

Countywide Housing Affordability Taskforce (CHAT)

Meeting Notes

April 4, 2008

Members Names: Seth Fleetwood, Co-Chair; Terry Bornemann, Co-Chair; Mayor Bromley; Charlotte Eastman-Pros; Derek Long; John Shorthill; Hart Hodges; Larry West; Nancy Larsen; Gary Reid; Ted Mischaikov; Jon Soine; Paul Schissler; Ralph Black; Gail de Hoog; John Harmon; Barbara Brenner; and Stan Snapp

Members Absent: Mayor Bromley, Terry Bornemann, Charlotte Eastman-Pros, Derek Long, Ralph Black, John Harmon, and Barbara Brenner

Staff Present: David Cahill, Gary Williams, Samya Lutz, and Heather Aven

Guests: Tom Beckwith represented the consulting team

Seth Fleetwood called meeting to order at 9:05 am

1. Approval of Notes

None to approve.

2. Agenda Items Discussion

MOTION: AS INFILL IS IMPORTANT TO PROVIDING AFFORDABLE HOUSING AND INCREASING THE COMMUNITY'S DENSITY, IT IS PROPOSED THAT THE ALTERNATE HOUSING TYPES AS SPECIFIED IN 2004 MAKER'S REPORT TECHNICAL STUDY OF BELLINGHAM'S RESIDENTIAL DEVELOPMENT CODE AND DESIGN GUIDELINES: SUMMARY OF RECOMMENDATIONS BE ADOPTED. THESE HOUSING TYPES ARE TO INCLUDE ACCESSORY DWELLING UNITS (ATTACHED AND DETACHED), SMALL LOTS AND COTTAGE HOUSING.

THIS PROPOSAL INCLUDES THE DEVELOPMENT CODE CHANGES AS INDICATED IN THE MAKER'S REPORT, SUCH AS LEGAL FEE SIMPLE LOTS ON PRIVATE ROADS, ALLEYS OR DRIVEWAYS. IT IS FURTHER UNDERSTOOD THAT PERFORMANCE BASED STANDARDS WILL BE NECESSARY TO FACILITATE THESE ALTERNATE DESIGNS. THE FOLLOWING CHANGES TO THE ABOVE CODE ARE PROVIDED.

- (1) MULTIFAMILY DEFINITION TO REMAIN AT 3 OR MORE UNITS.
- (2) A WALL ON THE PROPERTY LINE OF ZERO LOT LINE UNITS WILL ALLOW WINDOWS; THE PLACEMENT OF WHICH WILL CONSIDER PRIVACY OF THE ADJACENT UNIT.
- (3) THE DUAL DEFINITION OF BUILDING HEIGHTS ARE TO BE RETAINED.

Ted commented that LMN Architects will be composing their own report that may modify, refine, and update the Maker's Study. He suggested referencing that fact in the motion Gary just made.

FRIENDLY AMENDMENT: Insert **THE CHAT TASKFORCE ALSO UNDERSTANDS THAT THERE WOULD BE A PROCESS OF ADOPTION THAT WOULD ALLOW REFINEMENT OF THE MAKER'S REPORT, INCLUDING THE LMN CONSULTANT'S STUDY ON INFILL** after the reference to the Maker's Study.

FRIENDLY AMENDMENT: REPLACE "PROVIDED" (last word of paragraph 2) WITH "RECOMMENDED".

The group discussed how this tool would lead to affordable housing.

VOTE: ALL AYES

MOTION: WE SUPPORT AN AFFORDABLE HOUSING TRUST FUND LEVY TO BE ADMINISTERED BY AN AD HOC COMMITTEE OF 16 MEMBERS REPRESENTING THE SAME ORGANIZATIONS AS ARE NOW ON THE CHAT COMMITTEE. THEIR CHARGE IS TO ADMINISTER THE MONEY RAISED BY THE LEVY ON A "REQUEST FOR PROPOSAL BASIS." THE MAIN CRITERIA FOR GRANTING OF FUNDS ARE THE NUMBER (DEFINED AS 80% OF AMI) OF AFFORDABLE UNITS PRODUCED FOR A GIVEN AMOUNT OF MONEY.

THE COMMITTEE CAN, BUT IS NOT REQUIRED, TO ESTABLISH CRITERIA FOR VARIOUS INCOME LEVELS, SPECIAL PROJECTS SUCH AS REHAB OF EXISTING HOUSES. IF SPECIAL MATCHING FUNDS OR PROGRAMS CREATE A PARTICULAR OPPORTUNITY TO PRODUCE AFFORDABLE UNITS, THE COMMITTEE CAN ALLOCATE FUNDS FOR THE SPECIAL PROJECTS.

