



HOUSING COMMITTEE

DATE: Wednesday, November 28, 2018

TIME: 5:30 PM

LOCATION: City Hall Room 209

AGENDA

1. Review and accept Minutes of previous meeting held on 11-14-2018
 - a. DRAFT Minutes Housing Committee 11-14-18
2. Review of 2018 Housing Committee Report
 - a. Review of 2018 Housing Committee Report
3. 2019 Work Plan Discussion
 - a. 2019 Work Plan Discussion

Next Meeting Date: To Be Determined

Housing Committee Minutes of November 14, 2018 Meeting

NOTE: The Housing Committee meetings are now live-streamed, which can be viewed at this link: http://townhallstreams.com/stream.php?location_id=42&id=16398 These minutes provide a record of those in attendance, general discussions taking place, and motions made.

A meeting of the Portland City Council's Housing Committee (HC) was held on Wednesday, November 14, 2018 at 5:30 P.M. in room 209 of Portland's City Hall. Councilors present at the meeting included Committee members Councilor Kimberly Cook and Councilor Jill Duson, Chair of the Committee. City staff present included Mary Davis Housing and Community Development, Victoria Volent Housing Program Manager, and Jeff Levine, Planning and Urban Development Department Director.

Item 1: Review and accept Minutes of previous meetings held on October 11, 2018 and October 24, 2018

Motion by Councilor Cook to accept the minutes from October 11, 2018. Motion was seconded by Councilor Duson and minutes approved 2-0.

Motion by Councilor Cook to accept the minutes from October 24, 2018. Motion was seconded by Councilor Duson and minutes approved 2-0.

Item 2: Citizen Correspondence

Councilor Duson acknowledge correspondence received from the last Housing Committee meeting.

Item 3: Presentation and Discussion of Community Land Trust model

Staff introduced this item starting with a presentation by Scott Vonnegut of the Greater Portland Community Land Trust (GPCLT). GPCLT discussed the CLT model with a power point presentation. Topics covered included: how CLTs work; benefits of a CLT; long-term leases; composition of CLT boards; CLTs in Maine and; why CLTs are needed in Portland. The GPCLT's mission is to create housing in the greater Portland area on land permanently preserved by the Community Land Trust that enables people of moderate means to reside in the community. GPCLT is a non-profit, membership-based organization that seeks to collaborate with neighborhoods, municipal governments, business, community organizations and individuals to address the need for affordable housing by putting land into a trust.

Councilor Duson asked "how well established is the GPCLT"? Per Scott Vonnegut the Machigonne CLT has been around since 2013. Now known as the GPCLT, they meet once a month to create goals. The group is looking towards the City for funding and guidance. Councilor Duson supports moving the GPCLT along, but would like to have a say in any city-owned properties proposed for the potential site. GPCLT has previously applied for CDBG funding. Councilor Cook asked for a list of leaders of the GPCLT, fund raising goals for 2019, and who has the GPCLT identified as possible funders. Councilor Cook is open to other housing tool options for the missing middle.

Nancy Williams of the Waterville Community Land Trust spoke highly of the GPCLT leaders, and then presented a power point on the WCLT. She noted the benefits of CLT to the neighborhood, introduced a study by Colby College on the impact of non-owner occupied properties on adjacent properties, WCLT goals, the first WCLT house, the second property, noted other Maine CLTs, and ended with the challenges faced by the Waterville CLT.

Councilor Dusen asked that each presentation be added to the agenda.

Carol Roberts of Covenant Community Land Trust spoke about the CCLT history and model (rural/single family homes).

Councilor Dusen is very interested in the development of the GPCLT, and would like to advocate but is looking for direction for moving forward. Councilor Cook is not sure what else the Housing Committee can do at this point. She hopes the next Housing Committee can move city-owned properties into housing but she does not wish to choose which housing model would be the best use of city-owned property. The next Housing Committee will decide on taking up the CLT model.

Item 4 Portland Housing Authority presentation on the Rental Assistance Demonstration (RAD) program

Mark Adelson, the Executive Director of the Portland Housing Authority (PHA) presented the process PHA is undertaking with HUD to convert its inventory of Public Housing units to the Section 8 Project-Based platform of subsidized housing under the Rental Assistance Demonstration Program (RAD). The purpose of the presentation is to inform the City and the public of the direction PHA is taking and what it means for the City, PHA tenants, and PHA.

