



HOUSING COMMITTEE

DATE: Wednesday, January 9, 2019

TIME: 5:30 PM

LOCATION: City Hall Room 209

AGENDA

1. Review and accept Minutes of previous meeting held on November 28, 2018
 - a. Review and accept Minutes of previous meeting held on November 28, 2018
2. Committee Discussion of 2019 Work Plan and Preparation for Council Goals and Objectives Setting Session
 - a. Multi-Year Affordable Housing Investment Plan
 - b. 2018 Housing Committee Report
 - c. 2018 Housing Committee Council Goals and Objectives (see Attachment #1 of Housing Committee Report)
 - d. 2018 Final Housing Committee Work Plan (see Attachment #2 of Housing Committee Report)
 - e. 2018 Interim Housing Report
 - f. 2019 Draft Housing Committee Work Plan

Councilor Jill C. Duson, Chair

Next Meeting Date: February 13, 2019

Housing Committee Minutes of November 28, 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 28, 2018 at 5:30 P.M. in room 209 of Portland's City Hall. Councilors present at the meeting included Committee members Councilor Pious Ali and Councilor Jill Duson, Chair of the Committee. City staff present included Mary Davis Housing and Community Development, and Victoria Volent Housing Program Manager.

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

Motion by Councilor Ali to accept the minutes from November 14, 2018. Motion was seconded by Councilor Duson and minutes approved 2-0.

Item 2:

Mary Davis provided an overview of the Committee's accomplishments during their very busy and productive year. Highlights from the overview report include:

- Disbursed almost \$1.5 million in housing development funds through HOME and Housing Trust funding in addition to Affordable Housing Tax Increment Financing to create over 200 units of affordable rental units;
- Created a storyboard map of city-owned property that is available for public/private initiatives (such as the City homeless shelter search);
- Capitalized the Housing Trust fund through the sale of city-owned property;
- Created a Housing Advisory Committee
- Recommended adoption of a "hotel linkage fee"
- Evaluated the condominium conversion ordinance
- Adopted a one-year commitment to develop a cost neutral proposal to administer the Portland Water District's water efficiency and repair services program
- Recommended approval of updates to the Disorderly House Ordinance

Councilor Duson recommended changes to 2018 Housing Committee Report to format the report as a communication item from the 2018 Housing Committee to the 2019 Housing Committee to assist in understanding actions and outcomes from the 2018 Housing Committee.

Item 3: Committee Discussion re: 2019 Work Plan

Councilor Duson would like to shake up the “bucket list” of housing related policy proposals in a yet to be determined process that includes public participation. Documenting outcomes from the original “bucket list” is a starting point towards moving forward with another two-year plan.

Duson is comfortable with sending out the Work Plan Discussion without further review

On a motion made by Council Ali and seconded by Councilor Duson (approved 2-0) the meeting adjourned at 6:10 pm.

Respectfully submitted,

Victoria Volent

Multi-Year Affordable Housing Investment Plan

Goal/Objective: Establish a **sustainable planning framework** for investment of public resources to **increase** the number of **affordable housing units in our city** by leveraging new projects and identifying opportunities to capacitate completion of projects in the pipeline.

Action: Set an **annual scope of budget**.

Establish an annual review of resources managed by the city (both fiscal and possibly city owned land) and implement a plan to maximize use of these resources to add units to our housing inventory.

Implement an annual budgeting protocol that provides a big picture snapshot of available and potentially available federal, state and local resources including:

1. HOME funds and other federal program funds,
2. MSHA and other State resources,
3. City Housing Trust Funds and
4. **An annual allocation for housing to be included in the fiscal year budget.** *(I propose that beginning this FY, the Housing Committee sponsor a request to include a general fund allocation for affordable housing development in the annual city budget).*

Note: Allocation of funds can continue to be handled through the RFP processes currently managed with Housing Committee oversight and result in recommendations for funding from the Committee to the full council for review.

Action: Set an **annual** implementation strategy tied to a **target # of units**. Use project management processes to document outcomes/results and identify continuous improvement opportunities.

Lead a replicable process to identify resources available to leverage new projects, set an annual target number of new units or % of units, and identify any roadblocks for existing publically leveraged projects that the city might address to help move those projects through the pipeline to occupancy. The Housing Committee would sponsor ongoing evaluation and report progress towards targets within the recently established State of Housing report process.

I propose that we **recommend** budget and unit **targets for the 2019** calendar year **by the end of February**, and annually thereafter. at various stages of implementation and

Desired Outcome:

Create a multi-year strategy for investment in affordable housing, and create a measurable, results focused annual plan for maximizing the number of units leveraged to serve evolving individual and family housing needs in our city.

Set a new process expectation that the Housing Committee may forward to the Finance Committee a recommendation to include an allocation from the general fund to supplement the Housing Trust Fund.

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

A. HOUSING COMMITTEE GOALS AND WORKPLAN 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 (See Attachment #1).

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.

B. WORKPLAN ACCOMPLISHMENTS

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.

- The Committee recommended and the City Council approved funding allocations to three new developments that will create 202 units of rental housing.

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:

- Avesta Housing Development Corporation Deering Place Project
 - Additional \$200,000 HOME Funds (added to \$300,000 FY18 HOME funds).
 - 75 units of rental housing (a mix of bedroom sizes) (60% affordable at or below 60% AMI and 40% at market rate)
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 - 51 units of senior (55+) rental housing (5 efficiency units and 46 1-bedroom) (78% affordable at or below 60% AMI and 22% at market rate).
- Avesta Housing Development Corporation 977 Brighton Avenue
 - \$300,000 Housing Trust Funds
 - Affordable Housing TIF returning an average of \$65,150 annually to the developer over 30 years
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2018 Committee Workplan Priorities Results:

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.

- 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). In addition, the Committee held an information gathering session in the November 14th meeting and heard from the Greater Portland Community Land Trust, the Waterville Community Land Trust and Covenant Community Land Trust. The Committee decided to table the topic until a clear direction for moving forward is presented for Committee action.
- 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 search was temporarily placed on hold while the city analyzes options for a new shelter.

- **City-Owned Property Map.** The Committee directed staff to create a map of city-owned property. Two versions of this storyboard 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. The map will be a valuable resource for a variety of users and will be used to identify parcels the City can use to leverage housing development in public/private partnership programs that include identifying a location for a new homeless shelter.

2. 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). A review of accessory dwelling unit (ADU) regulations is part of the first phase of the rewrite effort. The ReCode Portland initiative will continue to work on the ADU rewrite. The Committee will receive updates on Planning ReCode Portland staff's continued work on this topic.

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

The 2016 Tenant Housing Rights ordinance called for the creation of a Rental Housing Advisory Committee. Establishment of this committee was temporarily placed on hold when a citizen initiated rent stabilization referendum was introduced in 2017. The referendum was defeated by voters in the November 2017 election. At the May 23, 2018 meeting, the Committee reviewed amendments to Section 6-225 of the City's Ordinance entitled Tenant Housing Rights, including 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. The City Clerk's office posted a notice on December 7 to solicit applicants for seats on the Rental Housing Advisory Committee. Applications are due by December 28. The City Council's Legislative/Nominating Committee will interview applicants in January and make recommendations to the City Council. The Rental Housing Advisory Committee will convene its first meeting in early 2019.

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.

The Committee reviewed a 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 in support of the proposal to the Planning Board, which will consider the topic and make a recommendation to the City

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.

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

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. The Committee supported this approach.

C. ADDITIONAL 2018 ACTIVITIES

- Committee recommended and City Council approved a set of policy recommendations to amend Chapter 6, Article VI, Residential Rental Registration Requirements as it pertains to short term rental units.

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).

- Committee recommended and City Council approved the 2018 Housing Trust Fund Annual Plan
- Committee recommended and City Council approved the FY 2019 Housing Program Budget
- Committee reviewed the FY 18 end of year report to HUD
- Committee reviewed the Rental Market Survey completed April 2018
- Committee reviewed the Inclusionary Zoning Program
- Committee recommended and City Council approved 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)

D. FUTURE WORK

The Committee made great strides this year to frame the most important issues while taking steps to help achieve the Councils goals for the Housing Committee. Attachment #3 lists a few items for the next Housing Committee to consider as part of their work plan for 2019.

ATTACHMENTS:

Attachment #1 Housing Committee –Priorities/Workplan from 2018 Council Common Goals

Attachment #2 Final 2018 Housing Committee Work Plan – Completed Work

Attachment #3 Items to Refer to the 2019 Housing Committee

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.

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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)

Attachment #3 Items to Refer 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
- Continue to encourage and incentivize the development of Housing First projects
- Continue to work on sustainable means of capitalizing 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 Rental(?) Housing Advisory Committee

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

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2018 Committee Workplan Priorities Results:

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.

- 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). In addition, the Committee held an information gathering session in the November 14th meeting and heard from the Greater Portland Community Land Trust, the Waterville Community Land Trust and Covenant Community Land Trust. The Committee decided to table the topic until a clear direction for moving forward is presented for Committee action.
- 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 search was temporarily placed on hold while the city analyzes options for a new shelter.

- **City-Owned Property Map.** The Committee directed staff to create a map of city-owned property. Two versions of this storyboard 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. The map will be a valuable resource for a variety of users and will be used to identify parcels the City can use to leverage housing development in public/private partnership programs that include identifying a location for a new homeless shelter.

2. 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). A review of accessory dwelling unit (ADU) regulations is part of the first phase of the rewrite effort. The ReCode Portland initiative will continue to work on the ADU rewrite. The Committee will receive updates on Planning ReCode Portland staff's continued work on this topic.

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

The 2016 Tenant Housing Rights ordinance called for the creation of a Rental Housing Advisory Committee. Establishment of this committee was temporarily placed on hold when a citizen initiated rent stabilization referendum was introduced in 2017. The referendum was defeated by voters in the November 2017 election. At the May 23, 2018 meeting, the Committee reviewed amendments to Section 6-225 of the City's Ordinance entitled Tenant Housing Rights, including 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. The City Clerk's office posted a notice on December 7 to solicit applicants for seats on the Rental Housing Advisory Committee. Applications are due by December 28. The City Council's Legislative/Nominating Committee will interview applicants in January and make recommendations to the City Council. The Rental Housing Advisory Committee will convene its first meeting in early 2019.

