

# Arlington County Affordable Housing Implementation Framework

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ARLINGTON  
VIRGINIA

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The *Affordable Housing Implementation Framework* is a companion document to the *Affordable Housing Master Plan*. The *Affordable Housing Master Plan* is an element of Arlington County's Comprehensive Plan and defines Arlington's affordable housing policy. This Affordable Housing Implementation Framework describes the tools and strategies available to be employed to fulfill the goals established by this Affordable Housing Master Plan. A monitoring and evaluation plan will be developed upon adoption of the Affordable Housing Master Plan that will identify the metrics to be used to monitor progress towards achieving the Plan goals.

# Affordable Housing Implementation Framework

## Introduction

The Affordable Housing Implementation Framework describes the existing and potential tools that will be the mechanisms for fulfilling the goals, objectives, and policies of the Affordable Housing Master Plan (AHMP, an element of the County's Comprehensive Plan). The Framework provides guidance from the County Manager to County staff for developing and overseeing specific policies and programs to meet the County's affordable housing needs.

The AHMP defines Arlington County's affordable housing goals, objectives and policies in response to the County's housing needs. The AHMP is an element of the Arlington County Comprehensive Plan and is intended to support the land use, transportation, economic development, health and welfare, public facilities and environmental goals of the Comprehensive Plan.

Based on an analysis of current and future housing needs, the County will face growing housing affordability challenges in the years to come, particularly among lower-income households. The housing needs assessment conducted as part of the Affordable Housing Study demonstrated that the County's rental stock appears to be serving fairly well households with incomes above 80 percent of area median income (AMI), and the homeownership market serves well only higher income households. However, there is insufficient affordable housing to meet the demand of renters—particularly families—with incomes below 60 percent of area median income. In addition, many middle-income households have difficulty purchasing a home in Arlington.

### Housing Principles

1. Housing affordability is essential to achieving Arlington's vision.
2. Arlington County government will take a leadership role in addressing the community's housing needs.
3. A range of housing options should be available throughout the County affordable to persons of all income levels and needs.
4. No one should be homeless.
5. Housing discrimination should not exist in Arlington.
6. Affordable housing should be safe and decent.

The AHMP was developed around six housing principles that form the foundation of Arlington's approach to affordable housing policy. These principles provide direction for the goals, objectives and policies outlined in the AHMP.

While Arlington is committed to ensuring an adequate supply of housing to meet the needs of all segments of the community, different strategies will be used to meet the needs of different populations. The overall approach to targeting resources to different segments of the population is based on both the needs analysis as well as the affordable housing principles adopted as part of the study. The County has developed a set of tools that target direct financial assistance to those most in need, particularly very low-income families, seniors and persons with disabilities; and expand the supply of housing affordable to low-income households through financial, land use and regulatory incentives. To meet the housing needs of middle-income households, the County's affordable housing strategy relies primarily on land use and regulatory policy to incentivize the production of housing affordable to that segment of the community.

Some tools included in the Implementation Framework are currently used by the County to promote affordable housing goals. In some cases, the Framework includes recommendations for modification and/or expansion of existing policies and programs to better meet the County's future affordable housing needs.

Additional tools included in the Implementation Framework are not currently part of the County's set of affordable housing programs and policies. The County has the authority to adopt some of the proposed new tools, but others will require new legislative or regulatory authority. As a "Dillon's Rule" state, Virginia must grant enabling authority before local legislation is allowed. The Commonwealth of Virginia may not have expressly given the authority to Arlington and other local jurisdictions to implement some of the AHMP Implementation Framework recommendations.

Existing and potential tools are presented in three categories:

**A. Financing Strategies**—Financial assistance to support the construction, acquisition and rehabilitation of affordable housing.

**B. Land Use and Regulatory Strategies**—Regulations and incentives that leverage private development activities to increase the supply of affordable housing.

**C. Services**—Programs designed to help low-income and at-risk populations find and maintain safe and affordable housing.

Tools often meet multiple policy objectives. The relevant policies from the AHP are listed under each tool. In addition, each tool is cross-referenced with corresponding policies in the Implementation Matrix (Appendix A). The tools and recommendations described in this framework do not obligate the County to a course of action. Many of the recommendations and all of the potential tools require additional analysis and definition and may or may not be feasible. While this Framework is intended to be comprehensive, it does not preclude the exploration of other tools that may be appropriate for achieving Arlington's affordable housing goals.

### **Collaboration**

The County has a strong record of collaborating with businesses and non-profit organizations to achieve public goals. These relationships will be critical to the County's success in fulfilling the goals, objectives and policies of the AHMP. The County's partners include service providers that serve hundreds of homeless and disabled individuals and families annually; non-profit and for-profit developers that build and rehabilitate affordable housing in the community; community and faith-based organizations that provide critical links to populations in need; and the business community that seeks to improve overall quality of life in Arlington.

The need for collaboration extends beyond the County's borders. While the tools outlined in this Implementation Framework are designed to meet the affordable housing needs of the Arlington community, Arlington County is part of a much larger metropolitan housing market. In spite of Arlington's long-term commitment to providing and preserving affordable housing, the County and the larger region still face a severe housing shortage. With the adoption of this Implementation Framework, Arlington County is well positioned to take a leading role in collaboration with the Metropolitan Washington Council of Governments (MWCOC) to develop regional affordable housing strategies.

## EXISTING TOOLS

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The tools described in this section are currently used by the County to promote affordable housing goals. In some cases, there are recommendations for modification and/or expansion of existing policies and programs to better meet the County's future affordable housing needs. These are indicated by shaded boxes after the corresponding tool. Suggested changes and/or modifications to these existing tools will require further research and development of specific proposals.

## Financing Strategies

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The County provides financial assistance to support the construction, acquisition, and rehabilitation of committed affordable housing (CAF). These units are designed to accommodate renter households earning up to 80 percent of AMI; the majority of units developed under this program are occupied by households earning below 60 percent AMI, primarily in the 41-60 percent AMI range.

### 1. Affordable Housing Investment Fund (AHIF)

*Policies 1.1.1, 1.1.7, 1.2.2, 2.3.3, 2.5.2, 3.4.2, 3.5.3*

The County's Affordable Housing Investment Fund (AHIF) is a revolving loan fund that provides gap financing to developers that preserve or build Committed Affordable Housing (CAF) units in the county. AHIF is the key mechanism through which the County funds the construction and redevelopment of housing affordable to low-income renters. AHIF also supports housing that combines housing and services for vulnerable populations.

AHIF has proven to be a valuable tool for funding the development of CAFs in Arlington County. Since its creation in 1988 through 2014, AHIF has helped to create the majority of Arlington's nearly 7,000 affordable rental units that benefit low-income households. These CAFs are located in neighborhoods throughout the county.

AHIF is funded by several sources; developer contributions obtained through the Affordable Housing Ordinance; general revenue; AHIF loan repayments; CDBG and HOME funds; and a portion of property recordation fees. Between FY2010 and FY2014, AHIF received an average of \$8 million in local funding annually. A total of \$13 million has been allocated for AHIF for Fiscal Year 2015.

A key strength of AHIF is its ability to use public funds to leverage private investment for affordable housing. For most projects, every \$1 of public funds can leverage \$3 in private funds. AHIF funds are often used in combination with other financing sources, including Low-Income Housing Tax Credits (LIHTC) and industrial development authority (IDA) bonds.

The AHIF is designed to allow for flexibility in loan terms depending on the characteristics of the affordable housing project (e.g. incomes targeted, affordability term) and conditions in the market.

*Recommendation:*

- *Maintain and seek to increase funding for AHIF.*
- *Develop mechanisms within the AHIF guidelines to incentivize greater distribution of affordable housing that achieves the 2040 Forecast of the Distribution of Housing Affordable up to 60% AMI, including accommodating developments in higher cost areas and prioritizing for developments within the Metro and Lee Highway corridors.*
- *In census tracts where the poverty rate exceeds three times the average tract poverty rate), AHIF or other County funds would only be used for the preservation or replacement of existing affordable rental units (MARK's or CAF's), or for ownership housing.*

### **Monitoring Compliance of Committed Affordable Housing**

All Committed Affordable rental units (CAFs) are monitored for compliance with affordability agreements; this includes rent amounts and the verifications of incomes of tenants. Most CAFs are monitored by two separate sets of compliance officers, because a majority of CAF properties have support from both the County and the Virginia Housing Development Authority's Low-Income Housing Tax Credit (LIHTC) program; both of these conduct monitoring via site visits, reviews of reporting, and unit inspections.

Those CAF properties which are not monitored by any other agency are monitored with a site visit from the Housing Division's Compliance Officer at least once per year. CAF properties which are monitored by the LIHTC program are typically monitored with a site visit from the Compliance Officer every other year. All properties submit an occupancy report annually listing units, rent amounts, households, and household incomes.

A household moving into a CAF may not have an income exceeding the affordability level of the given unit, which is most often 60% of Area Median Income (AMI). Households already in CAFs may renew their lease, under the LIHTC program rules, if income does not exceed 140% of the move-in maximum.



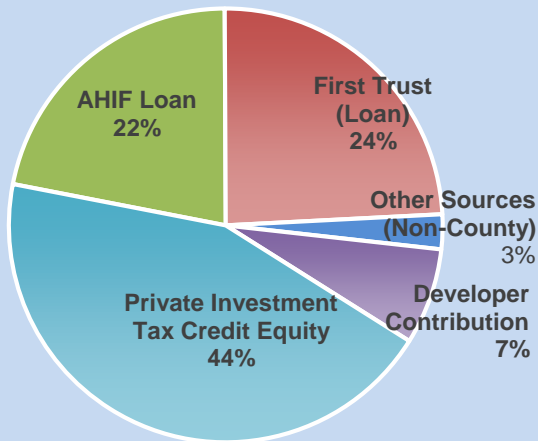
## Understanding the Affordable Housing Investment Fund (AHIF)

### Leveraging Investment in Our Community

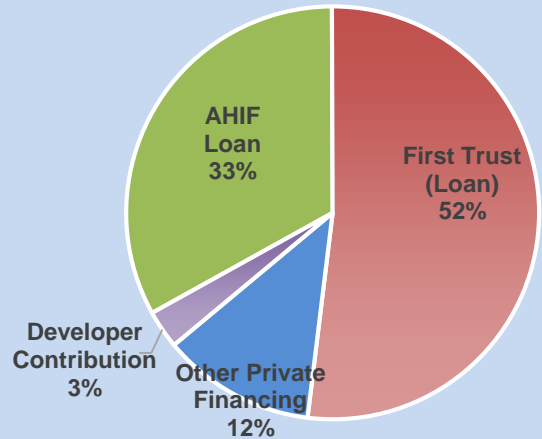
When the County makes AHIF loans to developers for the production or preservation of affordable housing it stimulates private investment. AHIF loans provide only a fraction of the actual costs for these developments. Loans from private banks and money from private investment partners contribute an even greater share to the cost of producing affordable housing.

Typically, for projects that are financed in conjunction with the federal Low Income Housing Tax Credit (LIHTC) program, less than a quarter of the money needed comes from AHIF.

