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**METROPOLITAN DEVELOPMENT POLICY COMMITTEE
 MEETING NOTICE**

Date: January 11, 2006
Time: 10:00 a.m. to 11:50 a.m.
Location: *** Lobby Level – Meeting Room 1 ***
 777 North Capitol Street NE
 Washington, DC 20002

AGENDA

10:00 a.m. 1. CALL TO ORDER, APPROVAL OF NOVEMBER 9, 2005 MEETING SUMMARY, AND ANNOUNCEMENTS
*Elizabeth Hewlett
 Chairman, Prince George's
 County Planning Board
 Chair, MDPC*

Announcements

- MDPC 2006 Meeting Schedule
- Committee Leadership for 2006
- February 17 Mid-Atlantic Roundtable
- Dissemination of "Smart Growth Begins at the Local Level"
- Other items

RECOMMENDED ACTION: Approve November 9, 2005 meeting summary

10:20 a.m. 2. UPDATE ON COG BOARD 3-YEAR POLICY FOCUS ON GROWTH
*Hon. G.N. Jay Fisette
 Member, Arlington County Board
 2006 Chair-Elect, COG Board of Directors*

In 2004, the COG Board of Directors approved a 3-year policy focus on growth, the foundation for which was COG's adopted strategic plan, which called for promoting balanced, sustainable growth and liveable communities. Mr. Fisette will briefly update the Committee on achievements during 2004 and 2005, and discuss plans for proposed initiatives for 2006.

RECOMMENDED ACTION: Receive Briefing and Recommend Next Steps

10:40 a.m. 3. PRESENTATION ON THE WASHINGTON AREA HOUSING PARTNERSHIP'S (WAHP) "TOOLKIT FOR AFFORDABLE HOUSING DEVELOPMENT" AND LOCAL WORKSHOPS
*Hon. Barbara Favola
 Member, Arlington County Board
 Chair, Washington Area Housing Partnership*

The Washington Area Housing Partnership (WAHP) is a regional public-private housing partnership that acts as a catalyst to preserve and expand the supply of affordable housing for low- and moderate-income families in the Washington region. During 2005, the Partnership developed a "Toolkit for Affordable Housing Development" containing successful policies and planning tools to preserve and promote the

supply of affordable housing in the region. Ms. Favola will describe the work of the Partnership and the Toolkit, and seek assistance from MDPC members in scheduling local workshops with elected officials and staffs on who to implement the policies described in the "Toolkit".

RECOMMENDED ACTION: Receive Briefing and Recommend Next Steps

11:20 a.m. 4. UPDATE ON WORK TO REFINE COG/TPB REGIONAL ACTIVITY CENTERS AND CLUSTERS

*Paul DesJardin
Gregory Goodwin
Charles Grier
COG Staff*

In 2002, the COG Board of Directors and the TPB approved the final Regional Activity Centers maps and criteria. The maps were called for in the "Action Agenda" of the TPB's *Transportation Vision* and were based upon the Round 6.2 Cooperative Forecasts of employment and households. The Planning Directors Technical Advisory Committee (PDTAC) was responsible for development of the Activity Centers maps and criteria under the direction of a joint COG / TPB Working Group. In approving the Activity Centers, the COG Board and TPB directed that the map(s) be revised following the completion of the next major "Round" of Cooperative Forecasts. In November, COG staff briefed the TPB and TPB Technical Committee on recommendations of the PDTAC and MDPC concerning plans to update the Regional Activity Centers maps. COG staff will brief the Committee on those discussions and seek additional recommendations from the Committee on next steps.

RECOMMENDED ACTION: Receive briefing and recommend next steps

11:40 a.m. 6. OTHER BUSINESS *MDPC Members*

11:50 a.m. 7. ADJOURNMENT

NEXT SCHEDULED MEETING: *March 8, 2006*

**Metropolitan Development Policy Committee
Meeting Summary
November 9, 2005**

1. Call to Order, Approval of the September 14, 2005 Meeting Summary, and Announcements

Chair Hewlett called the meeting of the MDPC to order at 10:00 a.m. The September 14, 2005 meeting summary was approved. Paul DesJardin of the COG staff distributed copies of the new Round 7.0 “Growth Trends to 2030” publication. Mr. DesJardin also summarized the October 21 “Mid-Atlantic Transportation Coordination Roundtable”

2. Opportunities for Infill and Redevelopment in the Washington Region

Paul DesJardin of the COG staff stated that in approving the Round 7.0 Cooperative Forecasts, the COG Board and MDPC noted that to provide sufficient housing to meet the employment projections it was necessary to assume that some COG jurisdictions would need to re-plan and rezone land sufficient to provide for the additional housing. Mr. DesJardin introduced Dr. Chris Nelson of Virginia Tech to discuss his research on the need and opportunities for infill and redevelopment in the Washington region. Dr. Nelson stated that the region would add 2.7 million people, 1.2 million housing units and 2.0 million jobs. Dr. Nelson estimated that total new residential construction value at \$600 billion and non-residential construction valued at \$700 billion. Dr. Nelson stated that “traditional” households are declining, meaning that 75 percent of future housing needs could be met with smaller units at higher density. Dr. Nelson stated that challenges – nationally and locally – include the end of “cheap oil”; global competition for materials; antiquated building codes; inefficient, costly land use regulations; and demand for residential and commercial development exceeds supply in quality locations.

