CITY OF
BAINBRIDGE ISLAND

DESIGN REVIEW BOARD
SPECIAL MEETING
MONDAY, FEBRUARY 1, 2021
2:00 – 5:00 PM
ZOOM WEBINAR

THE DESIGN REVIEW BOARD WILL HOLD THIS MEETING USING A VIRTUAL, ZOOM WEBINAR, PER GOVERNOR INSLEE'S "STAY HOME, STAY HEALTHY" ORDERS.
MEMBERS OF THE PUBLIC WILL BE ABLE TO CALL IN TO THE ZOOM MEETING.

PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:
https://bainbridgewa.zoom.us/j/99748603975

OR IPHONE ONE-TAP:
US: +12532158782,,99748603975# or +16699009128,,99748603975#

OR TELEPHONE:
Dial(for higher quality, dial a number based on your current location):
US: +1 253 215 8782 or +1 669 900 9128 or +1 346 248 7799 or +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 997 4860 3975
INTERNATIONAL NUMBERS AVAILABLE: https://bainbridgewa.zoom.us/u/aoU1vesyY

AGENDA

2:00 PM	Call to Order (Attendance, Agenda, Ethics)
2:05 PM	Approval of Minutes-January 19, 2021
2:10 PM	Wintergreen Townhome Subdivision (PLN51836 DRB-DB) Project Manager: Kelly Tayara #2 Design Guidance Review Meeting – 2nd meeting *See digital file for materials*
4:10 PM	New/Old Business • Board Member Issues/Concerns • General Project Update-David Greetham • Revisions to review process update-David Greetham
4:30 PM	Adjourn

For special accommodations, please contact Planning & Community Development
206-780-3750 or at pcd@bainbridgewa.gov

CITY OF
BAINBRIDGE ISLAND

Design Review Board
Special Meeting Minutes
Tuesday, January 19, 2021

Call to Order (Attendance, Agenda, Ethics)
Review and Approval of Minutes – December 21, 2020
Affordable Housing
Standards Refresher
New/Old Business - DRB Chair and Co-Chair - 2021
Adjourn

Call to Order (Attendance, Agenda, Ethics)
Chair Joseph Dunstan called the meeting to order at 2:01 PM. Design Review Board members in attendance were Michael Loverich, Vicki Clayton, Laurel Wilson, Shawn Parks, Todd Theil and Bob Russell. Planning Commissioner John Quitslund was present. City Staff present were Planning Manager David Greetham, Senior Planner Jennifer Sutton and Administrative Specialist Marlene Schubert who monitored recording and prepared minutes.

The agenda was reviewed. No conflicts were disclosed.

Review and Approval of Minutes – December 21, 2020

> **Motion:** I make a motion to approve
> **Loverich/Parks:** Passed Unanimously

Affordable Housing
Phedra ~~Phaedra~~ Elliott, Housing Resources Bainbridge
Discussion Only

Standards Refresher
David Greetham, Planning Manager
Jennifer Sutton, Senior Planner
Discussion Only

New/Old Business
- Marlene committed to send Affordable Housing presentation to Board Members and Jon Quitslund.
- David committed to provide code section related to Design for Bainbridge.
- A standing agenda item will be added to future agendas to receive a project update from City Staff.
- Due to President's Day holiday, Board agreed to reschedule the February 15 meeting for February 16 with a later start time of 3:00 p.m.

DRAFT

- DRB Chair and Co-Chair nominations for 2021
    - Nomination of Board Chair
        Motion: I make a motion to nominate Joe as Chair
        Russell/Loverich: Passed Unanimously
    - Nomination of Board Co-Chair
        Motion: I'd like to nominate Todd
        Clayton/Russell: Passed Unanimously

Adjourn
The meeting was adjourned at 4:46 PM.

