

STAFF REPORT

TO: Everett Planning Commission
FROM: Rebecca McCrary, Long Range Planning Manager
DATE: August 10, 2021
SUBJECT: Housing Committee Recommended [Housing Action Plan](#) (Exhibit C) – Planning Commission Resolution No. 21-05 (Exhibit A)

OVERVIEW

This staff report addresses the Rethink Housing Action Plan initially recommended by the Housing Committee on June 3, 2021. The Plan contains analysis and recommendations supporting housing production and preservation in the Everett community.

PROCESS

The City began re-evaluating housing policy in 2017 and implemented housing initiatives through Rethink Zoning in 2020 and the adoption of the 2020-2024 Consolidated Plan. In 2019, the Washington State Department of Commerce offered grant funding under [HB 1923](#) for jurisdictions to develop and adopt community-wide housing action plans that include strategies and implementation actions that promote greater housing diversity, affordability and access to opportunity for residents at all income levels. The City Everett was awarded \$100,000 to complete the Rethink Housing Action Plan.

Rethink Housing Action Plan Process



Rethink Housing Action Plan Advisory Committee

In the Fall of 2020, the Mayor appointed 11 members from existing Boards and Commission to the Rethink Housing Action Plan Advisory Committee. The purpose of the Committee was to review data,

understand the need, participate in community outreach sessions, and support a set of policies and strategies that promote housing opportunities for all. Early committee meetings focused on building an informational foundation regarding the housing condition in Everett and identifying the primary goals of the Action Plan. Members also participated in discussions about different alternatives, strategies, and community input during regular meetings. The Committee recommended the Rethink Housing Action Plan to the Mayor and City Council on June 3, 2021.

Public Engagement Activities

Public engagement activities around housing issues began in 2019 during the 2020-2024 Consolidated Plan Update and the Rethink Zoning process which were completed in 2020. The Rethink Housing Action Plan outreach launched in late 2020 with a Housing Forum focused on the region's housing crisis and the housing gap for middle income households. The second Housing Forum held in early 2021 provided the community with information about homelessness issues at the national and local level. The Forum panel discussed challenges, opportunities, innovation, and best practices for working towards ending homelessness.

In January 2021, two virtual "Community CHATS" were conducted with a presentation and opportunity for participants to provide input in small breakout groups. Participants were asked about the types of housing the community needs, under what scenario would different housing types such as duplexes and townhomes be acceptable in single-family neighborhoods, and to share other thoughts and ideas about housing issues. A second series of virtual CHAT session were held in February to engage in conversation about strategies for transit-oriented development. A full record of engagement activity outcomes is shown in [Appendix B](#) of the Housing Action Plan.

A CHAT session with the community was held on July 29th at 6 pm. Although not highly attended, attendees provided input about housing issues and the plan (Exhibit D). The final CHAT series will wrap up on August 12th with sessions at 1 pm and 6m pm.

Public Notice

Staff are maintaining a [project webpage](#) and regular announcements on the planning department [homepage](#). Notices have been provided through email distribution and the city's social media outlets throughout the project.

PROPOSAL AND ANALYSIS

Plan Overview

The [Housing Action Plan](#) is structured similar to the Strategy Concept Papers that were reviewed by the Committee in April. The plan also provides the policy basis, additional analysis, and justification for the recommendations. The Plan is organized as follow:

- **Introduction**
The introductions Chapter serves as a background and purpose discussion for why a Plan is necessary. Focus is placed on supporting key data points from the Housing Needs Assessment ([Appendix A](#) of the Housing Action Plan) and analysis provided in [Appendix E](#) of the Housing Action Plan related to Affordability and Displacement Risk, and recognition of existing initiatives guiding this action.
- **Increasing Housing Variety**
Significant amount of data and analytics indicating there is a regionwide gap in missing middle-income housing. Middle-income housing can be categorized as housing in between single-family



homes and multifamily apartments and condos and often tied to smaller affordable units such as duplexes, townhomes, cottages, etc. As is the case in many cities and counties, Everett's most predominate residential zoning is for single-family housing. The recommendations in this chapter would implement existing policies that guide jurisdictions to expand smaller housing types in single-family zones. Since the City has relatively little vacant land for new development, increases of middle-income housing will be through redevelopment that will happen over time. Data and feasibility analysis is provided in [Appendix D](#) and [Appendix G](#) of the Housing Action Plan.

