

**CITY OF AUBURN**  
**REQUEST FOR PROPOSALS (RFP)**  
**Housing Action Plan Implementation Strategies**  
**Proposals Due: January 13, 2022**

The City of Auburn is soliciting Proposals from qualified consulting teams to provide professional services for the analysis of preliminary recommendations from the Housing Action Plan for Housing Action Plan Implementation.

**One electronic copy (PDF) of the Proposal Package shall be emailed to [jsteiner@auburnwa.gov](mailto:jsteiner@auburnwa.gov) on or before 4:00 pm, Friday, January 13, 2022 with a subject line “Proposal – Housing Action Plan Implementation”.** Questions regarding this solicitation should be directed to Josh Steiner, Senior Planner, by email only at [jsteiner@auburnwa.gov](mailto:jsteiner@auburnwa.gov).

Additional information for the project is available on the City’s website, <http://www.auburnwa.gov/bids>.

For specific instructions on information to include in the Proposal, refer to the section below entitled *Proposal Elements*. Evaluation of the Proposals and ultimate consultant selection is identified in the section entitled *Selection Process and Evaluation Criteria*, below. Although the use of subconsultants is recognized as being necessary for a multidiscipline project, the City’s preference is for the lead consultant to have the majority of the work performed in-house.

Any clarifying questions should be sent electronically to [jsteiner@auburnwa.gov](mailto:jsteiner@auburnwa.gov) prior to NOON on Tuesday, December 28th, and responses to all questions will be posted to the advertisement on the city’s website by 5:00 p.m. December 31st.

**PROJECT DESCRIPTION**

The City of Auburn was founded in 1891 and has grown to become the fourteenth largest city in the state of Washington. Multiple periods of growth can be observed in the many regions of Auburn, including early 20<sup>th</sup> century neighborhoods, mid-century growth, and the annexation of rural county lands in the early 21<sup>st</sup> century has resulted in over 29 square miles of housing growth representing many different styles and eras.

In 2021, the state legislature adopted appropriated grant funding in the amount up to \$100,000 for cities to develop implementation of strategies in adopted Housing Action Plans. The City of Auburn adopted a Housing Action Plan (HAP) in July 2021 using HB 1923 grant funding. The City of Auburn was awarded \$100,000 to evaluate strategies for implementation of the HAP in two parts. The first part is implementing strategies for increasing residential housing supply and the second part, for South King Housing and Homelessness Partners (SKHHP) to develop a subregional regulated and unregulated affordable housing database.

This RFP includes only the HAP strategy evaluation, as the SKHHP portion of the grant funding is being allocated to a separate project managed by that organization. The Housing Action Plan provided a number of preliminary recommendations that should be further evaluated to determine the feasibility for adoption and implementation. There are recommendations within the HAP that are ready for the City to implement, as well as some the City isn’t considering further at least until further analysis is complete. This scope includes specifically evaluating the feasibility of offering a density bonus to support denser residential development and mixed-income housing, for targeted development in downtown, and opportunities for increasing middle housing options in R-

5 and R-7 zones. Presentation to Planning Commission and/or City Council may be required by the consultant, in addition to the preparation of meeting materials.

Housing Action Plan Implementation analysis will be required to be in compliance with state law, including adoption of grant-funded actions by City Council no later than June 15, 2023. Funding is provided by the Washington State Department of Commerce. The total available budget for this item is approximately \$75,000 and any proposals must have a not to exceed amount no higher than the budgeted amount.