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.

The Committee reviewed a 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 in support of the proposal to the Planning Board, which will consider the topic and make a recommendation to the City

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.

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

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. The Committee supported this approach.

C. ADDITIONAL 2018 ACTIVITIES

- Committee recommended and City Council approved a set of policy recommendations to amend Chapter 6, Article VI, Residential Rental Registration Requirements as it pertains to short term rental units.

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).

- Committee recommended and City Council approved the 2018 Housing Trust Fund Annual Plan
- Committee recommended and City Council approved the FY 2019 Housing Program Budget
- Committee reviewed the FY 18 end of year report to HUD
- Committee reviewed the Rental Market Survey completed April 2018
- Committee reviewed the Inclusionary Zoning Program
- Committee recommended and City Council approved 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)

D. FUTURE WORK

The Committee made great strides this year to frame the most important issues while taking steps to help achieve the Councils goals for the Housing Committee. Attachment #3 lists a few items for the next Housing Committee to consider as part of their work plan for 2019.

ATTACHMENTS:

Attachment #1 Housing Committee –Priorities/Workplan from 2018 Council Common Goals

Attachment #2 Final 2018 Housing Committee Work Plan – Completed Work

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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.

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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

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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

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2. Review Public Feedback on Housing Policy Proposals
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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)

Attachment #3 Items to Refer 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
- Continue to encourage and incentivize the development of Housing First projects
- Continue to work on sustainable means of capitalizing 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 Rental(?) Housing Advisory Committee

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

A. HOUSING COMMITTEE GOALS AND WORKPLAN 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 (See Attachment #1).

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.

B. WORKPLAN ACCOMPLISHMENTS

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.

- The Committee recommended and the City Council approved funding allocations to three new developments that will create 202 units of rental housing.

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:

- Avesta Housing Development Corporation Deering Place Project
 - Additional \$200,000 HOME Funds (added to \$300,000 FY18 HOME funds).
 - 75 units of rental housing (a mix of bedroom sizes) (60% affordable at or below 60% AMI and 40% at market rate)
- Portland Housing Authority's Front Street Project
 - \$510,174 HOME Funds
 - \$925,000 Housing Trust Funds
 - 111 units of rental housing (a mix of bedroom sizes) (80% at or below 60% AMI and 40% at market rate)
- Maine Workforce Housing 178 Kennebec Street Project
 - \$370,000 HOME Funds
 - Affordable Housing TIF returning an average of \$96,305 annually to the developer over 30 years
 - 51 units of senior (55+) rental housing (5 efficiency units and 46 1-bedroom) (78% affordable at or below 60% AMI and 22% at market rate).
- Avesta Housing Development Corporation 977 Brighton Avenue
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2018 Committee Workplan Priorities Results:

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2. Review Public Feedback on Housing Policy Proposals
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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

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 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)

Attachment #3 Items to Refer 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
- Continue to encourage and incentivize the development of Housing First projects
- Continue to work on sustainable means of capitalizing 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 Rental(?) Housing Advisory Committee



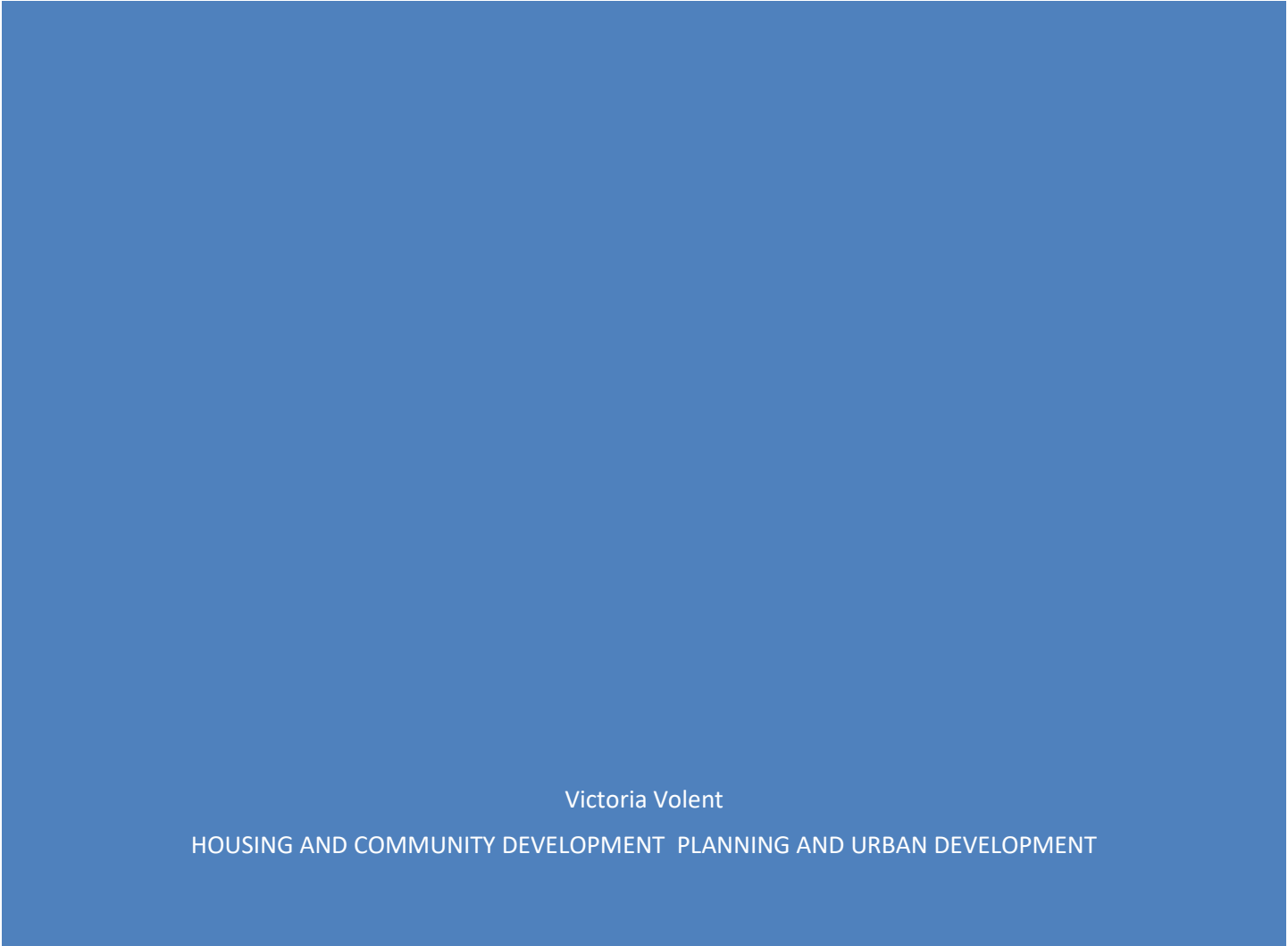
INTERIM HOUSING REPORT

Update of Housing Data and Policy Implementations

2018

Victoria Volent

HOUSING AND COMMUNITY DEVELOPMENT PLANNING AND URBAN DEVELOPMENT



2018 Interim Update of Housing Data and Policy Implementations

2018 HOUSING DEVELOPMENT ACHEIVEMENTS

NEW DEVELOPMENT UNITS

INCLUSIONARY ZONING

SUBSIDIZED HOUSING DEVELOPMENT

STATE OF THE HOUSING MARKET

EXISTING CONDITIONS AND TRENDS

Rental Market Survey

MEREDA

Multi-family forecast for Southern Maine

2018 INCOME AND RENTAL DATA

2018 Income Limits and FMR for Portland HUD Metro Area 2018

Maximum Monthly Rent for Portland HUD Metro Area

Portland Rent Summary

Monthly Median Rent by Neighborhood from 2018 Rental Housing Survey

HOUSING INITIATIVES AND IMPLEMENTATION TOOLS

Accessory Dwelling Units

Low-income rental housing units in R-5 zone

Rental Housing Advisory Committee

Disorderly House Ordinance

Munjoy Hill Conservation Overlay District

Additions to Existing Buildings

Amendment to B-1 and B-1b Neighborhood Business Zone

Portland Water District Water Efficiency and Repair Services Program

Short Term Rental Registration Program

Long Term Rental Registration and Inspection Program

RESOURCES

Federal Resources

HOME Investment Partnership Program

Community Development Block Grant (CDBG)

Lead Hazard Control Grant

Local Resources

Housing Trust Fund

Affordable Housing Tax Increment Financing

City-owned Property

City-owned Property Map

2018 Housing Achievements

NEW DEVELOPMENT UNITS

The Housing Committee recommended and the City Council approved funding allocations to four new developments that will create 214 new units and rehabilitate 83 units of rental housing.

- **Deering Place:** Avesta Housing Development Corporation
 - Additional \$200,000 HOME Funds (added to \$300,000 FY18 HOME funds);
 - 75 units of rental housing. Rehabilitate 13 units. Create 62 new units;
 - 15 efficiency units, 38 one-bedroom units, 9 two-bedroom units and 13 three-bedroom units; and
 - 13 units will be affordable to households earning at or below 40% Area Median Income (AMI), 32 units will be affordable to households earning at or below 50% AMI, and 30 units will be at market rates.
- **37 Front Street:** Portland Housing Authority
 - \$510,174 HOME Funds;
 - \$925,000 Housing Trust Funds;
 - 111 units of rental housing in 6 buildings (a mix of bedroom sizes). Rehabilitate 50 units. Create 61 new units; and
 - 85 units will be affordable to households earning at or below 50% of the Area Median Income (AMI), 3 units will be affordable to household earning at or below 60% AMI, and 23 units will be 5 – 10% below market rate.



Deering Place



37 Front Street

- **178 Kennebec Street:** Maine Workforce Housing
 - \$370,000 HOME Funds;
 - Affordable Housing TIF returning an average of \$96,305 annually to the developer over 30 years;
 - 51 units of senior (55+) rental housing (78% affordable at or below 60% AMI and 22% at market rate); and
 - 5 efficiency units and 46 one-bedroom units.

