



**South Sound Housing Affordability Partners
Executive Board**

Regular Meeting **AMENDED Agenda**

3602 Pacific Ave Tacoma, WA 98418 | Muckleshoot Conference Room

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

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

November 1, 2024, 8:30 a.m.

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

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

I. CALL TO ORDER

ROLL CALL

INTRODUCTORY QUESTION

Question: Tell us about a favorite Halloween costume of yours?

II. REVIEW AGENDA/AGENDA MODIFICATIONS

III. CONSENT AGENDA

ATTACHMENTS: October 4, 2024, Executive Board regular 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. Draft 2025 Advisory Board Work Plan

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

ATTACHMENTS: Agenda Memorandum: Draft 2025 Advisory Board Work Plan

[Document Link](#)

Draft 2025 Advisory Board Work Plan Presentation

[Document Link](#)

Draft 2025 Advisory Board Work Plan

[Document Link](#)

B. Affordable Housing Development on Religious Organization Owned Property

Purpose: Presentation by Jason Gauthier, SSHA³P Manager, on the development of affordable housing on local religious organization owned property, and remarks by leadership of Bethlehem Baptist Church of Tacoma and Mason United Methodist Church.

ATTACHMENTS: Agenda Memorandum: Affordable Housing Development on Religious Organization Owned Property [Document Link](#)
 Affordable Housing Development on Religious Organization Owned Property Presentation [Document Link](#)

C. Member Government Consideration of Housing Toolkit Recommendations

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

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

VI. REPORT BY THE SSHA³P MANAGER

- A. CLIHP Grant Update
- B. PRO Housing Grant Update
- C. Advisory Board Update
- D. 2025 Chair and Vice Chair Election (December 6, 2024)
- E. 2025 Operating Budget

ATTACHMENTS: November 2024 SSHA³P Manager Report [Document Link](#)
 2024Q3 Budget Report [Document Link](#)
 Advisory Board Recruitment Flyer [Document Link](#)
 Accessible Housing Survey Flyer [Document Link](#)
 Edgewood Property Tax Exemption Flyer [Document Link](#)

VII. UPDATES/COMMENTS OF THE EXECUTIVE BOARD

VIII. ADJOURN



South Sound Housing Affordability Partners
Executive Board Meeting Minutes

October 4, 2024

8:53 – 10:21 a.m.

Executive Board: Mayor Nancy Backus, City of Auburn – present
Vice-Chair, Councilmember Kevin Ballard, City of DuPont – present
Deputy Mayor Mike Winkler, City of DuPont (alternate) – present
Mayor Dave Olson, City of Edgewood – excused
Councilmember Christi Keith, City of Edgewood (alternate) – present
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 – present
Councilmember Paul Bocchi, City of Lakewood – excused
Councilmember Mike Brandstetter, (alternate) City of Lakewood – present
Mayor Shanna Styron Sherrell, City of Milton – excused
Executive Bruce Dammeier, Pierce County – excused
Human Services Director Heather Moss, Pierce County (alternate) - present
Councilmember Ryan Mello, Pierce County – present
Councilmember Robyn Denson, Pierce County (alternate) - present
Councilmember Ned Witting, City of Puyallup – present
Mayor Dick Muri, Town of Steilacoom – excused
Councilmember Nancy Henderson, Town of Steilacoom, (alternate) – present
Mayor Kathy Hayden, City of Sumner – present
Mayor Victoria Woodards, City of Tacoma – present
Councilmember Kiara Daniels, City of Tacoma (alternate) – excused
Councilmember Stan Flemming, City of University Place – excused
Councilmember Denise McCluskey, City of University Place (alternate) - present

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

Guests: Chris Larson, Desniege Haywood, Erika Rhett Hunt, Jeremy Metzler, Jay Worley, Joanne, Kenneth George, Norman Brickhouse, Riley Guerrero, Taylor Jones, Tiffany Speir, Trish Crocker