The City's adopted 2021 Housing Action Plan can be found here: <https://speakupauburn.org/hap>

## **SCOPE OF WORK**

Attached to this advertisement is a copy of the application for Housing Action Plan Implementation (HAPI) funding, which explains in greater detail both the scope of work and intent for the project. Key elements include:

- Perform existing conditions analysis and develop feasibility report. Priority preliminary strategies to evaluate include: feasibility of offering a density bonus to support denser residential development and mixed-income housing, targeted downtown development (in coordination with Transit-Oriented Development Implementation project analysis), and identify opportunities for increasing middle housing options in the City's R-5 and R-7 Residential zones.
- Identify ideal locations for potentially implementing middle housing strategies in R-5 and R-7 based on available transportation, transit, and utility capacity.
- Compile data, provide analysis, and review to understand impacts of potential changes including a financial feasibility analysis.
- Conduct community outreach that builds from Housing Action Plan work. This may require identifying both public and private stakeholders. There may be an opportunity to fold outreach into Transit-Oriented Development Implementation project outreach or as part of the Comprehensive Plan outreach process, though this strategy would need to be identified. The City recently used '*Bang the Table*' for online engagement, for the [Housing Action Plan](#) outreach.
- Assist in developing draft ordinance and initial staff report. Consultant may participate in one Planning Commission and/or City Council session and will assist in preparing materials.
- The HAPI will be conducted concurrent with our Comprehensive Plan periodic update and an update to our Auburn Downtown Plan & EIS. There is considerable overlap between these projects, and the selected team will have strategies to ensure consistency among them all.
- Deliverables must include:
  - Existing conditions analysis and feasibility report
  - Community outreach plan
  - Planning Commission and City Council supporting materials

## **PROPOSAL ELEMENTS**

Each proposal is limited to a maximum of six numbered pages of content (excluding only the cover and any dividers) (minimum font size 10 Arial), and should address the following items relative to the project description:

1. Identify the Project Team, including use of any sub-consultants the firms expertise and experience with similar project designs within the last 5 years. Please include the following information:

- Project name and location
  - Provide detailed Project Costs by task and team member
  - A brief description of the project
  - Identify the firm's role in the project
  - Project Team Member roles in the project
  - A project reference and contact phone number.
2. List and describe briefly what you think are important issues or project constraints, and identify the attributes of your firm that may set it apart, or make it particularly well-suited to address the issues.
  3. The Project Team's anticipated Project Schedule.
  4. Describe specific lessons learned by your firm/team regarding similar projects and what those lessons learned taught the team.
  5. Your firm's process/procedures for providing quality assurance/quality control throughout the life of the project.

### **SELECTION PROCESS AND EVALUATION CRITERIA**

You have been solicited with this proposal based on your inclusion on and statement of qualifications within our Consultant Roster. Evaluation of proposals will be based on the following criteria:

1. Project Team Qualifications (20%)
2. Knowledge of Important Issues (20%)
3. Anticipated Project Schedule (20%)
4. Lessons Learned (20%)
5. Quality Assurance / Quality Control Plan (20%)

Following the evaluation of the Proposals, the City may interview up to 3 of the prospective consultants. Those firms selected for interview will have the opportunity to present their past experience with similar projects and overall project approach.

### **SELECTION SCHEDULE**

The City's proposed schedule for Consultant selection, subject to change, is as follows:

Issue Request for Proposals	December 17, 2021
Deadline for Submittal of Proposals	January 13, 2022 @ 4:00 pm
Preliminary Selection of Firms	January 18, 2022
Notify Firms Chosen for Interviews	January 20, 2022
Consultant Interviews (if necessary)	Week of January 24, 2022
Final Selection of Consultant	February 1, 2022
Execution of Consultant Agreement	February 2022

### **TERMS AND CONDITIONS**

The City of Auburn reserves the right to reject any and all Proposals and to waive irregularities and informalities in the submittal and evaluation process. This solicitation for Consultant Services does not obligate the City of Auburn to pay any costs incurred by respondents in the preparation and submission of a Proposal. This solicitation does not obligate the City of Auburn to accept or contract for any expressed or implied services. Furthermore, the City of Auburn reserves the right to award the contract to the next most qualified Consultant if the selected Consultant does not execute a contract within thirty 30 days after the award of the proposal.

