



**South Sound Housing Affordability Partners
Advisory Board**

Regular Meeting Agenda

3602 Pacific Ave Tacoma, WA 98418 | Muckleshoot Conference Room

Dial: +1253 215 8782 Meeting ID: 982 0661 9590

Webinar Link: <https://piercecountywa.zoom.us/j/98206619590>

September 19, 2023 5:30 P.M.

Adria Buchanan, Alex Harrington, Amanda DeShazo, April Elliott, Ben Ferguson, Corey Orvold, Desniege Haywood, Faaluaia Pritchard, Isabella Rivera Kjaer, Jay Worley, Jeff Bell, Judson Willis, Kevin Bates, Nicholas Carr, Noemi Cagatin-Porter, Rian Booker, Riley Guerrero, William Towey, Zac Baker

I. CALL TO ORDER

5:30

ROLL CALL

II. REVIEW AGENDA/AGENDA MODIFICATIONS

III. CONSENT AGENDA

A. September 19, 2023 SSHA³P Advisory Board Minutes

Purpose: Review and approval of minutes from the September 19, 2023 SSHA³P Advisory Board meeting.

ATTACHMENTS: Minutes of September 19, 2023 Advisory Board meeting

[Document Link](#)

Recommended Motion: Motion to approve the consent agenda.

IV. PUBLIC COMMENT

This is the time set aside for the public to comment on Resolutions, Ordinances, and Final Action. To request to speak virtually, please press the Raise Hand button near the bottom of your Zoom window or *9 on your phone; if speaking in person, please sign in on the on the public comment form in the conference room. Your name or the last four digits of your phone number will be called out when it is your turn to speak.

The Advisory Board meeting can be heard by dialing 253-215-8782 and entering the Meeting ID 982 0661 9590 or through Zoom at <https://piercecountywa.zoom.us/j/98206619590>. Written comments may be submitted to mary.connolly@piercecountywa.gov Tuesday before 4:00 p.m. for the Public Comment period. Comments will be compiled and sent to the Advisory Board and posted on the SSHA³P website at: <https://southsoundaffordablehousing.org>.

V. PRESENTATIONS AND DISCUSSION

A. HB 1220 Presentation 5:40

Purpose: Presentation from Laura Hodgson, Senior Planner at the Department of Commerce, on HB 1220 requirements for local jurisdictions.

Action: Advisory Board questions.

ATTACHMENTS: HB 1220 Presentation [Document Link](#)

B. Land Acknowledgement Discussion 6:20

Purpose: Consider use of a land acknowledgement at the start of Advisory Board meetings.

Action: Advisory Board discussion and direction.

ATTACHMENTS: Land Acknowledgement Memorandum [Document Link](#)

Draft Land Acknowledgement [Document Link](#)

C. Draft 2024 Advisory Board Work Plan Presentation 6:35

Purpose: Presentation from Mary Connolly, SSHA³P Program Specialist II on a draft 2024 Advisory Board Work Plan.

Action: Advisory Board questions, discussion and feedback.

ATTACHMENTS: DRAFT 2024 Advisory Board Work Plan [Document Link](#)

2024 Advisory Board Work Plan Presentation [Document Link](#)

VI. SSHA³P STAFF UPDATE 6:55

VII. UPDATES/COMMENTS OF THE ADVISORY BOARD

VIII. ADJOURN 7:00

South Sound Housing Affordability Partners (SSHA³P)

Advisory Board

Meeting Norms

1. Challenge ideas, not individuals
2. Assume positive intent; assume responsibility for impact
3. Recognize it is more beneficial to share what you are thinking with the group during the discussion than with an individual afterwards
4. Listen with curiosity to what everyone has to say – we all come with different perspectives and priorities that bring depth to the conversation
5. Be respectful and make space for minority opinions or points of view
6. During discussion, everyone has the opportunity to contribute before members contribute a second time
7. Raise hand to speak and wait for acknowledgement from the chair
8. Be open to new ways of thinking
9. Recognize the best efforts of our staff
10. Make our decisions based on the available information, and in the best interest of the Executive Board goals
11. Board members come prepared for each meeting



South Sound Housing Affordability Partners
Advisory Board Meeting Minutes

September 19, 2023

5:30 – 7:01 p.m.

Advisory Board Members: Adria Buchanan, Chair – excused
Alex Harrington - present
Amanda DeShazo – present
April Elliott - present
Ben Ferguson – present
Corey Orvold - excused
Desniege Haywood - present
Faaluaina Pritchard - present
Isabella Rivera Kjaer - present
Jay Worley - present
Jeff Bell - excused
Judson Willis, Vice Chair - present
Kevin Bates - present
Nicholas Carr - present
Noemi Cagatin-Porter – present
Rian Booker, Vice Chair - present
Riley Guerrero - present
William Towey - excused
Zac Baker – present

Staff: Mary Connolly, Program Specialist 2
Becki Foutz, Administrative Assistant

Guest: Jason Gauthier, SSHA³P Manager

MINUTES

TOPIC/ WHO	DISCUSSION	ACTION
Call to Order Adria	Rian Booker called the meeting to order. Mary called roll, per above; a quorum was present. About a third of attendees indicated they had met with their buddy groups!	Wel- come!
Approval of Consent Agenda Adria	Any requests to modify the agenda? No. Alex moved and Lua seconded to approve the consent agenda. Vote was taken - none opposed, no abstentions.	The agenda was ap- proved.
Public Comment Adria	Rian opened for public comment. None. No written comments have been received.	

