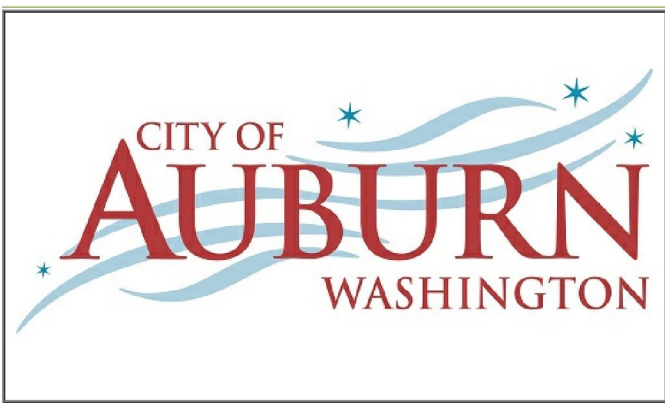


	City Council Study Session Community Wellness Special Focus Area February 26, 2024 - 5:30 PM City Hall Council Chambers AGENDA Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
---	--

I. CALL TO ORDER

II. PUBLIC PARTICIPATION

A. Public Participation

The Auburn City Council Study Session Meeting scheduled for Monday, February 26, 2024 at 5:30 p.m. will be held in person and virtually.

Virtual Participation Link:

To view the meeting virtually please click the below link, or call into the meeting at the phone number listed below. The link to the Virtual Meeting is:

<https://www.youtube.com/user/watchauburn/live/?nomobile=1>

To listen to the meeting by phone or Zoom, please call the below number or click the link:

Telephone: 253 205 0468

Toll Free: 888 475 4499

Zoom: <https://us06web.zoom.us/j/82502890076>

B. Roll Call

III. AGENDA MODIFICATIONS

IV. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Office of Equity Department Overview (Goodson-Moore) (30 Minutes)

B. Resolution No. 5753 (Krum) (10 Minutes)

A Resolution authorizing the duly appointed Administering Agency for the South King Housing and Homelessness Partners to execute all documents necessary to enter into agreements for the Funding of Affordable Housing Projects, as recommended by the SKHHP Executive Board, utilizing funds contributed by the City to the SKHHP Housing Capital Fund

C. PAC Update (Caillier) (20 Minutes)

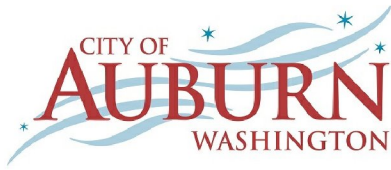
D. Ordinance No. 6938 (Hay) (10 Minutes)

An Ordinance amending Chapter 9.50 of the Auburn City Code to create a Transparency Requirement for tents and shelters located on Non-Park City Owned Land, and providing for severability and an effective date

E. Changing Land Use Laws (Krum) (30 Minutes)

V. ADJOURNMENT

Agendas and minutes are available to the public at the City Clerk's Office, on the City website (<http://www.auburnwa.gov>), and via e-mail. Complete agenda packets are available for review at the City Clerk's Office.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Office of Equity Department Overview (Goodson-Moore) (30 Minutes)

Date:

February 20, 2024

Department:

Office of Equity

Attachments:

[OOE Presentation](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:****Reviewed by Council Committees:**

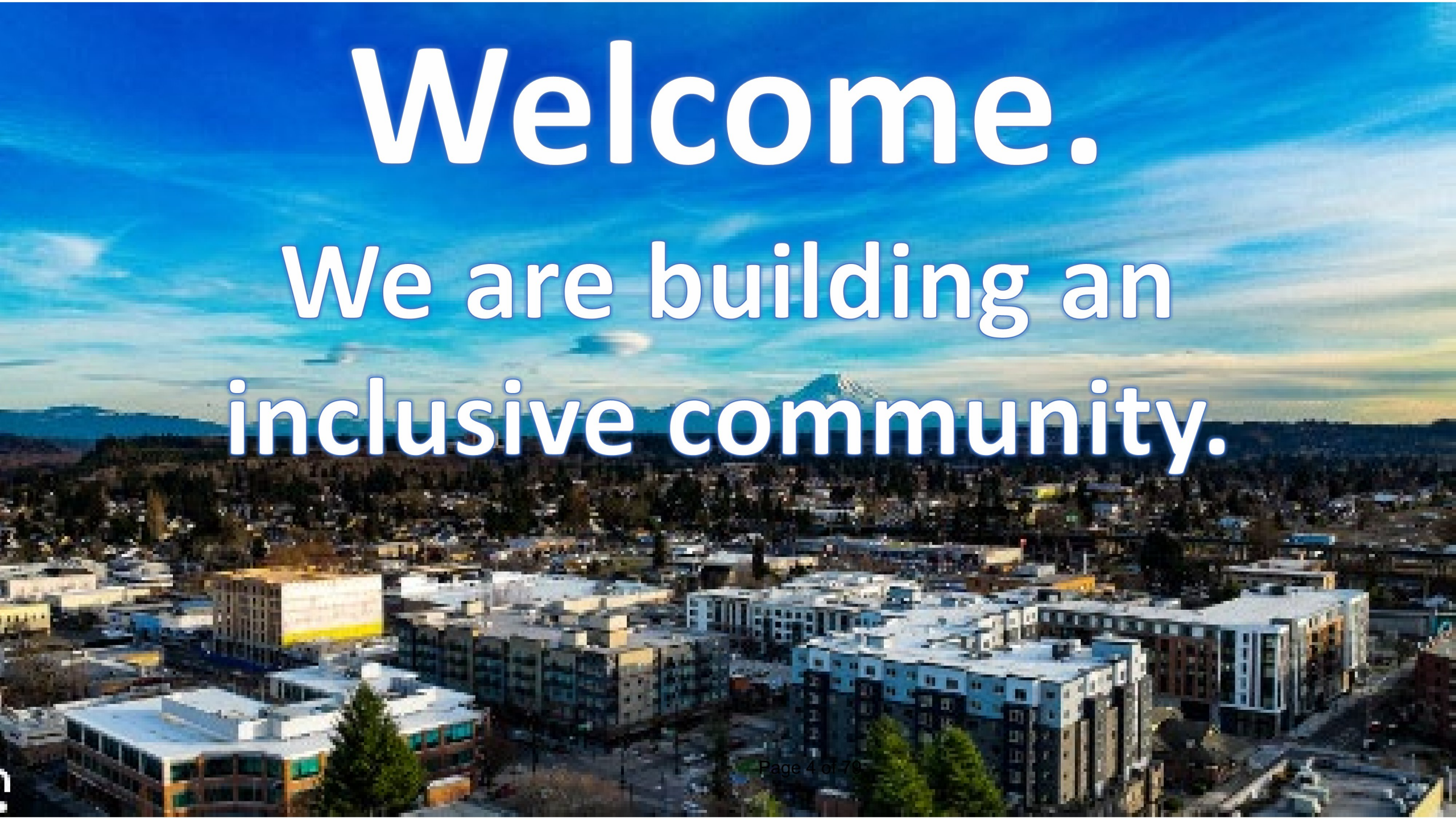
Councilmember: Yolanda Trout-Manuel

Staff:

Brenda Goodson-Moore

Meeting Date: February 26, 2024

Item Number:

An aerial photograph of a city, likely Seattle, showing a dense urban area with various buildings and green spaces. In the background, a prominent mountain (Mount Rainier) is visible under a blue sky with scattered clouds. The text is overlaid on the upper portion of the image.

Welcome.

We are building an
inclusive community.

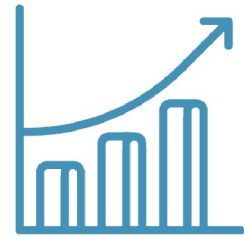


Office of Equity

Office of Equity Pillars



BEING IN
COMPLIANCE



DEVELOPING
THE ORGANIZATION



BUILDING
COMPETENCE

City of Auburn's DEI Journey

Auburn City Council approves the Inclusive Auburn Initiative via Resolution No. 5427 on July 15, 2019, to:

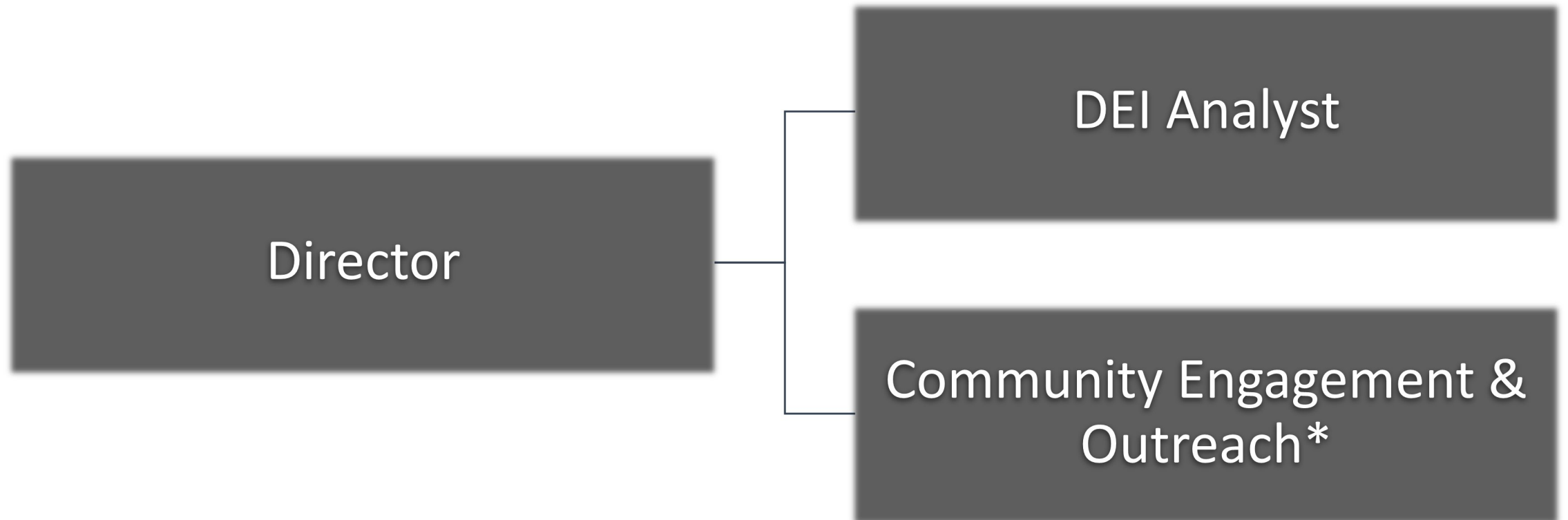
- **Eliminate systemic causes of disparities**, racial and otherwise, in the City of Auburn
- **Promote inclusion and create opportunities** for full participation for every resident and business in the City of Auburn
- **Reduce, and eventually eliminate, disparities** of outcomes in our community

City of Auburn's DEI Journey

- Office of Equity was officially formed in 2022
- Citywide Initiatives:
 - Learning and Development
 - Policy
 - Language Access Program
 - Community Engagement, Outreach and Events
 - Development and Implementation of Racial Equity Tools



OOE Organizational Chart



*Formerly Neighborhood Programs

Systemic & Institutional Work



BEING IN COMPLIANCE:

Focus on policies, codes,
legislation, or regulatory
requirements.

