goal.
    - As a result, Bonney Lake hasn't been aggressive on other things like the multi-family sale tax exemption for affordable housing.
    - City of Bonney Lake wrote a letter of support for the Vintage Project, and worked with them on permitting, but they didn't offer any specific provisions.
    - Works out to be 20% of total growth.
  - Bonney Lake is also looking at the WA Sale Tax for affordable housing and hopes to work with the HAP consultant to map how to best spend those funds.

#### What other types of projects?

- Not that offered affordable units. There were two market rate projects, but they didn't have income restricted units.
- There was also a senior housing facility. 200 units with everything from assisted living to memory care, but no affordable housing financing.

#### 3B. When were those incentives adopted (date for each incentive policy)?

4. Does Bonney Lake have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

• No

5. Are there any local funding sources available to support these policies and programs?

• No

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

- Centers plans and zoning code updates (currently on hold with coronavirus) trying to align parking code with parking expectations, different parking rates for different sized units. Can add cost because a one-bedroom may or may not have 1 or 2 people living in it.
- Challenge up in Bonney Lake is that they are auto-oriented without mass transit. Unless folks are working in the service industry, trying to find housing for folks who work in the service industry. Because they don't have buses, it's hard for people to live around here without
- Social services are in Sumner, well really, in Puyallup, Must drive. More of us looking at that if they had transit.

### Has Bonney Lake had a conversation about considering transportation costs in their definition of affordable housing?

- This came up when Bonney Lake updated the Comp PpIn 3-4 years ago. At the time, the City hadn't wrapped it's head around transportation costs. Staff and Council talked about it *[considering both housing and transportation costs]*. Ultimately it was decided not to include it in the discussion.
- It will be considered as part of the upcoming HAP. Bonney Lake will look at both in the definition of affordability and after the HAP is adopted, the Comp Plan will be updated to reflect the HAP.

### 7. Now, I am going to list each of the policies and programs you shared and I would like to learn more about how often these incentives are being used, if at all:

What did Bonney Lake do to encourage the creation of the Vintage project?

• The City was able to sail under a lucky star. The Vintage found the property and figured out the financing. The City didn't have to do any hard work or have a specific policy in place.

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

### 9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

Without The Vintage project, what would the City of Bonney Lake do to reach their goal?

- There are two ways to approach this question. Jason cannot speak for the city at the policy level.
- From the planning staff perspective, they are working to have a conversation with council about the multifamily tax exemption.
  - This just helps pro forma.
  - Only supports big projects, not the missing middle.

- What Jason hears from developers is that the permit review times hold them back. One important way to support developers is reducing the time from conception to market.
- They can also look at permit and impact fees.
- If Bonney Lake were to do inclusionary zoning, it would not be set up like Tacoma or Seattle.
  - What are the mechanisms in place to make sure these units stay affordable? How would staff maintain and monitor? Bigger cities can do that because they have the capacity on the local level to monitor those things. Bonney Lake doesn't have the capacity at this time. Facilitating it on the city end is hard.
- It's not just about that the developers would need, but what do the cities here need (monitoring and maintenance as affordable).
- That's the other side of the coin, the things the community would do to have the internal staff, expertise, and function to maintain those things.

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in Bonney Lake that could be used for this purpose?/Is the list we shared with you (provided by Pierce County) complete/up-to-date?

- Staff did look through the inventory to see what could be used for affordable housing and didn't see anything.
- There is a large chunk of downtown that the City purchase and could be used for affordable housing but not at this point.
  - Staff is putting in a budget request to develop and prepare a master plan for this area. That's when the conversation would happen. This would be in the 2021-22 budget.

### 10B. Has Bonney Lake taken any action to use this power to create more affordable housing units?

11. You shared that partnering with nonprofits is a housing goal in the Comp Plan (<u>Implementation Element, CD-Action-6, #4</u>)<sup>3</sup>. Does Bonney Lake work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)?

- Staff need to reviewed the appropriateness of all current fees, processes, etc. first (*Implementation Element, CD-Action-*7).
- We haven't found any nonprofits that could fit as partners.
- Habitat for Humanity hasn't specifically partnered with Bonney Lake, not through formal permit review.

<sup>&</sup>lt;sup>3</sup> [Bonney Lake Comprehensive Plan] Chapter 9 Implementation Element: <u>https://www.ci.bonney-lake.wa.us/UserFiles/Servers/Server\_15292413/File/Planning/Comprehensive%20Plan/Chapter%209%2</u> 0-%20Implementation%20Element.pdf

12. Is there anything else you think I should know about how Bonney Lake is working to create more affordable housing?

• Not at this time; Bonney Lake got lucky with the Vintage. It capitalized on that and is now working to figure out Phase 2 for the remaining units needed to reach the 702 unit goal.

#### Thank you for your time!

Please feel free to reach out if something else occurs to you. We expect that this research will be concluding in the next few weeks. After finalizing our inventory, we will submit our report to the County and will distribute it to all jurisdictions.

#### Name of City: City of DuPont

Name of Interview Subject/Phone Number/Email Address: Jeff Wilson, (253.912.5393), JWilson@dupontwa.gov Name of Interviewer: Anthony Date: 4/8/2020 \*All links referenced reflect the date of the interview

1. Does the City of DuPont have a working definition of "affordable housing" or a specific population they are seeking to serve?

Yes, in municipal code. From code (25.10.010.110)<sup>1</sup>:

"Affordable housing" (formerly "HUD-defined affordable housing") means a dwelling unit for use as primary residence by a household in any of the income groups described as "low," "moderate," or "middle" which may be rented or purchased (including utilities other than telephone and cable TV) without spending more than 30 percent of monthly household income. Income level eligibility threshold levels shall be set using HUD levels for the Seattle-Tacoma-Bellevue metropolitan statistical area. (Ord. 18-1045 § 2 (Exh. A))

2. Does the city distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

No

3. What policies does the city have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

Affordable Housing Incentives Program (2019) Chapter 25.85<sup>2</sup>

- density bonuses
- parking requirement reductions

4. Does the city have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

No

5. Are there any local funding sources available to support these policies and programs?

No

<sup>&</sup>lt;sup>1</sup> <u>https://www.codepublishing.com/WA/DuPont/#!/DuPont25/DuPont2510.html#25.10.010.110</u>

<sup>&</sup>lt;sup>2</sup> <u>https://www.codepublishing.com/WA/DuPont/#!/html/DuPont25/DuPont2585.html</u>

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

See question 3

7. How often these incentives are being used, if at all?

These incentives have yet to be used (no applications to date).

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

The city is almost entirely "built out," relatively few opportunities for new developments.

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the City of DuPont that could be used for this purpose?

No, in DuPont there is a limited supply of land

10B. Has the city taken any action to use this power to create more affordable housing units?

10. Does the city work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

No. The city has received inquiries from affordable housing developers, but no suitable sites for the desired projects could be identified.

11. Is there anything else you think I should know about how the city is working to create more affordable housing?

• ADUs are permitted by the city, but are prohibited by the HomeOwners Association that encompasses the entire city (interesting governance challenges presented by this powerful [private] entity)

#### Name of City: Eatonville

Name of Interview Subject/Phone Number/Email Address: Abby Gribi, Town Administrator; (360) 832-3361 ext 105; townadmin@eatonville-wa.gov Information from email correspondence received on 4/2/2020 Contact: Hannah Miner

This interview was conducted as a questionnaire rather than an interview due to staff capacity/ time constraints.

1. Does Eatonville have a working definition of "affordable housing" or a specific population they are seeking to serve?

• No

2. Does the Town of Eatonville distinguish between affordable rental units and homeownershipbased housing affordability in their approach to affordable housing?

• No.

3. What policies does Eatonville have in place to incentivize for-profit and nonprofit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

• N/A

4. Does Eatonville have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

• No

5. Are there any local funding sources available to support these policies and programs?

• No

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

• N/A

7. How often these incentives are being used, if at all?

• N/A

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

• N/A

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

• N/A

10. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in Eatonville that could be used for this purpose?

• None available

11. Has the Town of Eatonville taken any action to use this power to create more affordable housing units?

• No.

12. Does Eatonville work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

• Open if approached, but have not been approached.

13. Is there anything else you think I should know about how Eatonville is working to create more affordable housing?

• As I stated previously, we have a very small workforce and have been working to keep up with current state mandates. We have very limited resources to address what is needed.

#### Name of City: Edgewood

Name of Interview Subject/Phone Number/Email Address: Darren Groth; (253) 952-3299; darren@cityofedgewood.org Information from email correspondence received on 4/8/2020 \*All links referenced reflect information from 4/8/2020 Contact: Hannah Miner

This interview was conducted as a questionnaire rather than an interview due to staff capacity/ time constraints.

1. Does Edgewood have a working definition of "affordable housing" or a specific population they are seeking to serve?

• We don't have a separate definition.

2. Does the City of Edgewood distinguish between affordable rental units and homeownershipbased housing affordability in their approach to affordable housing?

• No.

3. What policies does Edgewood have in place to incentivize for-profit and nonprofit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

- We have a housing incentive program that gives inclusionary density bonuses.
- In addition, within our <u>Town Center zoning district</u>,<sup>1</sup> for all new development within the Town Center, total square footage may be increased by two square feet for every one square foot of affordable housing (for a maximum of 1.0 FAR in bonus) provided an affordable housing plan (AHP) is developed.

4. Does Edgewood have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

- See answer #3.
- 5. Are there any local funding sources available to support these policies and programs?
  - We don't offer funds for these programs.

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

• See answer #3.

7. How often these incentives are being used, if at all?

• I am not aware of either incentive being used.

<sup>&</sup>lt;sup>1</sup> Edgewood Municipal Code Chapter 18.80: Land Use Zones: <u>https://www.codepublishing.com/WA/Edgewood/#!/Edgewood18/Edgewood1880.html#18.80.080</u>

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

• The only request that's been presented to me was for the City of Edgewood to adopt the Multi-Family Tax Exemption. While this seems like a good program that would have gotten traction from at least two developers in Edgewood, I don't think we qualify as a city. I think we need to exceed a population of 15,000 under RCW 84.14.010.

10. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in Edgewood that could be used for this purpose?

• Yes, we have an inventory of this land. Pierce County's Buildable Lands Report includes these statistics.

11. Has the City of Edgewood taken any action to use this power to create more affordable housing units?

• No.

12. Does Edgewood work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

• No.

13. Is there anything else you think I should know about how Edgewood is working to create more affordable housing?

We are working to update our use tables to broaden the allowable uses permitted in our community by bringing cottage housing and other housing varieties to our community. Historically, we've been the outlier in the County regarding a mix of single-family residential units. In the past couple of years, Edgewood has taken great strides to diversify our housing stock and we are currently under our peer community of Bonney Lake in the mix of single-family. We continue to add multi-family developments to our community and will, hopefully, see more housing styles once we update the table of allowable uses.

#### Name of City: Fife

Name of Interview Subject/Phone Number/Email Address: Steve Friddle (Community Development Director); 253-778-3484; <u>sfriddle@cityoffife.org</u> and Hyun Kim (Fife City Manager) <u>hkim@cityoffife.org</u>; 253-896-8603 Information from email correspondence received on 4/30/2020 Conducted follow up interview on 5/1/2020, text from this conversation is in green \*All links referenced reflect the date of the interview Contact: Hannah Miner

This interview was conducted as a questionnaire rather than an interview due to staff capacity/ time constraints.

1. Does Fife have a working definition of "affordable housing" or a specific population they are seeking to serve?

- Fife use of the term "affordable housing" mirror's the HUD definitions which include among others area median household income, household size (extremely low, very-low, low, low-median, includes # of bedrooms, fair market rents and for-sale)
- As a general policy, Fife supports creation of affordable and market rate housing

Can you tell me more about Fife's general policy to support the creation of affordable and market rate housing? Is this referenced in the code or a plan somewhere?

• It's not referenced in Fife's codes. Fife is a town of 10,150 people and we don't have active large programs. It is a council policy to do any and all to support housing, both affordable and market rate.

So this is a Council priority.

• Yes.

2. Does the City of Fife distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

• No

3. What policies does Fife have in place to incentivize for-profit and nonprofit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

- Fife's administrative policy is for expedited processing of all residential construction
- Fife allows higher residential densities through "Planned Residential Density (PRD)" zoning<sup>1</sup>

<sup>&</sup>lt;sup>1</sup> Fife Municipal Code: Chapter 19.52 Planned Residential Density (PRD): <u>https://www.codepublishing.com/WA/Fife#!/html/Fife19/Fife1952.html</u>

- Fife allows <u>Accessory Dwelling Units</u><sup>2</sup> (ADU's)
- Fife is currently working to develop additional policies under the multi-family housing tax exemption program
- Also in conjunction with City Center and Sound Transit 3 station to provide <u>mixed</u> <u>use/housing</u><sup>3</sup>

# Can you share more about what policies are in the works under the multi-family housing tax exemption program?

- Steve had been with the City of Olympia for 26 years and administered the program there from the day it was passed. The City of Fife has been working on the legislative level to lower the threshold. Currently, it is only available to towns with populations over 15,000. Ironically, Fife is a small town on the I5 corridor that is getting a transit center and this would be a great opportunity to build affordable housing. But the State Legislature doesn't allow for it.
- Legislation did pass to lower the threshold, but because of COVID-19 a lot of financial issues, like this, were postponed. We hope it will get reactivated so Fife will be able to take advantage of the program like other cities up and down I5.

4. Does Fife have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

• No

5. Are there any local funding sources available to support these policies and programs?

• Fife, or a not-for-profit, is eligible to participate in the Pierce County CDBG Notice of Funding Availability (NOFA) and State CDBG and tax credit programs that provide affordable housing funding.

# I see that Fife can qualify for funding sources locally, but does Fife offer any local funding resources for affordable housing?

• The City Council has not set aside a funding source for it. At the admin level, Fife has been trying to get others, like Catholic Services and Beacon Housing to come in. And should Fife attract the right entity, they would be looking to contribute in a variety of ways, whether it be land or other contributions. Because of the size of Fife, just 10,150 people, it is inefficient to stand up a housing program, per se. Instead the City would like to work with others, like the partnership that met last night, in order to work together on a larger scale that could result in citing facilities in Fife. The right opportunity hasn't presented itself, but the City is hopeful about the alliance being formed.

 <sup>&</sup>lt;sup>2</sup> Fife Municipal Code Chapter 19.80 Accessory Dwelling Units (ADU): <u>https://www.codepublishing.com/WA/Fife/#!/Fife19/Fife1980.html#19.80</u>
 <sup>3</sup> Fife Municipal Code: Chapter 19.42 Community Mixed Use (CMU) District: https://www.codepublishing.com/WA/Fife/#!/html/Fife19/Fife1942.html

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

- As mentioned above, Fife allows higher residential densities through "Planned Residential Density (PRD)" zoning and Fife allows Accessory Dwelling Units (ADU's)
- Fife received a grant from the WA State Department of Commerce to [develop] policies to increase density incentive programs <u>SHB 1923</u>.<sup>4</sup> Such policies will address parking among others.

### Can you tell me a little more about the funding you received through the Dept. of Commerce?

- The Dept. of Commerce is administering the funds for compliance with SHB 1923. Fife is currently working to follow the State guidance to increase density through SHB 1923. Fife was going to use the funding to bring out a consultant. However, under COVID-19, things were shut down and Fife was able to bring the work in-house to ensure that there was meaningful work for our planners. They are working to present to the planning commission on May 11th.
- Steve has a long history with affordable housing, dating back to the mid-80s doing affordable housing work in Santa Barbara, including working for the mayor and a non-profit housing developer. Steve has experience on both the policy end and bricks and mortar. Fife is well-versed as a planning team and Steve feels confident that they will be able to get something through the planning commission.

### 7. How often these incentives are being used, if at all?

- PRD development (higher density) is the common form of subdivision
- ADU's are permitted

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

• Fife has seen primarily owner-occupied residential PRD subdivisions

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

• Unknown. Likely market conditions of being located in close proximity to a Port that leads toward warehouses.

10. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in Fife that could be used for this purpose?

• Not currently. Annually, Fife reviews it's property ownership to determine whether properties could and should be made available for affordable housing.

<sup>&</sup>lt;sup>4</sup> Washington State HB 1923 - 2019-20: Increasing urban residential building capacity. <u>https://app.leg.wa.gov/billsummary?BillNumber=1923&Year=2019&Initiative=false</u>

11. Has the City of Fife taken any action to use this power to create more affordable housing units?

• Fife is participating in the SSHAP.

12. Does Fife work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

• Not at this time.

13. Is there anything else you think I should know about how Edgewood is working to create more affordable housing?

• If you have any questions, please feel free to contact Steven Friddle, Community Development Director at the sfriddle@cityoffife.org or at (253) 778-3484

#### Name of City: City of Gig Harbor

Name of Interviewees: Mayor Kuhn and Ms. Katrina Knutson Name of Interviewer: Ali Modarres Date: 5/6/2020

1. Does the City of Gig Harbor have a working definition of "affordable housing" or a specific population you are seeking to serve?

There is no formal definition for affordable housing in the city's Compressive Plan. However, discussion around this topic has started and the city is working on a definition. City Council is supportive of affordable housing as well.

2. Does the city distinguish between rental or built to own in their affordable housing approach?

Even though the City does not have a working definition of affordable housing, Mayor Kuhn suggested that in their discussions, Gig Harbor plans to distinguish between rental units and those made available for ownership. Mayor is hoping for an approach that sees rental units as the first step into housing. Having different housing types that allows households to transition from owning lower cost condos to townhouses and houses. The idea is to build equity and move up.

3. What policies does the city have in place to incentivize for-profit and nonprofit developers to develop projects that include affordable housing units? (examples: tax incentives/exemptions, density bonuses, expedited permitting, etc.) When were those policies adopted?

At this point, the city has no incentives. They are hoping to be able to offer MFTE in the future.

Their Comp Plan will hopefully include this topic by fall.

They also hope to offer incentives to homeowners to add ADUs.

4. Does the city have any programs in place to support the development of affordable units (example: land trust)? When were those adopted?

Not at this point

5. Are there any local funding sources available to support these policies and programs?

NA

In the 2020 budget, Gig Harbor is setting aside funding to conduct and affordable housing study since this is one of the top three priorities for the City.

6. In what way do local land use policies encourage the development of multi-family housing that includes affordable housing units (example: reducing parking, inclusionary or incentive zoning, etc.)?

Nothing at this point.

One mechanism Gig Harbor would like to use is to up zone commercial areas – e.g., Harbor Greens, near the buses and shopping are. It also meets GMA requirement.

7. How often are these incentives being used, if at all?

NA

8. What type of projects have used any/all the incentives we discussed (from Q3 to Q6)?

NA

9. Are there any reasons you know that could explain why some of these incentives are used more than others or not at all?

NA

10. Does the city work with any nonprofit developers on affordable housing projects (for example, Habitat for Humanity)?

No

11. Under *RCW 39.33.015*, the State of Washington empowers cities to transfer or lease unused surplus land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the City of \_\_\_\_\_that could be used for this purpose?

No...but, they are looking into that. Gig Harbor is interested in acquiring land from county and others and make it available for affordable housing development (particularly to affordable housing developers).

12. Has the city taken any action to use this power to create more affordable housing units?

13. Is there anything else you think I should know about how the city is working to create more affordable housing?

One of the barriers to affordable housing in Gig Harbor is people's perception and their willingness to work on it.

#### Name of City: City of Lakewood

Name of Interview Subject/Phone Number/Email Address: Tiffany Speir, 253.204.9643, tspeir@cityoflakewood.us Name of Interviewer: Anthony Date: 3/20/2020 \*All links referenced reflect the date of the interview

1. Does the City of Lakewood have a working definition of "affordable housing" or a specific population they are seeking to serve?

• Affordable housing definition: 30% of income on housing (<u>Lakewood Municipal Code</u> <u>18A.10.180</u><sup>1</sup>):

"Affordable housing" and "affordable unit" mean a dwelling unit(s) reserved for occupancy by eligible households and having monthly housing expenses to the occupant no greater than thirty (30) percent of a given monthly household income, adjusted for household size, as follows:

1. Moderate Income. For owner-occupied housing, eighty (80) percent of the area median income, and for renter-occupied housing, sixty (60) percent of the area median income.

2. Pursuant to the authority of RCW 36.70A.540, the City finds that the higher income levels specified in the definition of affordable housing in this title, rather than those stated in the definition of "low-income households" in RCW 36.70A.540, are needed to address local housing market conditions in the City.

- According to most recent data, 17% of population lives below poverty line
- Citywide AMI is below county average, the city is very concerned with both the preservation and construction of affordable units with programs aimed at both of these goals

2. Does the city distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

### Rental:

### Rental Housing Safety <sup>2</sup>(2016)

- This program aims to inspect all rental units in the city within 5 year period to ensure units are safe and maintained by landlords
- Assists tenants with relocation should there be issues with a unit that need to be addressed

<sup>&</sup>lt;sup>1</sup> <u>https://lakewood.municipal.codes/LMC/18A.10.180</u>

<sup>&</sup>lt;sup>2</sup> <u>https://cityoflakewood.us/community\_economic\_development/longrange\_planning-2/</u>

Homeownership based (Community Housing Programs):

- Ongoing relationship with Habitat for Humanity
- CDBG & HOME Investment Partnership Act<sup>3</sup>
- Down Payment assistance program<sup>4</sup>
- Major Home Repair<sup>5</sup>

3. What policies does the City of Lakewood have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

- <u>MultiFamily Tax Exemption Program</u><sup>6</sup> (3.64.030)
- Rewrote land use code related to affordable housing to make it easier to navigate for developers and to reflect PSRC best practices (2019)
- <u>Housing Incentives Program</u><sup>7</sup>, 2019 (LMC Chapter 18A.90) Land Use policies aimed at affordable housing
  - Inclusionary Density bonuses (18A.90.050)
  - Development standard modifications (18A.90.060), relaxed parking requirements, height bonuses, increased lot coverage permissions
  - Fee reductions (18A.90.070)
- <u>Downtown Development Code</u><sup>8</sup>, (18B) 2019
  - Increases density limits, height limits in certain areas
  - Could encourage the construction of "missing middle" housing units

4. Does the City of Lakewood have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

- Tacoma-Lakewood HOME Consortium<sup>9</sup>
- <u>Community Services Advisory Board</u><sup>10</sup> "advises the City Council on matters related to Human Services, the Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) programs."

<sup>5</sup> <u>https://cityoflakewood.us/community\_economic\_development/community-housing-programs/</u>

<sup>&</sup>lt;sup>3</sup> <u>https://cityoflakewood.us/community\_economic\_development/community-housing-programs/</u>

<sup>&</sup>lt;sup>4</sup> <u>https://cityoflakewood.us/community\_economic\_development/community-housing-programs/</u>

<sup>&</sup>lt;sup>6</sup> <u>https://lakewood.municipal.codes/LMC/3.64.030</u>

<sup>&</sup>lt;sup>7</sup> <u>https://lakewood.municipal.codes/LMC/18A.90</u>

<sup>&</sup>lt;sup>8</sup> <u>https://lakewood.municipal.codes/LMC/18B</u>

<sup>&</sup>lt;sup>9</sup> https://cityoflakewood.us/community\_economic\_development/community-housing-programs/

<sup>&</sup>lt;sup>10</sup> <u>https://cityoflakewood.us/community-services-advisory-board/</u>

 Makes annual recommendations as well as a more comprehensive one every 5 years to city council

5. Are there any local funding sources available to support these policies and programs?

- Lakewood General Fund covers permit fee waivers/reductions
- Federal and state funds administered through city (see question 4)

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

### See question 3

7. How often these incentives are being used, if at all?

- Multifamily Tax Exemption: many have used the 8 year tax exemption for market rate multifamily projects, but not much success with the 12 year projects with affordable units included.
- The 18A and 18B sections of the municipal code are fairly new, but seem promising.
- 18B: one project considered taking advantage of the incentives but decided not to.

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

See question 7

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

"What will the market support?" Similar construction cost anywhere in the region, yet rents are lower in Lakewood, which often makes it more difficult to get affordable housing projects to "pencil out." As region grows, this could change

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the City of Lakewood that could be used for this purpose?

Not for housing, but potentially for open space

10B. Has the City of Lakewood taken any action to use this power to create more affordable housing units?

Not in the near future, currently city is focused on increasing density in existing residential areas

10. Does City of Lakewood work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

- Habitat for Humanity
- Pierce County and Tacoma Housing Authorities (mostly Pierce)

11. Is there anything else you think I should know about how the City of Lakewood is working to create more affordable housing?

- Homelessness program: providing services (1% of GF) to currently homeless through partners
- Lakewood station area plan in the works, form based code for the station area hopefully coming April 2021

#### Name of City: City of Milton

Name of Interview Subject/Phone Number/Email Address: Brittany Port; (253) 517-2701; <u>BPort@cityofmilton.net</u> Date: 3/25/2020 \*All links referenced reflect the date of the interview Name of Interviewer: Hannah Miner

#### **BACKGROUND**

This study was commissioned by Pierce County to support the ACT NOW initiative to develop a regional affordable housing inventory. Dr. Modarres, Director of Urban Studies, is overseeing this project. All information gathered through this process will be assembled and made available to all jurisdictions, including Pierce County.

I will be recording the information you share by taking notes throughout our conversation. I don't expect that this interview will take more than an hour. Is there any time constraint I should be mindful of? Note here: \_\_\_\_N/A\_\_\_\_

#### <u>REMINDERS</u>

- If specific policies/programs are noted, ask where they are documented and where we can access these documents (name of policy document and where it can be found online, etc.)
- Add any additional information (possibly related, but not covered in the interview questions) in the "Notes section"

### **INTERVIEW QUESTIONS**

1. Does the City of Milton have a working definition of "affordable housing" or a specific population they are seeking to serve?

- Affordable housing is not defined in municipal code, but the <u>Comp Plan Housing</u> <u>Element</u><sup>1</sup> (page 11, last updated in 2018) has some discussion of affordable housing.
  - It is defined based on the percentage of AMI, with less than 30% going towards housing costs. More than 30% is considered overpaying.
- Goals, discussion and analysis can all be found in the Housing Element.

# 2. Does the City of Milton distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

• There is a discussion of rental versus houses with mortgages when considering how many households in Milton are paying more than 30% in housing in the Comp Plan.

<sup>&</sup>lt;sup>1</sup> [Milton Comprehensive Plan] Element 03--Housing: <u>https://www.cityofmilton.net/wp-content/uploads/2019/03/03-Housing\_20171120\_CC\_Breifing-1.pdf</u>

3. What policies does Milton have in place to incentivize for-profit and nonprofit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy).

- City of Milton doesn't really have any policies in place as far as the code goes.
  - The City hasn't adopted any affordable housing regulations that would require a minimum number to be affordable.
- There are provisions for ADUs in the code which can support more variety in housing and types of housing at a variety of costs.
- Milton also allows for multi-family housing within two residential zoning districts. This includes the ability to create rental housing that is more affordable.

#### What about things like expedited permitting?

• No expedited permitting comes at a cost, it is not an incentive.

4. Does Milton have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

• No

5. Are there any local funding sources available to support these policies and programs?

• No

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

• In general, code would allow for some variety of housing, but it doesn't make it the norm. Milton is a bedroom community. 8,000 square foot is the minimum lot size for the majority of residential zone properties.

7. Now, I am going to list each of the policies and programs you shared and I would like to learn more about how often these incentives are being used, if at all:

Can you tell me more about the City of Milton's approach to affordable housing, generally?

- As a contract planner for the past five years, Brittant doesn't want to overstep or speculate. In her experience working at the City of Milton, they are simply understaffed. There is an excess of projects coming through the pipeline and no additional staff. For the past five years, she has worked one day per week doing all of the planner review.
- Milton is fairly built out and while there is capacity for infill development, the most easy properties to build on have been developed. What remains are short plat, 2-4 lots and some trickier properties that have critical areas.
  - There are not many greenfields open for development. It would be trickier to develop affordable housing given the property values.
- Milton is seeing lots of pressure on housing costs. This is of course a concern, but the city lacks resources.

• The City of Milton hasn't done a lot of code updates. They operate primarily by devoting all resources to the projects that come in. Milton doesn't do a lot of long-range planning because there isn't enough capacity for forward thinking. Staff is operating in crisis mode working just once/week. The work priorities are focused on doing the review established by code and state law restrictions.

#### What opportunities do you see for development in Milton?

- There is a mixed use town center designation with goals in the Comp Plan, but it has seen very little development.
- Brittany would like to create design guidelines. The City is not seeing mixed use development here. Instead it is more single family residential and commercial with some low-intensity industrial (ex: lumber yard).
  - There are definitely issues with compatible uses as Milton works to fulfil the Comp Plan goal of creating a more walkable, mixed use development that can accommodate higher density.
- This area does have permissive density to create higher density, which could lead to a developer having affordable units.
- This area lacks the city's investment in design guidelines.
- This area's zoning allows for greater density--up to 12 units, 18 if you do 8 restricted on a lot size of 8,000 square feet. There is an opportunity for affordability.
- That area has been neglected. Brittany is not sure who/what will be the catalyst.
- The City is interested in created guidelines, but it is not on the docket for this year. It is on the radar though.

