

King County Affordable Housing Committee Meeting Minutes

June 6, 2024 | 2:00 p.m. – 3:30 p.m.

Location: Teams Meeting

Introductions and Agenda Review

| Members | Member Present | Alternate Present |
|--|----------------|---|
| Affordable Housing Committee Chair King County Councilmember Claudia Balducci | X | |
| Don Billen, Sound Transit | | |
| Susan Boyd, Bellwether Housing | | |
| Affordable Housing Committee Vice Chair Alex Brennan, Futurewise | X | |
| Jane Broom, Microsoft Philanthropies | X | |
| Kelly Coughlin, SnoValley Chamber of Commerce | X | |
| Kirkland Councilmember Amy Falcone on behalf of Sound Cities Association | X | |
| Kenmore Mayor Nigel Herbig on behalf of Sound Cities Association | X | |
| Ryan Makinster, Washington Multi-Family Housing Association | X | |
| Sunaree Marshall, King County Department of Community and Human Services, on behalf of King County Executive Dow Constantine | | Xochitl Maykovich, Department of Community and Human Services, on behalf of King County Executive Dow Constantine |
| Renton Councilmember Ryan McIrvine on behalf of Sound Cities Association | X | Maple Valley Deputy Mayor Dana Parnello on behalf of Sound Cities Association |
| Seattle Councilmember Cathy Moore | X | |
| King County Councilmember Teresa Mosqueda | X | |
| Bellevue Mayor Lynne Robinson on behalf of Sound Cities Association | | Issaquah Council President Lindsey Walsh on behalf of Sound Cities Association |
| Robin Walls, King County Housing Authority | | |
| Veronica Shakotko, Master Builders Association of King and Snohomish Counties | X | |
| Robin Walls, King County Housing Authority | | |
| Maiko Winkler-Chin, Seattle Office of Housing, on behalf of Mayor Bruce Harrell | X | |

- Affordable Housing Committee (AHC) Chair King County Councilmember Claudia Balducci welcomed AHC members in attendance.
- Chair Balducci restated the AHC's work in reviewing comprehensive plans and summarized the agenda for the meeting:
 - AHC staff briefing on Comprehensive Plan Review Program updates;
 - potential approval of a comment letter on Burien's draft comprehensive plan; and
 - a briefing from Chair Balducci on the work plan for the remainder of 2024.

Action Item: Adopt Meeting Minutes

- Kirkland Councilmember Amy Falcone made a motion to approve the May 2, 2024 AHC meeting minutes. Kenmore Mayor Nigel Herbig seconded. Councilmember Ryan McIrvine and Jane Broom were not present for the vote. The motion to approve the meeting minutes passed.

Briefing: Comprehensive Plan Review Program Updates

- Chair Balducci provided an update on the status of AHC review of Bellevue's draft comprehensive plan.
 - AHC staff reviewed the plan and prepared a draft letter;
 - Bellevue requested deferral of Committee review until the next meeting for more staff coordination and to ensure Bellevue Mayor Lynne Robinson can attend.
- The Chair introduced Isaac Horwith, King County AHC staff, who provided a status update on the comprehensive plan review program.
 - Christoph Strouse joined the AHC staff team in a term limited position in May. Cacima Lee will join the team in a career service position on June 10.
 - In May, AHC staff sent a memo to the King County Planning Directors outlining common gaps identified by the AHC so far. Staff refined info in the memo and integrated it in the Housing Focused Draft Comprehensive Plan Review Program Guide along with existing frequently asked questions.
 - As of June 6, 2024, the Committee had approved comment letters on the draft comprehensive plans for King County and the cities of Algona, Maple Valley, and Redmond. AHC staff had received nine additional plans from the cities of Auburn, Bellevue, Black Diamond, Bothell, Burien, Covington, Federal Way, Issaquah, and Seattle. AHC staff were communicating with other jurisdictions and expect their submissions soon.
 - At the AHC meeting on July 23, 2024, the Committee planned to review at least six comment letters, making an in-depth briefing on each plan infeasible. The aim will be to focus on substantive policy decision discussions without focusing on specific jurisdictions.
 - Isaac then provided an overview of a common gap seen in plans submitted so far.
 - Countywide Planning Policy (CPP) H-2 requires jurisdictions to prioritize the need for housing affordable to 0-30 percent of area median income (AMI), also known as "extremely low-income households."
 - Every plan reviewed so far has included policies and implementation strategies that would include and likely benefit these populations, but not all plans were *prioritizing* households with these incomes.

