

2022 PSRC Housing Incentives and Tools Survey

Appendix B: Survey Instrument

As part of the implementation of the [Regional Housing Strategy](#), PSRC is reaching out to local jurisdictions to better understand local work to promote housing development and affordability. To help achieve this, PSRC is interested in hearing from you regarding the tools, incentives, and other strategies used to encourage the production and affordability of housing via a survey. This survey builds off of a previous survey administered in 2019 and is intended to highlight changes to your jurisdiction's housing incentives, tools, and strategies. Responses to the survey will help inform PSRC technical assistance and support local governments in understanding what housing tools have been most effective.

We appreciate your review and completion of the survey by Friday, September 2. Please let us know if this timeline does not work with your schedule. Thank you for your time and participation. If you have questions or concerns, please contact Ben Kahn at bkahn@psrc.org.

Tips for completing the survey

- Please use this word document to complete the survey and email a copy to bkahn@psrc.org, or print and send a hardcopy in the mail to PSRC, 1011 Western Ave, Suite 500, Seattle, WA 98102-1035, Attn: Housing Incentives & Tools Survey.
- The survey consists of 14 questions. Questions 1 and 2 ask you to complete tables with information about your jurisdiction's incentives and zoning/development code changes since 2019. Please complete each table to the best of your ability.
- Please answer questions 3 – 14 to the best of your ability. Non-responses will be assumed to mean “don't know” or “does not apply.”
- A [glossary of general housing terms \(Exhibit A\)](#) and a [glossary of tenant protection terms \(Exhibit B\)](#) are provided at the end of this document.
- The survey takes about one to two hours to complete, though this may vary depending on the complexity of your jurisdiction's housing work. We greatly appreciate you taking the time to provide this timely and important information.
- An excel document included in the email contains responses to the 2019 Housing Incentives and Tools Survey. Please use this to refer to your jurisdiction's indicated incentives as of June 2019 and to help you answer Question 1.
- ****IMPORTANT** KING COUNTY JURISDICTIONS ONLY** – Please complete the addendum (attached to the email you received) asking about income restricted units in your jurisdiction and return to Jesse Warren at jewarren@kingcounty.gov. This information will be validated and included in a future release of the King County Income-restricted Housing Database jointly maintained by PSRC and King County.
 - King County compiled a list of known tenant protection policies and programs in effect in King County (see the tab labeled *Q6. Tenant Protections in KC*). King County jurisdictions can use this to inform their response to question 6.

1. PSRC last surveyed jurisdictions about housing implementation in June 2019. Since then, has your jurisdiction adopted new incentives or tools for housing? Use the table below to identify the housing incentives **adopted since 2019 or being considered for the future** by your jurisdiction. Check any box that applies. *Please refer to the attached file showing our 2019 survey response data and indicate if there are any changes or discrepancies to your jurisdiction’s list of incentives.

Incentive	Incentive adopted since 2019?	Ordinance # (if available)	Year incentive implemented or expected	Is the housing incentive limited to specific geographies or populations?							Other comments
				Location specific?				Income restricted?			
				Regional Growth Center	Other transit station area or local center	City-wide	Other (describe)	Check if yes	Describe if yes		
Density bonus for affordable housing	<input type="checkbox"/>	Click here to enter text	Click here to enter text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click here to enter text	<input type="checkbox"/>	Click here to enter text	Click here to enter text	
Incentive zoning	<input type="checkbox"/>	Click here to enter text	Click here to enter text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click here to enter text	<input type="checkbox"/>	Click here to enter text	Click here to enter text	
Inclusionary zoning	<input type="checkbox"/>	Click here to enter text	Click here to enter text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click here to enter text	<input type="checkbox"/>	Click here to enter text	Click here to enter text	
Multifamily Tax Exemption	<input type="checkbox"/>	Click here to enter text	Click here to enter text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click here to enter text	<input type="checkbox"/>	Click here to enter text	Click here to enter text	
Parking reductions	<input type="checkbox"/>	Click here to enter text	Click here to enter text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click here to enter text	<input type="checkbox"/>	Click here to enter text	Click here to enter text	
Permitting priority/fee reduction for affordable housing	<input type="checkbox"/>	Click here to enter text	Click here to enter text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click here to enter text	<input type="checkbox"/>	Click here to enter text	Click here to enter text	
Planned action Environmental Impact Statement	<input type="checkbox"/>	Click here to enter text	Click here to enter text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click here to enter text	<input type="checkbox"/>	Click here to enter text	Click here to enter text	
Public land for affordable housing	<input type="checkbox"/>	Click here to enter text	Click here to enter text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click here to enter text	<input type="checkbox"/>	Click here to enter text	Click here to enter text	
Transfer of development rights for affordable housing	<input type="checkbox"/>	Click here to enter text	Click here to enter text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click here to enter text	<input type="checkbox"/>	Click here to enter text	Click here to enter text	
Other: Click here to enter text	<input type="checkbox"/>	Click here to enter text	Click here to enter text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click here to enter text	<input type="checkbox"/>	Click here to enter text	Click here to enter text	