Approved by:

_____ _____

Joseph Dunstan, Chair Marlene Schubert, Administrative Specialist

DRAFT

Attendee Report

Report Generated:	1/20/2021 11:26				
Topic	Webinar ID	Actual Start Time	Actual Duration (minutes)	# Registered	# Cancelled
Design Review Board - Special Meeting	930 6410 9584	1/19/2021 13:43	184	5	0
				Unique Viewers	Total Users
				5	19

Host Details

User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Marlene Schubert	mschubert@bainbridgewa.gov	1/19/2021 13:43	1/19/2021 16:46	184

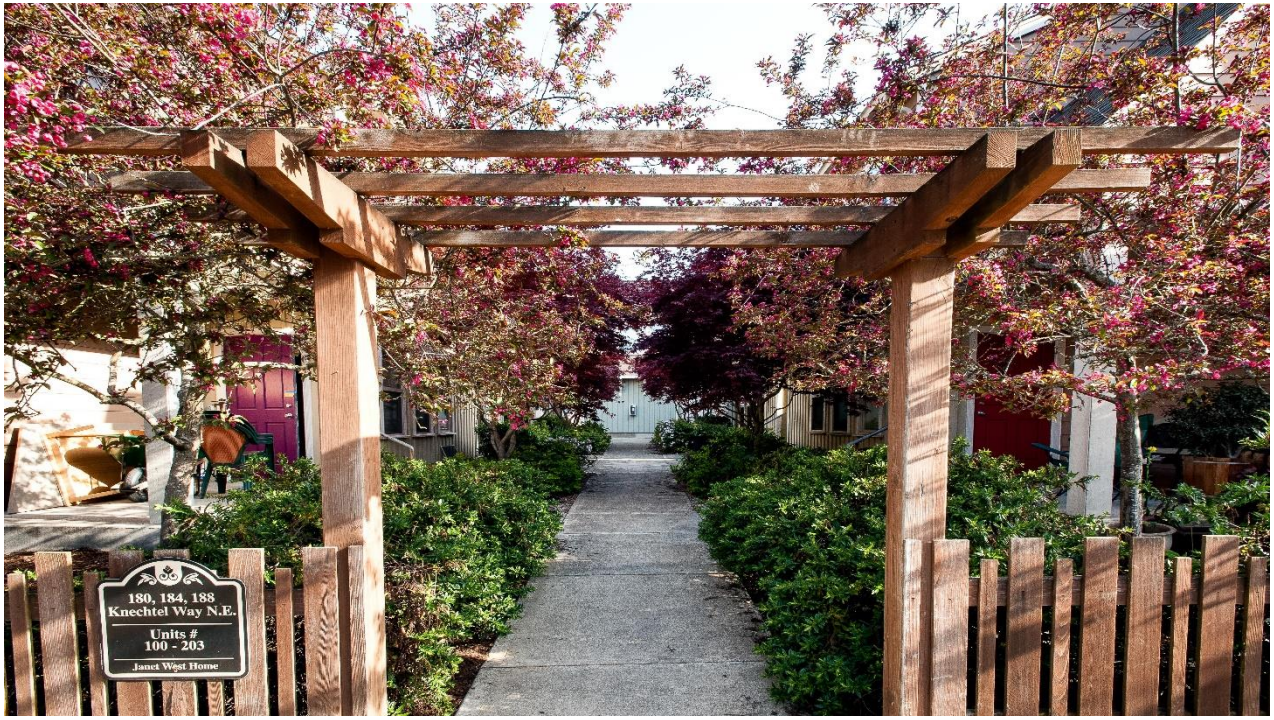
Panelist Details

User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Phedra Elliott	phedra@housingresourcesbi.or	1/19/2021 14:05	1/19/2021 15:19	75
Joseph Dunstan	joseph.dunstan@cobicommitte	1/19/2021 13:49	1/19/2021 16:46	177
Vicki Clayton	vicki.clayton@cobicommittee.e	1/19/2021 13:51	1/19/2021 16:46	175
Laurel Wilson	laurel.wilson@cobicommittee.e	1/19/2021 14:37	1/19/2021 16:46	130
David Greetham	dgreetham@bainbridgewa.gov	1/19/2021 13:59	1/19/2021 14:50	52
David Greetham	dgreetham@bainbridgewa.gov	1/19/2021 14:50	1/19/2021 16:46	117
Bob Russell	bob.russell@cobicommittee.em	1/19/2021 13:54	1/19/2021 13:57	4
Bob Russell	bob.russell@cobicommittee.em	1/19/2021 13:57	1/19/2021 13:58	1
Bob Russell	bob.russell@cobicommittee.em	1/19/2021 13:59	1/19/2021 16:46	168
Todd Thiel	tthiel@oacsvcs.com	1/19/2021 14:03	1/19/2021 16:46	164
Jennifer Sutton	jsutton@bainbridgewa.gov	1/19/2021 14:03	1/19/2021 16:26	143
Michael Loverich	michael.loverich@cobicommitte	1/19/2021 13:58	1/19/2021 16:46	168
Shawn Parks	shawn.parks@cobicommittee.e	1/19/2021 14:01	1/19/2021 16:46	165