- The AHC has approved draft letters with similar language.
 - The CPP Housing Chapter Technical Appendix includes specific strategies jurisdictions can take to prioritize the need for housing for 0-30 percent AMI households.
 - Isaac then briefed the Committee on takeaways from the Housing Interjurisdictional Team (HIJT) Peer Review Pilot, designed to offer AHC staff valuable feedback on the draft comprehensive plan review comment letters before circulated to the AHC.
 - AHC staff received valuable feedback from HIJT members. However, their involvement in the peer review pilot was a lot to ask and as a result, challenging for members due to the time commitment or potentially putting staff in politically sensitive situations.
 - There are six HIJT members who work for jurisdictions and each member would need to review about six plans each going forward which is a lot of work and coordination.
 - The AHC is providing positive feedback on the draft plans, so staff are not sure if the peer review component is necessary.
 - The plan is to continue the peer review program through the July 23, 2024 AHC meeting, at which time the AHC will decide whether or not to continue the program.
 - The AHC Chair thanked Isaac for the briefing and opened the floor for discussion.
 - Issaquah Council President Lindsey Walsh expressed appreciation for the letters and the thoroughness of the materials in AHC packets, which include information about each of the cities and what their requirements are. She asked if any of that going to go away if the HIJT stops doing review in addition to the AHC staff?
 - Isaac replied saying no, HIJT members have not been involved in developing briefing materials. Rather, they have been providing their takes on the comment letters from a technical expertise standpoint.
 - Council President Walsh noted she does not see a justification for continuing efforts through to July.
 - Other Sound Cities Association members, Kirkland Councilmember Amy Falcone, Maple Valley Deputy Mayor Dana Parnello, and Mayor Herbig, agreed with ending the HIJT peer review pilot.
 - Chair Balducci proposed the AHC decide to end the HIJT peer review pilot as of the June 6 meeting. No dissention.
 - AHC staff McCaela Daffern expressed appreciation to HIJT members both on and off the call as they took time and responsibility on top of their full-time jobs to participate in the pilot.
 - Chair Balducci shared that the only way to meet the need for housing in King County is to collaborate and support one another as jurisdictional partners to meet the intent of the Countywide Planning Policies.
- Chair Balducci summarized the process for approving Burien’s comment letter: a briefing from AHC staff, a chance for the City of Burien’s representative to speak, an opening of the floor for discussion, and finally, taking action on the comment letter.

- AHC staff Isaac Horwith briefed AHC members on the City of Burien’s housing-related components of their comprehensive plan and their alignment with adopted goals and policies of the CPP Housing Chapter.
 - Isaac described major milestones in the AHC’s review of Burien’s letter.
 - Burien submitted their plan to the AHC on March 7, 2024. AHC staff met with Burien staff twice in March and April to inform development of a draft comment letter. Chair Balducci shared the draft comment letter with Burien staff in April in advance of the May 2, 2024 AHC meeting. Prior to the May meeting, Burien asked the AHC to defer their review until the June 6, 2024 AHC meeting to give new Burien staff enough time to get up to speed and prepare a response. AHC staff received that feedback a few weeks prior to the June 6, 2024 AHC meeting, making some adjustments to the letter in response.
 - Isaac reminded the AHC about the plan review standards adopted by the Growth Management Planning Council:
 - AHC staff review each draft to see if the submission is complete, includes implementation strategies and outlines meaningful action. Meaningful action means the draft plan sets reasonable expectations to achieve a material positive change in the jurisdiction’s ability to meet its housing needs.
 - Isaac provided an overview of relevant facts about Burien and its draft comprehensive plan:
 - Burien has a population of just over 50,000 people, making it one of the larger cities in King County.
 - Its annual median income is about \$80,000, putting it lower than the county average.
 - Its housing stock is mostly single-family homes at 61 percent.
 - Burien staff anticipate most new construction will be multifamily.
 - There are approximately 100 to 200 unhoused people in Burien.
 - Burien has two shelters which serve families or women.
 - Burien’s population is projected to grow by 36 percent from 2019 to 2044, a bit faster than the countywide overall increase of 32 percent.
 - Burien anticipates 59 percent of their future housing will serve households with incomes at or above 80 percent of AMI, compared to 36 percent for the county overall.
 - Burien’s draft comprehensive plan includes three land use alternatives: no action, neighborhood centers, and downtown core.
 - AHC staff identified alternatives two and three at a high level looked really good.
 - Burien’s affordable housing demonstration program had been underway for several years.
 - It was a notable example of how a jurisdiction could provide flexibility and proactively partner with affordable housing developers to result in projects like the DESC Bloomside Permanent Supportive Housing project, which opened recently.

