

AFFORDABLE HOUSING ADVISORY COMMITTEE

Meeting Minutes

Friday, December 22, 2023

The Affordable Housing Advisory Committee conducted a virtual meeting on **Friday, December 22, 2023**, via Communications Media Technology (CMT).

CALL TO ORDER by Cheryl Cioffari at 3:21 p.m.

ROLL CALL by Cheryl Cioffari

AHAC MEMBERS

Chris Todd Young, Chair	Present
Commissioner Craig Cates	Present
Cheryl Cioffari, Assistant Director of Planning	Present
Kurt Lewin	Absent
Tim Root	Absent
Doug Mader	Absent
Joseph Scarpelli	Present
Joe Walsh	Present
Catherine Felton	Present
Paul Caceres	Present
Pam Caputo	Absent

STAFF MEMBERS PRESENT

Nathalia Mellies Archer, Assistant County Attorney
Ilze Aguila, Sr. Administrator, Planning & Environmental Resources

CHANGES TO THE AGENDA

None.

MEETING

The focus of today's meeting is to discuss Section 3 of the LHAP (Local Housing Assistance Plan). It was recently brought to Staff's attention that Section III of the LHAP requires annual review by the Committee. The Committee then submits its recommendations / comments through a resolution in order to maintain funding.

The last time this Committee met was in December 2021 to discuss the incentives that the County participates in to encourage Affordable Housing. These incentives are listed in Section III, Local Housing Assistance Plan (LHAP) Incentive Strategies:

- a) Expedited Permitting for affordable housing projects
- b) Ongoing Review Process of local provisions (include fee waivers)
- c) Modification of Impact Fee Requirements
- d) Flexibility in Densities for Affordable Housing
- e) Reservation of Infrastructure Capacity for Affordable Housing
- f) Allowance of Affordable Accessory Residential Units in Residential Zoning Districts
- g) Reduction of parking and setback requirements for affordable housing
- h) Allowance of Flexible Lot Configurations
- i) Modification of Street Requirements
- j) Inventory of County Owned Property Suitable for Affordable Housing
- k) Support development near transportation hubs and major employment centers and mixed-use developments
- l) Inclusionary Housing
- m) Mobile Home Park Incentive Program
- n) Employee Housing, Commercial Apartments, and Workforce Housing as Permitted Uses
- o) Purchase and Lease Back Program

The only change noticed between the previous year and this year, is that of the parcels that were appropriate for Affordable housing, the two vacant parcels were deeded to Habitat for Humanity for the development of Affordable Housing in June 2022.

The County continues to encourage affordable housing developers through incentives, including expedited permitting with preference given to affordable housing review, allowances for waiving of impact fees, increased density within specific zoning districts, and appropriate capacity for infrastructure for affordable housing. The County allows accessory residential units for affordable housing where the zoning allows it. There is reduced parking for multifamily affordable housing, and an applicant can apply for a variance to reduce established required off-street parking. The County offers flexible lot configuration and inventory of appropriate places for affordable housing developments.

The Planning Department continues to coordinate with the Land Authority to review any additional lots that have been purchased and may be available for future affordable housing development.

Joseph Scarpelli commented that the Very-Low-income requirement is of the past and that nobody would really qualify for that category, and inquired if they will be looking into income changes in the future, or adjusting those income requirements? Ms. Cioffari mentioned that she was not aware of such changes being made, but that it can be discussed by the Committee. Mr. Scarpelli mentioned that it is becoming increasingly hard to fill those very-low income slots. He is not sure if the shift in income aligns with these very low-income categories. Mr. Cates agreed with the statements that were made and confirmed that any future projects will be reviewed individually. No changes need to be made at this time, as not many projects qualify within the very low income category.

Commissioner Cates inquired as to whether we have received the most recent medium income changes. Ms. Cioffari confirmed that we have received the 2023 income requirements, and these income guidelines are released in April of each year. Chris Todd Young with Habitat for Humanity

supported the comments made by Mr. Scarpelli and Commissioner Cates, regarding the income guidelines that need to be adjusted. Ms. Todd Young mentioned that they have seen an increase in Workforce income, which does not align with the affordable housing income guidelines. It has been noticed that even the State Housing Initiatives Partnership program (**SHIP**) is also having trouble with this.

Mr. Walsh commented that he would be interested in reviewing the G&H and the County's strategies, and the potential to incentivize additional cost for affordable housing, i.e. lot line adjustments, setback variances etc. Ms. Cioffari asked for clarification as to whether Mr. Walsh was referring to a modification to the fees associated with such applications, or code language that would provide for reduced setbacks as it relates to affordable housing. Mr. Walsh confirmed that there is a provision in the LHAP that provides for both.

Ms. Cioffari suggested that we schedule a meeting earlier in 2024 to allow the Committee to direct staff to focus on specific items, and or make recommendations to adjust the LHAP, and which will allow the Committee to review these suggestions and comments.

Motion: Mr. Walsh made a motion to approve the modified LHAP with the changes as presented, outlining the properties that are available for affordable housing. Ms. Todd-Young seconded the motion.

Roll Call: Joe Walsh-Yes; Chris Todd Young-Yes; Paul Caceres-Yes; Catherine Felton-yes; Joseph Scarpelli-Yes; Commissioner Cates-yes. The Motion Passed.

Member Comments: Commissioner Cates inquired if coming up with ideas for affordable housing fall within the duties of the Affordable Housing Advisory Committee. Ms. Cioffari stated that this is an Ad hoc Committee and if the BOCC directs them or tasks the AHAC with these specific tasks, then yes, they would be able to look into that and make recommendations accordingly.

Commissioner Cates commented that he believes there will be a lot happening for Affordable housing next year, pending proposed legislative changes which would allow surplus funds from the TDC to be allocated to be used for affordable housing. Commissioner Cates would like to see the Committee be more involved, and even allow for more input from the Community prior to these conversations getting to the BOCC level. He suggested that the AHAC start meeting quarterly. The rest of the members in attendance agreed with this suggestion.

ADJOURNMENT:

The Affordable Housing Advisory Committee meeting was adjourned at 3:45 p.m.