

HOUSING ELEMENT CHECKLIST EXCERPT

Auburn Housing Element Update

State and Regional Housing Element Requirements and Evaluation

Num	Summary of Requirement / Policy	Discussion
	Growth Management Act	
1.	Housing – Existing and projected needs: Inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to provide for projected growth over the planning period. RCW 36.70A.070(2)(a) and WAC 365-196-410(2)(b) and (c) and Commerce’s <i>Assessing Your Housing Needs (1993, Updated by March 2013)</i>	Identified via Housing Needs & Characteristics Assessment, City has capacity to meet its targets.
2.	Housing – Goals and Policies: Include goals, policies, and objectives for the preservation, improvement, and development of housing. RCW 36.70A.070(2)(b) and WAC 365-196-410(2)(a).	Chapter 4 of Housing Element, to be updated.
3.	Housing – Land Supply: Identify sufficient land for housing, including but not limited to, government-assisted housing, housing for low-income families, manufactured housing, multifamily housing, group homes, and foster care facilities. RCW 36.70A.070(2)(c)	A little more than half of the City’s land capacity is for mixed use and multifamily, and nearly half is in single family capacity.
4.	Housing – Special Housing: Regulations treat a residential structure occupied by persons with handicaps the same as a similar residential structure occupied by a family or other unrelated individuals. RCW 36.70A.410	City allows for group residences and communal residences of unrelated individuals consistently across R zones. Definition of communal indicates 4 unrelated individuals. Definition of family (18.04.360 Family) in zoning code written to avoid interference with civil rights.
5.	Housing – Manufactured Housing: Manufactured housing regulated no differently than site built housing. RCW 35.21.684, 35.63.160, 35A.21.312, and 36.01.225 A local government may require that manufactured homes (1) new, (2) are set on a permanent foundation, and (3) comply with local design standards applicable to other homes in the neighborhood; but may not discriminate against consumer choice in housing. (National Manufactured Housing Construction and Safety Standards Act of 1974.)	Policies on protecting manufactured home parks are strong. Manufactured homes treated similar to single family homes per AMC: 18.31.050 Single-family dwelling siting and design standards.

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6.	<p>Housing – Affordable Housing: Provisions for existing and projected housing needs of all economic segments of the community. (RCW 36.70A.070(2)(d))</p> <p>If enacting or expanding affordable housing programs under RCW 36.70A.540, the plan identifies certain land use designations within a geographic area where increased residential development will assist in achieving local growth management and housing policies. Examples include: density bonuses within urban growth areas, height and bulk bonuses, fee waivers or exemptions, parking reductions, expedited permitting conditioned on provision of low-income housing units, or mixed use projects.</p> <p>WAC 365-196-410(2)(e)(iii) recommends an evaluation of the extent to which the existing and projected market can provide housing at various costs and for various income levels, and an estimation of the present and future populations that would require assistance to obtain housing they can afford. This section should also identify existing programs and policies to promote adequate affordable housing and evaluate their effectiveness.</p> <p>Affordable housing is defined as when the total housing costs, including basic utilities, does not exceed 30 percent of the income limit (for renters, 50 percent or less of the county median family income, adjusted for family-size, and for owners, 80 percent or less of the county median family income, adjusted for family size for owners). WAC 365-196-410(e)(i)(C) (I-V)</p>	<p>Housing policies under Goal 12 Urban Redevelopment address incentives.</p> <p>City has density bonuses in Downtown and for Infill Development.</p>
7.	<p>Housing – Accessory Dwelling Units: If the city has a population of over 20,000, or the county has a population of over 125,000, the jurisdiction allows accessory dwelling units (ADUs) in single-family residential areas. RCW 36.70A.400 RCW 43.63A.215(3)</p> <p>See Accessory Dwelling Unit Ordinance Study and Recommendations (1994) available from Commerce. For counties, ADU provisions in rural areas should review decisions from the appropriate hearings board.</p>	
8.	<p>Housing – Family Day Care: Family daycare providers are allowed in all residential dwellings located in areas zoned for residential or commercial use and any zoning conditions imposed are no more restrictive than conditions imposed on other residential dwellings in the same zone. RCW 36.70A.450 Family daycare provider means someone who regularly provides child daycare for 12 or fewer children in their home. RCW 43.215.010(c)</p>	<p>Home based day care allowed in all R zones, all day care allowed in C zones.</p>
PSRC VISION 2040		
9.	<p>MPP-H-1: Provide a range of housing types and choices to meet the housing needs of all income levels and demographic groups within the region.</p>	<p>Policies under Goal 7 address mixed use, ADUs, and manufactured homes well. Suggest policies address greater variety – single family, townhomes, cottages, and other attached homes. Zoning appears to allow reasonable range.</p>
10.	<p>MPP-H-2: Achieve and sustain — through preservation, rehabilitation, and new development — a sufficient supply of housing to meet the needs of low-income, moderate-income, middle-income, and special needs individuals and households that is equitably and rationally distributed throughout the region.</p>	<p>Policies address preservation and rehabilitation as well as neighborhood quality (Goal 4 and Goal 8 policies). Housing condition and quality will be a focus area of the Element Update.</p>
11.	<p>MPP-H-3: Promote homeownership opportunities for low-income, moderate-income, and middle-income families and individuals.</p>	<p>Homeownership is addressed in Goal 4 but not directly in policies. Recommend addressing more directly in update.</p>