- **977 Brighton Avenue:** Avesta Housing Development Corporation
 - \$300,000 Housing Trust Funds;
 - Affordable Housing TIF returning an average of \$65,150 annually to the developer over 30 years; and
 - 40 one-bedroom units of senior (55+) rental housing (85% affordable at or below 60% AMI and 15% at market rate).



178 Kennebec Street



977 Brighton Street

INCLUSIONARY ZONING

During 2018, the Planning Board:

- Approved 8 Inclusionary Zoning projects
- Approved 27 workforce units; 18 on-site units; and 9 off-site units
- Approved \$209,398 in fee-in-lieu payments for the Housing Trust fund

Inclusionary Zoning Development Projects: December 2015 – December 2018
WITH ALL PROJECT RECEIVING ANY TAX CREDITS OR CITY SUBSIDIES REMOVED

Address	Status	# of Units	Type	Workforce Units	On-Site	Off-Site	Fee-in-lieu
169 Newbury St (Luminato)	Completed	26	Condo	2	0	2	\$0
62 India Street (Mason Block)	Completed	29	Condo	0	0	0	\$276,500**
443 Congress St	Completed	28	Rental	0	0	0	\$280,000 *
20 Thames St (Twenty Thames)	Under Construction	28	Condo	0	0	0	\$280,000
1 Joy Place (Onejoy)	Under Construction	12	Condo	1	1	0	\$0
70 Anderson St	Under Construction	10	Rental	1	1	0	\$0
1700 Westbrook St (Stroudwater)	Phase 1 UC 50 SF	123	SF/Townhouse	12	12	0	\$0
60 Parris St (Parris Terraces)	Under Construction	23	Condo	2	2	0	\$0
75 Chestnut St (Westerlea View)	Approved (2016)	54	Rental	5	5	0	\$0
161 York St	Approved (2017)	11	Condo	0	0	0	\$110,000
221 Congress St	Approved (2017)	17	Condo	0	0	0	\$170,000
153-165 Sheridan St	Approved (2017)	19	Condo	1	1	0	\$0
218-220 Washington St	Approved (2017)	45	Condo	0	0	0	\$416,250
22 Hope Ave Subdivision (Brandy Ln)	Approved (2018)	16	SF Home	1	1	0	\$0
383 Commercial (Hobson's Landing)	Approved (2018)	82	Condo	8	0	8	\$0
56 Hampshire St (Verdante)	Approved (2018)	30	Rental	3	0	1	\$209,398
86 Newbury Street (Shipyard)	Approved (2018)	10	Rental	1	1	0	\$0
300 Allen Avenue	Approved (2018)	12	Condo	1	1	0	\$0
Subtotal		575		38	25	11	\$1,185,648
Pending Projects- 2018							
1844 Forest Ave	Under Review	16	Rental	TBD	TBD	TBD	TBD
208 Fore Street	Under Review	34	Condo	3	0	0	\$355,977
Subtotal		50		3	0	0	\$355,977
* Fee-in-lieu collected on 12-19-2017							
** Fee-in-lieu collected on 7-3-2018							

A development of ten or more units of housing in the City requires the project to provide either on-site or off-site workforce housing units, or make a payment to the City's Housing Trust Fund. Since passage of the Ensure Workforce Housing Ordinance in 2015, there have been several projects reviewed under the Inclusionary Zoning requirements. The projects have chosen a number of creative approaches towards meeting the Ordinance, which is designed to provide flexibility in how to produce workforce housing.

SUBSIDIZED HOUSING DEVELOPMENT

- By leveraging federal and local funding, the City has invested almost \$28 million in the creation of 1,283 units of affordable housing since adoption of the 2002 Housing Plan

Subsidized Housing Development in Portland Since 2000

No.	Owner/Project	Appropriation Date	Units	HOME	HDF	CDBG	HTF	TIF	NSP
1	Unity at Bayside	2000	33	\$ 86,500	\$ -	\$ 363,863	\$ -	\$ -	\$ -
2	St. Doms Family Housing	2002	12	\$ -	\$ 436,500	\$ -	\$ -	\$ -	\$ -
3	Shalom House	2002	10	\$ 93,000	\$ -	\$ -	\$ -	\$ -	\$ -
4	Wellesley Estates	2002	45	\$ -	\$ 256,000	\$ -	\$ -	\$ -	\$ -
5	Yale Court	2002	30	\$ 150,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -
6	Peaks Island Senior Housing	2003	12	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
7	Logan Place	2003	30	\$ 435,000	\$ -	\$ -	\$ -	\$ -	\$ -
8	Peninsula Community I	2003	12	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -
9	Peninsula Community II	2004	16	\$ 307,700	\$ -	\$ -	\$ -	\$ -	\$ -
10	Peninsula Community III	2004	10	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
11	IRIS Park Apartments	2004	31	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -
12	Walker Terrace	2004	40	\$ 382,000	\$ 220,000	\$ -	\$ -	\$ -	\$ -
13	Fore River	2005	20	\$ 388,474	\$ -	\$ -	\$ -	\$ -	\$ -
14	Shalom House Valley Street	2005	24	\$ 320,000	\$ -	\$ -	\$ -	\$ -	\$ -
15	Pearl Place Apt	2005	60	\$ 427,000	\$ -	\$ -	\$ -	\$ 615,502	\$ -
16	Bayside East	2006	20	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
17	53 Danforth Street	2008	43	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ -
18	Florence House	2008	25	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -
19	Oak Street Lofts	2011	37	\$ -	\$ -	\$ -	\$ 380,585	\$ -	\$ -
20	Pearl Place II	2011	54	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -
21	Elm Terrace	2011	38	\$ 403,795	\$ -	\$ -	\$ -	\$ -	\$ -
22	409 Cumberland	2012/2013	57	\$ 500,000	\$ -	\$ -	\$ -	\$ 759,392	\$ -
23	Adams School	2013	16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,710,000
24	Bayside Anchor	2013	45	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -
25	Island View Apartments	2013	70	\$ 71,015	\$ 192,639	\$ 136,346	\$ -	\$ -	\$ -
26	134 Washington	2013/2014	18	\$ 522,448	\$ -	\$ -	\$ -	\$ 207,116	\$ -
27	17 Carleton St.	2015	37	\$ -	\$ -	\$ -	\$ -	\$ 726,000	\$ -
28	Rosa True School	2015	10	\$ 118,500	\$ -	\$ -	\$ -	\$ -	\$ -
29	Motherhouse	2017	88	\$ 627,223	\$ -	\$ -	\$ -	\$ -	\$ -
30	65 Munjoy	2017	8	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -
31	58 Boyd Street	2018	55	\$ 200,000		\$ 30,000		\$ 2,144,566	
32	977 Brighton Avenue	2018	40	\$ -	\$ -	\$ -	\$ 300,000	\$ 1,954,486	\$ -
33	Deering Place	2018	75	\$ 200,000	\$ -	\$ -	\$ -	\$ 4,185,757	\$ -
34	37 Front Street	2018	111	\$ 510,174	\$ -	\$ 250,000	\$ 925,000	\$ -	\$ -
35	178 Kennebec Street	2018	51	\$ 370,000	\$ -	\$ -	\$ -	\$ 2,889,164	\$ -
			Units	HOME	HDF	CDBG	HTF	TIF	NSP
	Total		1283	\$8,477,829	\$1,555,139	\$780,209	\$1,780,585	\$13,481,983	\$1,710,000
	Total City Investment		\$27,785,745		Last Updated 10-2-18				
	Avg. City Contribution/Unit		\$21,656.86						

The U.S. Department of Housing and Urban Development's (HUD) mission is to "create strong sustainable, inclusive communities and quality affordable homes for all". To fund this mission, HUD allocates money directly to states and local governments for community planning and development projects through a variety of programs such as HOME Investment Partnership Program (HOME), Community Development Block Grants (CDBG), and Housing Development Services (HDF).

State of the Housing Market

EXISTING CONDITIONS AND TRENDS

RENTAL MARKET SURVEY

- Almost three-quarters of all rental properties in Portland are one and two bedroom units.
- The median monthly rent for all rental units in Portland, regardless of size, is \$1,200, and the average rent is \$1,225.
- Rents are flat, with a median price change of \$0 across all unit sizes.
- For two-bedroom units, the East End and West End neighborhoods have the highest average rents.
- North Deering, Downtown, Deering Center, East Deering, Riverton, and Valley Street had rents below the citywide average.

In January 2018, the City of Portland conducted a comprehensive survey of local rental property owners. The primary objective of the survey was to estimate the rent levels across the city and by neighborhood. Information was gathered from two primary sources; property owners of residential rental units registered with the city, and the rent rolls of approximately twenty landlords and property managers who owned or managed a large number of buildings and units in the city.

Through the City's rental housing registration, 3,771 properties representing 12,425 units were identified as residential rental units appropriate for the study.

Results from the survey indicate that the most common rental units in Portland are one- and two- bedroom units, together representing almost three-quarters of all rental properties. Studio apartments and three-bedroom units are less common, at 14% and 13%, respectively, and very few of the City's rental units contain four bedrooms (2%).

The survey includes both high-end properties and income-regulated units. In this way, the results reflect the full spectrum of Portland's rental market. The survey asked respondents to list the rent for the "most recent unit you rented of each size".

The high response rate and representative distribution of properties allowed for a number of robust estimates of the Portland rental market, including estimates of current rent levels, the change in rents levels from a year ago, the average number of occupants living in a rental unit, and the prevalence of including utilities in the rent.

The median monthly rent for all rental units in Portland, regardless of size, is \$1,200, and the average rent is \$1,225. This includes both units with landlord-paid utilities and tenant-paid utilities. Compared to last year, rents are flat, with a median price change of \$0 across all unit sizes, and an average change of +\$26. In general, rents increase as the number of bedrooms increase, ranging from a median rent of \$850 for a studio apartment to a median rent of \$1,980 for a four-bedroom unit.