RAD is a new program originally authorized by Congress under the FY2012 HUD Appropriations Act. It allows public housing authorities and owners of other HUD-assisted properties to convert units from the original sources of HUD financing to long-term project-based Section 8 contracts. The primary benefit of RAD is that properties that convert under this process are no longer restricted from securing private sources of capital financing, and the owners are therefore able to address deferred maintenance issues that have caused Public Housing and other HUD rental stock to deteriorate nationwide. RAD is a central part of HUD's rental housing preservation strategy. RAD is cost-neutral to HUD by shifting the units and funding to the Section 8 program. HUD is creating new tools and incentives to make conversions easier. There are two types of Section 8 vouchers offered (Project Based Vouchers and Project Based Rental Assistance). PHA is leaning towards the Project Based Vouchers model. In Portland, there are currently 995 HUD public housing units. 440 units (or 4 properties) are for elderly and disabled households, and 555 units (or 9 properties) are for families. The benefit for public housing authorities is RAD allows public housing agencies to leverage public and private debt and equity in order to reinvest in the public housing stock, section 8 is a more secure funding stream, additional income potential, long-term preservation, operational stability, and regulatory relief. Residents continue to be fully subsidized and pay 30% of their income towards rent, they maintain the same basic rights as they possess in the public housing programs. RAD provides choice mobility which allows someone to move anywhere they would like to be located. PHA is considering RAD because public housing stock is at the end of its useful life, the physical needs assessment of PHA properties is over \$55 million. By converting to RAD, the PHA will undergo fundamental operation changes, functioning more as a non-profit real

estate development company than a traditional local housing authority; each RAD conversion is a separate development project, with a separate ownership entity; each ownership entity would contract with PHA for management and administrative services; RAD projects are not exempt from local property tax payments.

PHA has established a four-phase renovation step model. PHA expects the four-phases would take approximately 10 ten years. The next steps for PHA is to enter into a Housing Assistance Payment Contract (anticipate by the end of November) with HUD. Two successful RAD projects in Maine are Loring House and Westbrook Housing Authority. The downside is the unknown. PHA is still evaluating the potential of RAD- the financial feasibility will determine success. This program will separate out projects within PHA so people will be placed on multiple wait lists. This change will stabilize the funding of public housing from the federal government.

Item 5: Presentation of 2018 Interim Housing Report

Victoria Volent presented the 2018 Interim Housing Report. The Committee discussed the information in the report regarding the Rental Housing Study. Councilor Cook said the big take away from the Rental Housing study is that rents are stabilizing but the interim report does not note that “big takeaway”. Councilor Cook suggested some re-formatting of the report. Councilor Duson would like the interim report to be a communication item from the Housing Committee to the Council specific to activities occurring during the year. Other changes include: the subsidized housing chart should be an appendix; the chart should add dates or be in a chronological order; basic analysis should be highlighted (for example there has been a change in the number of IZ development projects creating units as opposed to paying the fee-in-lieu); highlights should be add the beginning of each section; the date should be added as to when the Council adopted the Munjoy Hill overlay zone; highlight the new mix-unit building in the B-1 zone located in Deering Center; update the short-term rental charts; add a separate column for the year in the Housing Trust Fund chart; the city-owned property page is very dense in text- it should convey more of the energy used in creating the map with a two or three bullet point conclusion; and capture the number of units that came on-line this year.

The Interim Report will be amended based on Committee direction and forwarded to the City Council as a Communication Item.

Item 6: Update on the Inclusionary Zoning Units for Sale and Potential Committee Action

Jeff Levine explained the past pricing issue regarding the sale of IZ home-ownership units and the changes adopted by the Planning Board to lessen pricing concerns. These changes however will not be applied retroactively to the one unit at One Joy Place or the two units at 60 Parris Terraces. Other communities that embraced inclusionary zoning also experienced similar problems and implemented similar changes. Three mitigation options were presented for Committee consideration regarding the three previously noted units.

Councilor Duson asked for clarification on the soft second loan. Councilor Cook asked about a modification to option three that the mortgage could be repayable or put a recapture into the agreement under the condition the property achieves a potential to repay the second loan. Councilor Cook feels the

City should share in the profit of the sale of the unit. Councilor Duson supports a sharing of profits. Staff will update the Committee on the outcome of additional amendments to be presented to the Planning Board.

