



AGENDA

CLALLAM COUNTY HOUSING SOLUTIONS COMMITTEE

**223 East 4th Street, Room 160
Port Angeles, Washington
October 6, 2023 – 9 a.m.**

Housing Solutions Committee meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 731 249 7453 and passcode: 08816

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/7312497453> and passcode: 08816

This meeting can be viewed on a live stream at this link:
<https://www.clallamcountywa.gov/669/Live-Archived-Meetings-Online>

Public comment and questions can be directed to the Housing Director at 360-417-2478 or timothy.dalton@clallamcountywa.gov

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT – Please limit comments to three minutes

APPROVAL OF MINUTES

- September 1, 2023

OLD BUSINESS

- **Grant – Connecting Housing Infrastructure Project – Habitat for Humanity**
- **Grant - Pathway to Removing Obstacles to Housing – HUD Infrastructure Projects**
- **Infrastructure Meeting – Workforce Housing Meeting**

NEW BUSINESS

- **Cottage Villages**
- **Community Land Trust**

REPORTS AND PRESENTATIONS

- Director Report
 - Housing Wa 2023
- Community Update

PUBLIC COMMENT – Please limit comments to three minutes

NEXT MEETING DATE – November 3, 2023 at 9 a.m.

ADJOURNMENT

Housing Solutions Committee

Draft Minutes

September 1, 2023



CLALLAM COUNTY HOUSING SOLUTIONS COMMITTEE MINUTES of September 1, 2023

MEETING OF THE HOUSING SOLUTIONS COMMITTEE (HSC)

Chair Christy Smith called the meeting to order at 9 a.m.

Present were Christy Smith, Colleen Robinson, Caleb McMahon, Sharon Maggard, Shawn Washburn, Sarah Martinez, Cheri Tinker, Rod Fleck, Cheri Tinker Randy Johnson, Leslie Bond, Nathan West, Kathy Morgan, Bruce Emery, and Wendy Sisk.

Excused: Colleen McAleer, Gregory McCarry, Mike Sivia, Shawn McCourt, and Glenn Ellis were excused.

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Staff requested to remove Item #2 under New Business due to the properties under review not being ready at this time due to zoning and being outside any UGA. Commissioner Johnson moved to approve the agenda with the remove of Item #2, Nathan West Seconded, motion passed.

PUBLIC COMMENT –

Mike Doherty, Port Angeles – commented on the Lincoln School, but was not commenting as a member of either North Olympic History Center or the Clallam County's Heritage Advisory Board. There's been a Request for Proposals for repurposing the Lincoln School and north part of the campus. He also talked about potential for Department of Archaeology and Historic Preservation and Washington Trust for Historic Preservation assisting in a revitalization process.

APPROVAL OF MINUTES

- Minutes – August 4, 2023

ACTION TAKEN Sharon Maggard moved to approve the minutes with one correction to date in the first sentence Call to Order should read August 4, 2023, as date, Nathan West seconded motion; motion passed unanimously.

OLD BUSINESS

1. Low Income Housing Goals, Priorities and Projects

- Discussion on pipeline projects and goals

Action Taken: Sharon Maggard motion to accept the project pipeline with the addition of Shane Place and a coversheet with funding source available through the county. Seconded by Nathan West, the motion passed unanimously.

2. Grant – Connecting Housing Infrastructure Project – Habitat for Humanity

- Discussion was held concerning the Department of Commerce CHIP Grant webinar and Commerce viewed that Sequim is eligible and would probably be the best entity to apply and administer the grant if received.

NEW BUSINESS

1. Grant - Pathway to Removing Obstacles to Housing – HUD Infrastructure Projects

- This is a very competitive \$85 million dollar HUD grant with no matched required, but the more match a community has the higher chance of receiving a grant, limited total of 22 grants will be

HOUSING SOLUTIONS COMMITTEE

MINUTES of September 1, 2023

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eligible, Tim will be working with communities for possible opportunities especially Port Angeles who has relationship with HUD.