Typical Funding Sources for Tax Credit Projects in Arlington County

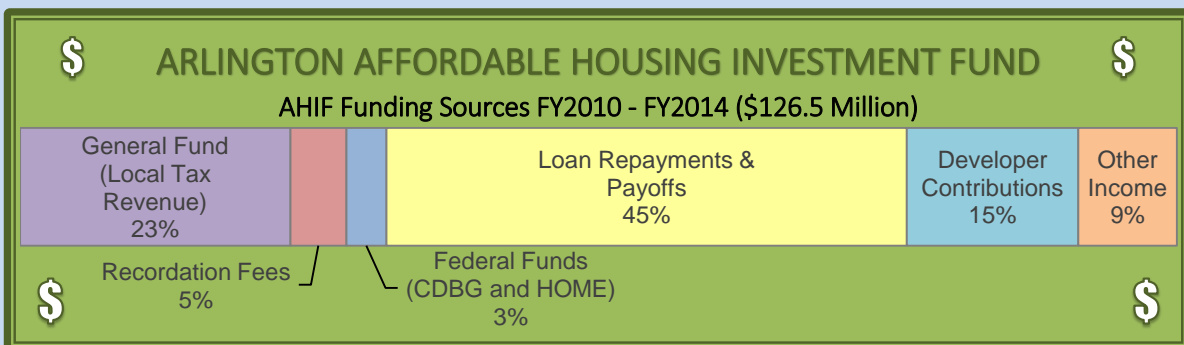


Typical Funding Sources for Acquisition Projects in Arlington County



For acquisition projects (projects that preserve existing housing stock as affordable) without tax credits, the AHIF loan typically accounts for one third of the financing. Each project that the County provides AHIF loans to is unique, and requires detailed analysis and underwriting to ensure that the County's investment is appropriate to the overall financing of the project.

AHIF is a revolving loan fund. As projects pay back the County loans this money returns to AHIF for investment in other affordable housing developments. The illustration below shows the sources that have contributed to the AHIF fund over the last five fiscal years.



## 2. Federal and State Funds

### *Policies 1.1.1*

Federal and state programs provide significant financial resources for affordable housing. These sources of funding include Low-Income Housing Tax Credits (LIHTC), federal and state historic preservation tax credits, HOME, and CDBG. The LIHTC program encourages affordable housing development by providing a federal income tax credit to property owners, and incentives for private investors to participate in construction and rehabilitation of housing for low-income families. The Virginia Housing Development Authority (VHDA) administers the tax credit program. The 2015 Qualified Allocation Plan (QAP) provide 25 application points for projects located in areas with less than 10% poverty and without other LIHTC developments within the same census tract.

Federal and state rehabilitation tax credit programs provide property owners with incentives for private investment in the preservation of historic properties. The CDBG and HOME programs are grants from the U.S. Department of Housing and Urban Development (HUD) that help the County to provide decent and affordable housing, clean and safe neighborhoods and to create economic opportunities.

The County and its affordable housing developer partners have taken advantage of these federal and state programs to preserve and produce affordable housing throughout the county. In most cases, these sources of funding are combined with financing obtained through the County's AHIF.

Despite strong local support for CDBG and HOME funding, these programs have faced funding cuts in recent years, and there remains uncertainty over current funding levels.

Federal and State programs provide financial resources for homeless services, including federal Continuum of Care Program, state Virginia Homeless Services Program, and state Housing Trust Fund. The Arlington Continuum of Care, the County, and its non-profit homeless services providers continue to access these resources to provide prevention, diversion, rapid re-housing and permanent supportive housing services.

*Recommendation: Continue to make use of state and federal funding sources. Monitor programs to maximize usage.*

*Encourage the Virginia Housing Development Authority, the entity that administers the Low Income Housing Tax Credit program, to evaluate policies that further incentivize affordable units in higher income areas, and to consider revisions to the selection process which could include the creation of "Opportunity Areas" or those areas characterized by such features as higher incomes, lower poverty levels, strong housing markets, among others.*

## 3. Industrial Development Authority (IDA) Bonds

### *Policies 1.1.1, 1.1.7*

Arlington County has made use of IDA bonds for several purposes related to affordable housing including property acquisitions, new construction, and rehabilitation. IDA bonds are repaid by the affordable housing developers from the revenue generated from the affordable housing projects financed with the bonds. Bonding has been a critical piece of the County's overall affordable housing program and should be used as needed in the future.

*Recommendation: Continue to make use of IDA bonds.*



#### 4. Multifamily Rehabilitation Partial Property Tax Exemption

*Policies 1.1.3, 1.1.7*

This program provides an incentive for owners of older multifamily buildings to improve their properties. Under the program's current structure, eligible owners of older multifamily rental properties (25+ years old, 5+ units) would receive an exemption of property taxes on the additional value created by the renovations for 10 years, and then the exemption is phased out over the following five years. In order to receive this partial property tax exemption, eligible owners must apply for this program prior to undertaking any rehabilitation work.

*Recommendation: Tie tax exemption to affordable housing.*

- ♦ *Add a requirement that a share of the units in qualifying projects are maintained as committed affordable units (CAFs) for the period of the property tax exemption and*
- ♦ *Remove the five year step-down*

#### 5. Tax Incremental Financing (TIF)

*Policies 1.1.1*

Arlington currently has two Tax Increment Financing (TIF) areas; the Crystal City – Potomac Yard – Pentagon City TIF, which was established in 2010 to support infrastructure investment, and the Columbia Pike TIF, which was established in 2013 to support affordable housing.

The Columbia Pike TIF sets aside 25 percent of the increase in tax revenues above the base year revenue to be used to support the development and preservation of affordable housing in the Columbia Pike area. The Columbia Pike TIF is the funding source for TOAH (described below). The use and effectiveness of the Columbia Pike TIF for developing and preserving affordable housing will be monitored.

A Countywide TIF policy was adopted in July 2014. This policy guides the use of TIF and provides parameters on how and when it can be used.

*Recommendation: Continue to evaluate and monitor the effectiveness of the Columbia Pike TIF and Countywide TIF policy.*

#### 6. Transit Oriented Affordable Housing (TOAH) Fund

*Policies 1.1.1, 3.2.1, 3.2.2*

One of the biggest challenges faced by Arlington County in achieving its affordable housing goals is to provide affordable housing in transit corridors, where land and properties are most valuable. The Transit Oriented Affordable Housing (TOAH) program provides direct County support for projects that need additional funding in order to remain within the total development cost restrictions established by the Virginia Housing and Development Authority for the LIHTC. Uses of the fund are limited to costs of infrastructure and County fees. Currently, the TOAH fund is only available within the Columbia Pike planning area and is funded through the Columbia Pike TIF.

*Recommendation: Consider expanding the program to other parts of the county that face similar or greater cost challenges, including the Metro corridors and Lee Highway corridor. Expansion of the program county-wide will require:*

- ♦ *Defining eligibility that ties development to access to the Primary Transit Network;*
- ♦ *Considering the financial impacts of creating a countywide TOAH Fund; and*
- ♦ *Identifying the source of funding.*

## Land Use and Regulatory Strategies

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The County has enacted a set of regulations and incentives aimed at increasing the supply of affordable housing. These policies leverage the private investments made in new residential, commercial, and mixed-use development to create or fund the creation or preservation of affordable units. The Zoning Ordinance articulates the Affordable Housing Ordinance (see below) as well as additional land use mechanisms that require or incentivize affordable housing.

### 7. Affordable Housing Ordinance

*Policies 1.1.1, 1.1.6*

The Affordable Housing Ordinance has been a key tool for leveraging private development for affordable housing. The provisions of this ordinance are defined in the County's zoning ordinance as part of the site plan approval. The ordinance applies to both residential and commercial special exception site plan developments that have a gross density with a floor-area ratio (FAR) in excess of 1.0. The specific details of this ordinance are established in the Code of Virginia and any alterations require legislation at the state level.

Under this ordinance, Affordable Dwelling Units (ADUs) must be affordable to residents earning 60 percent AMI, and this affordability level must be maintained for a 30-year period. Applicants may choose to comply with the ordinance in one of four alternative ways: on-site CAFs, off-site CAFs in proximity, off-site CAFs, or cash contribution to AHIF. The formulas for determining the number of units or amount of contribution are defined by this ordinance. The availability of optional ways to comply with the Affordable Housing Ordinance has been beneficial for meeting multiple affordable housing goals in the County. The provision of on-site units increases the number of affordable units in mixed-income, transit-accessible buildings, while the off-site option allows for a greater number of overall affordable units throughout the County. Contributions to AHIF are leveraged to generate additional public and private sources of funding for affordable housing.

From FY2006 through FY2013 a total of 41 on-site CAFs have been produced and \$51.6 million dollars in developer contributions to AHIF have been received as a result of the Affordable Housing Ordinance.<sup>1</sup>

*Recommendation: Maintain the current provisions of the Affordable Housing Ordinance.*

### 8. Bonus Density (Affordable Dwelling Units for Height and Density Above General Land Use Plan)

*Policies 1.1.1, 1.1.4, 1.1.5, 1.1.6, 1.1.7, 1.2.1*

In addition to the Affordable Housing Ordinance, the County also uses zoning incentives available through the site plan process to encourage the production of affordable units. As part of site plan projects that involve requests for increased density, the County enters into negotiations with developers about the

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<sup>1</sup> An Assessment of Affordable Housing Programs and Policies in Arlington County, George Mason University, et al. July 2014, p. 7.

## Analysis of Developer Contribution Effectiveness

Since the Affordable Housing Ordinance went into effect in 2005 through October 2014 a total of 7,177 residential site plan units have been approved. The number of units this would have yielded if developers had chosen the option to build on site would have been 295. However only 30 units have actually been built on-site and the off-site provision has not been used. Instead of these 265 units the County received \$36.2 million in contributions to the Affordable Housing Investment Fund (AHIF) in fulfillment of the provisions of the ordinance.

The \$36.2 million contributed to AHIF has financed 426 committed affordable units based on the average amount of AHIF loaned per unit of housing (\$85,000). In other words instead of having 265 units designated as affordable as part of these site plan projects the County was able to produce or preserve 426 units of affordable housing.

The Affordable Housing Ordinance requires that the affordability requirement remain for 30 years. However when housing is funded with AHIF these apartments remain affordable for 60 years. This increases the effectiveness of AHIF funded units over on-site units. The true measure of our affordable housing stock is not the number of units alone but the number of units times the number of years that those units will remain affordable. This measure is referred to as "unit-years."

If the 265 units had been built on-site they would have produced 7,950 unit-years of housing. The cash contributions to AHIF result in 25,550 unit-years of housing, effectively tripling the utility.

Total Approved Residential Site Plan Units	7,177
On-Site Unit Option	295
Unit Years (295 units multiplied by 30 years)	8,850
Actual On-Site Units (30-year Affordability Restriction) [1]	30
Unit Years (30 units multiplied by 30 years)	900
Difference (Foregone On-Site Units)	265
Foregone Unit Years (265 units multiplied by 30 years)	7,950
Actual Cash Contribution [2]	\$36,195,917
Avg. AHIF/Unit (60-year Affordability Restriction) [3]	\$85,000
Estimated # of Units Leveraged via in-lieu Cash Contributions to AHIF	426
Unit Years (426 units multiplied by 60 years)	25,550
Difference in Unit Years Leveraged with Cash Contributions minus "Foregone" Unit Years	17,600
<b>Ratio of units produced via in-lieu cash contribution versus "foregone" on-site units</b>	<b>3.21</b>

{1} Units built or agreed to but not yet completed

{2} Cash received or agreed to but not yet received

{3} AHIF loans are repaid in 20 to 30 years

provision of affordable housing above what is mandated under the baseline Affordable Housing Ordinance. The rationale is that affordable housing can be provided in exchange for the additional height and density granted by the County Board through the special exception site plan process.

Under the current ordinance, the maximum allowable incentives are an additional building height up to six stories/60 feet and a density increase of 25 percent above the underlying maximum density. The County also has specific zoning incentives specific to the Clarendon Revitalization District and the Nauck Village Center Revitalization District.