Gary proposed the housing committee consider which projects to fund using "broad-based" criterion. There was discussion about how strict the group would like to have the criteria that the housing committee uses in recommending how the funds are allocated. The opportunity to leverage money is very important.

Tom pointed out that the language in the report, as it relates to the housing trust fund and the housing trust fund committee, must include how it will operate, what it will generate, and what actions should be taken to implement it, in order for it to be successful.

After discussion on the motion:

FRIENDLY AMENDMENT Sentence 3 replace "... administer the" to "oversee and recommend how...", after "... the levy" insert "be allocated". Paragraph 2, line 3 - remove "... allocate" and insert "...can recommend funds be allocated".

FRIENDLY AMENDMENT would like to modify "80%" to be "80% and less".

Paul reminded the group that the levy will not be the only source contributing to the housing trust fund.

FRIENDLY AMENDMENT Sentence 1 include “...or other sources“ after “...housing fund levy”.

VOTE: ALL AYES

David suggested that an implementation committee be considered so that after the report is adopted through the City and County Councils, there is a group overseeing the implementation of the action items in the report.

Seth reported on the proxy question. He spoke with the Executive and the Mayor, and they both agreed that a written proxy, to vote for an item, can be submitted if a member is going to be absent. There was some discussion about topics coming up in the meeting that require a vote, and therefore were not known ahead of time to allow for the written proxy. Some members felt that a proxy to another member of the CHAT Taskforce should be allowed in those instances. Seth will check with the Mayor to discuss the possibility of giving “your vote” to another member of the Taskforce in your absence.

There was discussion about the e-mail that Hart Hodges sent to the group.

Tom suggested the order the final report should be delivered to Councils be:

- Transmittal Letter with recommendations
- The four chapters of narrative (that would include an explanation of the problem and what has been done so far)
- A list of the tools that could provide a solution
- How they should be implemented
- The 11 appendices would follow those chapters, and would include all of the technical information on the demand of housing costs, what the critical issues are, a list of the current projects, a draft housing levy, a draft oversight committee ordinance, and a draft IZ ordinance.

Jon S clarified that IZ should be “affordable housing incentives”.

Tom compared his explanation with Hart’s e-mail and stated, in his opinion, A and B should be combined. C and D would be included in the narrative chapters, and the rest of the e-mail would fall under the appendices. He suggested only including DRAFT ORDINANCES for those tools that are county-wide and not specifically for the City.

David asked Tom if the different pieces of the report that have come before CHAT can be put all together in packet form, so that they can review a draft of the final report.

Tom replied that the missing chapters could be sent out within a couple of weeks for review, and reminded the group of the different tasks they have been given and are yet

to complete: the transmittal letter, the narrative chapter (4), template for the basis of the housing levy and a committee.

Gary asked for clarification on the IZ section.

Tom explained that the Taskforce voted to include voluntary IZ with incentives (35 a-h in the latest list of tools), and stated that in order to receive the incentives, an affordable housing component must be realized.

Gary expressed his concern in regard to perpetuity. He wanted to know if IZ required that the price would be frozen for a period of time.

Tom stated no, a draft could be written that “in exchange for having either the incentives or cash offset, that the unit will remain affordable for a period of years”. He clarified that the group did not vote to include perpetuity, just offer the incentives under voluntary IZ.

Paul offered to work on the housing trust fund ordinance.

Seth asked Tom, that if the group responded to the four items on next weeks schedule, would a draft report be available on May 2nd.

Tom stated that he would be able to do that. He explained the Seattle housing levy ordinance so that the group would have some background when they determine which portions they would like to apply to the final report.

Jon S passed around a handout and led the discussion about the tools that the Washington State Realtors would like to see included in the final report CHAT drafts.

MOTION TO ACCEPT ALL OF THE REALTOR TOOLS THAT HAVE NOT PREVIOUSLY BEEN ADOPTED INTO THE FINAL REPORT. SECONDED.

MOTION TO TABLE THE VOTING ON THE REALTOR TOOL UNTIL THE TASKFORCE HAS THE OPPORTUNITY TO REVIEW. SECONDED.

VOTE: 9-1 (SOINE, OPPOSED)

3. Next Meeting's Agenda (4/18/08)

- Draft Affordable Housing Incentives
- The Transmittal Letter
- Draft Housing Levy
- Review Draft of Narrative Chapter – 4

FUTURE MEETING – 5/02/08

4. Public Comment

No testimony given

5. Adjourned: 10:58 AM