Motion by Councilor Cook to appropriate of up to \$75,000 from the Housing Trust Fund for a soft second mortgage to lower the cost to the buyers of the afore mentioned IZ units. Motion was seconded by Councilor Duson.

Councilor Duson would like a presentation to the Council by staff. Councilors Cook and Duson would not want the soft second mortgage to be 100% forgivable under different scenarios.

Public comment was received by Noah Gordon suggesting treating the second mortgage like a bank; pay in principle and pay in interest if there is a profit on the unit.

Item 7: Committee Discussion re: 2018 Work Plan

Councilor Duson discussed the Mayor's State of the City goal to fund the Housing Trust Fund with bonding. Councilor Duson would like to see a percentage dedicated towards housing from the CIP budget. The Finance Committee is looking into this topic and will forward any suggestions to the Council. Councilor Duson will look for the 2018 Annual Committee report and the 2019 Work Plan for the next Housing Committee meeting.

On a motion made by Council Cook and seconded by Councilor Duson (approved 2-0) the meeting adjourned at 9:03 pm.

Respectfully submitted,

Victoria Volent



TO: Councilor Duson, Chair
Members of the Housing Committee

FROM: Jeff Levine, Planning & Urban Development Director
Mary Davis, HCD Division Director
Victoria Volent, Housing Program Manager

DATED: November 21, 2018

RE: 2018 Housing Committee Report
Goals, Work Plan, and Accomplishments

I. Housing Committee Priorities

The City Council met on February 5 and March 26, 2018 to develop key priorities and goals for the Council and its Committees. Listed below are the goal and priorities for the 2018 Housing Committee.

Goal: Increase access to rental and ownership housing that is safe and affordable for working and low -income families.

Safe, affordable and accessible housing remains the core objection. The 2018 Housing Committee will focus on policies that help residents match their housing needs with appropriate options over a lifetime. Success is when we have a broad array of housing choices to serve evolving individual and family housing needs.

Solid housing stock, parks and open space, quality education, proximity to jobs and entertainment are all important elements that significantly influence whether Portland can retain and sustain current residents and attract new residents of all ages, backgrounds and abilities.

2018 Committee Workplan Priorities:

1. Identify an opportunity to engage the city in a public/private partnership project or projects to add rental and ownership units to our housing inventory, by leveraging policy, planning expertise, funding, zoning, public land, creating a Land Trust and/or other strategies. Towards this goal, the Committee initiated a general exploration in its February meeting of work done in other cities using surplus city property to leverage housing development through the formation of a Community Land Trust (CLT). The Land Trust idea is but one of a number of strategies the Committee may explore to develop and forward a proposal to the full council.

2. Identify and recommend policy to remove barriers to Accessory Dwelling Units in residential zones – the Committee proposes to review the effectiveness of loosened ADU policy approved by the council several years ago and consider revisions or additional adjustments in tandem with the first phase of the ReCode Portland zoning rewrite.
3. Development and recommend a Housing Advisory Board consistent with the language approved by the Council as part of the 2016 Housing Security Package, including housing professionals, tenant and landlord representatives, to assist the City in developing and implementing policy options to address existing and developing issues.

Other Projects Highlighted for Action by the Committee:

- Develop a proposal for a “hotel linkage fee” to fund City housing programs and recommend action to the full council.
- Evaluate the condominium conversion ordinance to assess compliance with the tenant notice and relocation assistance requirements and recommend if the condominium conversion fee should be increased to fund TBRA and/or the Housing Trust Fund.
- Sponsor development of a cost neutral proposal to take on administration of the Portland Water District’s water efficiency and repair services program and recommend action to the full council.

II. Addressing Committee Priorities

The Housing Committee met fifteen (15) times throughout 2018, including the meeting on November 28th. Outlined below is a brief overview of how the Committee addressed the goal and priorities highlighted by the City Council.

GOAL: Increase access to rental and ownership housing that is safe and affordable for working and low -income families.