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12.	MPP-H-4: Develop and provide a range of housing choices for workers at all income levels throughout the region in a manner that promotes accessibility to jobs and provides opportunities to live in proximity to work.	Policies do not directly address relationship of housing and jobs. Recommend addressing in Update.
13.	MPP-H-5: Expand the supply and range of housing, including affordable units, in centers throughout the region.	Addressed regarding Downtown in Policy HO-18, and several policies under Goal 12 Urban Redevelopment.
14.	MPP-H-6: Recognize and give regional funding priority to transportation facilities, infrastructure, and services that explicitly advance the development of housing in designated regional growth centers. Give additional priority to projects and services that advance affordable housing.	Infrastructure topics addressed in other elements. Recommend policy regarding the City's intent to provide for housing choices in Downtown where infrastructure is more available or can be enhanced such as via regional funding.
15.	MPP-H-7: Encourage jurisdictions to review and streamline development standards and regulations to advance their public benefit, provide flexibility, and minimize additional costs to housing.	Not addressed.
16.	MPP-H-8: Encourage the use of innovative techniques to provide a broader range of housing types for all income levels and housing needs.	Addressed in policies under Goal 12 Urban Redevelopment.
17.	MPP-H-9: Encourage interjurisdictional cooperative efforts and public-private partnerships to advance the provision of affordable and special needs housing.	Policies under Goal 4 discuss public and private involvement in providing housing, with limited Auburn role, and also City support for regional efforts on human services (HO-6 and HO-7). Could update regional efforts with South King County.
King County Countywide Planning Policies		
18.	<p>H-1 Address the countywide need for housing affordable to households with moderate, low and very-low incomes, including those with special needs. The countywide need for housing by percentage of Area Median Income (AMI) is:</p> <ul style="list-style-type: none"> • 50-80% of AMI (moderate) - 16% of total housing supply • 30-50% of AMI (low) - 12% of total housing supply • 30% and below AMI (very-low) - 12% of total housing supply 	New CPP, need to directly address in Element update.
19.	H-2 Address the need for housing affordable to households at less than 30% AMI (very low income), recognizing that this is where the greatest need exists, and addressing this need will require funding, policies and collaborative actions by all jurisdictions working individually and collectively.	New CPP, need to directly address in Element update.
20.	<p>H-3 Conduct an inventory and analysis of existing and projected housing needs of all economic and demographic segments of the population in each jurisdiction. The analysis and inventory shall include:</p> <ol style="list-style-type: none"> a. Characteristics of the existing housing stock, including supply, affordability and diversity of housing types; b. Characteristics of populations, including projected growth and demographic change; c. The housing needs of very-low, low, and moderate-income households; and d. The housing needs of special needs populations. 	A Housing Characteristics and Needs Assessment has been prepared as part of the Housing Element Update.