3. Regional Activity Cluster Analysis of the Round 7.0 Forecasts

Jill Locantore of the COG/TPB staff stated that earlier this year, the Transportation Planning Board (TPB) asked for an analysis of the region’s transportation project submissions relative to the location of the Regional Activity Centers and clusters. Ms. Locantore briefed the Committee on the results of this analysis which was presented to the TPB Technical Committee on October 7 and the TPB on October 19. Ms. Locantore presented an analysis of how the draft CLRP and tip address priority area 3 or how the CLRP projects support the regional core and regional activity centers. Ms. Locantore stated that staff used the draft Round 7.0 Cooperative Forecasts and trip attraction data from the air quality conformity analysis of the 2005 CLRP to examine the relationship between the activity centers, planned transportation improvements, land use, and travel patterns. For the analysis, activity centers were grouped into clusters along major transportation corridors. Between 2002 and 2030, the number of activity clusters with Metrorail or light rail stations will increase from 11 to 14 out of a total of 24 activity clusters. Ms. Locantore stated that in both 2002 and 2030, 19 Metrorail stations are located outside of activity clusters, primarily along the green line in Prince George’s County. Ms. Locantore said that during this same time period households, but not jobs, will become more concentrated in activity clusters. The percent of all auto and transit commute trips that go to activity clusters will decrease slightly. The vast majority of transit commute trips, however, go to activity clusters, and transit commute mode share is high in activity clusters, particularly core clusters.

4. Discussion of Plans to Update the Regional Activity Centers and Clusters

James Zook, Director of Planning and Zoning for Fairfax County and 2005 PDTAC chair stated that the COG Board of Directors and the TPB approved the final Regional Activity Centers maps and criteria in 2002. Mr. Zook stated that the maps were called for in the “Action Agenda” of the TPB’s *Transportation Vision* and were based upon the Round 6.2 Cooperative Forecasts of employment and households. The Planning Directors Technical Advisory Committee (PDTAC) was responsible for development of the Activity Centers maps and criteria under the direction of a joint COG / TPB Working Group. In approving the Activity Centers, the COG Board and TPB directed that the map(s) be revised following the completion of the next major “Round” of Cooperative Forecasts. Mr. Zook stated that COG staff and PDTAC members have begun work to update the Activity Centers and that PDTAC members specifically recommended that the criteria approved in 2002 for defining the Activity Centers not be changed.

5. Other Business / Information Items

Chair Hewlett asked whether there were additional information items, and there were none,

6. Adjournment

Chair Hewlett stated that the next meeting of the MDPC was scheduled for Wednesday, January 11, 2006. The meeting was adjourned at 11:50.

Metropolitan Development Policy Committee (MDPC)

Sign In Sheet

November 9, 2005

Training Center 10:00-12:00noon

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Toolkit for Affordable Housing Development



Developed by:
The Washington Area Housing Partnership



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The Washington Area Housing Partnership would also like to give a special thanks to the following housing and community development directors and their departments. Each of these jurisdictions contributed to the toolkit by providing detailed information about which affordable housing programs they utilize while highlighting the unique attributes that make these programs successful.

Ken Aughenbaugh
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Introduction

The Washington Area Housing Partnership's *Toolkit for Affordable Housing Development* is a compilation of policies and planning tools that local governments can use to preserve and promote affordable housing development in their respective jurisdictions. Local leaders have identified the need for more housing that is affordable to individuals in the public and service sectors of the economy. Steady job growth and excellent public schools have made the metropolitan Washington region a desirable place to live, spurring high home values and encouraging the creation of expensive, single family and multi-family units.

This has put enormous pressure on localities striving to create communities where all citizens can afford to live. Service workers abound in this area because the region's prosperity supports workers in restaurants, spas, child care facilities, landscaping companies, and other jobs. More teachers, police officers, firefighters and other government service workers are also needed as the region's population grows. The region's wealth, however, is not being adequately distributed with respect to the housing market.

Across the region, many families and individuals earning service wages move in and out of homelessness. Transitional housing or housing with support services are designed to help families locate affordable places to live. The U.S. Department of Housing and Urban Development defines "affordable" to mean housing costs should consume no more than 30% of the household's gross income.

Additionally, there are segments of the population living on very low, fixed incomes because of age or disabilities that affect a person's earning capacity. Studies have demonstrated that targeting public dollars to provide stable housing for these groups is a good investment because social service spending is reduced once such populations are living in housing they can afford.

Government programs and affordable housing policies can help ensure a vibrant, diverse, and economically sustainable region. This toolkit will provide local officials with successful strategies and new ideas for preserving and creating more housing units for the scores of hard-working citizens and others who can't afford to live in this region.





For more information about the Washington Area Housing Partnership and its programs, please contact:

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How to Use the Toolkit

The toolkit has been divided into eight sections. Section I presents programs and policies designed to encourage the development of affordable housing while Section II discusses ways to preserve the existing affordable units. Section III showcases design concepts helping to meld affordable units into surrounding communities, thereby reducing community resistance to such projects. Funding resources for both new development and preservation projects are presented in Section IV. Sections V, VI and VII discuss homeowner and rental assistance programs, as well as housing for special needs populations. Finally, Section VIII provides information on affordable housing education and advocacy tools.

Policies and programs encouraging the preservation and production of single-family and multi-family housing are included in this document. A brief description is provided for each, as well as resources for further information. Check the left sidebar for related websites and contact information. The best practice tools that are included and highlighted in the toolkit are noted in the “In Practice” sections of the toolkit. For more details on some of the affordable housing programs each jurisdiction in the region maintains, please refer to the Summary of Local Affordable Housing Programs table in the Appendix. All material was reviewed by local elected officials.

We hope the information in this document proves useful to your efforts to provide affordable housing options. While every effort has been made to provide the most up-to-date and accurate information, localities are constantly forming new programs and improving existing ones to keep pace with the ever-changing affordable housing needs of area residents. Many affordable housing programs and strategies are being used throughout metropolitan Washington; however, not every program in the region could be highlighted in this toolkit. The Washington Area Housing Partnership is continually collecting information for updates to the toolkit and welcomes any suggestions you may have for future editions.

