



**South Sound Housing Affordability Partners
Executive Board**

Regular Meeting Agenda

Fife City Hall | 5411 23rd Street East Fife, WA 98424

Dial: 253-215-8782 Meeting ID: 983 7464 3754

Webinar Link: <https://piercecountywa.zoom.us/j/98374643754>

October 4, 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 Fleming

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

Welcoming Remarks by Mayor Roscoe

II. REVIEW AGENDA/AGENDA MODIFICATIONS

III. CONSENT AGENDA

ATTACHMENTS: September 13, 2024, Executive Board special meeting minutes

[Document 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. Resolution No. 2024-07

Purpose: Consideration of Resolution No. 2024-07 to recommend that member governments planning under the Growth Management Act adopt a goal/policy in their Comprehensive Plan periodic update to incentivize building with Universal Design.

ATTACHMENTS: Resolution No. 2024-07

[Document Link](#)

Agenda Memorandum: Resolution No. 2024-07

[Document Link](#)

Staff Report: Resolution No. 2024-07

[Document Link](#)

B. Resolution No. 2024-08

Purpose: Consideration of Resolution No. 2024-08 to adopt a 2025 State Legislative Agenda.

ATTACHMENTS: Resolution No. 2024-08 [Document Link](#)
 Agenda Memorandum: Resolution No. 2024-08 [Document Link](#)
 2025 SSHA³P State Legislative Agenda [Document Link](#)

C. Committee on Advisory Board Appointment

Purpose: Opportunity for additional Executive Board members to serve on the Committee on Advisory Board Appointment which will meet once in November to develop recommendations on the appointment or reappointment of advisory board members to three-year terms starting January 2025.

ATTACHMENTS: Agenda Memorandum: Committee on Advisory Board Appointment [Document Link](#)

D. Presentation: City of Fife’s Housing Production & Jobs Program Update

Purpose: Presentation by Taylor Jones and Norman Brickhouse on updates for the City of Fife’s housing production and Jobs Program.

ATTACHMENTS: Agenda Memorandum: Fife Housing Production & Jobs Program Update [Document Link](#)
 Fife Housing Production and Jobs Program Update Presentation [Document Link](#)

VI. REPORT BY THE SSHA³P MANAGER

- A. CLIHP Grant Update
- B. PRO Housing Grant Update
- C. Advisory Board Update

ATTACHMENTS: October 2024 SSHA³P Manager Report [Document Link](#)

VII. UPDATES/COMMENTS OF THE EXECUTIVE BOARD

VIII. ADJOURN



**South Sound Housing Affordability Partners
Executive Board Meeting Minutes**

September 13, 2024

8:30 – 9:55 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 – excused
Councilmember Brett Wittner, City of Fircrest (alternate) – present
Mayor Tracie Markley, City of Gig Harbor – excused
Councilmember Paul Bocchi, City of Lakewood – present
Councilmember Mike Brandstetter, (alternate) City of Lakewood – excused
Mayor Shanna Styron Sherrell, City of Milton – present
Executive Bruce Dammeier, Pierce County – present
Councilmember Ryan Mello, Pierce County – excused
Councilmember Robyn Denson, Pierce County (alternate) - excused
Councilmember Ned Witting, City of Puyallup – excused
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 – excused
Councilmember Kiara Daniels, City of Tacoma (alternate) – excused
Councilmember Stan Flemming, City of University Place – present
Councilmember Denise McCluskey, City of University Place (alternate) - excused

Staff: Jason Gauthier, SSHA³P Manager
Mary Connolly, Program Specialist 2
Becki Foutz, Admin Assistant

Guests: Ted, Turner, Ryan Windish, Trish Crocker, Patti Wolfrom, Kenneth George, Erika Rhett Hunt, Katie Baker, Taylor Jones, Heather Moss, Tiffany Speir, Joanne, Sherrana Kildun

MINUTES

TOPIC/ WHO	DISCUSSION	ACTION
Call to Order	Mayor Roscoe called the meeting to order. SSHA ³ P Manager Gauthier called roll, per above; a quorum was present.	Wel-come!

TOPIC/WHO	DISCUSSION	ACTION
Consent Agenda	Mayor Roscoe moved to move approval of minutes to section five. The motion was seconded. Vote was taken; the motion passed unanimously.	Consent agenda approved as amended.
Public Comment	Mayor Roscoe opened the floor for public comment. None; no written comments were received.	None.
Amendment of August Minutes	Mayor Roscoe moved to change attendance status of Executive Dammeier to excused; he notified staff that he wouldn't be able to attend. CM Flemming seconded the motion. Vote was taken; the motion passed unanimously.	Minutes approved as amended.
Draft 2025 State Legislative Agenda Jason Gauthier	<p>Jason presented SSHA³P's 2025 Legislative Agenda, which was provided to members in advance in their meeting packets, and reviewed it in detail. Seeking feedback and direction from the Board.</p> <p>The 2025 legislative session will be 105 days, with a new Governor! Priorities: Affordable housing subsidy, facilitating, ...supporting SB 6173, CHIP/ The session will be 105 days, with a new Governor.</p> <p><u>SSHA³P Priorities:</u> Affordable housing subsidy; facilitating housing supply; and creating housing stability.</p> <p><u>SSHA³P Will Support:</u> Funding the Affordable Workforce Housing Accelerator Program; grant funding to support municipal planning and permitting; investments in rental assistance and eviction prevention; updates to the Washington Uniform Common Interest Ownership Act to create more homeownership opportunities; and fair housing training for ownership associations.</p> <p><u>SSHA³P Will Monitor:</u> Legislation amending the Residential Landlord Tenant Act (RLTA); creation of state and/or local revenue sources for affordable housing; legislation to exempt affordable housing development from sales and use tax; and legislation to exempt low-income, community land trust homebuyers from real estate excise tax.</p> <p><u>SSHA³P Will Oppose:</u> Pre-emption of local land use authority, and legislation that would increase the cost to produce affordable housing.</p>	Informational

