



South Sound Housing Affordability Partners  
Executive Board Meeting Minutes

September 8, 2023

8:30 – 10:02 a.m.

**Executive Board:** Mayor Nancy Backus, City of Auburn – excused  
Councilmember Kevin Ballard, City of DuPont – excused  
Deputy Mayor Mike Winkler, City of DuPont - present  
Mayor Daryl Eidinger, City of Edgewood – present  
Councilmember Christi Keith, City of Edgewood (alternate) - excused  
Mayor Kim Roscoe, City of Fife – present  
Councilmember Doug Fagundes, City of Fife – absent  
Chair, Councilmember Hunter George, City of Fircrest – excused  
Mayor Pro Tempore Joe Barrentine, City of Fircrest - present  
Mayor Tracie Markley, City of Gig Harbor – present  
Councilmember Mike Brandstetter, (alternate) City of Lakewood – present  
Councilmember Paul Bocchi, City of Lakewood – excused  
Mayor Shanna Styron Sherrell, City of Milton – present  
Executive Bruce Dammeier, Pierce County - excused  
Councilmember Ryan Mello, Pierce County – present  
Deputy Mayor Ned Witting, City of Puyallup – present  
Mayor Dick Muri, Town of Steilacoom – present  
Councilmember Nancy Henderson, Town of Steilacoom, (alternate) - present  
Councilmember Charla Neuman, City of Sumner – absent  
Mayor Victoria Woodards, City of Tacoma – present  
Deputy Mayor Kristina Walker, City of Tacoma (alternate) – excused  
Councilmember Stan Flemming, City of University Place – present

**Staff:** Jason Gauthier, SSHA<sup>3</sup>P Manager  
Mary Connolly, Program Specialist  
Becki Foutz, Administrative Assistant

**Guests:** Kenneth George, Trish Crocker, AJ Cari, LeighBeth Merrick, Cynthia Stewart, Taylor Jones, Ted Richardson, Tiffany Speir, Daniel Murillo, Nick Welch, Ryan Windish

**MINUTES**

TOPIC/ WHO	DISCUSSION	ACTION
Call to Order	Mayor Markley called the meeting to order at 8:32 a.m. SSHA <sup>3</sup> P Manager Gauthier called roll, per above; a quorum was present.	Welcome!
Consent Agenda	Any modifications to the agenda? None. Councilmember Flemming moved to approve the consent agenda. Mayor Woodards seconded. Vote was taken, none opposed, none abstained.	Agenda was approved.
Public Comment	Mayor Markley invited the public to comment. None. No written comments have been received.	

TOPIC/WHO	DISCUSSION	ACTION
<p><b>Presentation of the 2024 State &amp; Federal Legislative Agendas</b> Jason</p>	<p>Jason provided this overview of the SSHA<sup>3</sup>P legislative agendas with the intention of gathering feedback from the Board. Priorities were selected through the input of Board members and other concerned community members.</p> <p>The 2023 legislation session indicated that this is the “Year of Housing,” with creating housing stability, subsidizing affordable housing, and facilitating housing supply being prioritized.</p> <p>HB 1355 passed, expanding the income eligibility for senior and disabled households from \$47,000 to just over \$62,000 through the property tax exemption program.</p> <p>On the budget front, we saw a \$400M investment in the housing trust fund, including \$20.5M of direct investment in Pierce County Affordable Housing (AH) projects, and an additional \$40M to support affordable homeownership statewide.</p> <p>HB1167 (did not pass) would have created a grant program for local jurisdictions to fund preapproved ADU and middle housing plans.</p> <p>SB5604 (passed) allows cities collecting 1406 sales tax credits to use up to 10% of those the funds for admin costs and/or rental assistance.</p> <p>SSHA<sup>3</sup>P staff provided member governments with weekly hot sheets to keep them apprised of legislative actions throughout the session.</p> <p>Looking ahead, 2024’s session will be just 60 days, beginning January 8.</p> <p>HB1245 (the “lot-splitting” Bill, did not pass) would force cities to allow the splitting of a single residential lot into two lots as long as they are at least 2000 sq ft. This passed the House nearly unanimously but didn’t make it out of the Senate policy committee. Advocates are expected to press for this in the coming short session.</p> <p>Transit oriented development (TOD) bills: SB5466 (did not pass) advanced from the Senate 40-8, but didn’t make it out of the House. It would have affected land use code for properties in close proximity to transit lines. We expect to see TOD Bills return in the 2024 session.</p> <p>A Bill to limit parking requirements for AH development statewide is expected, as well as efforts towards statewide rent control and stabilization measures.</p> <p><b><u>State Legislative Agenda Priorities:</u></b> <i>Facilitating Development of AH</i> – support capital budget funding for member government priority projects, expand funding opportunities to support homeownership development for low-income households, expand eligibility for the Connecting Housing to Infrastructure Program, support funding for the acquisition of real property for AH.</p>	<p>Informational</p>



