ALEXANDRIA HOUSING AFFORDABILITY ADVISORY COMMITTEE
DATE: JANUARY 9, 2019
LOCATION: ROOM 2000 - CITY HALL

AGENDA

1. Joint Worksession with Commission on Aging 7:00 p.m.
2. Introductions and Chair remarks (Chair) 8:15 p.m.
3. 600 Royal Street Affordable Housing Plan (Tamara Jovovic/Cathy Puskar) 8:20 p.m.
   Action Requested: Review and Vote on Affordable Housing Plan
4. Route 1 South Affordable Housing Strategy Update (Radhika Mohan/Tamara Jovovic) 8:35 p.m.
5. Consideration of November 1, 2018 and December 3, 2018 meeting minutes (Chair) 8:40 p.m.
   Action Requested: Review and Vote on Minutes
6. Interdepartmental Workplan (Tamara Jovovic) 8:45 p.m.
7. Affordable Housing Contributions Workprogram (Helen McIlvaine) 8:50 p.m.
8. Information Items: 8:55 p.m.
   Financial Report
   Housing Master Plan Progress Report
9. Announcements and Upcoming Housing Meetings (Staff) 9:00 p.m.

   ARHA Redevelopment Work Group Meeting
   January 10; 5:30 pm, City Council Workroom, City Hall

   City Council Retreat – Interdepartmental Work Plan and Strategic Planning
   January 26, 2019; 9:00 a.m., Location: tbd

   Landmark Mall Re-Planning Process Workshop
   January 26, 2019; 10:00 a.m. – 2:00 p.m., Francis Hammond Middle School Cafeteria

   Condominium Governance Training: Understanding Governing Documents and Legal Responsibilities
   February 2; 10:30 am – 12:30 pm, Beatley Library

   Landmark Mall Re-Planning Process Meeting
   February 27, 2019; 7:00 pm, Location: tbd

Adjournment (Chair) 9:05 p.m.
Agenda for Joint COA-AHAAC Worksession
01.09.18

- Welcome and introductions 7:00-7:10
  (Barbara Waters, Robyn Konkel/Helen McIlvaine)
- Existing senior housing projects, programs, and services 7:10-7:20
  (Office of Housing)
- 2019-2021 Age Friendly Plan for a Livable Community—Housing Priorities (COA) 7:20-7:30
- Current and anticipated demand for senior housing/services 7:30-7:40
  (DAAS/COA)
- COA review criteria for affordable housing projects requesting City funding (COA) 7:40-7:50
- Universal design in affordable housing projects 7:50-8:00
  (Wesley Housing)
- Next steps and closing remarks 8:00-8:15
  (Barbara Waters, Robyn Konkel/Helen McIlvaine)
1. Accessory Dwelling Units
   A. GOAL: Determine prospective benefits and challenges regarding Accessory Dwelling Units (ADU’s).
   B. OBJECTIVE: The City and community stakeholders study the feasibility of modifying city regulations to permit accessory dwelling units, where appropriate, as an option to increase the stock of affordable and accessible housing in the City and complete a report for submission to City Council. (Note: Some Small Area Plans already permit ADUs --Potomac Yard, Beauregard-- but few accessory units have resulted)
   C. COA ACTION: Monitor, advocate and participate in the research of accessory dwelling units and proposed recommendations to City Council led by the City’s Office on Housing. (Note: this is in the Office of Housing’s workplan. No committee exists presently.)
   D. OUTCOME by July 1, 2019: Determination of benefits and challenges of ADU’s by City staff and stakeholders and their resulting recommendation to City Council.
   E. COMMISSION ROLE: watch and make sure this happens; provide input, e.g., are codes adequate, do they need to be changes (e.g., can more than one stove be permitted/residence?).

2. Affordable Assisted Living:
   A. GOAL: Develop public and private mechanisms to enhance availability of affordable assisted living in Alexandria.
   B. OBJECTIVE: Develop consistent developer contribution and concept plan.
   C. COA ACTIONS: 1) Study group crafts City policy for developer contributions in assisted living facilities. 2) Create concept plan for mixed-income, affordable assisted living facility, including identification of potential site(s) and funding sources
   D. OUTCOMES: By June 2020 1) Policy in effect for acquiring contributions for affordable assisted living development; 2) Concept plan created, enhancing interest on the part of policy makers.
   E. COMMISSION ROLE: provide input and be actively involved.