TOPIC/WHO	DISCUSSION	ACTION
<p>2024 SSHA³P Federal and State Legislative Agendas Jason</p>	<p>This year the legislature took unprecedented action re: capital budget investments in housing. HB1167 would have created a grant program for local jurisdictions, SB 6604 can use up to 10% of those funds for administrative purposes, and allows jurisdictions of any size to use those funds for rental assistance.</p> <p>SSHA³P staff provided member governments with weekly “hot sheets” during the last session and plan to continue doing that for the 2024 session. The 2024 session will be short and will begin on January 8.</p> <p>HB1245, commonly known as the “lot-splitting bill,” will allow splitting lots as long as the resulting lots are a specified size, and 40% the size of the original lot.</p> <p>Several transit-oriented Bills are anticipated, and some around statewide rent control and/or stabilization. Either would limit the amount renters can be charged.</p> <p>STATE LEGISLATIVE AGENDA</p> <p>Priorities: <u>Facilitating development of Affordable Housing (AH)</u> 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; and Support funding for the acquisition of real property for affordable housing.</p> <p><u>Support Policy and Planning Efforts</u> Transit-oriented development and priority considerations; and Support construction trade industry workforce development efforts.</p> <p><u>Information and engagement</u> Expand eligibility for the disabled veteran property tax exemption program.</p> <p>Support Funding for municipal Planned Action/EIS work; Technical fixes and clarifications to recent land use and housing legislation; Legislation to provide Fair Housing Training for COAs/HOAs; Funding for the Affordable Workforce Housing Accelerator pilot program; Funding to assist in the implementation of state-required land use actions; and Operating funding for service supported housing.</p>	<p>Informational</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>2024 Legislative Agendas continued</p>	<p>Jay said that unfortunately the funding needed for CHIP is drastically more than \$60M. Programs are running out of funds, and people are losing their homes. We need to look at drastically improving the amount that's there.</p> <p>Rian noted that topics come up in this meeting that are beyond the group's scope. Would it be appropriate to bring things forward to the Executive Board as suggestions for the legislative agenda? Yes. SSHA³P has a lot of ideas and a running list to bring to this Board. Jason hopes that next year he'll be able to start earlier and visit this Board a few times re: the legislative agenda.</p> <p>Jason thanked the group. More Advisory Board members than Executive Board members met with him on the legislative agenda, and he appreciates all the comments and participation.</p> <p>The Board packet goes out 10/4 at Noon, so that's the deadline for legislative agenda input.</p>	<p>Please feel free to email, call, or text Jason before 10/4 at noon re: legislative priorities.</p> <p>Thank you, Jason!</p>
<p>Work Plan Subcommittee Recommendation: Evaluation Framework Criteria Mary</p>	<p>At the last Advisory Board meeting, members provided feedback on the evaluation framework criteria. Since then, the subcommittee has met, incorporated Board feedback, and has the following report.</p> <p>The framework will be used to score policies and programs on a set of criteria, with weights assigned to each criterion. Points and weights will be used to create overall effort and impact scores for each policy/program. The framework will assist in selecting policies and programs to include in the Advisory Board's Work Plan.</p> <p>The purpose is to measure impact of policies, not categorize them. The framework is meant to serve as a rudimentary tool for filtering and serves as a starting point for discussion.</p> <p>The Advisory Board has provided input towards the framework three times.</p> <p>Recommended Changes Based on Advisory Board Input "High/Medium/Low" language removed; Cultural barriers criterion added; Clarified that "financial barriers" relate to attaining and maintaining housing, and provided examples. To emphasize the importance of policies that remove financial barriers, increasing the weight of this criterion will be considered; Needs of multigenerational households are included as an example under "cultural barriers;" and Weight of racial equity criterion has been increased to 3.</p>	<p>Informational</p>

TOPIC/WHO	DISCUSSION	ACTION																																																																																										
<p>Work Plan Subcommittee Recommendation continued</p>	<p>Riley spoke on behalf of the subcommittee, stating that they advocate for approval of the framework as presented.</p> <p>Rian opened for comments. Jay thanked the subcommittee for their hard work, and for using the Board’s input. The framework for weighting is important; he feels that the group has done very good work and it will withstand public scrutiny.</p> <p>Nicholas said that at the end of the day, this framework gives us footing to understand the degree of effort required to move forward on a program or policy.</p>	<p>Discussion</p>																																																																																										
<p>Discussion re: Evaluation Framework Weighting Mary</p>	<p>Mary displayed an example of how framework weighting will be used:</p> <table border="1" data-bbox="305 768 1370 1629"> <thead> <tr> <th></th> <th>Criterion</th> <th>Weight</th> <th>Land banking program</th> <th>Increase short plat threshold</th> <th>Multifamily Property Tax Exemption (MFTE)</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Minimum Criteria</td> <td>Able to be implemented by tribal or local government</td> <td>N/A</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Aligns with SSHA³P's mission</td> <td>N/A</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td rowspan="3">Effort</td> <td>Staff time needed to launch</td> <td>1</td> <td>0</td> <td>3</td> <td>2</td> </tr> <tr> <td>Staff time needed for ongoing administration</td> <td>2</td> <td>2</td> <td>4</td> <td>2</td> </tr> <tr> <td>Financial resources needed to implement</td> <td>2</td> <td>0</td> <td>4</td> <td>4</td> </tr> <tr> <td rowspan="9">Impact</td> <td>Affordable Housing</td> <td>4</td> <td>4</td> <td>0</td> <td>1</td> </tr> <tr> <td>Attainable Housing</td> <td>3</td> <td>2</td> <td>1</td> <td>4</td> </tr> <tr> <td>Other Housing</td> <td>2</td> <td>0</td> <td>2</td> <td>1</td> </tr> <tr> <td>Financial Barriers</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Accessibility for People with Disabilities</td> <td>1</td> <td>1</td> <td>0</td> <td>0</td> </tr> <tr> <td>Social Barriers</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Cultural Barriers</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Homeownership</td> <td>2</td> <td>2</td> <td>1</td> <td>1</td> </tr> <tr> <td>Racial Equity</td> <td>3</td> <td>2</td> <td>0</td> <td>1</td> </tr> <tr> <td rowspan="2">Overall</td> <td>Overall Effort</td> <td></td> <td>0.8</td> <td>3.8</td> <td>2.8</td> </tr> <tr> <td>Overall Impact</td> <td></td> <td>1.8</td> <td>0.5</td> <td>1.3</td> </tr> </tbody> </table>		Criterion	Weight	Land banking program	Increase short plat threshold	Multifamily Property Tax Exemption (MFTE)	Minimum Criteria	Able to be implemented by tribal or local government	N/A	Yes	Yes	Yes	Aligns with SSHA ³ P's mission	N/A	Yes	Yes	Yes	Effort	Staff time needed to launch	1	0	3	2	Staff time needed for ongoing administration	2	2	4	2	Financial resources needed to implement	2	0	4	4	Impact	Affordable Housing	4	4	0	1	Attainable Housing	3	2	1	4	Other Housing	2	0	2	1	Financial Barriers	1	0	0	0	Accessibility for People with Disabilities	1	1	0	0	Social Barriers	1	0	0	0	Cultural Barriers	1	0	0	0	Homeownership	2	2	1	1	Racial Equity	3	2	0	1	Overall	Overall Effort		0.8	3.8	2.8	Overall Impact		1.8	0.5	1.3	<p>Informational</p>
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TOPIC/WHO	DISCUSSION	ACTION
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Weighting Discussion continued	How should these impact criteria be weighted?		Discussion	
		Criterion		Weight
	Housing Inventory	Affordable Housing: Increases number of housing units created or preserved that are income-restricted and affordable to households with less than 80% AMI		4
		Attainable Housing: Increases number of housing units created or preserved that are affordable to households with incomes between 80 - 120% AMI		3
		Other Housing: Increases number of housing units created that are affordable to households with incomes above 120% AMI		2
	Housing Barriers	Financial Barriers: Increases affordability of accessing and/or maintaining housing through a method other than production or preservation of housing		1
		Accessibility for People with Disabilities: Increases number of units that are accessible to people with physical, intellectual, or developmental disabilities		1
		Social Barriers: Increases accessibility by removing social barriers to accessing and/or maintaining housing		1
		Cultural Barriers: Increases accessibility by removing cultural barriers to accessing and/or maintaining housing		1
	Other Priorities	Homeownership: Increases homeownership opportunities for low- and moderate- income households		2
Racial equity: Increases racial equity by decreasing disparities in housing outcomes for people of color		3		
<p>Because the Executive Board prioritizes projects that create units, Housing Inventory has been weighted relatively higher.</p> <p>After today's conversation, staff and subcommittee will use the criteria to rate programs and policies, and a draft Work Plan will be available for Board member review at the next meeting.</p> <p>Rian asked about, for example, households with incomes below 50% AMI.</p> <p>Nicholas explained that the inventory piece is based on the SSHA³P Board's priorities around building housing. 50 or 30% get supportive services to increase the weight of the housing. The weighting's meant to be stacked.</p> <p>Jay said if you make \$16/hr you make \$30,000/year. That's not a lot; it's far below 80% AMI – that's every teenager moving out of their parents' homes, single mothers who can't afford child care, that is our area of income that's \$2400/month that's above anyone on any type of assistance. Most of them get \$914/month. Financial barriers need to be weighted higher. Only Fed Ex and THA are paying a living wage. Rian agreed.</p> <p>Ben said he doesn't see anything about age, a significant barrier. Lots of people retired without much retirement and are too old to work. We can talk about the intricacies of this, but testing the tool will help us understand how well it works. Riley suggested adding a note under <i>Financial Barriers</i> about age and fixed incomes.</p>				