MINUTES

| TOPIC/ WHO | DISCUSSION | ACTION |
|---------------|---|-----------|
| Call to Order | Mayor Roscoe called the meeting to order at 8:53. SSHA ³ P Manager Gauthier called roll, per above; a quorum was present. Mayor Roscoe provided a land acknowledgement honoring the Puyallup Tribe of Indians, the indigenous people of this land. | Wel-come! |

| TOPIC/WHO | DISCUSSION | ACTION |
|---|---|--|
| Consent Agenda | Mayor Markley moved to approve the consent agenda. The motion was seconded. Vote was taken; the motion passed unanimously. | Consent agenda approved. |
| Public Comment | Mayor Roscoe opened the floor for public comment. None. | |
| Resolution 2024-07 Mary Connolly & Riley Guerrero | <p>Mary presented Resolution 2024-07, which recommends that member governments planning under RCW 36.70A.040 include a policy incentivizing construction of housing with universal design principles in their 2024 Comprehensive Plan periodic updates. The SSHA³P Advisory Board unanimously approved the Resolution. Riley Guerrero spoke to the group, about the importance of universal design, and its support by the Advisory Board. The Board will continue to work on developing policies to implement the Resolution’s goals.</p> <p>Are we keeping these sorts of recommendations geared towards affordable housing, or is it for all housing types? How should a city approach this from a comprehensive plan standpoint? Mary explained that the Resolution language does not specify types of housing. The Advisory Board would like to encourage accessibility in all types of housing.</p> <p>The City of Fife just updated its draft Comprehensive Plan to avoid exclusion in housing across the board and encourage universal design.</p> <p>CM Henderson appreciates the work on this – her background is in physical therapy, and she works with people with disabilities as well as those aging in place who would benefit from universal design concepts. She asked what tangible incentives would be provided.</p> <p>CM McCluskey concurred with the previous comments; we want homes in which people can age in place, with fully functional and livable ground floors. She would like to see universal design incorporated in the hospitality industry as well.</p> <p>Mayor Markley moved to approve Resolution 2024-07. CM Keith seconded the motion. Vote was taken, none opposed.</p> | Resolution 2024-07 was passed unanimously. |
| Resolution 2024-08 Jason Gauthier | Jason presented and reviewed Resolution 2024-08, adopting the 2025 state legislative agenda. Priority items include: Affordable Housing Subsidy (fund capital budget requests and acquisition of residential properties for affordable housing and expand CHIP eligibility), Facilitating Housing Supply (support workforce development efforts), and Creating Housing Stability (remove income qualification for disabled veteran property tax exemption). | Informational |

| TOPIC/WHO | DISCUSSION | ACTION |
|--|--|-------------------------|
| <p>Resolution 2024-08 continued</p> | <p>Mayor Woodards asked if Jason’s staying in touch with cities’ government affairs offices, to ensure that SSHA³P priorities are included in the cities’ priorities. Yes.</p> <p>Council Chair Mello supports this Resolution, and called out an item that needs our attention – investments in rental assistance and eviction prevention. 45-50% of our community rents. We need to offer serious ideas to the legislature on how to fund and support ongoing investments in rental assistance and eviction prevention – they are effective tools to keep people from becoming homeless. We’ve spent a lot of ARPA dollars on rental assistance throughout Pierce County.</p> <p>CM McCluskey concurs with Council Chair Mello. She would also like to partnership with property owners and renters, to work together to keep people housed.</p> <p>CM Witting believes in prevention to keep people out of homelessness and keep families stable. A lot of people need rental assistance so this would be quite expensive. During COVID some tenants were provided many months of rental assistance, did not pay any rent following that and were ultimately evicted; he feels that that rental assistance was wasted. He asked about legislative topics being monitored – how was it decided what should be monitored, rather than supported or opposed? Jason explained that on items which we don’t yet know the revenue impact, SSHA³P staff leaves it to member governments as far as what they would like to support, depending on how it affects them. As the session progresses, items can be moved around as desired by members. SSHA³P has been revenue-silent to date.</p> <p>Director Moss explained that there’s a significant difference between rental assistance and eviction prevention. Post-COVID, the County’s eviction prevention program focuses on financial counseling and right-sizing housing, and housing costs for families. She asked about the interplay between energy conservation initiatives and affordable housing. Jason explained that we want to be sure that dollars go far. SSHA³P staff will work with concerned parties to understand the impact of energy initiatives on affordable housing. CM Witting applauds the financial counseling component of Human Services’ eviction prevention program.</p> <p>CM Denson discussed the impact of the cottage industry of Mom-and-Pop landlords on rental costs. Is anyone monitoring that at the state or federal level? Yes, there are a couple of Federal bills in Congress. Jason anticipates potential creation of a Department of Housing, and there would be legislation around that. The scale of investor-owned homes in Pierce County doesn’t rise to the level of a clear and present urgency, however, SSHA³P staff will look into it further if member governments desire.</p> <p>Mayor Roscoe added that, per research done by SSHA³P staff previously, short-term rentals comprise 0.5% of the housing stock. This is important data to share with constituents.</p> | <p>Discus- sion</p> |