Persons with disabilities may request this information be prepared and supplied in alternative forms by calling 253-931-3010.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award. The City of Auburn does not discriminate on the grounds of race, color, religion, national origin, sex, sexual orientation, age, or handicap in consideration for a project award.

# Housing Action Plan and Implementation (HAPI) Grant Application Form

## Summary Page

Name of Jurisdiction(s)	City of Auburn
Total Funding Request	\$100,000
Population of Jurisdiction as of 2021	83,950

Note: You can access the 2021 population estimates from the Office of Financial Management [here](#).

### Which of the following activities do you intend to pursue with this grant?

Housing action plan

Housing action plan implementation<sup>1 2</sup>

Online website or link to approved housing action plan:

<https://speakupauburn.org/hap>

Strategy 1:

Strategy 2:

Strategy 3:

<sup>1</sup> For jurisdictions that are implementing an adopted HAP, part of the grant may be used to update the adopted HAP to "review and evaluate the housing element adopted pursuant to RCW 36.70A.070" (RCW 36.70A.600(2)(e)). Indicate that work as a strategy here.

<sup>2</sup> Applicants may add lines for additional strategies.

## 1. Jurisdiction Information

Applying Jurisdiction			
Joint Applicants	Auburn (lead), Burien, Kent, Renton, Tukwila		
Project Manager	<i>Josh Steiner – City of Auburn (Lead Agency for Coordinated Objective 2)</i>		
Name (Lead Contact)	Josh Steiner – City of Auburn		
Title	Senior Planner		
Department	Community Development		
Mailing Address	25 W Main Street		
City	Auburn		
State	WA	Zip Code	98001-4998
Telephone Number	253-804-5064		
Email	<a href="mailto:jsteiner@auburnwa.gov">jsteiner@auburnwa.gov</a>		
Financial Contact	<i>Please provide name and contact information for the person who will be responsible for receiving and accounting for the grant funds.</i>		
Name	Consuelo Rogel		
Title	Financial Analyst		
Department	Finance		
Telephone Number	253-804-5023		
E-mail	<a href="mailto:crogel@auburnwa.gov">crogel@auburnwa.gov</a>		
Unified Business Identifier (UBI) Number	171-000-010		
Statewide Vendor (SWV) Number	WEV0002069-00		
Authorized Official	<i>The name and title of the office authorized to sign the grant agreement on behalf of the city.</i>		
Name	Nancy Backus		
Title	Mayor		

## 2. Scope of Work and Project Schedule

Provide a proposed scope of work, detailing the grant objective (project), actions, steps and deliverables. Instructions are in the Grant Application Instructions.

All grant deliverables must be submitted by June 15, 2023.

If you propose multiple grant objectives, actions, steps or deliverables, please copy and paste the appropriate rows below. There must be at least two deliverables for each grant objective (draft and final). The example scopes of work from the grant instructions are included at the end of this document if a community wishes to copy portions or all of that material into this table.

### ***Grant Objective 1: Evaluate and modify regulations to encourage market rate development in downtown and middle housing options in R-5 and R-7***

<b>Steps/ Deliverables</b>	<b>Description</b>	<b>Start Date</b>	<b>End Date</b>
<b>Action 1</b>	<b>Perform existing conditions analysis and develop feasibility report</b>	<b>Jan 2022</b>	<b>July 2022</b>
Step 1.1	Review existing policies and development regulations and evaluate feasibility of offering a density bonus to support denser residential development and mixed-income housing, for targeted development in downtown, and opportunities for increasing middle housing options in R-5 and R-7 zones	Jan 2022	Feb 2022
Step 1.2	Compile data, analyze and review to understand impacts of potential changes. Conduct financial feasibility analysis.	Feb 2022	July 2022
Step 1.3	Community outreach that builds from public comments received during development of the Housing Action Plan.	April 2022	May 2022
<b>Deliverable 1</b>	<b>Existing Conditions and Feasibility Analysis Report</b>		<b>July 31, 2022</b>
<b>Action 2</b>	<b>Develop draft ordinance and initial staff report</b>	<b>Aug 2022</b>	<b>Oct 2022</b>
Step 2.1	Conduct a work session with Planning Commission to discuss findings from Deliverable 1	Sept 2022	Sept 2022