TOPIC/WHO	DISCUSSION	ACTION	
<p>Weighting Discussion continued</p>	<p>Nicholas said that a lot of concerns we're hearing are captured under the detailed descriptions of Financial, Accessibility, Social, or Cultural Barriers. Mary shared those, which were also included in the meeting packet.</p>	<p>Discussion</p>	
	<p>Financial Barriers: Increases affordability of accessing and/or maintaining housing through a method other than production or preservation of housing</p>	<p>Examples of policies that remove barriers to accessing housing include down-payment assistance or assistance with move-in costs; examples of policies that remove barriers to maintaining housing include rental assistance</p>	
	<p>Accessibility for People with Disabilities: Increases number of units that are accessible to people with physical, intellectual, or developmental disabilities</p>		
	<p>Social Barriers: Increases accessibility by removing social barriers to accessing and/or maintaining housing</p>	<p>Social barriers include barriers experienced due to someone's identity or experiences; social barriers are often experienced by people in protected classes in Washington State, but other groups of people also experience social barriers (for example, people with criminal backgrounds, people who have children or pets, etc.)</p>	
	<p>Cultural Barriers: Increases accessibility by removing cultural barriers to accessing and/or maintaining housing</p>	<p>Cultural barriers are experienced by those whose customs, norms, or traditions are different than those of the dominant culture. They are often experienced by people who are immigrants or primarily speak a language other than English.</p> <p>Policies that address cultural barriers may address issues such as culturally relevant marketing, language access, or the needs of multigenerational households</p>	
	<p>Distribution of wealth puts a lot of people well below livable wages. Talking about AMI can be misleading compared to the poverty in this country right now. Jay suggested weighting financial barriers at 2.</p> <p>Lua thanked the group for including cultural barriers. She suggested changing the name to <i>Cultural/Language</i> barriers, to include language.</p> <p>Rian moved and Nicholas seconded changing the weight of financial barriers from 1 to 2. Vote was taken, none opposed, none abstained.</p> <p>Rian moved and April seconded changing the name from <i>Cultural Barriers</i> to <i>Cultural/Language Barriers</i>. Vote was taken, none opposed, none abstained.</p>	<p>Motion passed.</p> <p>Motion passed.</p>	

