HOUSING BOULDER WORKING GROUP AGENDA #1

Maintain the Middle Working Group #1

1777 West Conference Room
1777 Broadway St.
January 12, 2015
5 – 7 p.m.
(Refreshments will be served)

Objective: get to know each other; gain a common understanding of the working group goal; and discuss what the group hopes to accomplish in the working groups.

5:00 – 5:30	**Introductions and Welcome**	**David Driskell**, Community Planning and Sustainability Director and Interim Housing Director
5:30 – 5:45	**Ice Breaker** Think about all the places you've lived in your life. What was your best experience, worst experience and why?	**All**
5:45 – 6:00	**Review and edit Draft Ground Rules**	**All**
6:00 – 6:30	**What does the working group goal mean to you?**	**All**
6:30 – 6:45	**What would success look like as a group at the end?**	**All**
6:45 – 6:50	**Jan. 26 Community Forum and scheduling future meetings**	**Facilitator**
5:50 – 6:00	**Public Comment**	

WORKING GROUPS: GETTING STARTED

Name: _____

Address: _____

_____

Thank you for your participation in the working groups. Below is a list of documents to help prepare and orient you for the task. All the documents can be accessed on the city website at www.HousingBoulder.net or by clicking on the link below.

If you would prefer paper copies of the materials, please check off the documents below you would like printed and assembled in a binder. **Give the form to your facilitator or contact Jay Sugnet at 303-441-4057 or sugnetj@bouldercolorado.gov**.

- √ Housing Boulder Working Group Draft Schedule - *included in paper packet distributed at first meeting.*
- √ Working Group Ground Rules and Protocols (Draft) – each group will use this as a basis for discussion and modify as appropriate - *included in paper packet distributed at first meeting.*
- ☐ Housing Boulder Community Engagement Plan—describes how the community can be involved and participate in the Housing Boulder process.
- ☐ Toolkit of Housing Options—enumerates the tools/strategies identified to date to address our housing challenges.
- ☐ Working Groups—a list of the working groups and members.
- ☐ Background Information: Comprehensive Housing Strategy—provides information on the factors that led up to Housing Boulder.
- ☐ Housing Boulder 101 Webinar—a video with info on housing in Boulder with a Q & A session.
- ☐ Housing Boulder 101 Presentation—a PDF file of the Housing Boulder 101 Webinar PowerPoint.
- ☐ Glossary of Housing Terms—common housing terms defined.
- ☐ 2014 Community Profile—population, jobs and housing trends since 1980.
- ☐ 2014 Affordable Housing Development Trends—production and funding data on permanently affordable housing over the past decade.
- ☐ Housing Choice Survey and Analysis—compiled data from the 2013 choice survey.
- ☐ Boulder Housing Market Analysis—compiled data about the housing market in Boulder.

HOUSING BOULDER WORKING GROUP SCHEDULE

Working Groups

Strengthen Our Current Commitments Reach or exceed Boulder's goals to serve very low-, low- and moderate-income households, including people with disabilities, special needs and the homeless.
Facilitator: Kristin Hyser Notetaker: Wendy Schwartz Resource: Michelle Allen

Maintain the Middle Prevent further loss of Boulder's economic middle by preserving existing housing and providing a greater variety of housing choices for middle-income families and Boulder's workforce.
Facilitator: Susan Richstone Notetaker: Kristin Delcamp Resource: Jay Sugnet, Michelle Allen

Create Diverse Housing Choices Facilitate the creation of a variety of housing options in every part of the city, including existing single-family neighborhoods.
Facilitator: Jeff Yegian Notetaker: Lauren Baugh Resource: Jeff Hirt, Brian Holmes

Strengthen Partnerships Strengthen current partnerships and explore creative new public-private partnerships to address our community's housing challenges (e.g., University of Colorado, private developers, financing entities, affordable housing providers, etc.)
Facilitator: Jean Gatza Notetaker: Jennifer Korbelik Resource: Michelle Allen, Marie Zuzack

Enable Aging in Place Provide housing options for seniors of all abilities and incomes to remain in the community, with access to services and established support systems.
Facilitator: Jennifer Miles Notetaker: Crystal Launder Resource: Betty Kilsdonk, Marie Zuzack

Draft Working Group Schedule and Topics (subject to change)

Working Group Meeting 1 — 2nd or 3rd week of Jan.

Objective: get to know each other; gain a common understanding of the working group goal; and discuss what the group hopes to accomplish in the working groups.

Agenda:

- Introductions and Welcome
- Ice Breaker
- Review and edit Draft Ground
- What does the working group goal mean to you?
- What would success look like as a group at the end?

Why Housing Matters! Community Forum — Jan. 26

Objective: Highlight and discuss Boulder's housing successes and challenges; Set the tone for a broad, inclusive and constructive dialogue about the role of housing in defining our future, and how we can best address the challenges we face; Demonstrate that we are listening, and facilitate constructive dialog between participants, not just 'input to the city'; Hear about how other communities are addressing similar challenges.

