SSHĀ³P

South Sound Housing Affordability Partners
Executive Board
Special Meeting Agenda

3602 Pacific Ave Tacoma, WA 98418 | Muckleshoot Conference Room
Dial: 253-215-8782 Meeting ID: 983 7464 3754
Webinar Link: https://piercecountywa.zoom.us/j/98374643754
September 13, 2024, 8:30 a.m.

Chair Mayor Kim Roscoe, Vice Chair Councilmember Kevin Ballard, Mayor Nancy Backus, Mayor Dave Olson, Councilmember Hunter George, Mayor Tracie Markley Councilmember Paul Bocchi, Mayor Shanna Styron Sherrell, Executive Bruce Dammeier, Councilmember Ryan Mello, Councilmember Ned Witting, Mayor Kathy Hayden Mayor Dick Muri, Mayor Victoria Woodards, Councilmember Stan Flemming

Deputy Mayor Mike Winkler (Alternate), Councilmember Christi Keith (Alternate), Councilmember Lew Wolfrom (Alternate), Councilmember Brett Wittner (Alternate) Councilmember Mike Brandstetter (Alternate), Councilmember Robyn Denson (Alternate), Heather Moss (Alternate), Councilmember Nancy Henderson (Alternate) Councilmember Kiara Daniels (Alternate), Councilmember Denise McCluskey (Alternate)

I. CALL TO ORDER

ROLL CALL

INTRODUCTORY QUESTION

Question: If you had a warning label, what would it say?

II. REVIEW AGENDA/AGENDA MODIFICATIONS

III. CONSENT AGENDA

ATTACHMENTS: August 2, 2024, Executive Board meeting — LINK

IV. PUBLIC COMMENT

This is the time set aside for the public to comment on final action of the Executive Board. 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. Public comments are limited to 3 minutes per speaker.

The Executive Board meeting can be heard by dialing 253-215-8782 or through Zoom at https://piercecountywa.zoom.us/j/98374643754 and entering the Meeting ID 983 7464 3754. Written comments may be submitted to jason.gauthier@piercecountywa.gov.

V. RESOLUTIONS AND PRESENTATIONS

A. Presentation: Draft 2025 State Legislative Agenda

Purpose: Presentation by Jason Gauthier of the draft 2025 State Legislative Agenda for Executive Board review and direction.

ATTACHMENTS: Agenda Memorandum: Draft 2025 State Legislative Agenda — LINK

2025 Draft State Legislative Agenda Presentation — LINK

B. Presentation: Draft Recommendation on a Comprehensive Plan Goal/Policy Related to Universal Design

Purpose: Presentation by Mary Connolly, SSHA³P Program Specialist II, on a draft recommendation on incorporating a goal/policy related to incentivizing building with Universal Design (UD) into member governments' Comprehensive Plan periodic updates.

ATTACHMENTS:	Agenda Memorandum: Draft Recommendation on UD Comp Plan Policy	LINK
	Staff Report: Draft Recommendation on UD Comp Plan Policy	LINK
	Universal Design Comprehensive Plan Policy Presentation	LINK
	DRAFT Resolution No. 2024-07	LINK

C. Presentation: 2025 Advisory Board Work Plan Priorities

Purpose: Presentation by Mary Connolly, SSHA³P Program Specialist II, on the Advisory Board's 2025 work plan, for the purpose of gathering Executive Board member feedback on priorities.

ATTACHMENTS:	Agenda Memorandum: 2025 Advisory Board Work Plan Priorities	LINK
	2025 Advisory Board Work Plan Priorities Presentation	LINK

D. Grant Report: *Pathways to Removing Obstacles (PRO) Housing* Grant

Purpose: Briefing by Jason Gauthier, SSHA³P Manager, on SSHA³P's collaborative application to the U.S. Department of Housing and Urban Development's *Pathways to Removing Obstacles to Housing* (PRO Housing) grant program.

ATTACHMENTS:	Agenda Memorandum: PRO Housing Grant	LINK
	FY24 PRO Housing Fact Sheet	LINK

VI. REPORT BY THE SSHA³P MANAGER

A. CLIHP Grant Update

B. Budget Performance Report

C. University Place Property Tax Exemption Seminar

D. Gig Harbor Faith Leader Gathering

E. October 4th SSHA³P Executive Board Meeting at Fife City Hall

ATTACHMENTS:	September 2024 SSHA³P Manager Report	LINK
	Budget Performance Report FY 2024 Q2	LINK
	University Place Property Tax Exemption Seminar Flyer	LINK

VII. UPDATES/COMMENTS OF THE EXECUTIVE BOARD

VIII. ADJOURN

SSHA³P

South Sound Housing Affordability Partners
Executive Board Meeting Minutes

August 2, 2024
8:30 – 9:29 a.m.

Executive Board:
Mayor Nancy Backus, City of Auburn – present
Vice-Chair, Councilmember Kevin Ballard, City of DuPont – excused
Deputy Mayor Mike Winkler, City of DuPont (alternate) – present
Mayor Dave Olson, City of Edgewood – present
Councilmember Christi Keith, City of Edgewood (alternate) – excused
Chair, Mayor Kim Roscoe, City of Fife – present
Councilmember Lew Wolfrom, City of Fife (alternate) – excused
Councilmember Hunter George, City of Fircrest – present
Councilmember Brett Wittner, City of Fircrest (alternate) – excused
Mayor Tracie Markley, City of Gig Harbor – present
Councilmember Paul Bocchi, City of Lakewood – excused
Councilmember Mike Brandstetter, (alternate) City of Lakewood – present
Mayor Shanna Styron Sherrell, City of Milton – present
Executive Bruce Dammeier, Pierce County – absent
Councilmember Ryan Mello, Pierce County – present
Councilmember Robyn Denson, Pierce County (alternate) - excused
Councilmember Ned Witting, City of Puyallup – present
Mayor Dick Muri, Town of Steilacoom – excused
Councilmember Nancy Henderson, Town of Steilacoom, (alternate) – present
Mayor Kathy Hayden, City of Sumner – present
Mayor Victoria Woodards, City of Tacoma – present
Councilmember Kiara Daniels, City of Tacoma (alternate) – present
Councilmember Stan Flemming, City of University Place – absent
Councilmember Denise McCluskey, City of University Place (alternate) - excused

Staff: Jason Gauthier, SSHA³P Manager

Guests: Bryan Schmid, Felicia Medlen, Heather Moss, Kennith George, PCHA, PTOI Housing Department, Taylor Jones, Ted Richardson, Trish Crocker

MINUTES

TOPIC/ WHO	DISCUSSION	ACTION
Call to Order	Mayor Roscoe called the meeting to order. SSHA³P Manager Gauthier called roll, per above; a quorum was present.	Welcome!
Consent Agenda	CM George moved to approve the consent agenda; CM Brandstetter seconded the motion. Vote was taken, none opposed, none abstained.	Consent agenda approved.
Public Comment	Mayor Roscoe opened the floor for public comment. None; no written comments were received.	None.

TOPIC/WHO	DISCUSSION	ACTION

SSHA³P Housing Capital Fund 2024 Recommendations
Jason Gauthier

Jason presented the recommendations of the SSHA³P Capital Housing Fund Committee regarding the 2024 NOFA. The committee, comprised of Taylor Jones, Ryan Windish, and Heather Moss, were in attendance to answer questions.

Three applications were received:

1. CJK Community Homes (1 & 2 bedrooms)
   1902-1910 S. Wilkeson, Tacoma – acquisition only, 40 units
   Funding requested: $342,000

2. CJK Community Homes (Micro Units)
   3565 E McKinley Ave, Tacoma – acquisition only, 17 units
   Funding requested: $330,000

3. Urban Black Community Development (Rialto/Exley/St. Helens)
   311 South 9th St, Tacoma – acquisition and rehabilitation, 78 units
   Funding requested: $1,000,000

The Fund Committee reviewed and scored applications and met to review scores:

2024 SSHA³P Housing Capital Fund: NOFA Application Scoring

Fund Committee Member	CJK - Micro Units	CJK 1 and 2 BDRs	UBCD - Rialto-Exley-St. Helens
City of Sumner (Ryan Windish)	45	53	71
City of Fife (Taylor Jones)	45	34	59
Pierce County (Heather Moss)	69	71	75
TOTAL POINTS	159	158	205
AVERAGE SCORE	53	52.66	68.33

The committee was disappointed in the applications, and due to insufficient average scores, they voted unanimously to not award any funding at this time. Funds will be retained for future NOFA or RFP. An earlier NOFA release/timeline will be considered for next year. Funding priorities will be refined, and opportunities to align funds with development of publicly owned properties will continue to be explored.