Studio apartments make up a little more than 10% of rental units in Portland. The median rent for a studio is \$850, with the middle 50% of rents falling between \$730 and \$925. The median price per square foot is

\$2.30, and the median change in rent compared to last year is \$0. The average number of occupants is 1.1.

Roughly, one-third of Portland rental units have one-bedroom. The median rent for a one-bedroom unit is \$1,050, with the middle 50% of rents falling between \$850 and \$1,200. The median price per square foot is \$1.80, and the median change in rent compared to last year is \$0. The average number of occupants is 1.5. Two-bedroom units, representing about 40% of the City's rental units, have a median rent of \$1,380 and an average rent of \$1,360, with the middle 50% of rents between \$1,200 and \$1,465.

Roughly, 17% of units have three bedrooms. The median rent for a three-bedroom is \$1,500, with the middle 50% of rents falling between \$1,220 and \$1,800. The median price per square foot is \$1.20, and the median change in rent compared to last year is \$0. The average number of occupants is 3.0.

Very few rental units in Portland are four-bedrooms (2%). The median rent for a four-bedroom is \$1,980, with the middle 50% of rents falling between \$1,600 and \$2,000. The median price per square foot is \$1.10, and the median change in rent compared to last year is \$0. The average number of occupants is 3.7.

For two-bedroom units, the East End and West End neighborhoods have the highest average rents. Rents in the Oakdale, Parkside, and Bayside neighborhoods are about average, although that masks considerable variation within the neighborhood. North Deering, Downtown, Deering Center, East Deering, Riverton, and Valley Street had rents below the citywide average.

Please visit the [Rental Market Survey, Portland, Maine 2018](#) to read the full report.

MEREDA

- Low inventory due to so little construction from 2007 to 2014 continues to fuel demand.
- The element that continues to influence price is inventory.
- Portland's peninsula and Deering Center continue to be a hot market.
- New home starts are up although construction materials remain high with a shortage of labor.

The Maine Real Estate & Development Association (MEREDA) is an organization whose mission is to promote an environment for responsible development and ownership of real estate throughout the state. Through their website (www.mereda.org) MEREDA provides, among other services, residential market analysis, forecasts, and the MEREDA Index. The MEREDA Index is a measure of real estate activity designed to track changes in Maine's real estate markets. The Index is a composite of nine seasonally adjusted measures reflecting both new development and transactions involving existing properties.

From the *MEREDA Index Spring Edition, 2018*, MEREDA anticipates there is likely to be growth for many months to come, perhaps slowed only slightly by rising interest rates, land prices, and construction costs. Low inventory due to so little construction from 2007 to 2014 continues to fuel demand as does Maine's older housing stock and aging populations.

According to MEREDA, overall the residential market is robust. The element that continues to influence price is inventory. The median home price in Southern Maine rose 6.9% over the past two quarters and approximately 10% over the past year. During this time the volume of transactions declined by 5%. The rise in median price is a direct result of buyers chasing limited amount of homes for sale. Portland's peninsula and Deering Center continue to be a hot market. Condominium projects appeal to empty nesters, and young

urban buyers seeking vibrant, mixed use, pedestrian and bike friendly communities. New home starts are up although construction materials remain high with a shortage of labor. If these two factors remain tight, most new construction homes will be sold above median price.

Please visit the [Spring 2018 MEREDA Index](#) to read the full report.

MULTI-FAMILY FORECAST FOR SOUTHERN MAINE

- Greater Portland has a record low inventory of 0 to 1.5 months.
- Portland rents are levelling off and are anticipated to remain flat.
- Portland's median sale price increased from 2016 to 2017 by 13%.
- Affordability has improved with subsidized rents catching up with and passing market rents.

Brit Vitalius, President of the Southern Maine Landlord Association, prepares an annual real estate forecast for Southern Maine. Before providing predictions, the report assesses current market conditions regarding inventory (Greater Portland has a record low inventory of 0 to 1.5 months), pricing (Portland rents are leveling off), affordability (affordability has improved with subsidized rents catching up with and passing market rents), and change in median sale price of single-family housing (Portland's median sale price increased from 2016 to 2017 by 13%). The forecast for 2018 noted sales would stay strong in Portland due to high demand and low inventory, and rents were anticipated to remain flat due to regional development.

Please visit the [Multi-Family Forecast for Southern Maine](#) to read the full report.

2018 INCOME AND RENTAL DATA

2018 INCOME LIMIT- PORTLAND HUD METRO AREA

- HUD describes households in the 30% AMI bracket as extremely low-income.
- 80% AMI households are described as low-income households per HUD.
- 100% AMI represents Portland's Workforce Housing rental households.
- 120% AMI represents Portland's Workforce Housing home ownership households.

Maximum Income Levels

	Household Size						
AMI	1	2	3	4	5	6	7
30%	\$ 18,950.00	\$ 21,650.00	\$ 24,350.00	\$ 27,050.00	\$ 29,250.00	\$ 31,400.00	\$ 33,550.00
50%	\$ 31,550.00	\$ 36,050.00	\$ 40,550.00	\$ 45,050.00	\$ 48,700.00	\$ 52,300.00	\$ 55,900.00
60%	\$ 37,860.00	\$ 43,260.00	\$ 48,660.00	\$ 54,060.00	\$ 58,440.00	\$ 62,760.00	\$ 67,080.00
80%	\$ 50,350.00	\$ 57,550.00	\$ 64,750.00	\$ 71,900.00	\$ 77,700.00	\$ 83,450.00	\$ 89,200.00
100%	\$ 63,070.00	\$ 72,080.00	\$ 81,090.00	\$ 90,100.00	\$ 97,308.00	\$ 104,516.00	\$ 111,724.00
110%	\$ 69,400.00	\$ 79,300.00	\$ 89,200.00	\$ 99,100.00	\$ 107,050.00	\$ 115,000.00	\$ 122,900.00
120%	\$ 75,700.00	\$ 86,500.00	\$ 97,300.00	\$ 108,100.00	\$ 116,750.00	\$ 125,400.00	\$ 134,050.00

Source: HUD, 2018 Income limits – Portland HUD Metro FMR Area

The U.S. Department of Housing and Urban Development (HUD) computes income limits for Portland based on local Area Median Income (AMI). At least 11 HUD programs and 14 other federal programs use some variation of HUD's income limits. Portland applies HUD's income limits to determine and monitor household eligibility with the City's Inclusionary Zoning and Low-Income Housing programs, and for residential housing federally funded through HOME and Community Development Block Grants (CDBG).

The chart above depicts the maximum income level for various household sizes using HUD's AMI designations. HUD describes households in the 30% AMI bracket as extremely low-income. 50% AMI is also known as very-low income households. 80% AMI households are low-income earners, and 100% to 120% AMI are commonly known as workforce housing households.

MAXIMUM MONTHLY RENT

- HUD's measure of housing affordability is spending 30% or less of gross monthly income towards housing expenses.
- An affordable two-bedroom rental unit for a Workforce household of two to four people is \$1,802.

Maximum Rents			Bedroom Count			
AMI	1	2	3	4	5	6
30%	\$ 473.75	\$ 541.25	\$ 608.75	\$ 676.25	\$ 731.25	\$ 785.00
50%	\$ 788.00	\$ 845.00	\$ 1,171.00	\$ 1,307.00	\$ 1,442.00	\$ 1,576.00
60%	\$ 946.50	\$ 1,081.50	\$ 1,216.50	\$ 1,351.50	\$ 1,461.00	\$ 1,569.00
80%	\$ 1,258.75	\$ 1,438.75	\$ 1,618.75	\$ 1,797.50	\$ 1,942.50	\$ 2,086.25
100%	\$ 1,576.75	\$ 1,802.00	\$ 2,027.25	\$ 2,252.50	\$ 2,432.70	\$ 2,612.90
120%	\$ 1,892.50	\$ 2,162.50	\$ 2,432.50	\$ 2,702.50	\$ 2,918.75	\$ 3,135.00

Source HUD 2018 Income limits – Portland HUD Metro FMR Area

Affordable housing means different things to different people depending upon income level. To be considerable affordable, rent and utilities in an apartment or the monthly mortgage payment and housing expenses for a homeowner should be less than 30% of a household's gross monthly income.

The chart above presents the maximum affordable housing expenses (rent plus utilities) broken down by household size and income levels.

PORTLAND RENTS

- The average rent for a one-bedroom unit is \$1,050 and \$1,360 for a two-bedroom unit.
- The median square footage of a one-bedroom unit is 600 sf and 906 sf for a two-bedroom unit.

Summary of Rents

	Studio	1BD	2BD	3BD	4BD	All
Median Rent	\$850	\$1,050	\$1,380	\$1,500	\$1,980	\$1,200
Average Rent	\$865	\$1,050	\$1,360	\$1,565	\$1,875	\$1,225
25th Percentile	\$730	\$850	\$1,200	\$1,220	\$1,600	\$935
75th Percentile	\$925	\$1,200	\$1,465	\$1,800	\$2,000	\$1,400
Square Feet (median)	365	600	906	1,200	1,450	749
\$/Square Foot (median)	\$2.30	\$1.80	\$1.50	\$1.20	\$1.10	\$1.64
Median Y/Y Change	\$0	\$0	\$0	\$0	\$0	\$0
Average Y/Y Change	\$27	\$19	\$24	\$37	\$15	\$26
# of Occupants (average)	1.1	1.5	2.3	3.0	3.7	2.1
Median Rent for Class A ^{viii}	\$1,150	\$1,550	\$1,800	\$2,700	n/a	\$1,600
Median Rent for Non-Class A	\$836	\$1,025	\$1,375	\$1,500	\$1,980	\$1,158

Source: Stepwide Data Research, Rental Market Survey, Portland Maine 2018

From the 2018 Rental Market Survey conducted on behalf of the City, the above chart provides information regarding units by bedroom count. For example, a two-bedroom unit, the most common rental unit in Portland and the usual proxy for the overall rental market, has a median rent of \$1,380 and an average rent of \$1,360. The middle 50% of rents for two-bedroom units falls between \$1,200 and \$1,465, and the median price per square foot for a two-bedroom unit is \$1.50. The median rent for the highest-quality two-bedroom units is \$1,800 (7% of two-bedroom units) while the median rent for the remaining 93% of units is \$1,375.