Working Group Meeting 2 — 2nd week of Feb.

Objective: discuss what we've heard from neighbors, friends, and community forum participants on the project goals; draft initial screening criteria.

Draft Agenda:

- review input from Why Housing Matters! Symposium, discuss what you learned;
- continue discussion of what does the working group goal mean;

- discuss initial ideas for developing measures of success (e.g. quantitative measures to achieve the goal);
- working groups will discuss an initial list of screening criteria for picking the best ideas (need to coordinate feedback from other working groups and online tools);
  help refine the questions for the Ignite events and online polling;
- start to review all the ideas (toolkit plus new ideas) for their respective goal area;
- public comment;

Rapid Ideas and Insights Forum 4th week of Feb.

Objective: encourage the people of Boulder to share their ideas for housing policies and programs to improve the Boulder community. Each presented gets three minutes to respond to the core questions: What is your idea for better housing in Boulder? and How will your idea help us achieve our housing goals?

Working Group Meeting 3 2nd week of Mar.

Objective: continue discussion of ideas generated for your respective goal area.

Draft Agenda:

- public comment;
- provide input on community outreach for the second phase of the process;
- review community and working group comments on measures of success (e.g. quantitative measures to achieve the goal) and refine;
- review community and working group comments about the screening criteria and refine;
- continue to review all the ideas (toolkit plus new ideas) for their respective goal area.

Working Group Meeting 4 1st week of Apr.

Objective: continue discussion of ideas generated for you respective goal area and start to develop top of list ideas to achieve the goal.

Draft Agenda:

- public comment;
- start to develop your top list of ideas to achieve their goal and document briefly why each idea is considered "best in class" for Boulder (may vary by area of city);
- weigh in on outreach strategies to get feedback on the best ideas list from a broad array of community members.

Working Group Meeting 5 4th week of Apr.

Objective: finalize top of list ideas to achieve the goal and evaluate the working group process.

Draft Agenda:

- public comment;
- review documentation of "best in class" for Boulder;
- evaluate working group process;

Community Forum: Housing Choices 4th week of May

Objective: bring working group and community members together to explore the implications of housing choices for Boulder and related issues like design, equity and other topics to be addressed in the Boulder Valley Comprehensive Plan.

HOUSING BOULDER WORKING GROUPS
GROUND RULES AND PROTOCOLS **DRAFT**

1. Purpose of Working Groups
Review and evaluate potential policies and tools specific to each goal. In addition, working groups will help generate a larger community dialogue and help advise the city staff on how to improve the overall community engagement process.

2. Participation
- A. Appointed members;
- B. Open to public, but conversation is limited to members except for 10 minutes at the end of each meeting that will be open for public comment.

3. Ground Rules for Each Meeting
- A. Keep discussion focused on the purpose and agenda of the meeting.
- B. Make your comments concise - 2nd what someone else says but don't say the same thing;
- C. Have respectful discussion - share your points, listen to others;
- D. Speak your mind - be clear about your position; ask questions, and provide an explanation if you are in opposition to a proposal;
- E. Try your best not to use acronyms or shorthand; and
- F. Please turn off phones while we are meeting.

4. Participant Responsibilities
- A. Read materials prior to meetings; come prepared;
- B. Engage in meaningful and productive dialogue;
- C. Learn from the past but work toward the future;
- D. Bring criticisms or issues with the group process to the group first;
- E. Assume best intent from all participants; and
- F. Abide by the ground rules and allow the facilitator to enforce them.

5. Documentation
- A. Meeting notes will be prepared on a chart pack and a picture posted on the Housing Boulder website within two working days of the meeting;
- B. Staff will draft a final meeting summary identifying key issues and the most promising tools to address the specific goal. All perspectives and how issues will move forward will be documented; and
- C. Working group members will review and comment before the summary is finalized.

HOUSING BOULDER Housing Policies

Below is a summary of four goal areas are related to housing in the Boulder Valley Comprehensive Plan (BVCP). Additional policies related to Neighborhoods and Mixed Use (2.09-2.16) are available online at www.BoulderValleyCompPlan.net.

1. **Local Support for Community Housing Needs**
    a. **Incomes Served:** The city will employ local regulations, policies, and programs to meet the housing needs of their low and moderate income households and workforce.
    b. **10% Goal:** The city will increase the proportion of permanently affordable housing units to an overall goal of 10% permanently affordable.
    c. **Special Needs Housing:** The city will encourage the creation of well-located housing for residents with special needs, including people with disabilities and other vulnerable residents.
    d. **Partnerships:** The city will foster partnerships with private and nonprofit partners dedicated to creating and preserving permanently affordable housing, including the University of Colorado.
    e. **Regional Housing Cooperation:** The city will work to enhance regional cooperation on housing issues.
2. **Housing Choice**
    a. **Mixed Housing Types:** The city's land use regulations and policies will promote a mixture of housing types, pricing, sizes and densities.
    b. **Preservation/Rehabilitation:** The city's land use regulations and policies will encourage preservation and rehabilitation of the existing housing stock, especially for low and moderate-income households.
    c. **Mobile Home Parks:** The city will encourage the preservation of existing mobile home parks and development of new manufactured home parks.
3. **Diversity**
    a. **Household Types:** The city will encourage preservation and development of a broad range of household configurations (e.g., singles, couples, families with children, etc.)
    b. **Jobs-Housing Balance:** The city will explore policies and programs to increase housing for Boulder's workforce, by considering the conversion of commercial and industrial zoned/designated land to residential.
4. **Growth and Community Housing**