2. PSRC last surveyed jurisdictions about housing implementation in June 2019. Since then, has your jurisdiction changed zoning or development regulations to increase housing capacity or diversity of housing types? Is your jurisdiction actively considering zoning or code changes currently or with the comprehensive plan update?

Change made or being considered	Previous zoning/ housing allowed	Geographic area/ Neighborhood	Near transit stations?	Did the change increase capacity?	Estimated new units built or increased residential capacity as a result of change?	When was the change adopted or the expected timing?
<i>Example: Townhomes permitted within ½ mile of future LRT</i>	<i>Single-family residential</i>	<i>Downtown/city center</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>300 units</i>	<i>September 2021</i>
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.

3. **Funding.** Does your jurisdiction dedicate local funding (city revenues) to construct and maintain housing? If possible, please describe the source of these funds. Examples may include inclusionary housing in-lieu fee, proceeds from surplus land sales, property tax, .01% sales tax, sales tax credit, or a general fund.

Click or tap here to enter text.

4. **Tenant Protections.** Does your jurisdiction have any programs or laws that promote housing stability or provide tenant protections? Examples may include just cause eviction protections, relocation assistance, and caps on move-in fees. [Exhibit B](#) includes a glossary of additional common tenant protection resources. If possible, please list the ordinance number for the program or law.

Click or tap here to enter text.

5. **Racial Equity Goals.** Are any incentives, exemptions, tools, or changes to development regulations linked to local goals to address disparate impacts to access to housing and to further racial equity? Please describe.

Click or tap here to enter text.

6. **Displacement Mitigation.** Does your jurisdiction provide or is it considering resources, programs, or policies to mitigate residential displacement? Examples may include preserving and expanding income restricted housing and local housing funds. Refer to our [Housing Innovations Program guidance on displacement mitigation](#) for more information and descriptions of additional strategies to reduce displacement.

Click or tap here to enter text.

7. **Partnerships.** Does your jurisdiction partner, or is it considering partnering, with any public, private, or philanthropic organizations to further its housing goals? Please describe.

Click or tap here to enter text.

8. **Housing for Larger Households.** Has your jurisdiction adopted or is it considering any incentives, exemptions, tools, or changes to development regulations to promote the creation of housing units that accommodate larger households? Please describe.

Click or tap here to enter text.

9. **Accessible Housing.** Does your jurisdiction monitor or considering monitoring the inventory of units accessible to persons with disabilities? Please describe.

Click or tap here to enter text.



10. Is your jurisdiction seeking assistance to help implement regional and local housing goals?

Staff/Organizational Capacity:

Click or tap here to enter text.

Funding:

Click or tap here to enter text.

Resources/Technical Assistance:

Click or tap here to enter text.

If applicable, please use the following questions to tell us more about your jurisdiction's successes and challenges implementing housing incentives and tools.

11. Which of your jurisdiction's incentives, exemptions, tools, or changes to development regulations you listed in Questions 1 and 2 are particularly effective or successful? Why do you think they have been effective?

Click or tap here to enter text.

12. Which of your jurisdiction's incentives, exemptions, tools, or changes to development regulations you listed in Questions 1 and 2 are not meeting their goals or intent? Why do you think they have been ineffective?