TOPIC/WHO	DISCUSSION	ACTION
SSHA³P Staff Updates Mary	<p>Staff reached out to the Puyallup Tribe Update on Board's regarding use of a Tribal Land Acknowledgement. Their staff pointed us towards their website with Tribal-approved examples. SSHA³P staff formed their own draft Tribal Land Acknowledgement, based on the Puyallup Tribe's examples and Human Services Leadership Team's concern that the acknowledgement could be performative.</p> <p><i>We acknowledge that we are on the traditional homelands of the Coast Salish people. They have lived on and stewarded these lands since the beginning of time and continue to do so today. We honor their legacy by welcoming new ways of thinking about our relationship to the land. Asking, not assuming, Tribal preferences and needs, and identifying opportunities to improve our collective stewardship. This Board commits to these objectives.</i></p> <p>Between now and the next meeting, staff will meet with the subcommittee to put together a draft Work Plan for the next meeting. Laura Hobson from Commerce will come to the next meeting to present on HB 1220, a Bill passed a couple of years ago that's changing the way cities and counties address housing in their comprehensive plan updates.</p>	Informational
Board Members' Updates & Comments Group	<p>Jay asked if Board members can have a formal way of emailing each other to share information about developments. In Italy they have come up with a housing model that incorporates all different incomes. She requested formal direction and the full email list. Mary said that Board members are welcome to email each other, however, a quorum cannot discuss Board business outside of the public meetings. She recommended blind copying everyone.</p> <p>Rian said those who haven't met with their "buddies" should please go ahead and do that. There's an opening on the subcommittee if anyone's interested. He also invited anyone who needs a break from the subcommittee to raise their hand. Jay offered to fill the opening on the subcommittee.</p>	Mary will share the email list. Thank you, Jay!
Adjournment	<p>Rian moved to adjourn. Lua seconded. Vote was taken; none opposed. Rian abstained. The meeting adjourned at 7:01 p.m.</p>	Meeting adjourned!

The next SSHA³P Advisory Board meeting will be Tuesday, October 17 at 5:30 p.m. via Zoom.

Becki Foutz
Administrative Assistant

Periodic Update and Housing Element Updates (HB 1220)

Laura Hodgson, Senior Planner

GROWTH MANAGEMENT SERVICES

OCTOBER 17, 2023



Washington State
Department of
Commerce

We strengthen communities



HOUSING AND HOMELESSNESS



INFRASTRUCTURE AND BROADBAND



SMALL BUSINESS ASSISTANCE



ENERGY



PLANNING AND TECH ASSISTANCE



COMMUNITY SERVICES AND FACILITIES



CRIME VICTIMS AND PUBLIC SAFETY



ECONOMIC DEVELOPMENT

The Growth Management Act

The GMA was adopted in 1990 as a statewide planning framework to:

Address uncoordinated development and urban sprawl

Manage threats to the quality of life in Washington

Require local planning, guided by state law, and regionally enforced

State law: **RCW 36.70A**

Advisory recommendations: **WAC 365-196**



What is a Comprehensive Plan?

- Guides 20-year growth
- Basis for local decision-making and regulations
- Policy document

Required Elements

- Land use
- **Housing**
- Capital facilities
- Utilities
- Transportation
- Climate*
- *Counties only:*
Rural development

Optional Elements

- Economic development**
- Parks and recreation**
- Conservation
- Solar Energy
- Recreation
- Subarea Plans

*Climate is a required element that was just added by the legislature in 2023, but is not required for Puget Sound jurisdictions until 2029. (HB 1181)

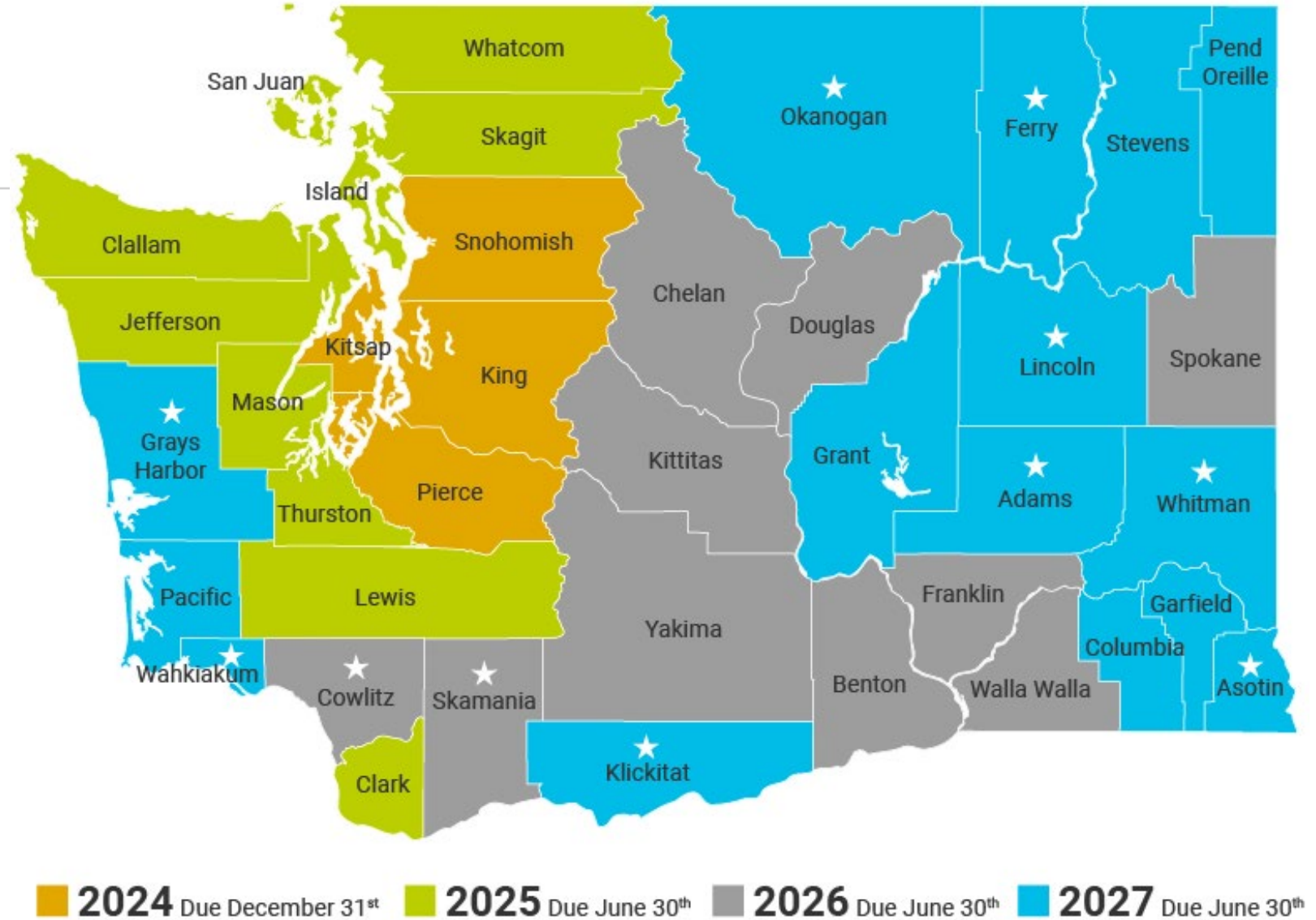
**Listed as mandatory, but they are optional because funds have never been identified to help pay for preparing for them.