# 8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

Any projects that you have reviewed recently included affordable units?

- Not any apartment style projects
- The City of Milton does have a designated area for mobile and manufactured homes that would be affordable. There are about 100 units in that area right now.
  - This area was developed in the late 90s; it does provide more variety of housing in the city.

# 9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the City of Milton that could be used for this purpose?/Is the list we shared with you (provided by Pierce County) complete/up-to-date?

• Milton has an inventory of properties owned by the City or other cities/utility providers, but to Brittany's knowledge, none are surplus that could be conveyed to developers.

#### 10B. Has Milton taken any action to use this power to create more affordable housing units?

11. Does the City of Milton work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)/working within the city?

• No, no communications with nonprofits that Brittany is aware of.

## 12. Is there anything else you think I should know about how Milton is working to create more affordable housing?

 Milton is challenged, just like other communities. It's not a Tacoma or U.P. or Federal Way where they have a lot more commercial activity, transit, places people would want to go. There are a lot of single-family homes. Milton is auto-focused and lacks sidewalks. There are challenges as far as wanting to create a multi-modal network to encourage people to develop affordable housing but not wanting them to have to include parking because it is expensive. Milton lacks other necessary amenities to make it attractive to building higher density. The City needs to look at opportunities to build a variety of housing types in the city.

#### Thank you for your time!

Please feel free to reach out if something else occurs to you. We expect that this research will be concluding in the next few weeks. After finalizing our inventory, we will submit our report to the County and will distribute it to all jurisdictions.

#### Name of City: City of Orting

Date: March 25, 2020 Name of Interview Subject/Phone Number/Email Address: Emily Adams; 253-284-0263; <u>eadams@ahbl.com</u> \*All links referenced reflect the date of the interview Name of Interviewer: Hannah

#### **BACKGROUND**

This study was commissioned by Pierce County to support the ACT NOW initiative to develop a regional affordable housing inventory. Dr. Modarres, Director of Urban Studies, is overseeing this project. All information gathered through this process will be assembled and made available to all jurisdictions, including Pierce County.

I will be recording the information you share by taking notes throughout our conversation. I don't expect that this interview will take more than an hour. Is there any time constraint I should be mindful of? Note here: \_\_N/A\_\_

#### <u>REMINDERS</u>

- If specific policies/programs are noted, ask where they are documented and where we can access these documents (name of policy document and where it can be found online, etc.)
- Add any additional information (possibly related, but not covered in the interview questions) in the "Notes section"

### **INTERVIEW QUESTIONS**

1. Does the City of Orting have a working definition of "affordable housing" or a specific population they are seeking to serve?

- Yes, there is a basic definition in the Comprehensive Plan (H.APP-3)<sup>1</sup>
  - Affordable housing should address one of the following conditions:
    - Has an annual rental rate that is less than or equal to 30-percent of 80percent of the median family income for Orting; or
    - Has an annual cost (including property taxes and insurance) after a 10percent down payment, that is less than or equal to 30-percent or 80percent of the median family income of Orting.

2. Does the City of Orting distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

• Yes, see above.

<sup>&</sup>lt;sup>1</sup> City of Orting 2017 Comprehensive Plan: <u>http://cityoforting.org/wp-content/uploads/2018/03/2017-</u> <u>Comp-Plan.pdf</u>

3A. What policies does the City of Orting have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

- There are policies in the Comp Plan that encourage development that provides for affordable housing, but there are no specific incentives.
- Affordable housing can be part of development agreements. There are no specifications about that. The exact details are based on each specific development agreement.
- This is reflected in the Orting Municipal Code (OMC 15.15)<sup>2</sup> and was adopted in 2003
- PUD process can also allow for things like lot size averaging.

#### 3B. How do developers learn about the process?

• The code specifies that affordable housing provisions can be part of a development agreement, but the exact details of an agreement require talking to the City. Staff have open lines of communication with developers. The first pre-application meeting is free. It's during those conversations that developers learn about things like what provisions can be made for affordable housing.

### 4. Does the City of Orting have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

• Nope, not anything like that.

#### 5. Are there any local funding sources available to support these policies and programs?

- No dedicated funding sources
- Orting is working on an ordinance on how to use WA State Sales tax on affordable housing
  - The deadline for the City of adopt legislation is July 28th
  - This is the <u>link<sup>3</sup></u> to the minutes of the Council meeting where the City declared its intent to adopt the legislation to authorize this. The motion passed 6-0. No further action on this item.

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

- Comp Plan has a lot of goals and policies that encourage housing diversity.
- PUD process allows for affordable housing provisions. Have not seen that happen in her time with the City [*Emily has been working in Orting for about 4 months*]. In her time there has not been any new large developments.

<sup>&</sup>lt;sup>2</sup> Orting Municipal Code: Chapter 15 Development Agreements:

https://codelibrary.amlegal.com/codes/ortingwa/latest/orting\_wa/0-0-0-10375

<sup>&</sup>lt;sup>3</sup> Orting City Council Meeting Minutes, January 27, 2020: <u>http://cityoforting.org/wp-content/uploads/formidable/2/01.27.20-Minutes.-final.pdf</u>

• In checking in with the City Administrator, he said that a developer worked with the City on a development agreement that included affordable units that came in at a lower price point.

7. Now, I am going to list each of the policies and programs you shared and I would like to learn more about how often these incentives are being used, if at all:

 Most larger subdivisions end up entering into a PUD, though affordable incentives aren't usually used.

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

- Orting has had a lack of development recently. Development agreements are usually for large subdivisions, but Orting doesn't have a lot of buildable land in that regard.
- Since Emily started, developers have been working on small projects, like [market-rate] duplexes.

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in Orting that could be used for this purpose?/Is the list we shared with you (provided by Pierce County) complete/up-to-date?

• No, all City owned land in Orting, except for one small parcel are used for city purposes like well heads and city hall.

### 10B. Has Orting taken any action to use this power to create more affordable housing units?

11. Does the City of Orting work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

• Not that Emily knows of

12A. Is there anything else you think I should know about how Orting is working to create more affordable housing?

- Orting has a lack of buildable land, but there are two large vacant parcels inside of city limits (located right inside of city limits right next to the high school, two open vacant lots near a big subdivision).
- Council amended the zoning ordinance to amend what was allowed there to allow for a greater mix of housing.
  - The lowest density allowed is cottage development, all other residential uses must be for multi-family or senior housing.
  - This is a pretty significant shift for a single-family-home-city.

### 12B. What brought about that shift?

- Part of the shift was that the Comp Plan was very prescriptive about this space, making it difficult to develop. Did public outreach/commision meetings/council meetings to learn more about the vision for the city.
- Residents are pretty supportive of this vision; this was a long process with lots of community development.
- Traffic is a main pushback on development. Orting is one road in and one road out and that road is very heavily used. There are concerns about that have to be mitigated.

#### 12C. What structures are in place to mitigate traffic?

- Emily would use SEPA to mitigate traffic, but this road is a, WSDOT road and so they would need to coordinate with WSDOT.
  - It would likely need a stoplight.
  - This would need a developers agreement/PUD to see what could come up.
  - Any development would have an uphill battle.
  - These parcels are also along the Carbon the River, to the critical areas ordinance comes into effect.
- Orting also applied for funds through <u>HB-1923</u><sup>4</sup> and will receive a grant from the Dept. Commerce.
  - The contract hasn't been executed yet but they plan to increase the ability to do duplexes, increase the number of lots included in short plat, and revamp the ADU regulations to make them more accessible to build.

#### Timeline?

• The contract needs to be executed. Pre-coronavirus, it was supposed to be completed by April 2021.

### What are you most interested in tackling?

- There is a lot of citizen interest in updating the ADU regulations. The current amendments create issues in supporting people to build as they want. This will be a good tool to create gentle infill in Orting, more housing diversity, increasing the ability to age in place.
- Also interested in working to amend guidance for duplexes. Currently, the code states that a lot must be 14,500 square feet in order to do a duplex. Amending it will be beneficial.

13. Have you seen any work around considering transportation costs as part of the definition of affordable housing? Bonney Lake and Sumner are also receiving funding from the Dept. of Commerce for a Housing Action Plan and will be working with a definition that includes transportation because they do not have local Pierce Transit service.

• Haven't heard about combining housing and transportation since graduate school. Orting also doesn't have transit service so Emily will be keeping an eye on the Bonney Lake and Sumner process.

<sup>&</sup>lt;sup>4</sup> Washington State HB 1923 - 2019-20: Increasing urban residential building capacity. <u>https://app.leg.wa.gov/billsummary?BillNumber=1923&Year=2019&Initiative=false</u>

#### Thank you for your time!

Please feel free to reach out if something else occurs to you. We expect that this research will be concluding in the next few weeks. After finalizing our inventory, we will submit our report to the County and will distribute it to all jurisdictions.

### Name of Jurisdiction: Pierce County

Populated using the following sources:

- "Pierce County Affordable Housing Regulation Recommendations" Prepared by AHBL (June 28, 2019)
- "Pierce County: Affordable Housing Incentive Evaluation" Prepared by BERK (August 28, 2019)
- Email correspondence with Bryan Schmid (Pierce County) from April 21, 2020

\*All links referenced reflect information available on May 1, 2020 Information compiled by Hannah Miner

#### INTERVIEW QUESTIONS

#### Does Pierce County have a working definition of "affordable housing" or a specific population they are seeking to serve?

- "Pierce County Comprehensive Plan Housing and Land Use elements provide direction to accommodate housing that is affordable to all economic segments of the community." (AHBL Affordable Housing Report 2019, pg. 3)
- "Assuming that 30% of a household's annual income will be expended for rent or mortgage payments, the annual income required to afford the average monthly payment for each type of dwelling unit is portrayed in Table 9-D." (<u>Pierce County</u> <u>Comprehensive Plan</u>,<sup>1</sup> 9-4)
- The purpose of <u>Pierce County Code Chapter 18A.65</u><sup>2</sup> is to encourage the development of affordable housing for households earning 80 percent or less than Pierce County median household income (low-income affordable housing).

2. Does the Pierce County distinguish between affordable rental units and homeownershipbased housing affordability in their approach to affordable housing?

 Market Affordability Table 9-D includes amounts for single family houses/condos and studio- 4- bedrooms (<u>Pierce County Comp Plan</u>, 9-4)

3. What policies does Pierce County have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

• "The County, specifically, has taken some steps to decrease the zoning regulation impacts to affordable housing development through the use of affordable housing incentives.

<sup>&</sup>lt;sup>1</sup> Pierce County Comprehensive Plan:

https://www.co.pierce.wa.us/DocumentCenter/View/38483/ADOPTED-Comprehensive-Plan-with-no-Community-Plans-Effective-8-1-2019?bidId=

<sup>&</sup>lt;sup>2</sup> Pierce County Code Chapter 18A.65: AFFORDABLE HOUSING INCENTIVES https://www.codepublishing.com/WA/PierceCounty/html/PierceCounty18A/PierceCounty18A65.html#1 8A.65

- <u>Pierce County Code Chapter 18A.65</u> PCC provides density bonuses, expedited reviews, and reductions in permit fees, parking, open space, and minimum lot size requirements when the project provides between 10 percent to 20 percent of the units as affordable.
- Pierce County does limit the use of some of these incentives to "first come first serve." Incentives are provided based on available funding, and projects must be within 0.5 miles from a regularly scheduled transit route.
- The County also requires an affordable housing incentive program agreement be completed. The uncertainty associated with these requirements runs counter to the purpose of creating these incentives. In any given year, it is not clear what incentives are available or how many projects are in the process of using the incentives.
- The County also offers a multifamily housing incentive in residential targeted areas designated by the County Council. Since 2012, Pierce County Council has approved only one residential targeted area. As evidenced by the lack of usage of these housing incentives, it appears that additional changes are necessary if the County intends to increase the effectiveness of its incentives. (AHBL Affordable Housing Report 2019, pg. 19)

# [Grayed text is background/for reference, black text is more detailed information about Incentives]

#### 18A.65.020 Applicability. Revised 3/20

The affordable housing incentives for low-income households may be utilized for multi-family or singlefamily housing projects, including manufactured housing communities, within urban zones that include a minimum threshold of affordable units allocated for low-income households and other criteria as specified under each financial or regulatory incentive as listed in PCC <u>18A.65.040</u> and <u>18A.65.050</u>. This Chapter shall not apply to proposed projects within the Residential Resource (RR) zone. Development proposals shall meet the design standards set forth under the appropriate community plan standards except as stipulated under the regulatory incentives of this Chapter in PCC <u>18A.65.050</u>. (Ord. <u>2019-97s</u> § 1 (part), 2020; Ord. <u>2009-48s2</u> § 1 (part), 2010)

#### 18A.65.030 General Provisions. Revised 3/20

A. **Duration of Affordability.** Affordable housing units created as a result of the provisions of this Chapter shall remain affordable for 50 years. The duration of affordability may be reduced consistent with RCW <u>36.70A.540</u>. A recorded agreement, lien and covenant running with the land, binding all the assigns, heirs and successors of the applicant shall secure the affordability requirements. The recorded covenant must provide that if the property is converted to a use other than for low-income affordable housing as defined under this Chapter within the required affordability duration, the property owner must pay the applicable impact fees in effect at the time of conversion.

B. **Affordable Housing Incentives Program Agreement.** A proposed project that incorporates any of the incentives in this Chapter shall not be issued permits or receive plat or land use approvals until the applicant has submitted a signed Affordable Housing Incentives Program Agreement to Pierce County Human Services and Planning and Public Works. The agreement shall include, but not be limited to:

1. Identification of all the incentives, monetary and non-financial, that the project proposes to incorporate;

2. Identification of the minimum number of affordable housing units required to be provided in the project to qualify for use of Chapter <u>18A.65</u> PCC;

3. Binding language that protects the County's interests in the event that a developer obtains affordable housing incentives through the platting or building phases but fails to provide low-income affordable housing;

4. Language that requires documentation of recording the required low-income affordability provisions prior to the approval of a final plat or multi-family building permit;

5. Language that recognizes the need to possibly modify the agreement if the submitted project requires alternation through the review and approval process; and

6. Language that stipulates the conditions of a breach of contract action if the applicant fails to provide the required number of affordable housing units as stipulated under the agreement. If a breach of contract is determined, the County shall place a lien against all properties associated with the project.

C. The affordable housing units shall be rented, sold, or resold to income-qualified households or a nonprofit organization through the end of the required affordability duration.

D. **Construction of Affordable Housing Units.** For mixed-income developments constructed in phases exceeding 12 months, a proportional amount of affordable housing units must be completed at or prior to the completion of related market rate housing units.

E. **Location/Appearance of Affordable Housing Units.** When affordable housing units constructed under the provisions of this Chapter are intermixed with market rate housing, the general exterior design and appearance of the affordable housing units shall be compatible with the market rate housing units within the project.

F. **Monitoring Continued Affordability.** The Pierce County Human Services Department shall be the responsible party to monitor the continued affordability of both rental and owner-occupied housing units.

G. **Resale of Affordable Homeownership Units.** Affordable Housing units provided for under this Chapter may be sold or resold only to eligible low-income households or a nonprofit organization through the end of the required affordability duration. For Affordable Housing units to be sold or resold at market rate prior to the end of the required affordability duration, the benefit provided through this Chapter shall be accounted for as follows:

1. Payment in-lieu shall be made to Pierce County as reasonable compensation for the value of all incentives originally granted.

a. If only financial incentives were granted, as provided in Table 18A.65.040, the waived fees reasonably attributable to the converted unit(s) shall be repaid to the County by the seller upon final sale at fee levels in place at time of sale.

b. If only regulatory incentives were granted, as provided in Table 18A.65.050, 20 percent of net proceeds from the sale shall be paid to the County.

c. If both financial and regulatory incentives were granted, payment shall be the greater of either amount specified in PCC <u>18A.65.030</u> G.1.a. and <u>18A.65.030</u> G.1.b.

d. No payment whatsoever shall be required if no net proceeds result from the sale.

2. The County shall dedicate all such conversion payments towards future incentives offered through this Chapter.

3. A recorded agreement, lien, and covenant running with the land, binding all the assigns, heirs and successors of the applicant shall secure the conversion requirements in PCC <u>18A.65.030</u> G.

H. The guidelines for affordable housing, including the establishment of rental levels and housing prices, will be established and annually updated by the Department of Human Services through the consolidated housing and community development plan. The sale price of a housing unit shall be based on the affordable price point for the year the housing unit is offered for sale.

I. **Annual Report.** An annual report shall be forwarded to the Pierce County Council prior to the budgeting process that provides details on all the projects that utilized the provisions of this Chapter. The report shall include, but is not limited to, the total number of housing units/lots constructed and the number of affordable units.

J. **Participation Measure.** The Pierce County Planning and Public Works Department (PPW) and Human Services Department shall review the effectiveness of this Chapter as part of the periodic Comprehensive Plan update and may recommend modifications to the incentives, eligibility thresholds, fee waiver distribution and applicability to increase participation and achieve affordable housing goals. (Ord. <u>2019-97s</u> § 1 (part), 2020; Ord. <u>2017-12s</u> § 2 (part), 2017; Ord. <u>2009-48s2</u> § 1 (part), 2010)

#### 18A.65.040 Financial Incentives. Revised 3/20

The financial incentives are intended to reduce the financial burden of carrying a loan through the review process and alleviate up-front financial costs to developers and builders associated with review and impact fees to reduce costs in exchange for providing affordable housing units.

A. **Expedited Permit Processing.** Each multi-family and subdivision project pursuing an expedited permit process shall be considered a priority for all Pierce County departments with review responsibilities. A project manager within the Department of Planning and Public Works shall be assigned and responsible to coordinate the review process among all departments.

#### B. Waived Fees.

1. Fees listed under this Chapter may only be waived if sufficient funds are available through an alternative funding source and applied towards the applicable fund account to off-set revenue otherwise collected from an applicant.

2. With the exception of a school impact fee, fee waivers may be applied to all housing units within a project.

3. Fee waivers associated with a school impact fee shall only be applied to the low-income affordable housing units within a project.

4. Fee waivers for the Traffic Impact Fee shall only be available when the project property is located within one-half mile of a regularly scheduled transit route.

Table 18A.65.040. Financial Incentives				
Incentive	Minimum Threshold of Low- Income Affordable Housing Units/Lots	Limitation for Use of Incentive	Applicability	Specification of Incentive
		Expedited Permit	Processing	
Building Permit Application	All Affordable Housing Units	Not Applicable	Only the Affordable Low-Income Units within a Project	All building permits for affordable housing units shall be a priority to review and process over other submitted market rate building permit applications by all Pierce County reviewing departments including, but not limited to, Planning and Public Works and Emergency Management (Fire Prevention Bureau).
Subdivision Applications (Short Plats, Preliminary Plats, Final Plats)	At least 20% of total housing units shall be low-income affordable units.		Entire Project Area	Preliminary plat, short plat and final plat subdivision applications and other related applications including, but not limited to, site development and sanitary sewer extension applications shall be a priority to review and process over other submitted applications for market rate projects by all Pierce County reviewing departments including, but not limited to, Planning and Public Works and Emergency Management (Fire Prevention Bureau).

			The applications associated with
			road/sewer design review shall
			be a priority to review and
	At least 20% of total		process over other submitted
Road/Sewer	housing units shall		applications for market rate
Design	be low-income	Entire Project	projects by all Pierce County
Review	affordable units.	Area	reviewing departments.

#### Bonus Units

 A density bonus allows qualified projects to exceed standard zoning limitations for dwelling units per acre, up to a certain density threshold. For each unit of affordable housing incorporated into a development, Pierce County allows for an additional unit of market rate housing to be created beyond standard regulations (see image in Exhibit 5 and detail in Exhibit 4). Density bonuses can offer a financial incentive for developers by increasing the size of a project and the number of units that can be included on a property of a given size. This benefit requires no direct financial investment from the County but can subsidize affordable units with income from market-rate units. Note that all four projects that have participated in the incentive program to date have taken advantage of the density bonus.

Incentive	Minimum Threshold to Qualify	Limitation of Use	Description	Maximum Density
Density Bonus	Projects where at least 10% of units are set aside as affordable	Project must be located within ½ mile of regularly schedule transit	Rental projects gain 1.5 units of market rate housing for each affordable unit	Multifamily Zones: 1.2x maximum density
			Ownership projects gain 1 unit of market rate housing for each affordable unit	Single Family Zones: 1.33x maximum density

#### Exhibit 4. Density Bonus Incentive for Affordable Housing Offered by Pierce County

(Affordable Housing Incentive Evaluation, BERK, pg. 8)

#### • Multifamily Tax Exemption (MFTE)

- Multifamily Tax Exemption (MFTE) programs incentivize housing development by providing an exemption on the property taxes paid on the value of improvements on a parcel. Under RCW 84.14, cities and counties can create MFTE programs to forgive these property taxes within a designated area for eight years for any new housing units, or 12 years for new affordable housing units. In counties with populations greater than 350,000 (including Pierce County), a targeted area must be in an Urban Growth Area (UGA) and include a higher education campus of at least 1,200 students.<sup>6</sup>
- Across the state, the only targeted area permitted in any county is within the UGA around Pacific Lutheran University (PLU), which has been designed as the Garfield Residential Target Area by the County (shown in Exhibit 7). For the 12-year MFTE program in this targeted area, developments taking advantage of the tax exemption must make 20% of rental units in a new development affordable to low and moderate-income households, and

### ownership projects must provide 20% of units to moderate income households.

(Affordable Housing Incentive Evaluation, BERK, pg. 11)

Incentive	Minimum Threshold to Qualify	Limitation of Use	Description
Parking Requirements	Projects where at least 10% of units are set aside as affordable. Benefits only apply to affordable units.	Multifamily projects within safe walking distance of ¼ mile of a scheduled transit route.	Off-street parking requirement reduced to one space per unit.
	Projects where at least 10% of units are set aside as affordable.	Multifamily projects maintaining the standard for off-street parking spaces.	Projects may increase the proportion of compact stalls to 75% of total stalls.
	Projects where at least 10% of units are set aside as affordable. Benefits apply to all dwelling units.	N/A	Off-street parking is not required to be located adjacent to the housing unit served. May be provided within a parking court ≤ 100 ft from the housing unit.
Parks and Open Space Requirements	Projects where at least 10% of units are set aside as affordable.	Project must be within 1/4 mile walking distance to an existing public park or public school with on-site recreational area open to the public after school hours.	Required active recreation area within the project may be reduced at a 1:1 ratio with the recreation area provided at the public park.
	See above	N/A	On-site public trail construction and dedication may substitute for open space when the proposed trail is identified in an adopted community plan.
Lot Area/Lot Width Requirements	Projects where at least 10% of units are set aside as affordable.	Number of lots with reduced lot area should be equal to the number of affordable units in the project.	Lot area and width may be reduced by 20% of the minimum standard. Design must minimize visual impacts of the garage, provide for porches or covered stoops, and vary roof forms.
Infill Compatibility	Projects where at least 20% of units are set aside as affordable.	New residential development adjacent to lots less than 1 acre in size and of lesser density.	A minimum of one of the design requirements identified under PCC <u>18J.15.020</u> E shall be required, at the discretion of the Hearing Examiner
Road Standards	Projects where at least 20% of units are set aside as affordable.	N/A	Projects may incorporate narrower road widths of Neighborhood Streets and Access Lanes, as specified by relevant County design standards. <sup>4</sup> Lots fronting a common open space are not required to front on a private or public road. <sup>5</sup>

#### Exhibit 6. Alternative Development Standards for Affordable Housing Offered by Pierce County

Pierce County Code 18A.65

(Affordable Housing Incentive Evaluation, BERK, pg. 10)

4. Does Pierce County have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

• No affordable housing programs

#### 5. Are there any local funding sources available to support these policies and programs?

- No local funding sources, but Pierce County does waive impact fees.
- Pierce County Code Chapter 18A.65 (Revised 3/20)

Table 18A.65.040. Financial Incentives					
Fee Waivers					
Building Fee Waiver	PCC 17C.10.070 provides exemptions from Building Fees for low-income affordable single- family or two-family dwellings coordinated by a 501(c)(3) non-profit organization. For fee waivers granted under this Chapter, at least 20% of total housing units shall be low- income affordable units.	Building Fee waivers granted under this Chapter shall be available on a first come first served basis if alternative funding is available and transferred to PPW. No limitation on fee waivers granted under PCC 17C.10.070.	Entire Project Area	Any claim for an exemption for low-income housing must be made no later than the time of application for a building permit.	

		The project		
		property shall be		
		located within		
		one-half mile of a		
		regularly		
		scheduled transit		
		route. Traffic		
		Impact Fee		
		waivers granted		
		under this chapter		
		shall be available		
		on a first come		
		first served basis		
	PCC 4A.10.010 B.2.			
	exempts low-income			
	housing units from	available and		
	Traffic Impact Fees.	transferred to the		
	For fee waivers	Traffic Impact Fee		
	granted under this	Fund.		Any claim for an exemption for
	Chapter, at least	No limitation on		low-income housing must be
	20% of total housing			made no later than the time of
	units shall be low-	granted under		application for a building permit
Traffic Impact	income affordable	PCC 4A.10.010	Entire Project	or site development activity
			-	
Fee Waiver	<u>units.</u>	<u>B.2.</u>	Area	permit.
Fee Waiver	<u>units.</u>		Area	permit.
Fee Waiver	<u>units.</u>	A fee waiver or	Area	permit.
Fee Waiver	<u>units.</u>	A fee waiver or reimbursement	Area	permit.
Fee Waiver	<u>units.</u>	A fee waiver or reimbursement shall be available	Area	permit.
Fee Waiver	<u>units.</u>	A fee waiver or reimbursement shall be available on a first come	Area	permit.
Fee Waiver	<u>units.</u>	A fee waiver or reimbursement shall be available on a first come first served basis	Area	permit.
Fee Waiver	<u>units.</u>	A fee waiver or reimbursement shall be available on a first come first served basis if alternative	Area	permit.
Fee Waiver		A fee waiver or reimbursement shall be available on a first come first served basis		permit.
Fee Waiver	All low-income	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and	Only the	permit.
Fee Waiver	All low-income affordable housing	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the	Only the Affordable	permit.
	All low-income affordable housing units shall be	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate	Only the	permit.
	All low-income affordable housing	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the	Only the Affordable Low-Income	permit.
School Impact	All low-income affordable housing units shall be exempt from School	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate School district account.	Only the Affordable Low-Income Units within a	permit.
School Impact	All low-income affordable housing units shall be exempt from School	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate School district account. A fee waiver or	Only the Affordable Low-Income Units within a	permit.
School Impact	All low-income affordable housing units shall be exempt from School	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate School district account. A fee waiver or reimbursement	Only the Affordable Low-Income Units within a	permit.
School Impact	All low-income affordable housing units shall be exempt from School	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate School district account. A fee waiver or reimbursement shall be available	Only the Affordable Low-Income Units within a	permit.
School Impact	All low-income affordable housing units shall be exempt from School	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate School district account. A fee waiver or reimbursement shall be available on a first come	Only the Affordable Low-Income Units within a	permit.
School Impact	All low-income affordable housing units shall be exempt from School	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate School district account. A fee waiver or reimbursement shall be available	Only the Affordable Low-Income Units within a	permit.
School Impact	All low-income affordable housing units shall be exempt from School	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate School district account. A fee waiver or reimbursement shall be available on a first come first served basis if alternative	Only the Affordable Low-Income Units within a	permit.
School Impact	All low-income affordable housing units shall be exempt from School	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate School district account. A fee waiver or reimbursement shall be available on a first come first served basis	Only the Affordable Low-Income Units within a	permit.
School Impact	All low-income affordable housing units shall be exempt from School Impact fees. At least 20% of total	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate School district account. A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is	Only the Affordable Low-Income Units within a	permit.
School Impact	All low-income affordable housing units shall be exempt from School Impact fees.	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate School district account. A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and	Only the Affordable Low-Income Units within a Project	permit.
School Impact Fee Waiver	All low-income affordable housing units shall be exempt from School Impact fees. At least 20% of total housing units shall	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the appropriate School district account. A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the	Only the Affordable Low-Income Units within a	permit.