Bonus Density has proven to be an effective tool for producing affordable housing in the County. It is particularly successful at generating new affordable units during periods when the housing market is strong and prices and rents are rising. From FY2006 through FY2013 a total of 131 on-site CAFs have been achieved through the bonus density provision.<sup>2</sup>

*Recommendation: Seek ways to further incentivize the production of affordable housing through the bonus density processes including;*

- ◆ *Consider raising the limits on bonus density above 25 percent (or 0.25 FAR);*
- ◆ *Provide some standardization to reduce uncertainty around the bonus density process, possibly by establishing tiers for the density bonus based on the number of affordable units provided;*
- ◆ *Evaluate the effectiveness of providing bonus density in exchange for affordable housing relative to other developer contributions (LEED, community benefits); and*
- ◆ *Consider a higher affordability income range above 80% AMI for condominium or other ownership products.*

## **9. Special Affordable Housing Protection District (SAHPD)**

Policies 1.1.1, 1.1.2, 1.1.3, 1.1.7

The Special Affordable Housing Protection District (SAHPD) as outlined in the General Land Use Plan identifies existing affordable housing sites within the County's two Metro Corridors that are planned for site plan projects of 3.24 FAR or higher. The goal of the SAHPD is to retain affordable housing opportunities (through preservation or replacement) in the County's high-cost Metro corridors. SAHPDs have been established in the Rosslyn, Courthouse, Virginia Square, and Ballston area plans. In instances where redevelopment of these sites is proposed, the higher densities shown on the Plan are intended to be achieved through one-for-one replacement, which has been interpreted as replacing the number of bedrooms or the GFA on a one-for-one basis. Replacement can occur either on-site or at a similar location off-site.

*Recommendation: Maintain the current Special Affordable Housing Protection Districts and provisions.*

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<sup>2</sup> An Assessment of Affordable Housing Programs and Policies in Arlington County, George Mason University, et al. July 2014, p. 7.

## 10. Area Plans

*Policies 3.2.1, 3.5.2*

From time to time the County undertakes land use planning efforts for specific areas. Many of these plans (e.g. Radnor/Ft. Meyer Heights, Crystal City, Clarendon) have included special provisions for affordable housing. These plans respond to the specific contexts, conditions, opportunities and constraints unique to each area.

*Recommendation: Include directives or policy recommendations that contribute towards the goals of the Affordable Housing Master Plan when new or updated sector and small area plans are developed.*

## 11. Form Based Code

*Policies: 1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.1.6, 1.1.8, 3.2.1, 3.2.2*

A form based code is a land development regulation that uses physical form (rather than uses) as the organizing principle for the code. Form based codes can foster more predictability in the development process and in some places is an attractive alternative to conventional zoning.

Arlington County has adopted two specific form based codes along Columbia Pike that apply to development in commercial centers and in the surrounding multifamily residential neighborhoods.

**Columbia Pike Form Based Code – Commercial Centers.** The Columbia Pike Special Revitalization District Form Based Code (FBC) was originally adopted in 2003 to foster mixed-use development along the commercial centers of Columbia Pike. There are currently no affordable housing requirements under the provisions of the Commercial Centers FBC.

**Columbia Pike Neighborhoods Form Based Code – Neighborhoods.** The County adopted the Columbia Pike Neighborhoods Special Revitalization District Form Based Code (FBC) in 2013. The primary focus of the Neighborhoods FBC is on the multi-family residential areas along the Pike where apartments and multi-family complexes are concentrated.

All development projects under the Neighborhoods FBC are required to set aside between 20 percent and 35 percent of the net new units for affordable housing. The affordable housing units must remain affordable for at least 30 years for households earning 60 percent of AMI. The Neighborhoods FBC is designed to be a key tool to help the County achieve its affordable housing goals.

### *Program Modifications/Expansions:*

- ◆ *Review the income limits and affordability terms to determine whether it is appropriate to modify those requirements for homeownership units (e.g. allow homeownership units up to 80 percent of AMI);*
- ◆ *Evaluate the appropriateness of requiring affordable housing as part of projects developed under the Commercial Centers FBC; and*

## 12. Transfer of Development Rights (TDR)

*Policies: 1.1.3, 1.1.7*

Transfer of Development Rights (TDR) allows for transfer of density from sending sites to receiving sites for the purposes of affordable housing, open space, historic preservation, community recreation and/or community facilities. TDRs can occur only through the site plan process on the receiving site and the County Board must approve all sending and receiving sites.

*Recommendation: Encourage an effective TDR market.*

- ♦ *Conduct a study identifying existing potential TDR receiving sites throughout the County;*
- ♦ *Identify areas where additional density obtained solely through TDR may be appropriate; and*
- ♦ *Research other ways to incentivize TDR transactions (i.e. simplified certification process, TDR Bank, etc.)*

## 13. MARKs Preservation Planning

*Policy 1.1.3*

The County annually updates a comprehensive inventory of market-rate affordable units (MARKs) located in the community. The data from this inventory is used to evaluate which properties are most likely to transition from being MARKs from rent increases, rehabilitation, or redevelopment, many of these apartments are also listed in the County's Historic Resources Inventory (HRI). For properties that are identified as being high risk for losing their MARK status, the County will continue to work with property owners to develop plans to maintain affordability and/or rehouse current tenants in alternative locations. In planning for the preservation of MARKs the County will engage community and other stakeholders to study possible changes to zoning code to encourage retention of Market-Rate Affordable Units (MARKs).

*Recommendation: Continue to monitor supply of MARKs and plan for preservation of affordability.*

## 14. Accessory Dwelling (AD) Ordinance

*Policies: 1.1.6, 1.1.8, 1.1.9, 1.2.1, 1.2.3, 2.4.1, 3.1.1.*

An accessory dwelling (AD) unit is a self-contained apartment in an owner occupied single-family home or lot that is either attached to the principal dwelling or, in some jurisdictions, in a separate structure on the same property. AD units (also known as accessory apartments, guest apartments, in-law apartments, granny flats or secondary units) provide supplementary housing that can be integrated into existing single-family neighborhoods to provide a typically lower-priced housing alternative. AD units can help promote the supply of rental housing for older adults and persons with disabilities. Homeowners can also build AD units to receive additional income and/or to allow them to remain in a home otherwise too big to fit their needs.

Accessory dwelling units can be an effective tool for enabling seniors to age in place. Since its adoption in 2008, from 2009 through 2013 the county has approved 10 accessory dwelling units.

*Recommendation: Engage the community in a review the AD ordinance to encourage greater opportunities for AD units.*

15. **Family/caregiver suite.**

*Policies: 2.4.1*

The Arlington County Zoning Code allows for family/caregiver suites. This provision allows for persons who provide care for the children, elderly or disabled occupants to live in the same dwelling. The suite may consist of not more than two rooms plus a bathroom and "efficiency" kitchen in a dwelling. The suite must be designed so that it can function as an integral part of the dwelling although the occupants may live independently of each other.

*Recommendation: Maintain provisions for family/caregiver suite.*

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## Services

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Services included in this section include activities that directly benefit individuals and households. The County offers a variety of human services programs to help lower income and at-risk populations find and sustain safe and affordable housing. The County Department of Human Services (DHS) administers many of the housing-related human services programs. Services also include direct assistance to households in the form of rental assistance, homebuyer assistance, tax relief, education and code enforcement.

### Rental Assistance and Tenant Services

#### **16. Housing Grants**

*Policies 2.2.1, 2.2.4, 2.3.4*

The Housing Grant program is a County subsidy program that covers part of the rent for low-income adults living in private rental housing. Participating households spend approximately 40 percent of their gross income on rent<sup>3</sup>, with the remainder subsidized by the County's grant. The Housing Grant program issues grants to very low-income households with members who are age 65 or older, or who are permanently and totally disabled, or working families with children.

Many clients of other County housing programs rely on Housing Grants to make their housing affordable. For example, transitional housing clients who move to more permanent housing situations often rely on Housing Grants to afford their new housing situation. The Housing Grant program will be critical to meeting the needs of Arlington's low-income residents in the future.

The Housing Grant program is funded through the County's General Fund; funding for FY 2015 is \$8.0 million. In FY 2014 an average of 1,219 households received a grant each month and the average grant amount is \$575 a month.

*Recommendation: Consider options for increasing funding for the Housing Grants program. Examine mechanisms to provide rental assistance to individuals who are otherwise eligible for Housing Grants but who are unable to sign their own lease.*

#### **17. Housing Choice Vouchers**

*Policies 2.2.1, 2.2.4, 2.3.4*

The Federal Housing Choice Voucher (HCV) program is administered by the County and subsidizes the housing costs of low income households, particularly those with children, older adults, and individuals with disabilities. Individuals with a HCV live in private rental housing and pay 30 percent of their income towards their rent. The voucher covers the gap between 30 percent of the household's income and the approved rent for the unit.

The program is primarily designed for residents earning below 30 percent AMI, but serves some residents up to 50 percent AMI. Preferences are given to applicants who are homeless, victims of domestic violence,

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<sup>3</sup> This amount can be greater than 40 percent if the rent exceeds the Housing Grants program's maximum allowable rent.



## How Rental Assistance Programs and Committed Affordable Housing Relate to Each Other.

Arlington County provides direct rental assistance to over 2,500 very- and extremely low-income households through the locally funded Housing Grants program and that federal Housing Choice Voucher program. Generally, renters with Housing Grants have incomes below 40 percent AMI and renters with Housing Choice Vouchers have incomes below 30 percent AMI. Most committed affordable units have rents that are affordable at 60 percent of the Area Median Income (AMI). This means that even committed affordable housing is beyond the ability for these households to pay.

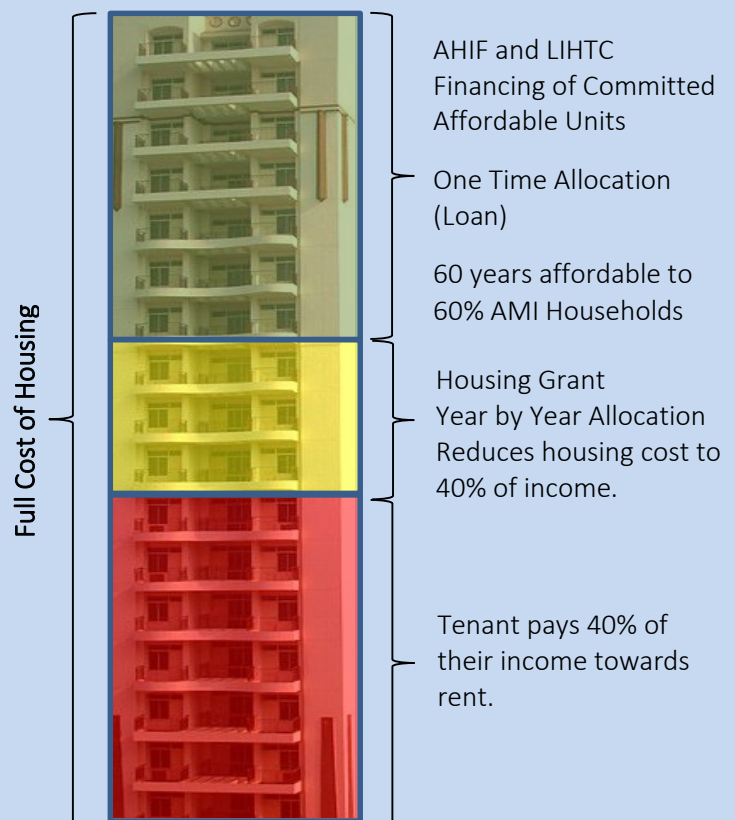
### 80 percent of households receiving rental assistance live in committed affordable housing.

Federal regulations and local guidelines establish rents limits for these rental assistance programs. Because few market rate affordable units remain in the county, apartments that meet these rent limits are increasingly likely to be committed affordable units. In addition, some private landlords prefer not to lease to tenants receiving rental assistance. However, as part of the conditions when financing committed affordable units, the County requires that these properties must accept HCV or Housing Grants.

If the supply of market rate affordable housing continues to diminish, it can be anticipated that the share of households receiving rental assistance living in committed affordable housing will increase.

Because the vast majority of Housing Grant recipients reside in committed affordable units, creating more committed affordable units at lower affordability levels (at 50% of AMI for example) can provide long-term cost savings for the County.

### 30% of CAF units are occupied by households with rental assistance



persons with a disability who qualify for Permanent Supportive Housing, and a residency preference for families who live, work, or have an offer of employment in Arlington County.