Title VI of the Civil Rights Act

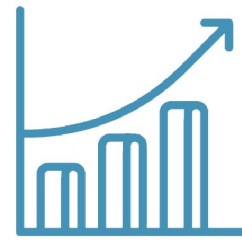
...no person in the United States shall, on the ground of **race, color, or national origin**, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving **federal** financial assistance.

Language Access Program

City has two interpretation providers to assist with our Limited English Proficient (LEP) community.

Current work: Strengthen tools for staff and community to utilize for improved engagement and service delivery.

Establishing Goals, Priorities and Metrics



DEVELOPING THE ORGANIZATION

Focused systemically on improving organizational performance.

The diagram consists of two concentric yellow circles. The text 'Inclusive Auburn Employee Advisory Team (IAAT)' is centered within the inner circle.

**Inclusive
Auburn
Employee
Advisory Team
(IAAT)**

Representation from different departments

- Finance
- Planning and Community Development
- Police
- Public Works
- Administration

Purpose: Currently operating as an Employee Resource Group (ERG)

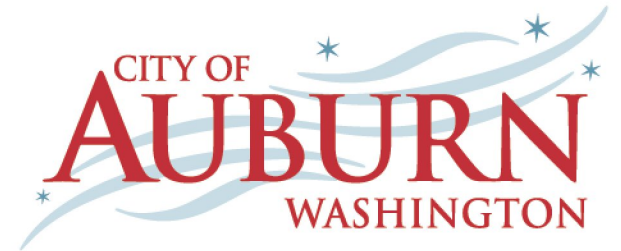
REDI COALITION

Racially Equitable Diverse & Inclusive

- Formed in 2023
- 7 staff members
- 3 Directors
- Mayor
- 2 Council Members
- Volunteered and Elected by Peers, Directors, Inclusive Auburn Advisory Team, Council
- Purpose: Using their vision of a Racially Equitable, Diverse & Inclusive Workplace to create a REDI Workplan for the City of Auburn

Organizational Commitment to REDI Coalition

- Approve and support the formation of an empowered cross-departmental, cross-hierarchical, multi-racial Coalition to tackle Racial Equity work planning
- To sustainably resource Coalition members for their time



Providing Training & Education



BUILDING COMPETENCE:

Increasing racial equity fluency for
all employees.

2022-23 Employee DEI Training Museum Tour Program

- 1 ½ - 2-hour program
- 479 full-time CoA employees trained
- All departments complete, new hire trainings continue

Goals:

- How government work has impacted racial & ethnic groups differently
- Reflect on how DEI work applies to each job
- Create a common baseline of knowledge



2022-23 Employee DEI Training Museum Tour Program

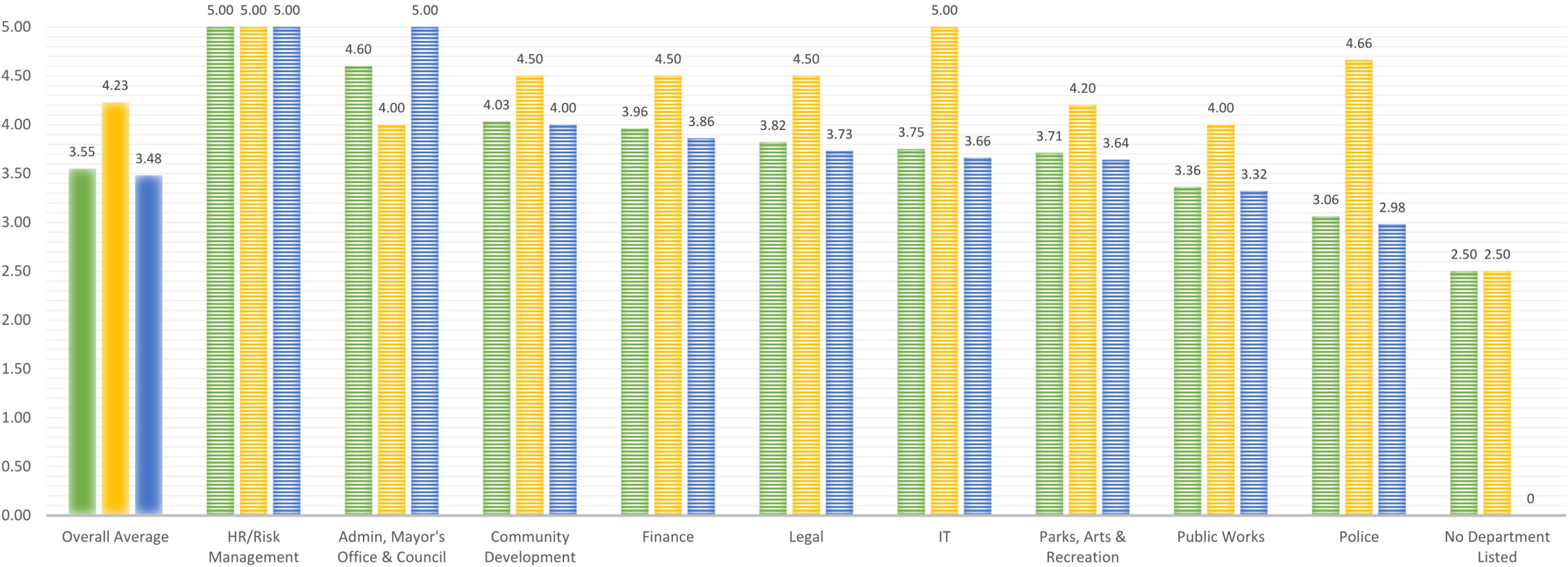
Program Results

- 321 surveys returned out of 479 (67%)
- On a scale of 0 to 5:
 - Average satisfaction score: **4.56**
(Median 5)
 - Average informing work score: **3.55**
(Median 4)
 - Average recommendation score: **4.35**
(Median 5)

Total # of Surveys Returned	321
Public Works	108
Police	65
Parks, Arts & Recreation	43
Community Development	31
Finance	25
Legal	17
IT	16
Admin, Mayor's Office & Council*	11
HR/Risk Management	3
No Department Provided	2

* This data began to be collected before the Office of Equity or Office of Anti-Homelessness were their own departments. Employees in those departments are grouped under Admin/Mayor's Office in this dataset.

AVERAGE INFORMING WORK SCORE BY DEPARTMENT



NOTES

- A score of 0 instead of a bar indicated that no feedback surveys were submitted with data matching that bar’s parameters.
- This data set began to be collected before the Office of Equity or Office of Anti-Homelessness were their own departments. Employees in those departments are grouped under Admin/Mayor’s Office in this dataset.

LEGEND

- All Employees
- New Hires
- Established Employees

2022-23 Employee DEI Training Museum Tour Program

Additional Feedback

86 individuals (27%) gave additional written feedback:

- 71 – Positive
- 29 – Neutral/I learned something
- 7 – Negative/Critical
 - 2 regarding content of tour

Public Access

- Civics Academy
- Auburn Senior Center
- Parks Boards & Commissions
- Green River College staff

VRFA staff

“Thank you. I had no idea of the extent of the museum. I am more proud to be part of the city for knowing this is part of our community. Thanks to all who work here!”

- *Community Development employee*

“This presentation needs to be scheduled for public access; so informative - a real eye opener.”

- *Public Works employee*

“10/10 so engaging, informative, and invested. You care about this place.”

- *Parks, Arts & Rec employee*

“Thank you for the in-depth perspective. Enjoyed the passion that you presented the tour info with.”

- *Finance employee*

Community Engagement & Outreach



AMPLIFYING COMMUNITY:

Laser focused on achieving equity, within our organization and in our community.

Outreach & Engagement Programs

(Formerly Neighborhood Programs)

Community Fund

Designed for communities who live, work, or go to school in the Valley and Plateau areas of Auburn to increase equity in communities who do not belong to HOAs to promote community wellness, accessibility, inclusivity, and connectedness.

Community Matching Grants

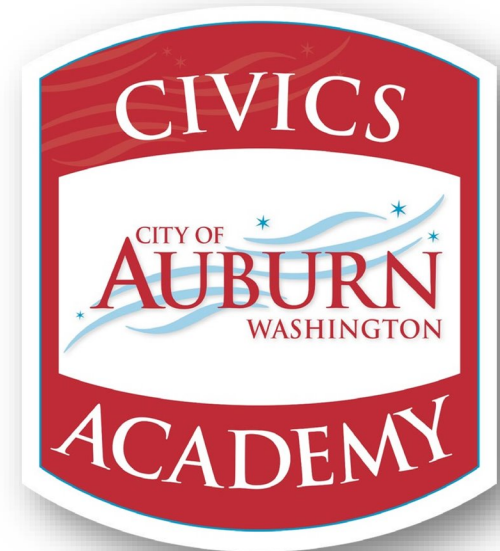
This program supports partnerships between the City of Auburn and community groups and organizations to produce resident-initiated projects. The community identifies a project they would like to complete and determines what they are able to contribute and then applies for a cash grant from the City to match the amount provided by the community.

Outreach & Engagement Programs

(Formerly Neighborhood Programs)

Civics Academy:

- 11-week class open to Auburn residents
- Civics Academy began in 2016 with a goal to empower and encourage residents, employees, business owners, and students to become more civically engaged in the City's future decisions affecting Auburn's quality of life.
- Civics Academy has produced over 100 graduates



Our Equity Commitments

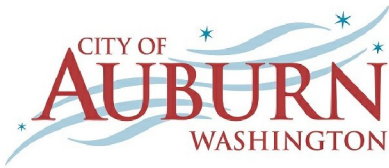
We will foster and support a **safe environment of respect and inclusion** for all our residents, employees, and visitors to our community.

We will **educate our employees, residents and visitors** to be equity-driven advocates, creatively providing training, programming, and environments that reflect the diversity of our community, and elevate cultural awareness.

We will work to **ensure fair and inclusive access to our facilities, programs, resources, and services** for all and ensure our policies and practices are inclusive and equitable.

We will **build, advance and maintain our workforce** by partnering with our Human Resources Department to assess hiring practices and performance review procedures to attract, retain, and develop talented employees and staff from diverse backgrounds.

Questions?



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5753 (Krum) (10 Minutes)

Date:

February 20, 2024

Department:

Community Development

Attachments:

[Resolution 5753 RE 2023 SKHHP Capital Fund](#)
[SKHHP Executive Board Recommendation](#)
[Capital Fund Presentation](#)

Budget Impact:

Current Budget: \$0
Proposed Revision: \$0
Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:**

SKHHP was established in 2019 through an interlocal agreement (Establishing ILA) to address the affordable housing challenges facing the subregion as a coordinated, unified, and collaborative coalition. SKHHP currently has 11 member jurisdictions including the cities of Auburn, Burien, Covington, Des Moines, Federal Way, Kent, Maple Valley, Normandy Park, Renton, and Tukwila, plus King County.