Washington state land use planning



Periodic updates

- Every 10 years, comprehensive plans are updated with “periodic updates”
- Every jurisdiction in the state will be updating their comprehensive plans and implementing regulations over the next 4 years
- Pierce County’s comprehensive plan and regulations updates are due Dec. 31, 2024



★ Starred counties are partially planning under the Growth Management Act

HB 1220 (2021) strengthened housing planning

In 2021, HB 1220 directed Commerce to project future housing needs by income bracket including:

- For moderate, low, very low, and extremely low-income households
- For permanent supportive housing, emergency housing and emergency shelters

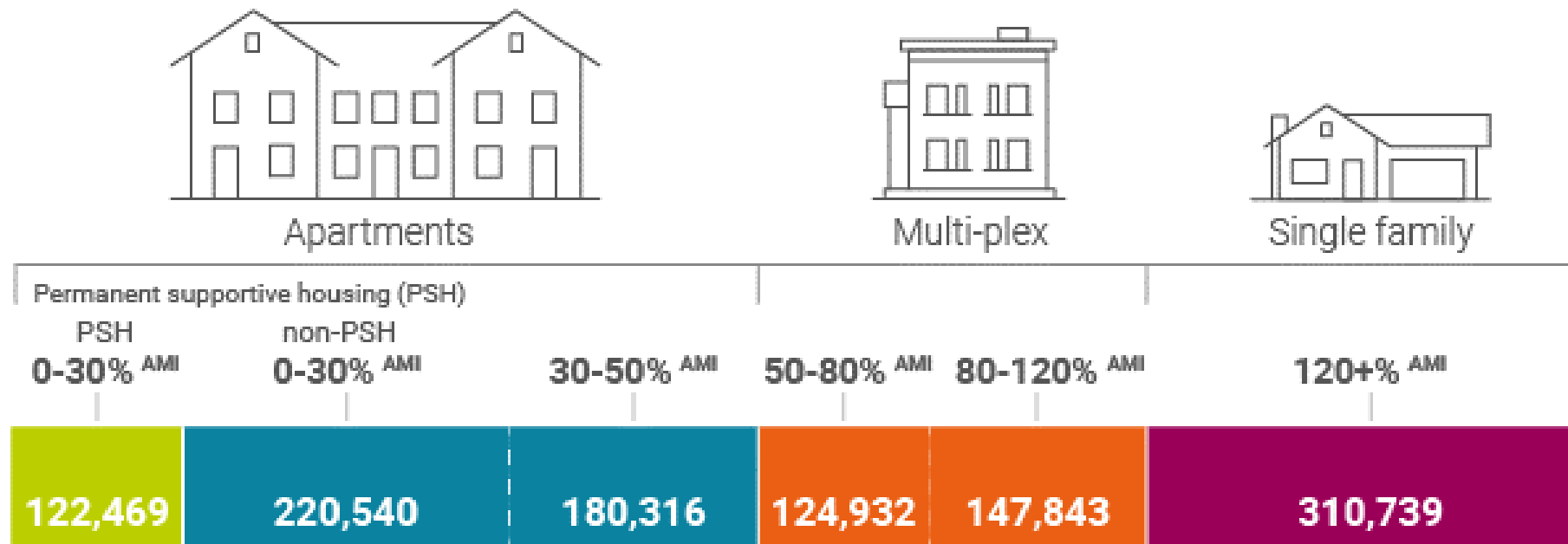
HB 1220 also directed communities to strengthen housing elements and how they accommodate housing:

- Projected housing needs and allocation*
- Land capacity analysis (sufficient land capacity)*
- Adequate provisions for all economic segments*
- Racially disparate impacts, exclusion and displacement*

* Commerce Guidance documents available

We need 1.1 million new homes over the next 20 years

Future housing needs broken down by area medium income (AMI) groups



We also need 91, 357 emergency housing beds over the next 20 years.

Pierce County example.....

Pierce County Housing Allocation by Income 2020-2044

		Total	Permanent Housing Needs by Income Level (% of Area Median Income)							Emergency Housing Needs (Beds)
			0-30% Non-PSH	0-30% PSH *	>30-50%	>50-80%	>80-100%	>100-120%	>120%	
Unincorporated Pierce County	Est. Supply (2020)	152,322	2,134	292	17,603	42,774	32,502	21,957	35,060	0
	Allocation (2020-2044)	32,048	4,140	5,594	5,943	4,697	2,022	1,833	7,817	1,961
Auburn	Est. Supply (2020)	3,963	0	33	134	493	1,141	680	1,482	8
	Allocation (2020-2044)	112	14	20	21	16	7	6	27	7
Bonney Lake	Est. Supply (2020)	7,605	67	0	542	1,134	1,709	1,217	2,936	0
	Allocation (2020-2044)	1,450	187	253	269	213	92	83	354	89
Buckley	Est. Supply (2020)	1,957	41	0	145	537	436	305	493	0
	Allocation (2020-2044)	1,260	163	220	234	185	80	72	307	77
Carbonado	Est. Supply (2020)	244	0	0	32	108	57	17	30	0
	Allocation (2020-2044)	22	3	4	4	3	1	1	5	1
DuPont	Est. Supply (2020)	3,791	20	0	55	287	1,415	895	1,119	0
	Allocation (2020-2044)	2,096	271	366	389	307	132	120	511	128
Eatonville	Est. Supply (2020)	1,127	29	0	162	449	227	97	163	0
	Allocation (2020-2044)	323	42	56	60	47	20	18	79	20
Edgewood	Est. Supply (2020)	5,125	165	0	356	744	644	875	2,341	0
	Allocation (2020-2044)	2,397	310	418	445	351	151	137	585	147

[Pierce County Ordinance No. 2023-22s](#)

Identify sufficient land capacity

RCW 36.70A.070(2)(c): “Identifies sufficient capacity of land for housing including, but not limited to:

- housing for moderate, low, very low, and extremely low-income households, and
- emergency housing, emergency shelters, and permanent supportive housing...

