

NOTICE AND AGENDA

HOUSING COMMISSION
THURSDAY
October 27, 2022

VIRTUAL MEETING
MICROSOFT TEAMS MEETING
1:00 P.M.

ATTENTION
IN-PERSON AUDIENCES AT HOUSING COMMISSION MEETINGS HAVE BEEN SUSPENDED UNTIL FURTHER NOTICE

[Click here to participate in the online meeting](#)

The public can submit comments to AFisher@Flagstaff.gov. Public comment will be emailed to Housing Commissioners and will be read at the meeting by a staff member.

1. **Call to Order**

2. **Roll Call**

NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.

ERIC DAVIS
TYLER DENHAM
KAREN FLORES
SANDI FLORES

JACQUIE KELLOGG
DEVONNA MCLAUGHLIN
MOSES MILAZZO
ADRAH PARAFINIUK

REBECCA PYRZ
ROSS SCHAEFER
GLENN SLIVERS
SEAN SLAWSON
HAYLEY ZOROYA

3. **LAND ACKNOWLEDGMENT**

The Housing Commission humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.

4. **Public Comment**

At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

5. **APPROVAL OF MINUTES**

- A. Consideration and Approval of Minutes: Housing Commission Meeting, February 24, 2022
Approve the minutes of the February 24, 2022 Housing Commission Meeting.
- B. Consideration and Approval of Minutes: Housing Commission Meeting, September 22, 2022
Approve the minutes from the September 22, 2022 Housing Commission Meeting

6. GENERAL BUSINESS

- A.** Housing 101: A 2022 Housing Section Overview
Review and discussion of Housing Section Housing programs.
- B.** Overview of Carbon Neutrality Plan: 2022 Revisions
Informational only. Item will return for discussion and feedback at the November meeting.
- C.** Rescheduling November and December 2022 Housing Commission Meetings

7. DISCUSSION ITEMS

- A.** Sustainable Building Resolution Revisions
Discussion and feedback.

8. INFORMATIONAL ITEMS TO/FROM COMMISSION MEMBERS, STAFF, AND FUTURE AGENDA ITEM REQUESTS

- A.** Update from Housing Authority Board Liaison
- B.** Update from Housing Commissioners and other informational items
- C.** Update from Housing staff

9. ADJOURNMENT

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this _____ day of _____, 2022.

Adriana Fisher, Housing Program Manager



Housing Commission

5. A.

From: Adriana Fisher, Housing Program Manager

DATE: 10/27/2022

SUBJECT: Consideration and Approval of Minutes: Housing Commission Meeting, February 24, 2022

STAFF RECOMMENDED ACTION:

Approve the minutes of the February 24, 2022 Housing Commission Meeting.

Executive Summary:

Minutes of Commission meeting are the requirement of Arizona Revised Statutes and, additionally, provide a method of informing the public of discussions and actions taken by the Housing Commission.

Attachments

Draft February 24, 2022 Commission Minutes

DRAFT MEETING MINUTES

HOUSING COMMISSION
THURSDAY
FEBRUARY 24, 2022

VIRTUAL MEETING
MICROSOFT TEAMS MEETING
1:00 P.M.

1. Call to Order

Chair Khara House called the meeting to order at 1:02 pm.

2. Roll Call

NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.

ERIC DAVIS - Present
TYLER DENHAM - Present
NICOLE ELLMAN - Present
KAREN FLORES - Arrived at 1:38 pm

SANDI FLORES - Present
KHARA HOUSE - Present
DEVONNA MCLAUGHLIN - Present
JACQUIE KELLOGG - Present

MOSES MILAZZO - Absent
ADRAH PARAFINIUK - Arrived at 1:50 pm
ROSS SCHAEFER ALTENBAUGH - Absent

COUNCIL LIAISON PRESENT: Vice Mayor Becky Daggett

STAFF PRESENT: Tiffany Antol, Leah Bloom, Justyna Costa, Sarah Darr, Adriana Fisher, Dan Folke, Martin Ince, Jenny Niemann, Kristine Pavlik

3. Public Comment

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None.

4. APPROVAL OF MINUTES

- A.** Consideration and Approval of Minutes: Housing Commission Meeting, January 27, 2022. Approve the minutes of the November 29, 2021 Housing Commission Meeting.

Moved by Nicole Ellman, **seconded by** Sandi Flores to approve the minutes from the January 27, 2022 Housing Commission meeting.

Vote: 7 - 0 - Unanimously

5. GENERAL BUSINESS

- A.** Introduction of Commissioner Jacquie Kellogg
Informational only. See Commissioner Kellogg's bio attached.

Chair House welcomed Commissioner Jacquie Kellogg, who briefly introduced herself to the Commission.

6. DISCUSSION ITEMS

A. Active Transportation Master Plan Informational Presentation and Feedback

Ms. Leah Bloom, Housing Project Manager, introduced Mr. Martin Ince, Multimodal Transportation Planner for the City, who presented on the Active Transportation Master Plan.

Commissioner Tyler Denham asked clarifying questions and provided comments. Mr. Ince answered questions with support from Mr. Dan Folke, Community Development Director.

B. **City Council Consideration and Adoption of Resolution No. 2022-05 and Ordinance No. 2022-04:** A Resolution of the City Council of the City of Flagstaff, Coconino County, Arizona, declaring as a public record that certain documents filed with the City Clerk and entitled "PZ-21-00282 Updates to Zoning Code - Residential Sustainable Building Incentives" and an Ordinance of the City Council of the City of Flagstaff, Coconino County, Arizona, amending the Flagstaff City Code, Title 10, Flagstaff Zoning Code, to modify the existing Residential Sustainable Building Incentives.

Staff recommends the Housing Commission, in accordance with the required findings, make a recommendation to the City Council for approval of the Zoning Code Text Amendment.

STAFF RECOMMENDED ACTION TO CITY COUNCIL ON MARCH 1, 2022.

- 1) Adopt Resolution No. 2022-05
- 2) Read Ordinance No. 2022-04
- 3) City Clerk reads Ordinance No. 2022-04 by title only (if approved above)
- 4) Adopt Ordinance No. 2022-04

Ms. Bloom introduced Ms. Jenny Niemann, Climate Program Manager, and Ms. Tiffany Antol, Senior Planner, who provided a verbal presentation on the Amendment to the Residential Sustainable Building Incentive.