Park Impact Fee Waiver	All low-income affordable housing units shall be exempt from Park Impact fees.	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to the Impact Fee fund account.	Only the Affordable Low-Income Units within a Project	
Sanitary Sewer System/ Facilities Charge Waiver	At least 20% of total housing units shall be low-income affordable units.	Fee exemptions shall be available on a first come first served basis if funding is authorized through the Pierce County sanitary sewer fund to off- set the waived fee.	Entire Project Area	
Preliminary Plat/Formal Plat/Short Plat Application Fee Waiver	At least 20% of total housing units shall be low-income affordable units.	A fee waiver or reimbursement shall be available on a first come first served basis if alternative funding is available and transferred to PPW.	Entire Project Area	All fees associated with the approval of a new plat provided for in Chapter 2.05 PCC including, but not limited to, the preliminary plat application, final plat application, design standards, environmental review, critical areas, and development engineering review shall be exempt. Any claim for an exemption for low-income housing must be made no later than the time of application for a subdivision or site development activity permit. Any claim not so made shall be deemed waived.

# 6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

- Unclear, though it appears that ABHL is recommending that Pierce County consider revised local land use policy to encourage more affordable multi-family development
- "Reduce requirements on the property that increase construction costs. This can include parking requirements, recreation space requirements, building sustainability

requirements, or other costly amenities" (AHBL Affordable Housing Report 2019, pg. 34)

# 7. How often are these policies and programs used by developers on affordable housing projects?

- Affordable Housing Incentives Program Agreement If a developer uses any of the incentives they are required to enter into this agreement with the County.
- Expedited Permitting Process (any of those listed in table above)
- Waived Impact Fees (any of those listed in table above) The impact fee waivers have historically not been funded by the County. The Berk report addresses this. (Email correspondence with Bryan Schmid)
- "According to Pierce County records, a total of four projects have taken advantage of incentives. These are shown in Exhibit 8, along with two additional projects that were pending as of July 2019. Each of these projects received the same combination of incentives: expediting permits, traffic impact waiver, bonus units, and alternative development standards. All projects were affordable housing developments with 100% of the units set aside for low-income tenants or homebuyers. In total, the incentives have been used in the creation of 652 rental units in multifamily buildings and 30 single-family homes for owners, with an additional 15 rental and 8 ownership units pending.
- Between 2010 and 2019, approximately 14,500 housing units were built in unincorporated Pierce County.<sup>7</sup> The 682 total affordable units produced with support of the incentives account for about 4.5% of the total housing production during that period." (Affordable Housing Incentive Evaluation, BERK, pg. 4)

# 8. What types of projects have used any/all the incentives listed in Questions 7? (e.g., multifamily, etc)

Home

- The Woods at Golden Givens 30 units
- Copper Valley Apartments 220 units
- South Hill Vintage Apartments 216 units
- Gateway Apartments 216

# 9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

- Why have the incentives not been more effective?
  - There are several factors that likely contributed to the slow uptake of incentive use by developers in Pierce County. These include both the magnitude of the benefits and potential issues with implementation.
- Lack of dedicated funding for fee waivers
  - Among available incentives, fee waivers provide the clearest financial benefit to developers. However, due to the lack of dedicated funding prior to 2019, the only waiver available to developers was for the transportation impact fee. This amounted to only about a quarter of the full potential benefit that fee waivers

could provide if fully funded, and the previous analysis shows that the magnitude of the transportation impact fee waiver alone is small in comparison to the cost of incorporating affordable housing.

- In addition, developers seek predictability when evaluating project risk. The fact that this key element of the incentive package was unfunded undermined the relevance of the other incentives to prospective developers. A regular, dependable source of funding would allow for-profit and non-profit developers to coordinate their planning around expected access to these incentives.
- While council did provide limited budget for funding fee waivers in 2019, requirements for the distribution of these funds will severely constrain the number of projects that will benefit. PCC 18A.65.040.B.2 includes language that requires funding for fee waivers be spread geographically among different community plan areas, so that no single area shall receive more than "11 percent of the total off-setting funds available for any given year and no more than 25 percent of the available funding in any 5-year period". With this requirement, at least nine separate affordable housing projects, each in a different community plan area are needed to take full advantage of available funding for fee waivers in a given year. However, Pierce County has seen only four projects built using affordable housing incentives during the past nine years. Therefore, it is highly unlikely that there would be nearly enough eligible projects to take advantage of the waivers, and only a small portion of the available funding is likely to be used, if any, in 2019.
- The incentives do not offer enough value to for-profit housing developers
  - Based on scenario evaluation, the current incentive package does not generally add enough value to encourage for-profit multifamily housing developers to include affordable housing in market-rate projects. Although on a case-by-case basis some incentives may provide greater benefits to developers, current incentives may not be enough to make these projects feasible.
- Lack of additional financial support from the County
  - Mission-driven affordable housing developers interviewed for this study indicated that one reason they do not look to build in Pierce County for support is the relative lack of resources for affordable housing development in the form of public funding, particularly when compared to King County. Project that have a local contribution are likely to be more competitive for state and federal grants or tax credits, and the probability of accessing funding is even greater with regional coordination and support. This issue is discussed in more detail in the following section.
- Lack of marketing and clear informational materials
  - Following adoption of the incentives, the County has not done enough outside of regular Notices of Funding Availability (NOFAs) to spread the word about the availability of these incentives to prospective developers. While County staff have highlighted the availability of incentives in meetings with affordable housing developers, program marketing or outreach to market-rate housing developers has been limited.<sup>8</sup> This is unfortunate because many of the incentives are designed to promote the inclusion of affordable units within mixed-income market-rate housing developments, and most market-rate housing developers do not typically consider the option of including affordable

units within their developments. Interviews with market-rate developers indicated low awareness of the opportunities available through these incentives. Better information materials can also help, such as illustrations or examples of the benefits that alternative design standards can provide.

- Another barrier to the use of incentives by market-rate developers is their lack of experience managing projects with an affordable housing component. Pierce County lacks guiding materials or technical assistance capacity to support developers with issues such as managing affordable apartment units with income-restrictions, advertising the availability of units, or following rules governing shared equity and the resale of affordable units.
- Inconsistent and complicated requirements in code language
  - For the incentives to be most effective, they should be easy to understand and provide developers with a sense of predictability. Unfortunately, inconsistencies, vague language, and unnecessary requirements in the current code are contributing to confusion and uncertainty among developers considering their use. In these circumstances, many developers will opt out of using the incentives or focus on affordable housing projects in other jurisdictions with more familiar rules. The complicated requirements for geographic distribution of fee waivers (described above) are a good example. Other examples follow.
  - The financial incentives detailed in 18A.65.040 of Pierce County Code hold a variety of minimum threshold requirements. Some incentives do not mandate a minimum number of units to apply, while others require a minimum of 5 or 10 units to participate. These inconsistencies undermine the potential support for affordable housing projects that involve single lot rehabilitation or small infill developments.
  - Language around fee waivers also adds complication, with varying descriptions of fee "waiver or reimbursement", "exemption", or simply no clarification. These discrepancies can cause confusion for inexperienced program participants. Similarly, there are inconsistent mandated cutoff dates for when waiver claims must be submitted in the development process. These restrictions may affect a market-rate project that re-evaluates its project plan to include affordable units.
  - Finally, the resale agreement for homeownership units creates an unknown and complex process, even for experienced non-profit developers. It also fails to ensure that the units remain affordable for the long term, further undermining the long-term effectiveness of the incentive program for promoting affordable home ownership.

(Affordable Housing Incentive Evaluation, BERK, pg. 18-20)

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in [CITY] that could be used for this purpose?/Is the list we shared with you (provided by Pierce County) complete/up-to-date?

• The inventory was created in 2019 by the County's Planning and Public Works Department. I'll need to work with them to update it.

10B. Has Pierce County taken any action to use this power to create more affordable housing units?

• We've worked on this for a long time. We used some surplus property to create a mixed income homeownership project in 2016. Other than that, we have not been able to secure County property for development. The challenge is that the land is under the custody of various Departments that view the land as an asset and are not necessarily willing to relinquish it for affordable housing development.

10. Does Pierce County work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

- Pierce County Code Chapter 18A.65
  - C. The affordable housing units shall be rented, sold, or resold to income-qualified households or a nonprofit organization through the end of the required affordability duration.
- We work with several nonprofits. These include Habitat for Humanity (e.g., the Woods at Golden Given), Vintage Housing Development (e.g., Gateway of Vintage, a 220-unit multifamily, 4% tax incentive project), and Multiservice Center (e.g., Rainier View Senior Apartments in Fife).

11. Is there anything else you think we should know about how Pierce County is working to create more affordable housing?

 In 2019 the County Council created an Affordable Housing Workgroup that will develop recommendations on how the County can create more affordable housing opportunities. This includes further development incentives and public funding of affordable housing

#### Name of Jurisdiction: Puyallup Tribe of Indians

Date: Friday, 3/20/2020

Name of Interview Subject/Phone Number/Email Address:

- Andrew Stroebel; 253-237-3005; <u>Andrew.Strobel@PuyallupTribe-nsn.gov</u>
- Robert Barandon; <u>Robert.B.Barandon@PuyallupTribe-nsn.gov</u>

Name of Interviewer: Hannah Miner

#### **BACKGROUND**

This study was commissioned by Pierce County to support the ACT NOW initiative to develop a regional affordable housing inventory. Dr. Modarres, Director of Urban Studies, is overseeing this project. All information gathered through this process will be assembled and made available to all jurisdictions, including Pierce County.

I will be recording the information you share by taking notes throughout our conversation. I don't expect that this interview will take more than an hour. Is there anything time constraint I should be mindful of? Note here: \_\_\_\_\_

#### <u>REMINDERS</u>

- If specific policies/programs are noted, ask where they are documented and where we can access these documents (name of policy document and where it can be found online, etc.)
- Add any additional information (possibly related, but not covered in the interview questions) in the "Notes section"

### INTERVIEW QUESTIONS

Andrew prefaced that he and Robert both work in planning. Robert used to work in the housing department and will do his best to answer questions, but Andrew can also connect us with current staff in the housing department if we have further questions.

1. Does the Tribe have a working definition of "affordable housing" or a specific population they are seeking to serve?

- The Tribe relies most programmatically on HUD funding to provide housing. There are HUD-mandated Native criteria. This criteria applies Tribe-wide and is not specifically defined by the Puyallup Tribe.
- The HUD guidelines for affordable typically means 30% of income or lower goes toward mortgage or rent. The Tribe follows the Tribe-wide definition.
- The Puyallup Tribe Housing Authority has a specific demographic that the program is geared toward. It includes Natives not just in Pierce County; members are spread out. So the Housing Authorities numbers are based on King County numbers.

2. Does the Tribe distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

• There are multiple programs through the Tribe, not just through the housing department. It is different, depending on the specific program. The Housing Department has to follow the stipulations of HUD grant funds.

3A. What policies does Tribe have in place to incentivize for-profit and nonprofit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy).

- That question comes from relying on private development. The Tribe predominantly runs its own housing authority. The nature of the question is a bit off in terms of how we run our housing program.
- Considering this question from a policy or an incentive program: Opportunity Zone
  - Part of the reservation is available for private development.
  - The tax incentives for Opportunity Zones are large for those particular private developers who can build on the reservation. It is possible to build housing.
  - Did designate specific census tracts as Opportunity Zones .

## 3B. When were those incentives adopted (date for each incentive policy)?

- Opportunity Zone was designated when other zones were designated by the governor. Fall 2018? The Tribe made the selection. This is a federal program that passed in 2017. They are still building the incentives as part of the policy.
- States were able to designate them, but as part of the state designation process, each of the 29 tribes were able to operate an Opportunity Zone on the reservation.
- The Tribe coordinated with the City of Tacoma and the County on what they were selecting and what they wanted to choose.

## 4. Does Tribe have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

# Tell me more about the Housing Authority. What programs exist to expand the stock of affordable units?

- The Housing Authority (HA) is funded through HUD, about \$3-3.5 million/year. This changes periodically based on the formula.
- The Housing Authority elects how they would like to use the funds: for staff, vouchers, saving for development. The HA can't do a ton each year with developing units; have to wait a few years, get reserves and then go and develop something.
- When Robert moved departments 2.5 years ago, they were working to build 42 units.

## What type of development were they building?

- Townhomes or apartments, nothing more than two stories.
- 1, 2, 3-bedrooms
- Northeast Tacoma project was LEED Platinum certified. HA uses green building values when developing projects.

- The Housing Department is also able to acquire homes and make those rental houses for larger families.
- The Housing Department purchased another building in Tacoma to act as a recovery housing for people coming out of treatment and it has since transitioned to rental housing (about 7 years ago).
- Not a lot of recent acquisitions.

How many units are being operated by the HA?

- Estimate (including single family homes): at least 80 units. This doesn't include rental assistance vouchers.
- The Tribe also has 20 emergency housing units that are separate from the housing program.

### Where are the HA developments located?

• All new buildings and acquisitions that take place are located on the reservation. Everybody that is being subsidized is typically off of the reservation.

### Does the HA transition vouchers to other housing authorities if people move?

- Tribal Housing Authority doesn't transition vouchers to other housing authorities.
- The rental assistance program service area is Thurston, King, and Pierce Counties.

### 5. Are there any local funding sources available to support these policies and programs?

- The Tribe Set-Aside Housing Program provides rental and mortgage assistance for a 3year period. Participants are chosen using a lottery system.
- There are no income guidelines for people in this program.

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

## How does the Tribe approach/influence policy decisions made by jurisdictions that have land on the reservation?

- Some housing folks do coordinate with Tacoma Housing Authority to a certain extent. Since the Tribe owns and operates its own housing authority and relies on its own housing projects, they are not working with the same incentive structures as local jurisdictions.
- Tacoma Housing Authority might have a client and refer them to the tribe if tey are native.
- The Tribe would be supportive of those cities implementing incentives for affordable housing. Ultimately the land on the Puyallup Tribe Reservation is so desirous. The ability to make affordable housing on the fee land is becoming more and more price prohibitive, which makes it difficult for Tribe members.
- Participating is limited by capacity. There are several other types of development going on on the reservation. At the end of the day, the organization of the Tacoma Housing

Authority and the City's planning department is 10-15 times as large as the Tribe's planning department. There is a resource constraint. The Tribe is working to implement a lot of its own programs. The Tribe doesn't avoid partners, there is just a huge resource burden. They are working to provide base service.

The purpose of this research is to develop an inventory to inform how the region moves forward to address affordable housing. It seems as though most of these questions don't fit to learn more about how the Tribe is working to create affordable housing units. What would you want to be reflected in this report to help inform the County and other jurisdictions about what the Tribe is working on to increase housing stock/address affordability locally?

- Andrew has gone to a few meetings of the Affordable Housing Task Force. It is a resource issue to actively participate. The tools and toolbox for cities and counties are very different from the tools the Tribe has. It's not like staff don't want to go, it's a combination of the nature of how housing is provided for tribal members, but also many of the policies being created or supported in the group are different from what the Tribe can apply.
- These tools are based on a market-based system of land ownership that is privately held. The Tribe owns the majority of land. No reason to implement inclusionary zoning because they don't need to regulate other owners.
- Andrew would like to see the City [of Tacoma] have a regulatory role over the housing authority. If our elected had skin in the game, it would be very different-- more like the Tribe's model rather than [the Tacoma Housing Authority having] an independent board. Then the City would be able to give more direction to build. This would be more of a socialized housing program rather than relying on non-profits.

The following questions were skipped because in the course of the interview it became clear that they were note relevant to the Tribe's governance/regulation structure.

7. Now, I am going to list each of the policies and programs you shared and I would like to learn more about how often these incentives are being used, if at all:

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. I realize that the Puyallup Tribe is a nation...

10B. Has the Puyallup Tribe taken any action to use publicly held land to create more affordable housing units?

10. Does the Tribe work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity).

- Infrequently. This would be interesting, especially considering the public/private partnerships with organizations like Forterra and the Rite Aid on MLK.
- Sometimes, Andrew has this belief that people don't know how to approach the Tribe and deliver a good project. The Tribe is a reip place for targeting a particular community of color and recognizing the equity needs in our cities. He wishes these organizations would find a way to talk to each other and deliver good projects. A lot of the groups' work are based on existing networks and connections. There is an opportunity there to establish a good project that could happen in Tacoma or Fife.

# 11. Is there anything else you think I should know about how the Tribe is working to create more affordable housing?

- Ultimately funding for building is tied to HUD formula funds and so their ability to build additional units is dependent on that funding structure. Tribe does support form other outside Tribal funding to support the housing department, but the Tribe provides many services on top of housing; almost a bit of a peanut butter approach.
- The Tribe provides housing, social services, and other benefits to the members. Members also receive per capita universal income payments. This subsidizes members to make the best personal decisions to use for their needs, which could be for housing or rent. Some members rely on it to pay their bills and pay their rent.
- It could be argued that this is a program to provide housing. It is not specifically for rent, but it is a monthly payment that can go towards whatever members need.

## What do you mean by "peanut butter approach?"

• A peanut butter approach is when things get spread out and so thinly. The Tribe provides many services; housing is one of many. There are a lot of essential services on top of housing which makes it difficult to budget for new additional housing projects.

# Do you know if there is an inventory of public land, held by the Puyallup Tribe's land that could be used for affordable housing?

- The Tribe has a limited land base, some is not suitable for housing.
- An inventory of land does exist. It is very site-specific. The Tribe doesn't have verbatim zoning for land, they are constantly reevaluating what land can be used for. One day they will adopt zoning. But the Tribal government would not zone because it owns all of the land and that could create restrictions that they don't need. Government could zone because it is not necessary [because the land is publicly held and they don't need to regulate private owners].
  - Technically all land could be designated for housing by the Tribal government, but they are aware that some areas would not be appropriate.
- The Tribe opened up a 20-unit Elder Care/nursing home/convalescent care facility.
  - Essentially boarding rooms for elders where they have all-inclusive care and light medical care.
  - Opened two years ago; operated by Tribe.

- This is housing that is targeted at a specific, important, vulnerable population that are eligible for housing.
- Some of the HA properties are set aside specifically for members who have experienced a catastrophe and are at risk of entering homelessness. Tribe has provided emergency shelter (temporary shelter at a hotel in Fife, for example) to those members to ensure they don't become homeless while they transition and get their financial affairs in order.

### Thank you for your time!

Please feel free to reach out if something else occurs to you. We expect that this research will be concluding in the next few weeks. After finalizing our inventory, we will submit our report to the County and will distribute it to all jurisdictions.

## Name of City: City of Puyallup

Date: Friday, 3/20/2020 Name of Interview Subject/Phone Number/Email Address: Katie Baker; 253-435-3604; kbaker@ci.puyallup.wa.us \*All links referenced reflect the date of the interview Name of Interviewer: Hannah Miner

### **BACKGROUND**

This study was commissioned by Pierce County to support the ACT NOW initiative to develop a regional affordable housing inventory. Dr. Modarres, Director of Urban Studies, is overseeing this project. All information gathered through this process will be assembled and made available to all jurisdictions, including Pierce County.

I will be recording the information you share by taking notes throughout our conversation. I don't expect that this interview will take more than an hour. Is there any time constraint I should be mindful of? Note here: <u>11 AM commitment</u>

## <u>REMINDERS</u>

- If specific policies/programs are noted, ask where they are documented and where we can access these documents (name of policy document and where it can be found online, etc.)
- Add any additional information (possibly related, but not covered in the interview questions) in the "Notes section"

## **INTERVIEW QUESTIONS**

1. Does the City of Puyallup have a working definition of "affordable housing" or a specific population they are seeking to serve?

- No definition in zoning code
- <u>Multi-family tax exemption</u><sup>1</sup>: Residential housing within the means of low or moderateincome households as defined by the RCW 84.14

2. Does the City of Puyallup distinguish between affordable rental units and homeownershipbased housing affordability in their approach to affordable housing?

• No

<sup>&</sup>lt;sup>1</sup> RCW Chapter 84.14: NEW AND REHABILITATED MULTI\_UNIT DWELLINGS IN URBAN CENTERS <u>https://app.leg.wa.gov/RCW/default.aspx?cite=84.14</u>

3A. What policies does the City of Puyallup have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.)

3B. When were those incentives adopted (date for each incentive policy)

- <u>Multi-Family Tax Exemption</u>: Multi-Family Tax Exemption: Adopted in 2003 (when the State established it) and it was modified in 2008 to allow for affordable exemption.
  - Municipal Code Chapter 3.70<sup>2</sup>
  - This is applicable just to a few Downtown zones at this point, for both market-rate and affordable. Both are permitted in the code in those areas.
- Density Bonuses, Height bonuses, Parking reductions:
  - These are specific affordable housing incentives in mix-use zones in the South Hill neighborhood
  - Municipal Chapter 27.31<sup>3</sup>
  - <u>South Hill Neighborhood Plan</u>,<sup>4</sup> adopted February 2017
- In other areas, the City will try to incentivize more unit production in general but this is not an affordable housing measure.
- ADU Allowances (Housing Choices):
  - In December 2019, Council passed a series of small code amendments to create allowances for ADUs. These amendments ease permitting and reduce traffic, park, and school impact fees. The purpose is to make units easier for homeowners to construct.
  - cut those by
  - These amendments were adopted so recently, there hasn't been a notable effect.
- Modifications to Single Family Lot Standards:
  - These code amendments also included changes to the Single Family Lot Standards, eliminating minimum lot depths and reducing setbacks to facilitate more infill and short plat options. Still single family zoning, but increases the ability to create new units.
- Work to encourage Duplexes and Triplexes:
  - Staff also proposed changes to allow for more duplexes and triplexes, but this was considered as a second phase of code amendments and put on hold.
  - This was recommended by the planning commission, but not approved by Council.
  - Staff presented the full package and there were some public comments. One challenge is that no one showed up to express clear support. Council responded as a normal suburban City Council: They asked for more information. They also

<sup>&</sup>lt;sup>2</sup> Puyallup Municipal Code: Chapter 3.70 PROPERTY TAX INCENTIVES IN RESIDENTIAL TARGET AREAS: <u>https://www.codepublishing.com/WA/Puyallup/#!/Puyallup03/Puyallup0370.html#3.70</u>

<sup>&</sup>lt;sup>3</sup> Puyallup Municipal Code: Chapter 27.31 Site Plan Design Principles: <u>https://www.codepublishing.com/WA/Puyallup/#!/Puyallup20/Puyallup2031.html#20.31.027</u>

<sup>&</sup>lt;sup>4</sup> South Hill Neighborhood Plan: <u>https://www.cityofpuyallup.org/449/South-Hill-Neighborhood-Plan</u>

understood that there were non-controversial aspects of the amendments and chose to break the amendments up and give more time to get more information about the controversial amendments.

- <u>Housing Action Plan (HAP)</u>: Puyallup applied and received a grant from the Dept. of Commerce under the <u>2020 HB 1923</u><sup>5</sup> to launch a process to develop a Housing Action Plan (HAP).
  - Staff thought it best to hold off on presenting the remaining proposed code amendments and begin the HAP process in order to do more community engagement around these potential changes. Once the HAP strategies are adopted, staff would then present these code amendments (and maybe more) for consideration.
  - HAP Timelines: The deadline set by the Dept. of Commerce is June 2021, coronavirus might derail that timeline because the first step is public engagement.

4. Does the City of Puyallup have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

- No, nothing that is specific to Puyallup or formally,
- 5. Are there any local funding sources available to support these policies and programs?
  - Adopted <u>Substitute House Bill 1406</u><sup>6</sup>: WA State sales tax diversion to be put towards affordable housing in various ways (land acquisition, rental assistance).
  - City of Puyallup doesn't have additional City sales or property tax/No other funding sources.

6. In what ways does local land use policy encourage or prevent the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

- In other zones there are more generalized incentives. For example in Downtown there are parking reductions from previous standards, but these are not specifically targeting the provision of affordable housing.
  - This does make it possible for more developers to create more housing generally.
- Puyallup's code is not intentional prohibitive, but a lot of regulations are 1980s-90s in nature and don't facilitate the type of development we're seeing more of today, with an affordable provision
- Impact fees and parking regulations are bigger barriers that prevent, also density limits in multi-family zones are quite low. Even in zones that we call medium and high density are still pretty low-- esp. once you factor in parking and open spaces. Density is something we will go through when we start the HAP.

<sup>&</sup>lt;sup>5</sup> Washington State HB 1923 - 2019-20: Increasing urban residential building capacity. <u>https://app.leg.wa.gov/billsummary?BillNumber=1923&Year=2019&Initiative=false</u>

<sup>&</sup>lt;sup>6</sup> Washington State HB 1406 - 2019-20: Encouraging investments in affordables and supportive housing. <u>https://app.leg.wa.gov/billsummary?BillNumber=1406&Year=2019&Initiative=false</u>

7. Now, I am going to list each of the policies and programs you shared and I would like to learn more about how often these incentives are being used, if at all:

- <u>Multi-Family Tax Exemption</u>: It was used right away after it was adopted in 2003 (in 2004 or 2005) and it hasn't been used since then.
  - This has more to do with the economy and how it changes in 2008/2009. Puyallup as a city saw single family development pick back up when the economy picked back up but multi-family hasn't picked up. Puyallup doesn't have the rents to support the cost of construction on that type of development. We need to do more to encourage it.
  - A few developers have used it, but not recently. This is more a factor of the market generally than the incentive not working. The incentive needs to be paired with other things.
- South Hill Mixed Use Zone Incentives: These have not been used.
  - Katie is not quite as tuned in on this because it is more on the permit side; here she is reflecting on what she knows has been built recently.
  - These policies have only been in place for two years, so they are relatively new.
  - More development there has been senior-focused (senior independent living/memory care/senior care facilities). Independent living could take advantage of these incentives (*but have not yet*).
  - It is yet to be determined how effective they will be.

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

• <u>Multi-Family Tax Exemption</u>: Both projects were four-story condominium projects with some ground floor commercial (400 South Meridian Condominiums and Pioneer Park Condominiums [the building that houses Anthem Coffee and Activity Center]). One was intended to be owner-occupied. (*Note: neither project included affordable units*)

9. You've mentioned recent economic circumstances and the newness of the policies mentioned as possible reasons for incentives not being used. Are there any additional reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

- Single Family development is pretty robust in Puyallup. After the recession, it was the first thing to pick back up. Multi-family development, specifically in Downtown where taller building heights are allowed, hasn't really picked up.
- It's possible that this is because of the perception of what people in Puyallup want. That is starting to change.
- More people, including kids who grew up in Puyallup and went away to college want to live in Puyallup as adults, but they want to live near Downtown and the train station.
- The hope is that this demand will translate into more demand for multi-family developments. It is a slow shift, changing the perception of what the Puyallup community is and wants.

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the City of Puyallup that could be used for this purpose?/Is the list we shared with you (provided by Pierce County) complete/up-to-date?

- There is an inventory of public land, but to Katie's knowledge there hasn't not been a conversation about using it for this use/if properties are appropriate for this use.
- Verified the findings in the Surplus Land Inventory spreadsheet via email (received on March 20, 2020):
  - Row 4: This parcel info is accurate, but there is a second city-owned parcel next to it that could also be included, parcel no. 0419041065. It's 1.11 acres and has the same zoning.
  - Row 5: No additional information, but I had no idea the City of Puyallup owned a parcel in the City of Edgewood.
  - Row 6: Downtown design guidelines apply to this parcel.
  - Row 7: It looks like we own a parcel adjacent to this one as well, parcel no. 7060000242. It is 0.08 acres and has the same zoning.
  - I would also add parcels 706000020, -30, and -70. They are 0.55, 0.65, and 0.29 acres respectively; zoned CBD-Core so would have the same comments as #3 on the list.
- Received additional information on Property 419095007 via email (received April 27, 2020)
  - This particular parcel is public land but is not owned by the City, though we do own the property immediately to the north (0419095006). It looks like, from the wetland data I have, that the City actually purchased that property ~2009 when there was a development proposal. So I think it is safe to say we would not surplus or allow any development; we are maintaining ownership to protect the wetland.

## 10B. Has the City of Puyallup taken any action to use this power to create more affordable housing units?

• No conversations have taken place with Council about this. Council is more cautious generally and appreciates having a lot of information about how/if other jurisdictions have implemented changes and the impact of new p

# 10. Does the City of Puyallup work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

• Not to Katie's knowledge Habitat has had projects in Puyallup, but she is not sure of the City's role in their work locally.

# 11. Is there anything else you think I should know about how the City of Puyallup is working to create more affordable housing?

• Puyallup is a cautious community and may have been a little slower to act. They are starting to take steps now. The package of code amendments that we adopted in November is the first step. The HAP is the next step to figure out what the community can do and should be doing.

Thank you for your time!

Please feel free to reach out if something else occurs to you. We expect that this research will be concluding in the next few weeks. After finalizing our inventory, we will submit our report to the County and will distribute it to all jurisdictions.

## Name of City: City of Ruston

Name of Interview Subject/Phone Number/Email Address: Rob White, (253) 759-3544, robw@rustonwa.org Name of Interviewer: Anthony Date: 4/13/2020 \*All links referenced reflect the date of the interview

1. Does the City of Ruston have a working definition of "affordable housing" or a specific population they are seeking to serve?

