King County Affordable Housing Committee

**Housing-Focused Draft Comprehensive Plan Review Program**

# **Draft Countywide Planning Policies (CPP) Completeness Checklist**

Please complete and submit this completeness checklist as part of your submission to the King County Affordable Housing Committee’s Housing-focused Draft Comprehensive Plan Review Program. You can review the full text of each Housing Chapter CPP and the Housing Technical appendix [here](https://cdn.kingcounty.gov/-/media/king-county/depts/dchs/affordable-housing-committee/ahccompplanreview/kc_2021_cpps_ord_19660_113021.pdf?rev=194224480ab14c61b76d89f03603b7eb&hash=5163C143C714380DBE387A1E134EB3BC). The [Housing-focused Draft Comprehensive Plan Review Guide](https://cdn.kingcounty.gov/-/media/EB9998A145964A59BD84AAA30E72623F.ashx) provides additional information about the program and this checklist. Please send questions and your submission to [AHCplanreview@kingcounty.gov](AHCplanreview%40kingcounty.gov). AHC staff are available to assist you as you prepare your submission.

Include the full text and page number of each draft comprehensive plan policy that addresses each King County Countywide Planning Policies (CPP) Housing Chapter policy. One draft comprehensive plan policy may address multiple CPPs, and multiple draft comprehensive plan policies may address one CPP. Jurisdiction staff are encouraged to include additional information for reviewers to consider in the “notes” column of the checklist.

