

Middle Housing Grant Program

Peer Meeting

Anne Fritzel

HOUSING PROGRAM MANAGER, GROWTH MANAGEMENT SERVICES

SEPTEMBER 15, 2022



Washington State
Department of
Commerce

Today's Agenda

Time	Topic
1:00	Welcome and introductions: <ul style="list-style-type: none">• Jurisdiction project managers introduce themselves• Commerce team introduces themselves
1:25	Middle Housing Technical Assistance Team <ul style="list-style-type: none">• What's technical assistance?• Which team member does what?• What do you need?
1:50	Close-out and Housekeeping <ul style="list-style-type: none">• Next steps in contracting• Regional Planner change at Commerce• Schedule next meeting
2:00	Adjourn

Welcome and Introductions

- **Commerce Team**
 - Staff
 - Regional Planners
 - Middle Housing Technical Assistance Team (MHTT)
 - Shane Hope – Communications Lead
 - Dave Osaki – Disparate Impacts Lead
 - Joe Tovar – Technical Guidance Lead

<https://www.commerce.wa.gov/serving-communities/growth-management/growth-management-topics/planning-for-housing/>

Middle Housing Tech Team Member			Regional Planner		
Jurisdiction(s)	Team Member	Regional Planner			
Bellevue	Joe Tovar	Catherine McCoy	Monroe	Joe Tovar	Lexine Long
Bothell	Joe Tovar	Matt Ojennus	Newcastle	Shane Hope	Catherine McCoy
Burien	Joe Tovar	Keri Sallee	North Bend	Joe Tovar	Matt Ojennus
Carnation	Joe Tovar	Matt Ojennus	Redmond	Dave Osaki	Matt Ojennus
Duvall	Joe Tovar	Matt Ojennus	Renton	Shane Hope	Catherine McCoy
Eatonville	Dave Osaki	Keri Sallee	Ruston	Shane Hope	Keri Sallee
Edgewood	Dave Osaki	Keri Sallee	Seattle	Dave Osaki	Catherine McCoy
Enumclaw	Dave Osaki	Matt Ojennus	Shoreline	Dave Osaki	Matt Ojennus
Everett	Joe Tovar	Lexine Long	Snohomish	Joe Tovar	Lexine Long
Fife	Dave Osaki	Keri Sallee	Snoqualmie	Joe Tovar	Matt Ojennus
Gig Harbor	Dave Osaki	Keri Sallee	SSHA3P	Dave Osaki	Keri Sallee
Kenmore	Joe Tovar	Matt Ojennus	Tacoma	Shane Hope	Keri Sallee
Lakewood	Shane Hope	Keri Sallee	Tukwila	Shane Hope	Catherine McCoy
Milton	Dave Osaki	Keri Sallee	University Place	Dave Osaki	Keri Sallee

Middle Housing Team is to help you:

- Presentations to planning commission, council, or others
 - Example documents: draft presentations or staff reports, example RFPs, etc.
 - **GIS analysis for racial equity work**
 - Hands on review and analysis of existing comp. plan elements and development regulations
 - Recommendations to remove barriers to moderate-density housing
 - Letters of support for draft recommendations
 - Short Course on housing / local planning
-
- **In addition to providing hands-on assistance the team will develop best practices, templates and communications materials that can be used for current and future middle housing planning in communities across the entire state.**