Ms. Niemann congratulated the Commission on the 10-Year Housing Plan and all the work that went into writing it.

Commissioners had a thorough discussion about the Residential Sustainable Building Incentive, expressed concerns, asked questions, and provided comments related to building requirements, initial costs of electrification, costs and benefits to developers, the impact to housing affordability, Council priorities, goals of the incentives, and collaboration between Housing and Sustainability. Ms. Niemann and Ms. Antol answered questions with support from Ms. Darr.

Moved by Nicole Ellman, **seconded by** Eric Davis that the Housing Commission is not ready to make a recommendation at this time as further information and discussion is needed to proceed.

Vote: 7 - 1

NAY: Adrah N. Parafiniuk

- C. Sustainability Section: Building Capacity for Climate Advisory Groups
Discussion and Feedback

Per Chair House, the presentation will move to an email presentation due to time constraints.

7. **INFORMATIONAL ITEMS TO/FROM COMMISSION MEMBERS, STAFF, AND FUTURE
AGENDA ITEM REQUESTS**

- A. Update from Housing Staff

Will be provided by email to Commissioners due to time constraints.

- B. Update from Housing Authority Commission Member

Will be provided by email to Commissioners due to time constraints.

- C. Update the Housing Commissioners and other informational items

Will be provided by email to Commissioners due to time constraints.

8. **ADJOURNMENT**

Chair House adjourned the meeting at 3:13 pm.



Housing Commission

5. B.

From: Adriana Fisher, Housing Program Manager

DATE: 10/27/2022

SUBJECT: Consideration and Approval of Minutes: Housing Commission Meeting, September 22, 2022

STAFF RECOMMENDED ACTION:

Approve the minutes from the September 22, 2022 Housing Commission Meeting

Executive Summary:

Minutes of Commission meetings are the requirement of Arizona Revised Statutes and, additionally, provide a method of informing the public of discussions and actions taken by the Housing Commission.

Attachments

Draft September 22, 2022 Commission Minutes

DRAFT Meeting Minutes

**HOUSING COMMISSION
THURSDAY
SEPTEMBER 22, 2022**

**VIRTUAL MEETING
MICROSOFT TEAMS MEETING
1:00 P.M.**

1. Call to Order

Chair Tyler Denham called the meeting to order at 1:02 pm.

2. Roll Call

NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.

ERIC DAVIS - Present
TYLER DENHAM - Present
KAREN FLORES - Present
SANDI FLORES - Absent

JACQUIE KELLOGG - Present
DEVONNA MCLAUGHLIN - Present
MOSES MILAZZO - Absent
ADRAH PARAFINIUK - Absent
REBECCA PYRZ - Present

ROSS SCHAEFER - Present
GLENN SLIVERS - Present
SEAN SLAWSON - Present
HAYLEY ZOROYA - Present

OTHERS PRESENT:

Justyna Costa - Assistant Housing Director
Adriana Fisher - Housing Program Manager
Dan Folke - Community Development Director
Khara House - Councilmember & Commission Liaison
Jennifer Mikelson - Housing Analyst
Kristine Pavlik - Housing & Grants Administrator

3. Public Comment

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None.

4. LAND ACKNOWLEDGMENT

The Housing Commission humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.

Acknowledgment read by Chair Denham.

5. APPROVAL OF MINUTES

- A. Consideration and Approval of Minutes: Housing Commission Meeting, June 23, 2022. Approve the minutes from the June 23, 2022 Housing Commission Meeting.

Moved by Ross Schaefer, **seconded by** Jacquie Kellogg to approve the minutes from the June 23, 2022 Housing Commission Meeting.

Vote: 10 - 0 - Unanimously

6. **GENERAL BUSINESS**

- A. Welcome, new Housing Commissioners!

Chair Denham and Ms. Adriana Fisher, Housing Program Manager, expressed their gratitude for new and reappointed Commissioners.

Commissioners and staff introduced themselves.

7. **DISCUSSION ITEMS**

- A. Overview of Bond 2022 Outreach Efforts

Ms. Justyna Costa, Assistant Housing Director, provided an overview of the Bond 2022 website, its content, upcoming open houses, marketing, and outreach.

Chair Denham requested suggested language for Commissioners to use when taking a public position for or against the bonds, to which Ms. Costa responded.

8. **INFORMATIONAL ITEMS TO/FROM COMMISSION MEMBERS, STAFF, AND FUTURE AGENDA ITEM REQUESTS**

- A. Update from Housing Authority Board Liaison

Housing Authority Liaison and Housing Director absent - no updates available.

- B. Update from Housing Commissioners and other informational items

Commissioners provided updates about a City Council candidate forum at Coconino Community College and asked questions about the Rental Assistance Demonstration (RAD) project and advocacy language for the bond, to which Ms. Costa responded.

- C. Update from Housing staff

Ms. Kristine Pavlik, Housing & Grants Administrator, provided background and updates about American Rescue Plan Act (ARPA) funds.

Ms. Jennifer Mikelson, Housing Analyst, provided an update about Habitat land trust homes and the upcoming Habitat starter homes.

Ms. Fisher provided a brief background and update on Housing America Month and how the Housing Section will be celebrating next month. Chair Denham requested links to social

media posts, which Ms. Fisher agreed to send to the Commission once available.

9. ADJOURNMENT

Chair Denham adjourned the meeting at 2:02 pm.



Housing Commission

6. A.

From: Adriana Fisher, Housing Program Manager
DATE: 10/27/2022
SUBJECT: Housing 101: A 2022 Housing Section Overview

STAFF RECOMMENDED ACTION:

Review and discussion of Housing Section Housing programs.

Executive Summary:

Housing staff will provide an educational presentation on current City of Flagstaff Housing programs. Housing Commissioners will have an opportunity to ask questions.

See attached presentation.