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| CPP Housing Chapter Policy | Comprehensive Plan |  | Notes |
| *Summarized* | *Policy or Inventory and Analysis Section* | *Page #* | *Optional* |
| Plan for and Accommodate Housing Need |
| H-1 Plan for and accommodate the jurisdiction’s allocated share of countywide future housing needs for moderate-, low-, very low-, and extremely low-income households as well as emergency housing, emergency shelters, and permanent supportive housing. Sufficient planning and accommodations are those that comply with the Growth Management Act requirements for housing elements in Revised Code of Washington 36.70A.020 and 36.70A.070, that outline regulatory and nonregulatory measures to implement the comprehensive plan (Washington Administrative Code 365-196-650), and that comply with policies articulated in this chapter. Projected countywide and jurisdictional net new housing needed to reach projected future need for the planning period is shown in Table H-1. |  |  |  |
| H-2 Prioritize the need for housing affordable to households less than or equal to 30 percent area median income (extremely low-income) by implementing tools such as:1. Increasing capital, operations, and maintenance funding;
2. Adopting complementary land use regulations;
3. Fostering welcoming communities, including people with behavioral health needs;
4. Adopting supportive policies; and
5. Supporting collaborative actions by all jurisdictions.
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| Conduct a Housing Inventory and Analysis |
| H-3Conduct an inventory and analysis in each jurisdiction of existing and projected housing needs of all segments of the population and summarize the findings in the housing element. The inventory and analysis shall include: |  |  |  |
| 1. The number of existing and projected housing units necessary to plan for and accommodate projected growth and meet the projected housing needs articulated in Tables H-1 and H-2, including:
	1. permanent housing needs, which includes units for moderate-, low-, very low-, and extremely low-income households and permanent supportive housing,
	2. emergency housing needs, which includes emergency housing and emergency shelters
 |  |  |  |
| 1. Number of existing housing units by housing type, age, number of bedrooms, condition, tenure, and area median income limit (for income-restricted units)
 |  |  |  |
| 1. Number of existing emergency housing, emergency shelters, and permanent supportive housing facilities and units or beds, as applicable
 |  |  |  |
| 1. Percentage and geographic distribution of residential land zoned for moderate- and high-density housing and accessory dwelling units in the jurisdiction
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| 1. Number of income-restricted units and, where feasible, total number of units, within a half-mile walkshed of high-capacity or frequent transit service where applicable and regional and countywide centers1
 |  |  |  |
| 1. Household characteristics, by race/ethnicity:
2. income (median and by area median income bracket),
3. tenure (renter or homeowner),
4. housing cost burden and severe housing cost burden
 |  |  |  |
| 1. Current population characteristics:
2. age by race/ethnicity,
3. disability
 |  |  |  |
| 1. Projected population growth
 |  |  |  |
| 1. Housing development capacity within a half-mile walkshed of high-capacity or frequent transit service, if applicable[[1]](#footnote-2)
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| 1. Ratio of housing to jobs in the jurisdiction
 |  |  |  |
| 1. Summary of existing and proposed partnerships and strategies, including dedicated resources, for meeting housing needs, particularly for populations disparately impacted
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| 1. The housing needs of people who need supportive services or accessible units, including but not limited to people experiencing homelessness, persons with disabilities, people with medical conditions, and older adults
 |  |  |  |
| 1. The housing needs of communities experiencing disproportionate harm of housing inequities including Black, Indigenous, and People of Color
 |  |  |  |
| 1. Areas in the jurisdiction that may be at higher risk of displacement from market forces that occur with changes to zoning development regulations and public capital investments
 |  |  |  |
| H-4 Evaluate the effectiveness of existing housing policies and strategies to meet the jurisdiction’s housing needs. Identify gaps in existing partnerships, policies, and dedicated resources for meeting housing needs and eliminating racial and other disparities in access to housing and neighborhoods of choice. |  |  |  |
| H-5 Document the local history of racially exclusive and discriminatory land use and housing practices, consistent with local and regional fair housing reports and other resources. Explain the extent to which that history is still reflected in current development patterns, housing conditions, tenure, and access to opportunity. Identify local policies and regulations that result in racially disparate impacts, displacement, and exclusion in housing, including zoning that may have a discriminatory effect, disinvestment, and infrastructure availability. Demonstrate how current strategies are addressing impacts of those racially exclusive and discriminatory policies and practices. The County will support jurisdictions in identifying and compiling resources to support this analysis. |  |  |  |
| Collaborate Regionally |
| H-6 Collaborate with diverse partners (e.g., employers, financial institutions, philanthropic, faith, and community-based organizations) on provision of resources (e.g., funding, surplus property) and programs to meet countywide housing need. |  |  |  |
| H-7 Work cooperatively with the Puget Sound Regional Council, subregional collaborations and other entities that provide technical assistance to local jurisdictions to support the development, implementation, and monitoring of strategies that achieve the goals of this chapter. |  |  |  |
| Implement Policies and Strategies to Meet Housing Needs EquitablyEquitable Processes and Outcomes |
| H-8 Collaborate with populations most disproportionately impacted by housing cost burden in developing, implementing, and monitoring strategies that achieve the goals of this chapter. Prioritize the needs and solutions articulated by these disproportionately impacted populations. |  |  |  |
| H-9 Adopt intentional, targeted actions that repair harms to Black, Indigenous, and other People of Color households from past and current racially exclusive and discriminatory land use and housing practices (generally identified through Policy H-5). Promote equitable outcomes in partnership with communities most impacted. |  |  |  |
| Implement Policies and Strategies to Meet Housing Needs EquitablyIncreased Housing Supply, Particularly for Households with the Greatest Needs |