Attendee Details

User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Phedra Elliott	phedra@housingresourcesbi.or	1/19/2021 14:01	1/19/2021 14:05	4
Susan B (tudi)	selkcub@bainbridge.net	1/19/2021 14:01	1/19/2021 15:20	79
Jon Quitslund	jonquitslund@att.net	1/19/2021 14:01	1/19/2021 16:27	147
Todd Thiel	tthiel@oacsvcs.com	1/19/2021 14:02	1/19/2021 14:03	1
Sarah Blossom	smblossom92@gmail.com	1/19/2021 14:06	1/19/2021 15:35	90

HRB
HOUSING
RESOURCES
BAINBRIDGE
A Community Land Trust



Phedra Elliott, Executive Director
Housing Resources Bainbridge
January 19, 2021

Our mission and vision statement

Mission: To preserve the diversity and vitality of Bainbridge Island by providing and maintaining affordable housing opportunities in the community.

Vision: We envision a diverse community where there are homes affordable to all.

Our work in the community

Rental Housing:

- **53** owned and managed
- **48** tax credit units at Island Terrace
- **2** rental assistance programs
- **Maintenance & Facilities Management**

Housing Programs:

- **Independent Living**
  - 15 projects per year (avg. $2380/project)
- **Resources and Referrals**
  - Over 300 requests for assistance per year

Home Ownership:

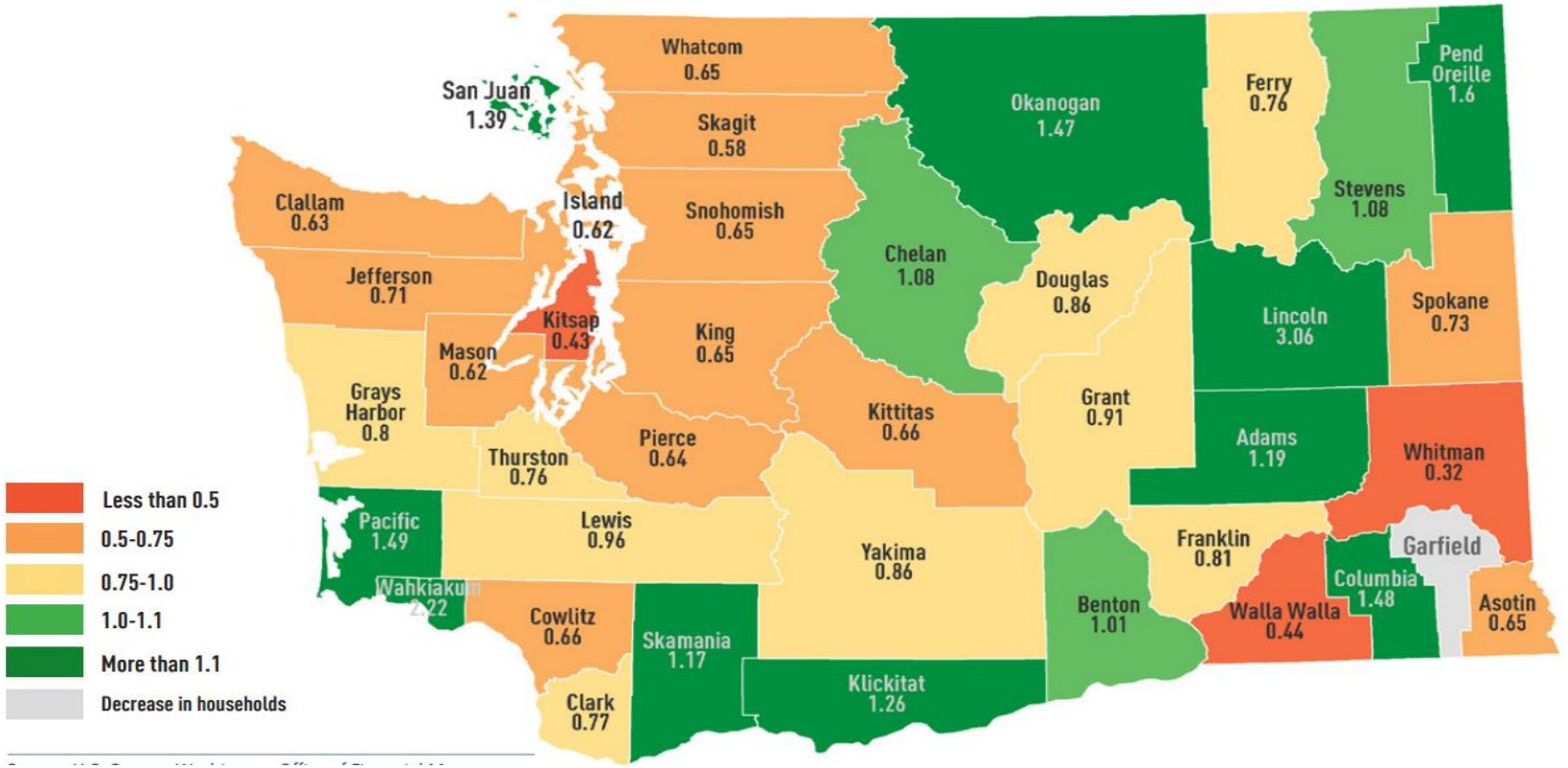
- **42** homes to steward in CLT
- **Assistance to homebuyers**
  - Pre-purchase assistance
  - Sales assistance
- **HOA Support**

Bainbridge Island affordable rentals, at a glance

	Total Units	Units with Subsidy
Island Terrace	48	19
Lynwood Common	4	0
Rhodedendron	50	48
HRB Properties	40	0
Finch Place	29	20
Virginia Villa	40	20
Winslow Arms	60	60
TOTAL	**271**	**167**

Housing construction is not keeping pace with growth

Kitsap County is falling significantly behind the rest of the State in the construction of new housing units as the population continues to grow and new households are created. **For each new household in Kitsap County only 0.43 units of housing is built – among the lowest in the entire State.**



Source: *Housing Underproduction in Washington State.* Up for Growth (2020).

Other factors are also contributing to the housing crisis

- **Housing policy** (both federal and state) continues to preference home ownership over rental living
- The construction of affordable housing suffers from **"NIMBYism" nationwide**
- **Policy barriers** at the local or municipal level create additional obstacles (e.g., restrictive zoning, parking requirements, and height limit restrictions)
- **A generational shift** in home buying interest and abilities has shifted buying and selling patterns
- The **cost of labor and materials** continues to rise – raw materials are up 20.2% since 2008
- **Real wages** have not kept up with housing costs

Source: Up for Growth; Curbed.com *The Affordable Housing Crisis Explained*

Rentals in Kitsap are out of reach for many families

Real wages in Kitsap County – and across the State – have not kept up with the rising cost of living in the Puget Sound Region.

Minimum Wage:	**$13.69**
2 bed FMR:	**$1,296**
Jobs needed:	**1.8**
Kitsap County Housing Wage	**$24.92**

Average Rent on Bainbridge Island (2021):	**$2,226**
Average Rent on Bainbridge Island (2020):	**$2,136**

0% of units rent for $1500 or less

Sources: National Low Income Housing Coalition “Out of Reach”; Rentcafe.com

Homeownership on Bainbridge Island and beyond . . .

Ferncliff Village is the only affordable homeownership development remaining on Bainbridge Island. All other previous projects that were initially affordable have since sold out of affordability.