Minimum requirements

- Present a table of allocated housing needs by income level
- Show that there is enough capacity to meet each type of housing need.
- **If there is insufficient capacity for any type of housing need, the jurisdiction must identify and implement zoning changes that provide enough capacity prior to adoption of the comprehensive plan.**

Possible land capacity findings

- Jurisdictions will likely find they don't have enough capacity for lower-income housing needs
 - Result: Need to add land zoned for mid-rise housing types
- Areas that were not planned to be served by infrastructure may need attention in capital facilities plan to support needed capacities
- Cities may also need to update regulations allowing emergency housing and shelters, transitional housing and permanent supportive housing

Adequate provisions

(d) Makes adequate provisions for existing and projected needs of all economic segments of the community, including:

...

(ii) Documenting programs and actions needed to achieve housing availability including gaps in local funding, barriers such as development regulations, and other limitations;

Recommended minimum standard:

1. Review housing production trends to determine if a barrier exists (If yes, then proceed to next step)

2. Gather information to determine what kind(s) of barriers exist

3. Identify and document appropriate programs and actions to overcome each barrier identified

“Documenting programs and actions”

Gather information to determine what kinds of barriers exist

Exhibit 7: Moderate Density Housing Barrier Review Checklist

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.
Development Regulations			
Unclear development regulations			
Prohibiting some moderate density housing types, such as:			
<ul style="list-style-type: none">• Duplexes• Triplexes• Four/five/six-plexes• Townhomes• Cottage housing• Live-work units• Manufactured home parks			
High minimum lot sizes			
Low maximum densities or low maximum FAR			
Low maximum building heights			

Determine actions to address barriers to housing

Address racially disparate impacts



Step 1 and throughout
Engage the Community



Step 2
Gather and
Analyze
Data



Step 3
Evaluate
Policies



Step 4
Revise Policies



Step 5
Review and
Update
Regulations



Step 3. Evaluate existing policies

- **Evaluate all existing housing policies**
 - Is the policy effective in accommodating needed housing?
 - If not, does it cause disparate impacts, displacement or exclusion in housing?
 - Who benefits and who is burdened by the policy?
 - Does the policy contribute to racially disparate impacts? Displacement? Or exclusion in housing?
 - Does the policy increase displacement risk?
 - If so, can this be mitigated through policies or actions?
 - Does the policy provide protection to communities of interest from displacement?
- **Analysis should consider linkages of policies in other elements.**



Step 5. Review and update regulations

Increase affordable housing production

- Generate revenue for affordable housing
 - Property tax levy
 - Real Estate Excise Tax (REET) 1 or 2
 - Sales and use tax
- Increase affordable housing production
 - Affordable housing incentives
 - Rezoning
 - Multifamily Property Tax Exemption (MFTE)
 - Impact fee waivers

Preserve existing affordable housing

- Mobile home park preservation or conversion to cooperative
- Support community land trusts
- Retain affordability over time
- Notice of intent to sell ordinance
- Regulate short-term rentals

Protect existing households

- Homeownership programs
 - Support financial assistance
 - Support home repair programs
 - Fee waivers for water or sewer connection
- Rental assistance
- Tenant protections
 - Right to return policy
 - Deferral of property tax
 - Relocation assistance

Ensure the benefits of investment and development are equitably distributed

- Community benefit agreements
- Support community led investments
- Monitor for equitable outcomes

Other housing laws to know...

- Fully planning cities and counties can adopt incentive programs including one or more of the following: (RCW 36.70A.540)
 - Density bonuses within the urban growth area;
 - Height and bulk bonuses;
 - Fee waivers or exemptions;
 - Parking reductions; or
 - Expedited permitting.
- A city, county, or other local governmental entity or agency may not adopt, impose, or enforce requirements on an affordable housing development that are different than the requirements imposed on housing developments generally. (RCW 36.130.020)

HB 1337 (2023) Accessory Dwelling Units



Local governments must, by **6 months after the periodic update due date**:

- Allow **two ADUs per lot in all GMA urban growth areas**
- May not require the owner to occupy the property
- May not prohibit sale as independent units
- Must allow an ADU of at least 1,000 square feet and adjust zoning to be consistent with HB 1337
- Must set consistent parking requirements based on distance from transit and lot size
- May not charge more than 50% of impact fees charged for the principal unit

HB 1110 Middle Housing (certain cities)

“Middle housing” means buildings that are **compatible in scale, form, and character with single-family houses** and contain two or more attached, stacked, or clustered homes including duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, stacked flats, courtyard apartments, and cottage housing. RCW 36.70A.030(21) HB 1110



Duplex



Fourplex



Courtyard Apartments




Cottage Housing



Townhouses

HB 1110 (2023) Middle Housing

	Affected cities must allow	If within ¼ mile of major transit stop	Affordability bonus
Cities of 25k-75k population	2 units/lot on all lots*	4 units/lot *	4 units/lot if one is affordable*
Cities over 75k population	4 units/lot on all lots*	6 units/lot *	6 units/lot if 2 are affordable*
Cities <25k contiguous UGA with largest city in county > 275,000	2 units/lot on all lots*		

- * Unless zoning permits higher densities
- Based on 2020 populations

Commerce resources

www.commerce.wa.gov/planning-for-housing

- [Housing element requirement updates](#)
- [Communications tools \(scroll down\)](#)
 - Videos, PPTs, fact sheets on basic housing topics
- [Middle housing resources](#)
 - PPTs, videos, FAQs, design standards, Pro-Forma
- [ADU guidance](#)
- [2019-2023 housing laws](#)
- [Public opinion survey on housing](#)
- [CHIP grants open July - October](#)

Planning for Housing

The Planning for Housing page contains information on grants, guidance, and links to



Growth Management Housing Links

- [Updating GMA Housing Elements \(HB 1220\)](#) – projected housing needs and racially disparate impacts
- [Multi-Family Housing Property Tax Exemption program](#)
- [Connecting Housing to Infrastructure Program \(CHIP\)](#)
- [Housing EZView website](#)
- [Housing update: Washington Administrative Code \(WAC\) EZView website](#)
- [Middle Housing](#)

Questions?

Laura Hodgson

SENIOR PLANNER

Laura.Hodgson@commerce.wa.gov

360-764-3143

Updating GMA Housing Elements

This webpage contains guidance on planning for housing under the Growth Management Act (GMA), including the new requirements established by House Bill 1220 (2021).

Future housing needs broken down by area median income (AMI) groups



Planning for Housing in Washington State

In 2021, the Washington Legislature changed the way communities are required to plan for housing. [House Bill 1220 \(2021\)](#) amended the Growth Management Act (GMA) to instruct local governments to “plan for and accommodate” housing affordable to all income levels. This significantly strengthened the previous goal, which was to encourage affordable housing.

The amended law also directed the Department of Commerce to project future housing needs for jurisdictions by income bracket and made significant updates to how jurisdictions are to plan for housing in the housing element of their comprehensive plans. These new changes to local housing elements include:

Quick Links

- ⊕ Growth Management
- ⊕ Governor’s Smart Communities Awards
- ⊕ Climate Program
- ⊕ Planning for Housing
- ⊕ Laws and Rules - Growth Management Act
- ⊕ Periodic Updates - Growth Management Act
- ⊕ Growth Management Grants
- ⊕ Growth Management Topics
- ⊕ Guidebooks and Resources
- ⊕ Civilian-Military Compatibility
- ⊕ Defense Community Compatibility
- ⊕ Integrated Stormwater and Watershed Planning
- ⊕ Regional Planners’ Forums
- ⊕ Short Course on Local Planning
- ⊕ Submitting Materials to the State

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*Email Address

Submit

www.commerce.wa.gov/planning-for-housing

FROM: Mary Connolly, Program Specialist II
TO: SSHA³P Advisory Board
CC: Jason Gauthier, SSHA³P Manager
SUBJECT: SSHA³P Advisory Board Use of a Tribal Land Acknowledgement
DATE: October 17, 2023

PURPOSE

The purpose of this memorandum is to provide information on the draft land acknowledgement prepared by the Advisory Board (“Board”) leadership team for use during the Board’s regular and special meetings.

TRIBAL GUIDANCE

The land in Pierce County has been and continues to be home to four federally-recognized Tribes: the Puyallup, Muckleshoot, Nisqually, and Squaxin Island Tribes.

SSHA³P staff contacted staff of the Puyallup Tribe of Indians, a party to the SSHA³P Intergovernmental Agreement, to gather information and direction on the use of a land acknowledgement. In staff conversation with Jennifer M. Keating, Land Use Manager and Assistant Tribal Historic Preservation Officer at the Puyallup Tribe, Ms. Keating directed SSHA³P staff to the Puyallup Tribe’s website, which contains information on land acknowledgements and Tribal Council-approved examples.¹ These examples can also be found in Attachment A.

SSHA³P staff also researched guidance on land acknowledgements from other Tribes in Pierce County. The Muckleshoot Tribe provides examples of land acknowledgements for use in meetings on their website.² These can be found in Attachment B. The Nisqually Tribe has a land acknowledgement on their website; there is not information on the usage of this land acknowledgement by other groups.³ The Squaxin Island Tribe does not provide guidance on land acknowledgements online.

OTHER EXAMPLES

Attachment C includes example land acknowledgements used by the Pierce County Council and Implementation Advisory Board for the Comprehensive Plan to End Homelessness.

DRAFT LAND ACKNOWLEDGEMENT

The Puyallup Tribe’s publicly available guidance on land acknowledgements states, “At times it’s appropriate to acknowledge multiple tribes, or to recognize the ‘Coast Salish tribes’ as a whole.

¹ <http://puyallup-tribe.com/ourtribe/Land%20Acknowledgement.php>

² <https://www.wareamuckleshoot.org/land-acknowledgement>

³ <https://nisquallyriver.org/who-we-are/land-acknowledgment/>

However, before incorporating tribal perspective be sure to contact official representatives from that/those tribe(s).” At this time, SSHAP³ staff have only contacted staff from the Puyallup Tribe; while the Muckleshoot Tribe has publicly available guidance, the Nisqually and Squaxin Island Tribes do not. Therefore, the draft land acknowledgement acknowledges “the Coast Salish tribes.”

The Advisory Board leadership team drafted a land acknowledgement using one of the examples from the Puyallup Tribe’s website as a guide. The draft land acknowledgement reads:

“We acknowledge that we are on the traditional homelands of the Coast Salish people. They have lived on and stewarded these lands since the beginning of time, and continue to do so today. We honor their legacy by:

- Welcoming new ways of thinking about our relationship to the land
- Asking -- not assuming -- tribal preferences and needs
- Identifying opportunities to improve our collective stewardship

This board commits to these objectives.”

Two staff members from the Puyallup Tribe staff read the draft and support the changes made.

ATTACHMENT A: EXAMPLE LAND ACKNOWLEDGEMENTS FROM THE PUYALLUP TRIBE

We acknowledge that we are on the traditional homelands of the Puyallup Tribe. The Puyallup people have lived on and stewarded these lands since the beginning of time, and continue to do so today. We recognize that this land acknowledgement is one small step toward true allyship and we commit to uplifting the voices, experiences, and histories of the Indigenous people of this land and beyond.

ʔuk'wədiid čəʔ ʔuhigwəd txʷəl tiit ʔa čəʔ ʔal tə swatxʷixʷtxʷəd ʔə tiit puyaləpabš. ʔa ti dxʷʔa ti swatxʷixʷtxʷəd ʔə tiit puyaləpabš ʔəstəʔəʔlil tul'al tudiʔ tuhaʔkʷ. didiʔə ʔa həlgwəʔ ʔal ti sləxil. dxʷəstəʔlils həlgwəʔ gʷəl ʔuyayus həlgwəʔ gʷəl ʔ'ul'axʷad həlgwəʔ tiit bədədəʔs gʷəl tičdxʷ həlgwəʔ tiit ʔiisəds həlgwəʔ gʷəl ʔ'alalus həlgwəʔ gʷəl ʔ'utxʷəlšucidəb. ʔəla...b ʔə tiit tuyəl'yəlabš. We gratefully honor and acknowledge that we rest on the traditional lands of the Puyallup People. The Puyallup people have lived on this land since the beginning of time. They are still here today. They live, work, raise their children, take care of their community, practice their traditional ways and speak the Twulshootseed language – just as their ancestors did.

ATTACHMENT B: EXAMPLE LAND ACKNOWLEDGEMENTS FROM THE MUCKLESHOOT TRIBE

I/we acknowledge we are gathered upon the ancestral lands of the Seattle area's Federally Recognized Indian Tribe – the Muckleshoot Indian Tribe, who historically lived throughout the areas between the Cascade Mountains and Puget Sound, what is also known as the Salish Sea.

I would like to acknowledge the Muckleshoot People who are the Traditional Stewards of this Land and the Federally Recognized Treaty Tribe of King County. I offer my respect to the ancestors and elders of the Muckleshoot Tribe and extend that respect to other elders present.

We would like to acknowledge the Federally Recognized Muckleshoot Indian Tribe, the ancestral keepers of the land we are gathered on today. We thank them for their immense contributions to our state and local, history, culture, economy, and identity as Washingtonians.

I would like to express our gratitude and acknowledgement of the Federally Recognized Muckleshoot People, as we gather on their traditional lands. We recognize Muckleshoot's continued presence as a strong sovereign nation and their invaluable contributions to our state history, economy, and culture."

I would like to show my respect and acknowledge the Traditional Lands of the Muckleshoot People, past and present, on which this meeting takes place.

The Muckleshoot Indian Tribe, located in South King County, is the Seattle area's Federally Recognized Indian Tribe and successor to Duwamish and Upper Puyallup Peoples who were party to the Treaties of Point Elliott and Medicine Creek.

Muckleshoot is party to both the Medicine Creek and Point Elliot Treaties. These treaties reserve governmental rights to the Muckleshoot People and recognize their "Usual and Accustomed Territory", where they hunt, fish, gather, trade, govern, and live. These areas include DiDelaliV, (Dz-zah-lah-luch), what is now known as the city of Seattle and surrounding region.

ATTACHMENT C: EXAMPLE LAND ACKNOWLEDGEMENTS USED BY OTHER GOVERNMENTAL BODIES**Pierce County Council**

We acknowledge that we are on the traditional homelands of the Coast Salish tribes. Coast Salish people have lived on and stewarded these lands since time immemorial and continue to do so today. We recognize that this land acknowledgement is one small step toward true allyship and we commit to uplifting the voices, experiences, and histories of the Indigenous people of this land.

Implementation Advisory Board for the Comprehensive Plan to End Homelessness

We acknowledge that we are on the traditional homelands of the Puyallup Tribe. The Puyallup people have lived on and stewarded these lands since the beginning of time, and continue to do so today. We recognize that this land acknowledgement is one small step toward true allyship and we commit to uplifting the voices, experiences, and histories of the Indigenous people of this land and beyond.

SSHĀ³P

South Sound Housing Affordability Partners (SSHA³P)

Advisory Board

Land Acknowledgement

We acknowledge that we are on the traditional homelands of the Coast Salish people. They have lived on and stewarded these lands since the beginning of time, and continue to do so today. We honor their legacy by:

- Welcoming new ways of thinking about our relationship to the land
- Asking -- not assuming -- tribal preferences and needs
- Identifying opportunities to improve our collective stewardship

This board commits to these objectives.

SSHA³P

Advisory Board 2024 Work Plan

Advise and Provide Feedback

- Provide feedback on:
 - 2025 SSHA³P Work Plan and Budget
 - 2025 SSHA³P Budget
 - 2025 SSHA³P State and Federal Legislative Priorities
 - Other housing-related efforts in Pierce County, as requested

Housing Toolkit Recommendations

- Framework for Analysis and Recommendation
 - Develop a framework for analyzing policies and programs
 - Identify components to include in a Housing Toolkit recommendation
- Member Government Consideration
 - Recommend to the SSHA³P Executive Board a process for member government consideration of Housing Toolkit recommendations
- [Policy/Program #1]
 - Analyze and make a recommendation to the SSHA³P Executive Board on inclusion in SSHA³P's housing toolkit
 - [Include additional details on specifics, as needed]
- [Policy/Program #2]
 - Analyze and make a recommendation to the SSHA³P Executive Board on inclusion in SSHA³P's housing toolkit
 - [Include additional details on specifics, as needed]

Education

- Learn about relevant and foundational topics related to housing and land use policy through presentations from qualified speakers

Administration

- Elect chair and vice chair(s)



2024 ADVISORY BOARD WORK PLAN

ADVISORY BOARD MEETING

OCTOBER 17, 2023

MARY CONNOLLY, PROGRAM SPECIALIST II

AGENDA

- Work Plan Purpose
- Focus Areas & Objectives
 - Advise & Provide Feedback
 - Housing Toolkit Recommendations
 - Education
 - Administration

Work Plan Purpose

- An annual work plan is a requirement of the Advisory Board bylaws
- Directs and prioritizes workflow
- Set expectations for Executive Board, Advisory Board, member governments, and public

Work Plan Purpose (Cont.)

- Bylaws identify possible areas of focus:
 - Recommendations on SSHA³P's work plan and budget
 - Evaluation, development, and recommendation of policies and programs related to housing affordability and attainability
 - Suggested approaches to federal, state, and regional legislative advocacy
- Anticipated timeline:
 - Recommended by Advisory Board in December
 - Adopted by Executive Board in January

Advise and Provide Feedback

- Provide feedback on:
 - 2025 SSHA³P Work Plan
 - 2025 SSHA³P Budget
 - 2025 SSHA³P State and Federal Legislative Agendas
 - Other housing-related efforts in Pierce County, as requested

Housing Toolkit Recommendations

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2024 ADVISORY BOARD WORK PLAN

ADVISORY BOARD MEETING

OCTOBER 17, 2023

MARY CONNOLLY, PROGRAM SPECIALIST II