3. Housing for a Lifetime
   A. GOAL: By June 2020, Work with key organizations and individuals to incorporate “housing for a lifetime” features in both new and redeveloped housing.
   B. OBJECTIVE: Establish guidelines for the inclusion of accessibility features in new affordable multi-family development that receives City funding support. Note: We are not looking for full accessibility per ADA.
   C. COA ACTION: Determine which enhanced accessibility features should be included in addition to accessibility features required as part of federal and local building codes.
D. OUTCOMES: Guidelines approved and agreement reached that they are to be advisory for new construction of affordable, multi-family housing that receives City-funding support.

E. COMMISSION ROLE: Work with AHAAC to incorporate our criteria into the Housing Trust Fund application process.

4. Avoid Unnecessary Institutionalization of adults through Naturally Occurring Retirement Communities

A. GOAL: Prevent the unnecessary and/or unwanted institutionalization of those who could and would prefer to remain in their homes for as long as possible.

B. OBJECTIVE: Residents of Naturally Occurring Retirement Communities (NORCs) and others have increased awareness of available programs and services supportive of older adults and adults with disabilities.

C. COA ACTION: Support public and private providers in their information and service outreach efforts to reach targeted communities, including NORCs.

D. OUTCOME: Ongoing - Information/resource person available to residents in 75% of NORCs and increased awareness among targeted groups about how to access resources that help older adults and adults with disabilities remain in their homes. [This is being accomplished by the Community Ambassador Program administered by Senior Services of Alexandria.]

E. COMMISSION ROLE: Publicize the Community Ambassador Program and encourage volunteers to serve as ambassadors.
Criteria for Review of New Construction Affordable Housing Development Projects Proposed for City Funding

Developed by the Alexandria Commission on Aging (COA) Housing Committee
Approved by the COA November 9, 2017

1. Accessibility of Site to needed services
   a. Access to public transportation
   b. Access to basics: grocery; pharmacy; work; cultural, religious and community activities

2. Facility Design (all required by current code)
   a. Compliance with federal accessibility requirements and Fair Housing Act (FHA) compliance throughout apartments.
   b. An accessible travel path from handicapped parking to the accessible building entry.
   c. All dwelling units must have, at a minimum: (all required by current code)
      i. 60% of entrances must be accessible (i.e. no step into the building)
      ii. Elevator access to all floors, with an accessible elevator of minimum 3,500 pound capacity, 42" wide door, and interior cab sized for emergency stretcher use.
      iii. Entry Door to every apartment unit shall be 36" wide, with a 32" minimum clearance on all interior doors.
      iv. Lever hardware on all doors.
      v. No steps or thresholds greater than ¼" vertical or ½" with beveled edge.
      vi. Wall blocking to allow future installation of grab bars in bathroom
      vii. Maneuvering space for wheelchairs and walkers (30"x48") (required by codes in kitchen and bathroom at appliances and fixtures)
      viii. Audible and visible fire, smoke and carbon monoxide alarms. Interconnected combo Smoke detector/Carbon monoxide alarms, but CO detectors are required in apartments and buildings with combustion type mechanical equipment.
      ix. Faucet (levers or automatic) and shower controls that are accessible in the established transfer location (often shower controls are at one end of the tub and the location of transfer bench is at the other end of the tub, out of reach).
      x. Hand-held shower head (not required by current code)
      xi. Electrical switches, controls, thermostats mounted not more than 48" AFF (above finished floor) and outlets not below 24" AFF.

The above requirements should be included in all new construction multi-family buildings. In addition to those requirements, the Commission is concerned with a range of criteria that enhance quality of life for all residents. A list of items for consideration includes the following. While these items are not a requirement, the Commission is interested in knowing which of these features the developer has considered and what will be included in the project.