- The city does not have a specific population they seek to serve
- The city is very small, only 400 pieces of property or so
- The city hopes to increase population generally

2. Does the city distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

No, but the city tries to educate existing homeowners about ADUs to encourage their construction.

3. What policies does the city have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

- No specific policies: "The city does not have the tax base to support it."
- The city wants to provide opportunities for affordable housing to occur but lets the market decide.
- The city makes an effort to keep codes open and to simplify processes to encourage a variety of residential housing types.

4. Does the city have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

No

5. Are there any local funding sources available to support these policies and programs?

No

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

- The City of Ruston is moving towards a form based code with a grant from the Chamber of Commerce (will be in place by June 2021 at the latest, hopefully before the end of 2020)
- When code is revised there will be no maximum density requirements
- "It is not that we don't want to accommodate affordable housing, we just don't want to tell the market what to do."

7. How often these incentives are being used, if at all?

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the City of Ruston that could be used for this purpose?

- No need for such an inventory, the town is almost entirely built out
- Maybe 4 vacant properties left and the town is not able to expand outward

10B. Has the city taken any action to use this power to create more affordable housing units?

10. Does the city work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

No, the city has not been approached by any non-profit developers and there are few opportunities for these sorts of projects considering the town is made up almost entirely of small lots.

11. Is there anything else you think I should know about how the city is working to create more affordable housing?

- <u>ADUs</u> are allowed city wide (with no minimum square footage) and the city has taken steps to encourage their construction
  - Parking credits are included if there is existing street parking (which applies to almost every parcel in town)
- Live work units are allowed in all non residential zones

## Name of City: Town of Steilacoom

Name of Interview Subject/Phone Number/Email Address: Doug Fortner, 360.731.2783, doug.fortner@ci.steilacoom.wa.us Name of Interviewer: Anthony Date: 3/23/2020 \*All links referenced reflect the date of the interview

1. Does the Steliacoom have a working definition of "affordable housing" or a specific population they are seeking to serve?

From Comprehensive Plan:

"Under the Countywide Planning Policies for Pierce County, affordable housing means housing available to households earning up to 80% of the countywide median income. (Policy AH-3.1.1)," (<u>Steilacoom Comprehensive Plan</u><sup>1</sup> pg. 67).

2. Does the city distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

No, but Doug noted that 40% of Steilacoom housing consists of renters

3. What policies does the city have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

- No specific policies to incentivize, but the town allows ADUs, group homes, and multifamily housing which may indirectly generate relatively lower cost housing
- Difficult to generate affordable housing due to nice views throughout town and the fact that most land is developed (and remaining land presents interesting topographical construction challenges)
- The town is more focused on preserving existing housing stock

4. Does the city have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

No

5. Are there any local funding sources available to support these policies and programs?

No

<sup>&</sup>lt;sup>1</sup> <u>https://townofsteilacoom.org/DocumentCenter/View/768/2015-Comprehensive-Plan?bidId=</u>

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

7. How often these incentives are being used, if at all?

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the Steilacoom that could be used for this purpose?

No, as noted, there is a very limited supply of land in the town

10B. Has the city taken any action to use this power to create more affordable housing units?

10. Does the city work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

No

11. Is there anything else you think I should know about how the city is working to create more affordable housing?

\*\*Doug provided some additional context with sections from the comprehensive plan, linked here

https://docs.google.com/document/d/1VpbYmDhkJPTpzFqNcPAeNDwHALJeFadn1zng7sq5TR k/edit?usp=sharing

## Name of City: City of Sumner

Name of Interview Subject/Phone Number/Email Address: Ryan Windish, 253.299.5524, ryanw@sumnerwa.gov Name of Interviewer: Anthony Date: 3/27/2020 \*All links referenced reflect the date of the interview

## 1. Does the City of Sumner have a working definition of "affordable housing" or a specific population they are seeking to serve?

From Code (3.52.020)<sup>1</sup>: "Affordable housing" means residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed 30 percent of the household's monthly income. For the purposes of housing intended for owner occupancy, "affordable housing" means residential housing that is within the means of low- or moderate-income households.

2. Does the city distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

No

3. What policies does the city have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

- <u>MultiFamily Tax Exemption</u><sup>2</sup> (Chapter 3.52) only the 8 year tax exemption for building market rate multifamily projects has been used, developers have not taken advantage of the 12 year tax exemption option for including affordable units
- Indirect policies said to potentially generate affordable housing: Smaller lot sizes, potential for lot width reduction, <u>Sumner Town Center Plan</u><sup>3</sup> aims to increase density
- "To that end, we are willing to see lot sizes decrease, if that becomes necessary, to make lots, houses, and accompanying utilities affordable to our growing population. City plans support a diversity of lot sizes and variety of housing types to meet the varied needs and lifestyles found in Sumner." (<u>Sumner Comprehensive Plan</u><sup>4</sup>, pg. 17)

<sup>&</sup>lt;sup>1</sup> <u>https://www.codepublishing.com/WA/Sumner/#!/Sumner03/Sumner0352.html</u>

<sup>&</sup>lt;sup>2</sup> <u>https://www.codepublishing.com/WA/Sumner/#!/Sumner03/Sumner0352.html</u>

<sup>&</sup>lt;sup>3</sup> <u>https://sumnerwa.gov/town-center/</u>

<sup>&</sup>lt;sup>4</sup> <u>https://sumnerwa.gov/about/future-plans/comprehensive-plan/</u>

4. Does the city have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

No

5. Are there any local funding sources available to support these policies and programs?

No

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

Higher density zoning districts said to generate housing for a variety of income categories (<u>Chapter 18.14</u><sup>5</sup>)

7. How often these incentives are being used, if at all?

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the City of Auburn that could be used for this purpose?

No surplus land, this has not been explored

10B. Has the city taken any action to use this power to create more affordable housing units?

10. Does the city work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

No

<sup>&</sup>lt;sup>5</sup> <u>https://www.codepublishing.com/WA/Sumner/#!/Sumner18/Sumner1814.html#18.14</u>

11. Is there anything else you think I should know about how the city is working to create more affordable housing?

The city received a grant to develop a Housing Action Strategy (partnering with Bonney Lake to create a joint plan)

## Name of City: City of Tacoma

Name of Interview Subject/Phone Number/Email Address: Jacques Colon, 2533925478, JColon@ci.tacoma.wa.us Name of Interviewer: Anthony Date: 3/25/2020 \*All links referenced reflect the date of the interview

NOTE: a majority of the information contained in this interview is referenced in Tacoma's <u>Affordable Housing Action Strategy</u><sup>1</sup> document

1. Does the City of Tacoma have a working definition of "affordable housing" or a specific population they are seeking to serve?

- Yes, there is also an effort to ensure that affordable housing work is trauma informed, anti-displacement, and with a focus on racial equity
- Four objectives defined in affordable housing action strategy focus on maximizing public benefit, crucial to guide policy:
  - 1. Create more homes for more people.
  - 2. Keep housing affordable and in good repair.
  - 3. Help people stay in their homes and communities.

4. Reduce barriers for people who often encounter them. (<u>Affordable Housing Action</u> <u>Strategy</u>, ii)

• In the context of the COVID-19 outbreak, the city is in "full homelessness prevention mode."

## 2. Does the city distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

Yes, with a focus on rental units.

Low-income homeownership programs:

- Home repair program<sup>2</sup>
- Down payment assistance program<sup>3</sup>

3. What policies does the city have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

<sup>&</sup>lt;sup>1</sup> <u>https://cms.cityoftacoma.org/cedd/housing/affordablehousingactionstrategy.pdf</u>

<sup>&</sup>lt;sup>2</sup>https://www.cityoftacoma.org/government/city\_departments/community\_and\_economic\_development/ho using\_division/home\_rehabilitation

<sup>&</sup>lt;sup>3</sup> <u>https://www.cityoftacoma.org/cms/one.aspx?pageId=21968</u>

- <u>MultiFamily Tax Exemption</u><sup>4</sup>: This program is not producing affordable housing in a significant way. Most developers opt for the 8 year tax exemption for market rate projects. The projects that use the 12 year exemption for including affordable units would be building affordable housing anyway. In general, this program is not incentivizing market-rate housing developers to include affordable units in their projects.
- Inclusionary zoning in <u>Tacoma Mall Subarea Plan<sup>5</sup></u> -- not having the intended impact
- Height bonuses -- not having the intended impact, the city is looking at how to tweak this to make it a worthwhile incentive (<u>Affordable Housing Action Strategy</u>, p. 24)

4. Does the city have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

- <u>Affordable housing provider loans</u><sup>6</sup>
- Coordinating capital investments/improvements for affordable housing projects to reduce overall developments costs (<u>Affordable Housing Action Strategy</u> p. 29)
- Permitting process prioritizing affordable housing projects, potential to waive or reduce fees (Affordable Housing Action Strategy pgs. 31, 37)
- Affordable housing trust fund (<u>Affordable Housing Action Strategy</u> p. 23)
- <u>Housing Division</u><sup>7</sup> of the Community and Economic Development Department administers CDBG and HOME funds
- 5. Are there any local funding sources available to support these policies and programs?

Tacoma Affordable Housing Trust Fund -- seeded from general fund and revenue from HB 1406

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

## See 3

## 7. How often these incentives are being used, if at all?

4

7

https://www.cityoftacoma.org/government/city\_departments/community\_and\_economic\_development/hou sing\_division/tax\_incentives

https://cms.cityoftacoma.org/Planning/Tacoma%20Mall%20Subarea/Tacoma%20Mall%20Subarea%20Pl an%20(May%202018).pdf

<sup>&</sup>lt;sup>6</sup> <u>https://www.cityoftacoma.org/cms/One.aspx?portalld=169&pageId=22068</u>

https://www.cityoftacoma.org/government/city\_departments/community\_and\_economic\_development/hou sing\_division

See 3

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

See 3

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the City of Tacoma that could be used for this purpose?

Yes, the city has been exploring this

10B. Has the city taken any action to use this power to create more affordable housing units?

Yes, Cushman Substation is an example

10. Does the city work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

Yes, the city works with a variety of partners

11. Is there anything else you think I should know about how the city is working to create more affordable housing?

- ADUs allowed city wide<sup>8</sup>
- Looking to strengthen/tweak policies that are currently not having the intended impact such as the height bonuses and inclusionary zoning to make more effective

<sup>&</sup>lt;sup>8</sup> <u>https://www.cityoftacoma.org/cms/one.aspx?portalId=169&pageId=174371</u>

## Name of City: City of University Place

Name of Interview Subject/Phone Number/Email Address: David Swindale, 253-468-8638, DSwindale@cityofup.com Name of Interviewer: Anthony Date: 3/31/2020 \*All links referenced reflect the date of the interview

1. Does the City of University Place have a working definition of "affordable housing" or a specific population they are seeking to serve?

- "County definition," 30% of household income
- About 40% of UP consists of renters
- "Stats are not pretty" regarding rent burdened households in UP

2. Does the city distinguish between affordable rental units and homeownership-based housing affordability in their approach to affordable housing?

No

3. What policies does the city have in place to incentivize for-profit and non-profit developers to develop projects that include affordable housing? (Examples: tax incentives, density bonuses, expedited permitting, etc.) and when were those incentives adopted (date for each incentive policy)

<u>MultiFamily Tax Exemption</u><sup>1</sup> -- only the 8 year tax exemption for market rate multifamily projects has been used, no projects have included affordable units for a 12 year tax exemption

4. Does the city have any programs in place to support developers to develop affordable units? (Examples: land trust, etc.) and when did those start?

No

5. Are there any local funding sources available to support these policies and programs?

No

6. In what ways does local land use policy encourage the development of multi-family housing that includes affordable housing units? (Examples: reducing parking minimum requirements, inclusionary or incentive zoning, etc.)

No specific policies to encourage low-income housing construction, but by lifting density cap in the regional growth center area the city hopes more affordable units will be created.

<sup>&</sup>lt;sup>1</sup> <u>https://www.codepublishing.com/WA/UniversityPlace/html/UniversityPlace04/UniversityPlace0480.html</u>

7. How often these incentives are being used, if at all?

8. What types of projects have used any/all the incentives we've discussed? (e.g., multifamily, etc)

9. Are there any reasons that you know to explain why some of these incentives are used more than others or some are not used at all?

10A. Under RCW 39.33.015, the State of Washington empowers cities to transfer or lease unused public land for the purpose of developing affordable housing. Do you know if there is an inventory of public land in the City of University Place that could be used for this purpose?

The city has not identified surplus land

10B. Has the city taken any action to use this power to create more affordable housing units?

10. Does the city work with any non-profit developers on affordable housing projects? (Example: Habitat for Humanity)

No

11. Is there anything else you think I should know about how the city is working to create more affordable housing?

- Awarded Housing Action Plan grant
- The city is in the process of creating a form based code, currently in development stages
- The comprehensive plan includes various goals related to affordable housing, but no specific policies have been adopted to support them

## Fircrest:

Scott Pingel, City Manager: We do not have any affordable housing incentives currently. (Email received by Hannah Miner on 3/18/2020)

### Carbonado:

Darleinne Argo, Clerk/Treasurer:\_Carbonado currently does not have incentives for affordable housing, we are at a moratorium for water service connections, short plats and subdivisions. (Email received by Hannah Miner on 4/16/2020).

### Roy:

Kelli Loudin, Clerk/Treasurer:

- Roy is a very, very small community of roughly 340 homes. We do not have any incentives.
- With what we are having to do to handle the current state of crisis, my time is very limited. I hope you can locate a city with more information to offer.

(Email received by Hannah Miner on 3/26/2020).

			Date of Interview or Email	
Jurisdiction	Interviewer	Interview Contact		Notes
Auburn	АН	Anthony Avery	3/31/20	
Bonney Lake	НМ	Jason Sullivan	3/25/20	
Buckley	AH	Leticia Wallgren	3/24/20	
Carbonado	HM	Darleinne Argo	4/10/20	No Incentives
DuPont	AH	Jeff Wilson	4/8/20	
Eatonville	НМ	Abby Gribi	4/2/20	
Edgewood	НМ	Darren Groth	4/8/20	
Fife	НМ	Steve Friddle	5/1/20	
Fircrest	HM	Scott Pingel	3/18/20	No Incentives
		Mayor Kuhn &		
Gig Harbor	AH	Katrina Knutson	5/6/20	
Lakewood	AH	Tiffany Speir	3/20/20	
Milton	НМ	Brittany Port	3/25/20	
Orting	НМ	Emily Adams	3/25/20	
Pacific	НМ	Paula Wiech	NO RESPONSE	
Puyallup	НМ	Katie Baker	3/20/20	
Puyallup Tribe of		Andrew Strobel &		
Indians	НМ	Robert Barandon	3/20/20	
Roy	HM	Kelli Loudin	3/26/20	No incentives
Ruston	AH	Rob White	4/13/20	
South Prairie	АН	N/A	NO RESPONSE	
Steilacoom	AH	Doug Fortner	3/23/20	
Sumner	AH	Ryan Windish	3/27/20	
Tacoma	AH	Jacques Colon	3/25/20	
University Place	AH	David Swindale	3/31/20	
Wilkeson	AH	Marie Wellock	3/30/20	

							Confirmed		
	Public Entity	Property Number	Acres	Jurisdiction	Current Zoning	Best Use	Comments	in Interview	NOTES
	City of Buckley	7820000285	0.13	City of Buckley	Public	Senior Citizen Low-Income Housing	The City of Buckley allows Senior Citizen Low-Income Housing in the Public zoning district as a conditional use. The property would need to be rezoned in order to allow non-age-restricted forms of affordable housing.	x	
2	City of Gig Harbor	221081108	0.77	City of Gig Harbor	Medium Density Residential	Fourplex	The City of Gig Harbor allows duplexes outright, and triplex and fourplexes as conditional uses in the Medium Density Residential zoning district. A maximum of 6 dwelling units per acre is allowed.		Unconfirmed, email request sent 4/28
3	City of Gig Harbor	222313024	4.76	City of Gig Harbor	Single Family Residential with Mixed use		The City of Gig Harbor allows multifamily uses within the Mixed-use District Overlay, but it appears that developments need to be 10 acres or larger. Single-family residential uses are allowed at a maximum density of 4 dwelling units per acre.		Unconfirmed, email request sent 4/28
4	City of Puyallup	419041056	0.392	City of Puyallup	Limited Commercial	Mixed-Use	The City of Puyallup allows multifamily residential uses by right as long as it doesn't exceed more than 50% of the gross floor area. Commercial space must be provided on the ground floor and a minimum of 75 percent of the ground floor area must be commercial.	x	
5	City of Puyallup	420221096	3.1	City of Edgewood	Public			See Note	Darren Groth shared that these are both identified as surplus in the county's buildable lands report, but they are not City of Edgewood surplus; they don't own either parcel.
6	City of Puyallup	5745001371	1.11	City of Puyallup	Central Business District Core	Mixed-Use	The City of Puyallup allows multifamily residential uses by right with no density limit. Commercial space must be provided on the ground floor and a minimum of 50 percent of all gross floor area must be commercial.	x	
7	City of Puyallup	7060000230	0.17	City of Puyallup	Regional Growth Center Oriented Multi-F	Multifamily	The City of Puyallup allows multifamily residential uses by right with no density limit. The project must however comply with downtown design guidelines.	х	
8	City of Sumner	7985100160	1.015	City of Sumner	Central Business District	Multifamily	The City of Sumner allows multifamily developments at 30 dwelling units per acre as part of a mixed-use development with commercial uses.	Sold	
9	City of Sumner	7985100170	0.138	City of Sumner	Central Business District	Multifamily	The City of Sumner allows multifamily developments at 30 dwelling units per acre as part of a mixed-use development with commercial uses.	Sold	
10	City of Sumner	7985100190	0.165	City of Sumner	Central Business District	Multifamily	The City of Sumner allows multifamily developments at 30 dwelling units per acre as part of a mixed-use development with commercial uses.	Sold	
11	City of Sumner	7985100210	0.165	City of Sumner	Central Business District	Multifamily	The City of Sumner allows multifamily developments at 30 dwelling units per acre as part of a mixed-use development with commercial uses.	Sold	
12	City of Sumner	7985100221	0.331	City of Sumner	Central Business District	Multifamily	The City of Sumner allows multifamily developments at 30 dwelling units per acre as part of a mixed-use development with commercial uses.	Sold	
13	Pierce County	319167023	0.5	Pierce County	Commercial Mixed-Use	Multi-family with 1st floor commercial	Pierce County allows multi-family mixed use developments with 1st floor commercial use within the Commercial Mixed-Use zoning district.		
14	Pierce County	2007110181	0.413	City of Tacoma	Downtown Mixed-Use	Multi-family	The City of Tacoma allows Multi-Family uses in the Downtown Mixed-Use zoning district. City of Tacoma allows a residential of FAR ratio of 3 "As-of-right" with a maximum FAR ration of 7 with Transfer of Development Rights	See Note	not found on Tacoma's list of surplus properties https://www.cityoftacoma.org/cms/One.aspx?pu rtalld=169&pageId=115887 accessed 5/4/2020
15	Pierce County	2009110050	0.138	City of Tacoma	Downtown Mixed-Use	Multi-family	The City of Tacoma allows Multi-Family uses in the Downtown Mixed-Use zoning district. City of Tacoma allows a residential of FAR ratio of 3 "As-of-right" with a maximum FAR ration of 7 with Transfer of Development Rights	See Note	not found on Tacoma's list of surplus properties https://www.cityoftacoma.org/cms/One.aspx?po rtalld=169&pageId=115887 accessed 5/4/2020
16	Pierce County Fire District #18	519322107	1.72	City of Orting	Residential - Multi-family	Multi-family	The City of Orting Residential - Multi-family zoning district allows multifamily housing at 8 dwelling units per acre.	See Note	Emily Adams was not able to find a parcel with this info. If a '0' is added to the beginning, it ID's a vacant parcel in Orting that is 2.25 acres.
17	Pierce County Parks	319254066	3.01	Pierce County	Park & Recreation	N/A	Pierce County Park & Recreation zoning district does not allow for housing. The property would need to be rezoned in order to allow for affordable housing.		
18	Pierce County Parks	419133031	109	Pierce County	Park & Recreation and Residential Resou		This property has two zoning districts: Park & Recreation and Residential Resource. Pierce County Park & Recreation zoning district does not allow for housing. Pierce County Residential Resource zoning district allows duplex housing. The property would need to be rezoned in order to allow for affordable housing. In addition, the property appears to have steeps slopes on site and is lacking a direct access to a public road, which will limit development.		
19	Pierce County Public Works	318142001	63.1	Pierce County	Mixed-Use District	Multi-Family	Pierce County allows multi-family mixed use developments with 1st floor commercial uses within the Commercial Mixed-Use zoning district. The property has a maximum allowable density of 15 units per acre. The property is currently used as a gravel pit.		
20	Pierce County Public Works	319124010	2.065	Pierce County	Community Employment	One detached single-family house	This property looks to be largely encumbered by wetlands. At most, it appears that one single-family residence would be allowed under reasonable use provisions.		

								Confirmed	
	Public Entity	Property Number	Acres	Jurisdiction	Current Zoning	Best Use	Comments	in Interview	NOTES
	Pierce County Public Works	4015415094			Community Employment	One detached single-family house	Pierce County does not allow any housing on Community Employment zoning districts except for one detached single family house. The property would need to be rezoned in order to allow other forms of affordable housing or the zoning code updated to allow for affordable housing.		
22	Pierce County Tax Title	219091044	0.56	City of Lakewood	Residential 3	Single-family	The City of Lakewood allows single-family uses at 4.8 dwelling units per acre in the Residential 3 Zoning District. It appears that access to the property could be limited.	х	This parcel is in the middle of a wetland/buffer/sensitive area
23	Pierce County Tax Title	320325036	0.15	City of Tacoma	R-2	Single-family	The City of Tacoma allows detached single-family uses in the R-2 single-family residential zoning district.	See Note	not found on Tacoma's list of surplus properties https://www.cityoftacoma.org/cms/One.aspx?po rtalld=169&pageId=115887 accessed 5/4/2020
24	Pierce County Tax Title	320325037	0.15	City of Tacoma	R-2	Single-family	The City of Tacoma allows detached single-family uses in the R-2 single-family residential zoning district.	See Note	not found on Tacoma's list of surplus properties https://www.cityoftacoma.org/cms/One.aspx?po rtalld=169&pageId=115887 accessed 5/4/2020
25	Pierce County Tax Title	320325038	0.15	City of Tacoma	R-2	Single-family	The City of Tacoma allows detached single-family uses in the R-2 single-family residential zoning district.	See Note	not found on Tacoma's list of surplus properties https://www.cityoftacoma.org/cms/One.aspx?po rtalld=169&pageId=115887 accessed 5/4/2020
26	Pierce County Tax Title	416151013	0.92	Town of Eatonville	General Commercial District	Multifamily	The Town of Eatonville allows multi-family development up to three stories. It appears that there are no direct density restrictions outside of building height and site coverage restrictions. There is a stream onsite that will limit the development potential of the site.	See Note	Abby Gribi shared that the land is owned by the Nisqually Land Trust, not the Town of Eatonville. She also said that If it is owned by them it would be conservation land.
27	Pierce County Tax Title	419095007	0.84	City of Puyallup	Regional Growth Center Oriented Multi-F	Multifamily	This property is largely encumbered by wetlands. At most, it appears that one single- family family residence would be allowed under reasonable use provisions.	See Note	Katie Baker shared: This particular parcel is public land but is not owned by the City, though we do own the property immediately to the north (0419095006). It looks like, from the wetland data I have, that the City actually purchased that property ~2009 when there was a development proposal. So I think it is safe to say we would not surplus or allow any development; we are maintaining ownership to protect the wetland.
28	Pierce County Tax Title	419265004	1.74	Pierce County	Moderate Density Single Family	Single-family	This property looks to be largely encumbered by wetlands. At most, it appears that one single-family residence would be allowed under reasonable use provisions. Additionally, the property is landlocked which will further inhibit the development potential of this property.		
29	Pierce County Tax Title	619282066	1.24	Town of Wilkeson	Residential 2	Single-family	This property is located within a shoreline jurisdictional area, adjacent to a stream, and has steep slopes. It appears that this parcel might not be suitable for development due to critical area encumbrances.		
30	Pierce County Tax Title	8010000010	0.92	Pierce County	Residential Resource	Single-family	This property is largely encumbered by wetlands. At most, it appears that one single- family family residence would be allowed under reasonable use provisions.		
31	Puyallup School District	420103132	4.96	City of Edgewood	Public	N/A	The City of Edgewood Public Zoning District does not allow for residential uses. The	See Note	Darren Groth shared that these are both identified as surplus in the county's buildable lands report, but they are not City of Edgewood surplus; they don't own either parcel.
32	Puyallup School District	420174013	5.41	City of Fife	Public Use / Open Space	N/A	The City of Fife Public Use / Open Space District does not allow for housing. The property would need to be rezoned in order to allow for affordable housing.	See Note	Hyun Kim shared: The parcel listed is not considered surplus by the City at this time.
33	Washington State University	5270001571	0.189	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre	See Note	not found on Tacoma's list of surplus properties https://www.cityoftacoma.org/cms/One.aspx?po rtalld=169&pageId=115887 accessed 5/4/2020
34	Washington State University	5270001572	0.141	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre	See Note	not found on Tacoma's list of surplus properties https://www.cityoftacoma.org/cms/One.aspx?po rtalId=169&pageId=115887 accessed 5/4/2020

	Pi	ublic Entity	Property Number	Acres	Jurisdiction	Current Zoning	Best Use	Comments C		NOTES
Э	5 W	/ashington State University	5270001573	0.115	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre.	See Note	not found on Tacoma's list of surplus properties https://www.cityoftacoma.org/cms/One.aspx?po rtalld=169&pageId=115887 accessed 5/4/2020
3	6 W	/ashington State University	5270001580	0.158	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre	See Note	not found on Tacoma's list of surplus properties https://www.cityoftacoma.org/cms/One.aspx?po rtalld=169&pageId=115887 accessed 5/4/2020
Э	7 W	/ashington State University	5270001590	0.137	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre	See Note	not found on Tacoma's list of surplus properties https://www.cityoftacoma.org/cms/One.aspx?po rtalId=169&pageId=115887 accessed 5/4/2020
3	8 W	/ashington State University	5270001610	0.2	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre	See Note	not found on Tacoma's list of surplus properties https://www.cityoftacoma.org/cms/One.aspx?po rtalld=169&pageId=115887 accessed 5/4/2020

\*The following list of Surplus Properties was found on the City of Tacoma's website. These properties were not included in the table above.

## TACOMA SURPLUS PROPERTIES LIST

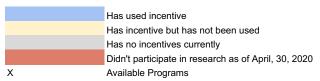
	Address	Parcel Number	N/A	Contact	Contact Email
1	115th Street Court, 24th Avenue E	0319101032		Greg Muller	gmuller@cityoftacoma.org
2	11622 24TH AV E	0319101085		Greg Muller	gmuller@cityoftacoma.org
3	11622 24TH AV E	0319112006		Greg Muller	gmuller@cityoftacoma.org
4	1115 E DIVISION LN	2087360011		Stephen Murakami	smuraka@tacoma.k12.wa.us
5	5645 S CEDAR ST	6080000330		Stephen Murakami	smuraka@tacoma.k12.wa.us
6	3201 S D ST	2082100010		Stephen Murakami	smuraka@tacoma.k12.wa.us
7	220233012	0220233012		Stephen Murakami	smuraka@tacoma.k12.wa.us
8	20152000	0020152000		Stephen Murakami	smuraka@tacoma.k12.wa.us
9	5645 S CEDAR ST	6080000330		Stephen Murakami	smuraka@tacoma.k12.wa.us
10	4806 S 66TH ST	5460001580		Shon Sylvia	shons@tacomaparks.com
11	3936 S TYLER ST	0220131133		Ronda Cornforth	rcornforth@cityoftacoma.org
12	Browns Point Boulevard and 45th Street NE	0321221036		Ronda Cornforth	rcornforth@cityoftacoma.org
13	3561 Pacific Ave	7470021282		Rick Tackett	rick.tackett@piercecountywa.gov
14	23101 Mountain Hwy E	318142001		Rick Tackett	rick.tackett@piercecountywa.gov
15	I-5 & 47TH Avenue SW	219123112, 219122156, 219122160		Rick Tackett	rick.tackett@piercecountywa.gov
16	16515 - 16525 Canyon Road East	0419302044		Zane Shiras	zshiras@lee-associates.com

Tacoma Surplus Properties List URL: https://www.cityoftacoma.org/cms/One.aspx?portalld=169&pageId=115887

## Affordable Housing Incentives and Programs (Based on Interviews and Materials Made Available to Interviewers)

					Ince	entives						Program	ns, Policies, and	Processes	
		Potential Provisions for Affordable Housing negotiated during		Fee and Pe	rmit Waivers Other Permit/Fee		Alternative development standards for projects including Affordable Housing				Preservation of housing stock for low-income				Have adopted a Housing Action Strategy/Plan or is launching a
Jurisdiction	Density Bonuses*	Development Agreement conversation/ Case	Multi-Family Tax Exemption (12-year Affordable Housing)	Traffic Impact Fee Waiver	Waivers (Parks/Open Space, schools, etc.)	Expedited Permit Review	(reductions in open space, parking,	Affordable Housing Trust Fund	HOME Funding Program	Down payment Assistance Program	homeowners - Programs to support home maintenance	Rental Inspection Program	ADUs Allowed	WA State Sales Tax Diversion	Housing Action Plan in 2020 (funds through WA Dept. of Commerce)
Auburn	, , , , , , , , , , , , , , , , , , ,						,			Ŭ	Х	X	Х		X
Bonney Lake															Х
Buckley													Х		
Carbonado															
DuPont													Х		
Eatonville															
Edgewood															
Fife													Х		
Fircrest													Х		
Gig Harbor															
Lakewood											Х	Х	Х		
Milton															
Orting															
Pacific															
Pierce County															
Puyallup													Х	Х	Х
Roy															
Ruston													Х		
South Prairie															
Steilacoom													Х		
Sumner													Х		Х
Tacoma											Х		Х	Х	Х
University Place													Х		Х
Wilkeson															

\*Here, "Density Bonuses" includes Floor Area Ratio (FAR) Bonuses



## National Best Practices (not ranked by priority)

This section of the report focuses on selected national best practices for affordable housing and offers examples from a few jurisdictions under each category. The list is not ranked by priority. We simply use the common categories of incentives and programs that are in practice around the nation. When appropriate, we have provided particular state legislation or examples that might prove useful/enabling for various jurisdictions in Pierce County.