Attachments

Housing 101 Presentation

Housing Section Overview 2022

Sarah Darr – Housing Director

Justyna Costa – Assistant Housing Director





Housing Speak



- AMI – Area Median Income
- HUD - U.S. Department of Housing and Urban Development
- ADOH – AZ Department of Housing
- LIHTC – Low Income Housing Tax Credit



Affordable Housing 101



What is “affordable housing”?

What in the world is the housing continuum?

....but how?





What is “Affordable Housing”?

What do you think of when
you hear the words
“affordable housing?”

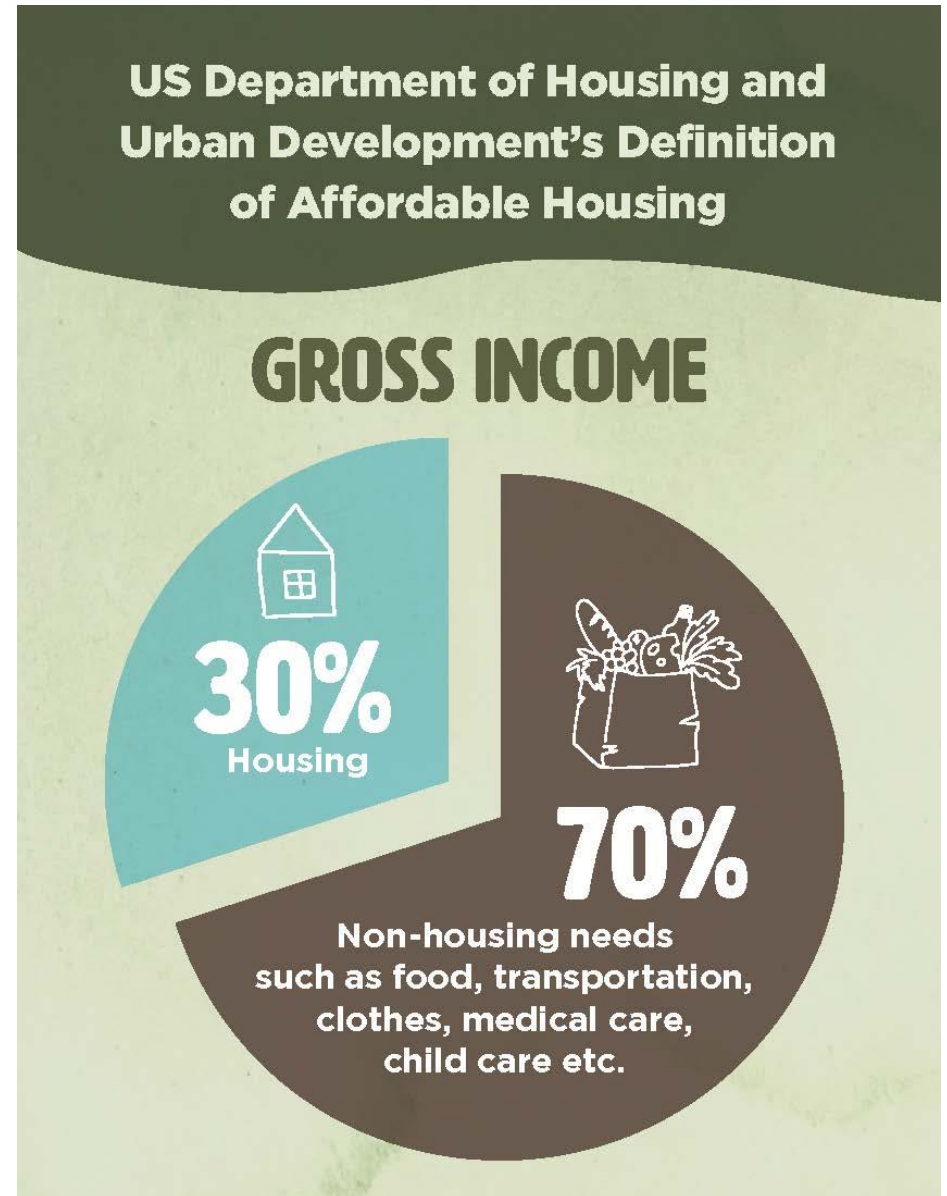




What is “Affordable Housing”?

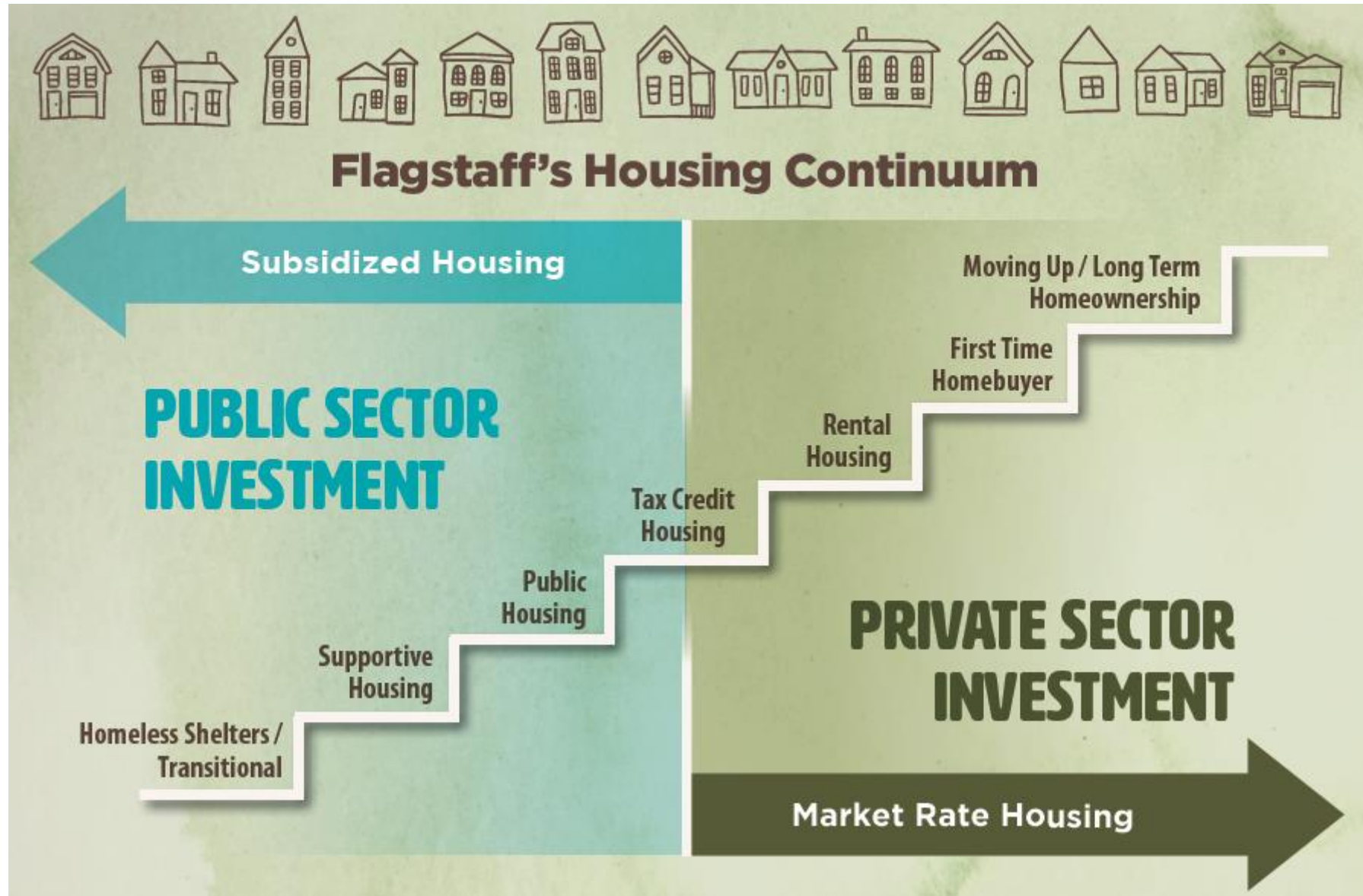
When a household pays **no more than 30 percent of annual gross income on housing and housing related expenses.**