The program also implements special HUD programs that provide vouchers for homeless veterans, persons with AIDS, youth aging out of foster care, and families at risk of separation due to homelessness. No additional federal funding is expected; this means the program is only able to issue new vouchers when existing vouchers are relinquished or terminated due to death, program violations and evictions.

Housing Choice Vouchers and Housing Grants are both rental assistance programs. Households cannot receive assistance from both programs at the same time.

The total budget for this program in 2015 is \$17 million. In terms of budget, this is the largest housing program in Arlington, accounting for about 31% of the County's housing programs budget. In 2014, the HCV program served 1,356 households.

*Recommendation: Continue to administer the Housing Choice Vouchers program.*

## **18. Affordable Housing Investment Fund Housing Services**

The AHIF Housing Services Fund is an annual set aside of the Affordable Housing Investment Fund. It provides up to two years of funding for housing services projects that are new or expanded projects that address an unmet or changing housing need. Projects that have been funded in the past have included stabilizing families at risk of homelessness and resident services for households living in committed affordable housing units.

## **19. Mediation Services and Tenant-Landlord Education**

### *Policy 3.1.3*

Mediation provides both tenants and landlords with a means of resolving conflicts without litigation. A landlord or a tenant may request these services. Tenant/landlord conflicts have been successfully resolved through the County's existing mediation services and tenant education services.

*Recommendation: Continue to operate the Mediations Services and Tenant-Landlord Education programs.*

## **20. Tenant Assistance Fund (TAF)**

### *Policies 2.2.2*

A Tenant Assistance Fund (TAF) is a temporary, project-based program that provides income-qualified vested tenants with rental assistance if rents increase as a result of redevelopment. The fund is designed to mitigate the possible negative effects of increased rents resulting from the redevelopment, renovation, or acquisition of CAF properties. The County Board adopted a comprehensive Tenant Assistance Fund Policy in December 2013.

Private developers that redevelop or renovate an existing affordable multi-family residential building to preserve or create CAFs are required to submit a formal tenant relocation plan and administer the County tenant assistance fund (TAF) as part of the process of obtaining approvals and permits for the redevelopment project.

TAFs are usually funded via the Affordable Housing Investment Fund (AHIF), although they have been funded with developer contributions or investment earnings in select cases. There have been a total of six TAFs enacted in Arlington County since its inception, with a total of 111 households receiving rental assistance.

*Recommendation: Continue to operate the Tenant Assistance Fund program.*

## **21. Tenant Relocation Program**

*Policies 2.2.2, 2.2.3*

The County has established guidelines regarding tenant displacement when residential rental properties are proposed for demolition, rehabilitation or conversion through the site plan process. When tenants must be relocated due to redevelopment, they may be entitled to relocation payments or other benefits. The goal is to assist displaced tenants to move directly to safe and affordable replacement with minimal disruption to their daily lives. Providing tenant relocation assistance is voluntary for projects redeveloped by right.

*Recommendation: Continue operation of the Tenant Relocation Program.*

## **Homeowner Assistance and Homebuyer Services**

### **22. Real Estate Tax Relief**

*Policies 2.4.1, 2.5.1*

A real estate tax relief programs is a program or incentive that reduces the amount of property tax owed by an individual homeowner. For low-income homeowners and those on fixed incomes, a reduction in real estate taxes can enable them to afford to remain in their home. Arlington's Real Estate Tax Relief program offers tax relief to homeowners who are age 65 or older or who are permanently disabled. Applicants for tax relief must meet income and asset limits (with the primary residence not counted towards total assets). Homeowners who qualify for a partial exemption may defer the balance due until the property changes ownership.

Due to the high asset level and value of Arlington homes, there is concern that exemptions are provided in some cases where a household might have sufficient resources to pay their taxes. A review of the goals of the program, profile of the current households receiving the benefit, and the income and asset limits may be in order.

The program served 997 households in FY 2014 and \$4.2 million in property taxes due were deferred or exempted that year.

*Recommendation: Continue to operate the Real Estate Tax Relief Program, review the program goals and guidelines, and consider redefinition of income levels, asset levels, and criteria for exemption or deferral.*

### **23. Home Improvement Program (HIP)**

*Policies 1.1.3, 2.4.1, 2.4.2, 2.5.1, 3.1.4, 3.3.1, 3.3.2*

The Home Improvement Program provides low-interest loans of up to \$130,000 to homeowners with household incomes below 80 percent of AMI to assist with home repairs and updates. HIP also includes an accessibility barrier removal grant program that provides up to \$3,000 to qualifying households to fund grab bars, stair lifts, ramps, and other related improvements. As the population ages and wants to age in place, the need for home modifications will increase.

*Recommendation: Monitor the need and consider expansion of funds available under the barrier removal grant program.*

#### **24. Assistance for Condominium Associations**

*Policies 3.1.5, 3.3.5*

Lack of technical knowledge may hinder condominium associations and their owners when pursuing maintenance, renovations and energy efficiency improvements of their buildings. Technical assistance materials for condominium associations help them to address challenges to long-term financial viability.

##### ***Program Modifications/Expansions:***

Consider implementing an outreach program to owners and associations of moderately priced condominiums to address such issues as deferred maintenance and energy efficiency improvements. Explore possibilities for financial assistance to condominiums that are primarily owned by moderate income households for major maintenance or retrofit needs.

#### **25. Moderate-Income Homebuyer Assistance Program (MIPAP)**

*Policies 2.2.5, 2.4.1*

The County's primary homeownership tool is the Moderate Income Purchase Assistance Program (MIPAP), a shared equity, soft second mortgage program that provides prospective first-time homebuyers with up to 25 percent of the purchase price of homes in Arlington. MIPAP assistance is available to households with incomes up to 80 percent of AMI. CDBG is the primary source of funding for the MIPAP program.

Arlington's supply of ownership housing that is affordable to moderate income households is almost exclusively in condominiums.

*Recommendation: Monitor and evaluate to improve effectiveness of the program.*

#### **26. Federal and State Programs for Low- and Moderate-Income Homebuyers**

*Policies: 2.2.5*

Both the federal and state government offer programs that help low- and moderate-income households buy homes. The Federal Housing Administration (FHA) provides mortgage insurance on loans made by FHA-approved lenders throughout the United States. FHA loans have become the primary means by which low- and moderate-income households and first-time homebuyers purchase a home. FHA loans can have lower down payment requirements and higher allowable loan-to-value ratios than conventional loans. In high-cost areas, including Arlington County, the FHA's maximum loan limit was \$625,500 in 2015.

The Virginia Housing Development Authority (VHDA) offers loan programs targeting first-time homebuyers. Homebuyers must meet program income and home sale price limits and must complete

VHDA's homeownership class. The maximum loan limit to receive a VHDA loan is \$500,000 in Arlington County.

*Recommendation: Continue to educate potential homebuyers about federal and state homeownership programs.*

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## 27. Homebuyer Education and Foreclosure Prevention Counseling

*Policies 2.2.5*

Homebuyer education enables first-time homebuyers to understand the complexities of purchasing a home. Participation in this program is mandatory for participants in MIPAP, but is available to anyone interested in purchasing a home. Homeowner education is delivered via free, six-hour courses taught by a nonprofit partner. The County also provides one-on-one counseling through its Housing Information Center.

*Recommendation: Continue to educate potential homebuyers.*

## Special needs and homeless services

### 28. Case Management

*Policies: 2.1.1, 2.2.2, 2.3.1, 2.3.3, 2.4.1, 2.5.1*

DHS offers a range of case management services that directly help households obtain and maintain housing, including linking them to support services and other resources. Rental assistance alone is not always sufficient for households to become stable in housing. These services are provided through DHS Economic Independence Division, Child and Family Services Division, Aging and Disability Services Division, Behavioral Healthcare Division, and community non-profit organizations.

*Recommendation: Continue to provide case management services.*

### 29. Homeless Services

*Policies 2.3.1, 2.3.2*

The Arlington Continuum of Care provides a range of services for persons and households who are homeless or at risk of homelessness including prevention, diversion, shelter (for those with no access to a safe housing placement), and rapid re-housing.

The County's new Homeless Services Center, replacing the existing hypothermia shelter, will move to its new location in the Fall of 2015. This shelter will have 50 year-round beds and 5 medical respite beds. It will also have 25 additional sleeping slots from November 1 to March 31 to prevent hypothermia for those in need of shelter. Both the HSC and the County's other shelter for individuals will implement procedures that provide integrated, comprehensive services to move individuals out of shelter as quickly as possible into permanent housing or an alternative safe and stable housing placement.

Diversion is a new service that is showing initial success. When households are diverted from shelter they are linked to the services they need to address the housing and service needs they are facing. Families and individuals who must go into shelter, are rapidly re-housed with the assistance of housing location and case management services. Once in housing the family is linked to the resources and services, such as financial literacy and employment that will help them sustain housing. Individuals who are chronically homeless and have a disabling condition are referred to Permanent Supportive Housing.

All services are funded through a combination of Federal, State, County, and private resources. In 2015 the County provided \$4.4 million dollars to operate five year-round shelters with 199 beds, rapid re-

housing, and prevention programs. In 2014, 266 people were served in family shelters; 173 in shelter for adults; and 464 adults were served in the County's hypothermia shelter; in 2014, 682 persons received rapid re-housing and prevention services in programs funded with State and County funds. In 2014, Federal funds supported rapid re-housing and permanent supportive housing services.

DHS is the lead agency for the Arlington Continuum of Care, an amalgam of non-profit organization who are participating in the implementation of the County's 10 Year Plan to End Homelessness.

Much progress has been made in ending homelessness. Arlington County experienced a 39% decrease in the number of homeless persons counted in 2014.

*Recommendation: Continue to support the County Continuum of Care and the organizations providing services to Arlington's homeless households.*

### **30. Permanent Supportive Housing (PSH)**

*Policies 2.3.1, 2.3.2, 2.3.3, 2.5.2, 2.5.3*

Permanent Supportive Housing (PSH) is a successful, cost-effective combination of affordable housing with services that helps people live more stable, productive lives. PSH is for persons with disabilities including serious mental illness, substance abuse, intellectual disabilities, and youth aging out of foster care who are homeless or at-risk of homelessness and have a serious housing need. Services are flexible and voluntary and not a condition of the lease. PSH is a proven model for disability populations in which the lease is held by adult(s) in the household and apartments are scattered across the County, primarily in CAF units.

Research has shown that PSH improves stability for chronically homeless individuals while at the same time reduces public expenditures on health care, prisons and other social services.<sup>4</sup> Ninety-four percent (94%) of individuals remain in PSH for at least a year and 81% of PSH tenants served since 2004 have remained in permanent housing. As of June 2014 there were 230 PSH units. The County's goal to meet the need for this service is 425 units. The FY 15 budget is \$2.0 million.

*Recommendation: Continue to commit CAF units as PSH units to reach the goal of 425 units, provide rental assistance to help PSH tenants pay their rent, and provide sufficient case management services to help tenants maintain their housing.*

### **31. Supportive Housing with Services**

*Policies: 2.3.1, 2.3.2*

Because not all persons with disabilities can hold a lease in their own name and/or may need more supports than provided in PSH, the County offers a range of supportive housing for disability and special needs populations. Supportive housing combines housing and support services for the most vulnerable populations. Examples of housing types include group homes, transitional housing, supervised apartment living, congregate housing, and supportive studios. The County supports aging in place and assisted living

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<sup>4</sup> National Alliance to end homelessness, <http://www.endhomelessness.org/library/entry/cost-savings-with-permanent-supportive-housing>

services at Culpepper Garden and Mary Marshall Assisted Living residence. In total the County has about 389 supportive housing beds/units.