Ferncliff Village Facts

- **42** homes to steward in CLT
- **33** households on the wait list
- **Housing Kitsap Wait List**
  - **126** households (prequalified)
  - **1400+** households (working on eligibility)

Ferncliff Village is a model for permanent affordability

Community land trust homes are affordable ***in perpetuity***, and the benefits of affordability continue to accrue to the community and new owners long after the original homeowner has sold their home.

	Original Sale Date	Resale Date	Original Price	Resale Price	Market Appraisal	Owner Return
Resale #1	May 2012	Mar 2017	$222,000	$236,549	$457,000	7.5%
Resale #2	July 2012	Mar 2017	$154,000	$163,636	$412,000	6.25%
Resale #3	Dec 2016	Nov 2019	$206,000	$215,735	$515,000	4.7%

However, CLT homeownership has many layers

Community land trust homes (for example those proposed at Wintergreen) require various sources of funding to create long-term affordability for buyers. In addition, external funders often have varying degrees of scrutiny over prospective homebuyers finances and different requirements that must be reconciled prior to purchase.

Sources of Funding

- **Private funding:** HRB funding or dollars from a private third-party. Often fewer restrictions and more leniency when reviewing applications.

- **Self-Help Homeownership Opportunity Program (SHOP):** Awards grant funds to eligible nonprofit organizations to purchase home sites and develop or improve the infrastructure needed to set the state for sweat equity and volunteer homeownerhip programs. Limited dollars are available each year for HRB to award.

- **USDA Home Loans and Down Payment Assistance:** Awarded by USDA Rural Development. Down payment assistance dollars are limited and primary mortgage amounts are capped based on applicants' income.

Household Annual Income: $35,000

***Representative profession/position**: paraeducator, grocery store clerk*

Market Sale Price: $349,500

CHI Contribution ($30,000)

Reduced Sale Price: $319,500

SHOP Program Funds ($15,000) *limited

Reduced Sale Price: $304,500

HRB Scattered Site Funds ($10,000)

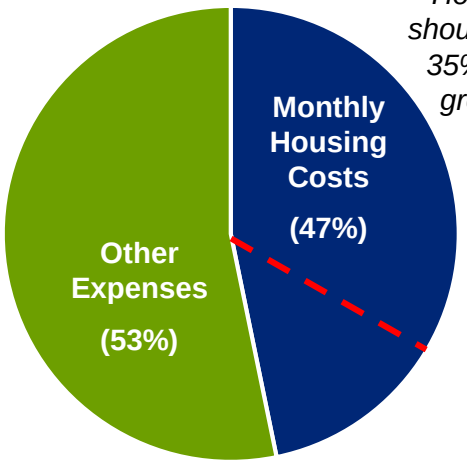
Reduced Sale Price: $294,500

Remaining Cost to Buyer

Down Payment Assistance ($58,900) *limited

Primary Mortgage ($235,600)

- Private contributions and SHOP funds reduce sale price to buyer to **$249,500**
- Scenario assumes DPA and mortgage qualification at reduced cost
- At this income level, **the house remains unaffordable without additional private or philanthropic subsidies** (total housing costs exceed 35% of monthly income)
- Affordable price (w/conv. Mortgage) -$145K
- USDA Home Loans are capped at $212,000 for buyers at this income level
- Down Payment Assistance is not guaranteed



Housing Costs should not exceed 35% of monthly gross income

Household Annual Income: $40,000

***Representative profession/position**: medical assistant, line cook, office mgr*

Market Sale Price: $349,500

CHI Contribution ($30,000)

Reduced Sale Price: $319,500

SHOP Program Funds ($15,000) *limited

Reduced Sale Price: $304,500

HRB Scattered Site Funds ($10,000)