CM Brandstetter asked about refining funding priorities. Were there priorities that affected the scoring of the submitted applications? All questions will be reviewed. Taylor added that it's difficult with acquisition to have timely delivery of housing. here was a general lack of complete responses, lack of timelines, and one applicant didn't have zoning consistent for their proposal, so even if funded, it could not have moved forward.

Thank you to staff and committee members!

TOPIC/WHO	DISCUSSION	ACTION
Funding Recommend-ations continued	CM Daniels commented that she and Mayor Woodards are working on how to use some of their 1406 funds to contribute to the SSHA^{3}P Capital Housing Fund. She thanked Jason and the committee for planning to revisit the next timeline; it would be interesting to try issuing a notice of funding that comes out at a different time than others. That way perhaps applicants who do not receive funding can use our feedback to improve future applications. CM Mello thanked Jason; this is a great example of what a transparent NOFA process looks like! He shared that the County Council has been asked to invest more in Mercy Housing and the Tacoma Housing Authority's collaboration, Aviva, a project with over 500 units at the nexus of Tacoma, University Place, and Fircrest, near Tacoma Community College. CM Mello asked Jason if he knew why their need wasn't directed towards this fund. Jason can't speculate about why they didn't apply; they also didn't apply for the Affordable Rental NOFA. Jason offered to seek feedback from them. CM Brandstetter agrees with CM Daniels' suggestion to issue SSHA^{3}P's NOFA on a different cycle than the others, especially since we currently have less funding to award. Mayor Hayden agreed. Chair Roscoe asked the committee to speak a bit more about the publicly owned property. There's nothing in SSHA^{3}P priorities about municipally owned property. Jason gave the example of ARCH working with Sound Transit and pre-committing dollars for land acquisition and building projects.	Jason will reach out to Mercy Housing /THA re: why they haven't applied for County funding.
SSHA^{3}P Manager Report Jason Gauthier	*Universal Design Comprehensive Plan Language* – as requested, Mary has provided some language in a memo included in the meeting packet. *CLIHP Grant* – the RFP was re-released in hopes that it would reach more consultants. *Advisory Board Update* – they continue to research Universal Design, and are working on a recommendation on work plan elements for this Board's review later this year. *2025 Legislative Agenda* - Jason will re-send the email re: meeting to discuss priorities for housing and land use arena for the 2025 legislative agenda. A draft will be reviewed at the September 13 Executive Board meeting.	Informa-tional
Executive Board Updates/ Comments	CM George was asked to serve on the steering committee for a project at Mason United Methodist Church, in the Proctor neighborhood in Tacoma. An experienced developer has been selected and the contract is being negotiated.	

TOPIC/WHO	DISCUSSION	ACTION
Board Updates & Comments continued	CM Mello reported that the current Pierce County land use code prohibits tiny home villages. The Council's working on updating the land use code to allow such projects. Requirements will include a MOU with Human Services requiring hygiene facilities, security, case management, etc. to protect everyone. This is important since the Point in Time Count has indicated an increase in homelessness every year. We have well over 1200 unsheltered people. We do not have adequate shelter, and we have agencies that want to provide this intervention. LIHI has a project they're funding with County ARPA dollars for a 60-unit tiny home village, similar to the one operated by a church at Sixth & Orchard in Tacoma. The land use language will be in committee on Monday, August 5, at 1:30 p.m., and will be presented at full Council for approval on August 20. The revised language is modeled after the City of Tacoma's. Chair Roscoe invited the group to tour the City of Fife's successful Tiny Village jobs program. Mayor Markley thanked Jason and Mary in advance for participating in the City of Gig Harbor's affordable housing panel at the upcoming quarterly meeting of faith leaders, on August 14, 3:00 - 4:30 p.m. at the Gig Harbor Civic Center Community Rooms. The faith leaders specifically requested the topic. Jason's excited about this presentation; Human Services has been working on how to best engage faith communities in affordable housing. The same presentation will be provided at a future Board meeting this year. Mayor Woodards invited the group to tour Tacoma's tiny home sites. They have found incredible success. Neighborhoods have formed councils to oversee the sites and they don't want to dismantle them when the project period ends. There's support, case management, no drugs and alcohol, and access to treatment. People have more success getting on track in their own neighborhoods.	Mayor Markley will share the meeting invite with Chair Roscoe to share with the full group. Please RSVP to Mayor Markley as there is an occu-pancy limit.
Adjourn-ment	There being no further business, Mayor Backus moved to adjourn. Mayor Markley seconded the motion. Vote was taken, none opposed. The meeting adjourned at 9:29 a.m.	Meeting ad-journed.

The next SSHA^{3}P Executive Board meeting is scheduled for Friday, September 13, at 8:30 a.m. via Zoom.

Respectfully submitted,

Becki Foutz
Administrative Assistant

SSHA³P

SSHA³P Executive Board

AGENDA BILL

September 13, 2024

AGENDA CATEGORY: Staff Presentation

SUBJECT: Draft 2025 State Legislative Agenda

PRESENTED BY: Jason Gauthier, SSHA3P Manager

SUMMARY/BACKGROUND:

The 2024 SSHA³P work plan calls for the development of a state legislative agenda for the 2025 legislative session. The annual legislative agenda is adopted by the SSHA³P Executive Board adopts and directs SSHA³P's advocacy efforts. SSHA³P's 2024 agendas are online:

This presentation of the draft 2025 state legislative agenda is designed to provide an overview of the draft agenda and gather feedback and direction for future Executive Board action.

2025 State Legislative Agenda

Priorities:

- Fund capital budget allocation requests for Pierce County projects
- Fund the acquisition of residential properties for affordable housing preservation.
- Expand eligibility for the Connecting Housing to Infrastructure Program
- Increase construction trade industry workforce development efforts
- Remove the income threshold qualification for the disabled veteran property tax exemption

Support:

- Funding the Affordable Workforce Housing Accelerator Program
- Grant funding to support municipal planning and permitting
- Investments in rental assistance and eviction prevention
- Efforts to create more condominium units through streamlining of the Washington Condominium Act
- Fair Housing training for ownership associations

Support:

- Legislation amending the Residential Landlord Tenant Act
- The creation of state and/or local revenue sources for affordable housing
- Legislation to exempt affordable housing development from sales and use tax
- Legislation to exempt low-income, community land trust buyers from the real estate excise tax

Oppose:

- Preemption of local land use authority
- Legislation that would increase the cost to produce affordable housing

ATTACHMENTS:

- Draft 2025 State Legislative Agendas Presentation

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A

DRAFT 2025 STATE LEGISLATIVE AGENDA

SSHA³P EXECUTIVE BOARD

SPECIAL MEETING

SEPTEMBER 13, 2024

SSHĀ³P

Pierce County Human Services

AGENDA

- 2024 Review
- 2025 Session Preview
- 2025 Draft State Agenda
  - Priorities
  - Support | Monitor | Oppose

2024 PRIORITIES

- Capital Budget: $1,139,000
- SB 6173
- CHIP / Manufactured Home Communities

FACILITATING DEVELOPMENT OF AFFORDABLE HOUSING

- Support capital budget funding for member government priority projects.
- Expand funding opportunities to support homeownership development for low-income households.
- Expand investment and eligibility for the Connecting Housing to Infrastructure Program (CHIP).
- Support funding for the acquisition of real property for affordable housing.

SUPPORT POLICY AND PLANNING EFFORTS

- Support priority considerations regarding transit-oriented development.
- Support construction trade industry workforce development efforts.

INFORMATION AND ENGAGEMENT

- Expand eligibility for the disabled veteran property tax exemption program.