TOPIC/WHO	DISCUSSION	ACTION
<p><b>Update on SSHA<sup>3</sup>P Advisory Board</b> Mary</p>	<p>Mary shared that the Advisory Board has brainstormed policy and program ideas and a subcommittee is putting together a framework to share the final list with the Executive Board for approval. Two to seven more Advisory Board members need to be appointed, as some members' terms expire at the end of this year. How would the Executive Board like the appointment process to go?</p> <p>Councilmember Brandstetter thought the process used last time to appoint Advisory Board members worked well. It was a challenge placing members in slots according to the cohorts of users, consumers, or developers. The cohorts were not clearly defined and there were many applicants that would have fit into multiple groups. More definition would be helpful. Mayor Roscoe agreed.</p>	<p>Mary will proceed with the same process as last time, and work on definitions.</p>
<p><b>Affordable Housing on Religious Organization Property</b> Nick Welch &amp; Daniel Murillo, City of Seattle Office of Planning &amp; Community Development (OPCD)</p>	<p>Daniel used to work for the City of Tacoma before moving to the Seattle OPCD.</p> <p>HB1377 allows for requiring cities with comprehensive plans to create legislation that enables additional density in exchange for AH on land owned by religious organizations. This created land use rules for developing land. Many advocates worked on the rules. Lack of housing affordability has forced people to leave the communities in which they had roots. These rules support low-income neighbors.</p> <h2 style="text-align: center;">Eligibility &amp; affordability</h2> <p><b>For development using this new tool, the state bill establishes the following requirements:</b></p> <ul style="list-style-type: none"> <li>• Property must be owned or controlled by a religious organization</li> <li>• All housing created must be income-restricted</li> <li>• Housing can be rental or ownership</li> <li>• 80 percent of area median income (AMI)</li> <li>• Affordability term of at least 50 years, including if property is sold</li> </ul>	<p><a href="#"><u>House Bill 1377</u></a></p>

TOPIC/WHO	DISCUSSION	ACTION
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<p><b>AH on Religious Organization-Owned Property</b> continued</p>	<p>This work was done during the height of the pandemic, with AH developers, neighborhoods, and faith organizations working together. Several meetings were held, and presentations given. A narrated PowerPoint was shared for people to learn about it.</p> <div data-bbox="292 462 1372 945"> <h3 style="text-align: center;">How it works</h3> <p><b>Added development potential for affordable housing</b></p> <p><b>Existing development potential</b></p> <p><b>With this new tool, additional height and floor area helps faith organizations compete more effectively for public funds and build more affordable housing than otherwise possible.</b></p> <p><b>Currently, development on faith-owned land is limited to the height and size allowed under existing zoning.</b></p> </div>	<p>Informational</p>
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<h2 style="margin: 0;">Additional density for affordable housing</h2>																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #f2f2f2;">Zone type</th> <th style="background-color: #f2f2f2;">Under existing zoning...</th> <th style="background-color: #f2f2f2;">Under the ROOP...</th> </tr> </thead> <tbody> <tr> <td>Multifamily zones</td> <td> <ul style="list-style-type: none"> <li>• Maximum height 3-8 stories</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• 1 additional floor</li> </ul> </td> </tr> <tr> <td>Mixed-use commercial zones</td> <td> <ul style="list-style-type: none"> <li>• Maximum height 3-8 stories</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• 1-3 additional floors</li> </ul> </td> </tr> <tr> <td>Zones with height limits above 85 feet</td> <td> <ul style="list-style-type: none"> <li>• Maximum height 12-44 stories</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Up to 6 additional floors</li> </ul> </td> </tr> <tr> <td>Single-family zones</td> <td> <ul style="list-style-type: none"> <li>• Maximum height 3 stories</li> <li>• Maximum density 1 unit per 2,000-9,600 square feet of lot area</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• No change in height*</li> <li>• 1 unit per 1,250-1,500 sq ft of lot area</li> <li>• Housing type flexibility (e.g., affordable for-sale townhomes)</li> </ul> </td> </tr> </tbody> </table>	Zone type	Under existing zoning...	Under the ROOP...	Multifamily zones	<ul style="list-style-type: none"> <li>• Maximum height 3-8 stories</li> </ul>	<ul style="list-style-type: none"> <li>• 1 additional floor</li> </ul>	Mixed-use commercial zones	<ul style="list-style-type: none"> <li>• Maximum height 3-8 stories</li> </ul>	<ul style="list-style-type: none"> <li>• 1-3 additional floors</li> </ul>	Zones with height limits above 85 feet	<ul style="list-style-type: none"> <li>• Maximum height 12-44 stories</li> </ul>	<ul style="list-style-type: none"> <li>• Up to 6 additional floors</li> </ul>	Single-family zones	<ul style="list-style-type: none"> <li>• Maximum height 3 stories</li> <li>• Maximum density 1 unit per 2,000-9,600 square feet of lot area</li> </ul>	<ul style="list-style-type: none"> <li>• No change in height*</li> <li>• 1 unit per 1,250-1,500 sq ft of lot area</li> <li>• Housing type flexibility (e.g., affordable for-sale townhomes)</li> </ul>		<p>* on certain large sites near more intense transit, up to 1 additional floor</p>
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<p><b>AH on Religious Organization -Owned Property</b> continued</p>	<p>Impacts of the legislation include: helping faith institutions to repurpose their real estate assets to support their missions and address their congregations' changing needs; increasing project financial feasibility and creating a more predictable regulatory environment, responding to community stability and anti-displacement work, and helping maximize outcomes, as faith-owned land is available for AH.</p> <p>The legislation, approved in 2021, increases potential housing units, up to 18 apartments instead of four, or 118 apartments instead of 60. For example, a faith organization that owns a corner site could create three affordable detached houses, each about 3000 sq ft, or 10 affordable town homes or apartments. LIHI &amp; Lutheran Church of the Good Shepherd created an 86-unit AH project! Another project is close to having permits issued.</p> <p>There's a provision to provide more intensive zoning where appropriate, to allow for achievable results.</p> <p>Mayor Markley thanked Daniel and Nick and opened for comments and questions from the Board.</p> <p>Councilmember Brandstetter shared that Lakewood had a successful project like this 15 years ago that's still serving clients. He asked about the 80% AMI regulation. That's somewhat similar to multi-family tax exemption projects. What role does the city have in monitoring and ensuring that the 80% AMI restriction on occupants is used for the entire 50-year window? Is there a requirement to submit reports to the State on projects like this?</p> <p>Yes, there are monitoring requirements. The City of Seattle staffs a housing management team to oversee a variety of projects, each with various restrictions, such as their MFTE and AH programs. Daniel doesn't know of any reports required for the State.</p> <p>Councilmember Brandstetter noted that smaller cities might need help with the monitoring role.</p> <p>Mayor Roscoe asked how many areas are allowed to do this – are they all religious institutions? Nick said that it depends on the zoning requirements. It's very broadly defined – what defines a religious institution?</p> <p>Mayor Markley shared that religious organizations are starting to find out about this and calling the cities to see what their next steps are. What's the first step? Who do we direct them to?</p>	<p>Thank you, Nick &amp; Daniel!</p>