2. Infrastructure Meeting – Workforce Housing Meeting

- The workforce and market rate housing committee are working on getting the 3 local municipalities together to talk about infill and available infrastructure meeting the demand for housing required. The meeting is scheduled for September 21st.

3. Commerce 2022 - 1406/1590 Reporting

- Tim will be filing a report to Commerce from date period July 1, 2022 through June 30, 2023; no funds were spent during this period.

DIRECTOR REPORT

1. Department of Commerce – I spoke with Karlana Brailey who is Commerce Community Engagement Specialist, she sent me an email letting me know Kirsten Jewell would be able to attend the November meeting to present Housing overview and answer questions. Christy thought it would be wise to extend our November meeting by a half hour to 10:30.

NEXT MEETING DATE

- Next meeting is scheduled for October 6, 2023, at 9 a.m.

ADJOURNMENT

- The meeting concluded at 10:06 a.m.

Housing Solutions Committee

Infrastructure Minutes

September 21, 2023



CLALLAM COUNTY HSC Infrastructure Meeting Minutes

**223 East 4th Street, EOC
Port Angeles, Washington
September 21, 2023 – 1:00 p.m.**

Present:

Clallam County: Housing Solutions Committee -Timothy Dalton; **Community Development** - Bruce Emery, Holden Fleming; **Public Works** - Steve Gray, Ron Garcelon

City of Sequim: Deputy City Manager/Community Development - Charisse Deschenes, **Public Works** - Sarah VanAusdle, Nick Dostie

City of Port Angeles: Public Works - Mike Healy, **Community Development** - Zach Trevino, Ethan Walker

City of Forks: Community Development/City Attorney - Rod Fleck

Housing Solution Committee Member: Greg McCleary

Meeting started 1:00PM

Purpose of the meeting to discuss UGA's both incorporated and unincorporated area of Clallam County for infill and development opportunities, we started on the eastside of the county in Sequim and worked west.

Sequim

1. Charisse Deschenes, Sarah VanAusdle and Nick Dostie outlined the opportunities in Sequim. They brought maps and outlined both infrastructure water/sewer and zoning for growth. Some of the areas discussed infrastructure for Sequim West Bay Road and Reservoir Road. Tim asked about the 25 acres on Brownfield Road and who would handle the water/sewer? Sequim would handle the city, but water would be Clallam PUD.

Carlsborg

1. Both County and Sequim discussed Carlsborg, as the county oversees the UGA, while Sequim handles sewer and Callam PUD handles water. The county is seeing some projects, this is an area that may see more development in the coming years.

Port Angeles

1. Mike Healy and Zach Trevino were involved in this part of the discussion, as was county, talking about the unincorporated sections of Mt. Pleasant and Dry Creek, but also southside of 101 at Fairmont. Dry Creek was discussed as is currently zoned for Industrial uses.

Forks

1. Rod Fleck brought site locations for infill opportunities within Forks and provided input into a variety of projects which could generate additional affordable housing opportunities. Some of these projects were sewer ready, while others need additional utilities.

ADJOURNMENT 2:30

Housing Solutions Committee

Low Income Housing Institute

Sand Point Cottage Village

LIHI Completes 22-Cottage Community For Homeless In Magnuson Park

May 3, 2023



LIHI recently completed a 22-cottage community for families with children, seniors, veterans, and people living with disabilities who are exiting homelessness.

By Anesa Grant, *The Seattle Medium*

Seattle's Low Income Housing Institute (LIHI) recently announced the completion of their Sand Point Cottages community in Magnuson Park, which features 22 cottages for families with children, seniors, veterans, and people living with disabilities who are exiting homelessness.

Each cottage features one bedroom, a living room, kitchen, bathroom, a loft, and a front porch. The community house, which was donated by the Lucky 7 Foundation, features community gathering space, a community kitchen, a computer lab, a property management office, a bathroom, a laundry room, and a spacious porch area. Extensive landscaping, gardens, pathways, and parking complete the design.