- **Developing on Urban Corridors**

Development along urban corridors maximizes transportation investments that have occurred and will be constructed in the future. There is opportunity to support well designed multifamily and middle-income housing near the corridor. The middle-income housing would serve as a transitional land use between higher density and single-family neighborhoods. Feasibility analysis is provided in [Appendix G](#) of the Housing Action Plan.

- **Transit-Oriented Development**

Transit-oriented development has similar elements as urban corridor development. The primary difference is the need to plan in a manner that takes advantage of high-capacity transit including rail stations while developing housing, connections, and other amenities in a more complete community concept. Feasibility analysis is provided in [Appendix G](#) of the Housing Action Plan.

- **Affordability and Displacement**

The affordability and displacement chapter identified housing vulnerabilities in the community and strategies to mitigate or address these challenges. A full analysis of Affordability and Displacement risks is shown in [Appendix E](#).

- **Implementation**

The Implementation chapter establishes the framework for the future work to be done. The implementation projects are coordinated with other efforts as much as possible. A Housing Action Plan Strategy Matrix is provided in [Appendix C](#).

- **Appendices**

Appendices are documents and analysis supporting the need for the recommendations. These documents also include a record of the Housing Action Plan Process. These include:

- A. [Housing Needs Assessment](#)
- B. [Community Input Report](#)
- C. [Housing Action Plan Strategy Matrix](#)
- D. [Increasing Residential Building Capacity Report](#)
- E. [Affordability and Displacement](#)
- F. [Committee Meeting Notes](#)
- G. [Development Feasibility Study](#)



PLANNING COMMISSION RESPONSE

The Planning Commission passed [Resolution 20-05](#) on November 17, 2020 related to the Rethink Housing Action Plan and is incorporated into the Plan. The Planning Commission was also briefed on the project February 2, and May 18, 2021.

PUBLIC COMMENTS

The Committee Recommended Housing Action Plan has been posted for public comment since June 3, 2021. One comment letter has been received to date (Exhibit D). Additionally, three Community CHAT sessions are held July 29, 2021 and August 12, 2021 at 1 pm and 6 pm. Staff will provide a recap of the CHAT Sessions at the Planning Commission meeting.

EXHIBITS

- Exhibit A: Proposed Planning Commission Resolution 21-05
- Exhibit B: Rethink Housing Action Plan Committee Recommendation Letter
- Exhibit C: Committee Recommended Housing Action Plan
- Exhibit D: Comment Letter Received July 29, 2021

STAFF RECOMMENDATION

Staff recommends the Planning Commission pass Resolution 21-05 supporting the Committee Recommended Housing Action Plan.

RECOMMENDED PLANNING COMMISSION MOTION

Approve Resolution No. 21-05 supporting the Committee Recommended Rethink Housing Action Plan.



EXHIBIT A: Proposed Planning Commission Resolution 21-05



Planning Commission Resolution No. 21-05

A Resolution supporting the Committee Recommended Rethink Housing Action Plan

WHEREAS, the Planning Commission finds the following:

1. The City of Everett, like many jurisdictions in the Puget Sound Region and nationwide are facing a housing availability and affordability crisis; and
2. Mayor Franklin issued the Mayoral Directive “Housing for all” on November 17, 2020 calling for a citywide housing action plan to be developed to address the current and future housing needs of the community and appointing a Rethink Housing Action Plan Committee; and
3. The City developed a Housing Action Plan funded by a Washington State Department of Commerce Grant; and
4. The Planning Commission approved Resolution 20-05 on November 19, 2020 requesting the Housing Action Plan address historical inequities of residential zoning; and
5. The Housing Action Plan was developed with public outreach and engagement including participation by the Rethink Housing Action Plan Committee; and
6. The Planning Commission has been briefed on the concepts and strategies proposed in the Housing Action Plan throughout the process; and
7. The Planning Commission supports the Committee’s recommended Rethink Housing Action Plan encouraging strategies and implementation actions that
8. address the housing needs of the community.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The Planning Commission supports the Committee Recommended Housing Action Plan dated June 3, 2021.
2. The Planning Commission encourages the City Council to approve the plan and direct staff to proceed with the implementation actions.