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21.	H-4 Provide zoning capacity within each jurisdiction in the Urban Growth Area for a range of housing types and densities, sufficient to accommodate each jurisdiction's overall housing targets and, where applicable, housing growth targets in designated Urban Centers.	See Rows 1 and 2.
22.	<p>H-5 Adopt policies, strategies, actions and regulations at the local and countywide levels that promote housing supply, affordability, and diversity, including those that address a significant share of the countywide need for housing affordable to very-low, low, and moderate income households. These strategies should address the following:</p> <ul style="list-style-type: none"> a. Overall supply and diversity of housing, including both rental and ownership; b. Housing suitable for a range of household types and sizes; c. Affordability to very-low, low, and moderate income households; d. Housing suitable and affordable for households with special needs; e. Universal design and sustainable development of housing; and f. Housing supply, including affordable housing and special needs housing, within Urban Centers and in other areas planned for concentrations of mixed land uses. 	<p>5a.and 5b. See Row 9.</p> <p>5c. Need to address per CPPs. See Rows 18 and 19.</p> <p>5d. Policies are strong on homelessness; need to address seniors.</p> <p>5e. Not addressed – add policies.</p> <p>5f. See Row 13.</p>
23.	H-6 Preserve existing affordable housing units, where appropriate, including acquisition and rehabilitation of housing for long-term affordability.	See Row 10.
24.	H-7 Identify barriers to housing affordability and implement strategies to overcome them.	Barriers not addressed directly. Recommend addressing in Update, particularly housing quality.
25.	H-8 Tailor housing policies and strategies to local needs, conditions and opportunities, recognizing the unique strengths and challenges of different cities and sub-regions.	Purpose of Update is to tailor policies and strategies. Of greater focus are Auburn's diverse ethnic communities, housing quality and condition, and similar topics.
26.	H-9 Plan for housing that is accessible to major employment centers and affordable to the workforce in them so people of all incomes can live near or within reasonable commuting distance of their places of work. Encourage housing production at a level that improves the balance of housing to employment throughout the county.	Downtown Urban Center is addressed. See Row 13. Suggest policies address combined housing and transportation costs.
27.	H-10 Promote housing affordability in coordination with transit, bicycle, and pedestrian plans and investments and in proximity to transit hubs and corridors, such as through transit oriented development and planning for mixed uses in transit station areas.	See Row 26. Suggest adding multimodal policies in relation to housing costs and healthy communities.
28.	H-11 Encourage the maintenance of existing housing stock in order to ensure that the condition and quality of the housing is safe and livable.	See Policies under Goal 8.
29.	H-12 Plan for residential neighborhoods that protect and promote the health and well-being of residents by supporting active living and healthy eating and by reducing exposure to harmful environments.	Healthy living not directly addressed. Add policies in update.