- The Rapid Ride H line opened in 2023. Burien adopted an Ambaum subarea plan along that transit corridor in response. Burien also prepared a Boulevard Community Plan. Both subarea plans include anti-displacement elements.
 - Thirteen of the fifteen census tracts in Burien are at a high risk of displacement.
 - Staff indicated displacement was an issue of high concern in Burien. Their plan and subarea plans included potential anti-displacement strategies, which the comment letter mentioned.
 - AHC staff noted there were many strong components in Burien’s draft plan.
 - Isaac walked the Committee through the AHC staff recommendations for Burien.
 - Staff prepared five recommendations, with a more detailed briefing on Recommendation three. Staff recommended discussion on recommendation three.
 - Recommendation one: Prioritize extremely low-income households. This was a common gap the AHC staff saw across many of the draft comprehensive plans reviewed to date.
 - Recommendation two: AHC staff saw some data points required by CPP H-3 that AHC did not see. Burien staff Liz Stead pointed staff to additional areas of the plan that Burien did not submit to the AHC staff for review. Staff removed several of the areas staff thought were missing that they did have, but there were still a few data points missing.
 - Recommendations four and five recommend Burien be more explicit in policy language, specifically about planning for income-restricted affordable housing and for increasing housing choices near employment opportunities.
 - Isaac briefly summarized the CPPs associated with Recommendation Three:
 - CPP H-1 requires all jurisdictions plan for and accommodate their housing needs including emergency housing.
 - CPP H-4 requires jurisdictions evaluate the effectiveness of their existing policies and identify gaps.
 - Linked to CPP H-4 is CPP H-12, which requires jurisdictions address gaps identified in response to CPP H-4.
 - H-9 requires jurisdictions adopt intentional targeted actions that repair harms to Black, Indigenous, and People of Color (BIPOC) households from past and current racially exclusive and discriminatory land use and housing policies. This CPP is important in the context of Recommendation Three given the significant disproportionality of BIPOC individuals in the homeless population in King County.
 - Finally, CPP H-11 is about identifying sufficient capacity of land for different housing types, including emergency housing.
 - Isaac summarized the context section in the comment letter before he got to the recommendation.
 - Washington State Department of Commerce guidance states that jurisdictions need to either demonstrate that they are already in alignment with 2021 House Bill (HB) 1220 or allow emergency housing in a majority of zones within a mile of transit and have no regulations that limit the occupancy, spacing, or intensity of

emergency housing to not have to conduct an emergency housing capacity analysis. HB 1220 requires cities to allow emergency housing in all zones that allow hotels or in a majority of zones within proximity to transit. Burien submitted an implementation strategy to update their code to allow emergency housing in more zones in the future. However, they don't currently allow emergency housing in all zones that allow hotels by right nor do they allow emergency housing by right in a majority of zones within one mile of transit. As a result, Commerce guidelines state that they need to conduct an emergency housing capacity analysis. Based on AHC staff understanding of Burien's code, Burien only allows emergency housing in their office zone, which is a small part of Burien's land within one mile of transit. AHC staff found that Burien does not meet the criteria that would allow them to not conduct an emergency housing capacity analysis.