The remainder of this section focuses on ten general groups of incentives/programs/strategies. These are:

- A. Mandatory inclusionary zoning
- B. Making use of public land for affordable housing
- C. Establishing commercial linkage fees to fund affordable housing development
- D. Requiring mixed income housing developments near transit
- E. Revising and/or streamlining the development review and re-zoning process
- F. Incentive Zoning
- G. Experimenting with new building types
- H. Reviewing and revising parking requirements
- I. Promoting regional solutions
- J. Notable Other Approaches

Below, we offer explanations and examples for each category.

#### A. Mandatory inclusionary zoning

- <u>San Francisco, CA:</u><sup>1</sup> When a housing developer proposes a residential project with 10 or more units, they must reserve a percentage of units in either the new building or an existing building to be rented or sold below market rate or pay a fee or dedicate land for use to build affordable housing (or some combination of these options). The program currently includes more than 3,000 affordable units.
- <u>Seattle WA:</u><sup>2</sup> The City of Seattle's Mandatory Housing Affordability Ordinance (effective April 19, 2019) implements mandatory inclusionary zoning citywide. New buildings must include affordable housing or contribute to the Seattle Office of Housing fund to support the development of affordable housing.
- In Washington State, in accordance with <u>RCW 36.70A.540</u>, all units developed through an inclusionary zoning program in Washington must remain affordable for at least 50 years. (This policy helps with maintenance of affordable housing units developed under inclusionary zoning.)

<sup>&</sup>lt;sup>1</sup>City of San Francisco, Inclusionary Housing Program: <u>https://sfmohcd.org/inclusionary-housing-program</u> <sup>2</sup> City of Seattle, Mandatory Affordable Housing (MFA): <u>https://www.seattle.gov/hala/about/mandatory-housing-affordability-(mha)</u>

### **<u>B. Make use of public land for affordable housing</u><sup>3</sup>**

- A publicly owned parcel is any site that is owned by a governmental or governmentchartered entity, including, state or local government, government departments (including housing and public works), transit agencies, school districts and public institutions of higher learning. Publicly owned parcels can include but are not limited to: vacant or underutilized parcels, parcels with existing community/public facilities with redevelopment potential, and/or land being purchased by a public agency for the development of community/ public facilities.
- <u>RCW.39.33.015</u> enables the transfer, lease or disposal of public land for affordable housing.
- <u>Boston, MA:</u> The Boston Department of Neighborhood Development (DND), maintains an online platform that maps and catalogues information about city-owned land and buildings available for development. The online platform helps residents and developers easily find information about DND development projects and city-owned properties available for development, track local projects, and submit feedback.
- In northern California, the Santa Clara Valley Transportation Authority lists its current and potential joint development sites, with information that includes acreage, current use and zoning, applicable general plan, net developable area, and council and school districts.
- <u>Alexandria, VA:</u><sup>4</sup> The new <u>Fire Station at Potomac Yard</u><sup>5</sup> in Alexandria, Virginia, was built as a five-story structure that includes 64 units of affordable housing, retail space and ground-level public space co-locating public facilities with other community amenities.
- <u>RCW 81.112.350</u> requires Sound Transit to offer 80 percent of its surplus property that is suitable for housing to qualified entities to develop affordable to families at 80 percent of area median income or less.
  - In May 2018, the Sound Transit Board officially <u>recommitted the agency to</u> <u>facilitate TOD on this surplus property</u><sup>6</sup>

#### C. Establish commercial linkage fees to fund affordable housing development

• <u>Napa, CA:</u><sup>7</sup> All new residential or commercial developments are subject to an affordable housing impact fee. Fees are placed into the City of Napa's Affordable Trust Fund and these funds are used to leverage other funds with the goals of providing affordable

<sup>&</sup>lt;sup>3</sup> Urban Land Institute's Public Benefit from Publicly Owned Parcels: Effective Practices in Affordable Housing Development: <u>https://www.enterprisecommunity.org/download?fid=3257&nid=3739</u>

<sup>&</sup>lt;sup>4</sup> City of Alexandria, Virginia, Potomac Yard Development Archive: https://www.alexandriava.gov/potomacyard/default.aspx?id=12778

<sup>&</sup>lt;sup>5</sup> The Station at Potomac Yard; <u>https://www.housingalexandria.org/the-station</u>

<sup>&</sup>lt;sup>6</sup> Sound Transit, RESOLUTION NO. R2018-10 Adopting an Equitable Transit Oriented Development Policy:

https://www.soundtransit.org/st\_sharepoint/download/sites/PRDA/FinalRecords/2018/Resolution%20R20 18-10.pdf

<sup>&</sup>lt;sup>7</sup> City of Napa California: Affordable Housing Development: <u>https://www.cityofnapa.org/179/Affordable-Housing-Development</u>

housing.

• <u>Boulder CO:</u><sup>8</sup> An affordable housing commercial linkage fee, also known as the affordable housing capital facility impact fee is charged per square foot to any non-residential commercial space (including retail/restaurants, office, hospitals, institutional, warehouse and light industry). Exemptions and reductions are available for public and civic uses, qualified non-profits and for "affordable commercial spaces."

#### D. Require mixed income housing developments near transit

This group of incentives should be of particular interest in Pierce County, where transit service is available. Locating affordable housing units near transit stations helps create mixed-income communities, improves access to jobs (locally and regionally), and enhances the overall economy of a region.

- <u>Chicago, IL:</u><sup>9</sup> The city of Chicago amended its affordable housing ordinance to provide incentives to developers, including density bonuses, that build more than half of the project's required affordable housing units in transit-served locations. The intention of the new incentives is to increase the number of mixed-income projects near transit.
- <u>Denver, CO:</u><sup>10</sup> In 2018, Denver adopted a new incentive zoning approach in the neighborhood around the 38th and Blake RTD light-rail station. This system was intended to direct growth around transit by allowing buildings to be taller in exchange for including more new affordable units in those buildings. This is part of a broader strategy around <u>Transit Oriented Development</u><sup>11</sup>, which includes long-range planning for 21 station areas that include provisions to preserve and create affordable housing in these areas.
- <u>Westminster, CO</u><sup>12</sup>: City of Westminster has developed a robust plan around the Westminster station area with a focus on producing and preserving affordable housing in the surrounding area. This is part of a broader <u>Affordable and Workforce Housing</u>

<sup>&</sup>lt;sup>8</sup> City of Boulder, Affordable Housing Linkage Fees: <u>https://bouldercolorado.gov/plan-develop/affordable-housing-linkage-fees</u>

<sup>&</sup>lt;sup>9</sup> City of Chicago: Department Of Planning And Development And Members Of The Affordable Housing Task Force Recommend Reforms To Expand Affordable Housing Options In Growing Neighborhoods: <u>https://www.chicago.gov/city/en/depts/mayor/press\_room/press\_releases/2014/dec/department-of-planning-and-development-and-members-of-the-afford.html</u>

<sup>&</sup>lt;sup>10</sup> 38th and Blake Station Area Plan Implementation:

https://www.denvergov.org/content/denvergov/en/community-planning-and-development/zoning/textamendments/38th\_and\_Blake\_Plan\_Implementation.html

<sup>&</sup>lt;sup>11</sup> Denver Transit Oriented Development Strategic Plan

https://www.denvergov.org/content/dam/denvergov/Portals/193/documents/TOD\_Plan/TOD\_Strategic\_Plan\_FINAL.pdf

<sup>&</sup>lt;sup>12</sup>Westminster Station Area Plan <u>https://www.westminstereconomicdevelopment.org/wp-</u>content/uploads/2017/12/TOD-Plan-5-24-17.pdf

<u>Strategic</u><sup>13</sup> Plan that puts forth a number of strategies to produce and preserve affordable housing. Notably, this framework relies heavily on the idea of "housing balance" which considers access to transit, services, and employment.

### E. Revise and/or streamline the development review and re-zoning process

- <u>Charlotte, NC:</u><sup>14</sup> Proposed projects go through an assessment process by the Housing and Neighborhood Services department (HNS) to consider a number of factors, including proximity to transit services and other amenities, income diversity, access to jobs based on commute times by transit and automobile, and neighborhood change. The HNS then makes a recommendation and these findings and site scoring details are presented to the City Council for review, consideration and approval by majority vote. Linked to this policy is the <u>Quality of Life Explorer</u>,<sup>15</sup> a tool that looks at a wide variety of variables to determine "quality of life" in different parts of the city. Although this tool is certainly noteworthy, it is not totally clear how this tool is used in combination with the Affordable Housing Location Guidelines.
- <u>San Diego, CA:<sup>16</sup></u>: The City of San Diego offers a program to hasten the permitting process called Expedite. Projects with 100% affordable housing are processed 50% faster without additional processing fees. The City's goal is to process 100% affordable housing projects in half the review times as standard projects.
- Pinellas County, FL:<sup>17</sup> Pinellas County, FL provides expedited permit processing, along with other incentives (including the reduction of parking requirements and setback requirements), for sponsors of certified Affordable Housing Developments (AHD). Builders and developers apply for AHD certification with the County's Planning Department. Once approved, they are eligible for expedited processing, as well as assistance from a Development Review Administrator. The Administrator serves as an ombudsman and single point of contact, helping to guide the development through the review and permitting process and coordinating all comments, questions, and responses from the County.
- <u>Minneapolis, MN</u>:<sup>18</sup> Single-family home zoning was devised as a legal way to keep African Americans and other minorities from moving into certain neighborhoods, and it still functions as an effective barrier today. Minneapolis mayor, Jacob Frey has said that

<sup>&</sup>lt;sup>13</sup> Affordable and Workforce Housing Strategic Plan

https://www.westminstereconomicdevelopment.org/wp-content/uploads/2017/05/Housing-Strategic-Plan-FINAL-Westminster.pdf

<sup>&</sup>lt;sup>14</sup> City of Charlotte Affordable Housing Location Guidelines:

https://charlottenc.gov/HNS/Housing/Strategy/Documents/Affordable%20Housing%20Location%20Guidel ines\_CouncilApproved\_01.14.19.pdf

<sup>&</sup>lt;sup>15</sup> Charlotte/Mecklenburg Quality of Life Explorer: <u>https://mcmap.org/qol/</u>

<sup>&</sup>lt;sup>16</sup> City of San Diego Development Services Department, Expedite Program for Affordable, Infill Housing and Sustainable Development: <u>https://www.sandiego.gov/sites/default/files/dsdib538.pdf</u>

<sup>&</sup>lt;sup>17</sup> AFFORDABLE HOUSING INCENTIVES offered through the PINELLAS COUNTY LAND

DEVELOPMENT CODE: http://www.pinellascounty.org/community/pdf/AffordableHousingGuide.pdf

<sup>&</sup>lt;sup>18</sup> Minneapolis 2040: <u>https://minneapolis2040.com/goals/</u>

abolishing restrictive zoning was part of a general consensus that the city ought to begin to mend the damage wrought in pursuit of segregation.<sup>19</sup>

Los Angeles, CA:<sup>20</sup>" The Small Lot Subdivision (Townhome) Ordinance is an amendment to the Los Angeles Municipal Code. The ordinance permits small lot developments in the form of detached townhouses. To accomplish this, the definition of "lots" was amended to specify that the 20-foot street frontage requirement would not apply to an approved small lot subdivision. Parking requirements were also amended; small lot developments are not required to provide parking spaces on the same lot, as is the case with all other residential zones, but are still required to provide two garaged parking spaces per unit. The ordinance also allows one parcel to be subdivided into a single home, a duplex, or a triplex, as long as the subdivision does not exceed the dwelling unit requirement established by the underlying zone.<sup>21</sup>

### F. Incentive Zoning

- <u>Montgomery County, MD</u><sup>22</sup>: Montgomery County requires 12.5 percent of all new residential units be affordable but the required affordable percentage rises to 15 percent for projects that take advantage of the County's density bonus program. Under that program developers can build up to 22 percent more floor area than would otherwise be allowed under local zoning.
- <u>Garden Grove, CA</u><sup>23</sup>: As part of their Multifamily Residential Development Standards, the city offers a variety of incentives for building affordable projects or including affordable units. This includes density bonuses, reductions in site development standards, and modifications of zoning code requirements or architectural design requirements. The code also leaves open the possibility for: "Other regulatory incentives or concessions proposed by the applicant or the City that result in identifiable, financially sufficient, and actual cost reductions."
- <u>Bellingham, WA</u><sup>24</sup>: Earned increased density of up to 50 percent over the otherwise allowable density in the applicable residential zone may be granted to a project if 100 percent of dwelling units in the project are provided and retained as permanently affordable owner-occupied homes (subject to certain eligibility requirements).

<sup>20</sup> City of Los Angeles, Small Lot Development Ordinance:

<sup>&</sup>lt;sup>19</sup> Minneapolis Confronts Its History of Housing Segregation: <u>https://slate.com/business/2018/12/minneapolis-single-family-zoning-housing-racism.html</u>

https://planning.lacity.org/Code\_Studies/Housing/Townhouse176354.pdf<sup>21</sup> Los Angeles, California: Small Lot Ordinance:

https://www.huduser.gov/portal/casestudies/study\_102011\_1.html

<sup>&</sup>lt;sup>22</sup>Montgomery County Density Bonuses <u>https://montgomeryplanning.org/glossary\_term/density-bonus/</u>

<sup>&</sup>lt;sup>23</sup> Garden Grove Municipal Code "Density Bonuses and Other Incentives for Affordable Housing" http://www.qcode.us/codes/gardengrove/view.php?topic=9-9\_12-9\_12\_030-9\_12\_030\_070

<sup>&</sup>lt;sup>24</sup> City of Bellingham Municipal Code 20.27.030 Earned increased density criteria https://bellingham.municipal.codes/BMC/20.27.030

- <u>Sacramento, CA</u><sup>25</sup>: The city maintains a policy that allows developers to enter into a density bonus housing agreement with the city. Essentially, if affordable units are included, the city will negotiate with the developer to increase density.
- <u>Pinellas County, FL:<sup>26</sup></u> Pinellas County, FL provides special incentives for sponsors of certified Affordable Housing Developments (AHD). Builders and developers apply for AHD certification with the County's Planning Department. Once approved, they are eligible for reductions in parking and setback requirements.

## G. Experiment with new building types

- <u>Minneapolis</u>, <u>MN</u>:<sup>27</sup> In the latest update to their comprehensive plan, as part of Minneapolis 2040, the city boldly updated their zoning code to create the possibility for more diverse housing options. Ordinance changes allowing duplexes and triplexes in Minneapolis' lowest-density residential areas took effect on January 1, 2020.
- <u>Portland, OR:</u> Portland has had notable success with their ADU program. Portland's program is unique in its administration and accessibility. The city offers significant guidance and makes information about the program easily available to homeowners interested in adding an ADU to their property.
- <u>San Francisco, CA</u><sup>28</sup>: The city allows for "group homes," often being marketed as "coliving" spaces. Housing under this designation is governed by a different set of rules and regulations as opposed to "dwelling units," opening possibilities for more diverse housing arrangements.
- <u>New York City, NY</u>.<sup>29</sup> The City Council is working on legislation that adds Community Land Trusts to the NYC administrative code. It defines an "eligible community land trust" for the purpose of entering into regulatory agreements with the City's housing agency, and outlines requirements related to those agreements. The bill's passage gives a boost to CLT efforts taking root across NYC to ensure permanently affordable housing and community-led development.
- <u>San Mateo County, CA:</u><sup>30</sup> Through the Shared Housing Program, cities and San Mateo County work closely with a private nonprofit to match those seeking housing with homeowners who have available space to rent. This program also includes a service exchange option for services in lieu of rent.

<sup>25</sup> Sacramento City Code 17.704.070 Density bonus housing agreement

http://www.qcode.us/codes/sacramento/view.php?topic=17-vii-17\_704-17\_704\_070&frames=on <sup>26</sup> AFFORDABLE HOUSING INCENTIVES offered through the PINELLAS COUNTY LAND DEVELOPMENT CODE: http://www.pinellascounty.org/community/pdf/AffordableHousingGuide.pdf

<sup>27</sup>Amendments to the Minneapolis Zoning Code

http://www.minneapolismn.gov/cped/planning/ZoningCodeTextAmendments

<sup>28</sup>City of San Fransisco Housing Programs Cheatsheet <u>https://default.sfplanning.org/plans-and-programs/housing/HousingPrograms\_CheatSheet.pdf</u>

<sup>29</sup> NYCCLI Statement on Passage of Community Land Trust Legislation https://nyccli.files.wordpress.com/2017/12/nyccli-statement-intro-1269-a.pdf

<sup>&</sup>lt;sup>30</sup> HIP Housing: <u>https://hiphousing.org/programs/home-sharing-program/</u>

### H. Review and revise parking requirements

- <u>Sacramento, CA:</u><sup>31</sup> The city of Sacramento removed minimum parking requirements in specific districts, required bicycle parking in certain areas, and <u>allowed for a 35%</u> reduction in required parking for developments that had certified transportation management plans.<sup>32</sup>
- <u>San Diego, CA</u><sup>33</sup>: In 2019, San Diego eliminated parking requirements for new developments in transit priority areas and drastically reduced parking requirements for all new developments in the downtown area and other selected parts of the city.
- <u>Portland, OR</u><sup>34</sup>: In 2013, Portland reduced parking requirements for multi dwelling projects citywide as follows: One space per five units for developments with 31-40 units, one space per four units for 41-50 units, and one space per three units for 51 or more units. This is an update to their existing policies that eliminate parking minimums altogether in certain parts of the city with high transit accessibility.
- <u>Woodbury, MN:</u><sup>35</sup> The city allows for "proof of parking" on development applications to allow for a reduced number of required parking spaces. Proof-of-parking policies allow developers to refrain from initially providing the full required amount of parking if they can demonstrate that the amount exceeds demand, providing they can prove that the site can accommodate additional parking in the future.

### I. Promote regional solutions

• <u>Greater Boston Region:</u><sup>36</sup> 15 mayors in the greater Boston region signed on to a plan to address the region's housing shortage by encouraging housing construction through improved local zoning.

### J. Notable Other Approaches:

Under this category, we offer examples where multiple best practices are packaged together to create a unique affordable housing development environment.

• <u>Atlanta, GA: Atlanta Equitable Transit-Oriented Development (TOD) Fund</u> (October 2018) is currently being piloted, with plans to expand the program upon completion of the pilot. "This \$15 million pilot fund will provide below-market, patient capital to support

<sup>&</sup>lt;sup>31</sup> Sacramento City Code 17.608.030 Parking requirement by land use type and parking district.: <u>http://gcode.us/codes//sacramento/view.php?topic=17-vi-17\_608\_030</u>

<sup>&</sup>lt;sup>32</sup> City of Sacramento, Zoning Code Parking Regulations Summary Sheet: <u>http://www.cityofsacramento.org/~/media/Corporate/Files/CDD/Planning/Zoning/SummarySheetforNewZoningRequirementsforParking1.pdf</u>

<sup>&</sup>lt;sup>33</sup> City of San Diego Municipal Code General Development Regulations <u>https://docs.sandiego.gov/municode/MuniCodeChapter14/Ch14Art02Division05.pdf</u>

 <sup>&</sup>lt;sup>34</sup> Portland, OR New Parking Requirements <u>https://www.portlandoregon.gov/bds/article/445842</u>
 <sup>35</sup> City Code - Section 24-242:

https://library.municode.com/mn/woodbury/codes/code\_of\_ordinances?nodeId=CICO\_CH24ZO\_AR\_TVSUDIRE\_DIV2OREPALO\_S24-242OREPASPRE

<sup>&</sup>lt;sup>36</sup> Metro Mayors Coalition Regional Housing Task Force: <u>https://housingtaskforce.mapc.org/strategies</u>

the acquisition and pre-development of workforce housing near MARTA stations, the Atlanta Streetcar, the Atlanta BeltLine and other modes of transit," (Invest Atlanta).

- Notably, this program is made possible by a variety of partners including <u>Enterprise</u> (national nonprofit focused broadly on affordable housing concerns), <u>Invest Atlanta</u> (City of Atlanta's Economic Development Authority) and the <u>TransFormation Alliance</u> ("The TransFormation Alliance is a collaboration of community advocates, policy experts, transit providers and government agencies that believes equitable transit-oriented development can promote community building practices to link communities near transit stations with the opportunities they need to thrive").
- This fund complements MARTA <u>policies</u><sup>37</sup> and <u>guidelines</u><sup>38</sup> that feature inclusionary zoning, density bonuses and encouraging mixed income developments adjacent to transit centers.
- <u>Vancouver, WA Multi-Family Tax Exemption Program</u> (effective January 2017) Robust example of MFTE program, (codified by Municipal Code 3.22) that offers additional tax exemptions for development in designated residential areas that lack sufficient available, desirable, affordable and convenient residential housing to meet the public need. The purpose of this ordinance is to encourage new private multi-housing development and redevelopment within urban centers to accommodate future population growth and provide places to live close to employment and transit services. Projects seeking an 8year exemption for market rate housing projects must work out an approved Development Agreement with the city.
- Additionally, there are several MFTE options. "Three tax exemption options are available for projects with an affordability component:
  - 8-year exemption for projects with 20% of units affordable to households earning up to 100% of area median income (AMI).
  - 10-year exemption for projects with 20% of units affordable to households earning up to 80% AMI.
  - 12-year exemption for projects with 20% of units affordable to households earning up to 60% AMI.
  - In addition to the above requirements, households in income-restricted units must pay no more than 30% of their income for rent and utilities."

<sup>&</sup>lt;sup>37</sup> MARTA, Policies for Implementing Transit-Oriented Development Guidelines: <u>https://itsmarta.com/uploadedFiles/More/Transit\_Oriented\_Development/MARTA-TOD-Implementation-Policies-Adopted-Text-November-2010.pdf</u>

<sup>&</sup>lt;sup>38</sup> MARTA Transit-Oriented Development Guidelines: <u>https://itsmarta.com/uploadedFiles/More/Transit\_Oriented\_Development/TOD%20Guidelines%202010-11.pdf</u>



# SOUTH SOUND HOUSING AFFORDABILITY PARTNERS

# Shaping the Future of Housing Opportunities in Our Pierce County

In recent months, Pierce County has made headlines for having some of the fastest rising rents in the nation, yet wages remain stagnant. In the last five years, rents in Pierce County increased by 50% while household income increased by just 4%. If this trend continues uninterrupted, the cost of housing in our community will become a burden that many of our hardworking neighbors will no longer be able to afford.

Across Greater Pierce County, more than 60% of home-owning households and almost 40% of renters spend a disproportionately high percentage of their income on housing costs. Households in all jurisdictions and all income ranges (including those making more than \$70,000 per year) are impacted by the high cost of housing.

Many cities, counties, and tribes have made individual contributions aimed at keeping housing attainable for all residents. True progress relies on leaders working together to share bold ideas and discuss and create innovative regional solutions. Ensuring available housing options for all who live or work in Pierce County is an opportunity to increase household resilience, consumer spending power, and economic strength across the region. In particular, working families, seniors, and first-time homebuyers stand to benefit most from collaborative efforts on housing.

# PIERCE COUNTY MAYORAL ROUNDTABLE ON AFFORDABILITY

Recognizing the magnitude of housing issues across the region, Tacoma Mayor Victoria Woodards, County Executive Bruce Dammeier, and County Councilmember Connie Ladenburg invited elected leaders from across Pierce County to learn more about the local housing market and its impacts, including the Mayors of each city and town and leaders from the Puyallup Tribe. The group also chose to explore whether there were opportunities to partner in making a difference.

From the beginning, discussions focused on shared interests as well as the unique needs of each jurisdiction. Together, these leaders committed to a four-meeting series in 2019.

## Meeting series highlights:

- Participating leaders and UWT's Dr. Ali Modarres shared changes in the housing market and the impacts to our seniors, young people, and working families as well as our economy and transportation systems;
- A panel of private and non-profit housing developers shared how to effectively incentivize the creation of obtainable housing;
- Representatives from local government coalitions shared how collaboration has strengthened their ability to create accessible housing at all income levels; and
- The series culminated with a discussion of how governments across Pierce County might partner on this important issue.
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# Overall, participating elected leaders indicated an interest to do the following:

**ACT NOW:** Decide on collaborative actions they could take now to help vulnerable residents such as seniors remain housed and make housing obtainable for all Pierce County residents; and

**PARTNER IN SUSTAINING THIS WORK:** Explore forming an enduring coalition that could assist member governments in making needed progress on this vital issue for years to come while honoring the unique needs and circumstances of each jurisdiction.

# ACT NOW: IMMEDIATE COLLABORATIVE ACTION

The following work will be the focus of the first quarter of 2020:

- Beginning coordinated lobbying and monitoring of State Legislation;
- Compiling a centralized library of relevant housing policies and best practices;
- Creating a countywide inventory of Urban Growth Area land available for housing; and
- Compiling a list of all funding sources for housing, including the allowed uses and restrictions.

# PATHWAY TO AN ENDURING, MUTUALLY BENEFICIAL PARTNERSHIP

Embracing the belief that our governments are stronger when they work together and this work cannot successfully be completed by one agency nor under one elected official's term, ten local governments across Pierce County have committed to funding and engaging with a contractor to explore the structure and formation of a coalition to have a sustaining presence in this work. **This coalition is currently known as the South Sound Housing Affordability Partners (SSHAP,pronounced "Shape").** 

Over the course of 2020 with consultant support, participating governments will increase their long-term, collective impacts on housing by taking the following steps:

- Brief government Councils
- Confirm initial SSHAP participants;
- Determine the coalition's structure and define desired outcomes;
- Craft an interlocal agreement for circulation; and
- Develop a workplan that defines the timing and sequence of SSHAP's launch and next steps.

In alignment with the direction from the very first Mayoral Roundtable meetings, this coalition will create a sustainable pathway to greater housing opportunity in Pierce County while honoring each jurisdiction's individual community needs and circumstances. 183

# Attachment B

# SSHAP Overview Handout



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# PIERCE COUNTY MAYORAL ROUNDTABLE ON AFFORDABILITY

Recognizing the magnitude of housing issues across the region, Tacoma Mayor Victoria Woodards, County Executive Bruce Dammeier, and County Councilmember Connie Ladenburg invited elected leaders from across Pierce County to learn more about the local housing market and its impacts, including the Mayors of each city and town and leaders from the Puyallup Tribe. The group also chose to explore whether there were opportunities to partner in making a difference.

From the beginning, discussions focused on shared interests as well as the unique needs of each jurisdiction. Together, these leaders committed to a four-meeting series in 2019.

## Meeting series highlights:

- Participating leaders and UWT's Dr. Ali Modarres shared changes in the housing market and the impacts to our seniors, young people, and working families as well as our economy and transportation systems;
- A panel of private and non-profit housing developers shared how to effectively incentivize the creation of obtainable housing;
- Representatives from local government coalitions shared how collaboration has strengthened their ability to create accessible housing at all income levels; and
- The series culminated with a discussion of how governments across Pierce County might partner on this important issue.
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# Overall, participating elected leaders indicated an interest to do the following:

**ACT NOW:** Decide on collaborative actions they could take now to help vulnerable residents such as seniors remain housed and make housing obtainable for all Pierce County residents; and

**PARTNER IN SUSTAINING THIS WORK:** Explore forming an enduring coalition that could assist member governments in making needed progress on this vital issue for years to come while honoring the unique needs and circumstances of each jurisdiction.