In 2019, RCW 82.14.540 (SHB 1406) became law allowing jurisdictions to enact a local sales and use tax for the purpose of supporting affordable housing. In 2021, eight of the nine SKHHP member cities entered into a second interlocal agreement for purposes of pooling sales tax receipts authorized by RCW 82.14.540 with SKHHP to create the Housing Capital Fund (Pooling ILA – SHB 1406). In 2022, SKHHP awarded two projects in South King County almost \$1.4 million during the first annual funding round.

In 2023, two of the four SKHHP member cities who are able to collect RCW 82.14.530 (HB 1590) revenues desired to pool a portion of those funds with SKHHP for the 2023 funding round of the Housing Capital Fund to add to existing SHB 1406 pooled revenue and entered into an additional interlocal agreement (Pooling ILA – HB 1590).

The Establishing ILA and Pooling ILAs established the SKHHP Housing Capital Fund, set parameters for the process for the selection of awards involving pooled funds, and determined the approval process. Pursuant to the ILAs, the SKHHP Executive Board recommends allocations for funding affordable housing projects to the participating City Councils. Even though the Council has already contributed funds to the 2023 Housing Capital Fund funding round, Council approval is needed to authorize the allocation of funds to specific projects.

The SKHHP Executive Board adopts annual funding guidelines and priorities for each funding round. The SKHHP Advisory Board subsequently reviewed applications and provided a funding recommendation based on adopted priorities to the SKHHP Executive Board. The SKHHP

Executive Board concurred with the majority of the SKHHP Advisory Board's recommendation and recommends funding four projects totaling \$5,747,306 as described in the 2023 SKHHP Housing Capital Fund Recommendation memo dated January 17, 2024 (attached).

The SKHHP Executive Board requests approval to use \$137,595 of the total \$152,865 contributed funds from 2023 from the City of Auburn for the following recommended projects:

Project Sponsor and Project Name	Location	# of Units	Total Development Cost	Total SKHHP Contribution	Total City Contribution
Mercy Housing NW – Kent Multicultural Village	Kent	199	\$134,323,456	\$1,000,000	\$0
LIHI – Skway Affordable Housing and Early Learning Center	Skyway	55	\$36,295,892	\$2,800,000	\$0
TWG – Pandion at Star Lake	Kent	168	\$87,149,708	\$1,170,000	\$0
Multi-Service Center – Victorian Place II	Des Moines	20	\$785,125	\$777,306	\$137,595

As outlined in the attached memo, sales and use tax receipts from your jurisdiction have already been contributed to SKHHP's 2023 Housing Capital Fund, and with this Council approval of \$137,595 those funds may be allocated to the projects recommended by the SKHHP Executive Board. Detailed descriptions of the projects, funding requests, rationale, and recommended conditions of funding for projects by the SKHHP Executive Board are included in the attached memo.

If not approved, SKHHP will not have Auburn's funds to contribute to the regional efforts to advance affordable housing projects that meet urgent local needs and priorities.

Staff recommends that City Council schedule Resolution 5753 for action during the March 4, 2024 City Council meeting.

Reviewed by Council Committees:

Councilmember: Yolanda Trout-Manuel

Staff: Jason Krum

Meeting Date: February 26, 2024

Item Number:

RESOLUTION NO. 5753

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE DULY-APPOINTED ADMINISTERING AGENCY FOR THE SOUTH KING HOUSING AND HOMELESSNESS PARTNERS TO EXECUTE ALL DOCUMENTS NECESSARY TO ENTER INTO AGREEMENTS FOR THE FUNDING OF AFFORDABLE HOUSING PROJECTS, AS RECOMMENDED BY THE SKHHP EXECUTIVE BOARD, UTILIZING FUNDS CONTRIBUTED BY THE CITY TO THE SKHHP HOUSING CAPITAL FUND

WHEREAS, on February 19, 2019 the City of Auburn enacted an interlocal agreement to form the South King Housing and Homelessness Partners (SKHHP) to help coordinate the efforts of South King County cities to provide affordable housing; and

WHEREAS, on February 22, 2021 the City of Auburn enacted an interlocal agreement for the purposes of pooling sales tax receipts with SKHHP to administer funds through the SKHHP Housing Capital Fund; and

WHEREAS, the SKHHP Executive Board has recommended that the City of Auburn participate in the funding of certain affordable housing projects and programs hereinafter described; and

WHEREAS, the SKHHP Executive Board has developed recommended conditions to ensure that the City's affordable housing funds are used for their intended purpose and that projects maintain their affordability over time; and

WHEREAS, pursuant to the SKHHP formation Interlocal Agreement, each legislative body participating in funding a project or program through SKHHP's Housing Capital Fund must authorize the application of a specific amount of the City funds contributed to the SKHHP Housing Capital Fund to a specific project or program; and

WHEREAS, the City Council desires to use \$137,595 from funds contributed to the SKHHP Housing Capital Fund as designated below to finance the projects recommended by the SKHHP Executive Board.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, RESOLVES as follows:

Section 1. Pursuant to the Interlocal Agreement, the City Council authorizes the duly-appointed administering agency of SKHHP to execute all documents and take all necessary actions to enter into agreements on behalf of the City to fund the rehabilitation of the Multi-Service Center's Victorian Place II and to use \$137,595 from the City's SHB 1406 contribution.

Section 2. The agreements entered into pursuant to Section 1 of this Resolution shall include terms and conditions to ensure that the City's funds are used for their intended purpose and that the projects maintain affordability over time. In determining what conditions should be included in the agreements, the duly-appointed administering agency of SKHHP shall be guided by the recommendations set forth in the SKHHP Executive Board's Memorandum dated January 17, 2024, a copy of which is attached as Exhibit A.

Section 3. This Resolution will take effect and be in full force on passage and signatures.

Dated and Signed: _____

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Harry Boesche, Acting City Attorney



South King Housing and Homelessness Partners

Memorandum

TO: City of Auburn City Council
City of Burien City Council
City of Covington City Council
City of Des Moines City Council
City of Federal Way City Council
City of Kent City Council
City of Normandy Park City Council
City of Renton City Council
City of Tukwila City Council

FROM: SKHHP Executive Board

DATE: January 17, 2024

RE: 2023 SKHHP Housing Capital Fund Recommendation

OVERVIEW

The 2023 SKHHP Housing Capital Fund was the second funding round made possible by pooling resources among SKHHP member jurisdictions. 2023 was the first year members pooled funds sourced from HB 1590, which led to quadrupling the amount of funding available over the previous year totaling \$5,899,297. SKHHP received six applications for funding representing over \$8.6 million in requests to develop or preserve 493 units of housing. The SKHHP Executive Board concurred with the majority of the SKHHP Advisory Board's recommendation and recommends funding four projects totaling \$5,747,306 (see Table 1). Of this total, the Executive Board recommends using \$777,306 of the total \$928,812 sourced from SHB 1406 revenue contributions for one preservation project; and \$4,970,000 sourced from HB 1590 revenue contributions for three new construction projects. This recommendation leaves a balance of \$151,506 in SHB 1406 funds and \$485 in HB 1590 funds in the Housing Capital Fund that will rollover into the next funding round in 2024 (see Tables 2 and 3). A summary of the recommended projects, funding rationale, and the conditions for funding are described in this memo. Included as an attachment are the economic summaries of the recommended projects.

Table 1: Recommended Projects and Recommended Funding Level

Project Sponsor	Location	# of Units	Project type	Amount requested	Recommended Funding – HB 1590	Recommended Funding – SHB 1406
Mercy Housing NW	Kent	199	New Construction Rental	\$1,000,000	\$1,000,000	--
LIHI	Skyway	55	New Construction Rental	\$2,800,000	\$2,800,000	--
TWG	Kent	168	New Construction Rental	\$2,856,000	\$1,170,000	--
Multi-Service Center	Des Moines	20	Preservation Rental	\$500,000	--	\$777,306
TOTAL	--	442	--	--	\$4,970,000	\$777,306

Table 2: Proposed HB 1590 Allocations by Jurisdiction for Recommended Projects

Jurisdiction	1. Mercy Housing-KMV	2. LIHI-Skyway	3. TWG-Pandion	Total Contributed in 2023	Unallocated
Covington	\$ 88,126	\$ 246,752	\$ 103,107	\$ 438,028	\$ 43
Kent	\$ 911,874	\$ 2,553,248	\$ 1,066,893	\$ 4,532,457	\$ 442
Total	\$ 1,000,000	\$ 2,800,000	\$ 1,170,000	\$ 4,970,485	\$ 485

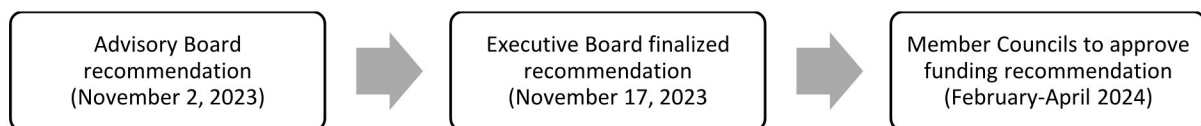
Table 3: Proposed SHB 1406 Allocations by Jurisdiction for Recommended Projects

Jurisdiction	4. MSC-Victorian Place II	Total Contributed in 2023	Carry-Over from 2022	Unallocated
Auburn	\$ 137,595	\$ 152,865	\$ 11,548	\$ 26,819
Burien	\$ 63,128	\$ 69,897	\$ 5,535	\$ 12,304
Des Moines	\$ 30,261	\$ 34,301	\$ 1,858	\$ 5,898
Federal Way	\$ 119,468	\$ 133,558	\$ 9,196	\$ 23,286
Kent	\$ 188,422	\$ 212,655	\$ 12,493	\$ 36,726
Normandy Park	\$ 5,942	\$ 6,992	\$ 108	\$ 1,158
Renton	\$ 217,088	\$ 246,643	\$ 12,758	\$ 42,313
Tukwila	\$ 15,402	\$ 17,233	\$ 1,171	\$ 3,002
Total	\$ 777,306	\$ 874,145	\$ 54,667	\$ 151,506

BACKGROUND

The SKHHP Advisory Board met on October 5, 2023 and November 2, 2023 to review project applications and develop a funding recommendation for the SKHHP Executive Board's consideration. The SKHHP Executive Board met on October 20, 2023 and November 17, 2023 to review each project and consider the recommendations of the Advisory Board. The Advisory Board adopted its recommendation on November 2, 2023 and the Executive Board took final action on November 17, 2023.