- Additionally, Burien identified a gap of having no emergency housing for single men, youth, and couples. Their submission identified a tiny home implementation strategy. However, staff didn't see enough detail in the submission to understand if that strategy would address the specific gap of having no emergency housing facilities for those populations.
 - To align with the CPPs described earlier, Burien should demonstrate its proposed land use and zoning changes provide sufficient capacity for emergency housing consistent with Commerce guidance; and provide the AHC with complete and meaningful implementation strategies to address the gap of having no emergency housings for single men, youth, and couples.
 - Consistent with other comment letters, Burien could submit updated implementation strategies after adoption of its comprehensive plan.
- Liz Stead, the Community Development Director for the City of Burien, said that she appreciated the AHC's comments and the Chair's review of responses Burien sent to the Chair.
 - Liz shared that Burien is working with consultants to respond to recommendations around emergency housing and 0-30 percent AMI housing.
 - Liz requested clarification about the emergency housing capacity analysis requirement. Burien had not intended to do a full capacity analysis and did recognize that their workplan includes making code changes to align with HB 1220.
 - Isaac responded that the recommendation is technical and complicate. The AHC staff's understanding of the Commerce guidance is that the jurisdictions need to already be in alignment with 2021 HB 1220 or meet several other conditions mentioned in the comment letter to not require an emergency housing capacity analysis. Burien at the time didn't meet those conditions. Burien only allows emergency housing in office zones, meaning there was limited emergency housing capacity. Given that, AHC staff understanding isas that Burien needs to conduct the emergency housing capacity analysis.
 - Liz Stead acknowledged the answer and looked forward to the AHC discussion today.

- Chair Balducci thanked Liz Stead for the work that the City of Burien and all other jurisdictions are producing. She appreciated jurisdiction staff taking the time to look through all their materials in response to the AHC draft letter.
- Council President Walsh commented. She appreciated the letter and ability to break down individual components. She shared cities would benefit from all these documents, particularly the highlights of things that cities are doing great with an emphasis on prioritizing the need for extremely low-income households. Cities would benefit from further trying to understand how to go about prioritizing the need for extremely low-income households, how the AHC reviews alignment towards this CPP, and what goes into it. Further understanding what it is that leads to any limitations between capacity and planning and accommodating would be helpful not only for Burien but for other cities as they go through this.
- Vice Chair Alex Brennan commented. He echoed what Council President Walsh said. He shared the amount of detail and thought that went into the letter and effort by Burien staff to provide feedback clearly demonstrates the valuable work that's gone into communication. He noted this was an example that Burien is doing many important things to address housing needs and their efforts needed to be celebrated. At the same time, there were gaps that need to be clarified to the city where the requirements are and where the current proposal falls short.
 - Vice Chair Brennan shared that sometimes, when discussion get into the weeds, the headlines can get lost. He noted the importance that AHC and local jurisdictions are uniting to solve regional problems, with each making important contributions towards meeting countywide housing needs.
 - If the Committee is not clear about what needs to happen, it may become the city could easily feel blindsided later in the process. Recommendation Three, to conduct that capacity analysis, is Burien's key recommendation. However, not mentioned explicitly was an interim ordinance that the City of Burien was considering at the time of the meeting that would put some severe spacing requirements and restrictions on transitional housing. Looking at where Burien would be able to provide these housing types means that Burien would not be in compliance with the CPP Housing Chapter and Burien's allocated permanent supportive housing and emergency housing needs.
 - It would not do Burien any service to not address that directly. Their interim ordinance was not a permanent ordinance or something the city was necessarily adopting after the new comprehensive plan.
 - Vice Chair Brennan shared that he sent his own personal letter to Burien staff and councilmembers to know that, from his personal perspective and from Futurewise's perspective, they thought the interim ordinance that is being considered would not be in compliance with CPPs and with the allocations.
 - When a body such as the AHC that's charged with providing such information and review to local jurisdictions does not state those things clearly, the lack of clarity could cause confusion.
- Vice Chair Brennan proposed a potential amendment to the letter to include the following:
 - "Based on the publicly available information from the City of Burien about the interim ordinance being considered, that that ordinance would not provide sufficient capacity for permanent supportive housing and emergency housing."