# ACT NOW: IMMEDIATE COLLABORATIVE ACTION

The following work will be the focus of the first quarter of 2020:

- Beginning coordinated lobbying and monitoring of State Legislation;
- Compiling a centralized library of relevant housing policies and best practices;
- Creating a countywide inventory of Urban Growth Area land available for housing; and
- Compiling a list of all funding sources for housing, including the allowed uses and restrictions.

# PATHWAY TO AN ENDURING, MUTUALLY BENEFICIAL PARTNERSHIP

Embracing the belief that our governments are stronger when they work together and this work cannot successfully be completed by one agency nor under one elected official's term, ten local governments across Pierce County have committed to funding and engaging with a contractor to explore the structure and formation of a coalition to have a sustaining presence in this work. **This coalition is currently known as the South Sound Housing Affordability Partners (SSHAP,pronounced "Shape").** 

Over the course of 2020 with consultant support, participating governments will increase their long-term, collective impacts on housing by taking the following steps:

- Brief government Councils
- Confirm initial SSHAP participants;
- Determine the coalition's structure and define desired outcomes;
- Craft an interlocal agreement for circulation; and
- Develop a workplan that defines the timing and sequence of SSHAP's launch and next steps.

In alignment with the direction from the very first Mayoral Roundtable meetings, this coalition will create a sustainable pathway to greater housing opportunity in Pierce County while honoring each jurisdiction's individual community needs and circumstances. 186

# Attachment C

Letters to Legislative Delegation



January 10, 2020

Members of the Pierce County Delegation Washington State Legislature 416 Sid Snyder Ave SW Olympia, WA 98504

Dear Legislators,

Across Pierce County, we have reached a critical moment. Our cities are in the midst of a housing affordability crisis, and it is our obligation to solve it.

In 2019, Pierce County made headlines for having some of the fastest rising rents in the nation, yet wages remain stagnant. In the last five years, rents in Pierce County increased by 50% while household income increased by just 4%. Across Greater Pierce County, more than 60% of home-owning households and almost 40% of renters now spend a disproportionately high percentage of their income on housing costs. If this trend continues uninterrupted, the cost of housing in our community will become a burden that few of our hardworking neighbors will be able to afford. We need your help to make sure this does not happen in Pierce County.

While many cities are making individual contributions aimed at keeping housing obtainable for all residents, true progress relies on leaders working together to share bold ideas and discuss and create innovative regional solutions. Ensuring available housing options for all who live or work in Pierce County is an opportunity to increase household resilience, consumer spending power, and economic strength across the region. In particular, working families, seniors, and first-time homebuyers stand to benefit most from collaborative efforts on housing. Over the last year, a bipartisan group of elected leaders from across Pierce County have gathered to discuss how we can do just that by forming the *South Sound Housing Affordability Partners (SSHAP)*.

In this moment, we have a unique opportunity: we can join together to disrupt these trends we are seeing now across the region and ensure housing remains affordable at all income levels in Pierce County. While we are working in 2020 to formalize a coalition of governments across Pierce County, the level of collaboration needed to address this pressing issue also includes you. We are writing to ask you to keep obtainable housing at the forefront of your work this

"Shaping the Future of Housing Affordability in Our Pierce County"

session and to express the following:

- We strongly support state legislation that will increase investment in affordable housing by enabling robust and flexible local funding options and dedicating revenue to the State Housing Trust Fund;
- We strongly support more equitable allocations of State Housing Trust Fund dollars across Urban Growth Areas demonstrating a need to increase jobs/housing balance; and
- We are willing to help you hone statewide solutions As a group of collaborative leaders seeking innovative tools that increase jobs/housing balance, we welcome pilot programs that could be deployed across Pierce County to determine their ability to keep housing obtainable for all.

While each jurisdiction has its own unique needs and circumstances and while we acknowledge that the focus on housing needs to be an enduring one, we also need to act now to ensure that vulnerable residents, such as seniors, veterans, and working families, remain housed and make housing obtainable for all Pierce County residents. We hope you will join us in this effort.

Sincerely,

Nancy Backus

Mayor City of Auburn

Daryl Eidinger Mayor City of Edgewood

Johnson Pat Johnson

Pat Johnson A Mayor City of Buckley

Ronald Frederick Mayor City of DuPont

Kim Roscoe Mayor City of Fife

Hunter George

Mayor City of Fircrest

Kit Kuhn Mayor City of Gig Harbor

Don Anderson Mayor City of Lakewood

Josh Penner

Josh Penner Mayor City of Orting

( Aar

John Palmer Deputy Mayor City of Puyallup

**Ron Lucas** 

Mayor City of Steilacoom

SSHAP CONVENERS:

**Pierce County** 

Douglas Richardson

Chair

Bill Pugh Mayor City of Sumner

Victoria darda)

Victoria R. Woodards Mayor City of Tacoma

Bruce Dammeier County Executive Pierce County

David Z. Bean

Puyallup Tribe of Indians

Chairman

Connie Ladenburg Human Services Committee Chair Pierce County Council



May 19, 2020

The Honorable Denny Heck 2452 Rayburn House Office Building Washington, DC 20515-4710

Dear Congressman Heck,

We are writing today to thank you for your legacy of leadership in serving the 10<sup>th</sup> Congressional District and the State of Washington over the last seven years. We would specifically like to recognize your longtime, consistent efforts on important policy issues related to housing and, most recently, for your work to mobilize the Federal resources necessary to respond to the immediate housing crisis our residents face through the *Emergency Rental Assistance and Rental Market Stabilization Act*. The "Short and Medium-Term Rental Assistance" and "Housing Relocation or Stabilization Activities" contained within this act are both sorely needed, and we thank you for bringing them forward.

As you know well, we were grappling with a region-wide housing crisis well before the impacts of COVID-19. With the additional impacts of the pandemic on health, safety, and jobs, our community is even more vulnerable to the full spectrum of housing instability. Cities and Counties desperately need resources like this, not only to avert the expected continuing trend of displaced families, but also to brace for the increases in housing instability and homelessness we expect we will see in the wake of COVID-19.

Regional problems require regional solutions. Because of the unique and prevalent challenges of Pierce County's housing crisis, we have come together to convene elected leaders from across Pierce County in recent months. Together, in a coalition now known as the South Sound Housing Affordability Partnership (SSHAP), these elected leaders have joined us in affirming that the dual crises of housing and COVID-19 must be addressed simultaneously. It is an alliance that includes communities of all sizes, leaders of varied political ideologies, and governments of all kinds (Tribe, County, City).

Together, we expect that SSHAP will continue to seek State and Federal tools to respond to this crisis while sharing best practices and looking for ways we can innovate at the local level going forward. We greatly appreciate that we have a strong partner and advocate in you. Thank you again for your sustained passion and leadership on this issue during your time in Congress. If we can assist you in any way to build a legacy of legislation that will continue to stand testament to your leadership well after your time in this office, please do not hesitate to reach out.

Sincerely,

i R. Woodards

Victoria R. Woodards Mayor, City of Tacoma

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County Executive

marco Connie Ladenburg

County Councilmember

[Insert SSHAP logo]

[DATE]

Members of the Pierce County Legislative Delegation Washington State Legislature 416 Sid Snyder Avenue Olympia, WA 98504

Dear Honorable Legislators,

We write to you as a coalition of Pierce County communities <u>and tribes</u>, large and small, to express our desires for legislative action to support housing attainability and stability. In the past year, the South Sound region experienced a rapid rise in housing costs, continuing a trend that has developed over the course of the past five years. Housing affordability and stability issues are now exacerbated by the COVID-19 public health emergency and associated economic downturn. To that end, our requests of the Legislature reflect our ongoing concerns about housing supply and attainability in addition to unique housing considerations related to the coronavirus pandemic.

The South Sound Housing Affordability Partners respectfully request the Legislature take action on the following issues. Each of these is not a silver bullet solution to solving our region's housing challenges, but are helpful tools to make incremental progress in solving this growing problem:

- Reform theProvide the option to offer the Multi-family Tax Exemption into all cities and towns and appropriate county urban growth areas. Current state law provides for cities with a population over 15,000 to offer the Multi-family Tax Exemption (MFTE), either for eight years for market-rate housing developments or twelve years if the development sets aside at least twenty percent of units for low- and moderate-income households. Average rents in some South Sound zip codes have risen close to \$2,000 per month, due in part to a lack of supply to meet the demand. Expanding the availability of this program to smaller jurisdictions would facilitate housing development and help address the shortage of units in the region. Further reforms to the program for cities currently eligible to offer the exemption should focus on providing cities with flexibility to best increase the number of housing units, both affordable and market rate, and to incentivize redevelopment of land in county urban growth areas to promote transit-supportive densities and more efficient land use.
- Provide robust resources for rent, and foreclosure-prevention, and utility assistance. While Governor Inslee's eviction moratorium and a recent order issued by the Centers for Disease Control and Prevention have halted evictions due to pandemic-related income loss, our members are concerned about long-term accumulation of back payments that threaten housing stability for families in our region. A report issued by the U.S. Census Bureau in mid-September indicated that nearly 140,000 households in Washington State were not current on their rent. Further, we recognize that the burden of the pandemic also impacts providers of rental housing in our communities, especially landlords of single-family and smaller buildings with rental units. The Washington Utilities and Transportation Commission and Governor Inslee have imposed a similar moratoria on utility disconnections for nonpayment, requiring utilities to isntead offer

long-term payment plans to consumers who cannot afford to pay their bills. Utility assistance is needed to help customers make back payments on utility bills that will come due once the moratoria is lifted. While Pierce County and some of our cities have activated <u>r</u>Rental and utility <u>a</u>Assistance programs, those efforts have been largely funded by *CARES Act* Coronavirus Relief Funds, which expire at the end of 2020. Because the trajectory of economic recovery is yet unknown, we request that the Legislature identify robust funding support for <u>rent and</u> <u>mortgage\_rent</u>, mortgage, and utility assistance in the 2021 session to help prevent evictions and foreclosures and maintain utilities in the coming year.

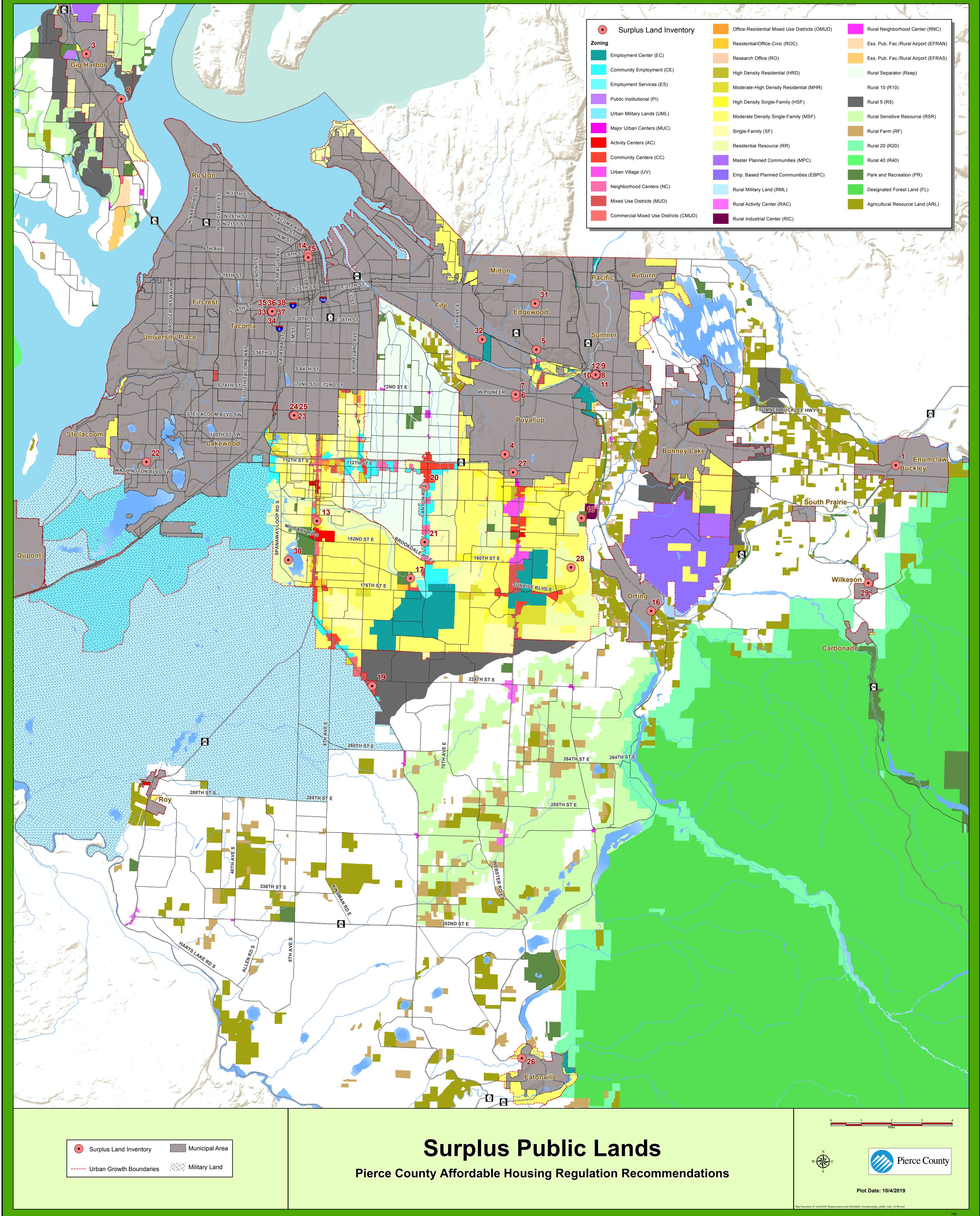
- Preserve and Fully Fund the Housing Trust Fund. The 2019-2021 capital budget allocated \$175 million toward affordable housing projects, and that the Department of Commerce is currently selecting projects requesting \$250 million for the 2021-23 budget. Pierce County could potentially receive funding for seven projects if the program were funded at this level. This program has served as a funding source for local governments, housing authorities, non-profits, and tribes to fund affordable housing projects statewide, including those located in Pierce County. While only one multi-family project in Pierce County was awarded funding in 2019, the program plays a crucial role in fostering affordable housing development in Washington State. We request that you preserve the Housing Trust Fund in the 2019-21 capital budget, and fully fund the program in 2021-23.
- Authorize a local option for graduated Real Estate Excise Tax. Washington State recently switched from a flat Real Estate Excise Tax (REET) rate to a graduated rate based on the selling price of the property. Because of the correlation between high property values and high costs of living, many of our communities would welcome the option of enacting a similar policy at the local level. Such a taxing structure would allow for less of a burden on those selling lower-priced properties while still providing adequate revenue to cities through the higher rate collected on the property sales at the higher tiers. For some property sales, the revenue collected by the city may exceed the amount that would have been collected under the flat REET rate. Cities could use this additional revenue to supplement our existing revenue as another resource to help fund affordable housing projects.

While each of our jurisdictions the county, cities, and tribes in our region all have unique needs and circumstances, we are united in our desire to see individuals and families being able to remain in their homes, and for more available housing options for our friends and neighbors with low- and fixed-incomes. During this public health emergency, we are keenly aware of the disparate impacts on the most vulnerable in our communities, including seniors, the unhoused, people of color, veterans, and working families. We are continuing to explore and work toward actions that can be taken at the local level to foster greater housing stability here in the South Sound. We thank you for your consideration of our requests and hope you will consider us partners to you in your policy making decisions heading into the 2021 legislative session.

Yours in service,

Attachment D

Public Surplus Land





	Public Entity	Property Number	Acres	Jurisdiction	Current Zoning	Best Use	Comments
1	City of Buckley	7820000285	0.13	City of Buckley	Public	Senior Citizen Low-Income Housing	The City of Buckley allows Senior Citizen Low-Income Housing in the Public zoning district as a conditional use. The property would need to be rezoned in order to allow non-age- restricted forms of affordable housing.
2	City of Gig Harbor	221081108	0.77	City of Gig Harbor	Medium Density Residential	Fourplex	The City of Gig Harbor allows duplexes outright, and triplex and fourplexes as conditional uses in the Medium Density Residential zoning district. A maximum of 6 dwelling units per acre is allowed.
3	City of Gig Harbor	222313024	4.76	City of Gig Harbor	Single Family Residential with Mixed use	Multi-family if part of a larger development	The City of Gig Harbor allows multifamily uses within the Mixed-use District Overlay, but it appears that developments need to be 10 acres or larger. Single-family residential uses are allowed at a maximum density of 4 dwelling units per acre.
4	City of Puyallup	419041056	0.392	City of Puyallup	Limited Commercial	Mixed-Use	The City of Puyallup allows multifamily residential uses by right as long as it doesn't exceed more than 50% of the gross floor area. Commercial space must be provided on the ground floor and a minimum of 75 percent of the ground floor area must be commercial.
5	City of Puyallup	420221096	3.1	City of Edgewood	Public		
6	City of Puyallup	5745001371	1.11	City of Puyallup	Central Business District Core	Mixed-Use	The City of Puyallup allows multifamily residential uses by right with no density limit. Commercial space must be provided on the ground floor and a minimum of 50 percent of all gross floor area must be commercial.
7	City of Puyallup	7060000230	0.17	City of Puyallup	Regional Growth Center Oriented Multi-I	Multifamily	The City of Puyallup allows multifamily residential uses by right with no density limit. The project must however comply with downtown design guidelines.
8	City of Sumner	7985100160	1.015	City of Sumner	Central Business District	Multifamily	The City of Sumner allows multifamily developments at 30 dwelling units per acre as part of a mixed-use development with commercial uses.
9	City of Sumner	7985100170	0.138	City of Sumner	Central Business District	Multifamily	The City of Sumner allows multifamily developments at 30 dwelling units per acre as part of a mixed-use development with commercial uses.
10	City of Sumner	7985100190	0.165	City of Sumner	Central Business District	Multifamily	The City of Summer allows multifamily developments at 30 dwelling units per acre as part of a mixed-use development with commercial uses.
11	City of Sumner	7985100210	0.165	City of Sumner	Central Business District	Multifamily	The City of Sumner allows multifamily developments at 30 dwelling units per acre as part of a mixed-use development with commercial uses.
12	City of Sumner	7985100221	0.331	City of Sumner	Central Business District	Multifamily	The City of Sumner allows multifamily developments at 30 dwelling units per acre as part of a mixed-use development with commercial uses.
13	Pierce County	319167023	0.5	Pierce County	Commercial Mixed-Use	Multi-family with 1st floor commercial	Pircec County allows multi-family mixed use developments with 1st floor commercial use within the Commercial Mixed-Use zoning district.
14	Pierce County	2007110181	0.413	City of Tacoma	Downtown Mixed-Use	Multi-family	The City of Tacoma allows Multi-Family uses in the Downtown Mixed-Use zoning district. City of Tacoma allows a residential of FAR ratio of 3 "As-of-right" with a maximum FAR ration of 7 with Transfer of Development Rights
15	Pierce County	2009110050	0.138	City of Tacoma	Downtown Mixed-Use	Multi-family	The City of Tacoma allows Multi-Family uses in the Downtown Mixed-Use zoning district. City of Tacoma allows a residential of FAR ratio of 3 "As-of-right" with a maximum FAR ration of 7 with Transfer of Development Rights
16	Pierce County Fire District #18	519322107	1.72	City of Orting	Residential - Multi-family	Multi-family	The City of Orting Residential - Multi-family zoning district allows multifamily housing at 8 dwelling units per acre.
17	Pierce County Parks	319254066	3.01	Pierce County	Park & Recreation	N/A	Pierce County Park & Recreation zoning district does not allow for housing. The property would need to be rezoned in order to allow for affordable housing.
18	Pierce County Parks	419133031	109	Pierce County	Park & Recreation and Residential Resou	Duplex	This property has two zoning districts: Park & Recreation and Residential Resource. Pierce County Park & Recreation zoning district does not allow for housing. Pierce County Residential Resource zoning district allows duplex housing. The property would need to be rezoned in order to allow for affordable housing. In addition, the property appears to have steeps slopes on site and is lacking a direct access to a public road, which will limit development.
19	Pierce County Public Works	318142001	63.1	Pierce County	Mixed-Use District	Multi-Family	Pierce County allows multi-family mixed use developments with 1st floor commercial uses within the Commercial Mixed-Use zoning district. The property has a maximum allowable density of 15 units per acre. The property is currently used as a gravel pit.
20	Pierce County Public Works	319124010	2.065	Pierce County	Community Employment	One detached single-family house	This property looks to be largely encumbered by wetlands. At most, it appears that one single-family residence would be allowed under reasonable use provisions.
21	Pierce County Public Works	4015415094	0.402	Pierce County	Community Employment	One detached single-family house	Pierce County does not allow any housing on Community Employment zoning districts except for one detached single family house. The property would need to be rezoned in order to allow other forms of affordable housing or the zoning code updated to allow for affordable housing.
22	Pierce County Tax Title	219091044	0.56	City of Lakewood	Residential 3	Single-family	The City of Lakewood allows single-family uses at 4.8 dwelling units per acre in the Residential 3 Zoning District. It appears that access to the property could be limited.
23	Pierce County Tax Title	320325036	0.15	City of Tacoma	R-2	Single-family	The City of Tacoma allows detached single-family uses in the R-2 single-family residential zoning district.
24	Pierce County Tax Title	320325037	0.15	City of Tacoma	R-2	Single-family	The City of Tacoma allows detached single-family uses in the R-2 single-family residential zoning district.

25 Pierce County Tax Title	320325038	0.15	City of Tacoma	R-2	Single-family	The City of Tacoma allows detached single-family uses in the R-2 single-family residential zoning district.
26 Pierce County Tax Title	416151013	0.92	Town of Eatonville	General Commercial District	Multifamily	The Town of Eatonville allows multi-family development up to three stories. It appears that there are no direct density restrictions outside of building height and site coverage restrictions. There is a stream onsite that will limit the development potential of the site.
27 Pierce County Tax Title	419095007	0.84	City of Puyallup	Regional Growth Center Oriented Multi-	Multifamily	This property is largely encumbered by wetlands. At most, it appears that one single-family family residence would be allowed under reasonable use provisions.
28 Pierce County Tax Title	419265004	1.74	Pierce County	Moderate Density Single Family	Single-family	This property looks to be largely encumbered by wetlands. At most, it appears that one single-family residence would be allowed under reasonable use provisions. Additionally, the property is landlocked which will further inhibit the development potential of this property.
29 Pierce County Tax Title	619282066	1.24	Town of Wilkeson	Residential 2	Single-family	This property is located within a shoreline jurisdictional area, adjacent to a stream, and has steep slopes. It appears that this parcel might not be suitable for development due to critical area encumbrances.
30 Pierce County Tax Title	8010000010	0.92	Pierce County	Residential Resource	Single-family	This property is largely encumbered by wetlands. At most, it appears that one single-family family residence would be allowed under reasonable use provisions.
31 Puyallup School District	420103132	4.96	City of Edgewood	Public	N/A	The City of Edgewood Public Zoning District does not allow for residential uses. The property would need to be rezoned in order to allow for affordable housing.
32 Puyallup School District	420174013	5.41	City of Fife	Public Use / Open Space	N/A	The City of Fife Public Use / Open Space District does not allow for housing. The property would need to be rezoned in order to allow for affordable housing.
33 Washington State University	5270001571	0.189	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre
34 Washington State University	5270001572	0.141	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre
35 Washington State University	5270001573	0.115	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre.
36 Washington State University	5270001580	0.158	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre
37 Washington State University	5270001590	0.137	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre
38 Washington State University	5270001610	0.2	City of Tacoma	Urban Center Mixed Use District	Multi-Family	The City of Tacoma allows multi-family uses in the Urban Center Mixed Use Zoning District with a minimum density of 40 dwelling units per acre

# Attachment E

11/4/20 Draft SSHAP FAQs, Structure Options, Budget Options, Work Plan Priorities, Capital Fund Options, SSHAP Description

## Frequently Asked Questions Potential SSHAP Collaboration among Pierce County Governments To Address Affordable/Attainable Housing Needs November 4, 2020

#### Who will participate?

Members of the collaboration will be governments in Pierce County – cities, towns, tribe and county – who see value in the collaboration and want to take advantage of this collaborative work. Participation is voluntary.

#### What work will this collaborative structure accomplish? What is its role?

Members will decide what SSHAP's annual work plan will be, based on discussion about their government's affordable/attainable housing needs. That being said, SSHAP could assist in drafting housing elements for comprehensive plan updates, or provide technical support for drafting policies or suggest programs that member governments want to pursue (e.g. rental licensing and inspection programs, or multi-family tax exemption programs), draft zoning proposals that expand affordable/attainable housing opportunities (e.g. Accessory Dwelling Unit (ADU) or inclusionary zoning), work with local governments and developers to identify demonstration projects, represent members at regional and state forums where policy and funding decisions are made, write grants or help member governments compete in regional and state funding processes.

#### Who will do this work?

The initial proposal is to pool resources to create central staff capacity – initially 1 FTE. (*NOTE: Proposal to be determined by Steering Committee*) The staff will provide services to all member governments. The staff might do some work that only one member requests, as well as work that could benefit all members.

#### Where will funding support come from?

It is anticipated that funding to support the staff would come mostly from member governments. A modest amount of funding could be secured from outside sources – philanthropy and other aligned organizations.

#### What will be the local share of SHHAP operations? How will local shares be determined?

This will depend on several factors: 1) the amount of staff capacity created (the expense total), 2) the amount of matching funds secured from outside sources, and 3) the number of governments that participate. The participating governments will need to determine how they want to allocate shares. One common approach is to determine shares based on percentage of population. An initial rough estimate to support 1 FTE suggests that local shares could range between approximately \$1,500 - \$95,000 annually, depending on the population of the member government.

#### What is the value-add to member government?

The work will focus on important functions that currently one government on its own cannot afford, must use scarce resources to support, or lack the staff capacity to carry out. There are significant efficiencies in jointly funding staff work that supports multiple member governments. There is also value in having ongoing expertise available to all members to work on issues regarding affordable/attainable housing, and in helping all Pierce County governments to play a more effective role in leveraging local, state, and federal funds for affordable/attainable housing.

# How is this different than other regional forums (e.g. Puget Sound Regional Council, or the Pierce County Regional Council, etc.)?

In general, the regional Councils provide opportunities to discuss and adopt broad regional policies, advocacy positions, and resource documents. SSHAP's focus will be on developing strategies to meet the needs of individual member communities, finding the best ways to increase and preserve access to affordable/attainable housing through local policies, programs and the marshalling of resources. That being said, it will be critical for SSHAP to define and clearly articulate its unique value add to existing entities that might be doing work that could be considered similar. SSHAP's work in individual communities will benefit all those already focused on eradicating poverty, homelessness and structural and institutional racism across the region because of the key role more affordable/attainable housing plays in solving those issues.

# Will this effort focus on the development of new or preservation of existing affordable/attainable housing?

The member governments will determine the focus of the work effort. In interviews with representatives of Pierce County governments, and focus groups with private and non-profit housing developers, there was strong interest in developing strategies to address the "missing middle", helping seniors stay in their homes, and housing for local workforce. Non-profit developers and community-based organizations have a great concern about the potential flood of evicted households at the end of the moratorium (both in terms of renters who will owe back rent and small landlords who will be forced to sell their property, increasing the likelihood of a loss of "naturally occurring" affordable/attainable housing).

#### What would be the governance structure?

The member governments will need to determine the governance structure. The governance structure used by other collaborative models in King County includes several features: 1) all member governments must approve their budget allocations to the collaborative and approve an annual work plan, and 2) an executive board, comprised of one member from every participating government, makes decisions about staffing, annual priorities, and project approvals. Each board member has an equal vote in decisions. To ensure that community-experience and voice is infused in decision-making, a community advisory board could be established (see below).

# How would my government be assured that resources would be shared equitably across the SSHAP membership?

The governance structure would allow for the executive board to decide collaboratively where resources will be used. Given the limited size of the organization, members will need to

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acknowledge that in any individual year SSHAP resources may be used in other communities, but over a several year period it will be important to make sure that all members receive the support they need to pursue their own local affordable/attainable housing goals.

#### Who would staff report to?

This will need to be determined by the members. There are different approaches that could be taken, but in the King County collaborations the staff report to the executive board. One of the jurisdictions would need to serve as the "administering agency". The administering agency would house the staff that work on behalf of SSHAP and manage the fiscal and administrative aspects of the collaborative. The membership would determine which jurisdiction would serve as the administering agency.