PROCESS



ATTACHMENTS

1. Economic summaries for recommended projects

1. Mercy Housing NW - Kent Multicultural Village

Funding request: \$1,000,000

Executive Board recommendation: \$1,000,000 (forgivable loan)

Address: 23446 Pacific Highway South, Kent, WA 98032

PROJECT SUMMARY

Kent Multicultural Village is a 199-unit multifamily rental project in Kent adjacent to the future Kent Des Moines Link light rail station. The light rail station is scheduled to open in 2026. The project will support households earning 30% area median income (AMI) to 80% AMI with a 20% set-aside (39 units) for households with an intellectual and/or developmental disability (I/DD). The I/DD units will benefit from on-site supportive services. A 30% set-aside (61 units) will be for families with children. The project includes studios, 1-bedrooms, 2-bedrooms, and three-bedroom units. The site is comprised of eight stories and will include a community center, a family resource center, and a licensed early learning facility with six classrooms to accommodate 96 infants and children with a focus on serving children with I/DD. The project was awarded the RFP by Sound Transit to be located on surplus land, but the terms of development are forthcoming, and the final project may be slightly different than described. 39 units are eligible for SKHHP funds sourced from HB 1590 revenue.

The project is a partnership between Mercy Housing NW and Open Doors for Multicultural Families, who will provide support to the I/DD households and will relocate their headquarters to the property. Open Doors for Multicultural Families will also operate the Community Center which will include space for recreational activities and community-focused programming. Open Doors for Multicultural Families is a non-profit organization dedicated to meeting the needs of persons of color living with I/DD, especially immigrants and refugees.

PROJECT SCHEDULE

Activity	Date
Site Control	2024 – to be coordinated in Sound Transit negotiations
Building Permits Issued	4/2025
Begin Construction	6/2025
Begin Lease Up	2/2027
Certificate of Occupancy Issued	6/2027
First LIHTC Year Start	6/2027
100% Lease Up	2/2028

FUNDING RATIONALE

The Executive Board supports the intent of this application for the following reasons:

- The project has a 20% set-aside for households with an I/DD.
- The project serves a diverse range of incomes from 30% AMI to 80% AMI.
- The project proposal is thorough, well planned, and has funding commitments already established.

- The project is located adjacent to the future Kent Des Moines Link light rail station and has convenient access to transit, schools, medical clinics, grocery stores, and services.
- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including: being a transit-oriented development (TOD) project, collaboration with local community-based organizations, addressing the needs of populations most disproportionately impacted by housing costs, advancing economic opportunity due to its proximity to the future Link light rail station and other amenities, advancing geographic equity of the Housing Capital Fund, and the leverage of private and public investment.
- Mercy Housing NW is a well-established nonprofit developer in the region.
- A third-party construction report found the proposed budget to be appropriate.

PROPOSED CONDITIONS

Standard Conditions

1. Contractor shall provide SKHHP with development and operating budgets based upon actual funding commitments for approval by SKHHP staff. Contractor must notify SKHHP staff immediately if it is unable to adhere to these budgets, and must submit new budget(s) to SKHHP staff for approval. SKHHP staff shall not unreasonably withhold its approval of these budget(s), so long as they do not materially or adversely change the Project. This shall be a continuing obligation of the Contractor. Contractor's failure to adhere to budgets (either original or new/amended) may result in SKHHP's withdrawal of its funding commitment. Contractor must prepare and submit final budgets to SKHHP at the time it starts project construction and at the project's completion.
2. Contractor shall submit to SKHHP evidence of funding commitments from all proposed public and private funding sources. If Contractor cannot secure an identified commitment within an application's time frame, Contractor shall immediately notify SKHHP staff and describe its anticipated actions and time frame for securing alternative funding.
3. Contractor shall use SKHHP provided funds toward specific project costs as included in the funding agreement and consistent with RCW 82.14.530. Contractor may not use SKHHP funds for any other purpose unless SKHHP staff authorizes such alternate use in writing. If budget line items with unexpended balances exist after completion of the project, SKHHP and other public funders shall approve adjustments to the project capital sources (including potential reductions in public fund loan balances).
4. Contractor shall evaluate and consider maximizing sustainability features for the Project (such as an efficient building envelope and heat pumps) and shall propose a plan to maximize the Project's sustainability.
5. If Contractor uses federal funds toward the Project, it must meet applicable federal guidelines, including but not limited to: contractor solicitation; bidding and selection; wage rates; and federal laws and regulations.

6. Contractor shall maintain documentation of any necessary land use approvals, permits, and licenses required by the jurisdiction in which the project is located.
7. Quarterly Status Reports. Contractor is required to provide SKHHP with quarterly status reports for projects funded through SKHHP's Housing Capital Fund during the project's development stage (from the time funds are awarded until the project's completion and occupancy). These quarterly reports must include at a minimum the status of funds expended and progress to date. SKHHP will rely on these quarterly reports to determine whether Contractor is making satisfactory progress on the project. Contractor shall submit a final budget to SKHHP upon project completion. If applicable, Contractor shall submit initial tenant information as required by SKHHP.
8. SKHHP will inspect the project site at least once during the project's construction.
9. Ongoing Monitoring. After occupancy, Contractor will submit annual reports to SKHHP summarizing the number of project beneficiaries, housing expenses for the target population, and the proportion of those beneficiaries that are low- and/or moderate-income and that meet other eligibility criteria established in the Contract. In addition, for projects with loan payments, Contractor must annually report financial information to SKHHP that it will use to assess contingent loan payments and project health. These annual reports will be required for the full duration of affordability. SKHHP will also periodically evaluate all projects for long term sustainability.
10. For rental projects, Contractor shall maintain the project in good and habitable condition for the duration of its affordability term.
11. SKHHP shall reimburse the Contractor for satisfactory completion of the requirements specified in the Contract and upon Contractor's submission to SKHHP of invoices and supporting documentation of eligible expenses.
12. A covenant is recorded ensuring affordability for at least 50 years, with unit size, number of units, and affordability distribution established prior to executing Contract.

Special Conditions

1. SKHHP will provide project funds to the Contractor in the form of a **deferred, contingent, forgivable loan**. Loan terms will account for various factors, including loan terms from other fund sources and available cash flow. Final loan terms shall be determined prior to release of funds and must be approved by SKHHP staff. The loan will be secured by a deed of trust recorded against the development property to ensure that Contractor maintains the project's affordability and target population. Contractor shall not be required to repay the loan so long as it maintains these project requirements.
2. Timeframe for funding commitment. The funding commitment continues for **thirty-six (36) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to SKHHP staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide a

status report on progress to date and expected schedule for start of construction and project completion. The SKHHP Executive Board will consider a twelve-month extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Contractor will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable period of time.

3. At least 39 of the housing units shall be set-aside for households with an I/DD who earn no more than 60% AMI. Use of funds and population eligibility must be in-alignment with RCW 82.14.530.
4. SKHHP funds shall be used solely for new construction, unless otherwise approved by SKHHP staff.
5. Receipt of the documentation of remediation results and Department of Ecology approval of remediation efforts shall be submitted to SKHHP prior to proceeding with construction.

2. Low Income Housing Institute (LIHI) - Skyway Affordable Housing and Early Learning Center

Funding request: \$2,800,000

Executive Board recommendation: \$2,800,000 (forgivable loan)

Address: 12712-12724 & 12742 Renton Ave. South, Seattle, WA 98178

PROJECT SUMMARY

Skyway Affordable Housing and Early Learning Center is a multifamily rental project in Unincorporated King County. The project will provide 55 housing units for individuals and families, including 12 studios, 19 one-bedroom, 13 two-bedroom, and 11 three-bedroom units for households earning between 30% and 50% AMI with a 75% set-aside (42 units) for households transitioning out of homelessness. An early learning center will be located on the ground floor of the building, featuring four classrooms to accommodate up to 80 children, a parent resource room, and offices. The surrounding community will be prioritized in the early learning center activities. Additional amenities include a community room, case manager offices, and a roof deck for resident use. LIHI will provide on-site case management. This project has been previously awarded predevelopment and acquisition funds from King County.

The project will serve individuals (25 units) and families (17 units) exiting homelessness earning 30% AMI (42 total units) and will support general population households earning up to 50% AMI (12 units). A common room will support all residents (1 unit). 42 units are eligible for SKHHP funds sourced from HB 1590 revenue.

Childhaven, a nonprofit dedicated to strengthening families and preventing childhood trauma, plans to lease the early learning center and relocate their program to the site and will assist in applying for local funding for this portion of the project. The early learning center will be financed separately from the residential space, without using tax credits on the commercial space.

PROJECT SCHEDULE

Activity	Date
Site Control	1/30/2023
Building Permits Issued	1/23/2025
Begin Construction	6/1/2025
Begin Lease Up	9/15/2026
Certificate of Occupancy Issued	10/15/2026

FUNDING RATIONALE

The Executive Board supports the intent of this application for the following reasons:

- The project has a 75% set-aside for households transitioning out of homelessness.
- The project brings quality, affordable housing to a historically underserved neighborhood.
- The project will house Childhaven on-site to run an early learning center.
- The project is located near schools, a library, and a future community center.
- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including: collaboration with local community-based organizations, addressing the needs of populations

most disproportionately impacted by housing costs, advancing geographic equity of the Housing Capital Fund, leverage of private and public investment, and promoting racial equity by prioritizing residents with a connection to the neighborhood.

- The project will prioritize residents with a connection to the neighborhood.
- LIHI is an established developer in the region.
- A third-party construction report found the proposed budget to be appropriate.

PROPOSED CONDITIONS

Standard Conditions

1. Contractor shall provide SKHHP with development and operating budgets based upon actual funding commitments for approval by SKHHP staff. Contractor must notify SKHHP staff immediately if it is unable to adhere to these budgets, and must submit new budget(s) to SKHHP staff for approval. SKHHP staff shall not unreasonably withhold its approval of these budget(s), so long as they do not materially or adversely change the Project. This shall be a continuing obligation of the Contractor. Contractor's failure to adhere to budgets (either original or new/amended) may result in SKHHP's withdrawal of its funding commitment. Contractor must prepare and submit final budgets to SKHHP at the time it starts project construction and at the project's completion.
2. Contractor shall submit to SKHHP evidence of funding commitments from all proposed public and private funding sources. If Contractor cannot secure an identified commitment within an application's time frame, Contractor shall immediately notify SKHHP staff and describe its anticipated actions and time frame for securing alternative funding.
3. Contractor shall use SKHHP provided funds toward specific project costs as included in the funding agreement and consistent with RCW 82.14.530. Contractor may not use SKHHP funds for any other purpose unless SKHHP staff authorizes such alternate use in writing. If budget line items with unexpended balances exist after completion of the project, SKHHP and other public funders shall approve adjustments to the project capital sources (including potential reductions in public fund loan balances).
4. Contractor shall evaluate and consider maximizing sustainability features for the Project (such as an efficient building envelope and heat pumps) and shall propose a plan to maximize the Project's sustainability.
5. If Contractor uses federal funds toward the Project, it must meet applicable federal guidelines, including but not limited to: contractor solicitation; bidding and selection; wage rates; and federal laws and regulations.
6. Contractor shall maintain documentation of any necessary land use approvals, permits, and licenses required by the jurisdiction in which the project is located.
7. Quarterly Status Reports. Contractor is required to provide SKHHP with quarterly status reports for projects funded through SKHHP's Housing Capital Fund during the project's

development stage (from the time funds are awarded until the project's completion and occupancy). These quarterly reports must include at a minimum the status of funds expended and progress to date. SKHHP will rely on these quarterly reports to determine whether Contractor is making satisfactory progress on the project. Contractor shall submit a final budget to SKHHP upon project completion. If applicable, Contractor shall submit initial tenant information as required by SKHHP.

