



Puget Sound Regional Council

Regional Staff Committee | Remote Only

Date: Thursday, November 5, 2020 from 9:30-11:30 am

- 1. Welcome and Introductions (9:30)** – *Andrea Spencer, City of Bremerton, Co-Chair*
- 2. Reports (9:35)**
 - a. Meeting Summary for October 1, 2020*
 - b. PSRC Announcements and Updates
- 3. Discussion Item (9:45)**
 - a. Regional Housing Needs Assessment – Current and Future Housing Needs* – *Laura Benjamin, PSRC*
- 4. Discussion Item (10:15)**
 - a. Regional Transportation Plan Outreach* – *Kelly McGourty & Maggie Moore, PSRC*
- 5. Discussion Item (10:45)**
 - a. VISION 2050 Regional Growth Strategy – Growth Target Guidance* – *Liz Underwood-Bultmann, PSRC*
- 6. Discussion Item (11:00)**
 - a. Around the Room Highlights – *Andrea Spencer, City of Bremerton, Co-Chair*
Members will be given time to share news from their local jurisdictions or items of interest to fellow committee members.
- 7. Future Meeting:** December meeting canceled. January meeting date TBD.
- 8. Adjourn (11:30)**

*Supporting materials attached.

Zoom Remote Connection Details:

- To join via video conference with a computer or smart device, go to <https://psrc-org.zoom.us/j/95983981517?pwd=WERPUIdaZIFMelc2aUF1Xo3bTFqUT09> and enter Meeting ID: 959 8398 1517 and Passcode: 270963.
- To join by phone, call either 888-475-4499 or 833-548-0276 and enter Meeting ID: 959 8398 1517 and Passcode: 270963.

Other Formats:

Sign language and communication material in alternate formats can be arranged given sufficient notice by calling (206) 464-7090 or TTY Relay 711.

العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng việt | Vietnamese, Call 206-402-1334.



Puget Sound Regional Council

Regional Staff Committee Meeting Summary

Date: October 1, 2020

Location: Remote Only

Presentations from the meeting are available on the PSRC website:

<https://www.psrc.org/rsc-meetings>. Audio recording of the meeting is available by request.

Introductions and Announcements

Andrea Spencer, Co-Chair, called the meeting to order at 9:30 am. Participants were asked to view the meeting attendance on the “chat” feature on Zoom, and phone-in participants were asked to identify themselves verbally.

Reports

Co-Chair Andrea Spencer welcomed the committee members and explained that PSRC staff would provide short updates on upcoming policy and Executive Board meetings and review the status of ongoing projects in the work program. Co-Chair Ben Bakkenta invited the committee to join the virtual public meetings held for discussion on the Regional Aviation Baseline study, and he informed the committee that the General Assembly will be held remotely on October 29, 2020.

Discussion: School Siting Implementation

The draft VISION 2050 plan calls for PSRC to engage the Office of the Superintendent of Public Instruction in efforts to update state school siting standards to align with the Growth Management Act (PS-Action-3) and research and develop guidance on best practices for school siting (PS-Action 4). PSRC staff briefed the committee on recent and upcoming work to address these actions and asked for feedback to inform the project scope of work.

You can view the presentation [here](#).

For more information, please contact Ben Kahn, Assistant Planner, at bkahn@psrc.org.

Discussion: Plan Review Manual Project Update

Feedback on the Plan Review Manual Update project during the September 3 RSC meeting was incorporated into the project's scope of work. At the October 1 meeting, PSRC staff asked for any additional feedback on the project, prior to presenting the scope of work to the Growth Management Policy Board on October 15.

You can view the presentation [here](#).

For more information, please contact Andrea Harris-Long, Senior Planner, aharris-long@psrc.org.

Discussion: Regional Housing Needs Assessment Early Findings

Housing access and affordability are key policy areas in [VISION 2050](#), the region's long range plan for growth. VISION 2050 calls for the region to better assess and address housing needs through a coordinated regional housing strategy and a regional housing needs assessment. Committee members were briefed on early findings from the Regional Housing Needs Assessment and the next steps in the development of the Regional Housing Strategy.