Step 2.2	Develop recommendations and present to the Planning Commission	Oct 2022	Oct 2022
Step 2.3	SEPA checklist, public notices, and distribution of materials	Oct 2022	Oct 2022
<b>Deliverable 2</b>	<b>Draft ordinance based on findings from analysis</b>		<b>Oct 31, 2022</b>
<b>Action 3</b>	<b>Conduct public hearings, finalize and adopt ordinance</b>	<b>Jan 2023</b>	<b>April 2023</b>
Step 3.1	Public hearing in front of Planning Commission	Jan 2023	Jan 2023
Step 3.2	Make changes to amendment package per Planning Commission recommendations, present revised proposal to the Planning Commission	Feb 2023	Feb 2023
Step 3.3	Present to City Council	March 2023	March 2023
Step 3.4	Public notices, distribution of materials, conduct public hearings	March 2023	March 2023
Step 3.5	Present to City Council for adoption	April 2023	April 2023
<b>Deliverable 3</b>	<b>Adopted ordinance(s) based on findings and conclusions from Steps 1-3</b>		<b>April 30, 2023</b>
<b><i>Grant Objective 2: Develop a subregional tracking and monitoring program for unregulated and regulated affordable housing across five south King County cities (Auburn, Burien, Kent, Renton, and Tukwila).</i></b>			
<b>Action 4</b>	<b>Procure consultant to collect information, develop a plan, and outline a database to track and monitor affordable housing</b>	<b>January 2022</b>	<b>July 2022</b>
Step 4.1	Use RFP to retain consultant and refine scope to identify needed data collection, sources, and examples of successful affordable housing tracking programs.	January 2022	May 2022
Step 4.2	Obtain approval from city officials for parameters of program and draft database example	May 2022	July 2022
<b>Deliverable 4</b>	<b>Approved database parameters memo and draft database example</b>		<b>July 31, 2022</b>
<b>Action 5</b>	<b>Develop database for tracking unregulated and regulated affordable housing</b>	<b>July 2022</b>	<b>Sept 2022</b>

Step 5.1	Refine database based on collective staff input to outline/draft, and compile completed database	July 2022	Sept 2022
Step 5.2	Develop data sharing agreements with housing providers	Aug 2022	Sept 2022
<b>Deliverable 5</b>	<b>Completed affordable housing database, including metadata, plan for updates, and data sharing agreements</b>		<b>September 30, 2022</b>

### 3. Proposed Budget / Financial Information

Propose a project budget to reflect your expected level of effort for each of the deliverables provided above. This is a performance-based contract, therefore cities will be paid upon satisfactory completion of deliverables rather than hours spent working on the project. The final deliverable of each grant objective must be at least 20% of the total grant amount for that grant objective.

<b>Grant Objective 1: Evaluate and modify regulations to encourage market rate development in downtown and middle housing options in R-5 and R-7</b>	<b>Commerce Funds</b>
Deliverable 1. Existing Conditions and Feasibility Analysis Report	\$65,000
Deliverable 2. Draft ordinance based on findings from analysis	\$10,000
Deliverable 3. Adopted ordinance(s) based on findings and conclusions from Steps 1-3	\$5,000
<b>Total:</b>	<b>\$80,000</b>
<b>Grant Objective 2: Develop a subregional tracking and monitoring program for unregulated and regulated affordable housing across five south King County cities (Auburn, Burien, Kent, Renton, and Tukwila).</b>	<b>Commerce Funds</b>
Deliverable 4. Approved database parameters memo and draft database example	\$6,000
Deliverable 5. Affordable housing monitoring database	\$14,000
<b>Total:</b>	<b>\$20,000</b>
<b>Budget Narrative:</b> For each grant objective, please support the funding request with estimates of staff hours (may be per action, step, or deliverable), staff hourly rates, and other expenses.	