At the Housing Committee meeting on March 28, the Committee approved application criteria for staff to identify and recommend eligible development projects to apply for HOME funding. The application went out to the public on March 30 and proposals were due on April 30. Four proposals were reviewed by the Committee at the May 23, June 5 (joint meeting with the Economic Development Committee), June 27 and July 31 meetings. In addition, the Housing Committee met on May 23, and voted to forward the 2018 Housing Trust Fund Annual Plan to the City Council. The 2018 Housing Trust Fund Annual Plan, which included the 2018 Affordable Housing Development Housing Trust Fund Application, was adopted by the City Council on June 18. A Notice of Funding Availability was published on June 29. Three applications were received as of July 27 and presented to the Committee for consideration at the July 31 meeting. The committee voted to recommend to the City Council the award of HOME funds, Housing Trust Funds and Affordable Housing Tax Increment Financing as noted below:

1. Avesta Housing Development Corporation Deering Place Project – an additional \$200,000 in HOME Funds (added to \$300,000 in HOME funds allocated in FY18). Creating 75 units of rental housing (a mix of bedroom sizes) (60% affordable at or below 60% AMI and 40% at market rate).
2. Portland Housing Authority’s Front Street Project - \$510,174 in HOME Funds and \$925,000 in Housing Trust Funds. Creating 111 units of rental housing (a mix of bedroom sizes) (80% at or below 60% AMI and 40% at market rate).
3. Maine Workforce Housing 178 Kennebec Street Project - \$370,000 in HOME Funds and an Affordable Housing TIF returning an average of \$96,305 annually to the developer over 30 years. Creating 51 (5 efficiency units and 46 1-bedroom) units of senior (55+) rental housing (78% affordable at or below 60% AMI and 22% at market rate).
4. Avesta Housing Development Corporation 977 Brighton Avenue - \$300,000 in Housing Trust Funds and an Affordable Housing TIF returning an average of \$65,150 annually to the developer over 30 years. Creating 40 1-bedroom units of senior (55+) rental housing (85% affordable at or below 60% AMI and 15% at market rate).

2018 Committee Workplan Priorities Results:

PRIORITY: Identify an opportunity to engage the city in a public/private partnership project or projects to add rental and ownership units to our housing inventory

Over four meetings, the Committee discussed various parcels that might be suitable for housing development. The Franklin Reserve Massing Study prepared by GPCOG and Brownfields Planning Grant were discussed at the March 28 meeting. The massing study identified parcels at 2 Boyd Street and 43 Boyd Street. Tax Acquired and City-Owned Property on Westbrook Street was discussed at the April 25 meeting.

The Committee directed staff to create a map of city-owned property. Two versions of this story board map were reviewed by the Committee at the June 27 and September 6 meetings. The map will be made available on the city website once a staff review of the mapping data has been completed.

PRIORITY: Identify and recommend policy to remove barriers to Accessory Dwelling Units in residential zones

Staff provided the Committee with an update on the ReCode Portland initiative, the City’s effort to rewrite the zoning code (September 6th meeting). As part of the first phase of that rewrite effort, staff is actively reviewing accessory dwelling unit regulations.

PRIORITY: Development and recommend a Housing Advisory Board consistent with the language approved by the Council as part of the 2016 Housing Security Package

At the May 23rd meeting, the Committee reviewed amendments to Section 6-225 of the City’s Ordinance entitled Tenant Housing Rights. The Committee reviewed the make-up and role of the

Housing Advisory Board. At the June 5th meeting, the Committee voted to recommend to the City Council changes to the structure and duties of the Rental Housing Advisory Committee. On August 13th the City Council voted 9-0 to approve the Committee's recommendation.

Other Projects Highlighted for Action by the Committee:

PRIORITY: Develop a proposal for a “hotel linkage fee” to fund City housing programs and recommend action to the full council.

The Committee began a review of the proposal for a hotel linkage fee at its June 5th meeting. Staff provided the Committee with an overview of linkage fees in general and presented a draft study by the Greater Portland Council of Governments that finds new hospitality developments create a need for new affordable housing. The Committee reviewed revisions to the study at the June 27th meeting and September 6th meetings; the Committee provided guidance to the Planning Board, which will consider the topic and make a recommendation to the City Council.

PRIORITY: Evaluate the condominium conversion ordinance to assess compliance with the tenant notice and relocation assistance requirements and recommend if the condominium conversion fee should be increased.

At the September 6 meeting, the Committee reviewed the current Condominium Conversion Ordinance and ultimately supported the staff recommendation that no changes were required at this time.

PRIORITY: Sponsor development of a cost neutral proposal to take on administration of the Portland Water District's water efficiency and repair services program and recommend action to the full council.

The Committee received a communication item at its April 25th meeting. The Housing and Community Development Division staff proposed a one-year commitment to the program for FY 2019 with an evaluation for continued participation in FY 2020.