8. SKHHP will inspect the project site at least once during the project's construction.
9. Ongoing Monitoring. After occupancy, Contractor will submit annual reports to SKHHP summarizing the number of project beneficiaries, housing expenses for the target population, and the proportion of those beneficiaries that are low- and/or moderate-income and that meet other eligibility criteria established in the Contract. In addition, for projects with loan payments, Contractor must annually report financial information to SKHHP that it will use to assess contingent loan payments and project health. These annual reports will be required for the full duration of affordability. SKHHP will also periodically evaluate all projects for long term sustainability.
10. For rental projects, Contractor shall maintain the project in good and habitable condition for the duration of its affordability term.
11. SKHHP shall reimburse the Contractor for satisfactory completion of the requirements specified in the Contract and upon Contractor's submission to SKHHP of invoices and supporting documentation of eligible expenses.
12. A covenant is recorded ensuring affordability for at least 50 years, with unit size, number of units, and affordability distribution established prior to executing Contract.

Special Conditions

1. SKHHP will provide project funds to the Contractor in the form of a **deferred, contingent, forgivable loan**. Loan terms will account for various factors, including loan terms from other fund sources and available cash flow. Final loan terms shall be determined prior to release of funds and must be approved by SKHHP staff. The loan will be secured by a deed of trust recorded against the development property to ensure that Contractor maintains the project's affordability and target population. Contractor shall not be required to repay the loan so long as it maintains these project requirements.
2. Timeframe for funding commitment. The funding commitment continues for **thirty-six (36) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to SKHHP staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide a status report on progress to date and expected schedule for start of construction and project completion. The SKHHP Executive Board will consider a twelve-month extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Contractor will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable period of time.

3. At least 75% of the housing units shall be set-aside for households transitioning out of homelessness and be for an eligible population defined in RCW 82.14.530 and who earn no more than 60% AMI.
4. SKHHP funds shall be used solely for new construction, unless otherwise approved by SKHHP staff.
5. LIHI shall reexamine the guest policy allowing only one guest at a time to determine if it is necessary.

3. TWG – Pandion at Star Lake

Funding request: \$2,856,000

Executive Board recommendation: \$1,170,000 (loan)

Address: 2526 S 272nd Street, Kent, WA 98059

PROJECT SUMMARY

The South Building (building one of two) of Pandion at Star Lake is a multifamily rental, mixed use project consisting of 168 affordable housing units for households earning between 30% and 60% AMI in Kent. The project is located adjacent to the Kent/Star Lake Link light rail station. This transit-oriented development (TOD) project will provide a mix of studio, one, two and three-bedroom units. The project will include ground floor commercial space consisting of an early learning center for low-income children and other non-profit tenants. The property was purchased by the developer in December 2022. The project is a seven-story building with six stories of affordable housing over one story of commercial space, plus basement level parking.

The 168 units includes 109 units for the general population, 30 units for families with children, 25 units for families with children that require permanent supportive services and who are transitioning out of homelessness or are at-risk of homelessness, and 4 units supporting households with an intellectual and/or developmental disability (I/DD) requiring supportive services.

Pandion at Star Lake is a partnership between TWG Development and Vision House, with Vision House providing on-site supportive services for 140 units or those receiving 4% LIHTC support. In collaboration with the City of Kent, an additional service provider will be selected to serve residents of the remaining 28 units or those receiving 9% LIHTC support.

29 units of the project are eligible for HB 1590 funds which includes 25 units for families with children transitioning out of homelessness or are at-risk of homelessness and require permanent supportive services and the four units set-aside for I/DD households.

PROJECT SCHEDULE

Activity	Date
Site Control	12/6/2022
Building Permits Issued	10/1/2025
Begin Construction	12/31/2025
Certificate of Occupancy Issued	12/31/2027
Placed in service	1/1/2028
First LIHTC Year	2028

FUNDING RATIONALE

The Executive Board supports the intent of this application for the following reasons:

- The project is located adjacent to the future Kent/Star Lake Link light rail station and has convenient access to transit, schools, grocery stores, and services.

- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including: being a transit-oriented development (TOD) project, collaboration with local community-based organizations, addressing the needs of populations most disproportionately impacted by housing costs, advancing economic opportunity due to its proximity to the future Link light rail station and other amenities, advancing geographic equity of the Housing Capital Fund, and the leverage of private and public investment.
- The project construction start date is anticipated by early 2026, six months later than other recommended projects. The sponsor may have more time to secure the additional funds than other projects prior to beginning construction.
- The project has a strong partnership with Vision House who will provide on-site supportive services for 140 households.
- A second building supporting 173 units for seniors earning 80% to 100% AMI is part of the overall project, but is not part of the application to public funders. The overall project supports mixed-income housing from 30% AMI-100% AMI.
- The project sponsor has been in close communication with the City of Kent on project feasibility and zoning requirements since the property was purchased in December 2022.
- The project sponsor has agreed to voluntarily meet the design standards for properties zoned as 'Midway Transit Community,' which is a higher degree of development than what is required under general mixed-use commercial standards for the City of Kent.
- A third-party construction report found the proposed budget to be appropriate.

PROPOSED CONDITIONS

Standard Conditions

1. Contractor shall provide SKHHP with development and operating budgets based upon actual funding commitments for approval by SKHHP staff. Contractor must notify SKHHP staff immediately if it is unable to adhere to these budgets, and must submit new budget(s) to SKHHP staff for approval. SKHHP staff shall not unreasonably withhold its approval of these budget(s), so long as they do not materially or adversely change the Project. This shall be a continuing obligation of the Contractor. Contractor's failure to adhere to budgets (either original or new/amended) may result in SKHHP's withdrawal of its funding commitment. Contractor must prepare and submit final budgets to SKHHP at the time it starts project construction and at the project's completion.
2. Contractor shall submit to SKHHP evidence of funding commitments from all proposed public and private funding sources. If Contractor cannot secure an identified commitment within an application's time frame, Contractor shall immediately notify SKHHP staff and describe its anticipated actions and time frame for securing alternative funding.
3. Contractor shall use SKHHP provided funds toward specific project costs as included in the funding agreement and consistent with RCW 82.14.530. Contractor may not use SKHHP funds for any other purpose unless SKHHP staff authorizes such alternate use in writing. If budget line items with unexpended balances exist after completion of the

project, SKHHP and other public funders shall approve adjustments to the project capital sources (including potential reductions in public fund loan balances).

4. Contractor shall evaluate and consider maximizing sustainability features for the Project (such as an efficient building envelope and heat pumps) and shall propose a plan to maximize the Project's sustainability.
5. If Contractor uses federal funds toward the Project, it must meet applicable federal guidelines, including but not limited to: contractor solicitation; bidding and selection; wage rates; and federal laws and regulations.
6. Contractor shall maintain documentation of any necessary land use approvals, permits, and licenses required by the jurisdiction in which the project is located.
7. Quarterly Status Reports. Contractor is required to provide SKHHP with quarterly status reports for projects funded through SKHHP's Housing Capital Fund during the project's development stage (from the time funds are awarded until the project's completion and occupancy). These quarterly reports must include at a minimum the status of funds expended and progress to date. SKHHP will rely on these quarterly reports to determine whether Contractor is making satisfactory progress on the project. Contractor shall submit a final budget to SKHHP upon project completion. If applicable, Contractor shall submit initial tenant information as required by SKHHP.
8. SKHHP will inspect the project site at least once during the project's construction.
9. Ongoing Monitoring. After occupancy, Contractor will submit annual reports to SKHHP summarizing the number of project beneficiaries, housing expenses for the target population, and the proportion of those beneficiaries that are low- and/or moderate-income and that meet other eligibility criteria established in the Contract. In addition, for projects with loan payments, Contractor must annually report financial information to SKHHP that it will use to assess contingent loan payments and project health. These annual reports will be required for the full duration of affordability. SKHHP will also periodically evaluate all projects for long term sustainability.
10. For rental projects, Contractor shall maintain the project in good and habitable condition for the duration of its affordability term.
11. SKHHP shall reimburse the Contractor for satisfactory completion of the requirements specified in the Contract and upon Contractor's submission to SKHHP of invoices and supporting documentation of eligible expenses.
12. A covenant is recorded ensuring affordability for at least **50 years**, with unit size, number of units, and affordability distribution established prior to executing Contract.

Special Conditions

1. SKHHP will provide project funds to the Contractor in the form of a **deferred, 1% interest, non-forgivable loan to the LIHTC partnership**. The form of the funds are subject to change, but shall be agreed upon prior to contract execution. Loan terms will

account for various factors, including loan terms from other fund sources and available cash flow. Final loan terms shall be determined prior to release of funds and must be approved by SKHHP staff. The loan will be secured by a deed of trust recorded against the development property to ensure that Contractor maintains the project's affordability and target population.

2. Timeframe for funding commitment. The funding commitment continues for **thirty-six (36) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to SKHHP staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide a status report on progress to date and expected schedule for start of construction and project completion. The SKHHP Executive Board will consider a twelve-month extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Contractor will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable period of time.
3. At least 29 housing units of the total shall be for an eligible population defined in RCW 82.14.530 including households transitioning out of homelessness or are at-risk of homelessness or households with an I/DD and who also earn no more than 60% AMI.
4. SKHHP funds shall be used solely for new construction of the South Building, unless otherwise approved by SKHHP staff.

4. Multi-Service Center - Victorian Place II

Funding request: \$500,000

Executive Board recommendation: \$777,306 (grant)

Address: 24517 26th Place South, Des Moines, WA 98198

PROJECT SUMMARY

Victorian Place II is a multifamily, preservation 20-unit rental project in Des Moines. Since 1996, the nonprofit Multi-Service Center has owned the two adjacent buildings that comprise the project which includes five units for households earning up to 35% AMI, ten units for households up to 40% AMI, and five units for households up to 50% AMI. The 20 three bedroom/two bath affordable rental units are in active use and the target population is families with children.