TOPIC/WHO	DISCUSSION	ACTION
<p>Legislative Agenda continued</p>	<p>CM Flemming noted that even “affordable housing” is often unaffordable for many. It would be good if we could cap the price of housing. Do we have specific ideas on how to help increase the construction industry workforce? Jason’s been having meetings exploring creating multiple pathways along that career path. The Pierce County Skills Center accepts 60 students a year: they’re at capacity, however, they’ll be adding a new electrical program soon. There are limited opportunities in schools to acquire experience. L&* and OSPI have issues around youth internships. Bates has some very successful programs, and we’re helping to expand them.</p> <p>Mayor Backus pointed out that there are issues with the number of CTE credits that a student can have and still graduate. In Auburn, Green River College works in partnership with school districts to provide trade programs. Some students are hired before graduating! Mayor Backus supports and likes the priorities and appreciates opposing legislation that would increase the cost to produce affordable housing. She noted that there’s no funding available for mixed income projects.</p> <p>CM Henderson asked, regarding supporting investment in rental assistance and eviction prevention – are we tying that in with financial support for those who can’t afford their rent or rent increases, or are we considering raising the bar for landlords to be able to evict tenants. She would be concerned if it were the latter. Jason noted that it’s recognized in the affordable housing world that some tenants are bending the law to take advantage of opportunities created by changes to the RLTA. SSHA³P has no position regarding changes to policy regarding landlord tenant laws.</p>	<p>Discussion</p> <p>No specific requests to change anything on the agenda.</p> <p>The agenda will be brought back to the October meeting in a Resolution for approval.</p>
<p>Draft Recommendation: Including Universal Design Incentives in the Comprehensive Plan Mary Connolly</p>	<p>The Advisory Board’s 2024 Work Plan includes analyzing and potentially making a recommendation around the inclusion of universal design incentives in SSHA³P’s Housing Toolkit, a set of policies and programs that SSHA³P recommends its members consider. Executive Board members responded positively to universal design discussions, and requested language that they could use in their comprehensive plans. Mary reviewed the draft recommendation.</p> <p>Almost a quarter of Pierce County’s population is expected to be 60 or older by 2030. Homes in which the head of household is 65 or above is about \$68,231 (\$25,000 less than the county-wide median income of \$93,420.) About 14% of Pierce County’s population is disabled, and those with disabilities are more likely than the general population to be below the poverty level. The Washington State Building Code has some wheelchair accessibility requirements for multifamily units, but there are no accessibility requirements for lower density housing and multifamily units on floors that don’t have ground floor or elevator access. Under the Fair Housing Act, those with disabilities have the right to reasonable accommodations and modifications.</p>	<p>Informational</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>Universal Design continued</p>	<p>If housing providers do not receive Federal funding, tenants may be required to pay for the modifications needed. Currently there are no programs in Pierce County that incentivize or fund inclusion of additional accessibility features beyond State and Federal requirements in new construction. There are some home repair programs (listed in Mary's presentation, in the meeting packet) that fund modifications of existing homes.</p> <p>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. Universal Design is a philosophy, so there is no standard set of elements, but they may include features in the original home design as well as structural and electrical infrastructure that facilitate future modifications. Examples include no-step entries and showers, extra space for wheelchair users to turn around, toe kicks, lower countertops, strobe light smoke alarms, chair lifts, grab bars, shower seats, and light switches, faucets, door handles that are more accessible for those who might have trouble using their hands.</p> <p>Representatives from organizations that work with seniors and people with disabilities, developers, architects, and Beckye Frey of the City of Redmond have worked with the SSHA³P Advisory Board and staff to develop the draft recommendation that Mary presented. Staff is conducting additional research to hear from the community about their needs for accessible housing.</p> <p>Language that can be included in SSHA³P member comprehensive plans: <i>To 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.</i></p> <p>Mary opened for feedback. CM Flemming reported that following the first Universal Design presentation, he took the information back to the University Place Council, which does support residents aging in place. He toured a development in which they are incorporating many of the design features shown.</p> <p>Executive Dammeier feels that this is smart policy, in which a little investment up front saves more significant remodels downstream. We want to be cautious to avoid driving up the cost of housing. It should be incentivized on revenue-neutral or savings.</p> <p>Costs are at the top of Advisory Board members' minds. They're continuing to research what features cost, how to properly offset costs and calibrate it properly. The City of Redmond recently had a consultant research that for them and we're hoping to piggyback off that work.</p>	<p>The recommendation will be brought back to the Advisory Board at their 9/17 meeting and they will consider requesting that the Exec Board adopt it.</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>2025 Advisory Board Work Plan Priorities Mary Connolly</p>	<p>Mary shared and reviewed in detail a rough draft of the Advisory Board's 2025 Work Plan Priorities, which was included in the meeting packet. They plan to review and provide feedback on the 2026 SSHA³P Work Plan, budget, State and Federal legislative agendas, and other housing-related efforts as requested; research and potentially make a recommendation on policies and programs to include in the SSHA³P Housing Toolkit. The Staff Workgroup recommended exploring potential policies to incentivize development of multi-family housing; incentivize homeownership opportunities, and to mitigate displacement of residents. The Advisory Board will likely select one of those three recommendations for focus in their final Work Plan.</p> <p>Mayor Roscoe is definitely interested in mitigating displacement of residents.</p>	<p>The draft Advisory Board Work Plan will be brought to the Exec Board in November for feedback, and in December for approval.</p>
<p>Grant Report: Pathways to Removing Obstacles (PRO) Housing Grant Jason Gauthier</p>	<p>Human Services and SSHA³P are applying jointly for a five- to six-year US HUD grant; there is \$7M available. Last year the City of Seattle was one of the awardees. The funding may be used for many things. It will be used to create a strategy to preserve and rehabilitate affordable housing across Pierce County, with capital funding to support the strategy. The application is anticipated to be completed by next week for internal review; then it goes to the Pierce County Council, after which it will be published for 15 days of public comment beginning October 1.</p> <p>If awarded, the funding will be used to acquire and rehabilitate existing housing for conversion to affordable housing, to acquire and rehabilitate manufactured home communities, and for resident-owned cooperatives, and to acquire and rehabilitate properties with expiring affordability periods. The first year of the grant will entail work with consultants to create a strategy on the best use of the dollars, leveraging local and state dollars.</p>	<p>Informational</p> <p>Once published for public comment, it will be shared with SSHA³P.</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>SSHA³P Manager Report Mary Connolly & Jason Gauthier</p>	<p><i>CLHP Grant</i> – The RFP was re-issued, and five entities applied! Four members of the Staff Workgroup evaluated the applications, and a consultant has been selected. An award letter will be sent soon.</p> <p><i>University Place Property Tax Exemption Seminar</i> – will be held on September 25 at University Place City Hall. Thank you, CM Flemming, for requesting and partnering on that. This is the last one scheduled this year; however, a Home Repair Seminar will be held in University Place, at the request of CM Grassi. This is a pilot we’re excited about!</p> <p><i>Budget Performance Report</i> – included in the meeting packet.</p> <p><i>October 4 SSHA³P Exec Board Meeting at Fife City Hall</i> – last year SSHA³P set the precedent of holding the annual hybrid meeting at the home city of our Chair, so the October 4 meeting will be at the Fife City Hall or via Zoom. Jason encouraged members to come in person if possible. Fife staff are working on making this an amazing event! Fife will be presenting on the success of both its hotel to apartment conversion program and its jobs program. After the meeting, the Executive Board will be treated to a tour of the jobs program, and hopefully a tour of one of the hotel to apartment conversion projects. Mayor Olson pointed out that October 4 is also the Mayor’s Exchange in Ellensburg.</p>	<p>Informational</p>
<p>Executive Board Updates/Comments</p>	<p>Who’s going to win the Apple Cup? Auburn has Hops & Crops at Mary Olson Farm tomorrow starting at Noon!</p>	<p>Discussion</p>
<p>Adjournment</p>	<p>There being no further business, the meeting adjourned at 9:55 a.m.</p>	<p>Meeting adjourned.</p>

The next SSHA³P Executive Board meeting is scheduled for Friday, October 4, at 8:30 a.m. in person at Fife City Hall, 5411 23rd St E, or via Zoom.