MONTHLY MEDIAN RENT BY NEIGHBORHOOD

- Highest average two-bedroom rents are in the East End and West End.
- Rents in the Oakdale, Parkside, and Bayside neighborhoods are about average, although that masks considerable variation within the neighborhood.
- North Deering, Downtown, Deering Center, East Deering, Riverton, and Valley Street had rents below the overall average.

Neighborhood	Bldngs	Units	25 th %	Median	75 th %	Average	Adjusted Average
Bayside	47	234	\$963	\$1,350	\$1,800	\$1,423	\$1,346
Deering Center/Back Cove	84	143	\$1,100	\$1,225	\$1,350	\$1,242	\$1,242
Downtown	24	103	\$995	\$1,135	\$1,500	\$1,257	\$1,273
East Deering	48	139	\$1,200	\$1,225	\$1,350	\$1,252	\$1,252
East End	95	249	\$1,185	\$1,400	\$1,640	\$1,482	\$1,482
North Deering	33	150	\$1,390	\$1,465	\$1,465	\$1,397	\$1,285
Oakdale	58	257	\$1,395	\$1,400	\$1,400	\$1,359	\$1,327
Parkside	64	167	\$1,165	\$1,325	\$1,500	\$1,374	\$1,374
Riverton	12	138	\$1,400	\$1,400	\$1,450	\$1,406	\$1,285
Valley Street	35	138	\$1,150	\$1,200	\$1,300	\$1,240	\$1,240
West End	104	355	\$1,250	\$1,378	\$1,406	\$1,408	\$1,408
Other / Combined	57	99	\$1,100	\$1,200	\$1,400	\$1,238	\$1,238
TOTAL	661	2,172	\$1,200	\$1,380	\$1,465	\$1,360	

The “Other/Combined” neighborhood includes Rosemont, Stroudwater, Libbytown, and Nason’s Corner
Source: Stepwise Data Research, Rental Market Survey, Portland, Maine 2018

Also from the 2018 *Rental Market Survey* is the above chart that shows the median and average rents for two-bedroom units in each of twelve Portland neighborhoods. The chart compares the neighborhood’s average rent (or adjusted rent) to the city average. For the samples of five neighborhoods, one large building heavily influenced the average rents for the neighborhood. Because this is the first time the survey was done, it is not possible to know whether this building is representative of the neighborhood. To be conservative, each neighborhood’s sample was adjusted so that no single building exerted an influence greater than 33% on the neighborhood’s average rent (as measured by the contribution of the weighted average of each building to the total average). This resulted in adjusted average rents for five neighborhoods, as shown in the table.

For two-bedroom units, the East End and West End neighborhoods have the highest average rents. Rents in the Oakdale, Parkside, and Bayside neighborhoods are about average, although that masks considerable variation within the neighborhood. North Deering, Downtown, Deering Center, East Deering, Riverton, and Valley Street had rents below the overall average.

HOUSING INITIATIVES AND IMPLEMENTATION TOOLS

ACCESSORY DWELLING UNITS (ADU)

- ReCode Portland prioritized reducing ADU regulatory barriers during its first phase.
- ReCode Portland will look at streamlining the process for ADU permitting.
- ADU's are a method of increasing the quantity and diversity of Portland's housing stock.

A 2018 Housing Committee goal is to increase access to rental and ownership housing that is safe and affordable for working and low-income families. As part of achieving that goal, the Committee prioritized the objective of identifying and recommending policies to remove barriers to Accessory Dwelling Units (ADU) in residential zones.

An ADU is an additional living quarter that is independent of and wholly contained within a principal building or attached/detached accessory structure (such as a garage) on property where a single-family dwelling-unit or multi-family dwelling-unit is the principal use. ADU's have the potential to increase the city's supply of affordable housing (both for rental and home ownership), augment the diversity of housing options available to Portland's residents, provide flexibility for property owners, address shifting demographic trends towards smaller households, allow more possibilities for aging in place, and allow for the more efficient use of existing housing stock and infrastructure.

The ReCode Portland initiative is an opportunity to review ADU regulations. While the first phase of the ReCode work is primarily focused on organizational issues such as formatting and readability, there are some substantive policy issues that will be taken up in that phase. The current disjointed approach to ADU's is one of those policy issues that will be tackled in the first phase.

Most of Portland's residential zoning districts permit some form of an accessory dwelling unit. ReCode Portland will explore establishing a more uniform definition and set of requirements across Portland's various zoning districts to broaden opportunities for implementation, reduce unwanted regulatory constraints and employ consistent terminology. It will also look at streamlining the process for ADU permitting to encourage ADU's as a method of increasing the quantity and diversity of Portland's housing stock. Current thinking is that ADU rules will be made consistent across the mainland, with a slightly different set of rules for the islands based on a review of recommendations from Peaks Island's non-profit community-based committee called Homestart.

LOW-INCOME RENTAL HOUSING

- 5 units of low-income rental housing were approved by the Planning Board in 2018.

The city of Portland allows for the use of additional dwelling units within the R-5 zone when the owner agrees to certain restrictions based on income and rental limits that comply with Section 14-118 (a) 5 of the city code. The homeowner is to rent the accessory dwelling unit only to eligible individuals or families that earn at or below 80% of the Area Median Income. The size of the household and the number of bedrooms determines the maximum rent amount.

Low Income Rental Housing Agreement Properties as of December 2018				
Address	Number of bedrooms	Unit(s)	Approval date with ZBA	Effective Date of Agreement
14 Alba Street	two/one	1st fl/2nd fl	1/7/2016	10/6/2016
593 Washington Ave	one	3rd fl attic	6/16/2016	8/25/2017
77 William Street	one	3rd fl attic	1/19/2017	8/25/2017
75 Douglass Street	one	above garage	6/1/2017	11/15/2017
79 Clinton Street	one	third floor	9/21/2017	pending
613 Washington Ave	studio	3rd fl attic	11/15/2017	pending
11 Galvin St	one	3rd fl	2/1/2018	8/8/2018
27 Brentwood	studio	above garage	6/21/2018	pending
170 Veranda Street	two/one	1st fl/1st fl	8/16/2018	pending
117 Allen Avenue	one	3rd floor	12/6/2018	pending
240 Brighton Avenue	two	third floor	12/6/2018	pending
134 Noyes Street	pending	pending	pending	pending

Source: Housing and Community Development

RENTAL HOUSING ADVISORY COMMITTEE

- The Housing Committee recommended and the Council approved changes to the Rental Housing Advisory Committee.
- Duties include proposals for improvements, modifications, or changes to the City's housing ordinance or policies.
- Duties involve identify educational opportunities, seminars, and materials that would be useful to landlords and tenants.

The Housing Committee recommended and the City Council approved amendments to Section 6-225 of the Tenant Housing Rights Ordinance regarding the Rental Housing Advisory Committee. At the August 13, 2018 City Council meeting, the Council approved changes to the composition of the Rental Housing Advisory Committee, and their recommended duties. The recommended changes to the structure and duties of the

Rental Housing Advisory Committee is in keeping with the 2018 Portland City Council Committee on Housing goal to develop and recommend a Housing Advisory Board consistent with the language approved by the Council as part of the 2016 Housing security package.

The number of members belonging to the Rental Housing Advisory Committee increased from seven members to nine members. Seven committee members will continue to be comprised of three landlords, three tenants and one at-large member who is neither a landlord nor a tenant. One additional member will have experience in legal rights/interests of tenants nominated by Pine Tree Legal Assistance. The other additional member will have experience in legal rights/interests of landlords nominated by the Southern Maine Landlord Association.

The duties of the Rental Housing Advisory Committee will include providing the Housing Committee with recommendations or proposals for improvements, modifications, or changes to the City's housing ordinance or policies. The Rental Housing Advisory Committee will also identify educational opportunities, seminars, and materials that would be useful to landlords and tenants.

The City Clerk advertised openings to the Rental Housing Advisory Committee during the week of November 19. Interviews with the City Council's Nominating Committee will occur in February 2019 for a start date of April, 2019.

DISORDERLY HOUSE ORDINANCE

- The Housing Committee recommended and the Council amended the Disorderly House Ordinance.
- Tenants will be notified if the City pursues legal action against an owner of landlord.
- Tenants would be allowed to join in the formal complaint as interested parties.

The Police Department requested amendments to the disorderly house ordinance (City Code of Ordinances, Section 6-202) to provide notice to tenants when the enforcement of the disorderly house ordinance against the landlord may impact the interests of the tenants. Providing notice is important to protect the rights of all tenants, especially those tenants that may not have contributed to the incidents that gave rise to the designation of the property as a disorderly house, but may be impacted by the relief granted by the Court.

The first amendment to the disorderly house ordinance requires the City to provide notice to tenants once a formal complaint (e.g. typically a Rule 80(k) action) is filed in court against the landlord/owner for enforcement of the ordinance. The tenants would receive notice of the complaint by posting at the premises or regular mail. Following receipt of the notice, tenants would be allowed to join in the matter as interested parties. The second amendment requires the City to provide all tenants of the building with "reasonable written notice of said condemnation or posting against occupancy." If the City is required to move forward with condemnation of the property involving an immediate threat to the health and safety of the tenants, the proposed amendment will allow tenants adequate time to seek alternate housing or retain counsel if additional relief is required. The City Council approved these amendments during their July 16, 2018 meeting.

MUNJOY HILL CONVERSATION OVERLAY

- City Council approved a six month demolition and new development moratorium in the R-6 district on Munjoy Hill.
- City Council added a new section 14-140.5 Munjoy Hill Conservation Overlay District to the city code.
- New dimension and design standards were added to redevelopment requests.
- A demolition review process was added.