External
1. Onsite open space
2. Onsite natural surroundings
3. Public entries have self-opening doors

Resident units and Shared Spaces (Shared denoted by *)
1. Features that optimize hearing
2. Features optimize ability to see
   a. Bright lighting (maximize natural light while avoiding sources of glare)
   b. Contrasting colors
   c. Chair railings along walls
   d. Contrasting strips on stair edges
3. Features counteract resident isolation, e.g., shared spaces, WIFI, Cable
4. Mobility in shared spaces (*) and individual units
   a. Individual resident units are on single level
   b. No irregular floor surfaces*
   c. Handrails on both sides of stairways*
   d. Smooth, slip resistant flooring or flat-pile carpet*
   e. 5-foot turnaround space in smaller spaces (kitchen, bath)*
   f. Countertops and shelving of varying heights
   g. Heat-proof surfaces near cooking appliances*
   h. Raised height toilets (17 to 19 inches)*
   i. Adjustable closet rods, shelves, and countertops
   j. Roll-out shelves or drawers in cabinets
5. Resident Safety and Security
   a. Security cameras installed to maximize resident safety
   b. Building access is secure for residents
   c. Other monitoring methods
DATE: JANUARY 4, 2019

TO: THE ALEXANDRIA HOUSING AFFORDABILITY ADVISORY COMMITTEE

FROM: HELEN S. MCILVAINE, DIRECTOR

SUBJECT: 600 NORTH ROYAL STREET (WMATA BUS GARAGE) AFFORDABLE HOUSING PLAN

ISSUE: Consideration of an Affordable Housing Plan for 600 North Royal (DSUP 2018-00014).

ACTION REQUESTED: That the Committee review and endorse the associated Affordable Housing Plan.

BACKGROUND: 600 North Henry is a two-acre site bounded by Wythe, North Royal, Pendleton, and North Pitt Streets (see image below). The applicant proposes to demolish the existing WMATA bus garage and construct a multifamily building with approximately 287 residential units, including 12 committed affordable units.

The project involves the following applications and modifications:
- Rezoning from the RM to CRMU-X Zone
- Development Special Use Permit, including a Special Use Permit for an increase in FAR to 2.5
- Special Use Permit for bonus density for the provision of affordable housing pursuant to Section 7-700 of the Zoning Ordinance
- Transportation Management Plan Special Use Permit
The proposed rezoning increases the site’s floor area ratio (FAR) from 1.5 to 2.5. The applicant has applied for approximately 17% bonus density on the proposed FAR of 2.5 (for a total FAR of 2.93).

**DISCUSSION:** Consistent with the Housing Master Plan’s recommendation to focus affordable housing efforts in areas of opportunity and with the greatest potential for increased density, as well as the Old Town North Small Area Plan’s commitment to providing a variety of housing choices in its community, the applicant has proposed to utilize bonus density (Section 7-700 of the Zoning Ordinance). In exchange for approximately 14.5% bonus density, the applicant will provide 12 affordable rental units (one studio, eight one-bedroom and three two-bedroom units) affordable to households with incomes at 60% of the area median income for a 40-year period (equivalent to $49,260-$70,320 in 2018 for a household with one to four members).

The applicant has also agreed to provide a voluntary monetary contribution to the Housing Trust Fund in the amount of $846,470.

**FISCAL IMPACT:** $846,470 to the Housing Trust Fund.

**ATTACHMENTS:**
(1) Affordable Housing Plan for 600 North Royal Street, DSUP 2018-00014, dated November 16, 2018

**STAFF:**
Eric Keeler, Deputy Director, Office of Housing
Tamara Jovovic, Housing Analyst, Office of Housing
1.1 Project name and address

N. Royal Street Bus Garage  
600 N. Royal Street (the “Subject Property”)

1.2 Application number

DSUP #2018-0014

1.3 Brief description of the application and the proposed development program

The Applicant proposes to demolish the existing WMATA bus garage and construct a multifamily residential building that includes 287 units.