Respectfully submitted,

Becki Foutz
Administrative Assistant



RESOLUTION NO. 2024-07

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3 A RESOLUTION OF THE EXECUTIVE BOARD OF THE
4 SOUTH SOUND HOUSING AFFORDABILITY PARTNERS
5 ADOPTING A RECOMMENDATION THAT MEMBER
6 GOVERNMENTS PLANNING UNDER RCW 36.70A.040
7 INCLUDE A POLICY INCENTIVIZING CONSTRUCTION
8 OF HOUSING WITH UNIVERSAL DESIGN PRINCIPLES
9 IN THEIR 2024 COMPREHENSIVE PLAN PERIODIC
10 UPDATES.
11

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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114

115 Adopted this _____ day of _____, 2024.

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118 **SOUTH SOUND HOUSING AFFORDABILITY PARTNERS**

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124 Kim Roscoe, CHAIR

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SSHAP³

130 ATTEST:

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SSHA³P Executive Board

AGENDA BILL

October 4, 2024

AGENDA CATEGORY: Resolution No. 2024-07

SUBJECT: Recommendation on A Comprehensive Plan Goal/Policy Related to Universal Design

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.

The Advisory Board has developed and recommended adoption of an interim recommendation before the Comprehensive Plan is due to be completed. A draft of this recommendation was presented to the Executive Board at their special meeting on September 13, 2024, for feedback. Resolution No. 2024-07 is substantively similar as the draft presented at the September 13, 2024 special meeting of the Executive Board, with minor edits to supporting data.

The Advisory Board will continue to research specific incentive policies which can be considered by member governments to implement the Comprehensive Plan policy/goal in this interim recommendation.

ATTACHMENTS:

- Resolution No. 2024-07
- Staff Report: Resolution No. 2024-07

ADVISORY BOARD RECOMMENDATION:

At the regular Advisory Board meeting on September 17, 2024, the Advisory Board unanimously recommended adoption of Resolution No. 2024-07 (9 ayes, 0 nays, 0 abstentions).

STAFF RECOMMENDATION:

Adoption of Resolution No. 2024-07.

ALTERNATIVES:

- Amend and adopt Resolution No. 2024-07
- Motion to reconsider Resolution No. 2024-07 and provide staff with further direction

RECOMMENDED MOTION:

“I move to adopt Resolution No. 2024-07.”

TO: SSHA³P Executive Board
FROM: Mary Connolly, SSHA³P Program Specialist II
COPY: Jason Gauthier, SSHA³P Manager
SUBJECT: Resolution No. 2024-07: Recommendation on Comprehensive Plan Goal/Policy Language Incentivizing Universal Design
DATE: October 4, 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 Older¹

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

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 and moderate-income households to make critical home repairs and accessibility modifications to their homes. These programs primarily serve homeowners, rather than renting households. Table 3 includes information on these programs.

Table 3. Programs Funding Critical Home Repairs and Accessibility Modifications in Pierce County

Program	Description	Data
Community Options Program Entry System (COPEs) Program, administered by Pierce County	A Washington State Medicaid Waiver Program providing at-home modifications for people who need nursing-level home care. Serving Pierce County residents.	From 2021 – 2023: <ul style="list-style-type: none"> • Average number of households served per year: 52 • Average spent per household: \$11,032 • Average spent per year: \$573,687
City of Lakewood Home Repair Assistance	Low-interest loans for low and moderate-income homeowners to fund repairs to address health and safety issues, code violations, and other problems. ¹⁰ Serving City of Lakewood residents.	Approximated by staff: <ul style="list-style-type: none"> • Approx. households served per year: 6-8 • Approx. funded per year: \$200,000
City of Tacoma Single Family Residence Rehabilitation Loan Program	Low-interest loans of up to up to \$60,000 for low and moderate-income homeowners (earning up to 80% AMI ¹¹) to make repairs necessary to maintain health and safety of the home. ¹² Serving City of Tacoma residents.	Not collected
Pierce County Home Rehabilitation Loan Program	This program, which offered low-interest loans of up to \$80,000 for home rehabilitation, is being closed due to lack of funding. At the time of closing, there are about 90 applicants on the waitlist.	Not collected

¹⁰ <https://cityoflakewood.us/community-housing-programs/>

¹¹ Area Median Income

¹²

https://www.cityoftacoma.org/government/city_departments/community_and_economic_development/housing_division/home_rehabilitation

<p>Pierce County Minor Home Repair Program</p>	<p>Repairs provided at no cost to homeowners earning up to 80% AMI. There is a maximum budget of \$15,000 per home lifetime. Serving residents of Pierce County outside of the Cities of Tacoma and Lakewood.</p>	<p>From July 2020 – June 2024:</p> <ul style="list-style-type: none"> • Average number of households served per year: 93 • Average spent per household: \$5,590 • Average spent per year: \$519,907
<p>Rebuilding Together South Sound</p>	<p>Provides no-cost home repairs and modifications to low-income (earning up to 50% AMI) homeowners in Pierce County, Auburn, and Federal Way. Applicants must include a senior, a person with a disability, or a family with children.¹³ There are currently 145 applicants waiting for services. The organization has paused accepting applications for the service area, except for the City of Lakewood.</p>	<p>Over the last 2 years:¹⁴</p> <ul style="list-style-type: none"> • Average number of households served per year: 93 • Average spent per household: \$5,430 • Average spent per year: \$491,350
<p>Tacoma/Pierce County Habitat for Humanity Aging in Place Critical Home Repair Program</p>	<p>Provides no-cost aging in place home modifications and critical repairs for low-income (earning up to 80% AMI) senior (aged 60+) and disabled veteran homeowners in Pierce County.¹⁵</p>	<p>From June 2020 (the start of the program) to July 2024:</p> <ul style="list-style-type: none"> • Average number of households served per year: 44 • Average spent per household: \$7,500 • Average spent per year: \$330,000

Data from some of 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.

¹³ <https://www.rebuildingtogetherss.org/safe-and-healthy-housing>

¹⁴ These data do not include the value of in-kind donations.

¹⁵ <https://www.tpc-habitat.org/habitat-programs/repair/>

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 Tacoma¹⁶ and Puyallup¹⁷ 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 4.