Objective 1 – 4 hours of City Staff time per month for review of consultant coordination, deliverables, meetings, and other internal coordination. Remainder of funding request is allocated to a consultant to conduct analysis and develop Deliverables 1-3. Additional City Staff time needed would be provided in-kind.

Objective 2 – 4 hours of City Staff time per month for coordination with SKHHP and 10-15 hours per month of SKHHP staff time. Remainder of budget is allocated to a consultant to develop tracking and monitoring program indicated in Deliverables 4 and 5. Additional City Staff time needed would be provided in-kind.

## 4. Grant Application Questions and Scoring Method

Please answer each of the below questions. Final grant funds will be proportionate to the level of effort proposed by a city, and factor in the potential increase in residential building capacity or regulatory streamlining that could be achieved. Please refer to the Grant Application Instructions for more detail regarding scoring and ranking.

### 4a. **Readiness to Proceed: (0-20 points)**

Please describe your plan to initiate and complete this project by July 15, 2023. Refer to the scope of work if needed. Provide key comprehensive plan policies, housing strategies, housing plans or other directives that support the development of the selected actions. Identify the key staff or consultants who will be implementing the project along with their history regarding their ability to successfully complete other grant projects. If you plan to hire a consultant but have not started the process, please indicate that.

This proposal includes two separate objectives that will be completed via different methods.

For Objective 1, we expect to hire a consultant to provide data collection, analysis, and deliverable development. City Staff will support and provide guidance to the consultant and lead efforts to adopt ordinances. This work will be managed by Josh Steiner, AICP, a Senior Planner in Community Development. As a Senior Transportation Planner at King County Metro, Josh managed multiple Federal grant-funded projects from concept to implementation. A consultant has not yet been selected for this effort.

Objective 2 will be led and managed by South King Housing and Homelessness Partners (SKHHP) with City Staff support as needed. SKHHP Executive Manager will secure and manage the consultant contract consistent with shared objectives across participating jurisdictions. This objective is in SKHHP's work plan and supported by all SKHHP jurisdictions but has been delayed due to resource and staff capacity constraints. Funding for Objective 2 is designed to be pooled between multiple South King County agencies to be used by SKHHP to implement the housing tracking and monitoring program, a similar framework to what was used during HAP development. This effort will be led by the City of Auburn.

The city adopted a Housing Action Plan (HAP) in July 2021 which provides preliminary recommendations on strategies to implement the HAP. Objective 1 focuses on studying the feasibility of key strategies and themes that will help the city create dense, mixed-use, and diverse housing stock to accommodate growth over the next 20 years. This process will occur parallel to the Periodic Comprehensive Plan Update due in 2024, providing information that will be key in updating Housing and Land Use Elements.

The focus of Objective 2, monitoring and tracking affordable housing, was identified as a strategy in each of the five partnering cities (Auburn, Burien, Kent, Renton, and Tukwila) Housing Action Plans. In addition, SKHHP is an established subregional collaboration that will provide the foundation for this regional approach and enable ongoing operation and implementation of the proposed affordable housing monitoring program. SKHHP will also work to expand the program across all SKHHP partner jurisdictions.

#### **4b. Local Commitment to the Project: (0-10 points)**

Indicate the level and type of support that the appropriate legislative body will provide the project. For example, include the amount of staff time and/or funding that is committed to the project as well as other funding and "in-kind" support. Also indicate whether the proposed project is an expansion of an existing project that will proceed even without the Commerce grant funds.

This question also requires cities to include a letter from the mayor or authorized official committing the city to the project.