| TOPIC/WHO | DISCUSSION | ACTION |
|--|---|--|
| <p>Resolution 2024-08 continued</p> | <p>CM Keith works with several rural outreach groups that do national work and they're monitoring corporate investment. She agrees that the current percentage in this area is low, but we need to monitor it.</p> <p>CM Henderson shares the insight of CM Witting that some people have difficulty with financial priorities. We need to advocate for more money management training at lower educational levels. It is reassuring to know that we're not being overrun by investment corporations; it is occurring in some cities, but not locally. Short-term rentals can reduce the available home market. Steilacoom requires that the homeowner must be present, which prevents businesses developing in residential districts, and ensures that taxes are being paid.</p> <p>CM Witting moved to adopt Resolution 2024-08. Mayor Markley seconded the motion. Vote was taken, none opposed.</p> | <p>Resolution on 2024-08 passed unanimously.</p> |
| <p>Advisory Board Appointment Committee Mary Connolly</p> | <p>At the end of each year, 1/3 of the SSHA³P Advisory Board members' terms expire. Thus, Mary anticipates appointing five to eight new members in December. Mary asked if anyone would like to participate in a one-time mid-November meeting to develop Advisory Board appointment recommendations.</p> | <p>CM Mello, Ballard, Witting, and Mayor Backus volunteered. Please email Mary if you would like to participate.</p> |
| <p>Meeting Time Mayor Roscoe</p> | <p>CM Ballard moved to extend the meeting to end at 10:20 a.m. The motion was seconded.</p> | <p>Meeting time extended.</p> |

| TOPIC/WHO | DISCUSSION | ACTION |
|--|---|--|
| <p>City of Fife's Housing Production & Jobs Program Update Taylor Jones & Norman Brickhouse</p> | <p>Taylor Jones, City of Fife Senior Planner, presented an overview of Ordinance 2058's impacts.</p> <p>In 2021 there were no studio units in Fife. Multi-family units were only allowed as part of a mixed-use project, a retirement home, or 500 feet from a transit line. There were also a lot of crime and nuisance calls/incidents at hotels and motels. Thus, in 2021, Fife's Planning Commission recommended a variety of code amendments supporting housing options.</p> <p>The Ordinance obligated funds for emergency expenditures to enter into contracts to protect people, provide emergency shelter, and to take other actions as appropriate, including creating micro-housing, and creating their Jobs Program. A central site on bus lines was identified for the Jobs Program.</p> <p>In 2023, the Pinnacle apartments (formerly Port of Tacoma Inn) was created, providing 99 units. Pinnacle Point (formerly Travelodge) conversion is in progress and will provide 79 units. Permits to convert the Rodeway Inn were obtained this year.</p> <p>Norman Brickhouse, Community Navigator Manager of the Jobs Program, provided an informative presentation on the program, which gives people housing and skills to earn a livable wage and become housed. The program's mission is to end homelessness in Fife and surrounding areas, by providing job training resources, and transitional housing to break the cycle of poverty. Participants learn landscaping and/or clerical skills and earn an hourly wage. The 12-month program provides four levels of training.</p> <p>The Jobs Program works with Workforce Central and WorkSource to maximize networking connections. Forest Village provides ten single units, two double units, kitchen, laundry facility, restrooms. The program costs \$17,500/year/person, at the rate of 30 participants a year, including staffing cost and participant wages. 44% of participants are successful. Dropping out mainly occurs due to drugs or violence. Program staff includes a court liaison.</p> <p>An informational video is available at the City of Fife's website. Norman provided a tour of the program following the meeting.</p> | <p>Informational</p> <p>Thank you!</p> |
| <p>Adjournment</p> | <p>There being no further business, the meeting adjourned at 10:21 a.m.</p> | <p>Meeting adjourned.</p> |

The next SSHA³P Executive Board meeting is scheduled for Friday, November 1, at 8:30 a.m. via Zoom. Respectfully submitted, Becki Foutz, Administrative Assistant



SSHA³P Executive Board

AGENDA BILL

November 1, 2024

AGENDA CATEGORY: Staff Presentation

SUBJECT: Draft 2025 Advisory Board Work Plan

PRESENTED BY: Mary Connolly, SSHA³P Program Specialist II

SUMMARY/BACKGROUND:

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

At the September 13 special meeting of the Executive Board, Board members had the opportunity to provide input on 2025 Advisory Board work plan policy areas.

This presentation includes a draft of the 2025 Advisory Board work plan, developed with input from the Executive Board, Advisory Board, and SSHA³P staff workgroup. Staff are seeking feedback and direction from the Executive Board.