III. Additional 2018 Activities

• Short Term Rentals (Airbnb)

The Housing Committee reviewed the Short Term Rental Registration Program beginning with a program overview on July 31st and continuing through a series of five meetings. The Committee undertook a comprehensive analysis of the current ordinance and made a series of proposed recommendations to amend Chapter 6, Article VI, Residential Rental Registration Requirements as it pertains to short term rental units. On October 24th the Committee voted to forward to the City Council a set of policy recommendations regarding short term rentals. The City Council took action on the policy recommendations at their November 19th meeting. Council action included an increase in the cap on non-owner occupied mainland short term rental units (from 300 to 400).

- Recommend to the City Council approval of the 2018 Housing Trust Fund Annual Plan
- Recommend to the City Council approval of the FY 2019 Housing Program Budget

- Review of the FY 18 end of year report to HUD
- Rental Market Survey completed April 2018
- Inclusionary Zoning Program Review
- Updates to the Disorderly House Ordinance
- Continued oversight of:
 - o Rental Housing Safety & Inspection Program
 - o Short Term Rental Registration Program
 - o Inclusionary Zoning Requirements
 - o Revisions to Chapter 14 Land Use Code Division 30
 - o Housing Trust Fund policy and priorities
 - o HCD Community Development and HOME Program Budget
 - o Dashboard for annual data mining (Interim Housing Report)

IV. Future Work

The Committee made great strides this year to frame the most important issues while taking steps to help achieve the Council's goals for the Housing Committee. Listed below are a few items for the next Housing Committee to consider as part of their work plan for 2019.

- Housing First Incentives;
- Capitalizing Housing Trust Fund;

ATTACHMENTS:

Housing Committee –Priorities/Workplan from 2018 Council Common Goals
 Final 2018 Housing Committee Work Plan – Completed Work

Portland City Council Committee on Housing

Goal/Objective: Increase access to rental and ownership housing that is safe and affordable for working and low-income families.

Safe, affordable and accessible housing remains the core objective. The 2018 Housing Committee will focus on policies that help residents match their housing needs with appropriate options over a lifetime. Success is when we have a broad array of housing choices to serve evolving individual and family housing needs.

Solid housing stock, parks and open space, quality education, proximity to jobs and entertainment are all important elements that significantly influence whether Portland can retain and sustain current residents and attract new residents of all ages, backgrounds and abilities.

2018 Committee Workplan Priorities

1. Identify an opportunity to engage the city in a public/private partnership project or projects to add rental and ownership units to our housing inventory, by leveraging policy, planning expertise, funding, zoning, public land, creating a Land Trust and /or other strategies. Towards this goal, the Committee initiated a general exploration in its February meeting of work done in other cities using surplus city property to leverage housing development through formation of a Community Land Trust (CLT). The Land Trust idea is but one of a number of strategies the Committee may explore to develop and forward to proposal to the full council.
2. Identify and recommend policy to remove barriers to Accessory Dwelling Units in residential zones – the Committee proposes to review the effectiveness of loosened ADU policy approved by the council several years ago and consider revisions or additional adjustments in tandem with the first phase of the ReCode Portland zoning rewrite.
3. Develop and recommend a Housing Advisory Board consistent with the language approved by the Council as part of the 2016 Housing security package, including housing professionals, tenant and landlord representatives, to assist the City in developing and implementing policy options to address existing and developing issues.

Other Projects highlighted for action by the Committee

Develop a proposal for a "hotel linkage fee" to fund City housing programs and recommend action to the full council.

Evaluate the condominium conversion ordinance to assess compliance with the tenant notice and relocation assistance requirements and recommend if the condominium conversion fee should be increased to fund TBRA and/or the Housing Trust Fund.

Sponsor development of a cost neutral proposal to take on administration the Portland Water District's water efficiency and repair services program and recommend action to the full council.

Notes: In addition to the 2018 items noted above, the Housing Committee will continue to serve as the lead council committee for guidance, evaluation and implementation of ongoing multi-year housing program and policy initiatives including, for example:

- The Rental Housing Safety & Inspection Program
- The Short Term Rental Registration Program
- The Inclusionary Zoning Requirements
- Revisions to Chapter 14 Land Use Code **Division 30**
- Develop framework, policy and priorities for use of the Housing Trust Fund
- Review and Recommendation of HUD funded Community Development and Home Program budget
- Sponsor review of Housing market data and policy developments and publish a 2018 addendum to the October 2017 Housing Report including an update and evaluation of policy implementation e.g. inclusionary zoning, housing safety and inspections, short term rentals, Landlord/Tenant disputes and evictions, and the impact of the Division 30 revisions. dispute housing security. This work is a continuation of the commitment made last year to establish a dashboard for annual data mining and semi-annual publication of a State of Housing Report.

FINAL 2018 Housing Committee Work Plan
COMPLETED WORK

January 24, 2018

1. Review 2017 Housing Policy Proposals.
2. Review 2017 Housing Committee Report; Goals, Work Plan, and Accomplishments.
3. Review Summary of Feedback of Housing Policy Proposals.
4. First Review of Developer Feedback on the Inclusionary Zoning Ordinance.
5. Update on 2018 Short Term Rental registration process.
6. 2018 Work Plan Discussion

February 12, 2018

1. Review Housing Policy Proposals
2. Review Public Feedback on Housing Policy Proposals
3. 2018 Work Plan Discussion

February 28, 2018

1. Housing Program Budget - Review and Recommendation to the City Council
2. Overview of the Housing and Community Development Division
3. Overview of the Housing Trust Fund
4. Communication Items: Community Land Trust Information; City-owned property information; Text Analysis of Housing Report Survey
5. 2018 Work Plan Discussion

March 28, 2018

1. 14-403
2. HomeStart
3. Affordable Housing Development HOME Fund Application - Review and Approval to Issue by the Committee
4. Franklin Reserve Massing Study/GPCOG overview of Brownfields Planning Grant
5. 2018 Work Plan Discussion – including a discussion of the Council’s goal setting session

April 25, 2018

1. Rental Market Survey results presentation
 2. Review and Vote to Recommend to the City Council Amendments to Chapter 6 re: Disorderly House Ordinance.
 3. Housing Trust Fund Annual Plan
 4. Tax Acquired and City-Owned Property – Westbrook Street
 5. 2018 Work Plan Discussion
- Communication Items:
Portland Water District water efficiency and repair services program
Inclusionary Zoning Workflow Update

May 23, 2018

1. Review Funding Requests Received from the Affordable Housing Development HOME Fund Application
2. (Action Item) Review and Recommendation to the City Council of the 2018 Housing Trust Fund Annual Plan
3. Review of Amendments to Ordinance: Section 6-225 of the Tenant Housing Rights Ordinance. (Housing Advisory Board) (Pubic Comment)

4. Communication Item: HUD FY18/19 Funding Update
5. 2018 Work Plan Discussion

June 5, 2018

1. (Action Item) 5:30 pm to 6:30 pm - Joint meeting with the Economic Development Committee to Review and Recommend to the City Council Affordable Housing TIF Requests
2. (Action Item) Review and Recommendation to the City Council – Funding Requests Received from the Affordable Housing Development HOME Fund Application
3. (Action Item) Review and Recommendation to City Council of Amendments to Ordinance: Section 6-225 of the Tenant Housing Rights Ordinance. (Housing Advisory Board)
4. Hotel Linkage Fee Discussion
5. 2018 Work Plan Discussion

June 27, 2018

1. Presentation of City-Owned Property Map - housing development potential
2. (Action Item) Review and Recommendation to the City Council – HOME Affordable Housing Development Funding Requests Received from the Affordable Housing Development HOME Fund Application
3. (Action Item) Review and Recommendation to the Planning Board - Hotel Linkage Fee
4. 2018 Amended Housing Committee Schedule
5. Communication Item: FY19 HUD Annual Allocation Plan
6. Communication Item: Accessory Dwelling Units – site page review
7. 2018 Work Plan Discussion

July 31, 2018

1. Rental Housing Safety & Inspection Program - Implementation and Financial Report
2. Short Term Rental Registration Program – Implementation, Financial Report and possible Ordinance revisions
3. Initial Discussion of Order 225-17/18 Referring an Increase in Short Term Rental Registration Fees to the Housing Committee
4. (Action Item) Reconsideration of the Committee’s HOME Funding Recommendation
5. (Action Item) Review and Recommendation to the City Council Housing Trust Fund Allocation(s)
6. Public Comment Received since the last meeting: topics include allowing housing in “Franklin Reserve” and the City’s short term rental policy
7. Communication Item: Accessory Dwelling Units
8. Communication Item: Site Walk 622 Auburn Street
9. Communication Item: Map of City Owned Property
10. 2018 Work Plan Discussion

September 6, 2018

1. Overview of Legal Framework for Municipal Fees, Land Use Controls, and Exactions
2. (Action Item) Review and Recommendation to the Housing Committee re: Order 225-17/18 Referring an Increase in Short Term Rental Registration Fees to the Housing Committee
3. Review and Discussion of possible changes to the Condominium Conversion Ordinance Section 14-565 to 14-571.
4. Review and discussion of a proposed ordinance addressing new hotel developments and affordable housing demand
5. Communication Item: Review of Map of City-Owned Property
6. Communication Item: Accessory Dwelling Units

7. 2018 Work Plan Discussion

September 26, 2018

1. Review and Discussion of Permitting and Inspections' response to questions from the July 31 meeting regarding rental housing safety and inspections program, and short and long term rental registration program
2. Review and Discussion of Proposed Policy Changes to Chapter 6, Article VI, Residential Rental Unit Registration Requirements, as it applies to short-term rental units.
3. Communication Item: FY18 HUD Consolidated Annual Performance Report
4. 2018 Work Plan Discussion

October 11, 2018

1. Presentation, Overview and Integrated Report from Permitting and Inspections and Fire Department re: Short-term and Long-term Safety Inspections, and Program Budgets (Public Comment)
2. (Action Item) Review, Discussion and Possible Recommendation regarding Proposed Policy Changes to Chapter 6, Article VI, Residential Rental Unit Registration Requirements, as it applies to short-term rental units. (Public Comment)
3. 2018 Work Plan Discussion

October 24, 2018

1. (Action item) Review, Discussion and Possible Recommendation regarding Proposed Policy Changes to Chapter 6, Article VI, Residential Rental Unit Registration Requirements, as it applies to short-term rental units. (Public Comment)
2. Presentation of 2018 Interim Housing Report
3. 2018 Work Plan Discussion

November 14, 2018

1. Presentation and Discussion of Community Land Trust model
 - a. Greater Portland Community Land Trust
 - b. Waterville Community Land Trust
 - c. Covenant Community Land Trust
2. Portland Housing Authority presentation on the Rental Assistance Demonstration (RAD) program
3. Presentation of 2018 Interim Housing Report
4. Update on Inclusionary Zoning Units for Sale and Potential Committee Action
5. 2018 Work Plan Discussion

November 28, 2018

1. Review of 2018 Annual Committee Report
2. 2018 and 2019 Work Plan Discussion (new and/or updated recommendations to forward to the 2019 Housing Committee)



TO: Councilor Jill Duson, Chair
Members of the Housing and Community Development Committee

FROM: Jeff Levine, Director, Planning and Urban Development Department
Mary Davis, Division Director, Housing and Community Development
Victoria Volent, Housing Program Manager, Housing and Community Development Division

DATED: November 21, 2018

SUBJECT: Work Plan Discussion – Items to refer to 2019 Housing Committee

The 2018 Housing Committee continued the progress made by earlier Housing Committees in a busy and productive year. Achievements centered on advancing the Council goal of increasing access to rental and ownership housing that is safe and affordable for working and low-income families. Listed below are a few items for the next Housing Committee to consider as part of their work plan for 2019.

- Partner with non-profit organizations to allow for the creation of affordable units on smaller lots than what is currently allowed under zoning. Should consider having affordability and unit/building size restrictions for allowing development on these smaller lots
- Encourage and support the creation of additional low income and workforce housing through innovative funding and housing models
- Consider a cost-effective homebuyer assistance program
- Encourage the development of Housing First projects
- Capitalization of the Housing Trust Fund

These 2019 work plan considerations are in addition to serving as the lead council committee for oversight, evaluation and implementation of ongoing housing initiatives including:

- Monitoring and evaluation of the Inclusionary Zoning Requirements
- Monitoring and evaluation of Chapter 14 Land Use Code, Division 30
- Monitoring and evaluation of the Rental Housing Safety & Inspections Program
- Monitoring and evaluation of the Residential Rental Unit Registration Program
- Review and recommendations for the Housing Trust Fund
- Review and recommendation of HUD funded Community Development and Housing Development programs.
- Review and recommendations from the Housing Advisory Committee