The City of Auburn is committed to providing and prioritizing staff time and availability to lead HAPI Objective 1, including management of a consultant and review of consultant deliverables, and to support SKHHP on Objective 2. Josh Steiner from the City of Auburn will serve as project manager for Objective 1, and act as a lead contact on Objective 2. At this time, internal funding for Objectives 1 & 2 has not been appropriated, and these efforts may not be possible on the optimal timeline without this grant award funding. As described in the Budget Narrative above, for Objectives 1 & 2, the city proposes to fund 4 hours of staff time per month, per Objective, during the project lifecycles via grant funding. All other necessary time will be provided in-kind. For Objective 2, SKHHP estimates 4 hours of city staff for each participating city as well as 10-15 hours of SKHHP staff time per month. As indicated in the attached Letters of Support, both Objectives 1 & 2 are supported by Mayor Nancy Backus.

Objective 1 – The primary goal of this Objective is to conduct additional analysis on key preliminary recommendations in the HAP that support implementation of increased housing density throughout the city. This additional analysis will provide greater detail on recommendations to a framework for ordinance development and adoption. Another aspect of this effort will be to prioritize locations for the implementation of increased residential density throughout the city, as certain areas may be better prepared due to availability of utilities and transportation facilities. Objective 1 is largely an expansion on preliminary recommendations from the Housing Action Plan to prepare for implementation and adoption.

Objective 2 - SKHHP is a subregional collaboration with 9 south King County cities and King County working together to develop a coordinated, comprehensive, and equitable approach to housing policies and preserving and producing affordable housing in South King County. SKHHP was formed based on shared priorities and goals to increase the available affordable housing options for south King County residents and SKHHP continues to build trust and relationships across jurisdictions, affordable housing developers, service providers, housing advocacy groups, and other regional stakeholders.

SKHHP partner cities have created a capital fund to pool locally-generated housing sales tax credit funds. Pooling funds will amplify the impact of this funding source by creating a larger pot of funding, commitment of local leaders, better positioning to leverage private resources, and direct spending to where it is most needed. Monitoring and tracking regulated and unregulated affordable housing across the south King County subregion, partnered with this new local funding source for affordable housing, will help south King County jurisdictions strategically invest in the preservation of affordable housing in south King County. For this effort, SKHHP estimates 4 hours of city staff for each participating city as well as 10-15 hours of SKHHP staff time per month.

SKHHP was formed based on the underlying belief that improving access to affordable housing requires municipalities to look beyond their own boundaries and create regional programs and strategies. By pooling resources and working together SKHHP partners will expand the housing options available to residents and take a strategic approach to ensuring affordable housing is available where it is most needed, provides the greatest benefits, and makes the most effective use of public and private resources.

#### 4c. Potential to increase housing supply or provide regulatory streamlining: (0–40 points)

If pursuing a housing action plan, include a detailed statement discussing the general direction of this work, how you will tailor the approach to your community, and what you hope to accomplish within the context of your next housing element update.

If proposing implementation of housing strategies, please describe how the proposed action(s) will increase residential building capacity. Describe how these strategies will have the most impact on increasing residential building capacity and provide detail on the assumptions of new housing these actions could create over the 20-year planning period. More information on what to include in this section is in the *Grant Application Instructions*.

Objectives 1 & 2 support recommendations in the adopted Housing Action Plan.

Objective 1 - Preliminary recommendations in the plan address increasing residential building capacity via a variety of methods including encouraging market rate development in downtown, changing city code to allow for middle housing options such as duplexes and triplexes in single family neighborhoods, increasing density in R-5 and R-7 zones, and revising existing R-16 zoning to R-18 to right size development for this zoning type in the city. While initial analysis was completed in the Housing Action Plan, preliminary recommendations in the HAP call for additional analysis before recommendations are ready for council consideration. It should be noted that these recommendations have already been reviewed by Planning Commission and City Council in the ratification of Housing Action Plan, so new analysis is focused on implementation. Any modifications to regulations which increase residential capacity would also be reflected in the periodic comprehensive plan update due in 2024, to be completed parallel to work funded by this grant. It is anticipated that increasing residential density downtown and encouraging missing middle housing near downtown and citywide will help address the gap between expected capacity and demand between 2020 and 2040, as described in the HAP.