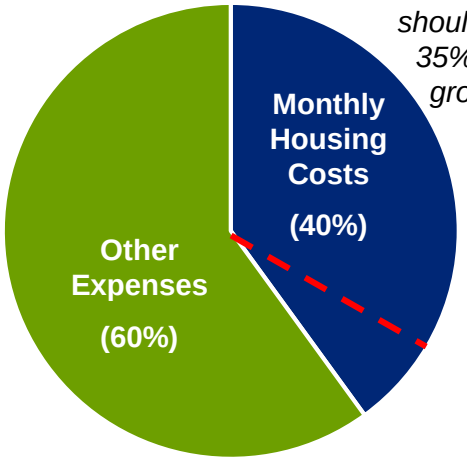
Reduced Sale Price: $294,500

Remaining Cost to Buyer

Down Payment Assistance ($58,900) *limited

Primary Mortgage ($235,600)

- Private contributions and SHOP funds reduce sale price to buyer to **$294,500**
- Scenario assumes DPA and mortgage qualification at reduced cost
- At this income level, **the house remains unaffordable without additional private or philanthropic subsidies** (total housing costs exceed 35% of monthly income)
- Affordable price (w/conv. Mortgage) -$185K
- USDA Home Loans are capped at $260,000 for buyers at this income level. Buyer could afford with USDA Loan
- Down Payment Assistance is not guaranteed



Housing Costs should not exceed 35% of monthly gross income

Household Annual Income: $47,000

***Representative profession/position**: office staff, receptionist*

Market Sale Price: $349,500

CHI Contribution ($30,000)

Reduced Sale Price: $319,500

SHOP Program Funds ($15,000) *limited

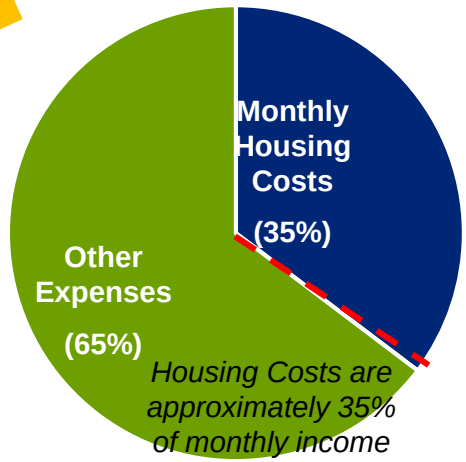
Reduced Sale Price: $304,500

Remaining Cost to Buyer

Down Payment Assistance (if using conventional loan($58,900) *limited

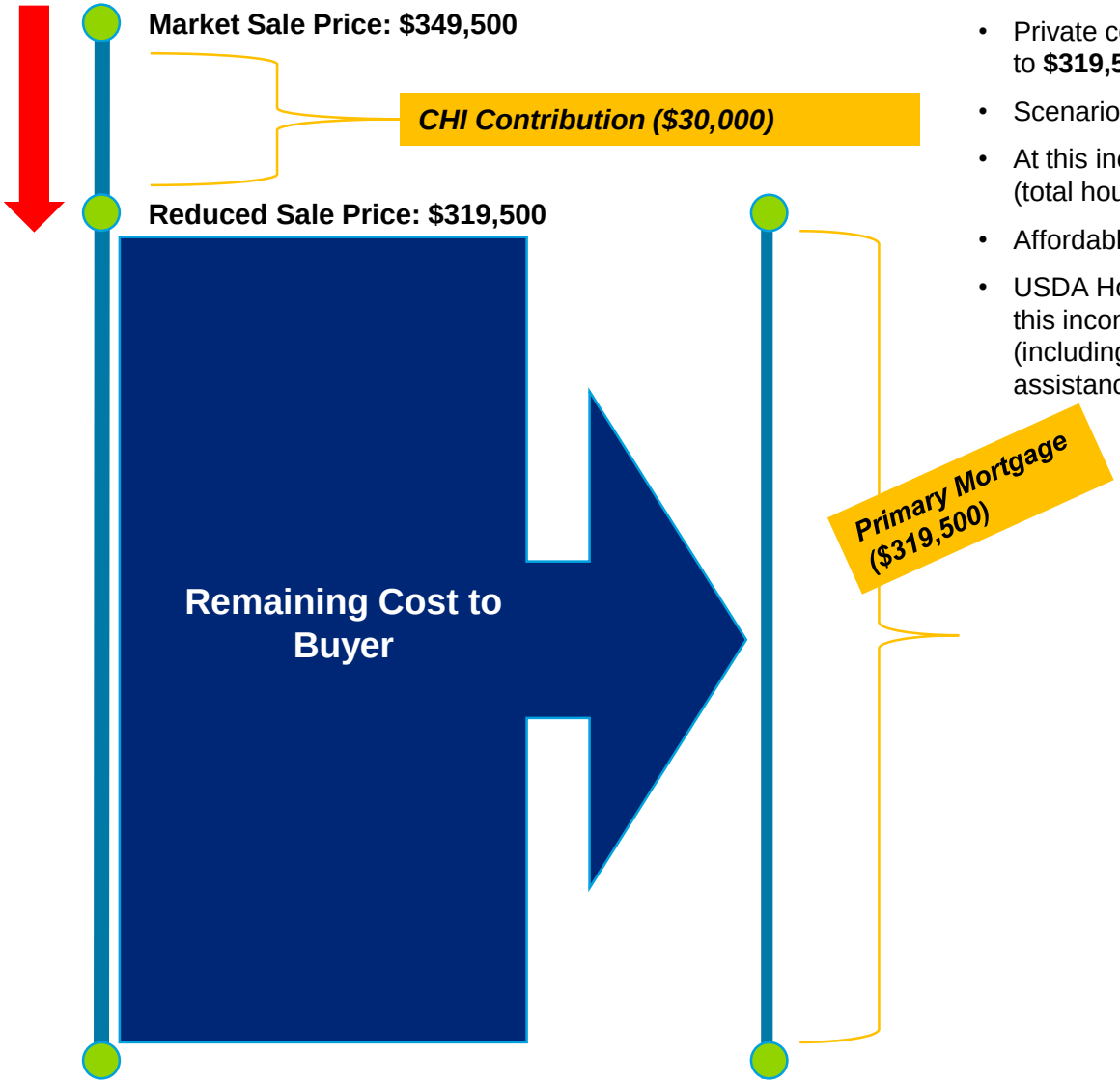
Primary Mortgage ($304,500)