Table 4. Draft Comprehensive Plan Policies

Goal/Policy	SSHA ³ P member governments that have included a similar policy in their 2024 draft Comprehensive Plan periodic updates
Encourage building housing with universal design features	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • City of Auburn • City of Fircrest • The Puyallup Tribe of Indians¹⁸

¹⁶ https://www.cityoftacoma.org/UserFiles/Servers/Server_6/File/cms/OEHR/Tacoma Age Friendly Action Plan-v2Final.pdf

¹⁷ <https://www.cityofpuyallup.org/DocumentCenter/View/12552/Aging-Puyallup-Action-Plan-2-2120AARP>

¹⁸ The Puyallup Tribe of Indians' Comprehensive Plan is adopted, not in draft form like the others' plans.

STAFF RECOMMENDATION(S):

Recommend to the Executive Board adoption of Resolution No. 2024-07. This resolution is 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.

On September 17, 2024, the SSHA³P Advisory Board unanimously recommended adoption of Resolution No. 2024-07.

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 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. 7)
- Alternatives Considered (p. 14)

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)		<ul style="list-style-type: none"> - 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)		<ul style="list-style-type: none"> - 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	SSHA ³ P Executive Board and member government staff	
Tribal Government			Puyallup Tribe staff	
Advisory Boards or Community Workgroups	SSHA ³ P 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?	<p>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.</p> <p>Because the policy incentivizes, not requires, building with universal design principles, the policy will <u>not</u> result in a decrease of housing affordability.</p>
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.	<p>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.</p> <p>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.</p> <p>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.</p>
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.	<p>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.</p> <p>Optionally, hiring a consultant to help design the policy would also require financial resources.</p>
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.
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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.” <ul style="list-style-type: none"> • 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.”¹⁹
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.” ²⁰
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.” ²¹
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.” ²²

ATTACHMENTS:

None.

¹⁹ <https://southsoundaffordablehousing.org/wp-content/uploads/2024/01/SSHA3P-Advisory-Board-Regular-Meeting-Packet-2.20.2024.pdf> p. 54 of PDF

²⁰ <https://cityoflakewood.us/wp-content/uploads/2024/04/050124-Planning-Commission-Packet-small.pdf> p. 106 of PDF

²¹ <https://www.piercecountywa.gov/DocumentCenter/View/133288/Housing-Draft-Element> p. 27

²² <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 <u>Require</u> 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 <u>Encourage</u> 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.



RESOLUTION NO. 2024-08

A RESOLUTION OF THE EXECUTIVE BOARD OF THE SOUTH SOUND HOUSING AFFORDABILITY PARTNERS (“SSHA³P”) ADOPTING A STATE LEGISLATIVE AGENDA FOR 2025.

WHEREAS, SSHA³P’s legislative agenda for the 2025 Washington State legislative session was developed through engagement with Executive Board members, Advisory Board members, member government staff, policymakers, and other interested parties; and

WHEREAS, adopting a state legislative agenda fosters efficient and effective communication with state policymakers and provides transparency to the public about SSHA³P’s policy and budgetary priorities; and

WHEREAS, the actions of the Washington State Legislature impact SSHA³P’s ability to pursue its mission and each member government’s ability to provide services to its residents.

NOW, THEREFORE, THE SSHA³P EXECUTIVE BOARD RESOLVES as follows:

Section 1. The Executive Board adopts a legislative agenda for the 2025 Washington State legislative session as shown in Exhibit A.

Section 2. This Resolution will take effect and be in full force upon passage and signature.

Adopted this _____ day of _____, 2024.



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SOUTH SOUND HOUSING AFFORDABILITY PARTNERS

KIM ROSCOE, CHAIR

ATTEST:

Priority Agenda

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

2025 State Legislative Agenda

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

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

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.

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 Agenda

Support Agenda

- Funding the Affordable Workforce Housing Accelerator Program
- Funding to support municipal planning and permitting
- Investments in rental assistance and eviction prevention
- Updates to the Washington Uniform Common Interest Ownership Act
- Fair Housing training for ownership associations

MONITOR

- 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



SSHA³P Executive Board

AGENDA MEMODRANUM

October 4, 2024

AGENDA CATEGORY: Resolution No. 2024-08

SUBJECT: Resolution No 2024-08, to adopt a 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. The Executive Board received a presentation at the special meeting of September 13, 2024 to provide feedback and direction on a draft 2025 state legislative agenda.

Resolution No. 2024-08 adopts a 2025 state legislative agenda with the following priority, support, monitor and oppose agendas items:

Priority Agenda

- 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 Agenda

- Funding the Affordable Workforce Housing Accelerator Program
- Funding to support municipal planning and permitting
- Investments in rental assistance and eviction prevention
- Updates to the Washington Uniform Common Interest Ownership Act
- Fair Housing training for ownership associations

Monitor Agenda

- 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 Agenda

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

ATTACHMENTS:

- Resolution No. 2024-08
- 2025 SSHA³P State Legislative Agenda

STAFF RECOMMENDATION:

Adopt Resolution No. 2024-8

ALTERNATIVES:

- Amend items of the agenda,
- Motion to reconsider Resolution No. 2024-08 at the regular meeting of November 1, 2024 and provide staff with further direction

RECOMMENDED MOTION:

“I move to adopt Resolution No. 2024-08”

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.

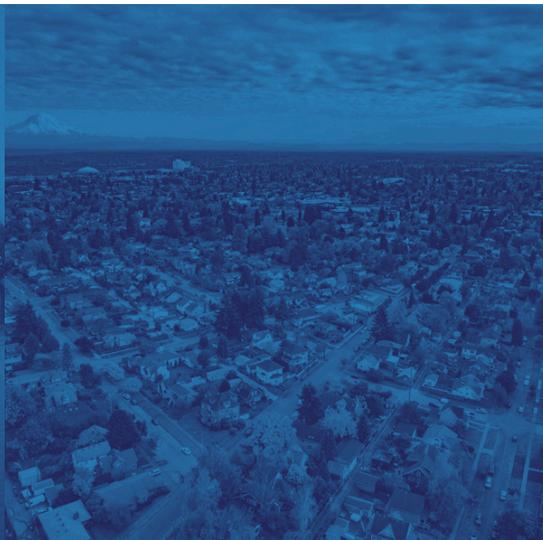
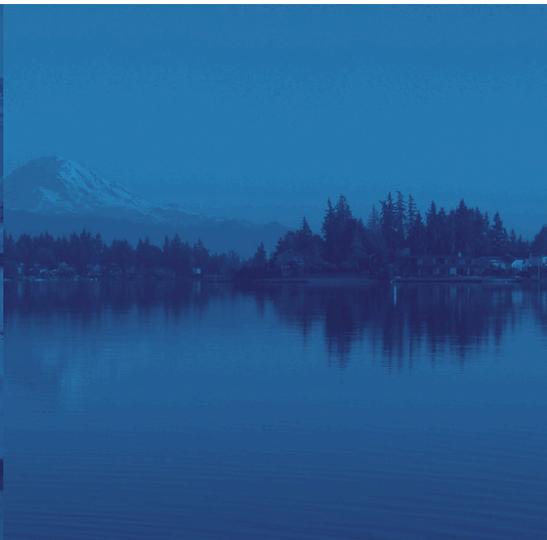


SUPPORT | MONITOR | OPPOSE

- **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.