"Sand Point Cottage Community is an innovative program to provide attractive cottages in a beautiful park setting," said Sharon Lee, LIHI Executive Director. "We are thrilled that the State Housing Trust Fund and other funders are supporting permanent affordable housing in Magnuson Park for families, couples, and singles who are exiting homelessness. We appreciate the City of Seattle providing a long-term land lease to make this cottage housing possible."

"This innovative project is the result of a strong partnership with our State partners, LIHI, construction trades pre-apprenticeship programs, and the City of Seattle to provide over 36 new neighbors with a warm, affordable place to call home," said Seattle City Council Budget Chair Teresa Mosqueda. "Through a long-term lease on the land to LIHI at a deep discount of \$1 a year, this City-owned property will help provide critically needed low-income housing in the community, with a community garden and outdoor space, and common spaces to gather."

The cottages were built by students in construction trade pre-apprenticeship programs. Six of the cottages were built in modules off-site by students from the Seattle Skills Center at Ingraham High School, Rogers High School, Tulalip TERO Pre-apprenticeship Program, Marysville Regional Apprenticeship Pathways (RAP) Program, and the Seattle Sand Point Summer Construction Training Program run by LIHI.

"Sand Point Cottages will demonstrate the value of a village setting and the viability of a green, low impact, nontraditional housing option," said LIHI Board Vice President Melinda Nichols. "We thank the many funders and donors for the vision to make this cottage community a reality."

The infrastructure work required on the 84,500 SF site was extensive. The cottages average 400 SF, and the construction contract was \$5,167,000. Funding sources include the Washington State Housing Trust Fund, KeyBank, Enterprise, NeighborWorks America, Federal Home Loan Bank of Atlanta, Community Housing Capital, Lucky 7 Foundation, and other donors.

"Building individual cottages with bathrooms and kitchens is a logical next step," said Nichols. "We are proud to offer these much-needed homes to people who are exiting homelessness and look forward to the positive impact the Sand Point Cottage Community will have on their lives."

Housing Solutions Committee

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Building Affordable Housing Through Community Land Trusts

September 6, 2023 by Carson Bridges

Category: [Guest Author](#), [Housing](#)



With the cost of housing becoming increasingly unaffordable to low- and even moderate-income earners, local governments in Washington State are becoming more interested in learning about community land trusts and their corresponding benefits, such as the creation of stable and affordable

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ownership and rental housing options, as well as their long-term, positive impact on local communities.

This blog will be the first in a two-part series detailing the benefits of community land trusts (CLTs) and how local governments can collaborate with and support them. It is worth noting that this blog only covers CLTs and not land trusts geared towards conservation.

What Are Community Land Trusts?

CLTs are nonprofit organizations focused on delivering affordable housing to income-restricted buyers at below-market rates – with the hope that this will provide long-term stability for the communities they serve. While CLTs normally focus on providing stable ownership options for low- to moderate-income residents, some also offer high-quality rental units to qualifying tenants. CLTs are not to be confused with other types of land trusts with the primary purpose of conserving important natural habitats, environments, or farmland.

Though there have been many iterations of this structure, the first U.S.-based organization to use the modern CLT name and model was New Communities Inc. in 1969. Civil rights activists with New Communities Inc. purchased upwards of 5,000 acres with the hopes of providing stability for Black sharecroppers in rural Georgia.

CLTs reached the Northwest in the late 80's and 19 CLTs operate statewide currently, from the Homestead Community Land Trust, a King County-based CLT with a portfolio of over 300 units, to Methow Housing Trust, which serves the Methow Valley with a growing portfolio of around 25 existing units and 32 more under construction.

The initial acquisition of land often requires a CLT obtain grants or a discounted land purchase price in order to provide below-market-rate housing. Municipal governments and nonprofits will sometimes make donations of land or offer land for sale for a deeply discounted price to CLTs.

CLTs can also receive grants and funding from private donors, foundations, municipal governments, and federal programs, such as Community Development Block Grants, in order to purchase land and, if needed, to construct homes. These initial grants can be used to help pass savings along to renters and homeowners over the life of their tenure.

How Do Community Land Trusts Work?