You can view the presentation [here](#).

For more information, please contact Laura Benjamin, Senior Planner, at lbenjamin@psrc.org.

Adjourn

The meeting adjourned at 10:15 am.

Members and Alternates Represented at the Table

See attached attendance roster.

PSRC Staff and Other Guests Present

Brian Lee, PSRC
Kathryn Johnson, PSRC
Andrea Harris-Long, PSRC
Laura Benjamin, PSRC
Erika Harris, PSRC
Tom Hingson, City of Everett
Liz Underwood-Bultmann, PSRC
Paul Inghram, PSRC
Mikayla Svob, PSRC
Sarah Gutschow, PSRC

Lacey Jane Wolf, City of Bellevue
Brian Parry, Sound Cities Association
Kalon Thomas, PSRC
Yorik Stevens-Wajda, Snohomish County
Noah Boggess, PSRC
Ben Kahn, PSRC
Piset Khuon, PSRC
Charles Patton, PSRC
Hannah Banhmiller, City of Renton
Jason Thibedeau, PSRC
Erin Hogan, PSRC
Josh Brown, PSRC
Kim Pearson, PSRC
Maggie Moore, PSRC
Mary Richards, PSRC
Pavithra Parthasarathi, PSRC

PSRC Regional Staff Committee - Attendance Roster

Jurisdiction	Member	Jurisdiction	Member
King County	2 Karen Wolf, County Executive Office	R	Federal, Regional, State, Tribal & Other Agencies
	Sunaree Marshall, County DCHS	R	FHWA
	Ivan Miller, County Executive Office Alt	R	1 Matthew Kunic, Community Planner
	Kelly Rider, County DCHS Alt		Vacant Alt
At-Large	2 Arun Sambataro, Equity & Social Justice		FTA
	Michael Kattermann, Bothell		1 Linda Gehrke, Regional Administrator
	Rebecca Maskin, Demographer Alt	Health	Ned Conroy, Community Planner Alt
	Vacant Alt		1 Keri Moore, Snohomish Health Dist.
Transit	1 Peter Heffernan, King Co Metro Intergov Relations	R	Ports
	Chris Arkills, King Co Metro Gov. Relations Alt		1 Lindsay Wolpa, Port of Seattle, Gov. Affairs
Economic Dev.	1 Ashton Allison, King Co Exec Office, Econ Dev	R	PSCAA
	Vacant Alt		1 Deirdre Wilson, Northwest Seaport Alliance Alt
Seattle	2 Michael Hubner, Long Range Planning	R	1 Craig Kenworthy, Executive Director
	Jonathan Lewis, SDOT	R	Vacant Alt
	Patrice Carroll, Planning & Comm Dev Alt		Puget Sound
	Joanna Valencia, SDOT Alt	R	1 Stephanie Suter, Planning Program Director
Bellevue	1 Nicholas Matz, AICP, Senior Planner		Partnership
	Elizabeth Mountsier, Intergovernment Relations, Alt 1		1 Heather Saunders, Planning Manager Alt
	Joyce Nichols, Intergovernment Relations, Alt 2		Sound Transit
Cities/Towns	3 Chip Vincent, Renton, Planning, Co-Chair	R	1 Matt Shelden, Planning & Innovation
	Diana Hart, City of Woodinville	R	Alex Krieg, Planning & Integration Alt
	Brian Davis, City of Federal Way		Tribal
	Jesse Reynolds, City of North Bend, Alt	R	1 Vacant
	Minnie Dhaliwal, City of Tukwila, Alt	R	Representatives
	Vacant Alt		1 Vacant Alt
Kitsap County	1 Eric Baker, Policy	R	US EPA
	Jeff Rimack		1 Theogene Mbabaliye
			Vacant Alt
At-Large	1 Karla Boughton, Planning & Econ, Poulsbo	R	US HUD
	Heather Wright, Bainbridge Island		1 Jack Peters
Transit	1 Edward Coviello, Kitsap Transit	R	Vacant Alt
	Vacant Alt		WA Dept. of
Economic Dev.	1 Vacant		1 Steve Roberge
	Vacant Alt		Commerce
Bremerton	1 Andrea Spencer, Comm Dev, Co-Chair	R	1 Dave Andersen
			WSDOT