Objective 2 - Maintaining the quality and affordability of housing that is currently affordable to low- and moderate-income south King County residents is a critical strategy to meeting the region's long-term housing needs. Existing affordable housing stock includes publicly subsidized units, privately owned units, public housing operated by housing authorities, and housing that is market rate but are located neighborhoods where market rents are currently affordable to many households.

While construction of new housing is a key component to meeting the region's housing needs, efforts to ensure the quality of existing housing and preserve the affordability of the currently affordable stock are critical. Preservation is often a more cost-effective way of securing affordability and protecting tenants from the risks associated with poor maintenance and disinvestment. The preservation of existing affordable housing typically requires fewer government and private resources and can leverage past investments. The region's efforts to build new housing must go together with efforts to protect and promote housing quality and to preserve the affordability of existing units so that all south King County residents can live in safe and healthy environments.

Developing a program that will facilitate a pipeline to preserve affordable housing will help SKHHP and other local partners preserve the affordability of regulated and unregulated affordable housing where rents may rise because of changing neighborhood conditions and market pressures. Identifying and monitoring affordable housing will proactively identify properties for investment to preserve their affordability before rent increases lead to involuntarily displacement of residents. Such investments will allow current tenants to benefit from improved units and permit future tenants to be assured that the unit remains affordable, even as the neighborhood's housing values and rents increase.

Regional coordination enables jurisdictions to share the administrative burden of monitoring affordable housing. SKHHP partners contribute funds to cover SKHHP's operating budget which enables partner jurisdictions to create programs for the development, preservation, and monitoring

of affordable housing which would otherwise not be feasible in these smaller, under-resourced, suburban communities of south King County. In addition, developing a program that has consistent monitoring and tracking protocols will enable the region to more effectively track progress towards meeting the affordable housing needs, assess the success of the monitoring program, and develop coordinated affordable housing preservation policies and strategies.

According to an inventory conducted as part of the South King County subregional housing framework, there are an estimated 10,056 market rate housing units across the five participating cities that are affordable to households earning 50% or less of area median income (SoKiHo subregional framework, Task 2 – Figure 15) and 14,207 regulated affordable housing units (SoKiHo subregional framework, Task 2 – Figure 16). Of the regulated affordable housing units 1,339 (SoKiHo subregional framework, Task 3.2 – preservation and anti-displacement table) will have expiring affordable housing agreements by 2030, and 2,507 will have expiring affordable housing agreements by 2040. This program will build upon the previous inventory creating a pipeline for affordable housing preservation and support for increased investment into affordable housing preservation. Preservation of half of the regulated affordable housing units set to expire by 2030 would preserve 670 affordable housing units across south King County.

#### **4d. Local or Regional Need: (0-20 points)**

Explain the local or regional need for the proposed actions within your community. You may document this by sharing the current underproduction of housing in your community, the projected need of housing in your community and how current levels of development are not meeting that need, the percentage of your community that is cost burdened and extremely cost burdened, and/or other relevant information. Describe the impact that the lack of Commerce grant fund would have on the project. If you are choosing implementation of adopted housing strategies, how do the proposed strategies meet your community needs?

Objective 1 - PSRC forecasts that by 2040, Auburn will grow to a population of 95,461, an 11,500 increase over the 2021 population estimate (and a 14,846 increase over 2018 population estimate noted in Housing Action Plan). The Housing Action Plan notes that city is projected to need 10,429 new dwelling units between 2020 and 2040, with an average of 521 new units developed per year. The HAP mentions that 2,361 units are a result of underproduction, and the remaining 8,068 units are to accommodate population growth. Auburn averaged only 390 units constructed per year between 2011-2019. By 2040, 38 percent of new units should be affordable to households earning more than 100% of the AMI to accommodate higher income workers so existing housing remains available for lower income workers. Objective 1 provides additional information for creating residential capacity via revisions to regulations.