Source: U.S. Department of Housing and Urban Development)





Basic Housing Continuum





It's All Relative

Because affordability is based on income and market prices, “solving” the issue is relative.





Why is affordable housing important?

Communities benefit when citizens of all economic levels are able to secure housing





But isn't all housing affordable if you make enough money?



Housing that is affordable

- Market based sale or rental price

Affordable Housing

- 2 Prong Test
 - *What are the housing costs?*
 - *Who is eligible to purchase or rent it?*
- Subsidy or investment of some type exists



Area Median Income (AMI)

2022 Area Median Income Limits for Flagstaff, AZ

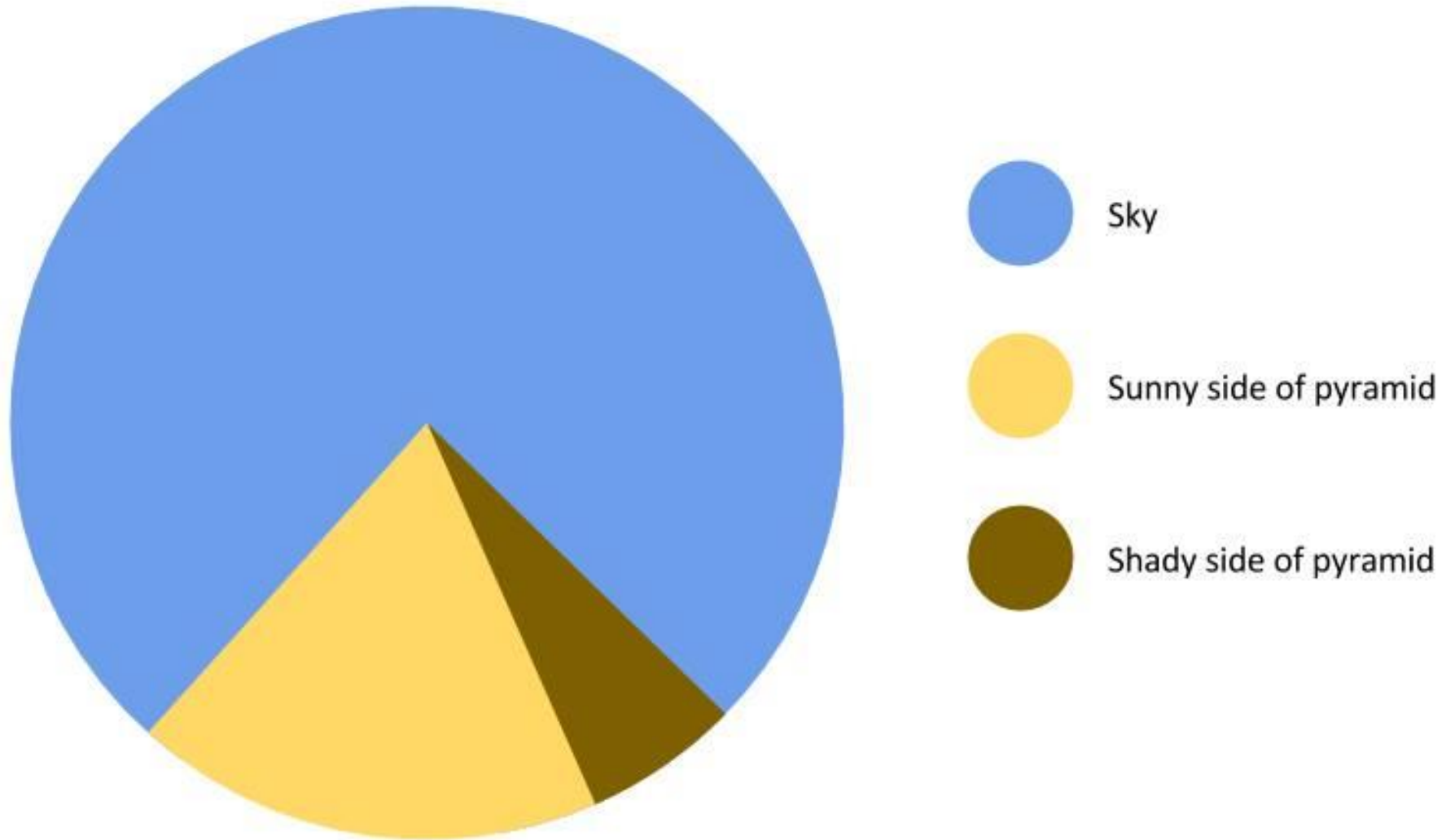
Household Size	30%	50%	60%	80%	100%	125%	150%
1	\$18,050	\$30,100	\$36,120	\$48,100	\$60,200	\$75,250	\$90,300
2	\$20,600	\$34,400	\$41,280	\$55,000	\$68,800	\$86,000	\$103,200
3	\$23,200	\$38,700	\$46,440	\$61,850	\$77,400	\$96,750	\$116,100
4	\$27,750	\$42,950	\$51,540	\$68,700	\$85,200	\$106,500	\$127,800
5	\$32,470	\$46,400	\$55,680	\$74,200	\$92,800	\$116,000	\$139,200
6	\$37,190	\$49,850	\$59,820	\$79,700	\$99,700	\$124,625	\$149,550
7	\$41,910	\$53,300	\$63,960	\$85,200	\$106,600	\$133,250	\$159,900
8	\$46,630	\$56,700	\$68,040	\$90,700	\$113,400	\$141,750	\$170,100