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30.	H-13 Promote fair housing and plan for communities that include residents with a range of abilities, ages, races, incomes, and other diverse characteristics of the population of the county.	Fair housing not directly addressed in policies. Add policies in update.
31.	H-14 Work cooperatively among jurisdictions to provide mutual support in meeting countywide housing growth targets and affordable housing needs.	See policies under Goal 4.
32.	H-15 Collaborate in developing sub-regional and countywide housing resources and programs, including funding, to provide affordable housing for very-low, low-, and moderate-income households.	Collaboration addressed under Goal 4, but more focused on human services. Suggest updated policies on collaboration in South King County.
33.	H-16 Work cooperatively with the Puget Sound Regional Council and other agencies to identify ways to expand technical assistance to local jurisdictions in developing, implementing and monitoring the success of strategies that promote affordable housing that meets changing demographic needs. Collaborate in developing and implementing a housing strategy for the four-county central Puget Sound region.	See policies under Goal 4. Could address reference to PSRC and other regional bodies in policies.
34.	<p>H-17 Monitor housing supply, affordability, and diversity, including progress toward meeting a significant share of the countywide need for affordable housing for very-low, low, and moderate income households. Monitoring should encompass:</p> <ul style="list-style-type: none"> a. Number and type of new housing units; b. Number of units lost to demolition, redevelopment, or conversion to non-residential use; c. Number of new units that are affordable to very-low, low-, and moderate-income households; d. Number of affordable units newly preserved and units acquired and rehabilitated with a regulatory agreement for long-term affordability for very-low, low-, and moderate-income households; e. Housing market trends including affordability of overall housing stock; f. Changes in zoned capacity for housing, including housing densities and types; g. The number and nature of fair housing complaints and violations; and h. Housing development and market trends in Urban Centers. 	Add policy on monitoring.
35.	H-18 Review and amend, a minimum every five years, the countywide and local housing policies and strategies, especially where monitoring indicates that adopted strategies are not resulting in adequate affordable housing to meet the jurisdiction's share of the countywide need.	City review likely to occur on 8-year cycle under GMA and also at time of CPP amendments of targets. Need to add 5-year review target in policies.
Pierce County Countywide Planning Policies		
36.	AH-1. The County, and each municipality in the County, shall determine the extent of the need for housing for all economic segments of the population, both existing and projected for its jurisdiction over the planning period.	Identified via Housing Needs & Characteristics Assessment.

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37.	<p>AH-2. The County, and each municipality in the County, should explore and identify opportunities to reutilize and redevelop existing parcels where rehabilitation of the buildings is not cost-effective, provided the same is consistent with the countywide policy on historic, archaeological, and cultural preservation.</p>	<p>Identified via Housing Needs & Characteristics Assessment.</p>
38.	<p>AH-3. The County, and each municipality in the County, shall encourage the availability of housing affordable to all economic segments of the population for each jurisdiction.</p> <p>3.1 For the purpose of the Pierce County Countywide Planning Policies the following definitions shall apply:</p> <p>3.1.1 “Affordable housing” shall mean the housing affordable to households earning up to 80 percent of the countywide median income.</p> <p>3.1.2 “Low income households” shall mean households earning 80 percent or less of the countywide median income.</p> <p>3.1.3 “Moderate income households” shall mean households earning 80 to 120 percent of the countywide median income.</p> <p>3.1.4 “Special Needs Housing” shall mean supportive housing opportunities for populations with specialized requirements, such as the physically and mentally disabled, the elderly, people with medical conditions, the homeless, victims of domestic violence, foster youth, refugees, and others.</p>	<p>The City’s Element addresses all economic segments including Special Needs. Policies are strong on homelessness and services to lower income households; need to address seniors, disabled, victims of domestic violence, and refugees.</p>
39.	<p>3.2 Affordable housing needs not typically met by the private housing market should be addressed through a more coordinated countywide approach/strategy.</p> <p>3.2.1 Each jurisdiction may adopt plans and policies for meeting its affordable and moderate income housing needs in a manner that reflects its unique demographic characteristics, comprehensive plan vision and policies, development and infrastructure capacity, location and proximity to job centers, local workforce, and access to transportation.</p>	<p>The City’s Housing Element Update, prepared after this CPP was developed in 2012, will address its unique role and support for meeting regional housing needs. As Lakeland Hills is a master planned community, its shape and character are set as a single family neighborhood with nodes of higher density and neighborhood parks and commercial services.</p>
40.	<p>3.3 It shall be the goal of each jurisdiction in Pierce County that a minimum of 25% of the growth population allocation is satisfied through affordable housing.</p> <p>3.3.1 Jurisdictions with designated regional centers should consider incorporating affordable housing allocations as part of their adopted allocations for these centers.</p>	<p>See Row 39. The City can meet its growth capacity. On the whole the City’s housing stock is affordable to its citizens. The City as a whole has a large stock of affordable housing and its primary focus is on maintenance. In Lakeland Hills, Auburn will plan for housing appropriate to neighborhood character and its community’s needs.</p>
41.	<p>3.4 Each jurisdiction should provide a sufficient supply of special needs housing opportunities that is equitably and rationally distributed throughout the County.</p>	<p>Policies address preservation and rehabilitation as well as neighborhood quality (Goal 4 and Goal 8 policies). Housing condition and quality will be a focus area of the Element Update.</p>
42.	<p>AH-4. The County and each municipality in the County should establish a countywide program by an organization capable of long-term consistent coordination of regional housing planning, design, development, funding, and housing management. All jurisdictions should be represented in directing the work program and priorities of the organization.</p>	<p>The City supports interjurisdictional efforts. See Policy HO-7.</p>