- A) The County maintains group homes for persons with Intellectual disabilities and adults with serious mental illness. There is a need to develop two additional group homes for Arlingtonians with Intellectual and Developmental Disabilities living in State Training Centers. This is mandated by the 2012 Settlement Agreement between Virginia and the U.S. Department of Justice to increase community living opportunities for persons with intellectual and developmental disabilities. The State has provided the County with one-time funds to develop the group homes which may be supplemented with AHIF loans. Services will be provided mainly with funding from Medicaid Waivers. The need for additional group homes or capacity will need to be monitored, considering actual waiting lists.
- B) Supportive Studio Apartment for Single Homeless Adults. Supportive studio apartments are efficiency units clustered together that include on-site supports to monitor tenancy and assist residents to maintain their housing. The Arlington 10 Year Plan to End Homelessness conducted a review and a local feasibility analysis for development of Supportive Studio Apartments for homeless individuals with high leasing barriers. A local needs assessment documents a need for about 50 units. The County should plan to include supportive studio apartments in the continuum of housing options. This model is targeted for people who have been homeless or are at risk of homelessness, with or without a defined disability, whose incomes are less than 30% AMI and who have very high leasing barriers often preventing them from leasing housing without supports and rental subsidy. This model also works well for low-income wage earners.
- C) Supportive transitional housing for youth aging out of foster care. Youth aging out of foster care often need assistance transitioning into adulthood including income supports and supportive services. Transitional housing can provide the environment where youth can get the support they need in stable housing. For youth the transitional housing option could be individual apartments clustered together or a congregate living environment. The need for this type of housing is about 6 to 8 individuals annually.
- D) Supportive housing substance abuse and mental health disorders. Persons with serious mental illness or substance abuse often need temporary housing after experiencing a housing crisis and/or while waiting for entry into PSH or other permanent housing. Transitional housing is congregate living where individuals have their own bedroom but share kitchen and other space. Individuals are engaged in mental health and substance abuse services, but minimal or no services are provided on site. There is a need for two transitional facilities with 4 to 8 beds.

*Recommendation: Continue to operate existing County supportive housing programs. Support the development of two group homes. Seek federal and state resources and supplement with local resources as may be needed. Opportunities for expanding transitional housing and supportive studio apartments should be considered as housing is developed. The model of supportive transitional housing for youth aging out of foster care should also be considered for young adults with serious mental illness and autism spectrum disorders.*

### **32. Housing Stabilization and Eviction Prevention Services**

#### *Policy 2.3.3*



DHS provides short-term financial assistance and case management to low-income households who are at risk of homelessness and can be diverted from shelter. The financial assistance allows households to become current on their rent, pay utility bills, and avoid or stop eviction proceedings. Case management services include financial literacy and budget management, employment counseling and/or job readiness and vocational education. These services are provided by DHS and the non-profit organization Arlington Thrive.

In 2014, 614 households (1,395 persons) received eviction prevention services; total budget was \$510,030.

*Recommendation: Continue to operate housing stabilization and eviction prevention services.*

## Building Services

### **33. Code Enforcement**

*Policies 3.1.1, 3.1.2, 3.1.3*

Arlington County Code Enforcement enforces the Virginia Maintenance Code and the Arlington Condition of Private Property Ordinance to ensure the safety of Arlington residents and visitors. Code enforcement inspections are conducted both proactively and in response to resident complaints. Owners whose properties are in violation will receive notices of violation specific to the type of violation found. The notice will allow a specified period of time to correct violations; in some cases, repairs may require a building permit.

*Recommendation: Continue to proactively and responsively enforce all building and maintenance codes in the County.*

### **34. Education on Universal Design and “Visitability”**

*Policies 2.4.2, 2.5.3*

The County’s housing stock should embrace the concept of universal design for all residents, not just seniors or people with disabilities. Universal design means the development of housing and surrounding areas so that they can be used by the widest range of people possible. Educational materials, including information on the County’s “Smart Choice Homes” initiative and the universal design language in the Virginia Uniform Statewide Building Code, should be disseminated to homebuilders’ property owners, real estate agents, architects and other interested parties to increase the understanding and the benefits of incorporating universal design features in homes. Information and current Arlington examples of best practices in the design of new homes and home renovation that incorporate the “liveable” features of universal design should also be distributed.

*Recommendation: Continue to inform and educate the public and builder community.*

## Fair Housing Services

### **35. Affirmative Fair Housing Marketing Plans**

*Policies 2.1.1*

The County promotes non-discrimination and seeks to ensure fair and equal housing opportunities for all of its residents. In addition to Federal laws that require non-discrimination in housing, the County is committed to promoting access to housing to promote diversity and inclusivity. As such, all AHIF supported CAF developments provide an affirmative fair housing marketing plan that outlines steps it will take to promote its units to a diverse set of low- and moderate-income households.

*Recommendation: Continue Affirmative Fair Housing Marketing Plan requirement.*

### **36. Resources on Non-Discrimination in Housing**

#### *Policy 2.1.1*

Educational materials about fair housing practices targeted to landlords and property managers could expand awareness of fair housing issues. These materials could include resources for developing affirmative fair housing marketing plans and other strategies for reaching and serving a diverse set of potential renters, including those with potential leasing barriers.

### **37. Fair Housing Testing**

#### *Policies 2.1.1*

Fair housing testing is a method of comparing how two persons of different protected classes (e.g., of different races) are treated by a housing provider under similar circumstances, all other factors being held constant. Court decisions have held that tests done under properly controlled conditions can be used as evidence of discrimination. There are two types of testing, targeted testing and random testing. Targeted testing is conducted in order to investigate a fair housing complaint or to determine if an agency that previously discriminated is still engaging in discriminatory practices. Random testing involves testing a sample of housing providers. The County's office of Human Rights investigates housing discrimination complaints as they are received, and conducts a random fair housing test every two years.

## POTENTIAL TOOLS

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In order to meet the County's affordable housing needs and to achieve the goals, objectives and policies set out in the Affordable Housing Master Plan, the County will need to pursue new strategies that go beyond the current set of tools. These potential tools will require further research and development by County staff in coordination with other stakeholders. While this section presents the most promising tools to expand the County's ability to meet its affordable housing goals. The County will continue to research and look for best practices that might be effective in addressing the community's affordable housing needs. This listing of potential tools does not preclude the exploration or development of other tools.

## Financing Strategies

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### A. Pooled Equity Fund

*Policy 1.1.1*

There some is interest from private and non-profit interests in Northern Virginia to collaborate in order to increase the supply of affordable housing throughout the region. A pooled equity fund could leverage various sources of funding to achieve fund objectives and could involve area foundations, banks and other lenders. The County could partner with Metropolitan Washington Council of Governments and other entities to undertake a study to examine the scope, benefits, players/entities and other components of pursuing a pooled investment fund that can acquire sites and properties for affordable housing.

### B. Separate Tax Classification for Multi-Family Affordable Housing or Payment in Lieu of Taxes (PILOT)

*Policies 1.1.1, 1.1.6*

**Requires State enabling legislation.**

A request could be made to the Virginia state legislature for authorization to create a separate affordable housing property classification for multi-family and congregate affordable properties that would then be taxed on less than 100 percent of the assessed value or assess a lower base real estate tax rate as long as the property meets the affordability requirements.

Under a PILOT program at the time of approval of a development the county would agree to exempt the property from property tax through an agreement between the County and an owner of an affordable housing development. The agreement would specify a payment in lieu of taxes to compensate the local government for the services provided to the affordable housing complex. The program should include specifics about the affordability requirements, the number of affordable units, and the types of property owners eligible to participate in the program.

## C. Philanthropic Support

### *Policy 2.3.2*

- **Private/Public Partnership Fund for Development of Permanent Supportive Housing**

Private sector members of Arlington’s 10 Ten Year Plan to End Homelessness Consortium have expressed interested in helping finance PSH units for chronically homeless individuals. During the 100 Homes Campaign to house the most vulnerable homeless individuals, the County matched a significant contribution from the private sector; the funds were used to buy down rents of 10 County CAF units for 20 years and to provide rental subsidy to tenants for 7 years. The result is that 10 homeless persons have been housed and the lower rents of the units has reduced the cost of the rent subsidies resulting in cost savings for the County. The feasibility of creating a permanent fund for continuing this approach to funding PSH should be studied and should recommend the most appropriate entity for administration of the fund; foundation, existing non-profit, new single purpose non-profit, governmental entity or other.

- **Voluntary “Giving Back” Fund**

Many homeowners have experienced significant increases in the value of their homes over the years. Establishing a fund through a foundation that provides a means for homeowners to give back to the community a portion of the proceeds from the sale of their homes to provide housing opportunities for others should be explored.

## Land Use and Regulatory Strategies

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### D. Affordable Housing Parking Standards

#### *Policies 1.1.6, 3.5.2*

National and local precedents have demonstrated that there are reduced parking needs for occupants of affordable units.<sup>5</sup> Non-profit affordable housing providers have indicated that parking utilization rates in their properties tend to be less than one space per unit<sup>6</sup>. In 2013, the County conducted a commercial parking study and adopted a new parking policy for office buildings approved by site plan.

Evidence based research is needed to “right-sized” parking in the Arlington context. A parking study of affordable housing would provide a basis for recommendations on parking policy for affordable housing across the county. The affordable housing parking study could be conducted as a component of a countywide residential parking study or as a separate study

### E. Simplified Land Use Approvals

#### *Policies 1.1.1, 1.1.6*

Providing a simplified approvals process that eliminates uncertainty and costs associated with re-zoning can be a significant incentive to providing affordable housing. Two options exist for achieving this objective:

- The County’s Form-Based Code (FBC) regulatory approach for Columbia Pike is one option that allows for the streamlining of the approval process for developments that comply with the code. The FBC approach could be applied elsewhere in the county as appropriate.

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<sup>5</sup>[Institute of Transportation Engineers, ITE Journal, December 2010.](#)

<sup>6</sup> *Columbia Pike Neighborhood Plan*, p. 4.34

- Identifying opportunities within the site plan and re-zoning process to expedite review periods for affordable residential projects. Specific steps to streamline the process should be developed in collaboration with the affordable housing development community.

#### **F. Affordable by Design Study**

*Policies 1.1.6, 1.1.9, 1.2.1, 1.2.2, 1.2.3*

Creative solutions will need to be developed in order to enable ownership opportunities for middle income households. An Affordable by Design Study would look for opportunities to enable greater flexibility in housing type. The study could investigate the possible applications for duplex, triplex, smaller unit or lot sizes, and accessory dwellings, among other methods (e.g. form based codes) to provide greater affordability. Pilots for these ideas could be appropriate in the context of “edge zoning” addressing the need for transition from higher to lower density.

#### **G. Enabling Home Sharing**

*Policies 2.1.1, 2.1.2, 2.4.1*

Home sharing has been successful in some communities in enabling Seniors to age in place and to expand affordable living for both seniors and others. The County Zoning Ordinance currently limits occupancy through its definition of family. The current definition excludes some household types and could present an obstacle to home sharing. A process to revise the definition of family should be undertaken to consider the impacts of revising zoning on the basis of a definition of “family” to provide for greater flexibility of household types for households with more than four unrelated persons.

#### **H. New Density Definitions in Medium Density Zoning Categories**

*Policies 1.1.6, 1.2.1*

Changing the basis for zoning from units per acre to floor area ratio could create more opportunities for affordability. Currently, the density allowed in medium density residential zoning categories is defined in terms of units per acre rather than in terms of FAR. The units per acre approach can incentivize larger and less affordable housing, while an FAR approach can make it easier to build smaller units. This change will allow greater flexibility for the development of smaller, more affordable units in these zoning districts.

#### **I. Community Energy Plan goals and targets**

*Policies 3.3.1, 3.3.2, 3.3.3, 3.3.4, 3.5.3*

To reduce the overall housing costs of tenants as a means of achieving affordable living. As part of the development or redevelopment of affordable housing properties, the County should encourage developers to significantly increase building energy efficiency by educating them about Federal resources for energy efficient investments, providing guidance materials on building and maintaining energy efficient buildings, encouraging energy efficient elements during the site plan review process, and expanding the density bonus potential associated with developing affordable LEED, EarthCraft, Living Building Challenge or other “green” certifications.