Cities/Towns	1 Nick Bond, Comm Dev., Port Orchard		1 Thomas Noyes, WSDOT
	Heather Wright, Bainbridge Island		R
Pierce County	1 Dan Cardwell, Long Range Planning		Theresa Turpin, Olympic Region
	Vacant Alt		PSRC Committees
At-Large	2 Jesse Hamashima, Transportation, Co-Chair	R	PSRC Co-Chair
	Tiffany Speir, Lakewood, Planning	R	1 Ben Bakkenta, Director of Regional Planning
	Ryan Windish, City of Sumner, Alt		1 Thomas Noyes, WSDOT
Transit	1 Jason Sullivan, Bonney Lake, Plan. & Build., Alt	R	BPAC
	Lindsey Sehmel, Pierce Transit	R	Eric Goodman, Community Transit Alt
	Tina Lee, Pierce Transit, Alt		FAC
	Duane Wakan, Pierce Transit, Alt		1 Geri Poor, Port of Seattle, Gov. Affairs
Economic Dev	1 Rob Allen, Economic Development		Christine Wolf, Northwest Seaport All. Alt
	Vacant Alt		RPEC
Tacoma	1 Peter Huffman, Planning & Dev Svcs		1 Don Cairns, Redmond, RPEC Chair
	Vacant		Russ Blount, Fife, RPEC Vice Chair Alt
Cities/Towns	1 Katie Baker, Puyallup	R	SNTC
	David Swindale, University Place, Plan & Dev Alt		1 Mark Smutny, Sound Generations Alt
Snohomish County	1 Barb Mock, Planning & Dev, Co-Chair	R	
	Ikuno Masterson, Manager, Snoco Planning, Alt		Vacant
At-Large	2 Kelly Snyder, Director	R	RTDM
	Ken Klein, Executive Director		1 Pending
	Doug McCormick, Deputy Director, Alt	R	Pending
	Lacey Harper, Chief of Staff, Alt		1 Vacant
Transit	1 Roland Behee, Director of Planning	R	RTOC
	Sabina Araya, Manager of System Planning		1 Vacant Alt
Economic Dev	1 Kendee Yamaguchi, County Exec Office		
	Vacant Alt		
Everett	1 Vacant		
	David Stalheim, Long Range Planning, Alt		
Cities/Towns	1 Shane Hope, Edmonds, Development Serv.	R	
	Tom Rogers, Mill Creek, Development Serv., Alt		
	Patricia Love, Stanwood, Comm Dev. Director, Alt.	R	
Total Members	51	Attended	33



Puget Sound Regional Council

DISCUSSION ITEM

October 29, 2020

TO: Regional Staff Committee

FROM: Laura Benjamin, Senior Planner

SUBJECT: Regional Housing Needs Assessment – Current and Future Housing Needs

IN BRIEF

Housing access and affordability are key policy areas in [VISION 2050](#), the region's long range plan for growth. VISION 2050 calls for the region to better assess and address housing needs through a coordinated regional housing strategy and a regional housing needs assessment. Committee members will be briefed on current and future housing need and next steps in the development of the Regional Housing Strategy.

DISCUSSION

Background

A new housing action in the draft VISION 2050 plan (H-Action-1) directs PSRC to develop a regional housing strategy, including a regional housing needs assessment. The regional housing strategy is intended to serve as a “playbook” of regional and local actions to move towards the region's goal to preserve, improve, and expand its housing stock to provide a range of affordable, accessible, healthy, and safe housing choices to every resident and to promote fair and equal access to housing for all people. Findings from the Regional Housing Needs Assessment (RHNA) will inform the actions included in the Regional Housing Strategy.