Staff expect the Advisory Board to consider recommendation of the work plan in November and the Executive Board to consider adoption in December.

ATTACHMENTS:

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

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A



DRAFT 2025 ADVISORY BOARD WORK PLAN

EXECUTIVE BOARD REGULAR MEETING

NOVEMBER 1, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

Agenda

- 2025 Work Plan Development Process
- 4 Focus Areas:
 - Advice & Feedback
 - Housing Toolkit Recommendations
 - Education
 - Governance
- Next Steps

2025 Work Plan Development Process

| | Date | Group |
|-----------------------------|--------------------|-----------------|
| Feedback on policy areas | August 22 | Staff workgroup |
| | September 13 | Executive Board |
| | September 17 | Advisory Board |
| | September 27 | Staff workgroup |
| Feedback on draft work plan | October 15 | Advisory Board |
| | October 25 | Staff workgroup |
| | November 1 (Today) | Executive Board |

Focus Area 1: Advice & Feedback

- Review and provide feedback on:

- 2026 SSHA³P Work Plan and Budget

- 2026 SSHA³P Legislative Agendas

- Other housing-related efforts in Pierce County, as requested



Including requests
from member
governments

Focus Area 2: Housing Toolkit Recommendations

- Research and potentially make a recommendation on the inclusion of the following policies/programs in the SSHA³P housing toolkit:

- **Policies to incentivize construction of housing with universal design principles**



Carryover
from 2024

- **Policies that increase homeownership opportunities by allowing and facilitating the sale of middle housing and accessory dwelling housing units**

Focus Area 2: Housing Toolkit Recommendations (Cont.)

- Begin research on the following policy area to identify specific policies that may be included in the 2026 Advisory Board work plan for further research and potential recommendation:
 - **Incentivizing and supporting the construction of income-restricted affordable housing**

Focus Area 3: Education

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

Past educational topics included:

- 2024 Comprehensive Plan updates
- Affordable housing financing

Focus Area 4: Governance

- Elect chair and vice chair(s)

Next Steps

- Nov 19: Advisory Board considers recommendation of work plan
- Dec 6: Executive Board considers adoption of recommended work plan



DRAFT 2025 ADVISORY BOARD WORK PLAN

EXECUTIVE BOARD REGULAR MEETING

NOVEMBER 1, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

SSHA³P

Advisory Board

2025 Work Plan

Advice and Feedback

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

Housing Toolkit Recommendations

- Research and potentially make a recommendation to the SSHA³P Executive Board on the inclusion of the following policies/programs in the SSHA³P housing toolkit:
 - Policies to incentivize construction of housing with universal design principles (continuing work from 2024 Advisory Board work plan)
 - Policies that increase homeownership opportunities by allowing and facilitating fee simple sale of middle housing and accessory dwelling housing units, including through unit lot subdivision and condominiumization
- Begin research on the following policy area to identify specific policies that may be included in the 2026 Advisory Board work plan for further research and potential recommendation:
 - Incentivizing and supporting the construction of income-restricted affordable housing

Education

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

Governance

- Elect chair and vice chair(s)

SSHA³P

Tentative Calendar

| | | Q1 | Q2 | Q3 | Q4 |
|--|---|--|----|----|-----|
| Advice and Feedback | 2026 Work Plan and Budget | | X | X | |
| | 2026 Legislative Priorities | | | X | |
| | Other housing-related efforts in Pierce County | TBD, pending requests for feedback from SSHA ³ P member governments and/or other entities | | | |
| Housing Toolkit Recommendations | Accessibility: Incentivize Building with Universal Design | X | X | | |
| | Attainability: Increase Homeownership Opportunities of Middle Housing Units | | X | X | |
| | Affordability: Incentivize Affordable Housing Construction | | | X | X → |
| Education | Education | TBD, pending discussion with 2025 chair and vice chairs | | | |
| Governance | Elect Chair and Vice Chairs | X | | | |



SSHA³P Executive Board

AGENDA MEMODRANUM

November 1, 2024

AGENDA CATEGORY: Staff Presentation

SUBJECT: Affordable Housing Development on Religious Organization Owned Property

PRESENTED BY: Jason Gauthier, SSHA³P Manager

SUMMARY/BACKGROUND:

At the September 8, 2023, regular meeting of the SSHA³P Executive Board, the Executive Board received a presentation from City of Seattle staff on density bonuses for the construction of affordable housing on religious organization owned property.

This presentation is a follow-up to that presentation to update the Executive Board on various affordable housing projects, in various stages of development, on religious organization owned property in Pierce County.