Objective 2 - Housing markets across south King County have aging housing stock that is at risk of investment purchases (where they are bought, renovated, and rented at higher prices). In south King County, the largest share of housing that is accessible to middle and low-income households is in the unregulated affordable housing stock. These housing units are at risk of redevelopment because of rising prices and market demands, and current tenants are at risk of displacement because the incomes they serve and rents they charge are not restricted by government funding or oversight. New buyers often finance purchases with debt, and they need higher rents to pay for the debt and physical improvements made to the property. This necessitates higher rents to pay for both debt and repairs, putting existing low-income tenants at risk of displacement. As a result of rising rents and cost burdening rates, displacement has already been occurring. Between 2012 and 2018 south King County saw a sharp reduction in the number of households with incomes under 30% of the area median income. This trend was particularly acute for renter households.

Regulated affordable housing properties can also be at risk if their affordability periods are nearing expiration and the funders are unable to recapitalize (often dependent on limited public funding). A review of the south King County regulated affordable housing inventory was included in the South King County subregional framework previously funding through a HB 1923 Housing Action Plan grant. This inventory indicated there are 1,339 income restricted units that will have expiring affordable housing agreements by 2040. These expiring tax credit funded affordable housing agreements represent 28% of the total income restricted units that currently exist in south King County.

#### **4e. Other Legislative Direction: (0-10 points)**

Explain how your application responds to the legislative direction in RCW 36.70A.600 to:

- Increase residential building capacity in areas that have supportive transportation and utility infrastructure, and are served with frequent transit service. (RCW 36.70A.600(5))
- Prioritize the creation of affordable, inclusive neighborhoods and to consider the risk of residential displacement, particularly in neighborhoods with communities at high risk of displacement. (RCW 36.70A.600(9))

The City of Auburn is well served by public transit and multimodal transportation facilities. Regional connectivity is provided by Sound Transit, King County Metro, and Pierce Transit via Sounder commuter rail and frequent bus service. Many of these services connect to downtown Auburn and the surrounding area, where current zoning allows for the highest residential densities. Preliminary recommendations in the city's adopted Housing Action Plan call for further increasing residential density zones R-5 and R-7 found near the downtown area and elsewhere throughout the city, as well as increasing density in all single-family neighborhoods. Additionally, the plan calls for encouraging market rate development in downtown using a various methods – an area well served by transportation and utilities.

Most of the City of Auburn is at higher or moderate risk of displacement according to PSRC's Displacement Risk Map. The core downtown area is considered high risk. Housing Action Plan preliminary recommendations call for further evaluation of measures meant to encourage market rate development in downtown including adopted density bonuses for mixed-income housing, allowing for missing middle housing in all single-family neighborhoods, and evaluating site development standards and infrastructure requirements to support middle housing development. Analysis conducted as part of this grant application would directly assess the feasibility of these recommendations and strategies to prepare for formal adoption. Additionally, Objective 2 addresses development of a monitoring and tracking program for regulated and unregulated affordable housing within the city. These efforts will help to better create affordable, inclusive neighborhoods for all residents and prepare for incorporating this into the periodic comprehensive plan.

Thank you for completing this application. You may delete from this paragraph to the end of the document before submitting.

Applications must be submitted in electronic format, along with a letter of commitment from the mayor. Applications must be emailed, preferably as a single document to [gmsgrants@commerce.wa.gov](mailto:gmsgrants@commerce.wa.gov) by 5:00 p.m. on Thursday, October 7, 2021.

## CHECKLIST

- Letter of commitment from the mayor or authorized official.
  
- If you are proposing to implement strategies from an approved HAP or housing plan, please include the summary Implementation Plan pages from the plan in your application. (These will not count towards the 12 page limit.)
  
- Submit application (12 pages or less, not including Summary Page), letter of commitment, and HAP Implementation Plan (if applicable) to [gmsgrants@commerce.wa.gov](mailto:gmsgrants@commerce.wa.gov) by Thursday, October 7, 5:00 p.m.