a. **Future Service Area:** Planning for future housing in areas that will come into the service area will actively pursue opportunities for low and moderate income households, mixed housing types, and mixed densities.
b. **Reduce Loss of Housing:** The city's regulations will reduce the loss of housing in the community.
c. **Integration of Permanently Affordable Housing:** Permanently affordable housing will be compatible, dispersed and integrated with housing throughout the community.
d. **Minimizing Displacement:** The city's policies and regulations will minimize the negative effects of displacement on low-income households as a result of private sector redevelopment of housing sites.

Below are the full text of selected housing policies in the Boulder Valley Comprehensive Plan (BVCP).

Local Support for Community Housing Needs

7.01 Local Solutions to Affordable Housing

The city and county will employ local regulations, policies, and programs to meet the housing needs of their low and moderate income households and workforce. Appropriate federal, state and local programs and resources will be used locally and in collaboration with other jurisdictions. The city recognizes that affordable housing provides a significant community benefit and will continually monitor and evaluate its policies, programs and regulations to further the city's affordable housing goals.

7.02 Permanently Affordable Housing

The city will increase the proportion of permanently affordable housing units to an overall goal of at least ten percent of the total existing housing stock through regulations, financial subsidies and other means. City resources will also be directed toward maintaining existing permanently affordable housing units and securing replacements for lost low and very low income units.

7.03 Populations with Special Needs

The city and county will encourage development of housing for populations with special needs including residences for people with disabilities, populations requiring group homes or other specialized facilities, and other vulnerable populations where appropriate. The location of such

housing should be in proximity to shopping, medical services, schools, entertainment and public transportation. Every effort will be made to avoid concentration of these homes in one area.

7.04 Strengthening Community Housing Partnerships

The city will create and preserve partnerships dedicated to the community's housing needs by supporting private and nonprofit agencies that create and maintain permanently affordable housing in the community, and fostering nonprofit and private sector partnerships. The city recognizes the role of the university in the housing market and will encourage the University of Colorado and other post-secondary institutions in their efforts to increase the amount of on-campus housing.

7.05 Strengthening Regional Housing Cooperation

The city and the county will work to enhance regional cooperation on housing issues to address regional housing needs and encourage the creation of housing proximate to regional transit routes. Such efforts include the Regional HOME Consortium and the Ten Year Plan to Address Homelessness.

Housing Choice

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7.08 Preservation and Development of Manufactured Housing

Recognizing the importance of manufactured housing as an option for many households, the city and county will encourage the preservation of existing mobile home parks and the development of new manufactured home parks, including increasing opportunities for resident-owned parks.

Whenever an existing mobile home park is found in a hazardous area, every reasonable effort will be made to reduce or eliminate the hazard, when feasible, or to help mitigate for the loss of housing through relocation of affected households.

Diversity

7.09 Housing for a Full Range of Households

The city and county will encourage preservation and development of housing attractive to current and future households, persons at all stages of life and to a variety of household configurations. This includes singles, couples, families with children and other dependents, extended families, non-traditional households and seniors.

7.10 Balancing Housing Supply with Employment Base

Expansion of the Boulder Valley housing supply should reflect to the extent possible current employer locations, projected industrial/commercial development sites, variety of salary ranges, and the demand such developments bring for housing employees. Key considerations include housing type, mix, and affordability. The city will explore policies and programs to increase housing for Boulder workers by fostering mixed-use and multi-family development proximate to transit, employment or services and by considering the conversion of commercial and industrial zoned or designated land to residential use.

Growth and Community Housing Goals

7.11 Incorporate Mix of Housing in Future Service Area

In considering future expansion of the Service Area, the city will identify possible sites for housing that serves low and moderate income households. Designation of land uses in new growth areas will provide for a mixture of housing types and densities in order to meet the diversity of housing needs.

7.12 Conversion of Residential Uses in the Community

The city will evaluate and revise its regulations to reduce the opportunities for the conversion of residential uses to non-residential uses or to require mitigation for residential units lost through the redevelopment of existing housing or the conversion of a residential use to non-residential uses.

7.13 Integration of Permanently Affordable Housing

Permanently affordable housing, whether publicly, privately or jointly financed will be designed as to be compatible, dispersed, and integrated with housing throughout the community.

7.14 Minimizing Displacement

The city will evaluate its policies and regulations in order to minimize the negative effects of displacement on low income persons when housing sites are redeveloped by the private sector. Available relocation assistance options in the community will continue to be offered to displaced low-income persons.