SSHA³P Executive Board

AGENDA BILL

October 4, 2024

AGENDA CATEGORY: New Business

SUBJECT: Committee on Advisory Board Appointment Membership

PRESENTED BY: Mary Connolly, SSHA³P Program Specialist II

SUMMARY/BACKGROUND:

Background

At the Executive Board's regular meeting on March 1, 2024, Mayor Markley (Chair of the Board at the time) established an ad-hoc committee, the 2024 Committee on Advisory Board Appointment, with the following purpose:

- Review Advisory Board applicants and staff recommendations; and
- Make recommendations to the Executive Board on appointments to the Advisory Board.

The committee may have no more than 7 Executive Board members or alternate members as committee members. Members may be either primary or alternate representatives from the Executive Board. There should not be two members on the Committee from the same member government.

Three members joined the committee: Councilmember Ballard, Councilmember Flemming, and Councilmember Mello. The committee met once in March 2024 to make a recommendation on appointing an Advisory Board member with lived experience as a consumer of affordable housing.

Opportunity to Join the Committee

Four current Advisory Board members have terms that expire at the end of 2024. Staff are conducting recruitment for new and/or returning Advisory Board members for three-year terms starting on January 1, 2026. Staff anticipate that at least 5 and up to 8 new applicants and/or current members will be appointed at the December regular Executive Board meeting. The 2024 Committee on Advisory Board Appointment will meet once in November 2024 to make a recommendation on these appointments.

At the regular Executive Board meeting on October 4, Executive Board members will have the opportunity to express interest in joining the 2024 Committee on Advisory Board appointment. Members may also email SSHA³P staff to express interest in joining. The committee will meet once in mid-November for no more than 1 hour.

ATTACHMENTS:

None

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A



SSHA³P Executive Board

AGENDA MEMODRANUM

October 4, 2024

AGENDA CATEGORY: External Presentation

SUBJECT: Fife Housing Production & Jobs Program Update

PRESENTED BY: Taylor Jones, Senior Planner, City of Fife

Norman Brickhouse, Community Navigator Program Manager, City of Fife

SUMMARY/BACKGROUND:

On September 14, 2021, the Fife City Council adopted Ordinance No. 2058. Ord. No. 2058 declared a public health emergency related to increasing homelessness and enacted interim zoning regulations to authorize temporary homeless encampments and micro housing. This ordinance allowed for creation of the Fife Jobs Program, an undertaking which was conceived after much research and dedication from staff and support from the Council

The Jobs Program is a yearlong program, housing comes first. Participants are provided with a home in the city's tiny house village, a group of 12 units sited next to the Fife Criminal Justice Center. This approach provides participants with the security and stability they need to begin job training and to tackle any other barriers—including addictions—that impede their ability to work.

Program participants become contracted employees through TruFit Staffing, a City of Fife staffing agency that is committed to serving the residents of Fife. In addition to comprehensive case management, participants receive on-the-job training from city staff to maintain the city's parks and trails, work toward flagging and forklift operating certificates, perform general office duties or complete other paid tasks. They receive paychecks for about 18 hours of work a week.

To qualify for the yearlong program, applicants must reside within Pierce County and demonstrate a clear desire to work and actively pursue permanent housing options. They're also subject to a background check and earn at least minimum wage while working.

On April 26, 2022, the Fife City Council adopted Ordinance No. 2076 to establish permanent regulations for micro housing with code amendments allowing motel to microunit conversions to be permitted within the Regional Commercial zone. Since passage of Ord. No. 2076 three projects have been permitted. One of those projects, the Pinnacle Apartments, was completed in June 2023 with a total of 99 units. Another project, Pinnacle Point, is under construction with a total of 79 units.

City of Fife staff Taylor Jones and Norman Brickhouse will present on Fife's efforts to increase the availability of residential units and provide an update on the Jobs Program.

ATTACHMENTS:

- Fife Housing Production and Jobs Program Update Presentation

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A



Fife Housing Production & Jobs Program Update:

An Overview of the Impacts of
Ordinance No. 2058

October 4, 2024
SSHAP Executive Board Meeting





OVERVIEW OF PRESENTATION

Part 1

- Zoning context in Fife in early 2021
- Overview of enacting ordinances
- Code authorizing Jobs Program
- Code authorizing hotel to microunit conversions
- First conversion project