1.4 Requested zoning changes or waivers (if any)

- Rezoning from RM to CRMU-X  
- DSUP, including a Special Use Permit for an increase in FAR to 2.5  
- Special Use Permit for bonus density for the provision of affordable housing Pursuant to Section 7-700 of the Zoning Ordinance  
- Transportation Management Plan Special Use Permit

1.5 The Small Area Plan in which the project is located and a brief discussion of how relevant affordable housing goals and recommendations are being addressed by the AHP

The project is located within the Old Town North Small Area Plan (the “SAP”). The SAP encourages the provision of affordable housing throughout Old Town North. The SAP identifies the Subject Property as a potential redevelopment site. The SAP encourages redevelopment to utilize tools within the City’s Housing Master Plan, including the density bonus program, to expand the number of affordable housing units. The SAP prioritizes the provision of on-site affordable housing units as part of new market-rate developments.

2. Description of the AHP to include:

2.1 Number, type (rental/for-sale), size (number of bedrooms), level of affordability (% of Area Median Income), and length of affordability of proposed affordable units

The Applicant proposes to provide twelve (12) on-site units for households with incomes up to 60% AMI for 40 years. The twelve units consist of one studio unit, eight one-bedroom unit and three two-bedroom units.
2.2 General description of location of affordable units in the project

The twelve affordable units will be dispersed throughout the proposed building.

2.3 Confirmation that residents of affordable units will have equal access to all amenities available to residents of market-rate units

The residents of the affordable units will have equal access to all amenities available to residents of the market-rate units within the building.

2.4 Number, type (rental/for-sale), size (number of bedrooms), level of affordability (% of Area Median Income), and length of affordability of existing affordable units being demolished as part of redevelopment (if any)

No existing affordable units are being demolished as part of this redevelopment.

2.5 Brief discussion of tenant relocation plan approved by the Landlord-Tenant Relations Board (if applicable)

N/A

2.6 Description of the phasing of the project and any implications it may have on the delivery of units (if any)

The building will be constructed in one phase.

2.7 Description of any voluntary contributions to be made to the Housing Trust Fund in addition to the provision of affordable units (if any)

In addition to the twelve on-site units, the Applicant will be providing a monetary contribution to the Housing Trust Fund in the amount of $846,470.

2.8 Any other information the applicant deems relevant to the AHP

N/A
In the absence of the Chair, Robyn Konkel, Dan Brendel agreed to chair the meeting. The meeting was called to order at 7:00 pm. Holly Hanisian volunteered to take minutes.

1. **Greenhill Coordinated Development District Affordable Housing Plan (Mary Catherine Gibbs)**
   Mary Catherine Gibbs, representing Greenhill, provided an overview of the application to rezone a 14.9-acre site bounded by South Pickett Street, Edsall
Road, and South Van Dorn Street to a Coordinated Development District (CDD). The current proposal requests a CDD Concept Plan for a mixed-used development with a maximum of 2,130,000 square feet.

As part of the development approval process for CDD 2016-00003, the applicant has agreed to provide a contribution to the Housing Trust Fund in addition to the required affordable housing units associated with the use of Section 7-700. Development Option #1 attributes approximately 492,000 gross square feet to bonus density, which results in approximately 164,000 gross square feet of affordable housing. Staff estimates this will generate up to 164-182 affordable units depending on unit size; a proportionately lower number of units would be anticipated with Development Option #2 which is moderately smaller in scale. Ms. Gibbs described the scope of the potential voluntary monetary affordable housing contribution as having a value of up to $7 million.

The Committee discussed the timing of construction, phasing, accessibility, size, and tenure of the market-rate and affordable units, as well as the potential impact of the multi-modal bridge that is under consideration for the Eisenhower area. Mike Doyle specifically inquired about the delivery of the affordable units, and Ms. Gibbs confirmed that the applicant is amenable to providing some affordable units in each phase of the project. She stated that development would occur over the next five to 15 years, as various existing leases expire.

Mary Parker inquired about the allocation of accessible units, and Ms. Gibbs stated that at least the amount required by the building code will be provided, and the applicant will work with Housing to provide accessible units, as there is demand, within the affordable set-aside units provided, including a range of bedroom types. She noted that the residential buildings are planned to be elevator, high-rise structures.

Ms. Gibbs stated the area will be well-served by various transit options, including the City’s planned future West End transitway. She acknowledged that a portion of the proposed development depends on the multi-modal bridge or a widening of the Van Dorn corridor. She indicated that estimates for construction of the proposed bridge had increased from $50 M to $150 M, due to constraints being imposed by Norfolk Southern related to the transloading facility.