#### What is the role of Housing Authorities and other affordable housing developers?

Generally Housing Authorities, non-profit and for-profit housing developers construct, own and manage affordable housing units aimed at a variety of income levels. It is not anticipated that the new collaborative structure would be an entity that would develop, own or manage affordable housing units. The member governments would need to determine the role, if any, that Housing Authorities or other affordable housing developers would play in the collaborative structure. The range of roles could be as a financial contributor to the collaboration, participation on the governance board, serve solely in an advisory capacity, or no formal involvement. Also, the staff employed by the collaborative structure, with knowledge and expertise about affordable/attainable housing and familiarity with each member city, can serve as a very valuable resource for the housing developers (both for-profit and non-profit).

#### When would it start?

It is hoped that an agreement to create a collaborative structure can be reached by the end of the first quarter 2021, and the new structure would begin in the middle of 2021.

# What mechanism would be used for participating governments to make commitments to this collaborative structure?

It is assumed that the initial members will approve and sign an inter-local agreement that spells out the role of the group, the governance structure, and the financial commitments from members. Of course, each participating government would need to make its own decision about a financial contribution.

#### Are there other similar models?

Yes, there are three comparable models in the Puget Sound region – Snohomish County (AHA), East King County (ARCH) and South King County (SKHHP), and several models around the country. (A summary of other models was prepared.) ARCH has been in place for approximately 20 years, and SKHHP for 2 years. The Alliance for Housing Affordability (AHA), in Snohomish County has been in place for 7 years.

# Would a Capital fund be created to provide matching funding for development of new affordable housing?

The Steering Committee for SSHAP is having discussions about the potential of creating a capital fund that could be used to leverage state and federal resources and attract developers for affordable/attainable housing project development. Whether such a fund is created initially or not, the interlocal agreement that member governments would need to adopt would faciliate the creation of a capital fund at a future point. Such creation would require the approval of SSHAP members.

#### Does every Pierce County government need to participate to make this work?

No. There needs to be a large enough core group to spread the initial costs. It is hoped that initially somewhere between 10 - 14 governments will participate.

#### Would community organizations have a role in the work?

One approach used by other collaborations is the creation of a Community Advisory Board which would be a formal structure to enable community-based organizations to provide advise and expertise to the executive board regarding SSHAP's work and activities and ensure that community and lived experience voices provide the essential equity lens.

#### How is this proposal different than the work done as part of the SSHAP project in 2019?

The foundational work of 2019 laid the groundwork for the coalition efforts to evolve from an informal basis to a more formal collaborative structure. The trust and understanding established during that formative time has been invaluable in moving this important work forward. A key difference, if SSHAP moves forward with a more formal structure, is that there will be dedicated staff capacity to support the affordable/attainable housing work in member communities, and potentially the creation of a capital fund to leverage additional resources for this work.

#### What would this new staff capacity provide that isn't already provided by existing staff?

Most small and mid-sized governments in Pierce County do not have staff dedicated solely to working on increasing the supply of affordable/attainable housing. Issues related to affordable housing get "shoe horned" on top of many other responsibilities, sometimes for planning staff, economic development staff, or human services staff. Staff from several governments have said that generally they do not have the capacity to focus on affordable/attainable housing issues to the extent that is needed or attend all key meetings where the Pierce County voice needs to be represented.

#### What are the next steps?

For the governments that want to create this collaboration, the next steps will be to discuss and decide upon governance models, the cost-sharing formula for members, the appropriate "home" for the proposed FTE, and the creation of an inter-local agreement. For the collaboration to begin in 2021 decisions about budget allocations for participating governments will need to be made this fall.

# Structure Options for Discussion and Evaluation by SSHAP

Model/Type	Agreement	Governance	Staffing	Program/Activities (any, all or others)
Informal Similar to how SSHAI is currently functioning	p V	Steering Committee with participating jurisdiction representation	In-kind support from one or more of the participating jurisdictions. Could also include contracted support for specific tasks from a local non-profit with contributed funds or philanthropy	Some degree of activities of these or similar: Coordinated education efforts Sharing promising practices and lessons learned Convening planning staff Convening developers Coordinated data gathering on needs and publishing a Pierce County perspective for advocacy use Develop joint advocacy positions
Formal – Sharing staff	Interlocal Agreement	Executive Board with representatives from all members A participating jurisdiction serves as Administering Agency Community advisory board to advise Exec Board	Staff hired by administering agency working on behalf of the collaborative	Any or all the above with the addition of: Policy development support tailored to unique community needs Coordinated legislative agenda/lobbying Grant-writing Technical assistance Program design (acquisition-rehab, aging in place etc.) Needs assessment Housing strategy plan development and support Work to create pilot projects
Formal – Sharing staff and capital fund resources	Interlocal Agreement	<ul> <li>Executive Board with representatives from all members</li> <li>A participating jurisdiction serves as Administering Agency</li> <li>Community advisory board to advise Exec Board</li> </ul>	Staff hired by administering agency working on behalf of the collaborative	Any or all the above with the addition of: Establish and manage a capital fund for the purposes of supporting the production and preservation of more affordable housing in Pierce County. Funds would be contributed by either the participating jurisdictions, state or federal funds, philanthropy, or a combination thereof

# Assumptions Used for Budget Options

1. Each option includes year 1 and year 2 of SSHAP operations

2. All Options' expense budgets assume 6 months salary for the Manager in year 1 and 12 months for year 2.

3. Options 3 & 4 assume .5 FTE for 12 months in year 2 to support creation and management of a capital fund. Those funds could either be used to hire a second position or to contract with a local govt to administer the fund.

4. There is an inflaction factor of 3.5 % applied to salaries/benefits for year 2.

5. Salaries are based on SKHHP experience, using Auburn's salary structure.

6. There is a 10% administrative fee charged for the agency that serves as the SSHAP administering agency

7. Space will be donated in-kind

8. Outside revenue will be secured to help support SSHAP (\$7,500 in year 1 and \$15,000 in year 2)

9. Options 1 and 3 assume participation only by those governments who have financially supported the work in 2020

10. Options 2 and 4 assume four additional cities will agree to join SSHAP

11. Each options apportions costs using two methodolgies: a) based on 2020 OFM population estimates, and b) a grouping of governments of similar size who would pay the same amount.

## **DRAFT STRAW PROPOSAL OPTION 1 (11.04.20)**

# YEAR 1 1 FTE w/ Govts Providing 2020 Funding 6 months of Operations 1 FTE

Shares for participating cities:

	Population (OFM 2020 est)	% of Population	C	Option 1: Strict Population	Ор	tion 2: Grouped by sized**
Auburn	9,980	1%	\$	1,057	\$	1,750
Fife	10,200	1%	\$	1,081	\$	1,750
Gig Harbor	11,240	1%	\$	1,191	\$	1,750
Lakewood	60,030	8%	\$	6,361	\$	8,000
Puyallup	42,700	5%	\$	4,525	\$	6,000
Puyallup Tribe	6,000	1%	\$	636	\$	1,000
Steilacoom	6,505	1%	\$	689	\$	1,000
Sumner	10,360	1%	\$	1,098	\$	1,750
Tacoma	213,300	27%	\$	22,602	\$	20,000
Unincorporated Pierce Co	426,200	54%	\$	45,161	\$	42,500
TOTAL	796,515		\$	84,400	\$	85,500

## YEAR 2

## Govts Providing 2020 Funding; Full Year of Operations 1 FTE

	Population (OFM 2020 est)	% of Population	C	Option 1: Strict Population	Ор	tion 2: Grouped by sized*
Auburn	9,980	1%	\$	2,189	\$	3,500
Fife	10,200	1%	\$	2,238	\$	3,500
Gig Harbor	11,240	1%	\$	2,466	\$	3,500
Lakewood	60,030	8%	\$	13,169	\$	14,000
Puyallup	42,700	5%	\$	9,367	\$	10,000
Puyallup Tribe	6,000	1%	\$	1,316	\$	2,000
Steilacoom	6,505	1%	\$	1,427	\$	2,000
Sumner	10,360	1%	\$	2,273	\$	3,500
Tacoma	213,300	27%	\$	46,791	\$	43,000
Unincorporated Pierce Co	426,200	54%	\$	93,494	\$	90,000
TOTAL	796,515		\$	174,729	\$	175,000

# DRAFT STRAW PROPOSAL OPTION 2 (11.04.20)

### YEAR 1

# 1 FTE w/ Govts Providing 2020 funding + 4 Addtl Cities

# 6 months of Operations 1 FTE

Shares for participating cities:

	Population		C	Option 1: Strict	Op	tion 2: Grouped
	(OFM 2020 est)	% of Population		Population		by sized**
Auburn	9,980	1%	\$	966	\$	1,500
Bonney Lake	21,390	2%	\$	2,071	\$	3,000
Edgewood	12,070	1%	\$	1,168	\$	1,500
Fife	10,200	1%	\$	987	\$	1,500
Gig Harbor	11,240	1%	\$	1,088	\$	1,500
Lakewood	60,030	7%	\$	5,811	\$	7,000
Orting	8,635	1%	\$	836	\$	1,500
Puyallup	42,700	5%	\$	4,133	\$	5,000
Puyallup Tribe	6,000	1%	\$	581	\$	500
Steilacoom	6,505	1%	\$	630	\$	500
Sumner	10,360	1%	\$	1,003	\$	1,500
Tacoma	213,300	24%	\$	20,647	\$	18,500
University Place	33,310	4%	\$	3,224	\$	5,000
Unincorporated Pierce Co	426,200	49%	\$	41,255	\$	37,500
TOTAL	871,920		\$	84,400	\$	86,000

#### YEAR 2

# Govts Providing 2020 Funding + 4 Addtl Cities; Full Year of Operations 1 FTE

	Population		C	Option 1: Strict	Ор	tion 2: Grouped
	(OFM 2020 est)	% of Population		Population		by sized*
Auburn	9,980	1%	\$	2,000	\$	3,000
Bonney Lake	21,390	2%	\$	4,286	\$	6,000
Edgewood	12,070	1%	\$	2,419	\$	3,000
Fife	10,200	1%	\$	2,044	\$	3,000
Gig Harbor	11,240	1%	\$	2,252	\$	3,000
Lakewood	60,030	7%	\$	12,030	\$	14,000
Orting	8,635	1%	\$	1,730	\$	3,000
Puyallup	42,700	5%	\$	8,557	\$	10,000
Puyallup Tribe	6,000	1%	\$	1,202	\$	1,000
Steilacoom	6,505	1%	\$	1,304	\$	1,000
Sumner	10,360	1%	\$	2,076	\$	3,000
Tacoma	213,300	24%	\$	42,744	\$	40,000
University Place	33,310	4%	\$	6,675	\$	10,000
Unincorporated Pierce Co	426,200	49%	\$	85,409	\$	75,000
TOTAL	871,920		\$	174,729	\$	175,000

## **DRAFT STRAW PROPOSAL OPTION 3 (11.04.20)**

## YEAR 1

# **1.5 FTE w/ Govts Providing 2020 Funding** 6 months of Operations First Year for 1 FTE

Shares for participating cities:

	Population (OFM 2020 est)	% of Population	C	Option 1: Strict Population	Ор	tion 2: Grouped by sized**
Auburn	9,980	1%	\$	1,057	\$	1,750
Fife	10,200	1%	\$	1,081	\$	1,750
Gig Harbor	11,240	1%	\$	1,191	\$	1,750
Lakewood	60,030	8%	\$	6,361	\$	8,000
Puyallup	42,700	5%	\$	4,525	\$	6,000
Puyallup Tribe	6,000	1%	\$	636	\$	1,000
Steilacoom	6,505	1%	\$	689	\$	1,000
Sumner	10,360	1%	\$	1,098	\$	1,750
Tacoma	213,300	27%	\$	22,602	\$	20,000
Unincorporated Pierce Co	426,200	54%	\$	45,161	\$	42,500
TOTAL	796,515		\$	84,400	\$	85,500

# YEAR 2

## Govts Providing 2020 Funding; Full Year of Operations 1.5 FTE

	Population (OFM 2020 est)	% of Population	C	Option 1: Strict Population	Ор	tion 2: Grouped by sized*
Auburn	9,980	1%	\$	3,121	\$	4,500
Fife	10,200	1%	\$	3,190	\$	4,500
Gig Harbor	11,240	1%	\$	3,516	\$	4,500
Lakewood	60,030	8%	\$	18,776	\$	20,000
Puyallup	42,700	5%	\$	13,355	\$	15,000
Puyallup Tribe	6,000	1%	\$	1,877	\$	3,000
Steilacoom	6,505	1%	\$	2,035	\$	3,000
Sumner	10,360	1%	\$	3,240	\$	4,500
Tacoma	213,300	27%	\$	66,714	\$	65,000
Unincorporated Pierce Co	426,200	54%	\$	133,304	\$	130,000
TOTAL	796,515		\$	249,128	\$	254,000

# DRAFT STRAW PROPOSALOPTION 4 (11.04.20)

#### YEAR 1

# 1.5 FTE w/Govts Providing 2020 Funding + 4 Addtl Cities

# 6 months of Operations 1 FTE

Shares for participating cities:

	Population		C	Option 1: Strict	Op	tion 2: Grouped
	(OFM 2020 est)	% of Population		Population		by sized**
Auburn	9,980	1%	\$	966	\$	1,500
Bonney Lake	21,390	2%	\$	2,071	\$	3,000
Edgewood	12,070	1%	\$	1,168	\$	1,500
Fife	10,200	1%	\$	987	\$	1,500
Gig Harbor	11,240	1%	\$	1,088	\$	1,500
Lakewood	60,030	7%	\$	5,811	\$	7,000
Orting	8,635	1%	\$	836	\$	1,500
Puyallup	42,700	5%	\$	4,133	\$	5,000
Puyallup Tribe	6,000	1%	\$	581	\$	500
Steilacoom	6,505	1%	\$	630	\$	500
Sumner	10,360	1%	\$	1,003	\$	1,500
Tacoma	213,300	24%	\$	20,647	\$	18,500
University Place	33,310	4%	\$	3,224	\$	5,000
Unincorporated Pierce Co	426,200	49%	\$	41,255	\$	37,500
TOTAL	871,920		\$	84,400	\$	86,000

# YEAR 2

# Govts Providing 2020 Funding + 4 Addtl Cities; Full Year of Operations 1.5 FTE

	Population (OFM 2020 est)	% of Population	C	Option 1: Strict Population	Ор	tion 2: Grouped by sized*
Auburn	9,980	1%	\$	2,852	\$	4,000
Bonney Lake	21,390	2%	\$	6,112	\$	7,000
Edgewood	12,070	1%	\$	3,449	\$	4,000
Fife	10,200	1%	\$	2,914	\$	4,000
Gig Harbor	11,240	1%	\$	3,212	\$	4,000
Lakewood	60,030	7%	\$	17,152	\$	18,000
Orting	8,635	1%	\$	2,467	\$	4,000
Puyallup	42,700	5%	\$	12,200	\$	11,000
Puyallup Tribe	6,000	1%	\$	1,714	\$	2,000
Steilacoom	6,505	1%	\$	1,859	\$	2,000
Sumner	10,360	1%	\$	2,960	\$	4,000
Tacoma	213,300	24%	\$	60,945	\$	58,000
University Place	33,310	4%	\$	9,517	\$	11,000
Unincorporated Pierce Co	426,200	49%	\$	121,775	\$	118,000
TOTAL	871,920		\$	249,128	\$	251,000

# SSHAP Initial Work Plan Prioritizing Exercise Full Group Meeting Oct. 19, 2020

Please <u>select the top four potential focus areas for SSHAP activities (in priority order) that are of the</u> most interest to you and would provide the most value for your community.

NAME:\_\_\_\_

*FOCUS AREA 1.* Assist local jurisdictions in designing an attainable housing demonstration program whereby potentially pooled resources could match up to available development sites, developers and cities desirous of additional housing. (Explanation: coordinated effort to explore innovative strategies and identify promising practices, might focus on rental, transit-oriented development, homeownership.)

*FOCUS AREA 2.* Design and implement housing stability and preservation strategies to protect existing affordable housing stock. (Explanation: could include owner-occupied repair, aging in place, acquisition rehab, expiring tax credit developments, naturally occurring attainable housing at risk of pandemic.)

*FOCUS AREA 3.* Work with jurisdictions to prepare for, and respond to, a potential increase in households with housing insecurity because of pandemic. (Explanation: could include identification and pooling of rental assistance, deeper coordination of crisis hotlines-intake and assessment, support for foreclosure counseling, data tracking etc.)

**FOCUS AREA 4. Design and establish SSHAP "Housing Capital Fund".** (Explanation: explore potential sources of revenue, craft case for support, design initial focus and allocation/award strategy etc.)

*FOCUS AREA 5*: Work with jurisdictions to develop and implement locally supported policies and programs that accelerate access to affordable housing and provide housing security. (Explanation: affordable housing plan development and/or technical assistance on policies such as MFTE, density bonuses, inclusionary and other zoning strategies, ADU's, tenant protections, parking requirements, design review, expediated permitting, etc.)

*FOCUS AREA 6.* Represent Pierce County and its unique affordable housing needs at all applicable "decision tables." (Explanation: speak with a common voice at PSRC, PCRC, and other funding and decision-making tables)

*FOCUS AREA* 7. Coordinate activities to define a WA State legislative agenda and align advocacy for policies and resources favorable to Pierce County attainable housing interests. (Explanation: continuation and expansion of existing efforts)

*FOCUS AREA 8.* Further strengthen understanding of the spectrum of affordable housing options and the range of related needs and opportunities. (Explanation: education initiative for elected officials, planning commissions and others)

FOCUS AREA 9. OTHER

# **SSHAP Potential Capital Fund Considerations**

This document provides context for possible workplan:

FOCUS AREA 3. Design and establish SSHAP "Housing Capital Fund" to enable development and preservation of attainable housing.

#### Funding Administering **Eligible Activities (Housing Only) Eligible Beneficiaries Funding Amounts** Jurisdiction Source **Owner/Rental Rehabilitation** Federal HUD – Pierce County Ownership: Pierce County ٠ • • HOME Households with Consortium City of Tacoma **Direct Homebuyer** ٠ Investment income below 80% of \$1,436,633 (2020) Assistance Partnership See notes on relevant Acquisition/Rehabilitation AMI Tacoma/Lakewood • (HOME) iurisdictional aareements Rental: Households Consortium Rental or Acquisition/New • Program for administration of with income below Construction Ownership and \$1,446,351 (2020) funds. 60% of AMI at initial Rental Tenant Based Rental occupancy 80% thereafter Assistance Federal HUD -**Pierce County Rental/Owner Rehabilitation** Pierce County Households with • • • • Community income below 80% of Consortium • City of Tacoma Acquisition Development AMI \$3,176,506 (2020) City of Lakewood Infrastructure ٠ ٠ Block Grant • Tacoma (CDBG) See notes on relevant \$2,528,421 (2020) Program Lakewood *jurisdictional agreements* for administration of \$596,006 (2020) Does not includes CDBG funds. CARES allocations Local - 2060 Acquisition/Rehabilitation **Pierce County** • Households with Pierce County • • • Affordable \$1,225,505 (2020 **Ownership and Rental** income below 50% of Housing See notes on relevant housing AMI budget) Document Acquisition/New jurisdictional agreements • **Recording Fee** Construction Ownership and for administration of Fund funds. Rental **Operating and Maintenance** • of Rental **Rental Vouchers**

## Matrix of currently administered funds

Local – HB 1406 Affordable Sales Tax Fund	<ul> <li>Pierce County</li> <li>City of Tacoma</li> <li>City of Lakewood</li> <li>City of Puyallup</li> <li>City of Fife</li> <li>City of Auburn</li> <li>Need to confirm for other jurisdictions</li> <li>See notes on relevant jurisdictional agreements</li> <li>for administration of funds.</li> </ul>	<ul> <li>Rehabilitation Ownership and Rental</li> <li>New construction Ownership and Rental</li> <li>Operating and Maintenance of Rental</li> <li>Projects that address current homeless state of emergency including potential service funding</li> <li>Eligible activities may differ depending on size of jurisdiction</li> </ul>	<ul> <li>Households with income below 60% of AMI</li> </ul>	<ul> <li>Pierce County \$1,115,860(2020 budget)</li> <li>Need to confirm which cities have adopted and amount of revenue to be generated</li> </ul>
Local- General Fund dollars	City of Tacoma	<ul> <li>New construction (emphasis on Permanent Supportive Housing projects)</li> <li>Site acquisition</li> <li>Site improvements</li> <li>Projects that address current homeless state of emergency including potential service funding</li> </ul>	<ul> <li>Preference for households at or below 60% AMI</li> </ul>	<ul> <li>2019-2020 Biennial Budget: \$1.2 million (one- time)</li> </ul>

#### Notes:

- Pierce County administers the HOME and CDBG Programs on behalf of all the Cities and Towns in Pierce County excluding (Tacoma, Lakewood, Bonney Lake, Auburn (portion of city in Pierce County), Pacific (Portion of city in Pierce County). The County has consortium agreements with each participating city and town.
- The City of Tacoma and Lakewood have a consortium agreement for the administration of the HOME program in Tacoma and Lakewood. Each City administers their own CDBG program.
- Pierce County administers 2060 document recording fee fund on behalf of all the Cities and Towns in Pierce County in accordance with Interlocal agreements signed in 2003.
- The HB 1406 legislation allows for the development of interlocal agreements to administer these funds. No interlocal agreements in place currently. The legislation is new (passed in 2019) and most jurisdictions have not implemented the program to date.

# Existing Affordable Housing Development/Preservation Funding Process (\*)

	Pierce County	City of Tacoma
Funding Distribution	Annual Notice of Fund Availability issued seeking eligible	Annual Notice of Fund Availability issued seeking eligible
	affordable housing projects.	affordable housing projects.
Funding Sources	HOME and 2060 DRF	HOME, CDBG and 1406
Application Process	Projects applying in response to the NOFA are scored based on County criteria and priorities. Any eligible project can apply. The County does not limited applications to specific types of affordable housing projects or specific populations or in	Projects applying in response to the NOFA are scored based on City criteria and priorities. Any eligible project can apply. The City does not limited applications to specific types of affordable housing projects or specific populations or in
Funding Awards	specific areas. Projects awarded funding for HOME by the Pierce County	specific areas. Projects awarded funding by the TCRA.
	Community Development Corp. Projects awarded funding for 2060 DRF by the 2060 Steering Committee.	

\* Need to confirm if Lakewood has its own funding process for HOME and CDBG funds.

## Considerations for Launching SSHAP's Capital Fund

#### **Potential Goals:**

- Create a flexible and less restrictive source of local funding.
- Target specific types of projects in specific locations desired by the SSHAP participants.
- Achieve long term geographic equity.
- Use fund to attract additional private / public resources.
- Use in conjunction with other affordable housing incentives.
- Supplement and enhance local funding. SSHAP should not recreate or overlap existing funding administered by Pierce County and the City of Tacoma/Lakewood.
- Utilize existing resources for funding and seek potential new sources in the future.

#### **Potential Initial Fund Source**

HB 1406: (since 1406 is new and most jurisdiction have not allocated the funding yet utilizing the 1406 funds make sense. Additionally, its limited restrictions as opposed to heavily regulated program such and HOME and CDBG). New source of funding that most jurisdictions have not allocated yet.

- An existing revenue source that would not require any new taxes for fees
- o At present there are no interlocal agreements in place between jurisdictions to administer the HB 1406 funds
- o RCW's allow for interlocal agreements among jurisdictions.
- Federal regulations are not applicable.
- o Limited to households below 60% AMI but if utilized with other private dollars could allow for mixed use or mixed income projects.

# Potential Options for Use of SSHAP Capital Fund

(If the County and Jurisdictions pooled their 1406 revenue it could yield approximately +/- \$2 Million dollars per year)

	SSHAP Capital Fund Option 1	
Funding Distribution	Funding a strategic program countywide.	
	Example: Homeownership Initiative in partnership with WSHFC and nonprofits	
	If used for example as down payment assistance to match the WSHFC programs reaching 60% AMI buyers with a countywide program at \$50k per buyer, SSHAP could help 40 households buy a home annually.	
Funding Sources	Some level of 1406 funding contributed from the participating jurisdictions.	
Application Process	Flexible capital fund that could be disseminated on a first come rolling application basis.	
Funding Awards	Projects underwritten by staff and submitted for approval by the Executive Board of SSHAP	

	SSHAP Capital Fund Option 2
Funding Distribution	<ul> <li>Funding specific demonstration projects done in coordination with SSHAP members in targeted locations.</li> <li>Examples: <ul> <li>TOD</li> <li>Development on surplus/underutilized public property</li> <li>Mixed use / income</li> </ul> </li> <li>If targeted with a Low-Income Housing Tax Credit Multi-family development, it could be used as part of the local leverage dollars needed. On average \$5M of local matching resources are required for a 100-unit apartment building.</li> </ul>
Funding Sources	Some level of 1406 funding contributed from the participating jurisdictions.
Application Process	SSHAP members seek developers for a specific demonstration project or projects and allocate funding to those projects.
Funding Awards	Projects underwritten by staff and submitted for approval by the Executive Board of SSHAP

# **SSHAP Work Plan Focus Areas for Consideration**

Draft for Steering Committee

11.4.2020



# SOUTH SOUND HOUSING AFFORDABILITY PARTNERS

Shaping the Future of Housing Opportunities in Our Pierce County

# RANGE OF POTENTIAL BENEFITS AND AREAS OF OPPORTUNITY FOR COLLABORATION:

Customized Individual Support	<b>TECHNICAL ASSISTANCE</b> – Subject matter expert advice and consultation for members on comprehensive plans, code revisions, land use/zoning regulations, affordability incentives, etc. <b>INNOVATIVE DEVELOPMENT CONSULTATION</b> – Housing experts work alongside government staff and developers to find innovative solutions to make potential projects feasible and financially viable			
	<b>POLICY SUPPORT</b> – Track housing policies, programs, and initiatives across the nation, offering best practices and how policies can be adapted to individual city needs			
	<b>LEGISLATIVE ADVOCACY</b> – Serve as a unified voice on state and federal policy: develop shared policy goals, track legislation, and advocate for additional funding options			
The Power of Collaboration	<b>ATTRACT INVESTMENT –</b> Formal collaboration, a committed work plan, and refined messaging make a strong case for attracting outside funding			
	<b>ADVANCE CAPITAL PROJECTS</b> – With identified funding sources, some coalitions pool funds to add housing options through member-approved capital projects in the region			
Community	<b>COMMUNITY EDUCATION &amp; ADVOCACY</b> – Fact sheets and presentations for Community and Policymaker education; Building of community support/political will			
Coalition Building	<b>CENTRALIZED ADMINISTRATION &amp; TRUST</b> – While generally operating with very lean staffing, coalitions provide accounting/administration of individual contributions and ensure that coalition budgets/work plans are understood and approved by all member jurisdictions			

**PREAMBLE:** The focus areas in this document represents a range of work activities the new SSHAP collaborative effort could accomplish. This is not meant to be the final annual workplan should a formal collaboration be enacted. The final workplan needs to be shaped by the member governments, reflecting their individual needs and interests. It is not expected that each workplan activity will be universally applicable or desired by each of the participating governments. To that end, SSHAP staff will work with each participating government to create service and support plans that are designed around their unique needs. The newly created Executive Board will need to work closely with any new SSHAP staff to create a prioritized annual workplan. It is also important to note that the full combination of ideas listed below would take more time and/or staff resources to accomplish than is likely feasible to deploy in the early years.

Important Note: There are other groups and organizations doing ongoing work on affordable/attainable housing. It will be critical in the ultimate development of the SSHAP prioritized workplan to proactively honor and overlay the work already being done by various entities, whether governmental or nonprofit. The SSHAP work plan must recognize where the work that others are doing is germane to SSHAP's goals, and where activities will not be duplicative.

Finally, it should also be noted that some in-kind staff support from participating jurisdictions and other allies can be aligned with the new collaborative staff to augment capacity to accomplish the workload.

The groupings below organize SSHAP's potential activities into five focus areas. An additional area focuses on the governance work for SSHAP formation which is not optional but foundational to success.

# FOCUS AREA 1. Work with member governments to prepare for, and respond to, a potential increase in households with housing insecurity because of pandemic.

Examples of Possible Actions:

- Create clear assessment of capacity of all intake and assessment programs, hotlines, and legal support and foreclosure counseling.
- Determine scope and scale of existing rental assistance programs. Identify potential additional pooled resources to augment.
- Map all available tools available to limit the increase of distressed households resulting from evictions and foreclosures.
- Devise phased implementation plans for response.

# *FOCUS AREA 2*: Work with member governments to develop and implement locally supported policies and programs that accelerate access to affordable housing and provide housing security.

Examples of Possible Actions:

- Review housing elements and based on best practices create roadmaps of opportunity. Assist jurisdictions that request assistance in drafting or enhancing the housing element of their comp plan.
- Catalog and share examples of locally applicable affordable housing policies.