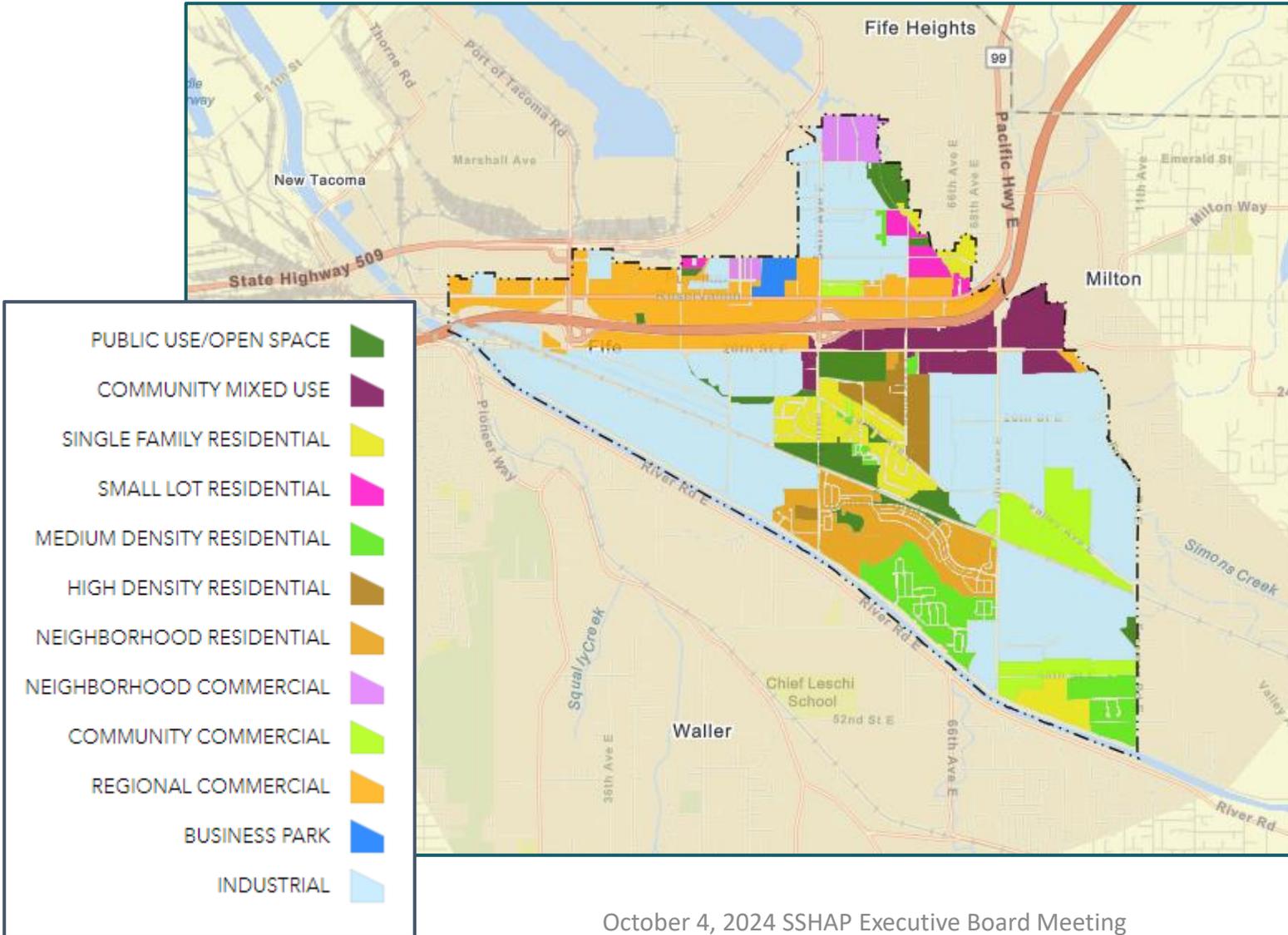
Part 2

- Implementation of Jobs Program
- Program specifics
- Goals and defining success

Fife Staff

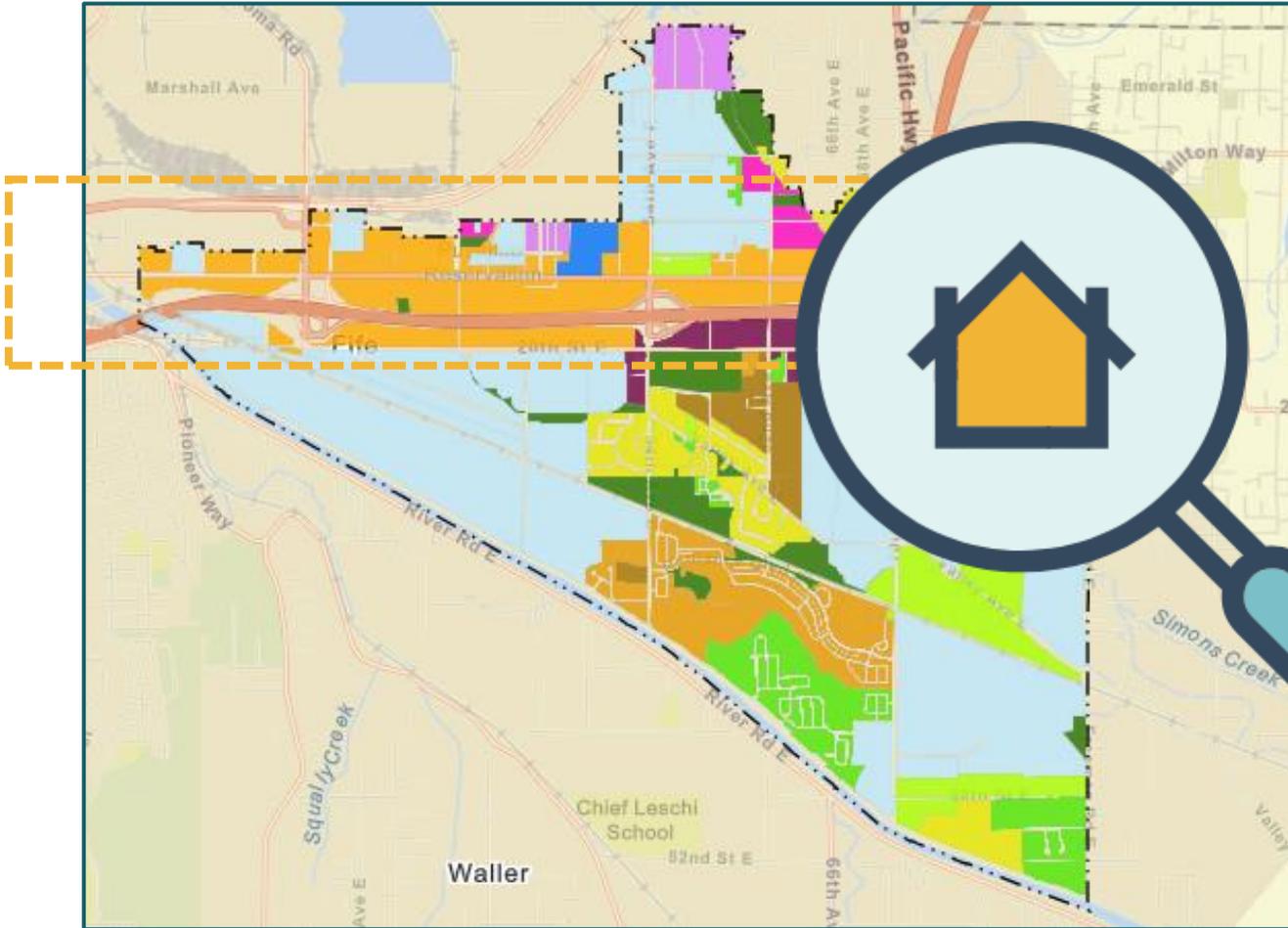
- Taylor Jones,
Senior Planner
- Norman Brickhouse,
Community Navigator
Manager

MULTIFAMILY USES IN FIFE (2021)



- In 2021, no studio-type units existed in Fife
- Larger multifamily developments were permitted in the following zones:
 - MDR – up to 12 units/structure & 15 units/acre
 - HDR – 25 units/acre (no limit on units/structure)
 - CMU – unlimited density
 - RC – Multifamily must be part of a mixed-use structure or be a retirement home within 500 feet of a transit line

REGIONAL COMMERCIAL (RC) ZONE (2021)



- Taking a closer look at Fife’s RC zone:
 - The RC zone spans the Pacific Highway corridor (east-west across Fife)
 - One of the city’s only two bus routes, Route 501, provides service on Pacific Highway
 - The RC zone is where Fife’s hotels/motels are located
 - Crime and nuisance were issues at many of the hotels, requiring consistent police intervention
 - The Pacific Highway corridor is where many commercial services in Fife are located
 - Multifamily residential is only permitted in the RC zone under very specific allowances:
 - “Multifamily structure consisting of **retirement home located within 500 feet of a transit line** permitted through a planned residential development (PRD)”
 - “Mixed use structure only if permitted through a planned residential development (PRD), and where **all residential units are located on the upper floors of a mixed use structure with nonresidential uses on the first floor**, and meeting the design requirements of Chapter 19.60 FMC”

Takeaway: It is very hard to develop multifamily in a zone containing a variety of amenities and served by transit

- In 2021, Fife’s Planning Commission recommended a variety of code amendments supporting housing options, including an outright multifamily allowance in the RC zone, but the recommendation did not proceed to Council due to the pandemic and opting to wrap the amendment package into the upcoming Comp Plan periodic update

ENACTING ORDINANCES

Shout out to...