She confirmed the applicant’s flexibility in terms of converting units to dollars and vice-versa, in consultation with Housing. Staff stated that if ownership units are provided as set-asides, it would target households with incomes ranging from 60-80% AMI.

Michelle Krocker made a motion to approve the affordable housing plan; Mike Doyle seconded the motion. The affordable housing plan was approved unanimously.

2. **Consideration of October 4, 2018 Minutes (Dan Brendel)**
   Michelle Krocker made a motion to approve the October minutes; Bill Harris seconded the motion. The minutes were approved unanimously.
3. **Route 1 South Housing Affordability Strategy (Eric Keeler)**

Eric Keeler relayed that the Route 1 South (now South Patrick Street) Housing Affordability Strategy was approved and that staff was working on its implementation. A tenant advisory group (TAG) is in the process of being formed; the TAG’s first task will be to review the draft housing needs assessment survey tool. Resident outreach continues. The Committee discussed the importance of making the open space in the plan area inviting to all residents and for the City to consider potential tax abatement as a tool to ensure the existing level of housing affordability is preserved in the area. E. Keeler explained that the City was creating a new zone, with potential density levels set high to incentivize property owners to replace all of the existing affordable units as redevelopment occurs.

4. **ARHA Update (Helen McIlvaine)**

H. McIlvaine read the written report submitted by Carter Flemming. The Ramsey site has completed its archeology work; building permits and HUD approval have been secured. ARHA plans to close on its financing by the end of November. ARHA is in the process of assessing its portfolio and will have an update about the Andrew Adkins project and other RFP sites in early 2019.

5. **Alexandria Housing Development Corporation Update (Helen McIlvaine)**

H. McIlvaine read the report submitted by Jon Frederick. AHDC closed on the Gateway and Carpenter’s Shelter projects. The Lacy Court project remains on schedule. The Bellefonte property renovation will begin early next year.

6. **Staff Updates**

- H. McIlvaine noted that there are three vacancies on the Committee and asked for members’ assistance in recruiting applicants.
- The financial report will be sent to the Committee.
- M. Krocker asked the Committee to consider signing a petition asking Governor Northam to allocate $20 million annually to the FY20-21 biennial budget for the State Housing Trust Fund. City staff agreed to email a link to the petition to the Committee. Discussion ensued regarding the Committee organizing in time to advocate at the state level for affordable housing needs.

7. **Other Business (Dan Brendel)**

- H. McIlvaine noted that the ARHA Board and City continue to collaborate on updating Resolution 830 and that they have reached consensus in many areas. Staff will present additional information about Resolution 830 at a future AHAAC meeting.
- The Committee discussed the use of universal design principles in affordable housing projects. The Commission on Aging has asked that universal design and accessibility be requirements for City loan funding. Staff will provide a presentation on the use of universal design in affordable housing projects at a future AHAAC meeting, potentially to be held jointly with the Commission on Aging. Mary Parker noted that some experts disagree with the term universal design.

The meeting was adjourned at 8:12 pm.
## FY 2019 Affordable Housing Development Funds Financial Report  
| January 4, 2019 |

### Revenues

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### Commitments & Reservations

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Balance Remaining: $0
### Housing Master Plan Progress Report

**Period:** FY19 Q1-Q2

**City of Alexandria, Office of Housing**

**Updated:** 01.03.19

#### Prior Reported Impact

(Oct-Dec 2018)

<table>
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#### Completed Underway Pipeline

(Oct-Dec 2018)

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#### Units Created through the Development Process

(Oct-Dec 2018)

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#### Beauregard Committed Units

(Oct-Dec 2018)

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#### Units Created or Preserved through Redevelopment Support to ARHA

(Oct-Dec 2018)

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### HOUSING MASTER PLAN PROGRESS REPORT SUMMARY

#### Created & Preserved (Completed) Units/Loans Closed/Grants Issued

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**TOTAL: 2,000**

### TYPE OF ACTIVITY

#### Workforce Affordable Units (70-80% AMI)

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*Project also includes three units affordable at 80% AMI.*