Planning Commission Chair

Date



EXHIBIT A: Proposed Planning Commission Resolution 21-05

Planning Commission Secretary

For:

Against:

Absent:

Abstain:




EXHIBIT B: Rethink Housing Action Plan Committee Recommendation Letter



Rethink Housing
Action Plan
Advisory Committee

rethinkhousing@everettwa.gov
everettwa.gov/rethinkhousing



RETHINK HOUSING
Housing opportunity for all

Charles Adkins
Michael Finch
Telman Gasanov
Hal Gausman
Chris Geray
Samantha Hasan
Alex Lark
Arshpreet Kaur
Susan Mausshardt
Carly McGinn
Kara Price
Margot Strzelec

Recommendation

TO: Mayor Cassie Franklin

FROM: Rethink Housing Action Plan Advisory Committee

DATE: June 3, 2021

SUBJECT: Draft Housing Action Plan Recommendation

RECOMMENDATION

The Rethink Housing Action Plan Advisory Committee recommends the Mayor forward the proposed Housing Action Plan as presented to the Committee on June 3, 2021 to the City Council for approval following a public comment period with the following addition and note:

1. Include additional policy and strategy language to support homeless housing opportunities; and
2. Provide the necessary city resources to move these important action steps forward in a timely manner.

SUMMARY AND BACKGROUND OF COMMITTEE RECOMMENDATION

The Committee was appointed by the Mayor in December of 2020 in response to the Mayoral Directive: "Housing for All" and held their first meeting on December 21, 2020. The first two meetings focused on providing the Committee with foundational information about the housing conditions affecting the Everett community. Throughout the process, the Committee has been updated on the work and proposed recommendations as well as feedback received from the community. Committee members also participated in community engagement activities.

The draft Housing Action Plan is a set of short-, medium-, and long-term strategies intended to support a shared value that everyone needs a home. The Committee reviewed the recommended strategies and supporting implementation actions at their meeting on June 3, 2021. Specific areas of discussion focused on the housing need, ensuring right-size parking, evaluating zoning along urban corridors including transition areas from transit-oriented developments, and enhancing incentives for housing developments. Other topics of importance discussed identified the need for good pedestrian and vehicle streetscape designs, an updated bicycle plan, and the urgency for both temporary and permanent housing for the homeless members of the community. Overall, the Committee stated the plan contained a good list of



EXHIBIT B: Rethink Housing Action Plan Committee Recommendation Letter

recommendations that should move forward to address the housing needs in Everett.

PUBLIC COMMENTS

One member of the public provided comment to the Committee.

Comments related to the Action Plan included appreciation for the work and that the plan addressed overall housing not just for low-income. Comments expressed also indicated that Water/Sewer connections are very expensive in Everett. Additionally, the proposed incentives are good and the City should consider expanding the Multifamily Tax Exemption program for a shorter term to smaller developments. A suggestion was made that the City consider financing architectural plans for accessory dwelling units and allow tiny home or manufactured homes on single family zoned lots.