This presentation will include remarks by representatives of leadership of Bethlehem Baptist Church of Tacoma and Mason United Methodist Church.

ATTACHMENTS:

- Affordable Housing Development on Religious Organization Owned Property Presentation

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A



AFFORDABLE HOUSING DEVELOPMENT ON RELIGIOUS ORGANIZATION OWNED PROPERTY

SSHA³P EXECUTIVE BOARD MEETING

NOVEMBER 1, 2024

Agenda

- **Background on Affordable Housing on Religious Organization Owned Property**
- **Overview of Local Affordable Housing Projects on Religious Organized Owned Property**
- **Support Options for Interested Religious Organizations**
- **Remarks from Bethlehem Baptist and Mason United Methodist Church Leaders**

Background

- SHB 1377 (2019) / RCW 36.70A.545
 - Requires cities and counties to, “allow an increased density bonus consistent with local needs for any affordable housing development of any single-family or multifamily residence located on real property owned or controlled by a religious organization..”
- City of Seattle’s ROOP Program

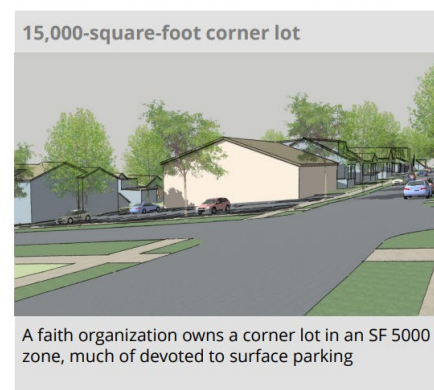
Additional density for affordable housing

| Zone type | Under existing zoning... | Under the ROOP... |
|--|--|--|
| Multifamily zones | <ul style="list-style-type: none"> • Maximum height 3-8 stories | <ul style="list-style-type: none"> • 1 additional floor |
| Mixed-use commercial zones | <ul style="list-style-type: none"> • Maximum height 3-8 stories | <ul style="list-style-type: none"> • 1-3 additional floors |
| Zones with height limits above 85 feet | <ul style="list-style-type: none"> • Maximum height 12-44 stories | <ul style="list-style-type: none"> • Up to 6 additional floors |
| Single-family zones | <ul style="list-style-type: none"> • Maximum height 3 stories • Maximum density 1 unit per 2,000-9,600 square feet of lot area | <ul style="list-style-type: none"> • No change in height* • 1 unit per 1,250-1,500 sq ft of lot area • Housing type flexibility (e.g., affordable for-sale townhomes) |

* on certain large sites near more intensive zones or frequent transit, up to 1 additional floor

Development examples

Religious organization site in a single-family zone



Current and Future Projects

- **Shiloh Baptist Church** (New Life Housing)
- **Greater Christ Temple Church** (Bishop Montgomery House)
- **Bethlehem Baptist Church** (House of Bethlehem)
- **First Christian Church of Tacoma** (FCC Housing)
- **Mason United Methodist Church** (Mason UMC Housing)

Shiloh Baptist Church

New Life Housing

Sixty (60) total units serving individuals in recovery for substance abuse, formerly homeless persons, those leaving the criminal justice system, persons with disabilities, and veterans earning no more than 30% or 50% of Area Median Income



1206 South I St. | 43 units

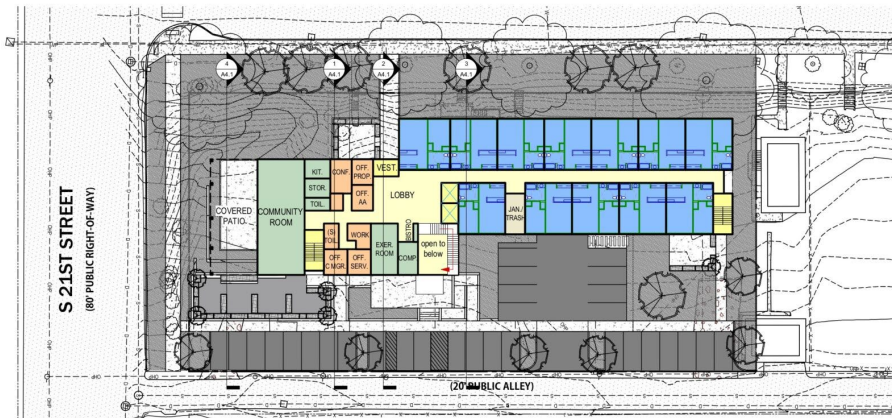


815 South 13th St. | 17 units

Greater Christ Temple Church

Bishop Montgomery House

Sixty-six (66) total units for households earning no more than 50% of the Area Median Income built on church owned surplus property.