- Vice Chair Brennan explained that cities do not have full control over the real estate market nor public dollars that might come from the federal or state government, but they do have control over basic zoning.
 - If there is a situation where a city cannot build housing with the spacing limitations put in place, it's a clear-cut case of not being able to meet the housing need allocations. Vice Chair Brennan encouraged the AHC to talk about that directly in the letter and be able to have an open dialogue with the city.
 - Vice Chair Brennan's hoped that such dialogue would help Burien take the steps that were needed to get ready for the end-of-year deadline when the comprehensive plan and development regulations need to be in compliance with the housing need allocation requirements.
- Chair Balducci typed up Vice Chair Brennan's amendment and sent to him via Teams chat to review. Vice Chair Brennan concurred.
 - The proposed amendment stated: "Based on the publicly available information about the interim ordinance under consideration for transitional housing, that ordinance would not provide sufficient capacity in the city for emergency housing set out in the CPPs."
- Liz asked for clarification regarding the amendment.
 - Liz stated the transitional code amendments the AHC discussed were not interim, but rather were permanent regulations being considered. Burien City Council directed staff to go back and rework those to look at areas, such as spacing requirements and some of the size requirements for lots, that might create challenges to siting anything new or making changes to projects similar to the existing emergency housing in the city, such as Mary's Place.
 - It is a work in progress. The letter was received. Staff are working to make those permanent regulations allow for the transitional housing the city needs.
- Chair Balducci clarified that the potential amendment language can express support for the permanent regulations staff are working on by stating it seems like the City of Burien is moving in the right direction.
 - The addition to the amendment stated: "Although we understand that work is ongoing, based on the publicly available information about the interim ordinance would not provide sufficient capacity."
- Council President Walsh moved to approve Burien's letter. Maiko Winkler-Chin seconded.
 - Vice Chair Brennan proposed an amendment that would add the sentence: "Based on the publicly available information about the interim ordinance under consideration for transitional housing, that ordinance would not provide sufficient capacity in the city for emergency housing set out in the CPPs."
 - Chair Balducci recommended an addition at the beginning of "Although we understand that work is ongoing,"
 - Vice Chair Brennan accepted Chair Balducci's addition to the amendment.
 - The final amendment read as "Although we understand that work is ongoing, based on the publicly available information about the interim ordinance under consideration for transitional housing, that ordinance would not provide sufficient capacity in the city for emergency housing set out in the CPPs."

- Maiko appreciated what Alex said and acknowledged it may be a bit uncomfortable.
- The motion to amend the letter passed unanimously.
- Chair Balducci reiterated that nothing happens without an incredible amount of work; the proposals, the recommendations for changes, and putting together a letter to share this information. Chair Balducci was heartened by how seriously jurisdictions were taking this exercise.
- The motion to approve the letter as amended passed unanimously.

Chair's Report

- Chair Balducci provided an update on the AHC's work plan for the remainder of 2024. The AHC adopted the 2024 workplan in November of 2023 to work with the Community Partners Table, conclude monitoring for the Regional Affordable Housing Task Force Five Year Action Plan, review draft comprehensive plans, inform development of an CPP Housing Chapter annual monitoring system, support state and federal legislative priorities, and recommend AHC charter amendments to make sure the AHC meets the obligations it took on when the AHC was formed five years ago.
 - Chair Balducci looked at the annual monitoring and reporting strategy which would allow the AHC to review how effectively the AHC accomplished their goals and recommended changes. She shared the monitoring and reporting strategy was related to the comprehensive plan reviews but was not the current issue.
 - AHC held an in-person meeting on January 19, 2024 wherein members discussed charter amendments. It was very fruitful but didn't seem most time sensitive for this Committee meeting.
 - The Committee has been prioritizing comprehensive plan reviews and will continue to do so through the end of this year.
- Chair Balducci welcomed new staff:
 - Christoph Strouse introduced himself. He joined the AHC staff team in a temporary position for the next year to support reviewing plans.
 - Cacima Lee will start on Monday. She will be replacing Melissa Aguilar.
- The next AHC meeting will be held July 23, 2024 from 11:30 A.M. to 1:00 P.M. Five comprehensive plans will be reviewed: Seattle, Bellevue, Issaquah, Auburn, and Bothell.