On December 18, 2017, the City Council voted to approve a six-month moratorium on demolition and new construction in the R-6 district on Munjoy Hill. This action was taken in response to concentration of demolition of existing structures in the area, and accompanying concerns about the appropriateness of the design and scale of some of the new construction taking place. The moratorium included a requirement for the implementation of interim zoning to govern development in the R-6 zone for the duration of the moratorium to be implemented within 65 days of December 4, 2017. Following six months of stakeholder meetings, including two public listening sessions, the Planning Board recommended creation of a new overlay district to regulate development in the R-6 zone on Munjoy Hill. During their June 4 meeting, the Council added a new section 14-140.5, Munjoy Hill Conservation Overlay District, to the code. These amendments created additional dimensional standards for redevelopment; added requirements regulating design of items such as roof lines and parking locations; and added a demolition review process that would temporarily stay removal of buildings that meet standards for being “preferably preserved”. These ordinance changes were designed to ensure that new development and redevelopment on Munjoy Hill is compatible with the existing built form in the area.

In conjunction with passage of a new Munjoy Hill Conservation Overlay District, the Council approved an amendment to the zoning map to depict the new Overlay Zone.

ADDITIONS TO EXISTING BUILDINGS

- City Council approved amendments to section 14-381 to 14-437 regarding additions to existing buildings.
- Amendments simplify and modernize the requirements for additions to non-conforming structures.
- Non-conforming structures would be allowed to add a one-time, one-story addition onto a non-conforming section.

From discussions during the Munjoy Hill outreach process, the Planning Board recommended amendments to simplify and modernized the requirements for additions to non-conforming structures in the City in order to better accommodate owners’ desire to put limited additions on these structures. A non-conforming structure would be allowed to add a one-time, one-story addition onto a non-conforming section, provided that any addition does not otherwise increase the non-conformity of the building. The amendment addresses concerns the existing language made it difficult to add on to existing homes and, therefore, encouraged demolition over renovation. The amendment took effect on June 5 to replace the Interim Planning Overlay (IPOD) and moratorium on demolition for Munjoy Hill.

AMENDMENT TO B-1 AND B-1B NEIGHBORHOOD BUSINESS ZONE

- City Council approved live/work units or straight residential units to remove the regulatory barrier on ground-floor units in mixed-use developments.
- Amendment supports ADA accessible ground-floor units where no elevator exists.

The B-1 and B-1b Neighborhood Business zones are intended to foster mixed-use development in its traditional form, with residential uses located over ground floor commercial spaces. However, this design standard is somewhat incompatible with fair housing laws that require residential projects of four or more units provide ADA accessible ground-floor units where no elevator exists, or make all units and common space accessible in a building where an elevator does exist. Installation of an elevator for universal building access in small-scale mixed-use projects is oftentimes challenging if not cost prohibitive, thus requiring a ground-floor residential unit. The City Council approved (on March 5, 2018) amendment of the city code to allow live/work units or straight residential units (determined by depth of street frontage) to remove the regulatory barrier on ground-floor units in off-peninsula locations.

PORTLAND WATER DISTRICT EFFICIENCY AND REPAIR SERVICES PROGRAM

- Housing Committee supported a one-year commitment to the program for FY 2019 with an evaluation for continued participation in FY 2020.
- Provides water related repairs and improvements for low-income customers.
- PWD set aside \$10,000 to support this program that the city administers.

This program provides financial assistance to low-income residential customers of the Portland Water District (PWD) for the repairs and improvements that reduce water consumption through the installation of plumbing fixtures and water saving devices including the repair of leaking or broken water pipes, toilets, hot water tanks, faucets, showerheads, toilet dams, and low-flow devices. The City of Portland administers the program on behalf of the PWD. A qualified residential customer is one who owns and occupies a year round residence within the PWD service area and whose household income is at or below 80% of the area median income. The PWD has initially set aside \$10,000 for this program.

SHORT-TERM RENTAL REGISTRATION PROGRAM

- The Housing Committee recommended and the Council amended the Short Term Rental regulations.
- The registration cap on non-owner occupied mainland STR units was increased by 100 units.
- Mainland short-term rental units in an owner-occupied multi-unit, where the unit is not the primary residence of the owner, shall be counted as a non-owner occupied unit.

Short Term Rentals by Applicant and Unit Totals

	TOTAL	ISLAND	NON OWNER OCCUPIED	OWNER OCCUPIED	TENANT OCCUPIED
Applicants	649	120	122	377	30
Units	769	122	164	453*	30

Source: Permitting and Inspections as of 11/19/18

*See breakdown below

Owner Occupied and Non-Owner Occupied Short Term Rental Units within Owner Occupied Buildings

NUMBER OF OWNER OCCUPIED PRIMARY UNITS	NUMBER OF NON OWNER OCCUPIED UNITS	TOTAL NUMBER OF UNITS
302	151	453

Source: Permitting and Inspections as of 11/19/18

As of November 19, the City had 164 non-owner occupied mainland units in non-owner occupied buildings registered for 2018. This was 136 units below the 300 non-owner occupied units on the mainland cap. If the non-owner occupied units in an owner-occupied building (151) was added to the current cap total (164), then the new total is 315 or 15 units over the cap.

Portland approved an ordinance in April 2017 requiring Short-term rental (STR) owners to register with the city effective January 1, 2018 and placed a cap of 300 non-owner occupied units on the mainland. The purpose of the Ordinance is to protect Portland's long-term rental units from leaving the local market to host short-term guests, and to ensure the safety of each unit.

During their November 19, 2018 meeting, the Council amended the Residential Rental Unit Registration Requirements in Chapter 6, Article VI regarding Short Term Rentals. Owners of owner-occupied short-term rentals and tenants offering their unit for short-term rental must provide documentation demonstrating Portland residency. Tenants of rental units must also provide a notarized statement from their landlord giving permission to short-term rent their unit. Also, the fee schedule was amended. The limitation on the total number of short-term rental registrations was amended from 300 to 400 non-owner occupied mainland short-term rental units. A mainland short-term rental unit in an owner-occupied multi-unit, where the unit is not the primary residence of the owner, shall be counted as a non-owner occupied unit. An individual or entity may register up to five short-term rental units in any one calendar year. The number of short-term rental units that may be operated in a multi-unit building was amended. Tenant and owner-occupied units shall be counted towards registration limits. Violations of the provisions of Chapter 6, Article VI shall be grounds to deny or renew an application. At renewal, the applicant is to provide verification of the number of nights the unit was rented on a short or long-term basis in the previous reporting year. Renewal is by January 1 of each year upon completion of the application and payment of the registration fee. The renewal date for 2019 only, is February 1, 2019.

LONG TERM RENTAL REGISTRATION AND INSPECTION PROGRAM

- Portland has 17,796 long-term rental units as of 9-18-18
- Portland has 781 short term rental units as of 9-18-18
- 3,802 Housing Safety rental inspections were conducted during fiscal year ending June, 2018

The Fire Department collaborates with the Permitting and Inspections Department's Housing Safety Office on proactive inspections, scheduling, on-going training, education, re-inspections and answering complaints regarding long-term rental units. The four major themes of focus are life safety, consistency, being reasonable, and communication.

Rental Registration by Total Number of Applicants and Units in 2017-2018

Category	Long-Term	Short-term
Applicants	4,376	643
Units	17,796	781

Note: as of September 18, 2018

Rental Registration follow-up by number of landlords, 2017-2018

Type of follow-up	Total	Long-term	Short-term
Letter or Notice of Violation	2,215	1,700	515
Summons	56	56	0

Note: as of September, 18, 2018

Fiscal Year 2018 Rental Inspections by Type and Number

Category	Total
Housing Safety	3,802
Infestation/Insects	68
Legalization of Units	37
Total	3,907

Note: Permitting and Inspections Department data only.

Source: All data is from Energov software (Tyler Technology), City of Portland, Sept. 2018.

FIRE DEPARTMENT INSPECTION PROGRAM

During the October 11 meeting of the Housing Committee, Fire Chief Keith Gautreau presented a recap and history of the Fire Department's Inspection Program from May 2015 to date.

- o March 2015 NFPA (National Fire Protection Assoc.) Training
- o Training on our software and how to maximize its potential
- o New Enforcement Procedures in place (Summons & Consent Agreements)
- o Court appearances / pursuing legal action for extreme cases
- o Focus on Residential Housing
- o Focus on Quality not Quantity (take time and follow through)
- o Recurring Department wide training twice in 2016 & 2017
- o Started Joint Inspections with HSO November 2018
- o Switched over to new Energov (Tyler) software April 2018

Fire Prevention Activities: Includes Residential Apartments (> 3 units), Schools, Fire Permits, Complaints, Hazmat and Public Education

Year	January - March	April - June	July - September	October - December	Total
2016	519	966	790	788	3,063
2017	483	930	802	759	2,974
2018	651	181	203	0	1,035

*November 2017, the Fire Department began joint inspections with the Housing Safety Office

Percentage of follow-up inspections

Year	Total	ReInspections	Percentage	Public Education
2016	3,063	284	9%	138
2017	2,974	552	19%	122
2018	1,035	205	20%	33

*33 number impacted due to vacant Captain's position

RESOURCES

FEDERAL SOURCES OF REVENUE

The U. S. Department of Housing and Urban Development's (HUD) mission is to "create strong, sustainable, inclusive communities and quality affordable homes for all." To fund this mission, HUD allocates money directly to state and local governments for community planning and development projects through:

- HOME Investment Partnership Programs (HOME)
- Community Development Block Grants (CDBG)
- Emergency Solutions Grants Program (ESG)
- Housing Development Fund (HDF)
- Neighborhood Stabilization Program (NSP) (no longer available)
- Lead Hazard Control Grant
- Brownfield Economic Development Initiative

HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)

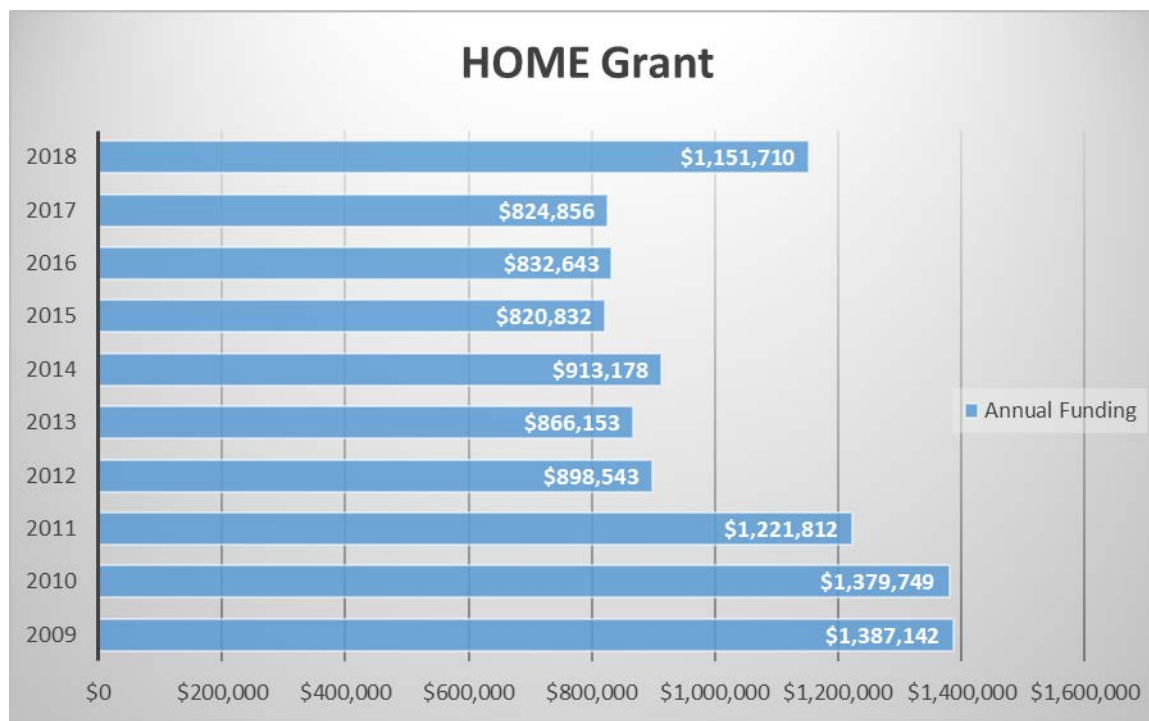
- Housing Committee recommended and the Council appropriated HOME funding allocations to three new developments that will subsidize the creation of 202 units of rental housing.
- Portland received \$1,151,710 in HOME funding for fiscal year 2018-2019.
- HOME funding increased by \$326,854 from the previous fiscal year.
- HOME funding for FY 19 will help create 237 units of rehabilitated or new housing.

HOME funds can assist with building, buying, and/or rehabilitating housing for rent or homeownership as well as providing direct short-term rental assistance and security deposits to low-income families through Tenant Based Rental Assistance Voucher Program (TBRA). The City's HOME Program provides assistance through housing rehabilitation, tenant based rental assistance and the Affordable Housing Development Program which focuses on the development of new affordable rental housing.

HOME funding invested in *rental* housing assists households at or below 60% area median income. HOME funding invested in *housing rehabilitation* assists households at or below 80% area median income.

HOME has been the largest funding source for the City helping to develop (in conjunction with other local and federal programs) 1,057 units of low-income housing through the allocation of approximately a little more than \$8.4 million in funds since 2000.

Portland received \$1,151,710 in HOME funding for fiscal year 2018-2019, an increase of \$326,854 from the previous year. FY19 funding allocations will help to create: 75 housing units at 510 Cumberland/Deering Place (\$200,000 in addition to \$300,000 provided in FY18); 111 housing units at 37 Front Street (\$510,174); and 51 housing units at 178 Kennebec Street (\$370,000).



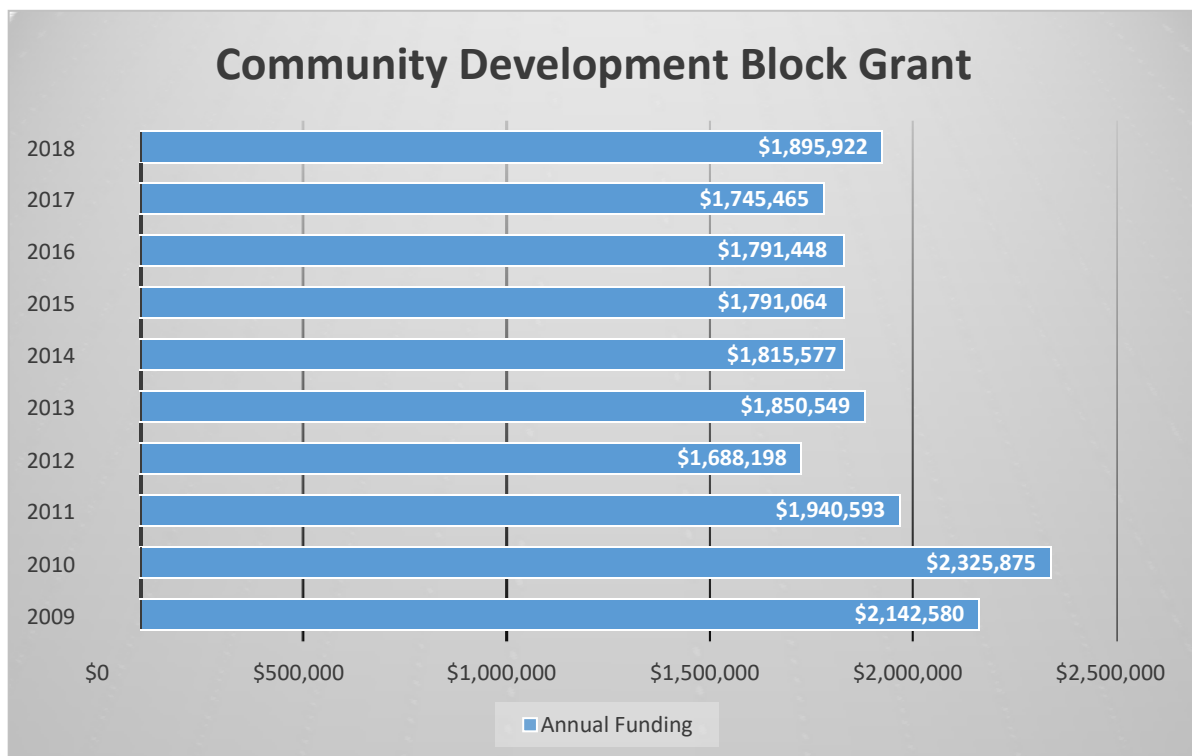
Source: HUD Exchange, HUD Awards and Allocations (2009 – 2018)

COMMUNITY DEVELOPMENT BLOCK GRANTS (CDBG)

- Portland received \$1,895,922 in CDBG funding for fiscal year 2018-2019.
- CDBG funding increased by \$150,457 from the previous fiscal year.
- CDBG funding for FY 2019 supplements funding towards two projects creating 166 units of housing.

The Community Development Block Grant (CDBG) program distributes annual grants to provide communities with resources to develop and expand housing and economic opportunities for low-income households at or below 80% Area Median Income.

Portland received \$1,895,922 in CDBG funding for fiscal year 2018-2019- an increase of \$150,457 from the previous year. Funding allocations from the CDBG fund will assist in the creation of: 55 housing units at 58 Boyd Street (FY18 \$30,000); and 111 housing units at 37 Front Street (FY19 \$250,000).



Source: HUD Exchange, HUD Awards and Allocations (2009 – 2018)

LEAD SAFE HOUSING

- 413 housing units have been made lead-safe in Portland since 1995.

The City of Portland has been committed to eliminating lead poisoning in children since 1995 when it received its first HUD Lead Hazard Control Grant. The control and elimination of lead-based paint remains a critical focus of the City of Portland in the housing rehabilitation program and over the years, 450 units have been made lead-safe in Portland. Within the Lead Hazard Control grant program, Portland has effectively and successfully addressed lead hazards that are prevalent in the City's older housing stock. These efforts will continue through the housing rehabilitation program.

The 2016-2019 Lead Hazard Control grant from HUD will complete lead hazard control work in 88 units. To date, lead hazard remediation work has been completed in 43 units. A Healthy Homes inspection is also performed on all qualifying units and, in conjunction with HOME and CDBG funds, the program is able to address code violations, and health and safety issues.

LOCAL SOURCES OF REVENUE

HOUSING TRUST FUND

- The Housing Committee recommended and the Council appropriated \$1,225,000 from the Housing Trust fund in 2018.
- Housing Trust funding for 2018 supplements funding towards two projects creating 151 units of housing.
- \$1,309,818.80 was deposited into the Housing Trust Fund in 2018.

The Housing Trust fund was established to promote, retain; and create an adequate supply of housing, particularly affordable housing, for very-low, low, and median-income households, and to limit the net loss of housing units in the City. During 2018, deposits into the fund were contributed from the City's Inclusionary Zoning fee-in-lieu option (\$276,500), a transfer from the short-term rental registration program (\$33,318.80) and the appropriation of \$1,000,000 from the sale of city-owned property at 0 Hancock Street (aka the WEX project). Expenditures for 2018 included \$300,000 to leverage the creation by Avesta of 40 units of senior housing at 977 Brighton Avenue, and \$925,000 towards 111 units of housing for Portland Housing Authority's 37 Front Street project. The Housing Trust Fund has a balance of \$998,321 as of December 26, 2018.

Developments evaluated for funding must promote the efficient use of land in locations in proximity to shopping, work places, and community facilities. Projects are also encouraged to incorporate high standards of design, energy efficiency, "green" design, and social sustainability.

Sources and Uses of Housing Trust Funds

YEAR	DEPOSITS		YEAR	EXPENDITURES	
2002/03	Maine Medical Center HRO	\$ 315,580.00	2011	Avesta Oak Street Lofts	\$ (380,585.00)
2002	Sportsman's Grill HRO	\$ 40,000.00	2014	Housing First Pre-Development RFP	\$ (75,000.00)
2009	Berlin City Auto HRO	\$ 116,000.00	2015	65 Hanover & 52 Alder Sts Feasibility Study	\$ (9,250.00)
2010	Stop n Shop HRO 2010	\$ 289,250.00	2017	65 Munjoy Street	\$ (175,000.00)
2012	Rockbridge/Eastland Park HRO	\$ 42,500.00	2018	37 Front Street	\$ (925,000.00)
2012	Riverwalk/Ocean Gateway HRO	\$ 250,000.00	2018	977 Brighton Avenue	\$ (300,000.00)
2012	118 Congress LLC Easement	\$ 3,500.00		Total Expenditures	\$ (1,864,835.00)
2017	Sale of Tax Acquired Property 91 & 97 Belfort Street	\$ 86,424.00			
2017	Sale of Tax Acquired Property 116 Upper A Street	\$ 78,527.00			
2017	443 Congress Street IZ	\$ 280,000.00			
2018	62 India Street IZ	\$ 276,500.00			
2018	Short Term Rental Fee transfer	\$ 33,318.80			
2018	0 Thames Street (WEX) sale	\$ 1,000,000.00			
	Previous INTEREST EARNED	\$ 51,556.00			
	Total Deposits	\$2,863,155.80		BALANCE	\$998,320.80
HRO - Housing Replacement Ordinance; IZ = Inclusionary Zoning Fee-in-lieu					
as of 12-27-2018					

AFFORDABLE HOUSING TAX INCREMENT FINANCING (TIF)

Affordable Housing TIF districts approved during the 2018- 2019 fiscal year:

- 977 Brighton Avenue – 40 age restricted housing units
- 178 Kennebec Street – 51 age restricted housing units

Affordable Housing TIF districts approved during the 2017- 2018 fiscal year:

- 58 Boyd Street - 55 housing units
- 510 Cumberland (Deering Place) - 75 housing units

Affordable Housing Tax Increment Financing (AHTIF) is a tool used by municipalities in Maine to provide financial assistance in the development of affordable housing projects governed by the Maine State Housing Authority. A TIF works by capturing new tax growth above existing tax revenue resulting from a property or district's increase in property value. These funds are then targeted to support a specific project or district that increase the amount of market rate and affordable housing or improves the health, welfare or safety of residents. To qualify for subsidy funding (subject to City Council approval), thirty-three percent of the units in the development must be designated as affordable units



977 Brighton Avenue



58 Boyd Street

CITY-OWNED PROPERTY

- The Housing Committee proposed investigating the use of City-owned property for housing development.
- Selling city-owned land provides the City with unique control over the timing, location, and affordability of housing development in Portland.
- Added benefit of turning land with no tax liability into an income generating property for the City's tax rolls

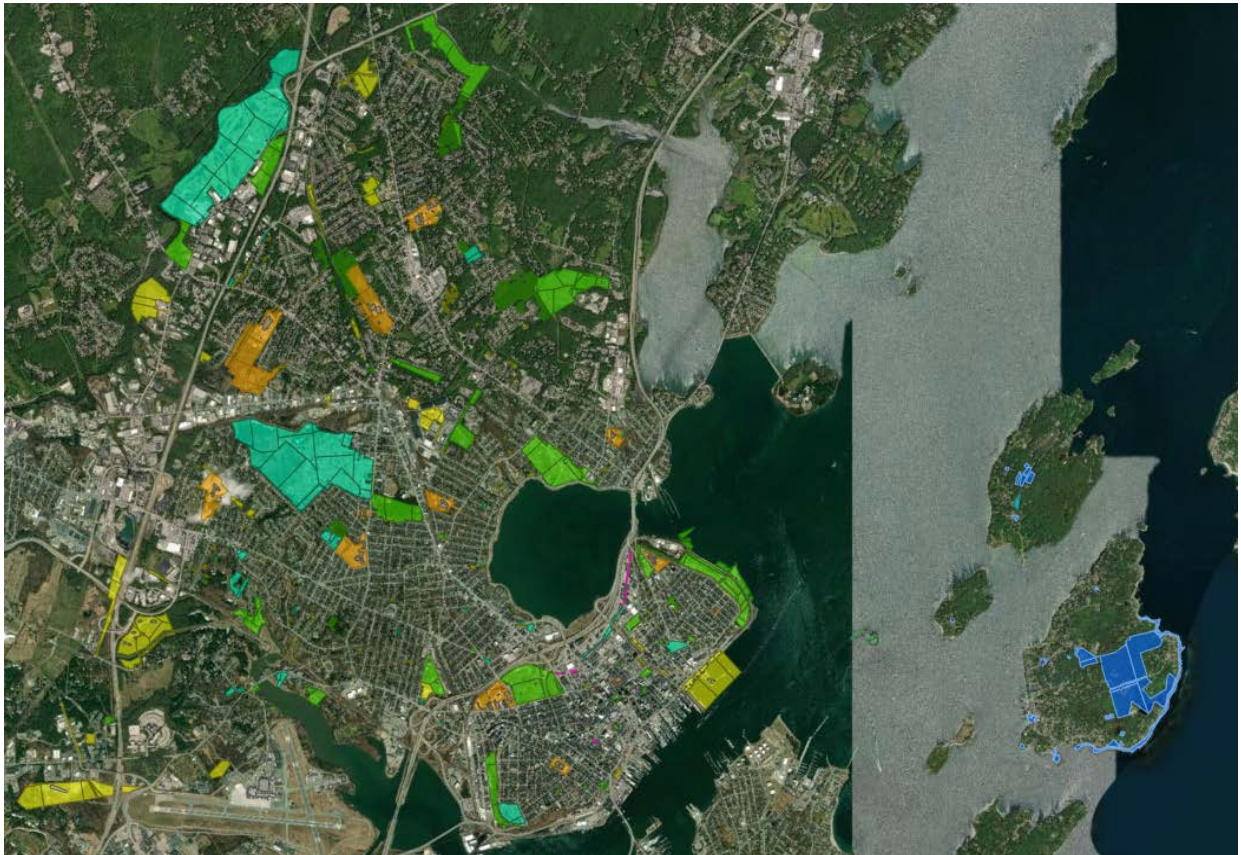
In accordance with Section 2-313 of the City Code, the City may provide city-owned land for housing development and offer the land below market price to encourage housing development or support greater affordability. In November 2017, Portland's Assessing Department identified more than 550 city-owned parcels. During 2018, staff reviewed each parcel with assistance from staff in Economic Development, Assessor, Parks, Recreation & Facilities, and Public Works with the goal of identifying the current use or site conditions. Some select parcels were presented to the Housing Committee for a greater analysis.

- 21 Randall Street is a .32 acre or 13,956 square foot parcel in the R-5 zone abutting the Front Street redevelopment project. This lot would allow for one multiplex building of six units of housing.
- 0 Westbrook Street is situated across from the future Stroudwater Preserve site, and is the entrance to the Fore River Sanctuary. The site features several streams/drainage channels, wet areas that drain to the Fore River, and the remnants of a portion of the historic Cumberland Oxford Canal. A natural gas pipeline that serves the Portland Tech Park is within the site. There are also numerous Portland Water District, drainage, and other easements on the site. An initial review of the parcel suggests the possibility of developing six single-family lots. However, given the many challenges associated with the site, the development would be very expensive. Staff did not recommend pursuing this parcel as an option for housing development.
- 2 Boyd Street (aka "Franklin Reserve") is a 1.4 acres parcel within the 130-acre land area of East Bayside. During the March 28, 2018 meeting of the Housing Committee, Christina Egan, the Executive Director of GPCOG presented an overview of GPCOG's *East Bayside Brownfield Area-Wide Plan* report. The report recommends "the City (to) consider whether or not an exploration of possible reuse options for this site is desired". Staff recommended identifying a preferred use or reuse option that aligns with the needs of the community.
- 622 Auburn Street is a 4.8-acre parcel that abuts a 13-acre parcel of city-owned property in Falmouth. The 622 Auburn Street parcel has wetlands identified by the National Wetland Inventory and a consulting wetland soil scientist using aerial photography. A citywide staff review of the property in Falmouth may determine it is a more promising location for potential housing development.

CITY-OWNED PROPERTY MAP

- Housing Committee requested an annotated interactive map of city-owned property

The city-owned property map provides both an overview of all city-owned properties as well as a breakdown by parcel categories such as; Land Bank/Parkland; Schools; Services & Industry; Deed-Restricted; Islands; and Other Parcels. Due to the nature of parcel activity (i.e. purchases, sales, land-bank designations, etc.), continued up-dates to the browser will be necessary to ensure future accuracy. The city-owned property map will be an accessible tool to assist with the comprehensive and focused comparison and understanding of constraints and opportunities of city-owned land.



**Draft 2019 Housing Committee Work Plan
as of January 4, 2019**

January 9, 2019

1. 2019 Work Plan Discussion and Preparation for Council Goals and Objectives Setting Session

February 13, 2019

1. Housing Committee Accomplishments 2016-2018
2. 2019 Work Plan Discussion

March 13, 2019

1. Affordable Housing Development Application - Review and Approval to Issue by the Committee
2. Housing Program Budget - Review and Recommendation to the City Council
3. (Action Item) Review and Recommendation to the City Council of the 2019 Housing Trust Fund Annual Plan
4. 2019 Work Plan Discussion – including a discussion of the Council’s goal setting session

April 10, 2019

1. 2019 Work Plan Discussion

May 8, 2019

1. Review Funding Requests Received from the Affordable Housing Development Application
2. 2019 Work Plan Discussion

June 12, 2019

1. 2019 Work Plan Discussion

July 10, 2019

1. 2019 Work Plan Discussion

August 14, 2019

1. 2019 Work Plan Discussion

September 11, 2019

1. Presentation, Overview and Integrated Report from Permitting and Inspections and Fire Department re: Short-term and Long-term Rental Housing Safety & Inspection Program - Implementation and Financial Report (Public Comment)
2. Communication Item: FY19 HUD Consolidated Annual Performance Report
3. 2019 Work Plan Discussion

October 9, 2019

1. Presentation of 2019 Housing Report
2. 2019 Work Plan Discussion

November 13, 2019

1. 2019 Work Plan Discussion

December 11, 2019

1. Review of 2019 Annual Committee Report
2. 2019 and 2020 Work Plan Discussion (new and/or updated recommendations to forward to the 2020 Housing Committee)