ATTACHMENTS

[Draft Housing Action Plan 06-2021](#)

[Appendix A - Housing Needs Assessment](#)

[Appendix B - Community Input Report](#)

[Appendix C - Housing Action Plan Strategy Matrix](#)

[Appendix D - Increasing Residential Building Capacity Report](#)

[Appendix E - Affordability and Displacement Report](#)

[Appendix F - Committee Meeting Notes](#)

[Appendix G - Development Feasibility Study](#)

Charles Adkins

Rethink Housing Action Plan Advisory Committee Chair

Dated: June 3, 2021

For: Committee Members Gasanov, Gausman, Geray, Hasan, Kaur, Maushardt, Price, Strzelec



City of Everett

**HOUSING COMMITTEE
RECOMMENDED HOUSING
ACTION PLAN**



RETHINK HOUSING

Housing opportunity for all

JUNE 21, 2021



EXHIBIT D: Comment Letter Received July 29, 2021

To: Mayor Cassie Franklin
Everett City Council
Everett Planning Commission
Yorik Stevens-Wajda, Planning Director
Rebecca McCrary, Long Range Planning Manager

From: Dave Koenig

Subject: Everett Housing Action Plan

Date: July 29, 2021

I have been following the development of the Housing Action Plan from the start of the process. I have participated in the meetings and surveys. I think the document has a lot of good information and policy direction. The emphasis on transit corridors for development of housing and the need for more affordable housing are great goals. I want to congratulate staff of their efforts to date. I do have some comments which I think would be helpful to improve the draft document and to reinforce some recommendations.

1. On page 10 of the Everett Housing Action Plan there are example prototypes of a duplex and townhome. These prototypes are two-story structures are the correct two-story height for single family neighborhoods. But the townhome prototype is incompatible in single family neighborhoods and creates a wall along the street front. Townhomes are not a proper housing type in single family neighborhoods. This prototype would not fit in north Everett where access is required to come off the alley. Townhomes which the industry is building are three stories. Single family areas should be and remain two story areas to keep the scale and character of the neighborhood. Townhomes are appropriate for multiple family and commercially zoned areas.
2. Accessory dwelling units (both attached and detached) should be encouraged to accommodate more housing. This should be the focus of future efforts. On page 15 of the Plan Recommendation 1.1 is: "Promote Accessory Dwelling Unit development through changes to regulations and processes." This recommendation recommends a study of impediments to accessory dwelling units. I think doing this study is great. I encourage you to follow up on the recommendation to provide free model base plans. Plans which have already been reviewed by the building official, then can be fast tracked through the permit process. This would encourage good design by having local architects designing these prototypes and save the cost of the drawings for people interested in adding this type of housing to their property. This would be a big help in adding more affordable housing units. On the street I live on there are four accessory dwelling units, and they fit in great and are no problem to the neighborhood character.
3. On page 16 of the Everett Housing Action Plan recommendation 1.3 states "Update site design requirements to reduce conflicts with infill development." I suggest a more proactive statement: Update site design requirements to prevent conflicts with infill develop in neighborhoods.
4. On page 16 recommendation 1.4 states "Update design guidelines for new development to ensure that new infill projects align with the neighborhood." This is a great recommendation



and again the goal should be to prevent conflicts of infill development with existing neighborhoods.

5. Add to the recommendations the continuation of the Community Housing Improvement Program – CHIP housing rehabilitation program which has rehabilitated hundreds of homes in Everett. Since the loans go to low-income homeowners it helps them stay in their homes in a safe and accessible way. It is one of the options which houses low-income elderly and families instead of them being displaced and then trying to find unaffordable housing to rent.
6. The existing housing stock in Everett is important to maintain and to preserve. A strength of Everett is its traditional historic neighborhoods and its single-family neighborhoods. I was disappointed that the Historical Commission did not have representation on the Housing Committee. Representation from that Commission would have brought a perspective of the significance, value, and stability that historic districts and individual historic homes bring to a community. The pride in ownership that property owners bring in historic districts and single-family neighborhoods is very important for the stability and livability of a community.

Thank you for the opportunity to comment on Everett Housing Action Plan. I believe it is important for a community to have strong and healthy historic districts and single-family areas. Communities which do not end up in decline and disinvestment. People have been willing to invest in Everett's neighborhoods because they believe their investments will be protected. There are many examples of this in Everett's historic and single-family neighborhoods. I am willing to share examples if you so desire.

In summary, the scale, height, and design of new development in residential neighborhoods is important. I will not repeat the comments above but hope you will give the policy direction to update site and building design requirements to prevent conflicts with infill develop in neighborhoods.