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The mechanisms and structures of CLT's may vary slightly between models but the main function is allowing buyers to purchase or rent a housing unit at an affordable cost, separate and partially protected from the cost of the land. This separation between land and housing costs allows the income-qualified homeowner to purchase a renewable, inheritable 99-year leasehold of the *building* and pay only a modest land-rent fee to the trust.

Rental units are an overlooked but important portion of housing services offered by many CLT's. It is estimated that two-thirds of CLT's across the country offer some form of rental housing in addition to the ownership model. Rental units may vary in form from single-family homes to housing units in larger multi-family buildings. For both models of tenure, a CLT ensures affordability by removing the burden of the land cost on the buyer and allows for more affordability in both the short and long term.

CLT leasehold owners are, in effect, homeowners with all the rights afforded to owners on the private market. Leasehold owners also have the ability to build equity throughout their tenure, but that equity will be capped at a certain agreed-upon rate written out in the lease. This function ensures long-term affordability even in the event of a sale by the current leasehold owner to a new owner. This approach differentiates CLT's from other subsidized housing efforts as it limits the need for further funding from grants or subsidies for ongoing housing assistance.

To further their goal of expanding access to affordable ownership, many CLT's offer assistance in the home purchasing process, such as financial counseling or generous down-payment options.

The CLT model also centers community members in its governance structure with members often making up a significant portion of a CLT board. A common structure consists of three groups: homeowners (may include dues-paying renters), the general public, and public representatives who usually are either elected reps or leaders of other local organizations. This governance structure ensures that CLT's give voice to residents while also being held accountable to the needs of the broader community.

Benefits and Goals

The CLT model offers tools to deal with many problems cities face:

- They are effective methods for creating long-term affordable ownership options with limited subsidy needs over the lifetime of the housing units. Their self-management model, makes them a fiscally

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responsible source for limited grant money for municipalities looking to increase homeownership options for low- to moderate-income buyers.

- They allow leasehold owners to build equity, creating upward mobility for their household (60% of owners go on to purchase homes in the private market).
- They bring stability to communities where it is needed. During the 2008 financial crisis, homeowners were 10 times less likely to be in foreclosure proceedings than market-rate owners according to *Stable Home Ownership in a Turbulent Economy* (from The Housing Fund and Vanderbilt University). CLTs are also able to protect against pressures in hot real estate markets that can leave low-income residents vulnerable to displacement.
- CLTs offer significant potential community development benefits by giving residents a role in organizational governance and by ensuring longer tenancy.

Conclusion and Resources

CLTs are a viable and important tool to supply affordable housing and “wealth-building” options to low- and moderate-income earners. In addition to these affordability benefits, CLTs offer significant community development benefits by stabilizing hot real estate markets, ensuring stability, and offering long-term investment options for current and potential tenants.

With the increasing prominence of CLTs in the creation of affordable housing, municipal governments may be interested in learning about what they can do to best support or encourage the development and maintenance of CLTs in their areas. Part 2 of this series will speak more thoroughly in this issue.

For more information on CLTs in the Northwest, see these resources:

- Center for Community Land Trust Innovation
- Grounded Solutions — For a different explanation of the CLT model (and a helpful video)
- Northwest Community Land Trust Coalition
- Partners Against Displacement: Community Land Trusts & Community Development (2019)

Author acknowledgment: I would like to thank Steve Butler, MRSC Planning & Policy Manager, for his extensive assistance with this blog.

MRSC is a private nonprofit organization serving local governments in Washington State. Eligible government agencies in Washington State may use our free, one-on-one Ask MRSC service to get answers to legal, policy, or financial questions.



About Carson Bridges

Carson Bridges served as a public policy intern at MRSC in 2023. Carson's previous experience includes affordable housing development and comprehensive planning. Carson is an Urban Planning Graduate student at the University of Washington studying affordable housing and sustainability and has a BA in Economics from the University of South Florida.

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Sample Documents

- Budgets
- Contracts/Agreements
- Fee/Rate Schedules
- Forms
- Franchises
- Job Descriptions
- Ordinances/Resolutions
- Other Documents
- Policies/Procedures
- RFP/RFQ/Bid Documents

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