Consideration of actions that will help achieve environmental benefits could include:

- ♦ Requiring benchmarking of energy and water use in new and renovated affordable housing;
- ♦ Promoting and supporting benchmarking of energy and water use in existing affordable housing;

- ♦ Requiring the installation of ENERGY STAR products in all new and renovated affordable housing and promoting the installation of ENERGY STAR products in existing affordable housing,
- ♦ Requiring the installation of WaterSense<sup>7</sup> products in all new and renovated affordable housing, and
- ♦ Promoting net zero energy affordable housing development.

#### **J. Coordination with Arlington Public Schools**

The County will proactively share information regarding new affordable housing development with Arlington Public Schools (APS) and will explore the development and/or use of community space in CAF projects that could be used for services, including services that help children succeed in school. These could include preschool, before-and after-school programs that could be operated by APS or the nonprofit housing provider that might aid in reducing demands on existing school facilities.

## **Services**

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#### **K. Assistance to Low-Income Condominium Owners.**

##### *Policy 2.4.1*

Escalating condominium fees can contribute to unsustainable housing cost burdens for low-income elderly condominium owners with fixed incomes. Similar to Housing Grants, direct assistance to offset this portion of housing costs could enable seniors to age in place.

#### **L. Voluntary Rent Guidelines**

##### *Policy 1.1.3*

A voluntary rent guideline would be an annually published recommended rent increase for existing tenants; it would not be enforceable and would be intended to provide guidance. This would be updated annually based on market conditions. Albeit a voluntary guideline, this could aid in the County's efforts to prevent the loss of market affordable housing. From time to time the County Housing Division receives inquiries from landlords seeking guidance on rent increases, a voluntary rent guideline would provide a basis for advising landlords on rent increases

#### **M. By-right Redevelopment Displacement Mitigation**

##### *Policy 2.2.3*

The county has adopted Relocation Guidelines that are applicable for site plan developments and has put in place a Tenant Assistance Fund to help mitigate impacts to low-income renters in CAF developments. When by-right redevelopment occurs many times tenants who have lower incomes face serious challenges as a result of their displacement. Measures to help mitigate this hardship include:

- Establishing a Relocation Hardship Fund. The Fund would provide a one-time relocation payment, following the financial levels defined in the County's existing Relocation Guidelines, for tenant households earning below 60% AMI, adjusted for family size. The

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<sup>7</sup> WaterSense is a partnership program of the U.S. Environmental Protection Agency similar to Energy Star. WaterSense products are water-efficient contributing to water conservation.

Relocation Hardship Fund would only apply in cases where displacement of low-income renters would result from by-right redevelopment. Developers should be encouraged to contribute towards these relocation costs but cannot be required.

- Developing a system to share information with tenant associations when permits are issued that would likely cause displacement of tenants.
- Providing or sponsoring a Housing Locator. This Locator could be engaged in a range of activities from providing basic information about tenants' rights, and available housing, to credit counseling and financial counseling and working with the developer on phasing issues.

#### **N. Accessible Unit Matching**

*Policy 2.5.3*

The accessible units built in both affordable and market rate units are often rented to households that do not require the accessible features. On the other hand persons with disabilities requiring housing with accessibility features often have difficulty in finding suitable housing units. Further study is needed to achieving a more efficient means of matching persons with disabilities to accessible units. Currently there is a statewide clearinghouse for accessible units and locally there is a list-serve that distributes information on these housing opportunities.

#### **O. Employer-Assisted Housing**

*Policies 1.1.1, 2.2.1, 2.2.5, 3.5.2*

Encourage public and private employers to provide financial assistance to their workers to enable them to live closer to their work.

#### **P. Landlord Partnership Agreement and Risk Reduction Fund**

*Policies 2.2.4, 2.3.1*

The Landlord Partnership agreement would be between landlords and service providers representing homeless individuals and families with high housing barriers and case management needs. All individuals housed through this Partnership would receive housing focused case management. Landlords participating in this partnership would have access to a "risk reduction fund", which will assist in compensating landlords for lost rent or damages should a tenant vacate a unit. In turn, participating landlords will relax some of their screening criteria for program participants to aid in housing homeless individuals and families with high leasing barriers and service needs. The risk reduction fund could be established and held by a non-profit and funded through various fundraising activities.

#### **Q. Home Ownership Models for Supportive Housing with Services.**

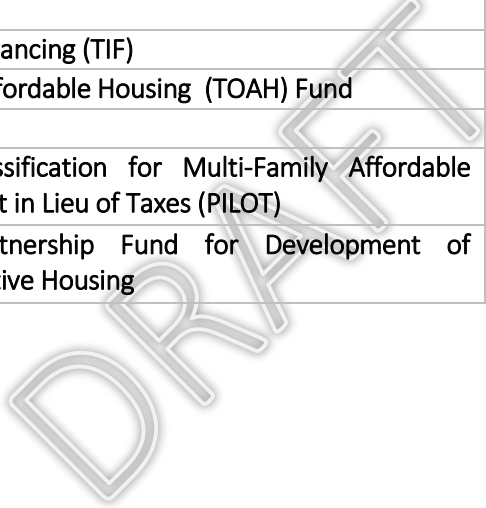
Some of the potential residents of supportive housing with service programs could be served by home ownership models. The County will explore strategies to facilitate property acquisition, and renovation of homes to provide supportive housing with services for very low-income persons with disabilities, including intellectual and developmental disabilities and severe mental illness. Examples of programs that might be supported include existing models, such as group homes and supervised apartments, as well as innovative models, such as microboards and sponsored placements.

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Relationship of Implementation Tools to AHMP Goals and Objectives

			Affordable Housing Master Plan Goals and Objectives											
			Supply		Access				Sustainability					
			Rental	Ownership	Fair Housing	Access	Homelessness	Aging	Independence	Code Compliance	Transit	Environment	Long-term Affordability	Integration with Plans
<b>Financing</b>														
Existing	1	Affordable Housing Investment Fund (AHIF)	■				■		■				■	■
	2	Federal and State Funds	■			■	■							
	3	Industrial Development Authority (IDA) Bonds	■											
	4	Multifamily Rehabilitation Partial Property Tax Exemption	■											
	5	Tax Incremental Financing (TIF)	■											
	6	Transit Oriented Affordable Housing (TOAH) Fund	■							■				
Potential	A	Pooled Equity Fund	■											
	B	Separate Tax Classification for Multi-Family Affordable Housing or Payment in Lieu of Taxes (PILOT)	■											
	C	Private/Public Partnership Fund for Development of Permanent Supportive Housing	■				■		■					



Relationship of Implementation Tools to AHMP Goals and Objectives

			Affordable Housing Master Plan Goals and Objectives												
			Supply		Access				Sustainability						
			Rental	Ownership	Fair Housing	Access	Homelessness	Aging	Independence	Code Compliance	Transit	Environment	Long-term Affordability	Integration with Plans	
<b>Land Use and Regulatory</b>															
Existing	7	Affordable Housing Ordinance	■												■
	8	Bonus Density	■	■											■
	9	Special Affordable Housing Protection District (SAHPD)	■												
	10	Area Plans	■	■							■				■
	11	Form Based Code	■	■							■				
	12	Transfer of Development Rights (TDR)	■												
	13	MARKs Preservation Planning	■												
	14	Accessory Dwelling (AD) Ordinance	■	■					■	■					
	15	Family/caregiver Suite		■					■						
Potential	D	Affordable Housing Parking Standards	■												■
	E	Simplified Land Use Approvals	■												
	F	Affordable by Design Study	■	■											■
	G	Enabling Home Sharing			■				■						
	H	New Density Definitions in Medium Density Zoning Categories	■	■											
	I	Community Energy Plan goals and targets										■			

Relationship of Implementation Tools to AHMP Goals and Objectives

			Affordable Housing Master Plan Goals and Objectives												
			Supply		Access					Sustainability					
			Rental	Ownership	Fair Housing	Access	Homelessness	Aging	Independence	Code Compliance	Transit	Environment	Long-term Affordability	Integration with Plans	
<b>Services</b>															
Existing	16	Housing Grants				■	■								
	17	Housing Choice Vouchers				■	■								
	18	Affordable Housing Investment Fund Housing Services													
	19	Mediation Services and Tenant-Landlord Education								■					
	20	Tenant Assistance Fund (TAF)				■									
	21	Tenant Relocation Program				■									
	22	Real Estate Tax Relief							■	■					
	23	Home Improvement Program (HIP)							■	■	■		■		
	24	Assistance for Condominium Associations								■					
	25	Moderate-Income Homebuyer Assistance Program				■									
	26	Federal and State Programs for Low- and Moderate-Income Homebuyers				■									
	27	Homebuyer Education and Foreclosure Prevention Counseling				■									
	28	Case Management			■	■	■	■	■						
	29	Homeless Services					■								
	30	Permanent Supportive Housing (PSH)					■		■						
	31	Supportive Housing with Services					■		■						
32	Housing Stabilization and Eviction Prevention Services					■									

Relationship of Implementation Tools to AHMP Goals and Objectives

			Affordable Housing Master Plan Goals and Objectives											
			Supply		Access				Sustainability					
			Rental	Ownership	Fair Housing	Access	Homelessness	Aging	Independence	Code Compliance	Transit	Environment	Long-term Affordability	Integration with Plans
<b>Services (continued)</b>														
Existing	33	Code Enforcement								■				
	34	Education on Universal Design and “Visitability”							■	■				
	35	Affirmative Fair Housing Marketing Plan			■									
	36	Resources on Non-Discrimination in Housing			■									
	37	Fair Housing Testing			■									
Potential	J	Assistance to Low-Income Condominium Owners				■			■					
	K	Voluntary Rent Guidelines	■											
	L	By-right Redevelopment Displacement Mitigation				■								
	M	Accessible Unit Matching							■					
	N	Employer-Assisted Housing				■								
	O	Landlord Partnership Agreement and Risk Reduction Fund					■							

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Tool and Implementation Action		Responsible Department/Division	Timing	
<b>Financing</b>				
Existing	1	<b>Affordable Housing Investment Fund (AHIF)</b>	CPHD/Housing	O
	2	<b>Federal and State Funds</b>	CPHD/Housing	O
	3	<b>Industrial Development Authority (IDA) Bonds</b>	CPHD/Housing	O
	4	<b>Multifamily Rehabilitation Partial Property Tax Exemption</b> Modify to add affordability requirement	CPHD/Housing	ST
	5	<b>Tax Incremental Financing</b>	CPHD/Housing and DMF	O
	6	<b>Transit Oriented Affordable Housing (TOAH) Fund</b> Consider expansion to all transit corridors	CPHD/Housing	ST
Potential	A	<b>Pooled Equity Fund</b>	CPHD/Housing	ST
	B	<b>Separate Tax Classification for Multi-Family Affordable Housing or Payment in Lieu of Taxes (PILOT)</b>	CPHD/Housing	MT
	C	<b>Private/Public Partnership Fund for Development of Permanent Supportive Housing</b>	DHS	ST
<b>Land Use and Regulatory</b>				
Existing	7	<b>Affordable Housing Ordinance</b>	CPHD/Planning and Housing	O
	8	<b>Bonus Density</b> Seek ways to further incentivize the production of affordable housing through the bonus density processes; consider removing cap and other recommendations	CPHD/Planning and Housing	ST
	9	<b>Special Affordable Housing Protection District (SAHPD)</b>	CPHD/Planning and Housing	O
	10	<b>Area Plans</b> Incorporate affordable housing directives as these are developed	CPHD/Planning	O
	11	<b>Form Based Code</b> Review income limits for ownership CPNAFBC Evaluate appropriateness of adding affordability provisions to the CP Commercial Centers FBC	CPHD/Planning	ST
	12	<b>Transfer of Development Rights (TDR)</b> Encourage and effective TDR market	CPHD/Planning	MT
	13	<b>MARKs Preservation Planning</b>	CPHD/Housing	O
	14	<b>Accessory Dwelling (AD) Ordinance</b> Review of the AD ordinance to enable greater use	CPHD/Planning	ST
	15	<b>Family/caregiver Suite</b>	CPHD/Planning	O
	Potential	D	<b>Affordable Housing Parking Standards</b>	DES, CPHD/Planning and Housing
E		<b>Simplified Land Use Approvals</b>	CPHD/Planning	ST
F		<b>Affordable by Design Study</b>	CPHD/Planning and Housing	MT
G		<b>Enabling Home Sharing</b>	CPHD/Planning	MT

