Adequate Provisions Analysis

1. INTRODUCTION

RCW 36.70A.070(2)(d) requires jurisdictions planning under the GMA to include in their comprehensive plan a housing element that "[m]akes adequate provisions for existing and projected needs of all economic segments of the community, including:

> (i) Incorporating consideration for low, very low, extremely low, and moderate-income households;
>
> (ii) Documenting programs and actions needed to achieve housing availability including gaps in local funding, barriers such as development regulations, and other limitations;
>
> (iii) Consideration of housing locations in relation to employment location; and
>
> (iv) Consideration of the role of accessory dwelling units in meeting housing needs."

This section begins with Commerce's Adequate Provisions checklists which document potential barriers to housing production, and continues with an analysis of Sequim's existing subsidized housing inventory, a gap analysis of potential funding levels needed to develop the quantity of affordable units needed to meet housing targets, and a list of potential sources of funding for those subsidized units over the planning horizon.

2. BARRIER REVIEW CHECKLISTS

In their August 2024 *Guidance for Updating Your Housing Element* (also known as "Book 2"), the Department of Commerce developed checklists for jurisdictions to evaluate regulatory, process, financial, and land constraints to the development of affordable housing. These checklists for moderate-density housing, low- and mid-rise housing, PSH and emergency housing, and ADUs follow:

Exhibit B1: Moderate Density housing barrier review checklist

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.
DEVELOPMENT REGULATIONS			
Unclear development regulations	No	Development regulations are clear and publicly available, though it is slightly confusing that standards are located in the "Purposes of Districts" section of the code.	If code is ever reorganized, consider making it clear where use and standard tables can be found.
Prohibiting some moderate density housing types, such as: ○ Duplexes ○ Triplexes ○ Four/five/six-plexes ○ Townhomes ○ Cottage housing ○ Live-work units ○ Manufactured home parks	No	Multifamily structures up to four units are allowed in the R4-8 zone.	

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.
High minimum lot sizes	Possibly	The minimum lot sizes in the R4-8 zone range from 5,400 SF for a single family home to 12,000 SF for a fourplex. This results in a density of 14.5 du/acre for fourplexes, slightly under the 16 du/acre standard for this type of development.	Consider allowing fourplexes on 10,500 SF lots (the minimum lot size for a triplex).
Low maximum densities or low maximum FAR	No	Density is governed by minimum lot size rather than density or FAR. See above for additional comments.	
Low maximum building heights	Yes	The maximum building height for multifamily in the R4-8 zone is 25 feet (two stories). This could negatively impact the feasibility of three- and four-unit buildings.	Consider increasing the height limit to 35 feet (three stories).
Large setback requirements	No	The required setbacks are not overly large.	
High off-street parking requirements	Yes	Two parking spaces are required for each dwelling unit in the R4-8 zone, regardless of size.	Consider tying the required parking to the number of bedrooms per unit, with fewer required spaces for a studio or one-bedroom than for a larger, family-sized unit.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.
High impervious coverage limits	Yes	The maximum lot coverage in the R4-8 zone is 40 percent. This significantly limits what can be built on site, and is likely to be a barrier for three- and four-unit buildings.	Consider removing the maximum lot coverage and regulating coverage on site through a combination of existing setbacks and open space requirements.
Lack of alignment between building codes and development codes	No	There does not appear to be a lack of alignment between building and development codes.	
Other (for example: complex design standards, tree retention regulations, historic preservation requirements)	Yes	Multifamily properties with two or more buildings are required to include play spaces with play equipment that are not within required landscaped areas or setbacks.	Consider changing this requirement to only apply to properties where there is not a park within a half mile, and allow play spaces within landscaped/open space areas.
PROCESS OBSTACLES			
Conditional use permit process	No	A conditional use permit is not required for moderate density housing in the R4-8 zone.	
Design review	Possibly	Design review is required for all new commercial, industrial, mixed use,	Consider removing the design review requirement in zones where five- and six-unit

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.
		and residential structures with more than four dwelling units.	multifamily buildings are allowed.
Lack of clear and accessible information about process and fees[1]	No	Information about process and fees is easily accessible	
Permit fees, impact fees and utility connection fees	No	Fees are based on the size and intensity of the structure.	
Processing times and staffing challenges	Yes	Over the last several years, there has been high turnover at the City's planning department. This has the potential to slow processing, especially during periods of transition.	Ensure that the permit processing system is set up so that the departure of one staff member does not have a significant negative impact on processing times. Consider utilizing an on-call planner for emergencies.
SEPA process	No	The SEPA process in Sequim does not appear to be more onerous than in other communities.	
LIMITED LAND AVAILABILITY AND ENVIRONMENTAL CONSTRAINTS			

[1] For example: guidance resources are unclear or difficult to find, no digital permit tracking system, staff do not provide fee estimates or permitting time estimates are unavailable or inaccurate.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.
Lack of large parcels for infill development	No	There are large parcels throughout the city suitable for infill development.	
Environmental constraints	No	There are no significant environmental constraints impacting land availability.	

Exhibit B2: Low-Rise or Mid-Rise housing barrier review checklist

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.
DEVELOPMENT REGULATIONS			
Unclear development regulations	Possibly	Generally, development regulations are clear. However, development standards for some zones (i.e., EOA) are difficult to find in the code	Improve code organization to make development regulations easier to find
High minimum lot sizes	No	There are no minimum lot sizes in the applicable zones.	
Low maximum densities or low maximum FAR	No	The DMU I zone has a maximum FAR of 1.0 while DMU II has a maximum FAR of 0.7 (before bonuses). The average lot size in these zones is around 0.3 acres, allowing for a building of up to 13,000 SF per current regulations. However, the amenities that confer bonuses are not likely to be direct threats to feasibility.	
Low maximum building heights	Only in DMU zone	The height limits in the CMU and EOA zones allow for four-five story buildings. However, the DMU zone has upper floor step-backs and articulation requirements that make development more challenging, and	Ensure that articulation and step-back requirements for upper floors in the DMU zone do not limit the allowed density in these zones.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.
		could impact the actual achievable FAR.	
Large setback requirements	Only in CMU zone when adjacent to single family	The CMU zone requires a 0' side and 10' rear setback on most lots, but requires a 20' setback when adjacent to R zones.	Consider reducing the required setback for parcels adjacent to R zones in the CMU zone to 10".
High off-street parking requirements	Yes	The CMU and EOA zones require 1.5 spaces per unit, regardless of unit size. The CMU zone also requires an additional guest parking space for every ten units.	The parking requirements should be tied to the unit size, as in the DMU zones, which require 0.5 spaces for studios and 1 space for larger units.
High impervious coverage limits	No	Limits are based on stormwater, parking, and landscaping requirements	
Lack of alignment between building and development codes	No	There is no lack of alignment between building and development codes	
Other (for example: ground floor retail requirements, open space requirements, complex design standards, tree retention regulations, historic preservation requirements)	Possibly	In the DMU zones, there are some requirements for ground floor transparency. Depending on the feasibility of commercial space in	Ensure that ground floor transparency / active use requirements are flexible enough to encourage development even when the

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.
		these areas, this could create a barrier to development.	retail environment is challenging.
PROCESS OBSTACLES			
Conditional use permit process	No	Conditional uses are not required for housing in these zones.	
Design review	No	Allowed uses go through A-1 or A-2 reviews, which are administrative.	
Lack of clear and accessible information about process and fees	No	Information about process and fees is easily accessible	
Permit fees, impact fees and utility connection fees	No	Fees are based on the size and intensity of the structure.	
Process times and staffing challenges	Yes	Over the last several years, there has been high turnover at the City's planning department. This has the potential to slow processing, especially during periods of transition.	Ensure that the permit processing system is set up so that the departure of one staff member does not have a significant negative impact on processing times. Consider utilizing an on-call planner for emergencies.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.
SEPA process	No	City SEPA fees scale with the value of a project, directions are clear and not out of line with typical requirements.	
LIMITED LAND AVAILABILITY AND ENVIRONMENTAL CONSTRAINTS	No	There is adequate land capacity to meet city housing needs	
Lack of large parcels for infill development	No	There are large parcels throughout the city suitable for infill development.	
Environmental constraints	No	There are no significant environmental constraints impacting land availability.	

Exhibit B3: Supplementary barrier review checklist for PSH and emergency housing

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.
DEVELOPMENT REGULATIONS			
Spacing requirements (for example, minimum distance from parks, schools or other emergency/PSH housing facilities)[2]	Possibly	Per 18.56.60, " The hearing examiner must find that the essential public facility and/or special use will be located, planned, and developed in such a manner that the essential public facility and/or special use is not inconsistent with the health, safety, convenience, or general welfare of persons residing or working in the city"	Ensure that there are clear and objective standards that do not include excessive spacing requirements.
Parking requirements	Possibly	There are no specified parking requirements for emergency shelters or PSH.	The City should not require parking for emergency shelters, and requirements should be very low (lower than multifamily) for permanent supportive housing, as PSH residents are typically less likely to own a vehicle.

[2] Note that RCW 35A.21.430 expressly states requirements on occupancy, spacing, and intensity of use may not prevent the siting of a sufficient number of permanent supportive housing, transitional housing, indoor emergency housing or indoor emergency shelters necessary to accommodate each code city's projected need for such housing and shelter under RCW 36.70A.070(2)(a)(ii). The restrictions on these uses must be to protect public health and safety.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.
On-site recreation and open space requirements			
Restrictions on support spaces, such as office space, within a transitional or PSH building in a residential zone	No	Most multifamily zones allow offices, service providers, etc. Public services and facilities are allowed in R4-8 zones.	
Arbitrary limits on number of occupants (in conflict with RCW 35A.21.314)	No	There do not appear to be limits on the number of occupants in conflict with RCW 35A.21.314	
Requirements for PSH or emergency housing that are different than the requirements imposed on housing developments generally (in conflict with RCW 36.130.020)	Yes	There are no references to PSH in the code. Emergency housing requires a special use permit. These permits have additional requirements beyond typical uses, such as multifamily housing.	Allow PSH and emergency housing in all areas where multifamily housing is allowed. Explicitly refer to these uses within the code and ensure that they are subject to the same regulations as housing.
Other restrictions specific to emergency shelters, emergency housing, transitional housing and permanent supportive housing	No		

Exhibit B4: Accessory dwelling unit barrier review checklist

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.
DEVELOPMENT REGULATIONS			
Consistent with HB 1337 (2023) ○ Must allow two ADUs on each lot in urban growth areas; ○ May not require the owner to occupy the property, and may not prohibit sale as independent units, but may restrict the use of ADUs as short term rentals; ○ Must allow an ADU of at least 1,000 square feet; ○ Must set parking requirements based on distance from transit and lot size; ○ May not charge more than 50% of the impact fees charged for the principal unit; ○ Must permit ADUs in structures detached from the principal unit; ○ May not restrict roof heights of ADUs to less than 24 feet, unless that limitation applies to the principal unit; ○ May not impose setback requirements, yard coverage limits, tree retention mandates, restrictions on entry door locations, aesthetic requirements, or requirements for design review for ADUs that are more restrictive than those for principal units;	Yes	Just one ADU is currently allowed; ADUs are capped at 850 square feet or 60% of primary unit size (whichever is smaller); one paved parking spot is required; owner is required to occupy the property.	Ensure that ADU code is aligned with the requirements in HB 1337

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.
○ Must allow an ADUs on any lot that meets the minimum lot size required for the principal unit; ○ Must allow detached ADUs to be sited at a lot line if the lot line abuts a public alley, unless the city or county routinely plows snow on the public alley; ○ Must allow conversions from existing structures, even if they violate current code requirements for setbacks or lot coverage; and ○ May not require public street improvements as a condition of permitting ADUs.			
Unclear development regulations	No	Development regulations are clear and publicly accessible.	
Large setback requirements	No	The setback requirements for the principal unit apply to ADUs - the setback requirements in the R4-8 zone are not overly restrictive.	
Off-street parking requirements	Yes	Per HB 1337, parking requirements should account for lot size and distance from transit. Sequim requires one off-street space per ADU, in addition to the required parking for the primary structure.	Revise parking requirements to meet the standards of HB 1337.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.
Other (for example: burdensome design standards, tree retention regulations, historic preservation requirements, open space requirements, etc.)	No	There are no additional requirements for ADUs that would have a significant impact on feasibility.	
PROCESS OBSTACLES			
Lack of clear and accessible information about process and fees	No	Information about process and fees is clear and publicly available.	
Permit fees, impact fees and utility connection fees that are not proportionate to impact	Yes	Transportation impact fee for ADUs are 54 percent of the fee for a single family residence (HB 1337 includes a 50 percent cap).	Ensure that permit and impact fees for ADUs are no more than half of fees for a single family residence.
Processing times and staffing challenges	Yes	Over the last several years, there has been high turnover at the City's planning department. This has the potential to slow processing, especially during periods of transition.	Ensure that the permit processing system is set up so that the departure of one staff member does not have a significant negative impact on processing times. Consider utilizing an on-call planner for emergencies.

Exhibit B5: Checklist for local option tools for addressing affordable housing funding gaps

Local option tools for addressing affordable housing funding gaps*	Implementation status	Plans for implementation
Housing and related services sales tax (RCW 82.14.530)	Clallam County implementation.	
Affordable housing property tax levy (RCW 84.52.105)	No implementation by City.	Unsure at this time.
REET 2 (RCW 82.46.035) – GMA jurisdictions only and only available through 2025	No.	Not applicable after 2025.
Affordable Housing Sales Tax Credit (RCW 82.14.540) – was only available to jurisdictions through July 2020	Yes, the City has implemented this tax credit.	Will continue.
Lodging Tax (RCW 67.28.150 and RCW 67.28.160) to repay general obligation bonds or revenue bonds	Yes, the City has a lodging tax.	Will continue
Mental Illness and Drug Dependency Tax (RCW 82.14.460) – jurisdictions with a population over 30,000	Clallam County implementation.	
Donating surplus public lands for affordable housing projects (RCW 39.33.015)	No surplus public lands are available at this time.	Can consider if/when the City has surplus lands.
Impact fee waivers for affordable housing projects (RCW 82.02.060)	SMC 22.12.040 for Park Impact Fees.	Will likely continue and may consider adding transportation impact fees.
Application fee waivers or other benefits for affordable housing projects (RCW 36.70A.540)	Has partnered with affordable housing providers on CHIP grant.	Will continue as opportunities are available.
Multifamily Tax Exemption (MFTE) with affordable housing requirement (RCW 84.14)	Not at this time.	May be considered by City Council after comprehensive plan process.
General funds (including levy lid lifts to increase funds available)	Yes.	Will continue.

* Some tools may be unavailable for certain jurisdictions. For example, only GMA jurisdictions can use REET 2, or the surrounding county may have already implemented the housing and related services sales tax. See MRSC's summary of Affordable Housing Funding Sources for more details and the Association of Washington Cities (AWC)/MRSC booklet on Homelessness & housing toolkit for cities (2022).

3. SUBSIDIZED HOUSING INVENTORY

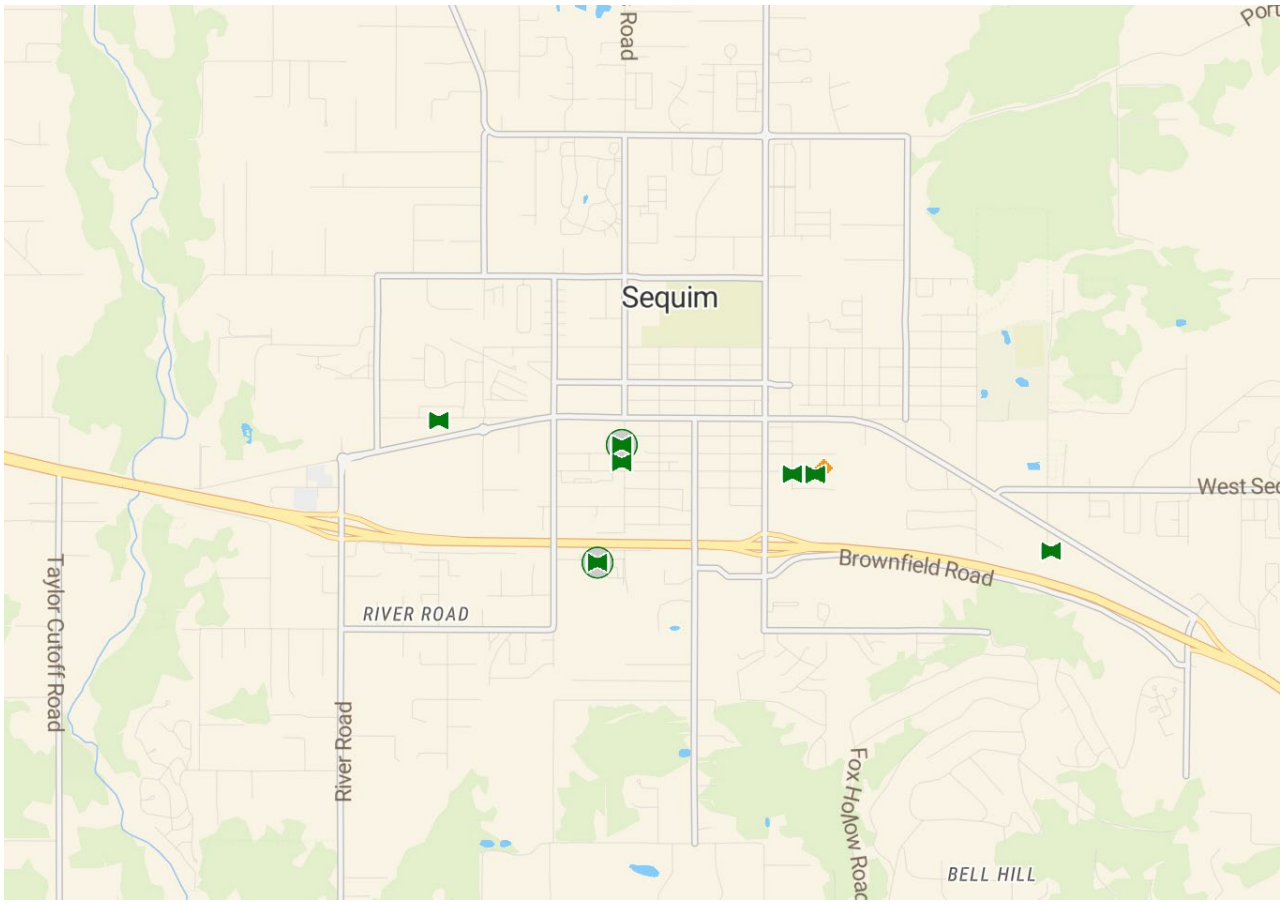
Sequim has 478 units of subsidized housing, mostly serving households earning 60% AMI and below, and all built before 2010. The Pioneer Villa Apartments are a project-based Section 8 project serving a variety of low-income levels. The table and map below show details and the locations of these units.

Figure 1. Subsidized Housing Units in Sequim

Project	Units	AMI	Year Built
Suncrest I	43	60% AMI	2009
Sea Breeze Apartments	41	60% AMI	2009
Mountain View Apartments	72	60% AMI	2009
Suncrest Village	36	60% AMI	1994
Vintage at Sequim	116	60% AMI	2007
Pioneer Villa Apartments	34	Section 8	1980
Elk Creek Apartments	136	60% AMI	2008
Total	478		

Source: PolicyMap

Figure 2. Subsidized Housing Locations in Sequim



Source: PolicyMap

4. AFFORDABLE HOUSING FUNDING GAP

The Department of Commerce suggests analyzing the potential funding gap that would be needed to fund the quantity of subsidized housing needed to meet a jurisdiction's targets at lower income bands. Commerce estimates that, as of 2023, the cost of developing a subsidized unit in Clallam County would be $359,266. Applying this to Sequim's housing targets would show a need for **$152.5 million** in subsidy over the planning horizon, or **$30.5 million** per year. However, it is particularly likely that the lower-income units will need to be subsidized, and it is possible that some smaller market-rate units could meet the need in the 50-80% category. Therefore, the subsidy is shown for each income band below for illustration:

Figure 3. Subsidy Gap Analysis for Sequim

	0-30 PSH	**0-30** Non PSH	**30-50**	**50-80**
Units	280	623	568	227
per Unit Cost	$ 359,266	$ 359,266	$ 359,266	$ 359,266
Total Subsidy Needed	$ 100,594,480	$ 223,822,718	$ 204,063,088	$ 81,553,382
Yearly Subsidy Needed	$ 5,029,724	$ 11,191,136	$ 10,203,154	$ 4,077,669

5. SOURCES OF AFFORDABLE HOUSING FUNDING

The Washington Department of Commerce requires that cities ensure that there is adequate land capacity for housing across income levels, as shown above. However, subsidies are needed to ensure and assist that there is adequate housing to support households at income levels below 80 percent AMI. Local tools available to support affordable housing development in Sequim include:

- Affordable housing sales tax credit
- Lodging tax
- Impact fee waivers for affordable housing (SMC 22.12.040 for Park Impact Fees)
- General funds
- Mental illness and drug dependency tax (Clallam County)

Sequim may also consider the adoption of additional available tools, such as an affordable housing tax levy, a multifamily tax exemption, and surplus land donation.

In addition to local tools, book two of Commerce's guidance on HB 1220 requirements includes a detailed list of potential funding sources to support the development of new housing for low-income households from various state and federal agencies. Relevant potential sources of affordable housing funds for new development include:

- The Washington Housing Trust Fund
- Connecting Housing to Infrastructure Program (CHIP)

- Low-Income Housing Tax Credit Program (LIHTC)
- WSHFC Multifamily Bond Programs
- WSHFC Bond Financing for Non-Profit Facilities
- WSHFC Land Acquisition Program
- HUD Section 811 Project Rental Assistance (PRA) demonstration
- New Market Tax Credit Program
- Rural Community Assistance Cooperation (RCAC)

6. SEQUIM LOW-INCOME/AFFORDABLE HOUSING DEVELOPERS/PROVIDERS INTERVIEW SUMMARY

Leland Consulting Group (Leland) was retained by the City of Sequim to assist with housing code updates related to the Comprehensive Plan, including updates to the City's incentives for below-market rate housing development. As part of this effort, the Leland team conducted two focus groups with low-income housing developers and providers from Sequim and the greater Northern Olympic Peninsula on December 16 and 19, 2025. This memo summarizes the conversations and takeaways from these sessions. The focus group participants were:

- Timothy Dalton – Clallam County
- Sharon Maggard – Serenity House of Clallam County
- Colleen Robinson – Habitat for Humanity
- Wendy Sisk – Peninsula Behavioral Health
- Annie O'Rourke – Peninsula Housing Authority

Past and Current Projects

Participants described a variety of low-income housing projects that they have been involved with or are currently working on in Sequim and/or Clallam County, including:

- Managing rental assistance programs in Sequim.
- Replacing the Sunbelt Apartments with 36 units of housing for chronically homeless residents with disabilities earning under 30 percent AMI.
- Developing a 45-unit multifamily project in Sequim serving families at 80 percent or below AMI, permanently affordable through a land trust model, as well as a 45-home detached single-family community within Clallam County/Carlsborg serving up to 120 percent AMI for up to 25 percent of the homes, and the remainder affordable at 80 percent AMI or below.
- Completing a previous market-rate project that was underway, now converted into an affordable homeownership project.
- Managing a five-bedroom transitional living home.

Barriers to Below Market-Rate Development

Participants noted that Sequim has significantly less low-income housing than Port Angeles. To some degree, this reflects the presence of more services for low-income residents in Port Angeles, as well as a larger population of lower-income residents there. However, participants did note other Sequim-specific barriers to affordable housing development in the city, including:

- *High costs of construction in Sequim.* Developers estimated the cost of developing in Sequim at around $360,000 per unit for market-rate apartments, and up to as much as $400,000-450,000 per unit to build fully subsidized affordable housing.
- *Expensive connection fees and building fees* in Sequim compared to Port Angeles, especially considering Port Angeles' new fee waivers. Per unit fees are between $25-30,000 per unit in Sequim, and about half that much in Port Angeles.
- *Challenging design standards* that dictate color, landscaping, roof structure, and other elements that greatly increase project costs.
- *Lack of available land* for multifamily housing in Sequim, particularly compared to Port Angeles where there is more space for tax-credit funded projects which need to be at least 70 or so units to be feasible.
- *Prevailing wage requirements* for publicly funded projects. This is a challenge for all projects that receive federal funding and is not specific to Sequim.
- *Lack of local experts in multifamily development.* Participants described challenges in hiring commercial electricians, carpenters, and other labor, as well as a lack of local builders with multifamily experience due to the city's remote location, which also dissuades out-of-town developers from building in Sequim.
- *Process challenges***,** including instability in city staff, delays in permitting, a laborious process getting approval from the city, and a lack of flexibility for affordable developers.
- *A lack of education and clear, accessible guidance from the city* for nonprofits, first-time developers, or others without extensive development experience.
- *State-level challenges,* particularly new energy requirements and electric vehicle charging requirements which add to construction costs.
- *Community sentiment* against subsidized housing, large families, and multifamily housing in general.

Incentives

Participants were asked about incentives that would improve feasibility or ease of low-income housing development in Sequim. In general, they agreed that increased density, potentially up to at least 10 units per acre, would be key to unlocking more development. They also expressed interest in flexibility around setbacks, lot coverage, and particularly parking requirements, as well as impact fee reductions such as those offered in Port Angeles.

Housing Market and Needs

Several conversations included discussion of the housing needs on the Peninsula in general, and the relationship between housing needs and HUD-determined income levels (typically expressed as a percentage of County Area Median Income (AMI)). Overall, there is a great need for low-income housing in the County that can serve households earning 80 percent of the AMI or lower, with nearly 3,000 applicants on the Peninsula Housing Authority wait list, the majority of whom earn 60 percent AMI or below (note that waitlists are generated by *property* and not by *individual*, therefore this number is likely an overcount of individuals who likely place themselves on waitlists for more than one property). Participants described an inability for people to move up the "housing ladder" from renting an apartment to eventually owning a home, due to the lack of affordable starter homes in the area (i.e. smaller or lower-cost opportunities for first-time homebuyers transitioning from renting to owning a home). Additionally, the income range of subsidized housing at or around 80 percent AMI at which many providers, particularly Habitat for Humanity, operate, is a narrow window that does not capture a lot of the need in Clallam County, and also presents challenges for residents when their income rises and exceeds that threshold, since there is still a lack of housing in the 80-120 percent AMI range as well.

Design Standards

Design standards were a topic of much discussion. Participants questioned the true goal of the standards, and noted that transparency, modulation, color, and particularly articulation add significant costs to affordable housing in Sequim. Participants emphasized that every "turn" in a foundation (such as those required for façade articulation) add significant cost to a project. With costs already extremely high for building affordable housing on the peninsula, this poses a significant barrier. When asked about relaxed design standards or exemptions for affordable housing, participants voiced concerns about stigmatizing low-income residents as well as the potential for increased administrative burden for staff and developers, instead advocating a relaxation of design standards overall in the city.

Takeaways/Suggestions

- *Provide educational opportunities* and clear guidelines (i.e., a "development cheat sheet") for nonprofits or other entities with limited experience to learn about the entitlement and permitting process as well as assistance in applying for applicable state or other funding sources that are administered through the city.
- *Reduce permitting times* which can cause rapid increases in costs, and provide timely responses to communications.
- *Consider a Multifamily Tax Exemption program for affordable apartments. MFTE* programs are used across the state to help reduce the costs of subsidized multifamily development.
- *Provide utility and/or parks fee waivers* for multifamily housing.

- *Reduce parking requirements* for subsidized units, particularly considering reduced vehicle ownership among lower-income populations and those in supportive housing.
- *Reduce stringency of multifamily design standards* in the city.
- *Provide permit-ready plans* for small multifamily buildings, such as those provided in Port Angeles.
- *Provide incentives or exceptions to development standards* as authorized by state law, for developers of long-term low-income housing.