Other technical assistance

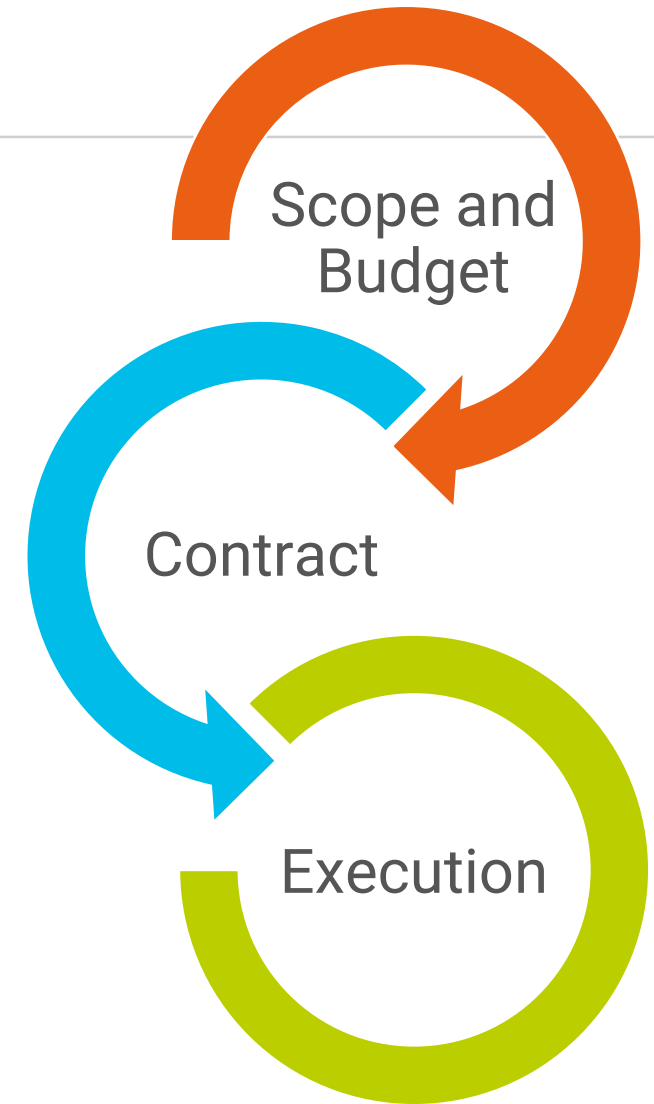
- EZ View Site to share resources
- Example design guidelines
- Example illustrations and pro-formas
- Photo library
- Updated ADU guidance



The screenshot shows the EZ View website interface. At the top left is the EZ View logo. To the right is the page title "Affordable Housing Planning". Below the logo and title is a navigation menu with tabs for "Overview", "Resources", "Financial", "Events & Presentations", "Housing Action Plans", and "ADU". The "Resources" tab is selected, and a sub-menu item "Middle Housing Program" is highlighted. Below the navigation is the main content area with the heading "Middle Housing Program" and a sub-heading "Grant Program". The text describes the Middle Housing Grant Program, which is based on a state budget proviso with \$7 million to authorize middle housing types on at least 30% of lots that were zoned for single-family use during the grant period. Grant funds are available to cities within King, Kitsap, Pierce and Snohomish counties through 2024 due dates for periodic review and, as needed, adoption of amendments to local regulations. The proviso states that for this grant, "middle housing types" include fiveplexes, sixplexes, townhouses, courtyard apartments, cottage housing, and accessory dwelling units. The text also mentions that while developing the grant program, Commerce heard from many cities that it would require additional work to manage this grant and take advantage of the opportunities it provided. In response, Commerce developed a three-person technical assistance team, comprised of former planning department staff from grantee jurisdictions and other jurisdictions in the defined award area.

Contracting

1. Draft scope and budget sent
2. Jurisdiction reviews in track changes
3. Return to Commerce
4. Commerce creates contract and sends to jurisdiction for signature
5. Signed contract returned to Commerce
6. Commerce Signature = Execution Date
7. Submit deliverables with invoice.



Strategies for the Middle Housing grant



- Staff reports on middle housing
- Staff reports on racial equity analysis
- Policy recommendations to feed into comp plan

Community-Based Organizations

- CBO: an organization that has a primary mission and history of making improvements to a community's social health, well-being, and overall functioning.
- The intention of CBO subcontracting is to enable small or overburdened organizations and the communities they represent to provide expertise and insight to planning work when they otherwise couldn't due to limited financial resources.
- To receive funds from Commerce the jurisdiction is required to submit the fully executed contract with the CBO, which includes dollar amounts. (estimated about \$2,000 per CBO)

Timeline Reminders

- If an action and/or step was in progress at the time you applied for this funding, grant funds may be used for any tasks occurring after July 1, 2021.
- **The final due date for deliverables is no later than June 15, 2023.**
- Completion of all work by June 15, 2023 is preferred.
- Grant end date is June 30, 2023

2023 JUNE						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15 	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30 	

© BlankCalendarPages.com

What do you need from us?

What questions or comments?

Issues?

Phasing?

Connection to periodic update?

Projections of housing need?

Sharing project manager contact information within this group



Washington State
Department of
Commerce

www.commerce.wa.gov



Next meeting topics?

Frequency?

Racially Disparate Impact work

Working with CBOs

More time for peer sharing?