Source: 2022 Income Limits Documentation System; <https://www.huduser.gov/portal/datasets/il/il2022/2022summary.odn>

60% AMI limit: 2022 Multifamily Tax Subsidy Project Income Limits, US Department of Housing and Urban Development (HUD); https://www.huduser.gov/portal/datasets/il/il2022/2022sum_mtsp.odn



Lots of data





Local Data



Housing Cost Burden Analysis

22,073

Flagstaff Community Members are housing cost burdened.*



All Households

Total Households with Payments | 19,531
Households Cost Burdened | 8,829

45% Cost Burdened



Homeowners

Total Households with mortgages | 7,542
Cost Burdened Homeowners | 2,005

27% Cost Burdened



Renters

Total Renter Households | 11,989
Cost Burdened Renters | 6,824

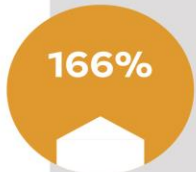
57% Cost Burdened

* **Cost burdened households** pay more than 30% of their monthly income towards housing.

* US Census 2019 ACS

Homeownership | Increasingly Unaffordable

Since 2012, the median sales price of a home rose by **166%**, while Area Median Income rose by only **36.5%**.



Increase in Median Sales Price ¹

Year	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Price	\$230,988	\$267,000	\$291,900	\$298,000	\$316,000	\$348,293	\$368,000	\$385,000	\$420,535	\$502,500	\$615,000



Increase in Area Median Income ²

Year	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Income	\$56,700	\$55,900	\$53,600	\$54,200	\$56,900	\$56,600	\$63,000	\$68,800	\$67,700	\$69,200	\$77,400



Increase in Fair Market Rent (2-bedroom) ³

Year	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Rent	\$887	\$1,066	\$1,021	\$1,033	\$1,135	\$1,037	\$1,129	\$1,237	\$1,266	\$1,315	\$1,474

¹ Northern Arizona MLS. Information is deemed reliable, but is not guaranteed. | ² <https://www.huduser.gov/portal/datasets/il.html#2021> | ³ <https://www.huduser.gov/portal/datasets/fmr.html>

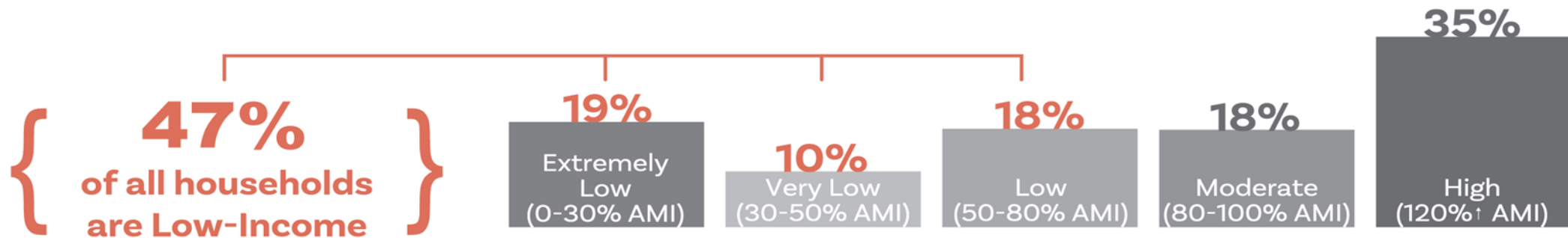


Flagstaff Snapshot

2000 – 2020 - Population grew by 47% to 29,060 households and 77,590 people

- Average household size declined from 2.80 in 1990 to 2.67 in 2019 – meaning more homes are needed for the same population of people