| H-10 Adopt policies, incentives, strategies, actions, and regulations that increase the supply of long-term income-restricted housing for extremely low-, very low-, and low-income households and households with special needs. |  |  |  |
| H-11 Identify sufficient capacity of land for housing including, but not limited to income-restricted housing; housing for moderate-, low-, very low-, and extremely low-income households; manufactured housing; multifamily housing; group homes; foster care facilities; emergency housing; emergency shelters; permanent supportive housing; and within an urban growth area boundary, duplexes, triplexes, and townhomes. |  |  |  |
| H-12 Adopt and implement policies that improve the effectiveness of existing housing policies and strategies and address gaps in partnerships, policies, and dedicated resources to meet the jurisdiction’s housing needs. |  |  |  |
| H-13 Implement strategies to overcome cost barriers to housing affordability. Strategies to do this vary but can include updating development standards and regulations, shortening permit timelines, implementing online permitting, optimizing residential densities, reducing parking requirements, and developing programs, policies, partnerships, and incentives to decrease costs to build and preserve affordable housing. |  |  |  |
| H-14 Prioritize the use of local and regional resources (e.g., funding, surplus property) for income-restricted housing, particularly for extremely low-income households, populations with special needs, and others with disproportionately greater housing needs. Consider projects that promote access to opportunity, anti-displacement, and wealth building for Black, Indigenous, and People of Color communities to support implementation of policy H-9. |  |  |  |
| Implement Policies and Strategies to Meet Housing Needs EquitablyExpanded Housing Options and Increased Affordability Accessible to Transit and Employment |
| H-15 Increase housing choices for everyone, particularly those earning lower wages, that is co‑located with, accessible to, or within a reasonable commute to major employment centers and affordable to all income levels. Ensure there are zoning ordinances and development regulations in place that allow and encourage housing production at levels that improve jobs-housing balance throughout the county across all income levels. |  |  |  |
| H-16 Expand the supply and range of housing types, including affordable units, at densities sufficient to maximize the benefits of transit investments throughout the county |  |  |  |
| H-17 Support development and preservation of income-restricted affordable housing near high-capacity transit |  |  |  |
| Implement Policies and Strategies to Meet Housing Needs EquitablyExpanded Housing and Neighborhood Choice for All Residents |
| H-18 Adopt inclusive planning tools and policies whose purpose is to increase the ability of all residents in jurisdictions throughout the county to live in the neighborhood of their choice, reduce disparities in access to opportunity areas, and meet the needs of the region’s current and future residents by:1. Providing access to affordable housing to rent and own throughout the jurisdiction, with a focus on areas of high opportunity;
2. Expanding capacity for moderate-density housing throughout the jurisdiction, especially in areas currently zoned for lower density single-family detached housing in the Urban Growth Area, and capacity for high-density housing, where appropriate, consistent with the Regional Growth Strategy;
3. Evaluating the feasibility of, and implementing, where appropriate, inclusionary and incentive zoning to provide affordable housing; and
4. Providing access to housing types that serve a range of household sizes, types, and incomes, including 2+ bedroom homes for families with children and/or adult roommates and accessory dwelling units, efficiency studios, and/or congregate residences for single adults
 |  |  |  |
| H-19 Lower barriers to and promote access to affordable homeownership for extremely low-, very low-, and low--income, households. Emphasize:1. Supporting long-term affordable homeownership opportunities for households less than or equal to 80 percent area median income (which may require up-front initial public subsidy and policies that support diverse housing types); and
2. Remedying historical inequities in and expanding access to homeownership opportunities for Black, Indigenous and People of Color communities.
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| H-20 Adopt and implement policies that address gaps in partnerships, policies, and dedicated resources to eliminate racial and other disparities in access to housing and neighborhoods of choice. |  |  |  |
| H-21 Adopt policies and strategies that promote equitable development and mitigate displacement risk, with consideration given to the preservation of historical and cultural communities as well as investments in low-, very low-, extremely low-, and moderate-income housing production and preservation; dedicated funds for land acquisition; manufactured housing community preservation, inclusionary zoning; community planning requirements; tenant protections; public land disposition policies; and land that may be used for affordable housing. Mitigate displacement that may result from planning efforts, large-scale private investments, and market pressure. Implement anti-displacement measures prior to or concurrent with development capacity increases and public capital investments. |  |  |  |
| H-22Implement,promote, and enforce fair housing policies and practices so that every person in the county has equitable access and opportunity to thrive in their communities of choice, regardless of their race, gender identity, sexual identity, ability, use of a service animal, age, immigration status, national origin, familial status, religion, source of income, military status, or membership in any other relevant category of protected people. |  |  |  |
| Expanded Housing and Neighborhood Choice for All ResidentsHousing Stability, Healthy Homes, and Healthy Communities |
| H-23Adopt and implement policies that protect housing stability for renter households; expand protections and supports for moderate-, low-, very low-, and extremely low-income renters and renters with disabilities. |  |  |  |
| H-24Adopt and implement programs and policies that ensure healthy and safe homes. |  |  |  |
| H-25 Plan for residential neighborhoods that protect and promote the health and well-being of residents by supporting equitable access to parks and open space, safe pedestrian and bicycle routes, clean air, soil and water, fresh and healthy foods, high-quality education from early learning through K-12, affordable and high-quality transit options and living wage jobs and by avoiding or mitigating exposure to environmental hazards and pollutants. |  |  |  |

1. AHC staff can provide a shapefile of frequent and high-capacity transit in King County. Contact AHC staff at [AHCplanreview@kingcounty.gov](ahcplanreview%40kingcounty.gov). [↑](#footnote-ref-2)