The original request was for \$500,000 in the form of a grant. Initial estimates were based on a 2018 construction estimate. An updated cost estimate of the project received on October 25, 2023 totaled \$675,918. The Advisory Board recommended fully funding the project at the revised amount, however, after the recommendation was made, it was discovered that the revised estimate did not include contingency funding. The Executive Board recommend funding the project with a 15% contingency which totals \$777,306.

SKHHP funds are requested to support the rehabilitation of the two buildings including: landscape improvements, staircase repairs, installation of new railings, seal coating the parking lot, upgrading external lighting, recoating tenant decks, installation of new siding, replacing gutters and downspouts, replacing windows, replacing sliding glass doors, replacing unit entry doors, and replacing baseboard heating with energy-efficient heating systems.

PROJECT SCHEDULE

Activity	Date
Site Control	1/1/2000
Building Permit Issued	Mid-2024
Begin Rehabilitation and Renovation	Mid-late 2024
End Rehabilitation and Renovation	Mid-late 2025

FUNDING RATIONALE

The Advisory Board supports the intent of this application for the following reasons:

- There are limited funding sources available for preservation and rehabilitation. The focus for larger public funders has historically been on creating new units of affordable housing. Smaller preservation projects like this one are not as competitive against larger preservation projects competing for the same funds.
- The property is in need of rehabilitation to support the health and safety of residents which are families with children.
- Preservation of affordable housing is a high-priority for SKHHP.
- 75% of the households earn no more than 40% AMI.

- The project's proximity to the future Kent Des Moines Link light rail station an asset (1.3 miles).
- Multi-Service Center is a well-established South King County-based nonprofit that owns and operates over 650 units of affordable housing.
- Multi-Service Center's housing programs have a history of serving BIPOC community members with 72% of clients self-identifying as BIPOC.
- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including: the project sponsor's community connection and engagement with the populations they intend to serve, advancing racial equity, addressing the needs of populations most disproportionately impacted by housing costs, advancing geographic equity of the Housing Capital Fund, and preservation.
- Of the two applications submitted by the project sponsor, this project is the higher of the two priorities as the larger housing units are more difficult for families in need to access, and the current safety concerns at the project site are more immediate.

PROPOSED CONDITIONS

Standard Conditions

1. Contractor shall provide SKHHP with development and operating budgets based upon actual funding commitments for approval by SKHHP staff. Contractor must notify SKHHP staff immediately if it is unable to adhere to these budgets, and must submit new budget(s) to SKHHP staff for approval. SKHHP staff shall not unreasonably withhold its approval of these budget(s), so long as they do not materially or adversely change the Project. This shall be a continuing obligation of the Contractor. Contractor's failure to adhere to budgets (either original or new/amended) may result in SKHHP's withdrawal of its funding commitment. Contractor must prepare and submit final budgets to SKHHP at the time it starts project rehabilitation and at the project's completion.
2. Contractor shall submit to SKHHP evidence of funding commitments from all proposed public and private funding sources. If Contractor cannot secure an identified commitment within an application's time frame, Contractor shall immediately notify SKHHP staff and describe its anticipated actions and time frame for securing alternative funding.
3. Contractor shall use SKHHP provided funds toward specific project costs as included in the funding agreement and consistent with RCW 82.14.540. Contractor may not use SKHHP funds for any other purpose unless SKHHP staff authorizes such alternate use in writing. If budget line items with unexpended balances exist after completion of the project, SKHHP shall approve adjustments to the project capital sources (including potential reductions in public fund loan balances).
4. Contractor shall evaluate and consider maximizing sustainability features for the Project (such as an efficient building envelope and heat pumps) and shall propose a plan to maximize the Project's sustainability.

5. If Contractor uses federal funds toward the Project, it must meet applicable federal guidelines, including but not limited to: contractor solicitation; bidding and selection; wage rates; and federal laws and regulations.
6. Contractor shall maintain documentation of any necessary land use approvals, permits, and licenses required by the jurisdiction in which the project is located.
7. Quarterly Status Reports. Contractor is required to provide SKHHP with quarterly status reports for projects funded through SKHHP's Housing Capital Fund during the project's development stage (from the time funds are awarded until the project's completion). These quarterly reports must include at a minimum the status of funds expended and progress to date. SKHHP will rely on these quarterly reports to determine whether Contractor is making satisfactory progress on the project. Contractor shall submit a final budget to SKHHP upon project completion. If applicable, Contractor shall submit initial tenant information as required by SKHHP.
8. SKHHP will inspect the project site at least once during the project's rehabilitation.
9. Ongoing Monitoring. After occupancy, Contractor will submit annual reports to SKHHP summarizing the number of project beneficiaries, housing expenses for the target population, and the proportion of those beneficiaries that are low- and/or moderate-income and that meet other eligibility criteria established in the Contract. In addition, for projects with loan payments, Contractor must annually report financial information to SKHHP that it will use to assess contingent loan payments and project health. These annual reports will be required for the full duration of affordability. SKHHP will also periodically evaluate all projects for long term sustainability.
10. For rental projects, Contractor shall maintain the project in good and habitable condition for the duration of its affordability term.
11. SKHHP shall reimburse the Contractor for satisfactory completion of the requirements specified in the Contract and upon Contractor's submission to SKHHP of invoices and supporting documentation of eligible expenses.
12. A covenant is recorded ensuring affordability for at least 50 years, with unit size, number of units, and affordability distribution established prior to executing Contract.

Special Conditions

1. SKHHP will provide project funds to the Contractor in the form of a **secured grant with no repayment**. Final Contract terms shall be determined prior to release of funds and must be approved by SKHHP staff. The grant will be secured by a deed of trust recorded against the property to ensure that Contractor maintains the project's affordability and target population. Contractor shall not be required to repay the grant so long as it maintains these project requirements.
2. Timeframe for funding commitment. The funding commitment continues for **thirty-six (36) months** from the date of Council approval and shall expire thereafter if all

conditions are not satisfied. An extension may be requested to SKHHP staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide a status report on progress to date and expected schedule for start of construction and project completion. The SKHHP Executive Board will consider a twelve-month extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Contractor will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable period of time.

3. SKHHP funds shall be used solely for the rehabilitation of the property to include, but not be limited to, the following, unless otherwise approved by SKHHP staff:
 - a. landscape improvements
 - b. staircase repairs
 - c. installation of new railings
 - d. seal coating the parking lot
 - e. upgrading external lighting
 - f. recoating tenant decks
 - g. installation of new siding
 - h. applying exterior paint
 - i. replacing gutters and downspouts
 - j. replacing windows
 - k. replacing sliding glass doors
 - l. replacing unit entry doors
 - m. replacing baseboard heating with energy-efficient heating systems
4. SKHHP and Contractor shall agree to the specifics on what will be funded prior to executing a contract to ensure eligibility of expenses in alignment with RCW 82.14.540 and to mitigate cost-overruns.
5. Five housing units shall serve households earning up to 35% AMI, ten units for households up to 40% AMI, and five units for households up to 50% AMI for the duration of the term of affordability.
6. Should cost overruns occur that require funds above SKHHP's contribution, sponsor will work towards filling the funding need through their capital budget process or seeking funds through other sources.

ATTACHMENT 1: Economic Summaries of Recommended Projects

Project: Mercy Housing NW – Kent Multicultural Village

Proposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP	\$1,000,000	Applied
4% LIHTC Equity	\$48,849,278	Applied
King County (2022)	\$5,000,000	Committed
GP Equity	\$1,000	Self-funded
Permanent Loan	\$23,500,000	Applied
State HTF	\$8,000,000	Awarded
Deferred Fee	\$4,850,000	Self-funded
Amazon Grant	\$2,000,000	Applied
Amazon Loan	\$11,369,574	Applied
Private: Non-Residential	\$7,841,869	Will Apply
State: Non-Residential	\$10,735,000	Will Apply
Federal: Non-Residential	\$2,552,000	Will Apply
County: Non-Residential	\$3,150,000	Will Apply
Debt: Non-Residential	\$5,474,735	Will Apply
TOTAL	\$134,323,456	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Per Unit
Land acquisition	\$384,504	--
Construction costs	\$98,698,553	--
Soft costs	\$12,761,870	--
Development costs	\$8,372,636	--
Other development costs	\$4,002,261	--
Community facility	\$9,402,356	--
4% bond issuance	\$701,276	--
TOTAL	\$134,323,456	--
TOTAL NON-RESIDENTIAL	\$29,753,604	--
TOTAL RESIDENTIAL (Includes common areas)	\$104,569,852	\$525,476

Residential Cost Per Square Foot

Item	Amount
Residential square footage	246,019
Residential development cost	\$104,569,852
Cost per square foot	\$425.05

Residential Cost Per Unit Based on Unit Size

Unit Size	Number of Units	Unit Square Footage	Cost per Unit
Average Studio	54	392	\$166,619
Average 1-bedroom	40	484	\$205,724
Average 2-bedroom	65	710	\$301,785
Average 3-bedroom	40	982	\$417,399
Common area and other residential spaces, including parking	--	85,700	\$36,426,785

Project: LIHI – Skyway Affordable Housing and Early Learning Center

Proposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP	\$2,800,000	Applied
State HTF	\$7,465,748	Will apply in fall 2024
King County 2023	\$2,500,000	Awarded \$2.1M
9% LIHTC	\$13,080,144	Will apply in fall 2024
King County 2022 (pre-development funds)	\$2,500,000	Received
Direct Appropriations-Federal	\$700,000	Received
Direct Appropriations-State	\$3,000,000	Received
Wyncote Foundation	\$1,000,000	Received
PSTAA	\$300,000	Received
TOTAL	\$36,295,892	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Cost per Unit
Land acquisition	\$2,041,000	--
Construction costs	\$26,761,254	--
Soft costs	\$4,624,073	--
Development costs	\$1,737,565	--
Other development costs	\$1,132,000	--
TOTAL	\$36,295,892	--
TOTAL NON-RESIDENTIAL	\$3,250,000	--
TOTAL RESIDENTIAL (Includes common areas)	\$33,045,892	\$600,834

Residential Cost Per Square Foot

Item	Amount
Residential square footage	50,608
Residential development cost	\$33,045,892
Cost per square foot	\$652.97

Residential Cost Per Unit Based on Unit Size

Unit Size	Number of Units	Unit Square Footage	Cost per Unit
Average studio square footage	12	400	\$261,188
Average 1-bedroom square footage	19	516	\$336,932
Average 2-bedroom square footage	13	816	\$532,823
Average 3-bedroom square footage	11	900	587,673
Common area and other residential spaces, including parking	--	12,121	\$7,914,649