City of Flagstaff Income Levels



* US Census 2019 ACS



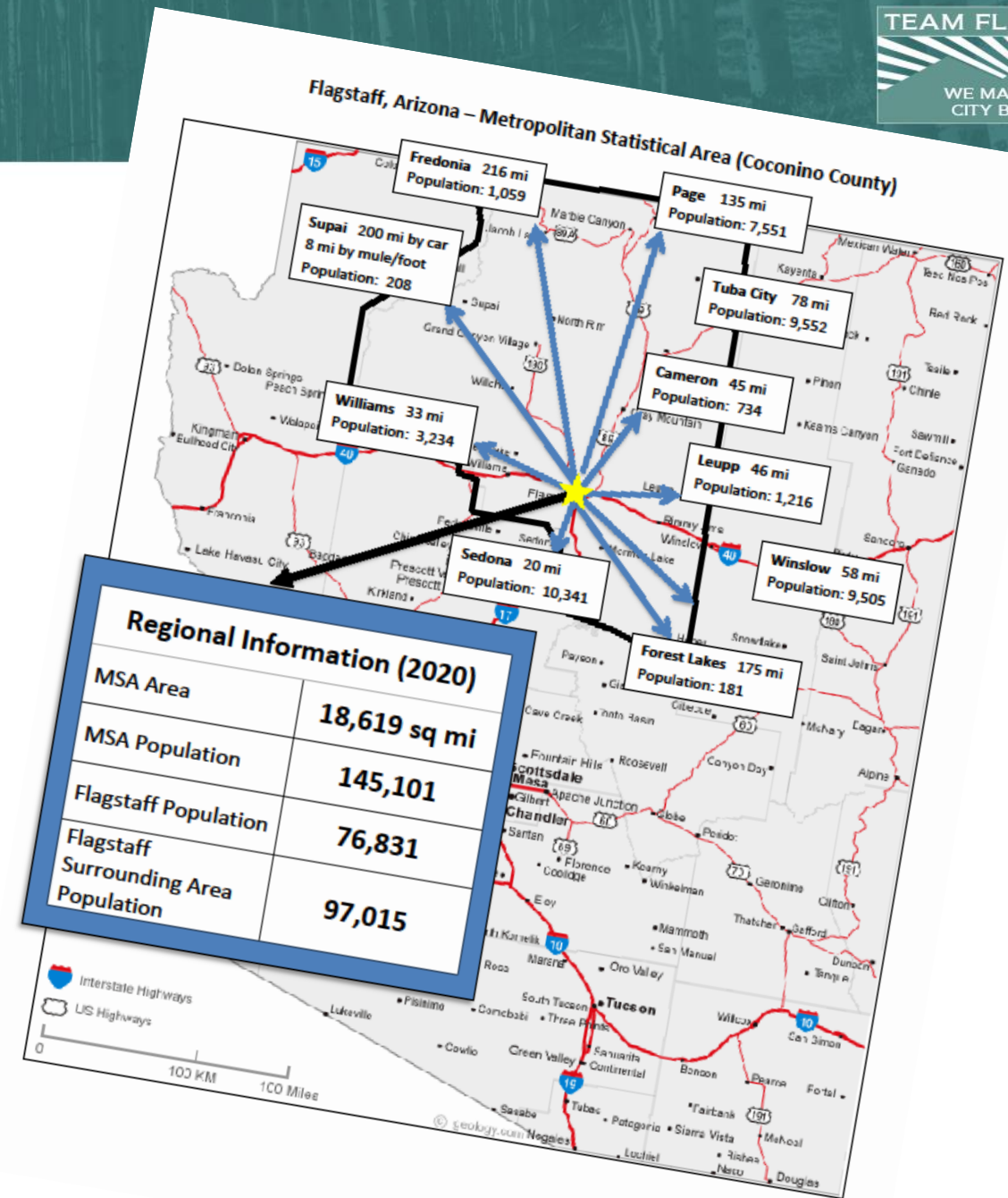
Tween Challenge

Flagstaff is too big to be small...

and too small to be big

Metropolitan – Federal

Rural – State of Arizona



Why are most efforts focused on low-income households?





A Few Items to Remember

Affordable housing means **financial assistance from somewhere,**

partnerships are key,
and



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often multiple funding sources are necessary even for a single project.



Yes, but how?

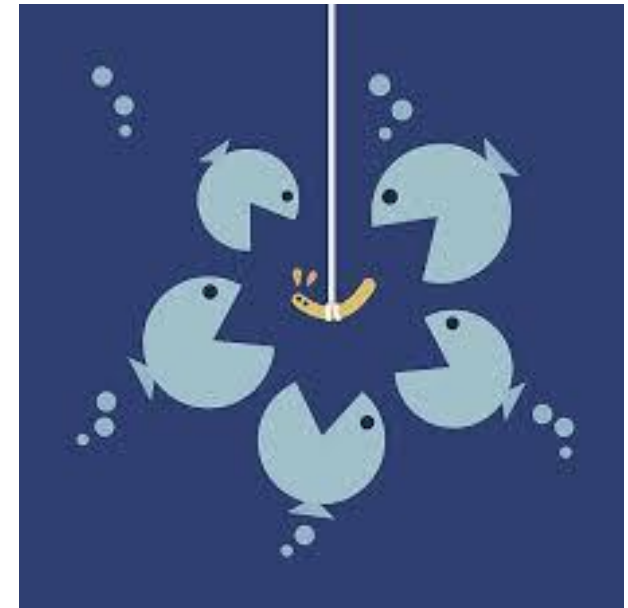


Demand Side

- Help make the existing housing stock affordable to the community
- Most often in the form of lowering the monthly cost to an assisted household

Supply Side

- Aid by developing or rehabilitating units



City of Flagstaff Housing Programs

4 office locations

Siler Homes – Main Office

Brannen Homes

Clark Homes

Water Services Building

(on Walgreens St)

Not open to the public



- Public Housing / Property Management
- Voucher Programs
- CDBG
- Housing Planning
- Incentive Policy for Affordable Housing
- Permanent Affordability Program
- Employer Assisted Housing
- Loan Management
- Community Participation
- And more!



Role of the Housing Commissions

Housing Authority Board (of Commissioners)

- Federally Required
- Arizona State Law
- Powers delegated by City Council with regard to Public Housing projects (this includes voucher programs)
- Oversees all Housing Authority Programs and Funding

Housing Commission

- Created by City Council in 2019
- ...serves as an advisory board to City Council, makes recommendations with respect to housing policies, needs, and programs in Flagstaff, and furnishes the Council with information...



Rental Housing



Rental programs are most often focused to lower-income households – Low Income Housing Tax Credit – LIHTC

- 60% AMI and below (\$46,440 / 3-person household)
- College students are typically not eligible
- Largest local demand is for 1- and 2-bedroom units
 - Need is increasing with the aging population



Flagstaff Housing Authority

Public Housing – 265 units - Funding comes from HUD

- City of Flagstaff owns and operates units
- 80% AMI and below
 - 40% of new residents must be 30% AMI or below
- Serves families, elderly, disabled

Faircloth Amendment 1999 – No new Public Housing units can be built or obtained

Rental Assistance Demonstration - RAD



Public Housing Units - 265

- **Brannen Homes 127 units**

- 1952: 47 units
- 1958: 40 units
- 1960: 40 units
- Headstart and Boys and Girls Club



Small office and
Maintenance Shop located
at Brannen Homes

- **Siler Homes 100 units**

- 1972
- Headstart and SHAC



Main Office and
Maintenance Shop located
at Siler Homes

- **Scattered Site 38 Units**

- Purchased and developed 1986 - 2002
- Cherry Hill, Southside, Sunnyside, Greenlaw, NoHo



Public Housing Maintenance



Maintenance staff is responsible for physical condition and operation of all Public Housing units and grounds





Clark Homes – 80 Units

- Owned by the Flagstaff Housing Corp.
- CoF manages the complex via contract
- 50% AMI and below
 - 40% of new residents must be 30% AMI or below
- Serves families, elderly, disabled
- Funding is from HUD





Voucher Programs

Housing Choice Vouchers (Section 8)

- 50% AMI and below
 - 75% of vouchers issued must be to households at 30% and below
- Serves families, elderly, disabled
- Works with many local landlords
- Funding comes from HUD



How does the HCV program work?