Former Community Development Director Steve Fiddle for sharing his expertise on supportive housing villages and his hard work on the ordinances!

ORD 2058

- Interim zoning regulations for temporary homeless encampments and micro-housing

September 2021

ORD 2068

- Amends Ord. 2058, extending interim zoning regulations for temporary homeless encampments and micro-housing

December 2021

ORD 2076

- Adds § 19.44.050(B) [19.44.055], micro-unit conversions ([19.44](#))

April 2022

CITY OF FIFE, WASHINGTON

ORDINANCE NO. 2058

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY WASHINGTON, RELATING TO PUBLIC HEALTH AND SAFETY; DECLARING A STATE OF PUBLIC HEALTH EMERGENCY RELATING TO HUMAN HEALTH AND ENVIRONMENTAL CONDITIONS CAUSED BY INCREASING HOMELESSNESS; ENACTING INTERIM ZONING REGULATIONS AUTHORIZING TEMPORARY HOMELESS ENCAMPMENTS AND MICRO HOUSING; AUTHORIZING SUCH ACTIONS AS ARE REASONABLE AND NECESSARY IN LIGHT OF SUCH EMERGENCY TO MITIGATE THE CONDITIONS GIVING RISE TO SUCH PUBLIC HEALTH EMERGENCY; DECLARING AN EMERGENCY SO THIS ORDINANCE SHALL BE EFFECTIVE UPON ADOPTION; AND PROVIDING FOR SUNSET OF THIS ORDINANCE.

WHEREAS, persistent and increasing homelessness is a public health and safety issue that greatly impacts people experiencing homelessness, as well the citizens, neighborhoods, and businesses within the region; and

WHEREAS, in the City of Fife, Pierce County and throughout the State, large numbers of individuals, families and unaccompanied youth are experiencing homelessness due to such factors as job loss, rising housing costs, low wages, family crisis, domestic violence, trauma, substance abuse, and mental health issues; and

WHEREAS, communities such as Seattle, Washington; Tacoma, Washington; Portland, Oregon; and many other governments have declared states of emergency in order to provide expedited emergency services and shelters for unsheltered individuals, families and unaccompanied youth; and

WHEREAS, the supply of available temporary shelter beds in Pierce County is inadequate to meet demand available on a given night; and

WHEREAS, if Fife, on any given night people can be found sleeping in wooded areas, and highway overpasses, and other places not meant for human habitation, which creates an unsafe environment for the community; and

Combining expanded authority for temporary homeless encampments and micro-housing in the Regional Commercial zone provided an opportunity for supporting residents in Fife needing housing, while also permitting a more affordable multifamily development option that could potentially serve individuals ready for independent housing.

EMERGENCY ORDINANCE NO. 2058 – TEMPORARY HOMELESS ENCAMPMENTS

ORD 2058

- Interim zoning regulations for temporary homeless encampments and micro-housing

September
2021

Ordinance authorized:

- Obligate funds for emergency expenditures as directed by the City Council
- Enter into contracts and incur obligations necessary to combat such emergency situations to protect the health and safety of persons and property
- Provide emergency shelter to houseless individuals
- **Take other actions, as appropriate, such as among others creating a “jobs program” in response to such emergency**

Interim code permitted:

- A temporary homeless encampment to be sited on a property owned or controlled by the city of Fife (expanded from only religious organizations)
- If authorized by Council, a temporary homeless encampment could receive exemption from the permanent code requirements including public notice, formal permitting and review, and the standard limiting the duration of the encampment to 90 days (subsections C and D of FMC 19.68.150)

October 4, 2024 SSHAP Executive Board Meeting

“An ordinance of the City Council of the city of Fife, Pierce County Washington, relating to public health and safety; declaring a state of public health emergency relating to human health and environmental conditions caused by increasing homelessness.”

“WHEREAS,

- ...persistent and increasing homelessness is a public health and safety issue that greatly impacts people experiencing homelessness, as well the citizens, neighborhoods, and businesses within the region;
- ...in the City of Fife, Pierce County and throughout the State, large numbers of individuals, families and unaccompanied youth are experiencing homelessness due to such factors as job loss, rising housing costs, low wages, family crisis, domestic violence, trauma, substance abuse, and mental health issues;
- ...the supply of available temporary shelter beds in Pierce County is inadequate to meet demand available on a given night;
- ...when a patient’s health is continually compromised by unstable conditions health care services are rarely effective, and inpatient hospitalization or residential drug treatment and mental health care rarely have lasting impacts when a patient is returned to a homeless environment;
- ...conditions in homeless encampments present serious health, sanitation and environmental resource issues which are dangerous to human health...
- ...other environmental degradation can occur, such as damage to critical wetlands and wetland and river buffers when occupied by encampments...
- ...the above man-made circumstances warrant the exercise of the City’s power to declare a public health emergency under authority of Article XI, Section 11, of the Washington State Constitution...
- ...the immediate enactment of interim regulations is to provide emergency housing necessary to protect the public health, safety or welfare and is a legitimate exercise of the City’s police power...



SITE CONSIDERATIONS & IDENTIFICATION



- ✓ Site near PW and PD
- ✓ Central location for pick-up and drop off and near bus lines
- ✓ 7,600 sf would allow plenty of space for participants
- ✓ Secure lot with eyes and ears nearby
- ✓ Required the provision in the emergency ordinance which allows for a municipal encampment (like a religious org.)

Examples of temporary encampments that were considered while developing Fife's Jobs Program



EMERGENCY ORDINANCE NO. 2058 – TEMPORARY HOMELESS ENCAMPMENTS



While the interim code was ultimately not adopted by Council to become a permanent amendment to the FMC, the Jobs Program is vested to the interim regulations it was compliant with while the emergency ordinance was in effect.

Shout out to...

Parks Director/Assistant City Manager Megan Jendrick and HR Director Beth Brooks for their dedication to getting the Jobs Program going!