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43.	<p>AH-5. Jurisdictions should plan to meet their affordable and moderate-income housing needs goal by utilizing a range of strategies that will result in the preservation of existing, and production of new, affordable and moderate-income housing that is safe and healthy.</p> <p>5.1 Techniques to preserve existing affordable and moderate-income housing stock may include repair, maintenance, and/or rehabilitation and redevelopment in order to extend the useful life of existing affordable housing units.</p> <p>5.1.1 Jurisdictions should seek and secure state funds such as the Housing Trust Fund, and federal subsidy funds such as Community Development Block Grant, HOME Investment Partnership, and other sources to implement housing preservation programs.</p> <p>5.2 Jurisdictions should promote the use of reasonable measures and innovative techniques (e.g., clustering, accessory dwelling units, cottage housing, small lots, planned urban developments, and mixed use) to stimulate new higher density affordable and moderate-income housing stock on residentially-zoned vacant and underutilized parcels.</p>	<p>5.1 Policies address preservation and rehabilitation as well as neighborhood quality (Goal 4 and Goal 8 policies). Housing condition and quality will be a focus area of the Element Update.</p> <p>5.1.1 Policies HO-30 and HO-31 address specific funds for repairs and social services. More emphasis on funding could be included in policies.</p> <p>5.2 Housing variety is addressed to some degree under Goal 7 and 22 policies (ADUS, mixed use). More language on forms of housing suited in low density areas could be considered such as clustering, cottages, and others.</p>
44.	<p>5.3 To promote affordable housing and ensure access to services and jobs, jurisdictions should consider the availability and proximity of public transportation, governmental and commercial services necessary to support residents' needs.</p>	<p>Transportation linkages are not emphasized in the element though mixed use housing in Downtown is a key policy and is meant to be supported by transit (Sounder).</p>
45.	<p>5.4 Jurisdictions should consider providing incentives to developers and builders of affordable housing for moderate- and low-income households, such as but not limited to:</p> <p>5.4.1 A menu of alternative development regulations (e.g., higher density, reduced lot width/area and reduced parking stalls) in exchange for housing that is ensured to be affordable.</p> <p>5.4.2 A toolkit of financial incentives (e.g., permit and fee waivers or multifamily tax exemptions) and grant writing assistance, through the regional housing organization, that may be dependent on the amount of affordable housing proposed.</p> <p>5.4.3 A toolkit of technical assistance (e.g., mapping, expedited processing and permit approval) to affordable housing developers that may be dependent on the amount of affordable housing proposed.</p>	<p>Housing policies under Goal 12 Urban Redevelopment address incentives.</p> <p>City has density bonuses in Downtown and for Infill Development.</p>
46.	<p>5.5 Jurisdictions should consider inclusionary zoning measures as a condition of major rezones and development.</p> <p>5.5.1 New fully contained communities in unincorporated Pierce County shall contain a mix of dwelling units to provide for the affordable and moderate-income housing needs that will be created as a result of the development, as well as helping to accommodate a share of the county's overall affordable housing need as expressed in policy 3.3.</p>	<p>See Row 45. Auburn is not a new fully contained community.</p>