Based on board and committee review and direction set in H-Action-1, the [project work plan](#) identifies general direction for the project, issues to address, roles and responsibilities, and timeline. A [Housing 101 presentation](#) provides a glossary of common terms and background about housing issues.

Regional Housing Needs Assessment

The Regional Housing Needs Assessment (RHNA) seeks to answer the central question of “What are gaps between current and projected housing needs and housing supply?” The needs assessment analyzes conditions, trends and gaps in the region's housing stock and demonstrates how local and subregional housing need and supply fit

into the regional picture. The findings of the needs assessment will inform the forthcoming strategy. The final Regional Housing Needs Assessment will include regional and county data for the majority of data measures, and data at the sub-county and center/high-capacity transit area scale will be included for select measures.

Early findings shared with the committee at the October 2020 meeting looked at market trends, demand, and affordability.

Forthcoming findings that will be included in the draft RHNA report will include:

- Market Rate Rents in Regional Growth Centers and High Capacity Transit Areas
- Housing Production in High Capacity Transit Areas
- Subsidized Housing

Housing Need

A key component of the Regional Housing Needs Assessment is to understand how much and what kinds of housing are needed to meet current and future needs. This is a critical step for identifying the market segments or categories of people with housing needs that the housing market or other housing providers are not adequately meeting.

As an early step, staff reviewed existing housing needs assessments from across the region to better understand the methodologies in use and to coordinate the regional analysis with local work. This review underscored that the majority of needs assessments focus on a quantitative assessment of future need. Analysis of current housing need is generally more descriptive and based on indicators. There is little precedent set for developing a single gap number for current housing need. As part of ongoing regional housing support, PSRC will continue to work on how to better assess current need quantitatively.

PSRC staff worked with the Land Use Technical Advisory Committee (LUTAC) to refine the following methodologies for assessing need:

- **Supply** – *Housing units needed to accommodate forecasted population.* This analysis identifies the number of housing units needed to accommodate projected population. The Regional Growth Strategy will serve as the basis for the needs assessment, and population allocations will be translated into housing units.
- **Affordability: Income Level Analysis** – *Housing units needed at income thresholds for forecasted households.* With a few assumptions, future need can be described based on the percent of households in each income category.
- **Affordability: Cost Burden Analysis** – *Housing units needed to ensure households do not pay more than 30% of income on housing costs.* According to HUD, any household spending more than 30 percent of household income on housing is considered cost burdened. Extremely cost burdened households are

defined as households that pay more than 50 percent of income on housing. A cost burden analysis is applied both to renter and owner households.

These methods recognize multiple ways of defining the type and amount of housing needed in local analyses. Assessing need in multiple ways helps to better understand the numerous dimensions of need. Findings from each type of needs analysis will be shared with the Committee.

In addition to the needs analysis methodology outlined above, many of the data measures in the Regional Housing Needs Assessment relate to current housing need and help to identify trends in the needs of current households. This type of needs analysis can illustrate general trends in the types of housing that are needed to better meet current residents' needs but is not intended to provide an absolute gap number.

Questions for the committee:

- Are these the right data measures to share with the GMPB to set-up future strategy discussions? Is anything missing?
- Are any of the findings difficult to understand? Should any of the findings be framed differently?

Next Steps

A full draft report of the Regional Housing Needs Assessment will be available for review in late 2020. PSRC will also convene focus groups to support this project in late 2020/early 2021. PSRC boards and committees will begin discussing potential strategies to address the gaps identified in the RHNA in 2021.

Lead Staff

For more information, contact Laura Benjamin, Senior Planner, at 206-464-7134 or lbenjamin@psrc.org, or Paul Inghram, Director of Growth Management, at 206-464-7549 or pinghram@psrc.org.