Public Housing Authorities are allocated a certain number and type of vouchers that are managed within a specified budget

CFHA Voucher Programs – 529+ Vouchers

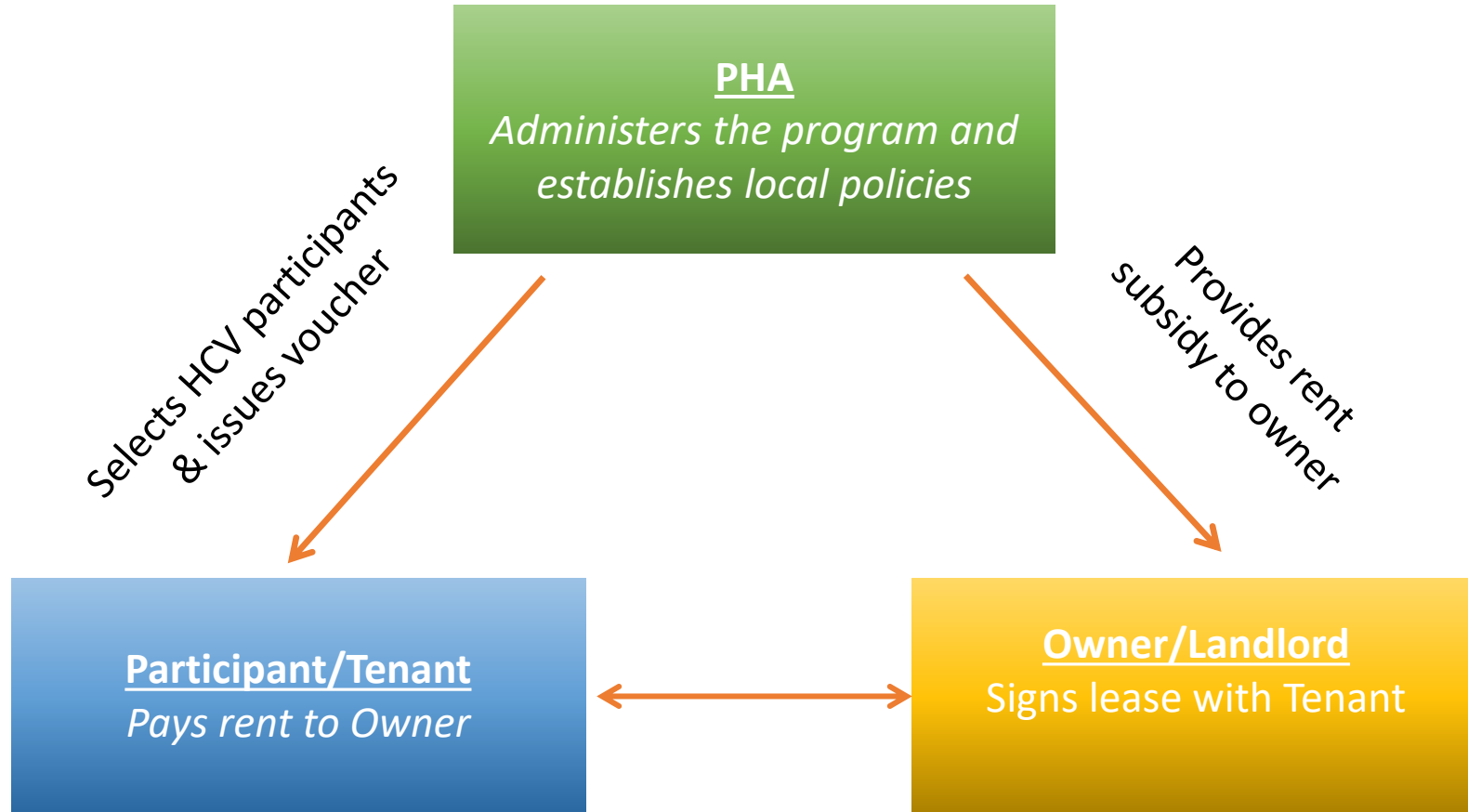
- 333 Vouchers + 9 new!
- 106 VASH Vouchers
- 12 Single Room Occupancy SRO/MRO (The Guidance Center)
- 40 Mainstream Voucher
- 29 Emergency Housing Vouchers (EHV)
- Foster Youth to Independence (FYI) by referral
- Housing Stabilization Vouchers (applied)

Vouchers provide rental assistance to extremely low-income and very-low-income households



HCV PROGRAM

A partnership between the CFHA, Participants & Owner/Landlord





Community Development Block Grant



What is the Community Development Block Grant?

- Federal grant program administered by HUD.
- Created in 1974 to provide funding for housing and community development activities, serving primarily low to moderate income individuals and households.

Why does the City of Flagstaff receive CDBG funding?

- Metropolitan city, Population > 50,000
- Entitlement Community
- Annual allocation based on a formula





Affordable Housing Planning



- Incentive Policy for Affordable Housing
- Developer Negotiations
- Data and research
- Planning and analysis



Permanent Affordability Tools

Affordability Deed Restriction (shared equity)

- A provision in a deed that limits who the home can be sold to and the sale price.