Project: TWG – Pandion at Star Lake

Proposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP	\$2,856,000	Applied
LIHTC & Energy Credits	\$31,023,163	Applied
Amazon	\$22,000,000	Applied
Permanent Loan	\$15,340,000	Applied
State HTF	\$4,218,915	Applied-Not awarded in 2023
King County	\$4,500,000	Applied-Not awarded in 2023
Deferred Development Fee	\$2,355,370	Self-funded
Non-Residential Commercial	\$4,856,260	--
TOTAL	\$87,149,708	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Per Unit
Land acquisition	\$3,435,523	--
Construction costs	\$63,626,629	--
Soft costs	\$9,689,519	--
Development costs	\$6,902,268	--
Other Development costs	\$3,154,594	--
4% Bond Issuance	\$341,175	--
TOTAL	\$87,149,708	--
TOTAL NON-RESIDENTIAL	\$4,856,260	--
TOTAL RESIDENTIAL (Includes common areas)	\$82,293,448	\$489,841

Residential Cost Per Square Foot

Item	Amount
Residential square footage	180,197
Residential development cost	\$82,293,448
Cost per square foot	\$456.68

Residential Cost Per Unit Based on Unit Size

Unit Size	Number of Units	Unit Square Footage	Cost per Unit
Average Studio	30	381	\$173,995
Average 1-bedroom	78	615	\$280,858
Average 2-bedroom	24	950	\$433,846
Average 3-bedroom	36	1,095	\$500,064
Common area and other residential spaces, including parking	--	59,772	\$27,296,676

Project: Multi-Service Center - Victorian Place II

Proposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP	\$777,306	Applied
Multi-Service Center	\$7,819	Self-Funded
TOTAL	\$785,125	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Per Unit
Title document recording fees	\$5,000	\$250
Rehabilitation costs	\$780,125	\$39,006
TOTAL	\$785,125	\$39,256



South King Housing and Homelessness Partners (SKHHP) Housing Capital Fund Recommendations

Claire V. Goodwin, SKHHP Executive Manager
City of Auburn City Council Study Session
February 26, 2024



Establishing SKHHP and the Housing Capital Fund

- 2019: SKHHP was formed via an Interlocal Agreement
- Eleven member jurisdictions include:
 - Auburn
 - Burien
 - Covington
 - Des Moines
 - Federal Way
 - Kent
 - Maple Valley
 - Normandy Park
 - Renton
 - Tukwila
 - King County
- 2019: SHB 1406 (RCW 82.14.540) became law allowing jurisdictions to enact a local sales tax for the purpose of affordable housing; sales tax is a recapture of a portion of existing sales tax
- 2020: HB 1590 (RCW 82.14.530) became law allowing jurisdictions to impose a 0.1% local sales and use tax to support affordable housing; limited window to act before County collected revenue
- 2021 and 2023: Interlocal Agreements for the Purpose of Pooling Sales Tax Receipts with SKHHP
- 2022: Launched first funding round of the Housing Capital Fund



2023 Housing Capital Fund

- The second annual SKHHP Housing Capital Fund application opened in 2023.
- Six applications were received with broad geographic diversity throughout South King County.
- The SKHHP Advisory Board reviewed and made recommendations to the SKHHP Executive Board to fund four of the six projects.
- The SKHHP Executive Board agreed with most of the recommendation and is seeking concurrence from each jurisdiction.
- The recommendation totals \$5,747,306
 - \$777,306 from SHB 1406
 - \$4,970,000 from HB 1590



Recommended Projects

1. **Mercy Housing NW – Kent Multicultural Village: Kent**
 - 199-unit multifamily rental development adjacent to the future Kent Des Moines Link light rail station
 - 30%-80% of area median income (AMI); 20% set-aside for households with an I/DD and 30% set-aside for families
 - \$1,000,000
2. **LIHI – Skyway Affordable Housing and Early Learning Center: Unincorporated South King County**
 - 55-unit multifamily rental development with on-site support services
 - 30%-50% AMI; 75% set-aside for households transitioning out of homelessness
 - \$2,800,000
3. **TWG – Pandion at Star Lake: Kent**
 - 168-unit multifacility rental development adjacent to the future Kent/Star Lake Link light rail station
 - 30%-60% AMI; set-asides for families and families transitioning out of homelessness or are at-risk of homelessness
 - \$1,170,000
4. **Multi-Service Center – Victorian Place II: Des Moines**
 - 20-unit rehabilitation and preservation project
 - 5 units up to 35% AMI; 10 units up to 40% AMI; 5 units up to 50% AMI
 - \$777,306



Proposed Funding Sources for Recommended Projects – HB 1590

Jurisdiction	1. Mercy Housing-KMV	2. LIHI-Skyway	3. TWG-Pandion	Total Contributed in 2023	Unallocated
Covington	\$ 88,126	\$ 246,752	\$ 103,107	\$ 438,028	\$ 43
Kent	\$ 911,874	\$ 2,553,248	\$ 1,066,893	\$ 4,532,457	\$ 442
Total	\$ 1,000,000	\$ 2,800,000	\$ 1,170,000	\$ 4,970,485	\$ 485

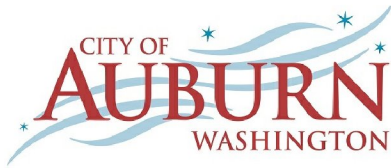


Proposed Funding Sources for Recommended Projects – SHB 1406

Jurisdiction	4. MSC-Victorian Place II	Total Contributed in 2023	Carry-Over from 2022	Unallocated
Auburn	\$ 137,595	\$ 152,865	\$ 11,548	\$ 26,819
Burien	\$ 63,128	\$ 69,897	\$ 5,535	\$ 12,304
Des Moines	\$ 30,261	\$ 34,301	\$ 1,858	\$ 5,898
Federal Way	\$ 119,468	\$ 133,558	\$ 9,196	\$ 23,286
Kent	\$ 188,422	\$ 212,655	\$ 12,493	\$ 36,726
Normandy Park	\$ 5,942	\$ 6,992	\$ 108	\$ 1,158
Renton	\$ 217,088	\$ 246,643	\$ 12,758	\$ 42,313
Tukwila	\$ 15,402	\$ 17,233	\$ 1,171	\$ 3,002
Total	\$ 777,306	\$ 874,145	\$ 54,667	\$ 151,506

Thank you

Claire V. Goodwin, SKHHP Executive Manager
cvgoodwin@skhhp.org



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6938 (Hay) (10 Minutes)

Department:

Anti-Homelessness

Attachments:

[Ordinance 6938 Chapter 9.50 Camping](#)

[Exhibit A - Chapter 9.50 ACC](#)

Date:

February 20, 2024

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:**

Chapter 9.50 of the Auburn City Code establishes rules and restrictions related to loitering on publicly owned property. Chapter 2.22 of the Auburn City Code establishes the rules and restrictions related to uses and activities within City owned parks. ACC 2.22.210 provides a standard and definition for tents and shelters that are located within City parks. Ordinance 6938 amends Chapter 9.50 such that tents and shelters located on non-park City owned properties are subject to the same definition and standard as those located within parks. ACC 2.22.210 states the following:

“No person shall erect, maintain, use or occupy a tent or shelter in any City of Auburn park unless there is an unobstructed view through such tent or shelter from at least two sides.”

On multiple occasions homelessness outreach workers have been unable to assist individuals who have overdosed or are otherwise incapacitated because the outreach worker is unable to observe the condition of a person who is living in a tent or shelter. This recurring scenario has eliminated the ability to provide Narcan or other assistance which has then resulted in the person dying. The purpose of this amendment is to allow workers to save peoples' lives rather than learn of their peril as a result of smelling the decay of a body.

Reviewed by Council Committees:

Councilmember: Yolanda Trout-Manuel

Staff:

Kent Hay

Meeting Date: February 26, 2024

Item Number:

ORDINANCE NO. 6938

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING CHAPTER 9.50 OF THE AUBURN CITY CODE TO CREATE A TRANSPARENCY REQUIREMENT FOR TENTS AND SHELTERS LOCATED ON NON-PARK CITY OWNED LAND, AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE

WHEREAS, the City of Auburn has established camping allowances, restrictions and requirements in Chapter 2.22 for park lands and in Chapter 9.50 for city owned non-park lands; and

WHEREAS, Chapter 2.22 already requires that tents and shelters provide for transparency on at least two sides; and

WHEREAS, Chapter 9.50 does not establish any transparency requirements for tents and shelters located on city owned land that is not a park; and

WHEREAS, fentanyl use is a public health crisis that led to more than 1,100 deaths in 2023 in King County alone; and

WHEREAS, products such as Narcan can prevent or reverse the effect of an overdose from the use of fentanyl; and

WHEREAS, homelessness outreach workers are unable to provide lifesaving interventions to a person who is overdosing inside a tent because there is no way to determine their condition without seeing them; and

WHEREAS, homelessness outreach workers are more likely to learn of an individual overdose death that occurs inside of a tent as a result of the smell of a decaying

body or the evidence of bird and animal scavenging that occurs post death; and

WHEREAS, all humans deserve to receive lifesaving treatments and measures that aid in the prevention of death by overdose; and

WHEREAS, dying alone in a tent where the death is learned days or weeks later as a result of the smell associated with decay or as a result of scavenging birds and animals lacks dignity and is inhumane;

WHEREAS, the amendments to Chapter 9.50, herein attached as Exhibit A, are a necessary measure to help prevent loss of life.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO HEREBY ORDAIN as follows:

Section 1: Incorporation of Recitals. The recitals set forth above are hereby adopted and incorporated herein as if set forth in full.

Section 2. Implementation of Ordinance. The Mayor and her designee(s) are authorized to take such further actions and implement those administrative procedures necessary to implement and/or carry out the directives of this Ordinance.

Section 3. Severability. If any one or more section, subsection, or sentence of this ordinance is held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance and the same shall remain in full force and effect.

Section 4. Corrections by City Clerk. Upon approval of the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including the

correction of clerical errors in the body of this ordinance or exhibit(s) thereto; ordinance, section, or subsection numbering; or references to other local, state, or federal laws, codes, rules, or regulations.

Section 5. Effective Date. This ordinance shall take effect and be in force five (5) days following its passage and publication, as provided by law.