O-Ongoing; ST - Short Term (1-2 years); MT - Mid Term (3-5 years); LT - Long Term (5 years or longer)

	H	<b>New Density Definitions in Medium Density Zoning Categories</b>	CPHD/Planning	MT, LT
	I	<b>Community Energy Plan goals and targets</b>	DES and CPHD/Housing	ST
	J	<b>Coordination with Arlington Public Schools</b>	CPHD	ST
<b>Services</b>				
Existing	<i>Rental Assistance and Tenant Services</i>			
	16	<b>Housing Grants</b>	DHS/Housing Assistance Bureau	O
	17	<b>Housing Choice Vouchers</b>	DHS	O
	18	<b>Affordable Housing Investment Fund Housing Services</b>	CPHD/Housing	O
	19	<b>Mediation Services and Tenant-Landlord Education</b>	CPHD/Housing	O
	20	<b>Tenant Assistance Fund (TAF)</b>	CPHD/Housing	O
	21	<b>Tenant Relocation Program</b>	CPHD/Housing	O
	<i>Homeowner Assistance and Homebuyer Services</i>			
	22	<b>Real Estate Tax Relief</b> Ongoing review	DHS	O
	23	<b>Home Improvement Program (HIP)</b> Monitor and consider expansion	CPHD/Housing	O
	24	<b>Assistance for Condominium Associations</b> Explore possible financial assistance	CPHD/Housing	ST
	25	<b>Moderate-Income Homebuyer Assistance Program (MIPAP)</b>	CPHD/Housing	O
	26	<b>Federal and State Programs for Low- and Moderate-Income Homebuyers</b>	CPHD/Housing	O
	27	<b>Homebuyer Education and Foreclosure Prevention Counseling</b>	CPHD/Housing	O
	<i>Special Needs and Homeless Services</i>			
	28	<b>Case Management</b>	DHS	O
	29	<b>Homeless Services</b>	DHS	O
	30	<b>Permanent Supportive Housing (PSH)</b>	DHS	O
	31	<b>Supportive Housing with Services</b>	DHS and CPHD/Housing	O
		A.	Intellectual and Developmental disabilities	O, NT
		B.	Supportive Studio	O
		C.	Transitional housing for foster youth	O, MT
		D.	Transitional housing for mental Health	O, MT
	32	<b>Housing Stabilization and Eviction Prevention Services</b>	DHS	O
	<i>Building Services</i>			
	33	<b>Code Enforcement</b>	CPHD/Inspection Services	O
	34	<b>Education on Universal Design and "Visitability"</b>		O
	<i>Fair Housing Services</i>			
	35	<b>Affirmative Fair Housing Marketing Plan</b>	CPHD/Housing	O

O-Ongoing; ST - Short Term (1-2 years); MT - Mid Term (3-5 years); LT - Long Term (5 years or longer)

	36	Resources on Non-Discrimination in Housing	CPHD/Housing and Human Rights Office	O
	37	Fair Housing Testing	OHR	O
Potential	K	Assistance to Low-Income Condominium Owners.	DHS	MT
	L	Voluntary Rent Guidelines	CPHD/Housing Commission TL	ST
	M	By-right Redevelopment Displacement Mitigation	CPHD/Housing	ST
	N	Accessible Unit Matching	CPHD/Housing	ST
	O	Employer-Assisted Housing	CPHD/Housing	ST
	P	Landlord Partnership Agreement and Risk Reduction Fund	DHS	ST
	Q	Home Ownership Models for Supportive Housing with Services.	DHS/Housing	MT

O-Ongoing; ST - Short Term (1-2 years); MT - Mid Term (3-5 years); LT - Long Term (5 years or longer)

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**GOAL 1: Arlington County shall have an adequate supply of housing available to meet community needs.**

**Objective 1.1: Produce and preserve a sufficient supply of affordable rental housing to meet current and future needs.**

*By 2040, CAFs will need to account for 17.7% of the County's housing stock in order to achieve a sufficient supply of rental housing that is affordable to households with incomes at or below 60% AMI*

- 1.1.1 Encourage the construction and preservation of affordable rental housing through land use/zoning policy, financial and technical assistance.
- 1.1.2 Prevent the loss of committed affordable housing.
- 1.1.3 Make every reasonable effort to prevent the loss of market-rate affordable rental housing.
- 1.1.4 Encourage and incentivize the distribution of affordable housing throughout the County.
- 1.1.5 Encourage affordability periods of 60 years or more for committed affordable rental projects where the County provides financial assistance.
- 1.1.6 Incentivize affordability below 60% AMI in committed affordable rental projects.
- 1.1.7 Remove barriers to the production of moderately-priced rental housing, including non-subsidized housing.
- 1.1.8 Encourage production and preservation of family-sized (e.g. 3+ bedroom) market-rate and committed affordable rental units.
- 1.1.9 Produce committed affordable rental units within transit corridors consistent with the County's adopted land use plans and policies.
- 1.1.10 Explore flexibility in housing types and residential uses in single-family neighborhoods.

**Objective 1.2: Produce and preserve a sufficient supply of affordable ownership housing to meet future needs.**

*2,700 ownership units affordable to households between 80% and 120% AMI will need to be created by 2040 to fulfill the forecasted need.*

- 1.2.1 Incentivize the production of moderately-priced ownership housing through land use and zoning policy.
- 1.2.2 Encourage production and preservation of family-sized (e.g. 3+bedroom) moderately-priced ownership units.
- 1.2.3 Explore flexibility in housing types and residential uses in single-family neighborhoods.



**GOAL 2: Arlington County shall ensure that all segments of the community have access to housing.****Objective 2.1: Affirmatively further fair housing**

- 2.1.1 Eliminate housing discrimination.
- 2.1.2 Allow for flexibility in the definitions of family and household for occupancy purposes.

**Objective 2.2: Ensure low- and moderate-income individuals and families can access housing.**

- 2.2.1 Enable access to housing through direct rental assistance to create access to housing for households with incomes below 40 percent of the area median income.
- 2.2.2 Avoid displacement of low-income residents out of the community during construction and redevelopment of CAF projects.
- 2.2.3 For private projects, encourage owners/developers to provide assistance to displaced tenants and provide County assistance to affected tenants.
- 2.2.4 Incentivize landlords to provide housing to individuals and families with leasing barriers.
- 2.2.5 Provide assistance to create access to ownership housing for moderate-income first-time homebuyers.
- 2.2.6 Provide preference to Arlington residents and workers in leasing committed affordable housing units and home-buyer assistance resources

**Objective 2.3: Prevent and end homelessness**

- 2.3.1 Proactively pursue access to affordable housing for homeless individuals and families using an approach that centers on providing housing quickly. When temporary shelter is necessary as an interim step, provide individual housing-oriented services to move homeless persons to permanent housing as quickly as possible.
- 2.3.2 Provide permanent supportive housing (PSH) for persons with disabilities who are homeless or at-risk of homelessness.
- 2.3.3 Prevent homelessness through safety net supports and social services to enable residents to maintain their housing.

**Objective 2.4: Enable Arlington residents to age in the community.**

- 2.4.1 Provide support so that older adults can age in place or age in community through a combination of affordable and accessible housing with linkages to services.
- 2.4.2 Incorporate universal design principles in new and rehabilitated housing to facilitate access for aging adults.

**Objective 2.5: Enable persons with disabilities to live as independently as possible in the community. *By 2040 10% of all CAFs will be accessible to and occupied by person with disabilities.***

- 2.5.1 Provide support so that individuals with disabilities can live in community through a combination of affordable and accessible housing with linkages to services.
- 2.5.2 Use Committed Affordable (CAF) units to provide permanent supportive housing (PSH) for persons with disabilities.
- 2.5.3 Maintain a sufficient supply of committed affordable housing that are accessible for persons with physical and sensory disabilities.

**GOAL 3: Arlington County shall ensure that its housing efforts contribute to a sustainable community.****Objective 3.1: Ensure that all housing is safe and code compliant.**

- 3.1.1 Fully enforce housing and property maintenance codes.
- 3.1.2 Ensure that all Committed Affordable (CAF) housing is code compliant.
- 3.1.3 Foster greater awareness and understanding of tenant and landlord rights and responsibilities, and housing safety.
- 3.1.4 Provide education and financial assistance to landlords and homeowners for the maintenance of low- and moderate-income housing.

**Objective 3.2: Promote affordable housing close to transit.**

- 3.2.1 Coordinate transportation, land use and Affordable Housing Master Planning efforts.
- 3.2.2 Ensure that committed affordable rental units have high levels of access to transportation options consistent with the Master Transportation Plan and transit-oriented development.

**Objective 3.3: Ensure energy and water efficiency in affordable housing.**

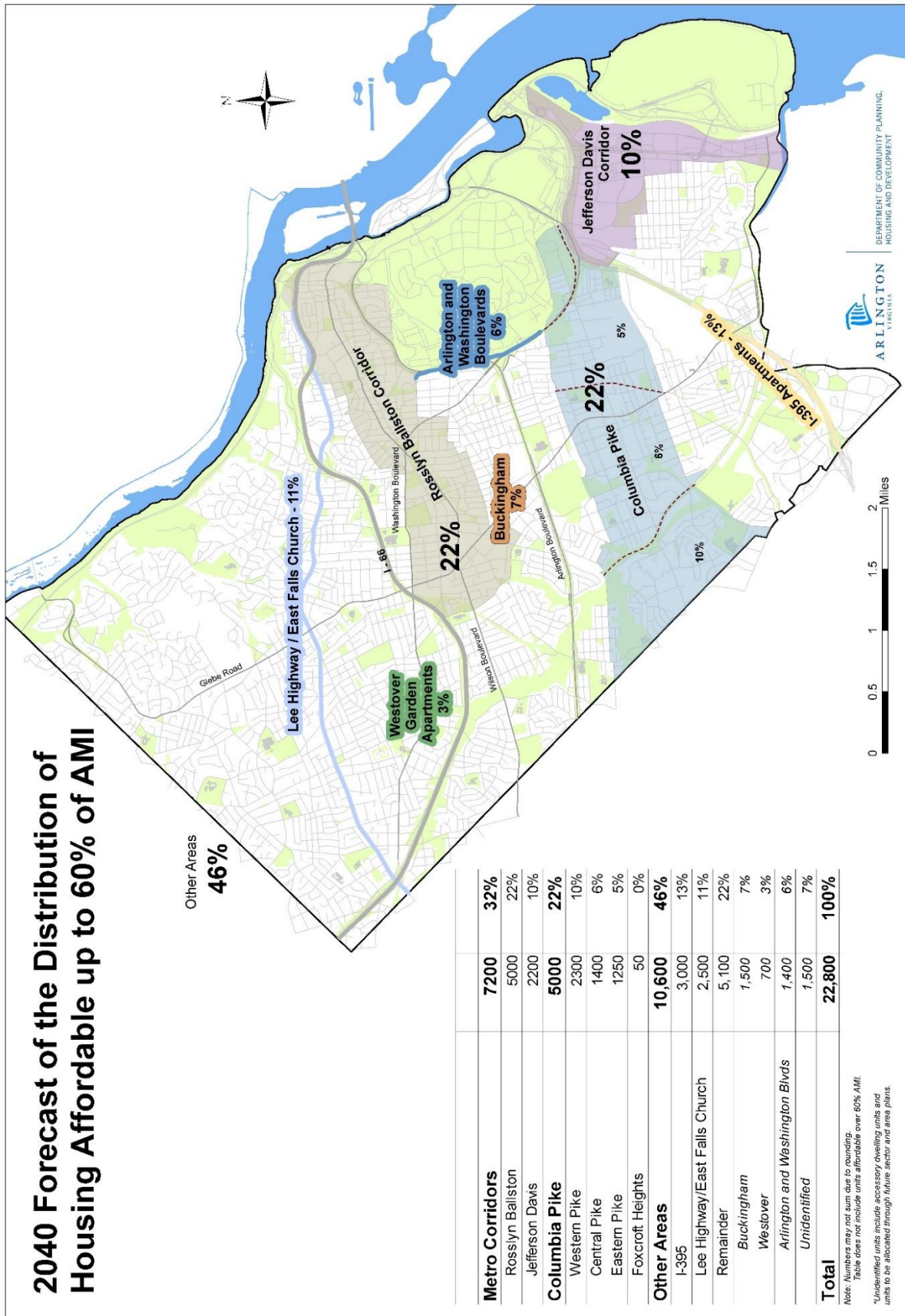
- 3.3.1 Encourage energy efficiency in new and renovated affordable housing to advance the goals of the Community Energy Plan (CEP).
- 3.3.2 Encourage water conservation in affordable housing.
- 3.3.3 Encourage the conservation of natural resources by reducing or eliminating waste throughout the building's entire life cycle, including the development phase, the usage phase and the building's end-of-life stage.
- 3.3.4 Provide education to landlords, tenants and homeowners on energy efficiency, water conservation, recycling, and waste reduction activities.