- Private contributions and SHOP funds reduce sale price to buyer to **$304,500**
- Scenario assumes mortgage qualification at reduced cost
- At this income level, **the house is affordable** (total housing costs are approximately 35% of monthly income)
- Affordable price (w/conv. Mortgage) -$245K
- USDA Home Loans are capped at $336,000 for buyers at this income level, which covers the reduced sale price (including SHOP and CHI funds) without down payment assistance

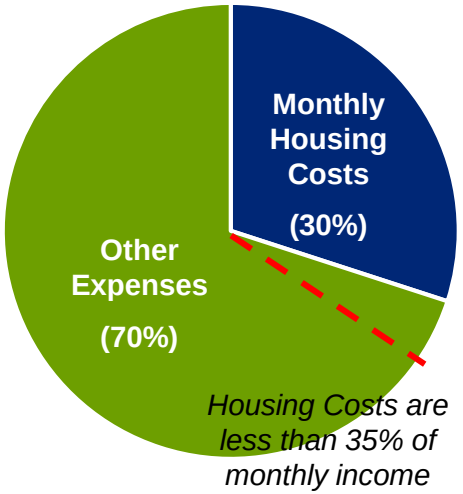


Household Annual Income: $55,000

***Representative profession/position**: architectural apprentice/designer, custodian*



- Private contribution from CHI reduces sale price to buyer to **$319,500**
- Scenario assumes mortgage qualification at reduced cost
- At this income level, **the house is affordable w/ USDA** (total housing costs are less than 35% of monthly income)
- Affordable price (w/conv. Mortgage) -$289K
- USDA Home Loans are capped at $336,000 for buyers at this income level, which covers the reduced sale price (including SHOP and CHI funds) without down payment assistance



Healthy housing is critical to well-being

Research shows that affordable, healthy homes are positively correlated to physical and psychological well-being.

- **Poor housing quality is the most consistent and strongest predictor of emotional and behavioral problems in children and youth.**

- **Households that spend less on housing are less likely to experience residential instability, which is associated with reduced mental and physical health outcomes.**

- **Residential exposures are major contributing factors to serious illness.**

Questions?