Click or tap here to enter text.

13. Are there incentives, exemptions, tools, or changes to development regulations your jurisdiction may be considering but present challenges for implementation? Please describe.

Click or tap here to enter text.

14. Is there any additional information you would like us to know?

Click or tap here to enter text.

Exhibit A: Glossary of General Housing Terms

Accessory dwelling units (ADUs): An ADU is a small, self-contained residential unit built on the same lot as an existing single family home. ADUs may be built within a primary residence or detached from the primary residence.

Cluster developments: Cluster subdivisions or developments confine development to the most suitable portion of a building site in compact layouts, e.g. smaller lots. This can lead to greater land efficiency, lower infrastructure development and maintenance costs, lower site grading and drainage costs, and greater preservation of open space and natural features.

Cottage housing: This refers to a grouping of small, single family dwelling units clustered around a common area and developed with a coherent plan for the entire site.

Below market-rate: Below market-rate housing units are subject to rental price limits imposed by state or local affordable housing programs or incentives. For example, the US Department of Housing and Urban Development publishes rent limits for its affordable housing programs based on the household income that the units serve.

Data Monitoring: This refers to compiling and analyzing data to better understand where displacement is occurring and tailor strategies to prevent displacement. Some cities do this by creating a displacement risk index or identifying areas that are losing low-income households or people of color.

Density bonuses or incentive zoning: These are voluntary incentives that allow developers to build at higher than allowed densities if a specified number or percentage of affordable units is included in the development. Such a program may be designed to allow developers to contribute to an affordable housing fund in lieu of building the affordable units.

Displacement mitigation: Housing demolition, conversion of apartments to condominiums, and closure of mobile home parks may displace low income residents. Displacement resources could include, but are not limited to, providing relocation advisory services, reimbursement for moving expenses, payments for the added cost of renting or purchasing comparable replacement housing, or others.

Fee Reduction: Since impact, mitigation or other permitting fees can have a negative effect on the construction of affordable housing, some jurisdictions have enacted measures to reduce or waive such fees for projects that include affordable housing units.

Foreclosure resources: This displacement mitigation strategy provides resources to homeowners that are at risk of displacement due to foreclosure of the property. This could include foreclosure counseling or emergency financial assistance programs for homeowners.

Inclusionary zoning: Ordinances may require developers to set aside a percentage of the units in housing developments for low- and moderate-income residents. Most inclusionary housing programs offer density bonuses or other incentives to offset the developer's project costs and compensate for providing affordable units, which may otherwise yield reduced profits. This approach enlists private sector help in contributing to the affordable housing supply, and reduces segregation of affordable and market-rate housing.

Income-Restricted Units: Residential units that provide lower-income people with an affordable place to live. To be eligible to live in one of these units, a prospective tenant's gross monthly income must be below a certain income threshold.

Local centers: These include local or countywide designated downtowns, station areas, or other subareas.

Mobile homes: The supply of mobile home park housing has declined in some jurisdictions as a result of redevelopment pressures. Jurisdictions may protect mobile home housing by zoning classifications or standards, enacting mobile home park conversion ordinances, or exempting mobile homes relocated due to park closures from having to comply with new building regulations. Jurisdictions can also allow for individual manufactured homes on single family lots along with appropriate design standards.

Market-rate: Market-rate housing units are those whose price is determined by market factors like supply and demand, as opposed to price limits imposed by state or local affordable housing programs.

Micro units: Micro units are small housing units that typically feature a sleeping rooms (usually under 300 square feet) with a private bathroom. The units grouped together in arrangements of up to 8, with a shared kitchen or common area.

Mixed-use: Mixed-use development is an example of flexible zoning where various land uses are combined within a single building, development or district. For example, residential dwellings may be located vertically above retail stores, or located horizontally on the same site as commercial uses.

Multifamily tax exemption (MFTE): RCW 84.14 provides for special valuations in residentially deficient urban centers for eligible improvements associated with multifamily housing, which includes affordable housing. When a city defines residential target areas within an urban center, and allows for applications for the exemption, approved project sites are exempt from ad valorem property taxation for a period of eight to 12 years. A greater number of exempt years is possible where a certain percentage of low-income housing is provided.