EMERGENCY ORDINANCE NO. 2058 & ORDINANCE NO. 2076 – MICRO-HOUSING

ORD 2058

- Interim zoning regulations for temporary homeless encampments and micro-housing

ORD 2076

- Adds § 19.44.050(B) [19.44.055], micro-unit conversions ([19.44](#))

Interim code (2058) permitted:

- Adding “micro dwelling units” as a permitted use in the Regional Commercial (RC) zone
- Updating the definition of “dwelling, multifamily” to explicitly include micro units

Permanent code (2076) authorized:

- Micro-unit multifamily conversions from hotels/motels in the RC zone to be exempt from...
 - Excess of density and parking requirements
 - Landscaping review (can maintain previously approved landscaping plan)
 - Retirement home, transit line, and PRD requirements for multifamily structures, provided:
 1. The number of units is not increased
 2. The conversion meets all applicable building codes

Examples of hotel-to-multifamily conversions informing permanent code recommendation



IMPACT OF AUTHORIZING MICRO-UNIT CONVERSIONS



- Pinnacle Apartments (formerly Port of Tacoma Inn) – 99 units, received occupancy in June 2023, next to Jobs Program and CJC; pictured here
- Pinnacle Point (formerly Travelodge) – 79 units, brand new project, across the street from Jobs Program and Criminal Justice Center; expecting to receive occupancy soon
- Permits for conversion of Rodeway Inn issued in June of this year



- More housing options in Fife serving an expanded amount of our residents' needs!

Next: Community Navigator Manager Norman Brickhouse on Fife's Jobs Program



JOBS PROGRAM



October 2024



MISSION STATEMENT

To end homelessness in Fife and the surrounding area by providing job training, resources, and transitional housing to break the cycle of homelessness.



THREE-PRONGED APPROACH TO SUCCESS

JOBS PROGRAM



Participants learn job training and earn an hourly wage

HOUSING AND SHELTER



Housing for up to 12 participants

FOOD AND HYGIENE



Food, kitchen, laundry and shower facility provided

PROGRAM JOB LEVELS

Landscaper Level Trainee

Close supervision

Learning routine and Job Basics

Establishing short-term goals

Landscaper Level I

Established a schedule

Create good habits

Start to break down barriers

Learn basic landscaping with hand tools



Landscaper Level II

Understanding addiction (Drug Free)

Using Power Tools

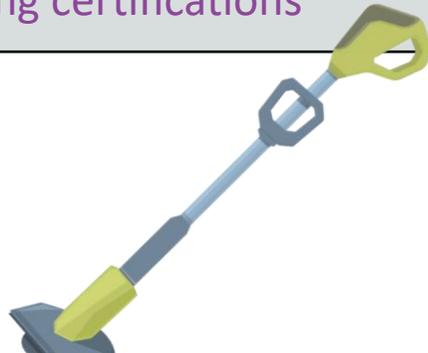
Working with Parks Department

Mentoring Landscaper Trainees and Level I

Actively reducing barriers

Focusing on being Job Ready

Earning certifications



Landscaper Level III

Consistently Drug Free

Job Site Lead

Learning how to lead a team

Mentoring others

Using effective tools to maintain culture change

Office Assistant (1 position)

Consistently Drug Free

Support Community Center Events

Answer Phones

Perform Clerical Work

Using effective tools to maintain culture change



CASE MANAGEMENT

First 3-months

Establish & maintain a consistent schedule

Establish short-term goals

Identify barriers and start taking action

Implement self-awareness too

Open a savings account and follow a budget

3-6-months

Establish an individual training plan

Have a deeper understanding of self awareness & changing culture

Set and establish long-term goals

Actively work to overcome barriers

Identify possible job or education paths

Be aware of fiscal responsibility

6-9-months

Take on a mentor/leadership role with new participants

Work towards career/education path

Create a resume and participate in mock interviews

Greatly reduce barriers

Connect with next step resources

Establish clear financial goals

9-12-months

Apply for jobs or education

Identify housing type and actively pursue

Address all major barriers

Be financially independent

Create an exit plan

Become self-aware of the culture transformation

FIFE JOBS PROGRAM OUTCOME GOALS

Barriers are greatly reduced

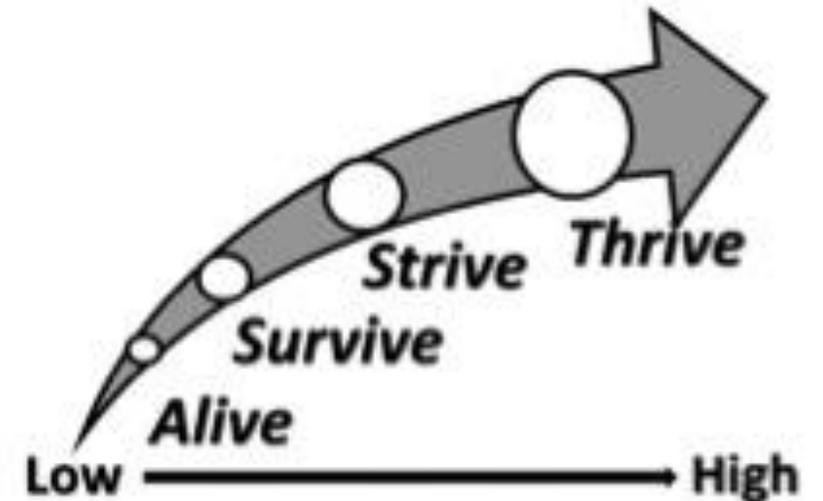
- Drug/alcohol addiction
- Gambling addiction
- Changing culture from surviving to Thriving
- Developing work norms
- Individual challenges

Developed good work habits

Developed a sense of financial soundness

Have coping tools for stress, life challenges, and anger management

Sustainable Housing and Employment with a livable wage



CURRENT JOBS PROGRAM VILLAGE







DEFINING SUCCESS

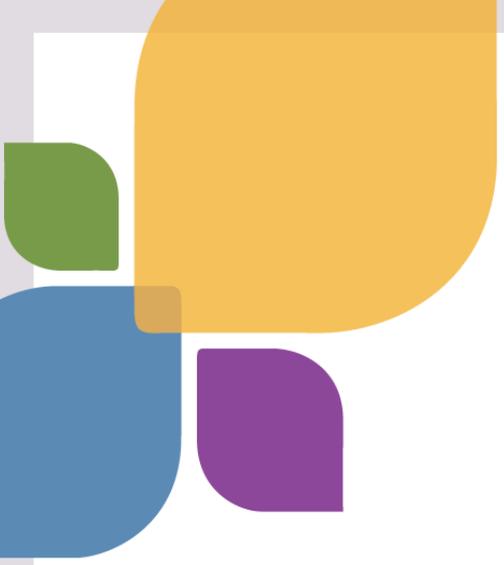
- What do we classify as “successful”
 - Housed
 - Have a job that supports lifestyle (most participants have a full-time job unless they are on SSI)
- Data
 - Cost per person
 - \$17,500/year (figuring 30 participants a year)
 - This figure includes our staffing cost and participant wages
 - Success rates
 - 44% of participants are successful
 - Most drop-outs happen because of drugs or violence

FIFE JOBS PROGRAM TEAM

- Norman Brickhouse – Community Navigator Manager
- Tamiko Jackson – Case Manager
- Christie Dixon – Case Manager/Court Liaison
- Don Davis – Jobs Program Lead

- Shawn Douty – Work Training & Safety





Questions?

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.