TOPIC/WHO	DISCUSSION	ACTION
<p><b>AH on Religious Organization -Owned Property</b> continued</p>	<p>Nick said that the State Bill doesn't answer that question. Some bills include very specific definitions and deadlines; this one does not. In Seattle they have a history of religious organizations providing similar services, but other communities may approach this differently. He thinks that Bellevue may have something in place, but across the State not many cities have codified this yet.</p> <p>Council Chair Mello thanked Nick and Daniel and asked how cities can get language to help establish this program in their communities. Cities could also use some RFP templates. There's also a community engagement piece – what are “must haves” and what are “needs?” We'd love to have food banks, etc.</p> <p>Mayor Roscoe asked if this is a Statewide mandate? Yes. Mayor Markley asked if Seattle has adopted any policies on top of the state policy? Daniel shared that Seattle did add their own language to detail out the legislation. The law is fairly broad, just saying that it's for 80% AMI. Beyond that, it's up to cities and/or counties to implement. Seattle's policy simply enacts the legislation.</p> <p>Mayor Markley asked if SSHA<sup>3</sup>P governments are going to band together and ask the State to clarify the Bill? How is it working for Seattle?</p> <p>[Jason recommended a motion to extend the meeting by two minutes. Council Chair Mello so moved and Councilmember Brandstetter seconded. Vote was taken; none opposed. Meeting extended to 10:02.]</p> <p>Daniel noted that partnerships and identifying partners is important. AH is already a complex venture. Faith-based organizations are not landlords so Seattle's messaging to them was really about identifying partners and partnerships on development. There are a number of AH development partners to consult with faith-based organizations.</p>	<p><a href="#">City of Bellevue Increasing AH Capacity on Faith-Owned Properties</a></p> <p>Jason will contact Commerce and the City of Bellevue to see what they use.</p> <p>Nick shared his email for further questions: <a href="mailto:nicolas.welch@seattle.gov">nicolas.welch@seattle.gov</a></p>
<p><b>SSHA<sup>3</sup>P Manager Report</b> Jason Gauthier</p>	<p>Jason reminded the group that the next Executive Board meeting on October 6 is an in-person meeting at Fircrest City Hall. Senator Trudeau will be attending to discuss the legislative session.</p>	<p>Informational</p>

TOPIC/WHO	DISCUSSION	ACTION
<b>Executive Board Updates/Comments</b>	Mayor Markley invited Board members to share comments and/or updates. None.	
<b>Adjournment</b>	Council Chair Mello moved to adjourn; Deputy Mayor Winkler seconded. The meeting adjourned at 10:02 a.m.	Meeting adjourned!

The next SSHA<sup>3</sup>P Executive Board meeting is scheduled for Friday, October 6, at 8:30 a.m. via Zoom or at Fircrest City Hall, 115 Ramsdell St, Fircrest, WA.

Respectfully submitted,

Becki Foutz  
Administrative Assistant