- Support staff in drafting and enacting local policies (for example, Accessory Dwelling Units (ADUs), voluntary or mandatory affordable housing zoning provisions, MFTE, healthy housing policies, tenant protections etc.).
- Support governments who want to develop comprehensive affordable housing strategy plans. Compile existing contemporary strategy plans and utilization of HB1923. Conduct quality and quantity needs assessment of local housing stock and produce local relevant data/ housing study.
- Identify potential locations for future, new high capacity transit development opportunities and work with jurisdictions to foster inclusion of affordable housing.
- Assist members in drafting and enacting legislation and policies to create safe and healthy rental housing (e.g. rental inspection programs, Just Cause Eviction legislation, etc.).
- Additional activity areas not listed above may be included.

## FOCUS AREA 3. Design and establish SSHAP "Housing Capital Fund" to enable development and preservation of attainable housing (see subpoints of activity below which are dependent on a capital fund being established).

#### Examples of Possible Actions:

- Benchmark other existing trust funds to present range of possible formats and uses.
- Create portfolio of potential uses and allocation strategies.
- Develop case for support for fund.
- Explore support from public sector fund sources. Evaluate current utilization of all local options available to jurisdictions including but not limited to HB 1406, 1590, property tax levies, bonding, DRFs, NAHASDA etc.
- Convene public and philanthropic funders to discern what potential funding sources could be leveraged for the developments.
- Explore support from private/philanthropic fund sources.
- Present fund design proposal to governing body of SSHAP.
- If approved, move forward with implementation of fund.
- Additional activity areas not listed above may be included.

Assist local governments in designing an affordable/attainable housing demonstration program whereby potentially pooled resources could match up to available development sites, developers and communities desirous of additional housing.

## Examples of Possible Actions:

- Research current promising practices of successful demonstration projects and critical ingredients and aspects of same.
- Work with developers (individually and/or in a group charrette) to identify challenges, barriers, incentives, and opportunities to shape the program.
- Work with Mayors, Councils, and Planning Commissions to ascertain qualities and parameters of desired development and potential siting opportunities.
- Work with the WA State Housing Finance Commission and local nonprofits to develop a focused homeownership program that includes marketing and outreach, prepurchase counseling and downpayment assistance.

- Identify potential projects that could leverage the HOME and HOPE early learning/affordable housing programs and other unique programs that can leverage additional funding.
- Identify and leverage potentially underutilized publicly owned and tax-exempt lands in Pierce County including but not limited to transit-oriented development sites.
- Additional activity areas not listed above may be included.

# **L** Design and implement housing stability and preservation strategies to protect existing affordable housing stock.

#### Examples of Possible Actions:

- Create clear assessment by government of existing preservation programs for rental and ownership housing.
- Assess physical conditions of existing housing stock.
- Design acquisition rehab program for multi-family rental housing and foreclosed vacant single family including naturally occurring affordable housing that could be vulnerable to market/crisis pressures.
- Assess capacity of Public Housing Authorities to lead acquisition rehab strategy and implementation.
- Map expiring tax credit developments that will need to have ownership transferred to keep it affordable.
- Work with member governments to create or expand weatherization programs, owner-occupied repair programs, foreclosure prevention, or other programs to support residents' ability to age in place.
- Assist member governments address threats to manufactured home communities.
- Additional activity areas not listed above may be included.

# *FOCUS AREA 4.* Represent Pierce County governments and their unique affordable/attainable housing needs at all applicable "decision tables" and coordinate activities to define a WA State legislative agenda and align advocacy for policies and resources.

#### Examples of Possible Actions:

- Work with members to create unified positions and a unified "voice" when interacting with allied partners and funders at the regional and state level including but not limited to PCRC and PSRC.
- Create schedule of priority meetings and make sure a designated ambassador is in attendance representing SSHAP interests.
- Develop presentations and set up meetings with key leaders to share the Pierce County story and needs.
- Identify locally applicable implementation opportunities from regional planning efforts.
- Coordination of efforts and services to address issues of homelessness.
- Additional activity areas not listed above that should be included:
- Survey each jurisdiction staff to identify common legislative priorities.
- Coordinate outreach activities among jurisdictions to support work with state legislature on affordable housing issues.
- Conduct working sessions with State Legislators from Pierce County districts on affordable housing issues.
- Where feasible, connect Pierce County priorities to broader Tacoma Pierce County Affordable Housing Consortium and/or WA Low Income Housing Alliance agendas.

• Additional activity areas not listed above may be included.

# **FOCUS AREA 5.** Further strengthen understanding of the spectrum of affordable/attainalbe housing options and the range of related needs and opportunities.

#### Examples of Possible Actions:

- Create tours (real time and virtual) for local officials of affordable/attainable housing that demonstrates best practices and promising approaches.
- Work with area universities to conduct listening sessions and related education materials.
- Inform developers on jurisdiction needs and interests with respect to affordable housing.
- Prepare materials for, and make presentations to Councils, Planning Commissions and others as appropriate, regarding affordable housing definitions, needs, and programs. Enhance understanding of the connection between the creation of affordable housing units and homelessness.
- Additional activity areas not listed above may be included.

# FOCUS AREA 6. OTHER ITEMS THAT SHOULD BE ADDED:

FOCUS AREA--SET UP SSHAP GOVERNANCE. Establish the collaborative's governance and decision-making and foster internal and external alignment of SSHAP-specific needs. (This is work to be completed to implement the collaboration if determined to make forward)

work to be completed to implement the collaboration if determined to move forward)
Assist committed participating governments implement the interlocal agreement. Put in place locally

- controlled governance structure, Advisory Committee structure, and decision-making protocols including setting of advocacy priorities.
- Develop annual work plan that addresses both countywide and local needs. Help member jurisdictions determine priorities for work plan.
- Develop annual reporting procedures to all member governments.
- Assist staff from member governments align policies, coordinate programs, or share information, as requested.
- Additional activity areas not listed above may be included.

# Attachment F

Pierce County Ordinance 279: ILA for Lakewood Support of SSHAP

## Memorandum of Agreement

#### Between Pierce County and City of Lakewood

THIS MEMORANDUM OF AGREEMENT ("MOA") is made on April 16, 2020 between Pierce County, (hereinafter referred to as "County") and the City of Lakewood (hereinafter referred to as "City").

WHEREAS, Both the County and the City have indicated an interest in forming an enduring coalition that could assist member governments in making needed regional progress on housing attainability in the South Sound while honoring the unique circumstance and needs of each member government.

WHEREAS, The MOA is intended to establish a formal agreement for the joint funding of consultant services to form the structure of a local government housing affordability coalition.

WHEREAS, the proposed coalition is currently referred to the South Sound Housing Affordability Partners ("SSHAP").

WHEREAS, The County, on behalf of the collaborating governments, has agreed to issue a Request for Proposals (RFP) for consultant services, contract with the selected consultant and act as the fiscal agent for payment of consultant services.

#### **Article 1. Incorporation of Recitals**

The recitals set forth above are incorporated by reference as if fully set forth herein and made a part hereof.

#### Article 2. Scope of Agreement

The MOA shall cover consultant services contracted for the following scope of work as defined in Request for Proposals #RFP 20-001 AFP published by Pierce County on February 5, 2020. That scope includes the following:

- Map stakeholders and conduct interviews with key elected and appointed officials in Pierce County to formally determine which governments have the strongest interest in joining a collaborative structure and create summary;
- Upon request, provide informational briefings for interested governments' elected bodies;
- Develop alternatives for a coalition model, including descriptions of pros/cons, and vet with participating governments to determine a preferred model;
- Develop and vet scope, budget, and financing scenarios for the preferred coalition model, including potential phasing opportunities Based on the preferred model agreed upon by the elected leaders develop an interlocal agreement that participating members of coalition will sign;
- Work with identified staff contacts to facilitate circulation of the interlocal agreement; and
- Develop an implementation plan with the input of participating governments, including the timing and sequence of next steps as well as required actions for successful launch/administration of the coalition.

#### Article 3. Duties and Responsibilities County:

- Execute a professional services contract with the selected consultant for the scope of work outlined in Article 2.
- Disburse payment to the selected consultant upon completion of the scope of work outlined in Article 2. Payments may be disbursed on a monthly basis based on accomplishments and milestones outlined in the professional services agreement.
- Contribute \$25,000 toward the cost of the consultant.

#### Article 4: Duties and Responsibilities of City:

- Contribute \$5,000 toward the cost of the consultant.
- Provide appropriate points of contact and/or meeting representatives when requested to facilitate the consultant's work.
- Work with the consultant when appropriate to schedule timely presentations to the City's Council.

#### Article 5. Agreement terms

• This MOA is effective until December 31, 2020.

#### **ARTICLE 6. Conditions**

- No official, employee or agent of either party shall be charged personally by the other or by an
  assignee or subcontractor with any liability or expenses of defense or be held personally liable under
  any term or provision of this MOA, because of such parts execution or attempted execution of this
  MOA, or because of any breach thereof.
- This MOA constitutes the entire agreement between the parties with respect to the subject matter hereof, and no other warranties, inducements, considerations, promises, or interpretations shall be implied or impressed upon this MOA that are not expressly addressed herein.

#### **ARTICLE 7. Authority and Notice**

- Each person signing this MOA represents and warrants that such person has the requisite power and authority to enter into, execute, and deliver this MOA.
- All verbal and written communication, including required reports and submissions, shall be transmitted between the County and City as noted below.

Any notices sent to County shall be transmitted to:

Pierce County Human Services Director 1305 Tacoma Avenue, #104 Tacoma, WA 98402 Any notices sent to the City shall be transmitted to:

City of Lakewood Mayor, Don Anderson 600 Main Street SW Lakewood, WA 98499

IN WITNESS WHEREOF, Pierce County and City of Lakewood have executed this Memorandum of Agreement as of the date first written above and under the laws of the State of Washington.

# PIERCE COUNTY Agreement Signature Page

Agreement # AWD-100658

IN WITNESS WHEREOF, the parties have executed this Agreement on the days indicated below:

City/Town: City of Lakewood	PIERCE COUNTY:			
	Reviewed By:			
Signature of City Official Date				
John J. Caulfield, City Manager				
Print Signer's Name and Title	Deputy Prosecuting Attorney (As to form	n Only) Date		
City of Lakewood				
City Name				
6000 Main Street SW	Finance	Date		
Lakewood, WA 98499				
Mailing Address				
Contact Name: Mayor Don Anderson				
	Approved By:			
Contact Phone Number: (253) 983-7705				
UBI No.: 601667295				
Federal Tax Id No.:				
	Heather Moss	Date		
Approved as to form:	Director, Human Services			
Heidi Ann Wachter, City Attorney				
Attest:				
Briana Schumacher, City Clerk				



TO:	Mayor and City Council
FROM:	Tiffany Speir, Long Range & Strategic Planning Manager
THROUGH:	John Caulfield, City Manager John G. Caufiel
DATE:	November 23, 2020
SUBJECT:	Coronavirus Relief Fund (CRF) Grant Funding Status

The City of Lakewood was awarded a total of \$2,685,150 in CRF Program funds in two rounds. The City Council adopted Resolution 2020-11 on June 15 establishing guidance and budget priorities for disbursement of the first round of funds to outside parties and to the City for certain COVID-19 response costs; the Council provided additional policy direction at its September 16 meeting when the second round of funds was discussed.

During the week of November 16, LASA requested a second reimbursement of \$89,396.01, leaving \$317,265.11 for its disbursement for residential rental assistance by November 25.

As of November 18, 100% of the City's CRF funds allocated to small businesses, commercial landlords, public partners, and child care providers have been disbursed; the tables below provide summaries. The final number available for City costs is subject to change depending on how much of LASA's allocated rental assistance funds are distributed by November 25.

GRAND TOTAL	\$2,685,150.00
Disbursed to External Recipients	\$2,208,545.75
Remaining for Disbursal 11/17	\$476,604.25
City through 11/17	\$434,080.08
Remaining CRF funds for City 11/17	\$42,524.17

Total Public Partners (\$245,872.12)	\$245,872.12
Total Human Services Partners and Child Care (\$877,983.27 HmnSvcs + \$46,923.78	
Child Care= <b>\$924,907.05</b> )	\$924,907.05
Total Small Business Assistance & Comm Landlord (\$667,236.13 SmBiz + \$370,530.45	
CLL = \$1,037,766.58)	\$1,037,766.58
City Reimbursements (\$300,000 +\$176,604.25 = <b>\$476,604.25</b> )	\$476,604.25

As discussed at the November 16 Council meeting, the City has applied for \$750,000 in Pierce County Essential Government Services CARES Act funds to cover payroll costs.

# 11/18/20 Summary of Lakewood CRF Grant Disbursal

	Contract #	Type of CRF Grant	Amount	Subtotal	Total
NAME 5 Star Real Estate		Business Assistance	\$10,000.00	Subiolai	TUIdi
Accord Distributors		Business Assistance	\$10,000.00		
African Union		Business Assistance	\$10,000.00		
Bae's Skin Care		Business Assistance	\$10,000.00		
Black Belt USA		Business Assistance	\$10,000.00		
BNI Auto		Business Assistance	\$10,000.00		
Connie Kay Design		Business Assistance	\$10,000.00		
Crossfit 253			\$10,000.00		
		Business Assistance	\$10,000.00		
Just Like Home Daycare 3		Business Assistance Business Assistance	\$10,000.00		
Lake City Publishing Lee's Fashion			\$10,000.00		
Moon Rise Café		Business Assistance			
Phase II Construction		Business Assistance Business Assistance	\$10,000.00 \$10,000.00		
			\$10,000.00		
Puget Sound Reporting		Business Assistance	· · · · · · · · · · · · · · · · · · ·		
Schramm Mktng Steilacoom Group		Business Assistance	\$10,000.00 \$10,000.00		
		Business Assistance			
All About Miracles		Business Assistance	\$10,000.00		
Bae Optical		Business Assistance	\$5,000.00		
Best Chiropractic Clinic		Business Assistance	\$10,000.00		
Bite Me		Business Assistance	\$10,000.00		
BlueSky Evergreens		Business Assistance	\$8,208.20		
Bruno's European Restaurant		Business Assistance	\$10,000.00		
Carrs Restaurant		Business Assistance	\$10,000.00		
Diamond Designs		Business Assistance	\$6,750.00		
Ed Selden Floor Coverings		Business Assistance	\$10,000.00		
Gameday Sports		Business Assistance	\$10,000.00		
Infinity Signs & Marketing		Business Assistance	\$10,000.00		
KL Computax		Business Assistance	\$10,000.00		
Lugo's Automotive		Business Assistance	\$10,000.00		
Morning Ale		Business Assistance	\$8,068.43		
Spense Inc dba Casa Mia		Business Assistance	\$9,830.54		
Steeped In Comfort		Business Assistance	\$9,143.00		
Summer and Steele		Business Assistance	\$10,000.00		
Tiffany and Jay		Business Assistance	\$10,000.00		
Top Ten Investments		Business Assistance	\$10,000.00		
Anytime Fitness		Business Assistance	\$10,000.00		
Beach Commercial Doors		Business Assistance	\$9,913.01		
Black Bear Diner		Business Assistance	\$10,000.00		
Full Gospel Tacoma First Church		Business Assistance	\$4,156.04		
Gold Doctor		Business Assistance	\$10,000.00		
Josh M Heidt, LLC		Business Assistance	\$10,000.00		
Lakewood Chamber		Business Assistance	\$10,000.00		
Lakewood Playhouse		Business Assistance	\$10,000.00		
New Dimensions Hair Styling		Business Assistance	\$8,605.45		
New Gang Nam BBQ		Business Assistance	\$10,000.00		
PHC Group		Business Assistance	\$10,000.00		
Rothbauer Dental		Business Assistance	\$8,900.00		
Spine and Sport Chiropractic		Business Assistance	\$10,000.00		
Supreme Beauty Bar		Business Assistance	\$10,000.00		
Tacoma Cheong Guk Jang		Business Assistance	\$10,000.00		
Gill Aerospace		Business Assistance	\$9,500.00		
Just Like Home Daycare		Business Assistance	\$10,000.00		
Merry Makers		Business Assistance	\$10,000.00		
Bell Family Dental		Business Assistance	\$10,000.00		
Crane's Creations		Business Assistance	\$10,000.00		
Good News Barber		Business Assistance	\$10,000.00		
The It Factor Hair Studio		Business Assistance	\$5,000.00		
Lakewood Costumes	2020-191	Business Assistance	\$10,000.00		
Lakewood Historical Society		Business Assistance	\$9,999.99		

	2020 187	Business Assistance	\$10,000.00		
Lakewood Massage Center Lisa's Pet Pawlor & Supervised Play		Business Assistance	\$10,000.00		
Metro Tacoma Fencing Club		Business Assistance	\$9,563.13		
O'Connor Dentistry		Business Assistance	\$10,000.00		
Pediatric Dental Associates orthopedocare@gmail.com		Business Assistance	\$10,000.00		
RIDDHI Investment LLC		Business Assistance	\$10,000.00		
Strong Gates LLC dba Revive Yoga		Business Assistance	\$10,000.00		
Two Palms Massage & Skincare		Business Assistance	\$3,000.00		
Jake Ivory Photography		Business Assistance	\$1,598.34		
Cheeziah Barnett Fade Away Barber & Beauty	2020-250	Business Assistance	\$6,112.93		
Cheeziah Barnett Fade Away Barber & Beauty 2nd					
check		Business Assistance	\$3,887.07		
Fresh Rolls Enterprises		Business Assistance	\$10,000.00		
Korean Womens Assn.	2020-139	Business Assistance	\$10,000.00	\$667,236.13	
Land Use Company	2020-242	Commercial Landlord	\$14,922.00		
Southgate Plaza	2020-245	Commercial Landlord	\$27,500.00		
Sky Investment	2020-237	Commercial Landlord	\$9,750.00		
Marse McNaughton	2020-236	Commercial Landlord	\$16,500.00		
Zahra T Kashani	2020-239	Commercial Landlord	\$16,100.00		
Wig Properties LKPL		Commercial Landlord	\$24,753.63		
Wig Properties LKPV		Commercial Landlord	\$13,733.22		
Brian Shin.SK Royal Plaza		Commercial Landlord	\$37,500.00		
100 Holding Company		Commercial Landlord	\$37,500.00		
Boo Han Properties		Commercial Landlord	\$5,667.72		
JRD Pierce		Commercial Landlord	\$35,000.00		
South Tacoma Village		Commercial Landlord	\$12,813.35		
Boo Han Plaza I LLC		Commercial Landlord	\$11,033.08		
Boo Han Plaza II LLC		Commercial Landlord	\$16,375.75		
Bridgeport Oaks LLC		Commercial Landlord			
Longshot to Place LLC			\$13,700.07		
South Tacoma Village LLC		Commercial Landlord Commercial Landlord	\$22,200.00 \$55,481.63	¢270 F20 4F	¢1 027 7// F0
			\$00,461.03	\$370,530.45	\$1,037,766.58
Rebuilding Hope \$31K	2020-121 /				
	2020 1214	Lluman Camulaan Dawlman	¢0 F77 44		
Debuilding Llage \$211		Human Services Partner	\$2,576.44		
Rebuilding Hope \$31K	2020-121 /				
	2020-121 / 2020-121A	Human Services Partner	\$20,483.75		
Greater Lakes	2020-121 / 2020-121A 2020-119	Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00		
Greater Lakes YMCA	2020-121 / 2020-121A 2020-119 2020-120	Human Services Partner Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00		
Greater Lakes YMCA CIS Lakewood	2020-121 / 2020-121A 2020-119 2020-120 2020-129	Human Services Partner Human Services Partner Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club	2020-121 / 2020-121A 2020-119 2020-120 2020-129 2020-126	Human Services Partner Human Services Partner Human Services Partner Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$20,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis	2020-121 / 2020-121A 2020-119 2020-120 2020-120 2020-126 2020-126	Human Services Partner Human Services Partner Human Services Partner Human Services Partner Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$20,000.00 \$10,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request)	2020-121 / 2020-121A 2020-119 2020-120 2020-120 2020-126 2020-166 2020-121	Human Services Partner Human Services Partner Human Services Partner Human Services Partner Human Services Partner Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$20,000.00 \$10,000.00 \$6,281.34		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House	2020-121 / 2020-121A 2020-119 2020-120 2020-120 2020-126 2020-166 2020-166 2020-111 2020-116	Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$20,000.00 \$10,000.00 \$6,281.34 \$13,001.74		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request)	2020-121 / 2020-121A 2020-119 2020-120 2020-129 2020-126 2020-126 2020-121 2020-116 2020-116 2020-127	Human Services Partner Human Services Partner Human Services Partner Human Services Partner Human Services Partner Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$20,000.00 \$10,000.00 \$6,281.34		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-121 2020-116 2020-127 2020-123 /	Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$20,000.00 \$10,000.00 \$6,281.34 \$13,001.74		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left)	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-121 2020-116 2020-127 2020-123 /	Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$20,000.00 \$10,000.00 \$6,281.34 \$13,001.74		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-121 2020-116 2020-127 2020-123 /	Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left)	2020-121 / 2020-121A 2020-119 2020-120 2020-129 2020-126 2020-126 2020-126 2020-121 2020-127 2020-123 / 2020-123 / 2020-123 /	Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11)	2020-121 / 2020-121A 2020-119 2020-120 2020-129 2020-126 2020-126 2020-126 2020-121 2020-121 2020-123 2020-123A 2020-123A	Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$20,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88	\$560,718.16	
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-121 2020-121 2020-123 2020-123 2020-123A 2020-123A 2020-123A	Human Services Partner Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$20,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary Carol D. Morris dba PeeWee's Learning Center	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-121 2020-127 2020-123 / 2020-123A 2020-123A 2020-123A 2020-228 2020-227	Human Services Partner	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00 \$2,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary Carol D. Morris dba PeeWee's Learning Center Little Scholars Early Learning Center	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-126 2020-127 2020-127 2020-123 / 2020-123A 2020-123A 2020-123A 2020-228 2020-227 2020-257	Human Services Partner Human Services Partner Child Care Human Services Partner Child Care Human Services Partner Child Care	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00 \$2,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary Carol D. Morris dba PeeWee's Learning Center Little Scholars Early Learning Center Medina's Family Child Care	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-126 2020-127 2020-127 2020-123 / 2020-123A 2020-123A 2020-123A 2020-228 2020-227 2020-257 2020-253	Human Services Partner Human Services Partner Child Care Human Services Partner Child Care	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00 \$2,000.00 \$2,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary Carol D. Morris dba PeeWee's Learning Center Little Scholars Early Learning Center Medina's Family Child Care Children's Villa Childcare Center	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-126 2020-127 2020-123 / 2020-123 / 2020-123 A 2020-123 A 2020-123 A 2020-228 2020-227 2020-257 2020-253 2020-278	Human Services Partner Human Services Partner Child Care Human Services Partner Child Care	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00 \$2,000.00 \$2,000.00 \$2,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary Carol D. Morris dba PeeWee's Learning Center Little Scholars Early Learning Center Little Scholars Early Learning Center Medina's Family Child Care Children's Villa Childcare Center Growing Tots Childcare	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-126 2020-127 2020-123 / 2020-123 / 2020-123 A 2020-123 A 2020-123 A 2020-123 A 2020-228 2020-227 2020-257 2020-253 2020-278 2020-282	Human Services Partner Human Services Partner Child Care Human Services Partner Child Care	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary Carol D. Morris dba PeeWee's Learning Center Little Scholars Early Learning Center Little Scholars Early Learning Center Medina's Family Child Care Children's Villa Childcare Center Growing Tots Childcare Kreative Kids of Lakewood	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-126 2020-127 2020-123 / 2020-123 / 2020-123 / 2020-123 A 2020-123 A 2020-123 A 2020-228 2020-227 2020-253 2020-278 2020-281	Human Services Partner Human Services Partner Child Care Human Services Partner Child Care	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary Carol D. Morris dba PeeWee's Learning Center Little Scholars Early Learning Center Little Scholars Early Learning Center Medina's Family Child Care Children's Villa Childcare Center Growing Tots Childcare Kreative Kids of Lakewood Nana's Learning Center	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-121 2020-123 2020-123 2020-123A 2020-123A 2020-123A 2020-228 2020-227 2020-257 2020-253 2020-278 2020-281 2020-281 2020-283	Human Services Partner         Human Services Partner Child Care	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary Carol D. Morris dba PeeWee's Learning Center Little Scholars Early Learning Center Little Scholars Early Learning Center Medina's Family Child Care Children's Villa Childcare Center Growing Tots Childcare Kreative Kids of Lakewood Nana's Learning Center Angels Academy Childcare Center, LLC	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-127 2020-123/ 2020-123/ 2020-123A 2020-123A 2020-123A 2020-228 2020-227 2020-253 2020-253 2020-282 2020-281 2020-283 2020-283	Human Services Partner         Human Services Partner Child Care	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary Carol D. Morris dba PeeWee's Learning Center Little Scholars Early Learning Center Little Scholars Early Learning Center Medina's Family Child Care Children's Villa Childcare Center Growing Tots Childcare Kreative Kids of Lakewood Nana's Learning Center Angels Academy Childcare Center, LLC Anna's Childcare Development Center	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-127 2020-123/ 2020-123/ 2020-123A 2020-123A 2020-123A 2020-228 2020-227 2020-253 2020-253 2020-278 2020-281 2020-283 2020-283 2020-283	Human Services Partner         Human Services Partner Child Care         Human Services Partner Child Care	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary Carol D. Morris dba PeeWee's Learning Center Little Scholars Early Learning Center Little Scholars Early Learning Center Medina's Family Child Care Children's Villa Childcare Center Growing Tots Childcare Kreative Kids of Lakewood Nana's Learning Center Angels Academy Childcare Center, LLC Anna's Childcare II	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-127 2020-123/ 2020-123/ 2020-123A 2020-123A 2020-123A 2020-227 2020-257 2020-253 2020-253 2020-281 2020-281 2020-283 2020-266 2020-265	Human Services Partner Human Services Partner Child Care Human Services Partner Child Care	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00		
Greater Lakes YMCA CIS Lakewood Boys & Girls Club Pierce County AIDS Foundation/Oasis Rebuilding Hope (7939.81 left before this request) Tacoma Community House YWCA LASA (\$685,640 - \$278.978.88 = \$406,661.12 left) LASA (\$685,640 - \$278,978.88 = \$406,661.12 - \$89,396.01 = 317,265.11) YMCA Child Care at Custer Elementary Carol D. Morris dba PeeWee's Learning Center Little Scholars Early Learning Center Little Scholars Early Learning Center Medina's Family Child Care Children's Villa Childcare Center Growing Tots Childcare Kreative Kids of Lakewood Nana's Learning Center Angels Academy Childcare Center, LLC Anna's Childcare Development Center	2020-121 / 2020-121A 2020-120 2020-120 2020-129 2020-126 2020-126 2020-126 2020-127 2020-123 / 2020-123 / 2020-123 A 2020-123 A 2020-123 A 2020-123 A 2020-228 2020-257 2020-253 2020-253 2020-281 2020-281 2020-283 2020-283 2020-285 2020-265	Human Services Partner         Human Services Partner Child Care         Human Services Partner Child Care	\$20,483.75 \$25,000.00 \$20,000.00 \$50,000.00 \$10,000.00 \$10,000.00 \$6,281.34 \$13,001.74 \$25,000.00 \$278,978.88 \$89,396.01 \$3,464.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00 \$2,000.00	\$560,718.16	

Gingerbread House Daycare & Preschool Inc	2020-267	Human Services Partner Child Care	\$2,000.00		
Hayden Bear Kiddie Care / Stacey Forbear	2020-209	Human Services Partner Child Care	\$1,267.45		
Just Like Home Daycare Center (7511 Custer)	2020-252	Human Services Partner Child Care	\$2,000.00		
Lee Family Nursery School	2020-251	Human Services Partner Child Care	\$1,821.73		
New Jerusalem Child Care	2020-264	Human Services Partner Child Care	\$2,000.00		
Charity Hope Family Childcare	2020-258	Human Services Partner Child Care	\$907.60		
The Royal Palace	2020-289	Human Services Partner Child Care	\$2,000.00		
Roots & Wings	2020-290	Human Services Partner Child Care	\$2,000.00		
Christ Lutheran Church	2020-291	Human Services Partner Child Care	\$2,000.00		
Boys & Girls Club Child Care	2020-229	Human Services Partner Child Care	\$3,463.00	\$46,923.78	\$607,641.94
Nourish Pierce Co.	2020-125	Public Partner	\$19,000.00		
WPFR	2020-118	Public Partner	\$140,013.00		
Lakewood Sister Cities Assn.		Public Partner	\$900.00		
Lakewood Water District	2020-260	Public Partner	\$22,500.00		
Lakewood Library		Public Partner	\$18,000.00		
West Pierce Fire & Rescue 2nd Grant	2020-288	Public Partner	\$45,459.12	\$245,872.12	

TOTAL Disbursed	\$1,891,280.64
LASA remaining \$:	\$317,265.11
Subtotal	\$2,208,545.75
CRF Total	\$2,685,150.00
Remaining for City	\$476,604.25