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47.	<p>AH-6. The County, and each municipality in the County, should cooperatively maximize available local, state, and federal funding opportunities and private resources in the development of affordable housing for households.</p> <p>6.1 All jurisdictions should jointly explore opportunities to develop a countywide funding mechanism and the potential for both voter approved measures (bond or levy), and nonvoter approved sources of revenue to support the development of affordable housing.</p> <p>6.2 All jurisdictions should pursue state legislative changes to give local jurisdictions the authority to provide tax relief to developers of affordable housing.</p> <p>6.3 All jurisdictions should explore opportunities to dedicate revenues from sales of publicly owned properties, including tax title sales, to affordable housing projects.</p>	<p>6.1. The City supports interjurisdictional efforts. See Policy HO-7. Policies HO-30 and HO-31 address specific funds for repairs and social services. More emphasis on funding could be included in policies.</p> <p>6.2. Multifamily tax exemptions are available. Auburn has adopted it in AMC Chapter 3.94.</p> <p>6.3. See HO -22.</p>
48.	<p>6.4 All jurisdictions should explore the feasibility of additional resources to facilitate the development of affordable housing such as a new countywide organization (based on inter-local agreements), expansion of existing nonprofit partnerships, increased coordination with local public housing authorities, a county-wide land trust, as well as future involvement of larger County employers, in the provision of housing assistance for their workers.</p>	<p>The City supports interjurisdictional efforts. See Policy HO-7. Also, public and private partnerships are valued in HO-6. The City could consider a housing authority (referenced in City Council goals) and working with larger employers in the Housing Element Update.</p>
49.	<p>AH-7. The County, and each municipality in the County, should explore and identify opportunities to reduce land costs for non-profit and for-profit developers to build affordable housing.</p> <p>7.1 Jurisdictions should explore options to dedicate or make available below market rate surplus land for affordable housing projects.</p> <p>7.2 All jurisdictions should explore and identify opportunities to assemble, reutilize, and redevelop existing parcels.</p> <p>7.3 All jurisdictions should review and streamline development standards and regulations to advance their public benefit, provide flexibility, and minimize costs to housing.</p>	<p>7.1 See Policy HO-22.</p> <p>7.2 Somewhat addressed in policies under Goal 8. This could be further enhanced in the Housing Element Update.</p> <p>7.3 See Row 45 regarding flexibility. City undertook a major code update in 2007 intended to address streamlined standards.</p>

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50.	<p>AH-8. The County, and each municipality in the County, shall periodically monitor and assess their success in meeting the housing needs to accommodate their 20-year population allocation.</p> <p>8.1 Jurisdictions should utilize the available data and analyses provided by federal, state, and local sources to monitor their progress in meeting housing demand as part of the required Growth Management Act comprehensive plan update process.</p> <p>8.2 Countywide housing allocations shall be periodically monitored and evaluated to determine if countywide needs are being adequately met; the evaluation should identify all regulatory, programmatic, and financial measures taken to address the allocation need.</p> <p>8.3 Each jurisdiction should provide, if available, the quantity of affordable housing units created, preserved, or rehabilitated since the previous required update.</p> <p>8.4 Jurisdictions should consider using a consistent reporting template for their evaluations to facilitate the countywide monitoring and assessment. 8.5 In conjunction with the Growth Management Act Update schedule, a report should be forwarded from GMCC to the Pierce County Regional Council (PCRC) addressing the progress in developing new affordable housing.</p>	<p>Add policy on monitoring.</p>