1 A2.2 Floor 2 Plan
Scale: 1" = 30'-0"
COMMON AREAS, OFFICE/ADMIN. (12) UNITS - 12,454 S.F.



Environmental Works
COMMUNITY DESIGN CENTER

402 15th Avenue East
Seattle, Washington 98112
206.328.8300
206.328.5484 fax

GCTC Senior Housing

1951 Yakima Avenue
Tacoma, WA
02 March 2023

Proj. No. 22-040

A2.2



2 A3.1A South Elevation (21st Street)
1" = 20'-0"



1 A3.1A West Elevation (Yakima Avenue)
1" = 20'-0"



Environmental Works
COMMUNITY DESIGN CENTER

402 15th Avenue East
Seattle, Washington 98112
206.328.8300
206.328.5484 fax

GCTC Senior Housing

1951 Yakima Avenue
Tacoma, WA
02 March 2023

Proj. No. 22-040

A3.1A

Bethlehem Baptist Church

House of Bethlehem

Forty-two (42) total units serving households earning up to 60% of area median income



PROPOSED BUILDING EXTERIOR RENDERINGS



First Christian Church

FCC Housing

Forty-two (42) total units serving households earning less than 50% of the area median income. FCC will provide a 99-year ground lease to the Low Income Housing Institute to develop and manage the housing.



Mason United Methodist Church

Mason UMC Housing

100 – 150 housing units, serving household earning between 30% - 80% Area Median Income

2.2 The Property

The property is approximately 1.74 acres. Its street address is: 2710 North Madison Street, Tacoma, WA 98407. The site constitutes a full square city block in North Tacoma. It is one block west of the vibrant Proctor Area shopping district. It is across the street from Mason Middle School, and within walking distance of an elementary school. The site presently accommodates the Church's sanctuary, meetings spaces, administrative offices, indoor and outdoor community spaces, and the parsonage, which is a single-family home in the Northwest corner of the site.



3. THE PROJECT

Mason Church seeks a developer to develop the following project:

3.1 Housing

The project will have as its primary focus, affordable rental housing:

- The project will provide approximately 100 – 150 apartments of housing. The developer will determine the mix of unit sizes based upon financial feasibility and community need. The Church is interested in a mix of households, with a range of sizes, including families with children.
- The Church seeks the housing to serve a range of household incomes to produce a healthy mixed-income community. The Church has prioritized serving incomes as low as 30% AMI (Area Median Income) but no higher than 80% AMI based upon securing subsidy or other funding necessary for financial feasibility. The average income across all units should not exceed 60% AMI.

3.2 Community Service Space and Retail Businesses

The project will provide space for community services and activities, such as affordable childcare, lecture and meeting spaces, and venue for arts and music. The Church may also be interested in space for retail businesses.

3.3 Indoor and Outdoor Gathering Spaces

The project will provide indoor and outdoor space for community gathering and communal activities, such as gardening, picnics, recreation, and exercise.

3.4 Spiritual Activity and Meditation

The project will have, in a prominent location, accessible to the wider community, a multi-use space for spiritual activities, worship, and meditation. The Church is aware of the impact this may have on funding sources and is open to creative ownership structures and condominiums necessary for feasibility.

3.5 Parking

The project will provide parking as required by code.

3.6 Deconstruction, Demolition, and/or Re-use of Existing Buildings

The project will require the demolition of existing sanctuary structures and site improvements. The deconstruction will include the preservation of the stained glass presently in the sanctuary and then incorporating the stained glass to grace part of the new construction. The deconstruction will also require the careful removal of the organ and its pipes, all quite valuable. The Church expects the developer to propose feasible options for preserving the parsonage, including, but not limited to, preserving it in its present location, relocating it, or incorporating it into the new project.

SSHA³P Support

- Connection to Developers
- Support for Pre-development Services
- Local Government Coordination and Incentives
- Request-for-Proposal
- Capital Funding

Other Support

- Enterprise Faith-Based Development Initiative
- Pierce County Community Development Corporation
- Design for Peace



AFFORDABLE HOUSING DEVELOPMENT ON RELIGIOUS ORGANIZATION OWNED PROPERTY

SSHA³P EXECUTIVE BOARD MEETING

NOVEMBER 1, 2024



SSHA³P Executive Board

AGENDA BILL

November 1, 2024

AGENDA CATEGORY: Staff Presentation

SUBJECT: Defining a Process for Member Government Consideration

PRESENTED BY: Mary Connolly, SSHA³P Program Specialist II

SUMMARY/BACKGROUND:

In this presentation, staff will present a proposed process for member government consideration of SSHA³P housing toolkit recommendations, including implementation tracking. Staff will gather Executive Board feedback to finalize the process.

The proposed process was developed primarily with input from the staff workgroup. The Advisory Board had an opportunity to provide input at their regular meeting on October 15, 2024.

ATTACHMENTS:

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

STAFF RECOMMENDATION:

N/A

ALTERNATIVES:

N/A

RECOMMENDED MOTION:

N/A



PROCESS FOR MEMBER GOVERNMENT CONSIDERATION OF HOUSING TOOLKIT RECOMMENDATIONS

EXECUTIVE BOARD REGULAR MEETING

NOVEMBER 1, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

Key Takeaways from Staff Workgroup

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

Purpose of Defining a Process for Consideration

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

Process for Recommendation Consideration

1. Recommendation Development

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

Staff workgroup and Executive Board provide input based on:

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

Process for Recommendation Consideration (Cont.)

2. Request for Recommendation Consideration

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

Process for Recommendation Consideration (Cont.)

3. Implementation Tracking

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



PROCESS FOR MEMBER GOVERNMENT CONSIDERATION OF HOUSING TOOLKIT RECOMMENDATIONS

EXECUTIVE BOARD REGULAR MEETING

NOVEMBER 1, 2024

MARY CONNOLLY, PROGRAM SPECIALIST II

SSHA³P

Process for Consideration of SSHA³P Housing Toolkit Recommendations

The SSHA³P Housing Toolkit?

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

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

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

Key Takeaways from Conversations with Staff Workgroup Members

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

Proposed Process for the Development and Consideration of Housing Toolkit Recommendations

Recommendation Development

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

Request for Recommendation Consideration by Member Governments

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

SSHAP³

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

Implementation Tracking

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

DRAFT

SSHAP

Attachment A: Example Tracking Document

Recommendation Title: RECOMMENDATION #1

Date of Executive Board Recommendation: DATE

Was the recommendation reviewed by **staff**?

Yes No In Progress

Comments: _____

Was the recommendation reviewed/considered by the **Planning Commission**?

Yes
 No
 In Progress

If yes, what were the dates of review and consideration? _____

Comments: _____

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

Yes
 No
 In Progress

Comments: _____

Was the recommendation reviewed/considered by **Council**?

Yes
 No
 In Progress

If yes, what were the(s) date of review and consideration? _____

Comments: _____

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

If the recommendation was adopted:

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

- Was this adopted as part of a larger planning effort? If so, what was the larger planning effort?

TO: SSHA³P Executive Board

FROM: Jason Gauthier, SSHA³P Manager

SUBJECT: November 2024 Manager Report

DATE: November 1, 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 Notice of Funding Availability (NOFA) 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 with different funding uses.
2. Creation of a draft policy to guide the overall intent of the SSHA³P Housing Capital Fund.

The Fund Committee has meetings scheduled for November 8 and November 22, 2024.

The Pierce County Executive's proposed 2024-2025 mid-biennium budget adjustment ordinance proposes to formalize Pierce County's contribution to the SSHA³P Capital Fund by increasing the expenditure authority to match contributions by the current funders (Auburn, Fife, and Sumner).

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 nine member jurisdictions, 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. Makers Architecture and Urban Design was selected as a consultant to support completion of grant deliverables due in June 2025, including a model ordinance to implement HB 1998 and guidance for each participating jurisdiction on implementation. A contract with Makers has been fully executed. A kick-off meeting with Makers, participating jurisdictions, and SSHA³P staff is scheduled for Thursday, November 14.

Pathways to Removing to Obstacles (PRO Housing) Grant

SSHA³P, as a co-applicant, and Pierce County submitted a PRO Housing grant application to the U.S. Department of Housing and Urban Development on October 15, 2024. The application 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.

Comprehensive Planning

SSHA³P staff are supporting staff workgroup members in hosting meetings for planners in Pierce County to collaborate on housing efforts related to Comprehensive Planning and state legislation. The next meeting will be on November 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 are scheduling meetings with members of the Pierce County legislative delegation and stakeholders to advance SSHA³P's 2025 legislative priorities. Staff are also meeting with affordable housing developers to compile a comprehensive list of planned capital budget allocation requests and anticipate sharing this with the Executive Board at the December or January meetings.

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 is scheduled at Edgewood City Hall on November 14 at 2 PM.

If your jurisdiction is interested in scheduling a property tax exemption seminar in your area, please contact Mary Connolly at mary.connolly@piersecountywa.gov.

Focus Area 4: Governance & Administration

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

SSHA³P Advisory Board

Recruitment

Approximately one-third of Advisory Board members' terms expire at the end of this year. Staff are conducting recruitment for new Advisory Board members. A committee of the Executive Board will make appointment recommendations to the Board at its December regular meeting.

Accessible Housing Survey

Staff are conducting [a survey](#) on accessible housing to inform the Advisory Board's work on incentivizing construction of housing with universal design principles. The survey has been sent to senior centers, organizations that support people with disabilities, affordable housing providers, and community partners. The survey closes December 6.

Meetings

At the Advisory Board meeting on October 15:

- The Board reviewed a draft 2025 Advisory Board work plan and provided feedback; and
- The Board provided feedback on a proposed process for members to consider SSHA³P housing toolkit items, including a process for tracking and implementation.

At the Advisory Board meeting on November 19:

- 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; and
- The Board will consider recommendation of a 2025 Advisory Board Work Plan.

South Sound Housing Affordability Partners

Budget Performance Report

2024 Quarter 3 Update

South Sound Housing Affordability Partners

Fiscal Year 2024, Q3: Budget vs. Actual as of September 30, 2024

| SSHA3P Fund | 2024 BUDGET | Q3 2024 ACTUAL |
|--|----------------------|----------------------|
| OPERATING REVENUES* | | |
| City of Auburn** | \$ 5,601.94 | \$ 5,061.94 |
| City of DuPont | \$ 5,601.94 | \$ 5,601.94 |
| City of Edgewood | \$ 5,601.94 | \$ 5,601.94 |
| City of Fife | \$ 5,601.94 | \$ 5,601.94 |
| City of Fircrest | \$ 3,361.16 | \$ 3,361.16 |
| City of Gig Harbor | \$ 5,601.94 | \$ 5,601.94 |
| City of Lakewood | \$ 22,407.75 | \$ 22,407.75 |
| City of Milton | \$ 3,361.16 | \$ 3,361.16 |
| City of Puyallup | \$ 13,444.65 | \$ 13,444.65 |
| Pierce County | \$ 140,725.00 | |
| Puyallup Tribe of Indians | \$ 3,361.16 | \$ 3,361.16 |
| Town of Steilacoom | \$ 3,361.16 | \$ 3,361.16 |
| City of Sumner | \$ 5,601.94 | \$ 5,601.94 |
| Cit of Tacoma | \$ 70,362.50 | |
| City of University Place | \$ 13,444.65 | \$ 13,444.65 |
| SSHA3P Operating Fund Balance | \$ 40,000.00 | |
| TOTAL REVENUE | \$ 347,440.83 | \$ 95,813.33 |
| EXPENDITURES | | |
| Salaries and Benefits - Manager | \$ 186,110.00 | \$ 141,888.00 |
| Salaries and Benefits - Admin and Policy Support | \$ 114,790.00 | \$ 82,788.00 |
| Other*** | \$ 45,760.00 | \$ 5,305.00 |
| TOTAL EXPENDITURES | \$ 346,660.00 | \$ 229,981.00 |

*Revenue is based on actual payments received

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

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

Board Members Needed

Are you...

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



Apply online by Nov. 3!



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

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



SSH³A³P



Accessible Housing Survey

The South Sound Housing Affordability Partners want to know:

- ▶ **What changes to your home would make it more useable, functional, and comfortable for you?**

We expect that data collected from this survey will inform policy recommendations that incentivize the construction of accessible housing. **Scan the QR code** or visit the link to access the survey:

- ▶ www.bit.ly/accessible2024 **Respond by December 6!**

Is there a way to make this information or survey more accessible to you? Do you have any questions about this survey? **Please contact Mary Connolly using the information below.**



Phone
+253-625-4153



Email
Mary.Connolly@piercecountywa.gov



SSHAP³

SCAN ME



Pierce County



Learn how to save money on property taxes at a

Property Tax Exemption Seminar

Thursday, November 14 | 2 p.m.
Edgewood City Hall, Council Chambers
2224 104th Ave E, Edgewood



Event Information

Join us for a property tax exemption seminar on November 14, 2024, at 2 p.m., at Edgewood City Hall. The Pierce County Assessor's Office will be here to answer your questions and provide valuable information at this free event. Topics include income categories, appeal of denials and effects of death or retirement.

You may qualify for this exemption if you:

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



Application Overview

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



Taxable Income and Veterans

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



Allowable Deductions

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

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

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

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