SSHĀP Pierce County Human Services

2025 SESSION

- Long Session (105 Days)
- Gubernatorial and Legislative Changes
- Housing Accountability Act and Rent Stabilization
- Biennial Budget
  - Initiatives and Budget Effects
  - Revenue Concerns

2025 STATE AGENDA

- Priorities
- Support | Monitor | Oppose

PRIORITIES

- Affordable Housing Subsidy
- Facilitating Housing Supply
- Creating Housing Stability

AFFORDABLE HOUSING SUBSIDY

- Fund capital budget allocation requests for Pierce County projects
- Fund the acquisition of residential properties for affordable housing preservation
- Expand eligibility for the Connecting Housing to Infrastructure Program (CHIP)

FACILITATING HOUSING SUPPLY

- Increase construction industry workforce development efforts
- Study condominium unit production and best practices for local government

CREATING HOUSING STABILITY

- Remove the income threshold qualification for the disabled veteran property tax exemption

SUPPORT

- Fair Housing training for ownership associations
- Funding the Affordable Workforce Housing Accelerator Program
- Grant funding for long range planning, municipal planning actions, and permitting process improvements
- Investments in rental assistance and eviction prevention
- CONDO placeholder

MONITOR

- Legislation amending the Residential Landlord Tenant Act
- The creation of state and/or local revenues sources for affordable housing
- Legislation to exempt affordable housing development from sales and use tax
- Legislation to exempt low-income, community land trust homebuyers from real estate excise tax

OPPOSE

- Preemption of local land use authority
- Legislation that would increase the cost to produce affordable housing

DRAFT 2025 STATE LEGISLATIVE AGENDA

SSHA³P EXECUTIVE BOARD

SPECIAL MEETING

SEPTEMBER 13, 2024

SSHĀ³P

Pierce County Human Services

SSHA³P

SSHA³P Executive Board

AGENDA BILL

September 13, 2024

AGENDA CATEGORY: Resolution No. 2024-07

SUBJECT: Draft Recommendation on A Comprehensive Plan Goal/Policy Related to Universal Design (UD)

PRESENTED BY: Mary Connolly, SSHA³P Program Specialist II

SUMMARY/BACKGROUND:

The Advisory Board's 2024 work plan includes evaluating and potentially making a recommendation on the inclusion of universal design incentives in the SSHA³P Housing Toolkit, which is a set of policies and programs that SSHA³P recommends to its members to consider implementing. The Advisory Board is developing a policy recommendation(s) to incentivize the construction of residential units with universal design principles.

Member governments planning under RCW 36.70A.040 are currently updating their Comprehensive Plans, which will guide housing policies and plans over a 20-year time horizon. These Comprehensive Plan periodic updates are to be completed by December 31, 2024.

In this presentation, Mary Connolly will present a draft recommendation regarding incorporating universal design into member governments' Comprehensive Plan periodic updates. This is meant to serve as an interim recommendation before the Comprehensive Plan is due to be completed. Staff expect the Advisory Board to continue research on specific incentive policies. Staff will incorporate feedback from the Executive Board and bring an updated recommendation to the Advisory Board for their consideration.

ATTACHMENTS:

- Staff Report: Draft Recommendation on UD Comp Plan Policy
- Universal Design Comprehensive Plan Policy Presentation
- DRAFT Resolution No. 2024-07

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A

TO: SSHA³P Executive Board
FROM: Mary Connolly, SSHA³P Program Specialist II
COPY: Jason Gauthier, SSHA³P Manager
SUBJECT: DRAFT Resolution No. 2024-07: Recommendation on Comprehensive Plan Goal/Policy Language Incentivizing Universal Design
DATE: September 13, 2024

BACKGROUND:

A growing portion of the Pierce County population needs housing that is accessible to them or that can be adapted in the future to be more accessible. Table 1 shows that the percentage of the population in Pierce County aged 60 and older is expected to increase from 22% in 2020 to 24% in 2030, 26% in 2040, and 29% in 2050.

Table 1. Actual and Projected Population of People in Pierce County aged 60 and Older[1]

Year	Percentage of the population in Pierce County aged 60 and older
2010	16%
2020	21%
2030 (projected)	24%
2040 (projected)	26%
2050 (projected)	29%

In 2022, the percentage of people 65 and older in Pierce County whose household incomes were below the poverty level (7.8%) was lower than the county-wide poverty rate (9.0%).[2] However, the median household income with a householder 65 or older was $68,231, $25,189 less than the county-wide median household income of $93,420.[3]

Fourteen percent (14%) of the Pierce County population has a disability. Table 2 breaks down this figure by disability type.[4]

[1] 2010 American Community Survey 1-Year Estimates; 2020 Decennial Census; 2030, 2040, and 2050 population projections are from Washington State Office of Financial Management.

[2] 2022 American Community Survey 1-year estimates.

[3] 2022 American Community Survey 1-year estimates.

[4] 2022 American Community Survey 1-Year Estimates.

Table 2. Population of People in Pierce County with Disabilities, by Disability Type

Disability	Percentage of the population with this disability
Hearing Difficulty	4% of all residents
Vision Difficulty	2% of all residents
Cognitive Difficulty[5]	6% of all residents age 5+
Ambulatory Difficulty	7% of all residents age 5+
Self-Care Difficulty[6]	3% of all residents age 5+
Independent Living Difficulty[7]	7% of all residents age 18+

In 2022, the percentage of people with a disability in Pierce County whose household earned below the poverty level was 14.9%, compared to a county-wide rate of 9.0%.[8]

EXISTING CONDITIONS:

Federal and State Law

The Washington State Building Code includes accessibility requirements for the construction of new buildings with 4 or more units. These requirements are meant to make some units more accessible to people who use manual wheelchairs. Specifically, on a site with 10 or more units, 5% of units must be Type A, which are considered friendly to wheelchair users. Additionally, all units in a building with 4 or more units that are accessible via the ground floor or elevator must be Type B units, which are considered useable by but not friendly to someone in a wheelchair. (For example, there must be enough room for a wheelchair user to enter a bathroom, but not necessarily completely turn around in the wheelchair.)

There are no accessibility requirements for the construction of new one-, two-, and three-unit homes, townhomes built under the International Residential Code, and multifamily units on floors without ground-floor or elevator access.

Under the Fair Housing Act, people with disabilities have the right to reasonable accommodations and modifications to ensure they can access, use, and enjoy their home. Accommodations are changes to rules, policies, and practices; modifications include structural changes to the home. However, unless a housing provider receives federal funding and is therefore subject to Section 504, a tenant may be required to pay for reasonable modifications to their home.[9]

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[5] Cognitive Difficulty: has serious difficulty concentrating, remembering, or making decisions

[6] Self-Care Difficulty: has difficulty dressing or bathing

[7] Independent Living Difficulty: has difficulty doing errands alone such as visiting a doctor's office or shopping

[8] 2022 American Community Survey 1-year estimates.

[9] https://www.hud.gov/program_offices/fair_housing_equal_opp/reasonable_accommodations_and_modifications/information_for_housing_providers_landlords_property_managers

Existing Programs

There are currently no programs to incentivize or fund the inclusion of additional accessibility features beyond state and federal requirements in new construction.

There are several programs in Pierce County offering funding or low-interest loans for low-income households to make accessibility and other modifications to their homes. These programs primarily serve homeowners, rather than renting households. The programs include:

- City of Tacoma Single Family Residence Rehabilitation Loan Program
- City of Lakewood Home Repair Assistance
- Pierce County Minor Home Repair Program
- Community Options Program Entry System (COPES) Program
- Tacoma/Pierce County Habitat for Humanity Aging in Place Program
- Rebuilding Together South Sound

Data from these programs, as well as reasonable modification/accommodation request data from Tacoma Housing Authority, Pierce County, and the Fair Housing Center of Washington, show that common home modifications/accommodations include:

- Requests for a unit with an extra bedroom due to a disability, for a live-in caregiver, or for medical equipment;
- Ramp installation and requests for a ground floor or no stairs unit;
- Bathroom modifications, including low or no barrier showers, grab bars, taller toilets, and handheld showerheads;
- Installation of lift systems;
- Air conditioner or air purifiers; and
- Assigned parking, which often indicates a need for accessible parking.

While not as common, other modifications/accommodations from these programs include:

- Door modifications, including widening and installation of different door types;
- Mechanized lifts for stairs;
- Handrails in hallways or stairs;
- Floor and surfacer repair, including correcting trip hazards; and
- Other bathroom modifications, such as roll-under sinks and shower seats.

Alignment with Member Government Policies and Plans

The Cities of Tacoma[10] and Puyallup[11] adopted age-friendly city action plans in 2021 and 2020 respectively, which outline policies that make the cities better places to live for people of all ages, especially aging people.

Several member jurisdictions have included goals and policies in their draft 2024 Comprehensive Plan periodic updates related to housing accessibility. A summary of these policies can be found in Table 3.