Permitting priority: Priority processing of land use and construction permits is most effective when used selectively, such as an inducement to develop a particular type of housing the market is not currently producing. If priority processing is offered as an incentive to develop low-cost housing, the jurisdiction should establish a means of ensuring the housing is actually occupied by persons in need of low-cost housing and the housing remains affordable for an extended period of time.

Planned unit/residential development (PUD/PRD): PUD/PRD regulations allow for flexibility in design of residential communities in exchange for public benefits. PUDs/PRDs may offer a mix of dwelling types (detached, duplex, or multifamily), mix of land uses (residential and neighborhood commercial), and density bonuses to help underwrite the cost of low-income housing.

Planned Action EIS: The goal of a programmatic environmental review is to simplify and expedite review of individual projects. By doing an environmental review for an entire neighborhood, individual projects consistent with the neighborhood plan would not need separate environmental review. Planned Action EIS's are typically more detailed and seek to streamline environmental review for development consistent with a Planned Action Ordinance and EIS. Planned actions would not require additional SEPA review, nor be subject to SEPA appeal procedures.

Preservation of existing affordable units: Preserving and enhancing existing dwellings allows a community to retain its most affordable housing. Preservation programs can address housing repair needs and weatherization, among others.

Public land for affordable housing: This strategy encourages public land grants or sale of parcels at below market value to developers of affordable projects. Parcels may include surplus or underutilized public properties, as well as vacant, abandoned and tax-delinquent private properties acquired through purchase or tax foreclosure.

Pursue funding for housing: This includes applying for grants and other funds from the US Department of Housing and Urban Development, the US Department of Agriculture, the State of Washington Department of Community, Trade, and Economic Development, and other public sources, private funding from nonprofits and foundations.



Reduced parking requirements: Jurisdictions can minimize the cost of parking requirements by adjusting stall sizes, by allowing tandem parking, by tying parking requirements by the number of bedrooms per unit, and by reducing requirements for housing types with less need for parking, such as lower income and elderly households or housing complexes which have transportation demand management programs (e.g., bus passes, shuttle bus service, etc.).

Regional Centers: These are PSRC designated regional growth centers. These are locations of the region's most significant business, governmental, and cultural facilities and are planning for growth.

Relocation assistance: This is a displacement mitigation strategy that provides resources for households that are being displaced to enable them to find a new place of residence. Relocation assistance often includes financial compensation paid by the property owner and/or the city.

Renter protections: This is a displacement mitigation strategy provides greater protections to tenants. This could include increasing the requirements for notice of eviction or rent increases, requiring that the property owner provide a cause for evictions, or providing legal assistance to tenants being evicted.

Staying in place assistance: This displacement mitigation strategy provides resources to help vulnerable households remain in their home. This could include emergency financial assistance or home repair programs.

Transfer of development rights (TDR): A TDR program relocates development potential from one property to another. Buying these rights generally allows the owner of the receiving site to build at a higher density or height than ordinarily permitted by the base zoning. These transactions can be used to help preserve affordable housing on the sending site.

Tenure: The legal status by which people have the right to occupy their accommodation. Common housing tenures are renting (which includes public and private rented housing) and homeownership (which includes owned outright and mortgaged).

Unrestricted Units: Residential units that are not subject to a deed restriction limiting rents or the incomes of occupants.

Zero lot line: Zero lot line houses are sited on one side lot line and sometimes on the rear or front lot line to maximize the available yard space. Placing the house on one of the side lot lines doubles the amount of useable space on the other side.

Glossary Sources: The following agencies and their various reports were consulted for the glossary: A Regional Coalition for Housing; Municipal Research and Services Center of Washington; PSRC/Prosperity Partnership, Regional Housing Strategy Working Group; Snohomish County Tomorrow; and U.S. Department of Housing and Urban Development.