Puget Sound Regional Council

DISCUSSION ITEM

October 29, 2020

TO: Regional Staff Committee
FROM: Kelly McGourty, Director of Transportation Planning
SUBJECT: Regional Transportation Plan Outreach

IN BRIEF

At the November meeting, PSRC staff will provide a report on plans for conducting outreach for the development of the 2022 Regional Transportation Plan.

DISCUSSION

Earlier this year the Regional Staff Committee was provided information on the schedule and work program for developing the next long-range regional transportation plan, scheduled to be adopted in May 2022. This included information on the data collection and research efforts that occurred throughout 2019, as well as the key focus areas for the plan determined by the Transportation Policy Board, such as safety and equity. The 2022 plan will address the transportation system needs and opportunities for the growth expected by 2050, building from the work completed under VISION 2050. The plan will continue to address critical needs to maintain the current system and improve mobility but will also look ahead to address future challenges with potential new investments, such as in rail, aviation and passenger only ferries. It will help to implement the policies and goals in VISION 2050 and assist and inform the local planning to be undertaken by cities and counties as they develop their comprehensive plans by 2024.

As part of the development of VISION 2050, more extensive outreach and engagement was conducted and new tools and best practices utilized. PSRC will continue these efforts for the outreach of the Regional Transportation Plan, with an emphasis on equity and engaging historically underserved communities, and with the added challenge of a primarily virtual format.

At the November meeting, staff will provide additional information on the types of outreach planned and ideas for effectively engaging stakeholders and the public under the current conditions.

Lead Staff

For more information contact Gil Cerise, Program Manager, at gcerise@psrc.org or 206-971-3053, or Maggie Moore, Associate Planner, mmoore@psrc.org or 206-464-6171.



Puget Sound Regional Council

DISCUSSION ITEM

October 29, 2020

TO: Regional Staff Committee

FROM: Liz Underwood-Bultmann, Principal Planner

SUBJECT: VISION 2050 Regional Growth Strategy – Growth Target Guidance

IN BRIEF

PSRC staff will provide a project update on development of draft growth target guidance, which will be available for committee review later this year.

DISCUSSION

VISION 2050's Regional Growth Strategy provides regional guidance for the distribution of population and employment growth within the four-county central Puget Sound region. The Regional Growth Strategy defines a role for different types of places in accommodating the region's population and employment growth. Implementation of the Regional Growth Strategy happens through countywide growth targets and local comprehensive plans.

VISION 2050 directs PSRC to work with its member jurisdictions to provide guidance and support the countywide efforts to set housing and employment targets and targets for regional centers (RGS-Action-3).

PSRC staff has been working with the Land Use Technical Advisory Committee (LUTAC) to develop the draft guidance for the current and upcoming growth targets work. The guidance will address both common data/methodology issues across the counties and policy items related to VISION 2050 implementation. Where possible, the guidance will provide relevant data and examples to illustrate these topics.

Objectives for the guidance:

- Effectively implement the VISION 2050 Regional Growth Strategy
- Provide best practices and coordination on common methodology issues to support a more consistent approach to growth targets across the region
- Support data-informed countywide decisions about growth targets for individual jurisdictions

The guidance covers data assumptions and methodology, including a common horizon year (2044), overall county growth to advance jobs-housing balance, the role of the 2022 Office of Financial Management GMA projections, and translating of population allocations to housing units. The guidance also covers growth and policy factors for targets to individual jurisdictions, including common planning considerations, centers and transit-oriented development, the role of tribal and military lands, and reconciling growth targets post-adoption.

At its November meeting, the Regional Staff Committee will be asked for feedback on key topics to cover in the guidance. A draft of the guidance will be available for Regional Staff Committee review later in 2020, with the goal to finalize the work in early 2021.

Lead Staff

For more information, please contact Liz Underwood-Bultmann, Principal Planner, at lunderwood-Bultmann@psrc.org.