**Objective 3.4: Promote long term affordability and financial feasibility of Committed Affordable Units.**

- 3.4.1 Implement affordability restrictions for the maximum length of time that is feasible on a project-by-project basis.
- 3.4.2 Ensure financial feasibility in the underwriting of County loans for affordable housing.

**Objective 3.5: Ensure that the County's affordable housing goals are integrated into other County plans and policies where appropriate.**

- 3.5.1 Integrate affordable housing goals and policies into County sector plans, economic development strategies, Master Transportation Plan and other County planning efforts.
- 3.5.2 Consider affordable housing needs and goals when planning for major capital investment in new or redeveloping existing major community facilities, taking into account the neighborhood context. The County Board does not support the placement of stand-alone affordable housing in officially designated parks or existing natural areas.
- 3.5.3 Develop work plans and metrics to ensure implementation of affordable housing goals and to evaluate the success of implementation efforts.



**Accessible Unit** – Housing units built in conformance to the International Code Council International Building Code specifications for Type A accessible units or meeting the Uniform Federal Accessibility Standards (UFAS). New housing units covered under the Fair Housing Act Amendments Accessibility Guidelines [FHAAG] must meet the following specific accessibility criteria – 1] public and common use areas must be readily accessible to and usable by people with disabilities; 2] all doors "designed to allow passage into and within all premises are sufficiently wide to allow passage by handicapped persons in wheelchairs" [24 CFR 100.205].

**Affordable Housing Ordinance** – Amendment to the Arlington County Zoning Ordinance adopted December 15, 2005 to implement affordable housing requirements for site plan approved projects. These provisions can be found in the Arlington County Zoning Ordinance §15.6.8. Affordable dwelling units for increased density within General Land Use Plan.

**Area Median Income (AMI) for Families** – The income at which half of the families of a particular household size have incomes higher and half have incomes lower. The US Department of Housing and Urban Development estimated the median family income for a family of four for the Washington Metropolitan Area for 2013 was \$107,500.

**Committed Affordable Units (CAFs)** – Units that – 1) are wholly owned by nonprofits, excepting any units planned to serve households with incomes above 80% of median family income; or 2) are guaranteed by agreement with the federal, state, or county government to remain affordable to low and moderate income households for a specified period of time through mechanisms such as site plan requirements, contracts with private owners, or Internal Revenue Service (IRS) regulations governing tax-exempt financing; or 3) received government subsidy to assist with the purchase.

**Comprehensive Plan** – The Code of Virginia requires all governing bodies in the Commonwealth to have an adopted Comprehensive Plan and for the local planning commission to review the plan at least once every five years. The Comprehensive Plan was established in order that Arlington County may remain a safe, healthy, convenient and prosperous community and an attractive place in which to live, work and play, with stable or expanding values and potentialities for growth and continued economic health. The purpose of the Comprehensive Plan is to guide the coordinated and harmonious development of Arlington County through the provision of high standards of public services and facilities.

Since its original adoption in 1960, Arlington's Comprehensive Plan has been continually updated and expanded and now comprises eleven elements including the General Land Use Plan, the Master Transportation Plan, the Storm Water Master Plan, the Water Distribution System Master Plan, the Sanitary Sewer System Master Plan, the Recycling Program Implementation Plan and Map, the Chesapeake Bay Preservation Ordinance and Plan, the Public Spaces Master Plan, the Historic Preservation Master Plan, the Community Energy Plan, and the Affordable Housing Master Plan.

**Condominium** – A housing unit in a multi-family building that can be owned individually. Individual ownership of a housing unit is combined with collective ownership of common property that is owned by an association of property owners.

**Cost Burden (housing cost burden)** – A household is designated as cost burdened when it pays more than 30% of its gross income for housing.

**Disability** – A person has a disability if he or she is unable to independently carry out one or more of the major life activities of walking, ambulating, eating, sleeping, breathing, seeing, hearing or thinking. (Source: Americans with Disabilities Act)

**Dwelling Unit** – An occupied or vacant house, apartment, or a single room that is intended as separate living quarters. One or more rooms designed, arranged, used or intended for occupancy by one family for living purposes and having separate cooking facilities, and separate entrance either by an exterior door, or common hall way, stair or entry way. (Source: Arlington County Zoning Ordinance)

**Family** – (a) An individual, or two or more persons related by blood, marriage or adoption, or under approved foster care;(b) A group of not more than four persons (including servants) whether or not related by blood or marriage living together and sharing living areas in a dwelling unit; or (c) A group of up to eight mentally ill, mentally retarded or developmentally disabled persons who are residing with one or more resident counselor(s) or other staff person(s) in a licensed facility. (Source: Arlington County Zoning Ordinance)

**Family-sized unit** – A housing unit with two or more bedrooms.

**First Time Home Buyer** – An individual or family who has not owned a home during the three-year period preceding the assisted purchase of a home that must be used as the principal residence of the homebuyer.

**Green Building** – A structure designed to use resources efficiently and to minimize environmental impacts. There are several certifications, such as Earth Craft and LEED, that verify a building's environmental performance.

**Older Adult** – Sometimes also referred to as seniors. Some County programs are designed for the needs of this population, however the minimum age requirements vary according to each program. Minimum age for eligibility range from 55 to 65 years of age.

**HUD** – U.S. Department of Housing and Urban Development

**Homeowner** – An owner-occupant of residential property who holds legal title to the property and who uses the property as his/her principal residence.

**Housing Affordability** – The ability for households to secure housing at a cost commensurate with their income such that they are not cost burdened.

**Household** – A household consists of all the people who occupy a housing unit. A house, an apartment or other group of rooms, or a single room, is regarded as a housing unit when it is occupied or intended for occupancy as separate living quarters; that is, when the occupants do not live with any other persons in the structure and there is direct access from the outside or through a common hall.

A household includes the related family members and all the unrelated people, if any, such as lodgers, foster children, wards, or employees who share the housing unit. A person living alone in a housing unit, or a group of unrelated people sharing a housing unit such as partners or roomers, is also counted as a household. The count of households excludes group quarters. (Source – U.S. Census Bureau)

**Housing Choice Vouchers** (formerly Section 8 Rent Assistance) – A federally funded rent assistance program for low income households. Households must meet income eligibility criteria. Each pays a minimum of 30% of income for rent. The Housing Choice Vouchers are administered locally by the Arlington County Department of Human Services.

**Housing Grants Program** – A County-funded rent assistance program serving low income working families, elderly persons and persons with disabilities. Rent subsidies typically reduce participant’s share of the rent to 40% of income.

**Housing Unit** – Same as dwelling unit. An occupied or vacant house, apartment, or a single room that is intended as separate living quarters. One or more rooms designed, arranged, used or intended for occupancy by one family for living purposes and having separate cooking facilities, and separate entrance either by an exterior door, or common hall way, stair or entry way. (Source – Arlington County Zoning Ordinance)

**Income/Household Income (Extremely Low, Lower, Very low, Low, Moderate, Middle)** – The amount of money that a household receives from all sources in a given year. Income thresholds are adjusted for household size and are revised annually based on the area median income.

Extremely Low-income	Below 30% AMI	\$32,100*
Lower-income	Below 40% AMI	\$42,800
Very Low-income	Between 30% AMI and 50% AMI	\$53,500
Low-income	Between 50% and 60% AMI	\$64,480
Moderate-income	Between 60% and 80% AMI	\$85,600
Middle-income	Between 80% and 120% AMI	\$128,400

\* Incomes in 2014 for a family of four

**Market Affordable Units (MARKS)** – Housing units that have market rents that are affordable to low- and moderate-income households by virtue of the age, location, condition and/or amenities of the property. These units are not regulated by the County or any other public agency, so there is no assurance that lower-income households live in these lower-rent housing units. In addition, there is no guarantee that these homes will remain affordable to lower-income households.

**Median Home Sale Price** – The midpoint price for all home sales, or all home sales of a specific type of housing (single family, townhome, condominium); such that half of homes sold have a higher price and half have a lower sales price.

**Ownership Unit** – A housing unit that can be sold as a single unit of housing allowing for the owner of the unit to also be the occupant.

**Permanent Supportive Housing** – Integrated permanent (rental) housing linked with support services for persons with special needs.

**Rental Assistance** – Financial subsidies provided by government to assist households in paying their monthly rent. Rent assistance programs in Arlington include the locally-funded Housing Grants program and the federally-funded Housing Choice Voucher program (formerly Section 8) and Housing Opportunities for Persons with AIDS (HOPWA).

**Renter Unit** – An occupied housing unit that is not owner occupied, including units rented for cash, and those occupied without payment of cash rent.

**Sector Plan** – A planning document resulting from a detailed planning process which examines a Metro Station area, usually within a larger County planning area such as the Rosslyn-Ballston Corridor or Jefferson-Davis Corridor. The plan makes specific recommendations on land use, zoning, transportation, utilities, urban design and community facilities. Such plans serve to guide development in the area under consideration and are used by citizens, property owners, the development community, staff, advisory groups and elected officials in the review of specific projects.

**Site Plan Projects** – In certain districts within the County’s Zoning Ordinance, a site plan option is available. This form of Special Exception allows more flexibility in development form, use, and density than that permitted By-right in a zoning district. Site plan districts are written to give the County Board flexibility to approve modifications based on the individual characteristics of each site. In each site plan district, there are standards set forth. Unless otherwise stated within the site plan district, all standards within site plan districts can be modified using Zoning Ordinance Section 15.6.7.A. The majority of site plan review proposals are for hotel, residential, office and mixed-use development in certain high density zoning districts and typically within the Metro Station corridors.

**Transit** – Any type of local public transportation (i.e., bus system, passenger rail, shuttle services, etc.).

**Transit Corridor** – A geographic band that follows a general directional flow or connects major sources of trips served by public transportation.

**Transit-oriented development** – An approach to physical development that maximizes access to public transportation by permitting greater residential and commercial density in proximity to transit infrastructure.

**Universal design** – The design of buildings and spaces so that they can be used by the widest range of people possible.

**Zoning or zoning code** – The Arlington County Zoning ordinance establishes and defines the land use regulations for all land in Arlington County. The Code of Virginia Title 15.2 Chapter 22 provides the basis for these land use regulation.





# Credits

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Arlington County thanks the following individuals and organizations for contributing to this project. This report could not have become a reality without the time and effort of numerous people.

## Arlington County Board

Mary Hughes Hynes, Board Chair  
J. Walter Tejada, Vice-Chair  
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Libby Garvey, Member  
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## Affordable Housing Study Working Group

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DHS Housing Assistance Bureau

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