Table 3. Draft Comprehensive Plan Policies

Goal/Policy	**SSHA³P member governments that have included a similar policy in their 2024 draft Comprehensive Plan periodic updates**
Encourage building housing with universal design features	• City of Lakewood • City of Sumner • Pierce County • City of Puyallup • City of University Place
Ensure there are housing options for seniors and/or people with disabilities	• City of Auburn • City of Fircrest • City of Gig Harbor • City of Lakewood • City of Sumner • Pierce County • The Puyallup Tribe of Indians • City of Puyallup • City of University Place
Support residents to age in place	• City of Auburn • City of Fircrest • The Puyallup Tribe of Indians[12]

STAFF RECOMMENDATION(S):

With input from the Advisory Board, staff drafted Resolution No. 2024-07, a recommendation from the Executive Board to member governments planning under the Growth Management Act to include a goal/policy in the Comprehensive Plan periodic update that incentivizes the construction of housing built with universal design principles. The recommendation also includes narrative pieces that provide context for the goal/policy.

[10] https://www.cityoftacoma.org/UserFiles/Servers/Server_6/File/cms/OEHR/Tacoma_Age_Friendly_Action_Plan-v2Final.pdf

[11] https://www.cityofpuyallup.org/DocumentCenter/View/12552/Aging-Puyallup-Action-Plan-2-2120AARP

[12] The Puyallup Tribe of Indians' Comprehensive Plan is adopted, not in draft form like the others' plans.

Staff are seeking input from the Executive Board on this draft recommendation before bringing it to the Advisory Board for consideration.

Staff expect the Advisory Board to make additional recommendations in the future on specific incentive policies that can be used to implement the recommended Comprehensive Plan goal/policy.

This report summarizes SSHA³P staff's analysis of the draft recommendation, along with alternatives considered but not recommended.

INDEX:

- Incorporating Goal/Policy Language into the Comprehensive Plan Periodic Update to Incentivize Building with Universal Design Principles (p. 6)
- Alternatives Considered (p. 13)

POLICY/PROGRAM:
Incorporating Goal/Policy Language into the Comprehensive Plan Periodic Update to Incentivize Building with Universal Design Principles

SUMMARY AND PURPOSE:
SSHA³P member governments planning under RCW 36.70A.040 (the Growth Management Act) must adopt Comprehensive Plan periodic updates by the end of 2024. The Comprehensive Plan includes goals and policies which will guide housing policy and development regulations over the next 20 years to ensure there is sufficient housing for households across the economic spectrum. This is a recommendation to include in member governments' periodic updates the following goal/policy, or one similar:

"Increase the supply of housing accessible for people of all ages, sizes, abilities, and disabilities by incentivizing the construction of housing designed with universal design principles."

The recommendation also includes narrative pieces to include in the Comprehensive Plan to provide context for the goal/policy, including information on the aging and disabled populations in Pierce County, the accessibility of the housing stock in Pierce County, what universal design is, and the benefits of incentivizing building with universal design.

The purpose of this recommendation is to increase the supply of housing that is accessible to people of a wide range of ages, sizes, abilities, and disabilities.

About Universal Design
According to the Centre for Excellence in Universal Design, "Universal Design is the design and composition of an environment so that it can be accessed, understood and used to the greatest extent possible by all people regardless of their age, size, ability or disability." The Centre outlines 7 principles of universal design that guide the design of environments, products, and communications:

1. Equitable Use
2. Flexibility in Use
3. Simple and Intuitive Use
4. Perceptible Information
5. Tolerance for Error
6. Low Physical Effort
7. Size and Space for Approach and Use

Universal design is a design philosophy; therefore, there is not a standardized set of universal design features to incentivize. However, there are many example features and standards to look to in developing policies regarding universal design. These resources include features and standards that address the needs of people of a wide range of ages, sizes, abilities, and disabilities. Examples of such features and standards include:

- A no-step entry into the home;

- A bathroom on the main floor of a home;
- An outlet at the base of the stairs for future installation of a stair lift;
- Removable cabinets so that a wheelchair user can roll under countertops;
- Blocking near toilets and showers for the future installation of grab bars;
- Visual fire alarms and doorbells to alert people who are deaf or hard-of-hearing;
- Rocker light switches and door levers, which are easier to use for people who have trouble twisting, grasping, or pinching; and
- Electrical outlets, temperature controls, and light switches at accessible heights.

DATA & STAKEHOLDER ENGAGEMENT:

What data were used to inform the development of this proposal?

- Demographic data from Census and American Community Survey
- Data from home repair programs in Pierce County
- Data on reasonable modification/accommodation requests from Tacoma Housing Authority, Pierce County Housing Authority, and the Fair Housing Center of Washington
- See the table below for information on stakeholder engagement

How were stakeholders engaged in the development of the proposal? Include the names of stakeholders engaged.

	Collaborated (Co-create solutions through two-way communication channels, multiple interactions, and/or medium to long-term engagement)	Consulted (Gather information through two-way channels of communication, one to multiple interactions, and/or short to medium-term engagement)	Informed (Inform the community of actions or decisions through one-way channels of communication and limited-term or single events)	Not included/ applicable
Community Based Organizations (e.g., advocacy groups, non-profit agencies)		- Jonah Kinchy, Tacoma/Pierce County Habitat for Humanity - Todd Holloway, Center for Independence - Cathleen MacCaul, AARP Washington		
Private Sector (e.g., business community, development community)		- Ryan Babbit, Babbit Construction - Karen Braitmayer, Studio Pacifica - Barry Long and Tom Minty, ABLE Environments		
Local Governments (e.g., local government staff or elected officials)		Beckye Frey, City of Redmond	SSHA³P Executive Board and member government staff	
Tribal Government			Puyallup Tribe staff	
Advisory Boards or Community Workgroups	SSHA³P Advisory Board			
General Public				Not included
Other, please specify:				

Describe which groups were engaged, as well as support for and concerns raised about the proposed policy or action.

- People with disabilities and representatives from organizations that work with seniors and people with disabilities, including the Fair Housing Center of Washington, Center for Independence, and AARP Washington, emphasized the importance of increasing the use of universal design in the construction of new homes.
- Developers and advocates for developers noted that building with universal design features may increase the cost of home construction and advised against adding construction requirements. Therefore, this recommendation would incentivize rather than require building with universal design principles.

- Jonah Kinchy provided insight on how Tacoma/Pierce County Habitat for Humanity incorporates universal design features into their homes by selecting sites and designing from the start with accessibility in mind.
- Beckye Frey provided information on how the City of Redmond is updating their city's incentive package to incentivize building Type A and B units, housing built with universal design principles, and housing for people with intellectual and developmental disabilities.

TARGET POPULATION:

What geographic area(s) will this proposal target?

☒All Pierce County
☐Incorporated Pierce County
☐Unincorporated Pierce County
☐Urban Areas
☐Rural Areas
☐Other, please specify:

Select the targeted population(s) who might benefit from this proposal.

☐All residents
☒Targeted population(s), please specify: Seniors, people with disabilities

POTENTIAL IMPACT:

For each of the following indicators, answer the questions to demonstrate the policy/program's potential impact:

Affordable Housing	What is the potential impact on the number of housing units created or preserved that are income-restricted and affordable to households with less than 80% AMI?	Little to no impact.
Attainable Housing	What is the potential impact on the number of housing units created or preserved that are affordable to households with incomes between 80 - 120% AMI?	Little to no impact.
Other Housing	What is the potential impact on the number of housing units created that are affordable to households with incomes above 120% AMI?	Little to no impact.

Financial Barriers	Is there potential for the policy/program to increase the affordability of accessing and/or maintaining housing through a method other than production or preservation of housing?	Yes, there is potential to increase the affordability of maintaining housing for people in need of accessibility features, including seniors and people with disabilities. Housing built with universal design principles reduces the need for expensive home modifications later, whether by including accessibility features up front or including structural and electrical infrastructure that will facilitate future modifications. Because the policy incentivizes, not requires, building with universal design principles, the policy will not result in a decrease of housing affordability.
Accessibility for People with Disabilities	Is there potential for the policy/program to increase the number of units that are accessible to people with physical, intellectual, or developmental disabilities?	Yes. The purpose of this policy recommendation is to incentivize the production of housing built with universal design principles, which would increase accessibility for people with disabilities.
Social Barriers	Is there potential for the policy/program to increase accessibility by removing social barriers to accessing and/or maintaining housing?	Little to no impact.
Cultural and Language Barriers	Is there potential for the policy/program to increase accessibility by removing cultural barriers to accessing and/or maintaining housing?	Little to no impact.
Homeownership	Is there potential for the policy/program to increase homeownership opportunities for low- and moderate- income households?	Little to no impact.
Racial Equity	Is there potential for the policy/program to increase racial equity by decreasing disparities in housing outcomes for people of color?	Little to no impact.
Development Process	How does the policy/program facilitate the development/ preservation process? Does it create barriers or additional costs?	No barriers or additional costs created.

Based on data reviewed, stakeholder input, and alternative options considered, how does the proposal most effectively improve equitable outcomes in Pierce County?

- This proposal equitably improves outcomes by laying the framework to incentivize the construction of accessible housing and housing built with universal design features without adding additional

requirements to the construction process which may decrease housing affordability. This policy will result in the creation of more housing that is accessible to Pierce County's disabled and aging populations.

What unintended consequences could result from implementation of the proposal?

- No negative consequences from the proposal are expected.

FISCAL:

	Inclusion of a goal/policy related to universal design in the Comprehensive Plan.	Implementation of the Comprehensive Plan goal/policy.
What financial resources (besides staff time) are needed to administer the policy/program?	Not applicable.	The need for financial resources will depend on the incentive implemented. Incentives such as altered development regulations would not require direct financial resources, while incentives like development fee waivers would require direct financial resources. Additionally, an implementing jurisdiction may choose to hire a consultant to help design an attractive incentive that maximizes public benefit. Depending on how the contract is structured, hiring a consultant may require ongoing financial resources. SSHA³P staff expect the Advisory Board to make a recommendation in the future on specific incentives to administer. If made, these recommendations will include more specific details on financial resources required for implementation.
What staff resources are needed to launch the policy/program?	Some additional staff resources are needed to include a goal/policy regarding universal design into a Comprehensive Plan.	Moderate staff resources would be needed to facilitate policy adoption, including designing the incentive policy, drafting a staff report and code amendments, and working with Council, Planning Commission, and/or other advisory bodies to modify and eventually adopt the policy. Optionally, hiring a consultant to help design the policy would also require financial resources.
What staff resources are needed for ongoing administration of the program/policy?	Not applicable.	Some additional resources would be needed to implement the policy. The policy would be administered through existing permitting processes. More usage of the policy would require more staff resources.

Are there financial costs or other impacts of not implementing the policy/program?	Not applicable.	Incentivizing the construction of housing built with universal design features may reduce future need for home modifications funded by public programs.

IMPLEMENTATION:
Not applicable at this time.

EVALUATION AND FOLLOW UP:
Not applicable at this time.

EXAMPLES:

Source	Example
City of Redmond's draft 2024 Comprehensive Plan periodic update	"Shape regulations, incentives, programs, and more city tools to foster the creation of accessible and visitable housing." • Housing constructed with universal design principles. • Housing for adults with intellectual and developmental disabilities. • Housing for populations with special physical or other needs, which include: the elderly, disabled persons, people with medical conditions, homeless individuals and families, and displaced people."[13]
City of Lakewood's draft 2024 Comprehensive Plan periodic update	"Support accessibility of housing by people with mobility challenges through universal design in residential construction and retrofitting of homes."[14]
Pierce County's draft 2024 Comprehensive Plan periodic update	"Encourage the development of housing built to universal design standards to support housing for people of different abilities."[15]
City of Puyallup's draft 2024 Comprehensive Plan periodic update	"Encourage a range of housing types for seniors affordable at a variety of income levels that promote visitability and reduce isolation, and allow seniors to remain in their neighborhood of choice."[16]

ATTACHMENTS:
None.

[13] https://southsoundaffordablehousing.org/wp-content/uploads/2024/01/SSHA3P-Advisory-Board-Regular-Meeting-Packet-2.20.2024.pdf p. 54 of PDF

[14] https://cityoflakewood.us/wp-content/uploads/2024/04/050124-Planning-Commission-Packet-small.pdf p. 106 of PDF

[15] https://www.piercecountywa.gov/DocumentCenter/View/133288/Housing-Draft-Element p. 27

[16] https://puyallup.maps.arcgis.com/sharing/rest/content/items/814f0c4d7a524658b722b1d8afa4e0a9/data p. 17

ALTERNATIVES:

Alternative(s)	Positive Impact(s)	Negative Impact(s)
1. Status Quo (No changes)	None.	The status quo will continue to see an insufficient number of homes built with accessibility features that especially benefit people with disabilities and aging people.
2. Incorporating Goal/Policy Language into the Comprehensive Plan Periodic Update to Require Building with Universal Design Principles	Requiring building with universal design principles would ensure that new residential homes include accessibility features.	Requiring all residential housing to be built with universal design principles may add costs to the construction of some buildings, which may decrease housing affordability for those homes.
3. Incorporating Goal/Policy Language into the Comprehensive Plan Periodic Update to Encourage Building with Universal Design Principles	Encouraging building with universal design may educate consumers and builders of the benefits of universal design.	Encouraging without incentivizing may not provide builders with enough value to build with universal design principles.

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DRAFT RECOMMENDATION: INCLUDING UNIVERSAL DESIGN INCENTIVES IN THE COMPREHENSIVE PLAN

EXECUTIVE BOARD SPECIAL MEETING

SEPTEMBER 13, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

Pierce County
Human Services

Agenda

- Data on Senior & Disabled Populations in Pierce County
- Existing Policies and Programs
- What is Universal Design?
- Draft Recommendation
- Stakeholder Engagement
- Alignment with Member Government Plans & Policies
- Next Steps

Senior Population in Pierce County

Year	Percentage of the population aged 60 and older
2010	16%
2020	22%
2030 (projected)	24%
2040 (projected)	26%
2050 (projected)	29%

In 2022, the median household income with a householder 65 or older was $68,231, $25,189 less than the county-wide median household income of $93,420

Disabled Population in Pierce County

14% of the population has a disability

Disability	Percentage with this disability
Hearing Difficulty	4% of all residents
Vision Difficulty	2% of all residents
Cognitive Difficulty[1]	6% of residents age 5+
Ambulatory Difficulty	7% of residents age 5+
Self-Care Difficulty[2]	3% of residents age 5+
Independent Living Difficulty[3]	7% of residents age 18+

In 2022, the percentage of people with a disability in Pierce County whose household earned below the poverty level was 14.9%, compared to a county-wide rate of 9.0%.

(1) Cognitive Difficulty: has serious difficulty concentrating, remembering, or making decisions
(2) Self-Care Difficulty: has difficulty dressing or bathing
(3) Independent Living Difficulty: has difficulty doing errands alone such as visiting a doctor's office or shopping

State and Federal Requirements

- Some wheelchair accessibility requirements for multifamily units
- No accessibility requirements for:
  - One-, two-, and three-unit homes
  - Townhomes built under the International Residential Code
  - Multifamily units on floors without ground-floor or elevator access
- People with disabilities have the right to reasonable accommodations and modifications under the Fair Housing Act. However, a tenant may be required to pay for modifications.

Existing Programs

- No programs to incentivize or fund the inclusion of additional accessibility features beyond state and federal requirements in new construction
- Home repair programs:
  - Tacoma, Lakewood, and Pierce County Home Repair Programs
  - Community Options Program Entry System (COPES) Program
  - Tacoma/Pierce County Habitat for Humanity Aging in Place Program
  - Rebuilding Together South Sound

What is Universal Design?

- “The design and composition of an environment so that it can be accessed, understood and used to the greatest extent possible by all people regardless of their age, size, ability or disability.”
- There is not a standardized set of features, but elements may include:
  - Features included in the design of a home up front
  - Structural and electrical infrastructure that facilitate future modifications

Examples of Universal Design Features

Examples of Universal Design Features (Cont.)

SSHĀP Pierce County Human Services

Examples of Universal Design Features (Cont.)

Examples of Electrical and Structural Infrastructure

Stakeholder Engagement

- Representatives from organizations that work with seniors and people with disabilities
- Developers and architects
- Beckye Frey, City of Redmond

Draft Recommendation

The Advisory Board recommends that SSHA^{3}P member governments planning under RCW 36.70A.040 incorporate into the Comprehensive Plan periodic update the following goal/policy or one similar:

“Increase the supply of housing accessible for people of all ages, sizes, abilities, and disabilities by incentivizing the construction of housing designed with universal design principles.”

Draft Recommendation (Cont.)

- Recommendation includes narrative pieces which can be included in a Comprehensive Plan housing element to provide context for the goal/policy:
  - Data on aging and disabled populations
  - Data on accessibility of housing stock
  - Information on universal design and its benefits
  - Additional actions needed to understand what and how to incentivize

Potential Impact

- Lay a foundation for adoption of future policies to incentivize building with universal design
- Increase supply of accessible housing for a wide range of people, and especially for people with disabilities and/or mobility impairments
- Allow people who are aging or have changing health needs to remain in their homes
- Reduce the need for expensive home modifications

Alignment with Age-Friendly City Action Plans

- City of Puyallup
- City of Tacoma

Alignment with Draft Comprehensive Plan Policies

- Encourage building housing with universal design features
  - Cities of Lakewood, Sumner, Puyallup, and University Place, and Pierce County
- Ensure there are housing options for seniors and/or people with disabilities
  - Cities of Auburn, Fircrest, Gig Harbor, Lakewood, Sumner, Puyallup, and University Place, Pierce County, and the Puyallup Tribe of Indians
- Support residents to age in place
  - Cities of Auburn and Fircrest, and the Puyallup Tribe of Indians

**The Puyallup Tribe of Indians' Comprehensive Plan is adopted; all others are in draft form.*

Next Steps

- Today: Executive Board feedback
- Sept 17: Advisory Board consideration of recommendation
- Oct 4: Executive Board consideration of Advisory Board recommendation

- Ongoing: Advisory Board continues research on specific incentive policies, potentially making recommendations in early 2025

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DRAFT RECOMMENDATION: INCLUDING UNIVERSAL DESIGN INCENTIVES IN THE COMPREHENSIVE PLAN

EXECUTIVE BOARD SPECIAL MEETING

SEPTEMBER 13, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

Pierce County
Human Services

Image Sources

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- https://bestbath.com/wp-content/uploads/2017/10/Bestbath-Universal-Design-Top-10.pdf
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- https://www.thespruce.com/how-to-fix-a-loose-lever-door-handle-5222471
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- https://www.etsy.com/listing/386133058/ada-compliant-handicap-accessibility?click_key=9e2b4ab660ce7840f238cca0af60c6310a51df76%3A386133058&click_sum=38eba2e5&external=1&rec_type=ss&ref=landingpage_similar_listing_top-1&frs=1&sts=1
- https://silvercross.com/stair-lifts/

SSHA³P

RESOLUTION NO. 2024-07

A RESOLUTION OF THE EXECUTIVE BOARD OF THE SOUTH SOUND HOUSING AFFORDABILITY PARTNERS ADOPTING A RECOMMENDATION THAT MEMBER GOVERNMENTS PLANNING UNDER RCW 36.70A.040 INCLUDE A POLICY INCENTIVIZING CONSTRUCTION OF HOUSING WITH UNIVERSAL DESIGN PRINCIPLES IN THEIR 2024 COMPREHENSIVE PLAN PERIODIC UPDATES.

WHEREAS, the SSHA³P 2024 Advisory Board Work Plan, adopted by the Executive Board on January 12, 2024, included analyzing and making a recommendation to the SSHA³P Executive Board on inclusion of "universal design incentives" in SSHA³P's housing toolkit; and

WHEREAS, the SSHA³P housing toolkit is a set of policies and programs that SSHA³P recommends to its member governments to consider implementing; and

WHEREAS, according to the Centre for Excellence in Universal Design, "Universal Design is the design and composition of an environment so that it can be accessed, understood and used to the greatest extent possible by all people regardless of their age, size, ability or disability"; and

WHEREAS, by the end of 2024, SSHA³P member governments planning under RCW 36.70A.040 must adopt a Comprehensive Plan Periodic Update, which includes a housing element that sets goals and policies for housing development in each jurisdiction for the next 20 years; and

WHEREAS, all policies adopted by a member government must be in alignment with the government's Comprehensive Plan; and

DRAFT

WHEREAS, the Executive Board is making an interim recommendation regarding member governments' Comprehensive Plan Periodic Updates to ensure that potential future recommendations regarding specific universal design incentives are in alignment with member governments' Comprehensive Plans; and

WHEREAS, there is a need for accessible homes in Pierce County demonstrated by usage of programs that fund accessibility modifications for existing homes, including the COPES Program (a Washington State Medicaid Waiver Program which funded 347 modifications in Pierce County between 1/1/2017 and 12/31/2021) and Tacoma/Pierce County Habitat for Humanity's Aging in Place Program (which served 158 households between June 2020 and January 2024); and

WHEREAS, there are no policies or programs in Pierce County that incentivize or fund the inclusion of accessibility features in the new construction of residential homes beyond accessibility requirements in the Washington State Building Code; and

WHEREAS, SSHA^{3}P's mission is to create and preserve affordable, attainable, and accessible housing across our Pierce County communities; and

WHEREAS, policies that incentivize the construction of accessible housing, including housing designed with universal design principles, will further SSHA^{3}P's mission to create accessible housing in Pierce County; and

WHEREAS, the construction of accessible housing will increase the housing stock accessible a wide range of the Pierce County population and especially benefit people with disabilities and people with mobility impairments.

NOW, THEREFORE, THE EXECUTIVE BOARD RESOLVES as follows:

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Section 1. The Executive Board recommends that SSHA³P member governments planning under RCW 36.70A.040 incorporate into the Comprehensive Plan periodic update the following goal/policy or one similar: "Increase the supply of housing accessible for people of all ages, sizes, abilities, and disabilities by incentivizing the construction of housing designed with universal design principles."

Section 2. The Executive Board recommends that SSHA³P member governments planning under RCW 36.70A.040 incorporate into the Comprehensive Plan periodic update the following narrative pieces, or ones similar, to provide context for the goal/policy outlined in Section 1:

a. "Pierce County's aging population is growing. In 2020, the percentage of the Pierce County population aged 60 and older was 22%.[1] This number is expected to increase to 24% by 2030, 26% by 2040, and 29% by 2050. [2] In 2022, the median household income with a householder 65 or older was $68,231, $25,189 less than the county-wide median household income of $93,420.[3]"

b. "In Pierce County, 14% of the population has a disability.[4] In 2022, the percentage of people with a disability in Pierce County whose household earned below the poverty level was 14.9%, compared to a county-wide rate of 9.0%.[5]"

c. "The 2011 American Housing Survey results indicate that in the West Region of the United States, which includes Washington and 13 other states, 41.2% of housing units are potentially modifiable, 4.5% of units are livable for individuals with moderate difficulties, and 0.15% of housing units are wheelchair accessible.[6]"

d. "Incentivizing the construction of housing built with universal design features can increase the accessibility of the housing stock. According to the Centre for Excellence in Universal Design, 'Universal Design is

[1] 2020 Decennial Census
[2] Washington State Office of Financial Management population projections
[3] 2022 American Community Survey 1-year estimates
[4] 2022 American Community Survey 1-year estimates
[5] 2022 American Community Survey 1-year estimates
[6] The 2011 American Housing Survey defines levels of accessibility as follows: – 1) 'potentially modifiable' means the unit includes a stepless entry from the exterior and a bathroom and bedroom on the entry level or an elevator in the unit; 2) 'livable for individuals with moderate difficulties' includes all elements in level 1 plus no steps between rooms or rails/grab bars along all steps and an accessible bathroom with grab bars; and 3) 'wheelchair accessible' includes all elements in levels 1 and 2 but removes the possibility of any steps between rooms, even if grab bars are present, and adds door handles and sink handles/levers.

DRAFT

the design and composition of an environment so that it can be accessed, understood and used to the greatest extent possible by all people regardless of their age, size, ability or disability.' Universal Design is a design philosophy that, when incorporated into housing design, can create homes that are accessible for a wide range of the population and especially benefit people with disabilities and people with mobility impairments."

e. "There is not a standardized list of universal design features, but there are many example design standards developed by state and local governments, nonprofit organizations, and advocacy groups. Some features are those included in the design of a home up-front, while other standards outline structural and electrical infrastructure that facilitate future modifications."

f. "In addition to increasing housing accessibility, housing built with universal design features can increase housing affordability by preventing the need for future home modifications, facilitating modifications that otherwise may be more expensive, and allowing people to remain in their home as they age, have changing health concerns, or experience other life events."

g. "To incentivize the construction of housing designed with universal design principles, actions will be taken to understand what design features are needed most in the community and how to best incentivize the inclusion of these features in construction of new homes."

Section 3. This Resolution will take effect and be in full force upon passage and signature.

Adopted this_____day of_____, 2024.

SOUTH SOUND HOUSING AFFORDABILITY PARTNERS

_____
Kim Roscoe, CHAIR

DRAFT

ATTEST:

_____

_____

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SSHĀ³P

SSHA³P Executive Board

AGENDA BILL

September 13, 2024

AGENDA CATEGORY: Staff Presentation

SUBJECT: 2025 Advisory Board Work Plan Priorities

PRESENTED BY: Mary Connolly, SSHA³P Program Specialist II

SUMMARY/BACKGROUND:

Resolution No. 2023-02, which established the Advisory Board states, "Under the advice and direction of the Executive Board, the Advisory Board shall create a work plan annually that outlines the Advisory Board's work areas. The work plan shall be adopted by the Executive Board."

This presentation includes a draft of the 2025 Advisory Board work plan. Staff are seeking feedback from the Executive Board on policy priorities for research for potential recommendation on inclusion in the SSHA³P housing toolkit.

ATTACHMENTS:

- 2025 Advisory Board Work Plan Priorities Presentation

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A

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2025 ADVISORY BOARD WORK PLAN PRIORITIES

EXECUTIVE BOARD SPECIAL MEETING

SEPTEMBER 13, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

Pierce County
Human Services

DRAFT 2025 Advisory Board Work Plan

- Review and provide feedback on:
  - 2026 SSHA^{3}P Work Plan and Budget
  - 2026 SSHA^{3}P State and Federal Legislative Agendas
  - Other housing-related efforts in Pierce County, as requested
- Research and potentially make a recommendation on the inclusion of the following policies/programs in the SSHA^{3}P housing toolkit:
  - Policies to incentivize construction of housing with universal design principles → Carryover
  - [Policy/Program #2] → Staff are looking for your feedback on this item today

Feedback from Staff Workgroup

- Policies to incentivize development of multifamily housing
- Policies to incentivize development of homeownership opportunities
- Policies to mitigate displacement of residents

Potential Policies to Research

Goals	Potential Policies to Research
Incentivize development of multifamily housing	• Multifamily Tax Exemption (MFTE) • System connection charge waiver for affordable housing • Impact fee waiver for affordable housing
Incentivize development of homeownership opportunities	• Multifamily Tax Exemption (MFTE) • System connection charge waiver for affordable housing • Impact fee waiver for affordable housing • Proportionate impact fees for smaller housing
Mitigate displacement of residents	• Right of First Refusal for affordable housing development/preservation

Next Steps

- Today: Feedback from Executive Board on priorities
- Sept - Oct: Discussion with Advisory Board to create draft work plan
- Nov 1: Feedback from Executive Board on draft work plan
- Nov 19: Advisory Board recommends work plan
- Dec 6: Executive Board considers adoption of recommended work plan

Ongoing discussion with staff workgroup at monthly meetings

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2025 ADVISORY BOARD WORK PLAN PRIORITIES

EXECUTIVE BOARD SPECIAL MEETING

SEPTEMBER 13, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

Pierce County
Human Services

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AGENDA BILL

September 13, 2024

AGENDA CATEGORY Grant Report

SUBJECT: Pathways to Removing Obstacles to Housing (PRO Housing) Grant

PRESENTED BY: Jason Gauthier

FISCAL IMPACT: N/A ESTIMATED COST:

SUMMARY/BACKGROUND:

Grant Name: Pathways to Removing Obstacles to Housing (PRO Housing) Grant

Granting Agency: U.S. Department of Housing and Urban Development (HUD)

Due Date of Grant Application: October 15, 2024

Funding Source: Federal

Grant Type: Competitive

Grant Amount: Up to $7,000,000

Fiscal Year(s): FY 2025 – FY 2030

Duration: 1/1/2025 – 12/31/2030 (6 years)

Match Required? No

Additional Staffing Required? No

Grant Included in Adopted Budget? No

Can funds be used for administration? Yes

Grant Description:

In partnership with Pierce County, SSHA³P is submitting a co-application for the US Department of Housing and Urban Development's (HUD) Pathways to Removing Obstacles to Housing (PRO Housing) grant.

HUD is issuing this second PRO Housing NOFO, with $100 million of grant fund available, for the identification and removal of barriers to affordable housing production and preservation.

Grantees may use awards to develop, evaluate, and implement housing policy plans, improve housing strategies, and facilitate affordable housing production and preservation. Eligible applicants are State and local governments, metropolitan planning organizations (MPOs), and multijurisdictional entities.

The grant co-application will be structured to request funds for two purposes:

1. Creation of a strategy for the preservation and rehabilitation of affordable housing across Pierce County; and
2. Capital funding to support the strategy.

The application will propose to use the capital funding for the following purposes:

1. **Funding the Acquisition and Rehabilitation of Existing Housing for Conversion to Affordable Housing**: Purchasing market-rate housing for use as affordable units to ensure long-term affordability for current and future residents.
2. **Funding the Acquisition and Rehabilitation of Manufactured Home Communities by Resident-Owned Cooperatives**: Providing financial support for residents of manufactured home communities to collectively purchase and own the land beneath their homes, thereby increasing housing stability and stabilizing costs. Rehabilitation may include property improvements and infrastructure updates.
3. **Funding the Acquisition and Rehabilitation of Properties with Expiring Affordability Periods**: Purchasing properties where the affordability period mandated by public financing programs (e.g.: LITHC) is coming to an end, to preserve the affordability of the housing units and prevent them from transitioning to market rates.

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A

ATTACHMENTS:

PRO HOUSING

Pathways to Removing Obstacles

www.hud.gov/program_offices/comm_planning/pro_housing

ROUND 2
$100 MILLION

Through competitive grants, round two of the Pathways to Removing Obstacles to Housing (PRO Housing) competition will provide $100 million in funding for communities across the country to identify and remove barriers to affordable housing production and preservation.

This unique funding opportunity supports the Biden-Harris Administration's Housing Supply Action Plan, and highlights the efforts of communities who have committed to housing-forward policies and practices.

Competition Goals and Objectives

- Elevate and enable promising practices for identifying and removing barriers to affordable housing production and preservation, while preventing displacement.
- Institutionalize state and local analysis and implementation of effective, equitable, and resilient approaches to affordable housing production and preservation.
- Provide technical assistance to help communities fulfill the Consolidated Plan's requirement of identifying barriers to affordable housing and to implement solutions.
- Facilitate collaboration and harness innovative approaches from jurisdictions, researchers, advocates, and stakeholders to further the national conversation on affordable housing.
- Affirmatively further fair housing by addressing and removing barriers that perpetuate segregation, inhibit access to areas of opportunity for protected class groups and vulnerable populations, and concentrate affordable housing in under-resourced areas.

Quick Facts

- **Grant Purpose:** Identification and removal of barriers to affordable housing production and preservation
- **Eligible Applicants:** States and local governments, metropolitan planning organizations (MPOs), and multijurisdictional entities
- **Eligible Uses:** Activities that further develop, evaluate, and implement housing policy plans, improve housing strategies, and facilitate affordable housing production and preservation
- **Minimum grant size:** $1 million
- **Maximum grant size:** $7 million
- **Maximum number of awards:** 30
- **Application deadline:** October 15, 2024 at 11:59pm ET (8:59pm PT) on Grants.gov

New in Round 2 (FY24)

Significant changes from Round 1 (FY23) to Round 2 (FY24) include an updated need rating factor to reflect the FY24 Appropriations Act directive to prioritize applicants who can demonstrate progress and commitment to overcoming local barriers, primarily by having enacted improved laws and regulations. The overall funding for Round 2 (FY24) increased to $100 million from $85 million, and the maximum award amount was changed to $7 million. The number of expected awards increased for Round 2 (FY24) to 30 awards.

PRO HOUSING
Pathways to Removing Obstacles

ROUND 2
$100 MILLION

Eligible Uses

PRO Housing incentivizes housing-forward actions to further develop, evaluate, and implement housing policy plans; address restrictive zoning or land use; improve housing strategies; and facilitate affordable housing production and preservation, including:

- Developing, updating, or advancing housing and community plans
- Creating transit-oriented development zones
- Incentivizing the development of vacant lots or the conversion of commercial properties to residential and mixed-use development
- Streamlining permitting processes and expanding by-right development
- Reducing barriers to development such as residential property height limitations, off-street parking requirements, density restrictions, and minimum lot sizes

- Allowing accessory dwelling units on lots with single family homes
- Adopting strategies to preserve and revitalize affordable housing
- Building capacity of local nonprofit organizations to increase housing supply
- Increasing community resilience and mitigating environmental/natural hazards

Eligible Applicants

- Local governments, States, Metropolitan Planning Organizations (MPOs), and multijurisdictional entities approved by HUD may apply for PRO Housing
- Urban, suburban, and rural applicants are encouraged to apply.
- Each applicant should identify its barriers based on local context and propose an approach to address those specific barriers to increase the supply of affordable housing.

Additional Resources

To support PRO Housing:

- HUD held a webinar series on identifying and addressing barriers to housing production and preservation.
- There is also webinar series to guide potential PRO-Housing applicants through the application process.

Both series are available on HUD.gov.

Statutory Provisions

Per the Appropriations Act, priority will be given to applicants who demonstrate a commitment to and progress toward overcoming local barriers to affordable housing and have an acute demand for affordable housing. HUD will provide an easy-to-use data resource for jurisdictions to review acute housing demand factors.

Priority will also be given to applicants who can demonstrate progress and commitment to overcoming local barriers, primarily by having enacted improved laws and regulations.

For More Information

www.hud.gov/program_offices/comm_planning/pro_housing
CDBG-PROHousing@hud.gov

TO: SSHA³P Executive Board
FROM: Jason Gauthier, SSHA³P Manager
SUBJECT: September 2024 Manager Report
DATE: September 13, 2024

Focus Area 1: Facilitate the Development of Affordable Housing

Coordinate public resources and private resources to create and/or preserve affordable housing in the SSHA³P service area.

SSHA³P Housing Capital Fund

The SSHA³P Housing Capital Fund Committee will begin monthly meetings in September to consider changes to its future funding priorities and application timeline.

Focus Area 2: Support Policy & Planning Efforts

Support member governments in their development of locally appropriate policies and programs to meet their housing goals, including working with our state and federal legislative delegations to ensure appropriate funding is made available.

Coordinating Low-Income Housing Planning (CLIHP) Grant

SSHA³P, in partnership with the Cities and Towns of DuPont, Edgewood, Fife, Fircrest, Gig Harbor, Lakewood, Puyallup, Steilacoom, and University Place, was awarded the Washington State Department of Commerce's Low-Income Housing Planning (CLIHP) Grant to support implementation of HB 1998 (2024) regarding co-living housing.

While the initial Request for Proposals (RFP) for a consultant to support development of grant deliverables due in June 2025 received no response, a re-bid of the RFP received 5 responses after SSHA³P staff issued a re-bid of the RFP with adjustments to proposal requirement and notification methods. An evaluation team consisting of 4 staff members from participating jurisdictions scored the responses to the RFP and will interview the top-scoring applicants the week of September 9th. .

Pathways to Removing Obstacles (PRO) Grant

SSHA³P, as a co-applicant, is working with Pierce County on an application on a Department of Housing and Urban Development (HUD) PRO Housing Grant. If awarded, this grant would provide funding to create a Strategy for the Preservation of Affordable Housing (SPAH) across Pierce County and the creation of a capital fund to support that strategy through:

- **Acquisition of Existing Housing for Conversion to Affordable Housing:** Purchasing market-rate housing for use as affordable units to ensure long-term affordability for current and residents.
- **Funding the Acquisition of Manufactured Home Communities by Resident-Owned Cooperatives:** Providing financial support for residents of manufactured home communities to collectively purchase and own the land beneath their homes, thereby securing their housing and stabilizing costs.

- **Acquisition of Properties with Expiring Affordability Periods:** Purchasing properties where the affordability period mandated by public financing programs (ex: LITHC) is coming to an end, in order to preserve the affordability of the housing units and prevent them from transitioning to market rates.

Comprehensive Planning

SSHA³P staff are supporting staff workgroup members in hosting meetings for planners in Pierce County to collaborate on housing efforts related to Comprehensive Planning and state legislation. The next meeting will be on September 27th.

SSHA³P staff supported the City of University Place in developing a survey to gather feedback from residents on implementation of HB 1110 regarding middle housing.

2025 Legislative Session

SSHA³P staff will present a draft 2025 State Legislative Agenda for Executive Board feedback and direction at the September 13, 2024, special meeting of the Executive Board.

Focus Area 3: Information & Engagement

Provide information and engagement to support the development of housing and access to housing support programs.

SSHA³P Website

The SSHA³P website has been undergoing an update and refresh, including the completion of the 2023 affordable housing production mapping.

Property Tax Exemption Seminars

One upcoming property tax exemption seminar is scheduled in University Place on September 25 at 2:00 PM.

SSHA³P staff worked with Pierce County Communications staff to create a webpage with information on all upcoming seminars: https://www.piercecountywa.gov/8310/Property-Tax-Exemption-Seminars

Focus Area 4: Governance & Administration

Ensure operational commitments are met and the interlocal collaboration is well governed and administered.

SSHA³P Advisory Board

At the Advisory Board meeting on August 20:

- Jason Gauthier presented the first draft the 2025 legislative agenda and requested additional feedback from Advisory Board members;

- The Advisory Board discussed a potential recommendation regarding incorporating language related to universal design into the Comprehensive Plan; and
- The Advisory Board provided final feedback on a plan to gather feedback from Pierce County community members on the need for universal design features in new residential construction.

At the Advisory Board meeting on September 17:

- Ben Ferguson, member of the Advisory Board and principal at Ferguson Architecture, will present to the Board an evaluation by his team of the impact of universal design features on square footage of units and cost of construction;
- The Advisory Board will consider a recommendation to the Executive Board regarding incorporating universal design goals/policies into member governments' Comprehensive Plan; and
- Staff will provide a presentation on the Advisory Board's 2025 work plan for the purpose of gathering feedback.

Executive Board Rules & Procedures

SSHA³P staff are continuing a review of the Rules & Procedure of the Executive Board for potential 2024 amendments. Review will focus efforts on clarifying responsibilities of the Chair, scheduling of meetings, creation of committees and tasks forces, and Executive Board decision making via resolution.

South Sound Housing Affordability Partners

Budget Performance Report

2024 Quarter 2 Update

South Sound Housing Affordability Partners

Fiscal Year 2024, Q2: Budget vs. Actual as of June 30, 2024

SSHA3P Fund	2024 BUDGET	Q2 2024 ACTUAL
OPERATING REVENUES*		
City of Auburn**	$ 5,601.94	$ 5,061.94
City of DuPont	$ 5,601.94	$ 5,601.94
City of Edgewood	$ 5,601.94	$ 5,601.94
City of Fife	$ 5,601.94	$ 5,601.94
City of Fircrest	$ 3,361.16	$ 3,361.16
City of Gig Harbor	$ 5,601.94	$ 5,601.94
City of Lakewood	$ 22,407.75	$ 22,407.75
City of Milton	$ 3,361.16	$ 3,361.16
City of Puyallup	$ 13,444.65	$ 13,444.65
Pierce County	$ 140,725.00	
Puyallup Tribe of Indians	$ 3,361.16	$ 3,361.16
Town of Steilacoom	$ 3,361.16	$ 3,361.16
City of Sumner	$ 5,601.94	$ 5,601.94
Cit of Tacoma	$ 70,362.50	
City of University Place	$ 13,444.65	$ 13,444.65
SSHA3P Operating Fund Balance	$ 40,000.00	
TOTAL REVENUE	**$ 347,440.83**	**$ 95,813.33**
EXPENDITURES		
Salaries and Benefits - Manager	$ 186,110.00	$ 90,685.46
Salaries and Benefits - Admin and Policy Support	$ 114,790.00	$ 57,730.00
Other***	$ 45,760.00	$ 2,150.81
TOTAL EXPENDITURES	**$ 346,660.00**	**$ 150,566.27**

*Revenue is based on actual payments received

**City of Auburn made a partial payment. The balance due is $540.00

***Travel, Training, Contract Services, Phone, Communication Services, Supplies, Cost Pool Allocation

Pierce County | University Place WASHINGTON | SSHĀP

Learn how to save money on property taxes at a

Property Tax Exemption Seminar

Wednesday, September 25 | 2 p.m.
University Place City Hall
3609 Market Place W, University Place
Council Chambers, 3rd Floor

Event Information

Join us for a property tax exemption seminar on September 25, 2024, at 2 p.m., at University Place City Hall. The Pierce County Assessor's Office will be here to answer your questions and provide valuable information at this free event. Topics include income categories, appeal of denials and effects of death or retirement.

You may qualify for this exemption if you:

- Are over 61 years old or fully disabled (80% VA) and
- Have gross household income at or below $64,000

Application Support

Learn how to accurately complete and return your application. Find out what defines your 'residence' and other occupancy requirements.

Taxable Income and Veterans

Learn the differences between taxable and non-taxable income. SS5256 will be explained for veterans. If you're receiving certain military benefits, find out if they will be deducted from your disposable income.

Allowable Deductions

Learn what you, your spouse, co-tenant, or domestic partner can and cannot deduct.

LET US KNOW IF YOU PLAN TO JOIN. RSVP BY CONTACTING:

Mary.Connolly@piercecountywa.gov | 253-625-4153

Additional information about programs like Energy Assistance, Home Repair, Aging and Disability Resources, and Veterans services will be available at this event.