Exhibit B: Glossary of Tenant Protection Terms and Policies

Cap on Late Fees: Limits on the amount of late fees landlords can charge, either by percentage of rent or specific amount

Caps on Move-in Fees: Limits on the amount of security deposit and other fees landlords can charge at move-in, such as limiting the security deposit to one month's rent

Condominium Conversion Related Protections: Protections for tenants living in apartments that are being converted to condominiums, such as extended notice periods or just-cause eviction protections

Criminal Background Checks Prohibited: Landlords prohibited from using some criminal background check information as a tenant screening criteria, with some exceptions

Just-Cause Eviction Protections (Pre-dates State Level Protections): Prohibits landlords from evicting a tenant / refusing to renew a lease without cause, with some exceptions

Just-Cause Eviction Protections (Exceeds State Level Protections): Prohibits landlords from evicting a tenant / refusing to renew a lease without cause. Generally covers all tenancies, whereas state law exempts tenants with 6-12 month lease, who have never been on a month-to-month lease, and the lease has been renewed for a term of 6-12 months

Landlords Required to Provide Tenants with Tenant Rights Info: Landlords required to provide specific tenant protection information created by the jurisdictions to a tenant at the beginning of a lease term

Limits on Social Security Numbers (SSN) Requirements: Landlords cannot require tenants to provide Social Security numbers

Mutual Termination Protections: Allows tenants to rescind mutual termination agreements (agreements signed by both a tenant and landlord ending a lease) under limited circumstances

No Rent Increase on Uninhabitable Housing: Prohibits landlords from raising rent on uninhabitable units until the substandard conditions are remedied

Notice of Rent Increase Required (Exceeds State Level Protections): Requires more than 60 days' notice for a rent increase (generally allows landlord to raise rent with only 30 days notice when rent is determined by the tenant's income)

Payment Plan for Move-in Costs (Exceeds State Level Protections): Requires more than a three-month payment plan for move-in costs for some leases

Payment Plans (Similar Level of Protection as State Level Protections): Requires a three-month payment plan, passed after state law

Payment Plans for Move-in Costs (Pre-dates State Level Protections): Requires a three-month payment plan, passed prior to state law passed

Proactive Rental Inspection Program (includes complaints): Landlords are required to register their property and have it inspected (either by private or public inspectors). The jurisdiction will also respond to tenant complaints about rental housing conditions

Reactive Rental Inspection Program: Jurisdiction only responds to tenant complaints about rental housing conditions, no other inspection requirements



- Relocation Assistance for Development Displacement:** Low-income tenants can receive relocation assistance if the unit is to be demolished, substantially rehabilitated, or the property under goes a change of use or property subsidies (like a tax exemption) expire
- Relocation Assistance if Tax Exemption Expire:** Low-income tenants can receive relocation assistance if tax exemption, which creates affordability requirements, expires
- Relocation Assistance for Economic Displacement:** Low-income tenants can receive relocation assistance if a rent increase of 10 percent or more forces a tenant to move
- Right to Reside with Family:** Landlords must allow family members of tenants to live in the unit, with limited exceptions and so long as occupancy limits are not violated
- Source of Income Discrimination Prohibited (Pre-dates State Level Protections):** Landlords are prohibited from denying a prospective tenant because of how they pay rent (e.g. use housing vouchers, retirement income, etc.)
- Source of Income Discrimination Prohibited (Exceeds State Level Protections):** Landlords are prohibited from denying a prospective tenant because of how they pay rent (e.g. use housing vouchers, retirement income, etc.) and has additional protections (e.g. prohibiting landlords from giving special deals to tenants who work for certain employers, etc.)
- Specific Language Required on Eviction Notices (Exceeds State Level Protections):** Requires eviction notices to have specific information, such as phone numbers for legal aid, beyond what is required in state law
- Succession Rights:** Requires landlords to either rent to or give the first right to rent a unit to a co-resident of the tenant is the tenant permanently vacates the unit. Generally, co-resident needs to occupy the unit for a certain amount of time for this protection applies (e.g. tenant dies, sister had been living in unit for six months, lease transfers to sister)
- Tenant Can Propose Alternative Rent Due Date (Exceeds State Level Protections):** Gives tenants more ability than what is required under the state law to change rent due date

Source: King County