INTRODUCED: _____
PASSED: _____
APPROVED: _____

ATTEST:

NANCY BACKUS, MAYOR

Shawn Campbell, City Clerk

APPROVED AS TO FORM:

Harry Boesche, Acting City Attorney

PUBLISHED: _____

9.50.030 **Camping.**

- A. *Camping Prohibited.* It is unlawful for any person to camp, occupy camp facilities or use camp paraphernalia on city property, except as set forth in subsection C of this section.
- B. *Storage of Camping Items Prohibited.* It is unlawful for any person to store camp facilities and camp paraphernalia on city property, except as otherwise provided by ordinance.
- C. *Exceptions.* The prohibitions contained in subsection A of this section shall not apply if:
1. The person is engaged in activity prohibited by subsections A and B of this section because they are experiencing homelessness, and there is no overnight shelter available on the date that the prohibited activity occurs, provided that any tent or shelter shall provide a minimum one foot by one foot opening on at least one side of the tent or shelter that provides transparency into the tent or shelter; or
 2. The person is camping or using camp paraphernalia or camp facilities at a Game Farm Park Campground site after paying the required fees; or
 3. The person is camping or using camp paraphernalia or camp facilities as permitted under this subsection:
 - a. The director of the parks, arts, and recreation department may permit persons to camp, occupy camp facilities, use camp paraphernalia, or store personal property in parks property as defined in Chapter 2.22 ACC and as listed in the park inventory portion of the parks, recreation and open space plan, within the city's comprehensive plan.
 - b. The director of the parks, arts, and recreation department may approve a permit for camping on city park property if the director finds, based upon a permit application and information otherwise obtained, that:
 - i. Adequate sanitary facilities are provided and accessible at or near the camp site;
 - ii. Adequate trash receptacles and trash collection will be provided;

-
- iii. The camping activity will not unreasonably disturb or interfere with the peace, comfort and repose of private property owners;
 - iv. The camping activity is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or to create a disturbance; and
 - v. The camping is in the public interest.
- c. The director of the parks, arts, and recreation department is authorized to promulgate rules and regulations regarding the implementation and enforcement of this chapter.
 - d. Seven days is the maximum period of time a permit may authorize camping on city property.
 - e. Any person denied a permit may appeal the denial to the hearing examiner in the manner described in Chapter 2.46 ACC and ACC 15.07.130 with the director of the parks, arts, and recreation department serving the role of the building or fire official in that code; or
- 4. The person is camping or trespassing on any city utility property identified in ACC Title 13, which shall be regulated by that title; or
 - 5. The person is camping or trespassing on Auburn Municipal Airport properties or areas identified in Chapter 18.04 ACC, which shall be regulated pursuant to ACC 9.96.900 and/or Chapter 9A.52 RCW.
- D. *Definitions.* For this section, the following shall apply:
- 1. "Available overnight shelter" means:
 - a. A public or private shelter located within the city of Auburn that offers overnight shelter to persons experiencing homelessness and confirms to a city employee that it has an available overnight space at no cost for that person; or
 - b. If no shelter described in subsection (D)(1)(a) of this section has available space, a shelter located within King or Pierce County that offers overnight shelter to persons experiencing homelessness and confirms to a city employee:
 - i. That it has an available overnight space at no cost for that person; and
-

-
- ii. That it is accessible to the person by public transportation or vehicle for hire at no cost for that person.
 - c. An overnight shelter is available if an individual is prevented from using an otherwise available shelter space because of their past or present voluntary actions such as unlawful drug use or possession, criminal act(s), unruly behavior or willful violation of shelter rules or restrictions pertaining to such activity.
 - d. An overnight shelter is unavailable if:
 - i. An individual or family cannot use the shelter's available space because of shelter-imposed restrictions on its use (other than any restrictions the shelter has imposed pursuant to subsection (D)(1)(c) of this section); or
 - ii. A city employee, an individual or family attempts to secure a space at the shelter for the day and is denied due to lack of available space.
2. "City property" as used in this section means all improved and unimproved real property owned or leased by the city of Auburn, and all city of Auburn easements, including but not limited to all portions of city parks, as defined in Chapter 2.22 ACC, city buildings, rights-of-way, city parking lots, and city environmentally sensitive areas as defined in ACC 16.06.065. City property shall not include:
- a. Religious organization property subject to RCW 35A.21.360;
 - b. City utilities or utility property identified in ACC Title 13; or
 - c. Airport property or areas identified in Chapter 18.04 ACC.
3. "Camp" or "camping" means to pitch, create, use, or occupy camp facilities for the purposes of habitation, living accommodation, or dwelling, as evidenced by the storage of personal belongings in "camp facilities" or the use of "camp paraphernalia."
4. "Camp facilities" include, but are not limited to, tents, tarps configured for shelter, huts, and temporary shelters. "Camp facilities" does not include shelters when used temporarily in a park for recreation or play, consistent with Chapter 2.22 ACC, during hours when the park is open to the public.
-

5. "Camp paraphernalia" includes, but is not limited to, tarpaulins, cots, beds, sleeping bags, blankets, mattresses, hammocks, or non-city-designated cooking facilities and similar equipment.

6. "Store" means to put aside or accumulate for use when needed, to put for safekeeping, to place or leave in a location.

E. *Penalties and Enforcement.*

1. A violation of this section is a misdemeanor punishable by 90 days in jail and/or a \$1,000 fine.

2. When any police officer or city official has probable cause to believe that any person has violated this section, the officer or official may:

a. Order such person to immediately leave the property where the violation is occurring. Subject to subsection (C)(1) of this section, any person refusing to comply with such an order or returning to the property on the same calendar day as such an order is subject to prosecution for criminal trespass pursuant to Chapter 9A.52 RCW and/or ACC 9.96.900; and

b. Issue the person a written admonishment excluding them from the property where the violation is occurring for a period up to one year from the issue date. Subject to subsection (C)(1) of this section, persons who return to the property within the admonishment period are subject to prosecution for criminal trespass pursuant to RCW 9A.52 and/or ACC 9.96.900.

3. Admonishments issued under this section:

a. Are valid and effective whether or not the excluded person is charged, tried or convicted of any crime or infraction;

b. Are valid and effective even if the admonished person refuses a copy of the admonishment; provided, that the issuing city official reasonably notifies the admonished person of the admonishment period, place(s) of exclusion and appeal process under this section;

c. Are valid and effective for the admonishment period unless and until shortened or rescinded by an official ruling after appeal in this section;

d. May be based upon observations by city officials and/or police officers, or upon civilian reports that an official or officer could reasonably rely on in determining probable cause; and

e. Shall include a statement of the appeal rights in this section and a form for appealing the admonishment as provided by this section.

4. Persons receiving admonishments under this section may appeal the admonishment. Any such appeal must:

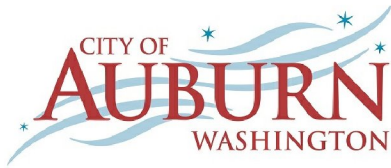
a. Be in writing, either on the form referenced in this section or in a writing including at least the person's name, the involved property location and the approximate admonishment date to enable processing of the appeal;

b. Be received by the city clerk or postmarked within 14 calendar days of the person's receiving the admonishment; and

c. Be under oath and include all facts that the excluded person believes supports a shortening or rescinding of the admonishment.

5. Admonishment appeals under this section involving city parks shall be processed according to ACC 2.22.240. Otherwise, the director of community development or designee shall review the appeal and issue a ruling upholding, rescinding or shortening the admonishment within 14 calendar days of receiving the appeal. The director or designee may consider the admonishment and any other relevant and trustworthy submitted written materials in deciding the appeal. The admonishment shall be upheld if supported by a preponderance of evidence. The ruling may be transmitted to the excluded person by mail, in person, electronically, or by any other method specified by the person or reasonably likely under the circumstances to give notice.

6. The appeal process in this section cannot be used to appeal any criminal penalties imposed by a court under this section or any other law.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Changing Land Use Laws (Krum) (30 Minutes)

Date:

February 20, 2024

Department:

Community Development

Attachments:

[Powerpoint Presentation - Changing a Land Use Law](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:**

There are a variety of Federal and State regulations that define the procedures for changing local land use laws and the parameters within which we must work. This presentation will provide a high level overview of the process, complexity and resource commitment associated with changing local land use laws.

Reviewed by Council Committees:

Councilmember: Tracy Taylor

Staff:

Jason Krum

Meeting Date: February 26, 2024

Item Number:

COMMUNITY DEVELOPMENT

AN OVERVIEW OF WHAT IT TAKES TO CHANGE A LOCAL LAND USE LAW

JEFF TATE, DIRECTOR
CITY COUNCIL STUDY SESSION
FEBRUARY 26, 2024

Department of Community Development
Planning • Building • Development Engineering • Permit Center
Economic Development • Community Services • Code Enforcement

AUBURN
VALUES

S E R V I C E
E N V I R O N M E N T
E C O N O M Y
C H A R A C T E R
S U S T A I N A B I L I T Y
W E L L N E S S
C E L E B R A T I O N

WHAT ARE LAND USE REGULATIONS

- **Zoning Designations**
 - Permitted Uses
 - Development Standards (setbacks, landscaping, parking, signs, illumination, design, etc.)
- Subdivision Regulations (formal plats, short plats and boundary line adjustments)
- Grading and Land Clearing
- Critical Environmental Areas
- Shorelines
- Floodplains
- Building Codes

SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

LAWS THAT GOVERN LOCAL LAND USE LAWS AND THE PROCESS TO CHANGE THEM

- **The Growth Management Act (RCW 36.70A)**
- **Regulatory Reform Act (RCW 36.70B)**
- **The Shoreline Management Act (RCW 90.58 and WAC 173-27)**
- **State Environmental Policy Act (RCW 43.21C and WAC 197-11)**
- **Best Available Science Criteria (WAC 365-195)**
- **State Subdivision Laws (RCW 58.17)**
- **FEMA Floodplain Regulations (Federal)**
- **Endangered Species Act (Federal)**
- **Clean Water Act (Federal)**
- **And Others...**

SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

WHAT IT TAKES TO CHANGE A LAW

- Research options
- Write the law
- Evaluate policy impacts/internal coordination
- Prepare staff report
- Present to Planning Commission
- Prepare SEPA Checklist
- Prepare and Post Public Notice
- Initiate 60 Day State Agency Review
- PC holds Public Hearing
- Respond to public inquiries and comments
- Respond to state agency inquiries
- Respond to tribal inquiries
- Respond to Planning Commission questions
- Revise draft regulation
- Prepare staff report explaining changes

SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

WHAT IT TAKES TO CHANGE A LAW

- Present changes to Planning Commission at public meeting
- Prepare written planning commission findings
- Prepare agenda bill and packet for city council study session
- Present Planning Commission recommendation to Council
- Prepare agenda bill for City Council action
- Write cover ordinance
- Distribute adopted ordinance to interested parties
- Publish ordinance
- Incorporation into full city code

SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

SAMPLE CHANGE IN REGULATIONS – SIMPLE

- **Current Regulation**

- “The rear yard setback for a single family residence is **10** feet”

- **Proposed Regulation**

- “The rear yard setback for a single family residence is ~~10~~**5** feet”

- **180 hours of labor**

- **270 days of process**

SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

SAMPLE CHANGE IN REGULATIONS – COMPLEX

- **Current Regulation**

- Land use laws that are silent on the regulation of marijuana related businesses

- **Proposed Regulation**

- Create zoning, land use, and licensing regulations for marijuana producers, processors, and retailers

- **Response to Changing State Laws**

- **1,500 hours of labor**

- **15 months**

SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

SAMPLE CHANGE IN REGULATIONS – COMPLEX

- **Current Regulation**

- Traditional housing regulations that govern lot size, density, and types of allowable uses

- **Proposed Regulation**

- Incorporation of HB 1110 Missing Middle legislation into Auburn City Code

- **2,000 hours of labor**

- **24 months**

- **Have a head start on this due to proactive Housing Action Plan and staff efforts are already underway**

SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

Questions?

SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION