



**South Sound Housing Affordability Partners
Advisory Board**

Regular Meeting Amended 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>

October 15, 2024 5:30 P.M.

Adria Buchanan, Alex Harrington, Ben Ferguson, Corey Orvold, Desniege Haywood, Faaluaaina Pritchard, Isabella Rivera Kjaer, Jay Worley, Judson Willis, Nicholas Carr, Noemi Cagatin-Porter, Riley Guerrero, Tim Fairley, William Towey, Zac Baker

I. CALL TO ORDER

5:30

ROLL CALL

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.

II. REVIEW AGENDA/AGENDA MODIFICATIONS

III. CONSENT AGENDA

A. September 17, 2024 SSHA³P Advisory Board Minutes

Purpose: Approval of minutes from the September 17, 2024 SSHA³P Advisory Board meeting.

ATTACHMENTS: [Minutes of September 17, 2024 Advisory Board meeting](#)

Recommended Motion: Motion to approve the consent agenda.

IV. PRESENTATIONS AND DISCUSSION

A. Draft 2025 Advisory Board Work Plan

5:40

Purpose: Presentation from Mary Connolly, SSHA³P Program Specialist II, on a draft 2025 Advisory Board Work Plan, for the purpose of gathering feedback.

Action: Questions, feedback, direction.

ATTACHMENTS: [Agenda Memorandum: Draft 2025 Advisory Board Work Plan](#)
[Draft 2025 Advisory Board Work Plan Presentation](#)
[Draft 2025 Advisory Board Work Plan](#)

B. Defining Member Government Consideration

6:10

Purpose: Presentation from Mary Connolly, SSHA³P Program Specialist II, on a proposed process for member governments to consider housing toolkit recommendations, for the purpose of gathering feedback.

Action: Questions, feedback.

ATTACHMENTS: [Agenda Memorandum: Defining Member Government Consideration](#)
[Defining Member Government Consideration Presentation](#)
[Draft Process for Member Government Consideration](#)

V. PUBLIC COMMENT

6:40

This is the time set aside for the public to provide comment to the Advisory Board on the business of the 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.

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://piercecounitywa.zoom.us/j/98206619590>. Written comments may be submitted to mary.connolly@piercecounitywa.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>.

VI. SSHA³P STAFF UPDATE

6:45

ATTACHMENTS: [October 2024 SSHA³P Manager Report](#)
[Advisory Board Recruitment Flyer](#)
[SSHA³P 2025 State Legislative Agenda](#)
[Executive Board Resolution No. 2024-07 – Signed](#)

VII. UPDATES/COMMENTS OF THE ADVISORY BOARD

6:50

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

ROBERTS RULES CHEAT SHEET

To:	You say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Vote Needed
Adjourn	"I move that we adjourn"	No	Yes	No	No	Majority
Recess	"I move that we recess until..."	No	Yes	No	Yes	Majority
Complain about noise, room temp., etc.	"Point of privilege"	Yes	No	No	No	Chair Decides
Suspend further consideration of something	"I move that we table it"	No	Yes	No	No	Majority
End debate	"I move the previous question"	No	Yes	No	No	2/3
Postpone consideration of something	"I move we postpone this matter until..."	No	Yes	Yes	Yes	Majority
Amend a motion	"I move that this motion be amended by..."	No	Yes	Yes	Yes	Majority
Introduce business (a primary motion)	"I move that..."	No	Yes	Yes	Yes	Majority

The above listed motions and points are listed in established order of precedence. When any one of them is pending, you may not introduce another that is listed below, but you may introduce another that is listed above it.

To:	You say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Vote Needed
Object to procedure or personal affront	"Point of order"	Yes	No	No	No	Chair decides
Request information	"Point of information"	Yes	No	No	No	None
Ask for vote by actual count to verify voice vote	"I call for a division of the house"	Must be done before new motion	No	No	No	None unless someone objects
Object to considering some undiplomatic or improper matter	"I object to consideration of this question"	Yes	No	No	No	2/3
Take up matter previously tabled	"I move we take from the table..."	Yes	Yes	No	No	Majority
Reconsider something already disposed of	"I move we now (or later) reconsider our action relative to..."	Yes	Yes	Only if original motion was debatable	No	Majority
Consider something out of its scheduled order	"I move we suspend the rules and consider..."	No	Yes	No	No	2/3
Vote on a ruling by the Chair	"I appeal the Chair's decision"	Yes	Yes	Yes	No	Majority

The motions, points and proposals listed above have no established order of preference; any of them may be introduced at any time except when meeting is considering one of the top three matters listed from the first chart (Motion to Adjourn, Recess or Point of Privilege).

SSHA³P Regular Advisory Board Meeting

September 17, 2024

Members Present: Adria Buchanan, Alex Harrington (Vice Chair), Corey Orvold, Desniege Haywood, Faaluaina Pritchard, Isabella Rivera Kjaer, Riley Guerrero (Chair), Tim Fairley, Zac Baker

Members Excused: Ben Ferguson, Judson Willis, Nicholas Carr, Noemi Cagatin-Porter, William Towey

Members Absent: Jay Worley (Vice Chair)

Staff: Mary Connolly

Guests: Patti Spaulding-Klewin

Call to Order

Riley called the meeting to order at 5:34 PM.

Roll Call

Riley called roll; a quorum was present.

Land Acknowledgement

Riley read the land acknowledgement.

Review Agenda/Agenda Modifications

There were no requests for agenda modifications.

Consent Agenda

Faaluaina moved to approve the consent agenda. Desniege seconded the motion. The motion carried with 8 in favor, 0 against, and 0 abstentions. (One member had not arrived yet.)

Action

[Recommendation on Adoption of Executive Board Resolution No. 2024-07.](#)

Mary Connolly provided an overview of Resolution No. 2024-07, which is a draft resolution of the Executive Board adopting a recommendation that member governments planning under the Growth Management Act include a policy incentivizing construction of housing with universal design principles in their 2024 Comprehensive Plan periodic updates.

Faaluaina moved to recommend to the Executive Board adoption of Resolution No. 2024-07. Corey seconded the motion. The motion carried with 9 in favor, 0 against, and 0 abstentions.

Presentations and Discussion

2025 Advisory Board Work Plan

Mary Connolly provided a presentation on a draft 2025 Advisory Board work plan. Advisory Board members provided input on work plan priorities.

Public Comment

There were no public comments.

SSHA³P Staff Update

For the next Advisory Board regular meeting in October, members are encouraged to attend in-person. There will be a virtual option.

Mary provided other updates of potential interest to Advisory Board members.

Updates/Comments of the Advisory Board

Advisory Board members had the opportunity to provide updates/comments.

Adjourn

Adria moved to adjourn the meeting. Corey seconded the motion. The motion carried with 9 in favor, 0 against, and 0 abstentions. The meeting adjourned at 6:22 PM.



SSHA³P Advisory Board

AGENDA BILL

October 15, 2024

AGENDA CATEGORY: Staff Presentation

SUBJECT: Draft 2025 Advisory Board Work Plan

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, developed with input from the Executive Board, Advisory Board, and SSHA³P staff workgroup. Staff are seeking feedback and direction from the Advisory Board.

ATTACHMENTS:

- Draft 2025 Advisory Board Work Plan Presentation
- Draft 2025 Advisory Board Work Plan

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A



DRAFT 2025 ADVISORY BOARD WORK PLAN

ADVISORY BOARD REGULAR MEETING

OCTOBER 15, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

Advice & Feedback

- Review and provide feedback on:
 - 2026 SSHA³P Work Plan and Budget
 - 2026 SSHA³P Legislative Agendas
 - Other housing-related efforts in Pierce County, as requested

Housing Toolkit Recommendations

- Research and potentially make a recommendation on the inclusion of the following policies/programs in the SSHAP housing toolkit:

- Policies to incentivize construction of housing with universal design principles
- Policies that increase homeownership opportunities by allowing and facilitating fee simple sale of middle housing and accessory dwelling housing units, including through unit lot subdivision and condominiumization

Carryover

Fee simple =
Complete
and total
ownership

Unit Lot Subdivision = A way to divide a property into multiple lots for separate ownership, potentially with shared access, utilities, and infrastructure. Property owners own the unit and the land beneath it.

Condominiumization = A way to divide a property into sections that can be sold separately. Units are individually owned, while land is under common ownership by a homeownership association (HOA).

Education


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

Governance

- Elect chair and vice chair(s)

Next Steps

- 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



DRAFT 2025 ADVISORY BOARD WORK PLAN

ADVISORY BOARD REGULAR MEETING

OCTOBER 15, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

SSHA³P

Advisory Board

2025 Work Plan

Advice and Feedback

- Provide feedback on:
 - 2026 SSHA³P Work Plan and Budget
 - 2026 SSHA³P Legislative Priorities
 - Other housing-related efforts in Pierce County, as requested

Housing Toolkit Recommendations

- Research and potentially make a recommendation to the SSHA³P Executive Board on the inclusion of the following policies/programs in the SSHA³P housing toolkit:
 - Policies to incentivize construction of housing with universal design principles
 - Policies that increase homeownership opportunities by allowing and facilitating fee simple sale of middle housing and accessory dwelling housing units, including through unit lot subdivision and condominiumization

Education

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

Governance

- Elect chair and vice chair(s)



SSHA³P Advisory Board

AGENDA BILL

October 15, 2024

AGENDA CATEGORY: Staff Presentation

SUBJECT: Defining a Process for Member Government Consideration

PRESENTED BY: Mary Connolly, SSHA³P Program Specialist II

SUMMARY/BACKGROUND:

The Executive Board makes housing toolkit recommendations so that member governments may consider their implementation. However, a process for the consideration of housing toolkit recommendations and tracking member government implementation has not been defined. In this presentation, staff will present a proposed process for member government consideration of housing toolkit recommendations, for the purpose of gathering Advisory Board feedback.

ATTACHMENTS:

- Defining Member Government Consideration Presentation
- Draft Process for Member Government Consideration

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A



PROCESS FOR MEMBER GOVERNMENT CONSIDERATION OF HOUSING TOOLKIT RECOMMENDATIONS

ADVISORY BOARD REGULAR MEETING

OCTOBER 15, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

Key Takeaways from Staff Workgroup

- Across governments, there are different paths for policy consideration.
- For a member government to consider a policy recommendation, there needs to be alignment between:
 - The recommendation
 - The member government's Comprehensive Plan
 - The Mayor and/or Council's work plan or goals
- For a recommendation to be useful to member governments, there must be opportunities for input from staff workgroup members throughout.

Purpose of Defining a Process for Consideration

- Support the Advisory and Executive Boards in developing recommendations that are useful to member governments
- Ensure member governments receive information and support to consider recommendations
- Gauge usefulness of housing toolkit recommendations
- Track consideration and implementation

Process for Recommendation Consideration

1. Recommendation Development

- Staff workgroup and Executive Board provide input during:
 - Advisory Work Plan Development
 - Recommendation Development

Staff workgroup and Executive Board provide input based on:

- *Alignment with member government plans and priorities; and*
- *Feasibility of implementation*

Process for Recommendation Consideration (Cont.)

2. Request for Recommendation Consideration

- SSHA³P staff present the recommendation to the staff workgroup
- SSHA³P staff request each jurisdiction to review and consider the recommendation using the jurisdiction's usual policymaking process
- SSHA³P staff are available to support implementation

Process for Recommendation Consideration (Cont.)

3. Implementation Tracking

- Once a year, SSHA³P staff will request information from member governments on implementation of housing toolkit recommendations added to the toolkit over the last 3 years.
- SSHA³P staff will report this information to the Advisory Board annually.



PROCESS FOR MEMBER GOVERNMENT CONSIDERATION OF HOUSING TOOLKIT RECOMMENDATIONS

ADVISORY BOARD REGULAR MEETING

OCTOBER 15, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

SSHA³P

Process for Consideration of SSHA³P Housing Toolkit Recommendations

The SSHA³P Housing Toolkit?

The SSHA³P Housing Toolkit is a set of policies and programs recommended by the Executive Board to member governments for them to consider implementing to facilitate the creation and preservation of affordable, attainable, and accessible housing. The Housing Toolkit can be accessed on SSHA³P's website at <https://southsoundaffordablehousing.org/housing-toolkit/>.

Purpose of Defining a Process for the Consideration of Housing Toolkit Recommendations

- To support the Advisory and Executive Boards in making policy recommendations that are useful to member governments;
- To ensure that member governments receive information and support to consider recommendations;
- To gauge usefulness of housing toolkit recommendations by tracking their consideration and implementation by member governments.

Key Takeaways from Conversations with Staff Workgroup Members

- Across governments, there are different paths for policy consideration.
- For a member government to consider a policy recommendation, there needs to be alignment between the recommendation, the member government's Comprehensive Plan, and the Mayor's and/or Council's work plan or goals.
- For a recommendation to be useful to member governments, there must be opportunities for input from staff workgroup members throughout development of recommendation.

Proposed Process for the Development and Consideration of Housing Toolkit Recommendations

Recommendation Development

1. During the creation of the Advisory Board's annual work plan, the staff workgroup and Executive Board provide feedback on what policies the Advisory Board will evaluate and potentially develop a recommendations on for inclusion in the housing toolkit.
2. The annual work plan is recommended by the Advisory Board and adopted by the Executive Board.
3. The SSHA³P Advisory Board evaluates and considers recommendations based on the policy areas included in their adopted annual work plan.
 - 3.1. During recommendation development, SSHA³P staff ask for staff workgroup and Executive Board feedback to inform the recommendation.
 - 3.2. As needed, staff workgroup members may attend Advisory Board meetings to provide feedback and/or Advisory Board members may attend staff workgroup meetings to talk directly with staff workgroup members.
4. Once a recommendation is made by the Advisory Board, SSHA³P staff present the recommendation to Executive Board for consideration of adoption.
 - 4.1. Advisory Board member(s) may be present to assist in presenting the recommendation.

Request for Recommendation Consideration by Member Governments

1. If the Executive Board adopts a recommendation, SSHA³P staff will:
 - 1.1. Present the final recommendation to the SSHA³P staff workgroup. Advisory Board member(s) may be present to assist in presenting the recommendation.

SSHAP³

- 1.2. Email staff workgroup members requesting that each jurisdiction review and consider the recommendation in the way the jurisdiction usually conducts their policymaking process.
2. SSHAP³ are available to support research, implementation, and presentations to staff, Planning Commission, and/or Council.

Implementation Tracking

1. Once a year, SSHAP³ staff will request information from member governments on the outcomes of member government consideration of all housing toolkit items added to the toolkit over the last 3 years. (See Attachment A for an example tracking document.)
2. SSHAP³ staff will report these updates to the Advisory Board annually.

DRAFT

SSHAP

Attachment A: Example Tracking Document

Recommendation Title: RECOMMENDATION #1

Date of Executive Board Recommendation: DATE

Outcome:

- Not Yet Considered
- In Process of Consideration or Adoption
- Considered and Not Adopted
- Adopted

Was the recommendation reviewed by staff?

- Yes
- No
- In Progress

Was the recommendation reviewed/considered by the Planning Commission?

- Yes
- No
- In Progress

Was the recommendation reviewed/considered by a Council committee/subcommittee?

- Yes
- No
- In Progress

Was the recommendation reviewed/considered by Council?

- Yes
- No
- In Progress

Adoption date or anticipated adoption date (if applicable): _____

If the recommendation was adopted:

- Provide a link to the ordinance or resolution: _____
- Provide a brief description of the ordinance or resolution:

If the recommendation was considered and not adopted:

- Provide a brief description why the recommendation was not adopted:

TO: SSHA³P Executive Board
FROM: Jason Gauthier, SSHA³P Manager
SUBJECT: September 2024 Manager Report
DATE: October 4, 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 met on September 27, 2024, to review the 2024 NOFA and process and discuss future funding considerations. The Fund Committee directed staff to work on two items.

1. An update to the funding priorities and scoring matrix for a potential 2025 NOFA. The Fund Committee directed staff to refine the scoring matrix to provide a better structure for scoring projects proposing different funding uses.
2. The Fund Committee directed staff to create a draft policy to guide the overall intent of the SSHA³P Housing Capital Fund. The Fund Committee will meet on October 25, 2024, to review these items.

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. Based on the scores, Makers Architecture and Urban Design has been conditionally awarded funds and SSHA³P staff are in the process of contracting.

Pathways to Removing to Obstacles (PRO Housing) Grant

SSHA³P, as a co-applicant, and Pierce County are in the process of applying to the U.S. Department of Housing and Urban Development (HUD) for a PRO Housing grant. The application is in the public comment stage (September 30 – October 14, 2024) and member government have been sent the information on submitting comment and a public hearing is scheduled on October 7, 2024. The application will be submitted on October 15, 2024, and proposes two activities:

1. Creation of a Strategy for the Preservation of Affordable Housing (SPAH): **\$250,000**
 - Formulation of a comprehensive action plan to address affordable housing preservation of both subsidized and unsubsidized units.
2. Creation of a SPAH Capital Fund: **\$5,250,000**
 - Capital funding to facilitate acquisitions and rehabilitation in alignment with the SPAH.

The PRO Housing grant application can be found [HERE](#).

Public Comment on the grant application can be submitted [HERE](#).

PRO Housing Grant Application Public Hearing

Monday, October 7, 2024, at 12:00 p.m.

Zoom Link: <https://piercecountywa.zoom.us/j/93459598445>

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. On September 27, attendees discussed HB 1110 and SB 5290 implementation. The next meeting will be on September 22nd.

SSHA³P staff are supporting the City of Fircrest in conducting a Land Capacity Analysis for emergency housing needs, as required for the city's 2024 Comprehensive Plan periodic update.

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. The Executive Board will consider Resolution No. 2024-08 at its October 4, 2024, regular meeting to adopt a 2025 State Legislative Agenda.

Focus Area 3: Information & Engagement

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

Property Tax Exemption Seminars

A property tax exemption seminar occurred at University Place City Hall on September 25. There were over 30 attendees representing at least 23 households, including:

- 21 households with a senior
- 6 households with a disabled member
- 8 households with a veteran
- 4 households with a disabled veteran

The seminar in University Place was the last one scheduled in 2024. Over the past year, these seminars have reached over 220 attendees in 6 locations across Pierce County: Puyallup/South Hill, Key Peninsula, Graham, Gig Harbor, Lakewood, and University Place.

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 September 17:

- The Advisory Board unanimously made a recommendation to the Executive Board regarding incorporating universal design goals/policies into member governments' Comprehensive Plan; and
- Staff provided a presentation on the Advisory Board's 2025 work plan for the purpose of gathering feedback.

At the Advisory Board meeting on October 15:

- 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 review a draft 2025 Advisory Board work plan and provide feedback; and
- The Advisory Board will potentially discuss defining "member government consideration" of SSHA³P housing toolkit items.

Board Members Needed

Are you...

- Someone with experience participating in or applying to an affordable housing program?
- A builder, designer, or manager of housing developments?
- An advocate or advisor on housing issues?



Apply online by Oct. 27!



The South Sound Housing Affordability Partners (SSHA³P) is an intergovernmental collaboration working together to create and preserve affordable, attainable, and accessible housing throughout our Pierce County communities.

The Advisory Board advises and provides recommendations to the SSHA³P Executive Board on the annual SSHA³P work plan and budget, federal and state legislative priorities, and housing policies and programs.



SSHA³P

SOUTH SOUND HOUSING AFFORDABILITY PARTNERS

2025 STATE LEGISLATIVE AGENDA PRIORITIES

ABOUT US

Established in 2021, the South Sound Housing Affordability Partners (SSHA³P) is an intergovernmental collaboration among 15 members governments in Pierce County, working together to create and preserve affordable, attainable, and accessible housing throughout our communities.

MEMBERS

*City of Auburn
City of DuPont
City of Edgewood
City of Fife
City of Fircrest
City of Gig Harbor
City of Lakewood
City of Milton
Pierce County
Puyallup Tribe of Indians
City of Puyallup
City of Sumner
Town of Steilacoom
City of Tacoma
City of University Place*



AFFORDABLE HOUSING SUBSIDY

Fund Capital Budget Requests for Pierce County Affordable Housing Projects.

Fund the Acquisition of Residential Properties for Affordable Housing.

Expand Eligibility for the Connecting Housing to Infrastructure Program.



FACILITATING HOUSING SUPPLY

Support Construction Trade industry Workforce Development Efforts.



CREATING HOUSING STABILITY

Remove the Income Qualification for the Disabled Veteran Property Tax Exemption.



AFFORDABLE HOUSING SUBSIDY

Fund Capital Budget Requests for Pierce County Affordable Housing Projects.

SSHA³P seeks to ensure affordable housing projects throughout our communities are adequately funded and will actively support capital funding requests via the Housing Trust Fund, Local and Community Projects, and Connecting Housing to Infrastructure programs, to support affordable housing project acquisition and development.

Fund the Acquisition of Residential Properties for Affordable Housing.

SSHA³P supports funding and financing tools to enable local governments and affordable housing partners to respond to real estate market opportunities to acquire properties to preserve and create affordable housing. These opportunities include the support of resident efforts to acquire manufactured home communities, the acquisition of multi-family units, and the acquisition of real estate for future affordable housing development.

Expand Eligibility for the Connecting Housing to Infrastructure Program (CHIP).

CHIP grants support the development of affordable housing by funding water, sewer and stormwater utility improvements and/or waiving system development charges for new affordable housing units. SSHA³P asks the legislature to make two program changes.

1. Allowing affordable housing developers to directly apply for this grant funding in partnership with eligible cities, counties, or utility districts.
2. Allow the funds to be used to support water, sewer, and stormwater utility connections and improvements for resident owned manufactured home communities.



FACILITATING HOUSING SUPPLY

Support Construction Trade Industry Workforce Development Efforts.

The State of Washington needs thousands more construction industry professionals to build the hundreds of thousands of housing units we need. SSHA³P supports workforce development efforts that increase the number of people in the construction industry workforce and ensure access to training on new construction technologies.



CREATING HOUSING STABILITY

Remove the Income Qualification for the Disabled Veteran Property Tax Exemption.

SSHA³P asks the Legislature to expand the eligibility for the disabled veteran property tax exemption by removing the income requirement. This action would align Washington's exemption policy with the 41 other states that have made the determination that service and sacrifice of our disabled military veterans should be recognized with some level of property tax exemption void of any personal income qualifier.

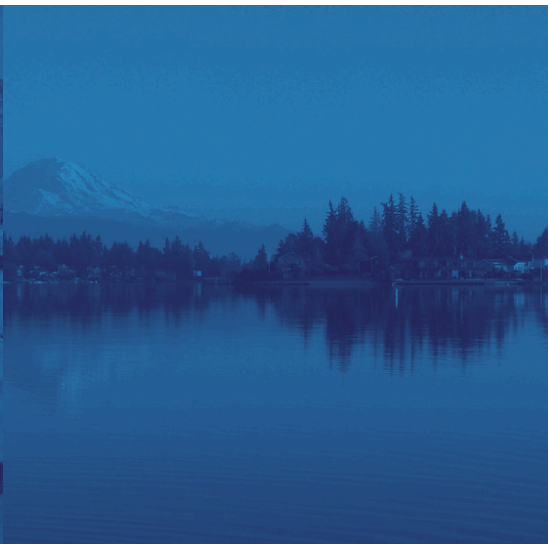


SUPPORT | MONITOR | OPPOSE

- **Support** funding the Affordable Workforce Housing Accelerator Program.
- **Support** funding to support municipal planning and permitting.
- **Support** investments in rental assistance and eviction prevention.
- **Support** updates to the Washington Uniform Common Interest Ownership Act.
- **Support** Fair Housing training for ownership associations.

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

- **Oppose** preemption of local land use authority.
- **Oppose** legislation that would increase the cost to produce affordable housing.





RESOLUTION NO. 2024-07

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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.

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

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

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

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

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



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

32 WHEREAS, there is a need for accessible homes in Pierce County
33 demonstrated by usage of programs that fund accessibility modifications for existing
34 homes, such as the COPES Program (a Washington State Medicaid Waiver Program
35 which funded 156 modifications in Pierce County from 2021 to 2023); and

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

39 WHEREAS, SSHA³P's mission is to create and preserve affordable, attainable,
40 and accessible housing across our Pierce County communities; and

41 WHEREAS, policies that incentivize the construction of housing designed with
42 universal design principles will further SSHA³P's mission to create accessible housing
43 in Pierce County; and

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

47 NOW, THEREFORE, THE EXECUTIVE BOARD RESOLVES as follows:

48
49 **Section 1.** The Executive Board recommends that SSHA³P member
50 governments planning under RCW 36.70A.040 incorporate into the
51 Comprehensive Plan periodic update the following goal/policy or one similar:
52 "Increase the supply of housing accessible for people of all ages, sizes, abilities,

53 and disabilities by incentivizing the construction of housing designed with
54 universal design principles.”

55
56 **Section 2.** The Executive Board recommends that SSHA³P member
57 governments planning under RCW 36.70A.040 incorporate into the
58 Comprehensive Plan periodic update the following narrative pieces, or ones
59 similar, to provide context for the goal/policy outlined in Section 1:
60

- 61 a. “Pierce County’s aging population is growing. In 2020, the percentage
62 of the Pierce County population aged 60 and older was 21%.¹ This
63 number is expected to increase to 24% by 2030, 26% by 2040, and
64 29% by 2050.² In 2022, the median household income with a
65 householder 65 or older was \$68,231, \$25,189 less than the county-
66 wide median household income of \$93,420.³”
67
- 68 b. “In Pierce County, 14% of the population has a disability.⁴ In 2022, the
69 percentage of people with a disability in Pierce County whose
70 household earned below the poverty level was 14.9%, compared to a
71 county-wide rate of 9.0%.⁵”
72
- 73 c. “The 2011 American Housing Survey results indicate that in the West
74 Region of the United States, which includes Washington and 13 other
75 states, 41.2% of housing units are potentially modifiable, 4.5% of units
76 are livable for individuals with moderate mobility difficulties, and 0.15%
77 of housing units are wheelchair accessible.⁶”
78
- 79 d. “Incentivizing the construction of housing built with universal design
80 features can increase the accessibility of the housing stock. According
81 to the Centre for Excellence in Universal Design, ‘Universal Design is
82 the design and composition of an environment so that it can be
83 accessed, understood and used to the greatest extent possible by all
84 people regardless of their age, size, ability or disability.’ Universal

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 See <https://www.huduser.gov/portal/sites/default/files/pdf/accessibility-america-housingStock.pdf> p. 26 of report (p. 31 of PDF). 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 mobility 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.

85 Design is a design philosophy that, when incorporated into housing
86 design, can create homes that are accessible for a wide range of the
87 population and especially benefit people with disabilities and people
88 with mobility impairments.”

- 89
- 90 e. “There is not a standardized list of universal design features, but there
91 are many example design standards developed by state and local
92 governments, nonprofit organizations, and advocacy groups. Some
93 features are those included in the design of a home up-front, while
94 other standards outline structural and electrical infrastructure that
95 facilitate future modifications.”
- 96
- 97 f. “In addition to increasing housing accessibility, housing built with
98 universal design features can increase housing affordability by
99 preventing the need for future home modifications, facilitating
100 modifications that otherwise may be more expensive, and allowing
101 people to remain in their home as they age, have changing health
102 concerns, or experience other life events.”
- 103
- 104 g. “To incentivize the construction of housing designed with universal
105 design principles, actions will be taken to understand what design
106 features are needed most in the community and how to best
107 incentivize the inclusion of these features in construction of new
108 homes.”

109

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

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113

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115 Adopted this 4th day of October, 2024.

116

117

118 **SOUTH SOUND HOUSING AFFORDABILITY PARTNERS**

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122

123 _____
124 Kim Roscoe, CHAIR

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SSHAP³

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ATTEST:



Jason Gauthier