Community Land Trust

- The separation of ownership of the land and the improvements (home)
- Ground lease governs relationship between the land owner and home owner
- A **resale formula** establishes the price of the home for future eligible buyers
- Typically also a shared equity model
- Some also include rental housing



Permanent Affordability Program Goals

- To provide opportunities for Flagstaff residents to secure housing that is decent, safe, and affordable;
- To preserve quality and affordable workforce housing for future residents of the community;
- To preserve and encourage economic diversity in Flagstaff.



Ownership Housing

Ownership programs are often focused on first-time homebuyers, but not always, depending on the funding source

Both demand and supply tools

- Demand tools are typically cheaper than supply

Federal funding limited to 80% AMI and below

(\$61,850 / 3-person household)

Local challenges



Other Program Elements

- Employer Assisted Housing
- Technical Assistance
- Loan Management
- Fair Housing Resource
- Community Participation
 - Continuum of Care
 - Front Door effort
 - Coconino County Community Action Board
 - Non-profit boards (advisory)
- State and National Organizations



Tax Credit 101

Low Income Housing Tax Credits (LIHTC)

- Largest affordable rental housing funding source
- Built by private developers (can be non-profit)
- Just over 800 units in Flagstaff serving 60% AMI and below
- Administered by *Arizona Department of Housing*
- Minimum affordability time period – 15 years
- CoF has partnered in multiple complexes

HOW THE LOW INCOME HOUSING TAX CREDIT WORKS

Tax credits are used by developers to raise funding for building costs because affordable housing costs the same as fair market rate homes but rents are lower



Federal or state government allocates tax credits to state housing agencies.

Developers apply for tax credits. Projects are selected based on how the development meets the state's housing needs.



Developers sell credits to investors who can claim them on their federal or state income tax returns.

The money raised allows developers to build and maintain housing with lower and more affordable rents.



Source: Adapted from Homeword infographic How the Low Income Housing Tax Credit Works.

HOW THE LOW INCOME HOUSING TAX CREDIT WORKS

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Source: Adapted from Homeward infographic How the Low Income Housing Tax Credit Works.



What about other funding sources?

Federal - Grant / Entitlement

- CDBG – approx. \$600,000 annually (limited to 80% & below)
- USDA, HOME, ESG, HOPWA, Housing Trust Fund (not eligible)

State – Competitive Processes

- Federal pass-through (HOME, ESG)
- Limited state-based funding
- Tax-credit program (development driven)

Local

- General Fund (limited capacity)
- Private Non- and Not-for-Profit
- Foundation or non-profit grants or financing

Employers

- Employer Assisted Housing (EAH) programs





Housing Emergency Declaration

In response to a citizen's petition, Flagstaff City Council declared a housing emergency in December 2020

- Encourage more **economically priced housing** construction for workforce
- **Increase attainable housing opportunities** for and occupied by **local residents**.
- Explore and support **additional local funding resources** for the creation of affordable housing units and expansion of programs to improve housing.
- **Foundational framework** for establishing work programs, prioritizing staff work and allocating necessary funding for its implementation.



Housing Emergency Declaration

10 - Year Housing Plan

“Within nine months a Housing Plan focused on housing development and preservation within the City for the next 10 years will be presented to Council”

A single, comprehensive community-facing document to summarize the City's immediate and long-term needs and strategies to improving housing affordability.

Adopted February 2022 by Flagstaff City Council



HOMES FOR ALL FLAGSTAFF RESIDENTS



10-YEAR HOUSING PLAN

CREATE. CONNECT. PRESERVE. PROTECT.





Implementation

- Develop Evaluation Process for Annual Report & Measurement of Progress
- Create First Year Implementation Plan (underway)
- Successes and Challenges





Where are we starting?

Create 1: Incentivize the creation of affordable units through various programs & mechanisms

Create 3: Create a dedicated **funding source** for affordable housing in Flagstaff

Create 4: Amend the **Flagstaff Zoning Code** to facilitate the development of all housing types

Create 5: Explore **regulatory efficiency & cost-saving practices**



Currently Underway

RFP will be published to identify a firm to conduct:

Land Availability and Suitability Analysis

- identify available lands for greenfield or infill development and the suitability of development on available lands;
- identify common constraints or barriers for greenfield or infill development on available lands; and
- set policy direction, including but not limited to, informing code changes and the growth boundary, based on available land supply and development potential.

Code Analysis

- **remove barriers** to achieving the goals of the Flagstaff Carbon Neutrality Plan and the Flagstaff 10-year Housing Plan;
- **identify** how the City's existing codes create **unintentional barriers** for achieving carbon neutrality and the City's housing goals; and
- suggest **code revisions** that will **reduce barriers and increase opportunities**, while preserving the values the codes are intended to address...



Proposition 442

Creating rental and homeownership opportunities for residents of Flagstaff

To create rental and homeownership opportunities for residents of Flagstaff, shall the City of Flagstaff be authorized to issue and sell general obligation bonds in a principal amount up to \$20,000,000 for the purpose of:

- redeveloping City owned housing to create additional affordable rental units;
- repurposing existing available buildings into rental units;
- incentivizing the private sector to incorporate affordable rental housing into new developments; and
- expanding the homebuyer assistance program?





What's next?



It depends.....

Implementation Plan will come forward to the Housing Commission, however:

- If Prop. 442 is approved, it will have a significant impact on the implementation of the 10-Year Plan as far as what is tackled first
- If not approved, the Implementation Plan will address other items

12 days to go until November 8



Questions?





Housing Commission

6. B.

From: Adriana Fisher, Housing Program Manager

DATE: 10/27/2022

SUBJECT: Overview of Carbon Neutrality Plan: 2022 Revisions

STAFF RECOMMENDED ACTION:

Informational only. Item will return for discussion and feedback at the November meeting.

Executive Summary:

Ms. Jenny Niemann, Climate Program Manager for the Sustainability Division, will provide a brief overview on the developing revisions to the Carbon Neutrality Plan.

Attachments

Carbon Neutrality Plan Revisions Update

Carbon Neutrality Plan Revision Update

October 27, 2022

Jenny Niemann
Climate Program Manager
Flagstaff Sustainability Office



Agenda

Carbon Neutrality Plan Revisions

1. Rationale
2. Three types of revisions to the Carbon Neutrality Plan (CNP)
3. Housing Plan incorporation
4. Discussion





Rationale



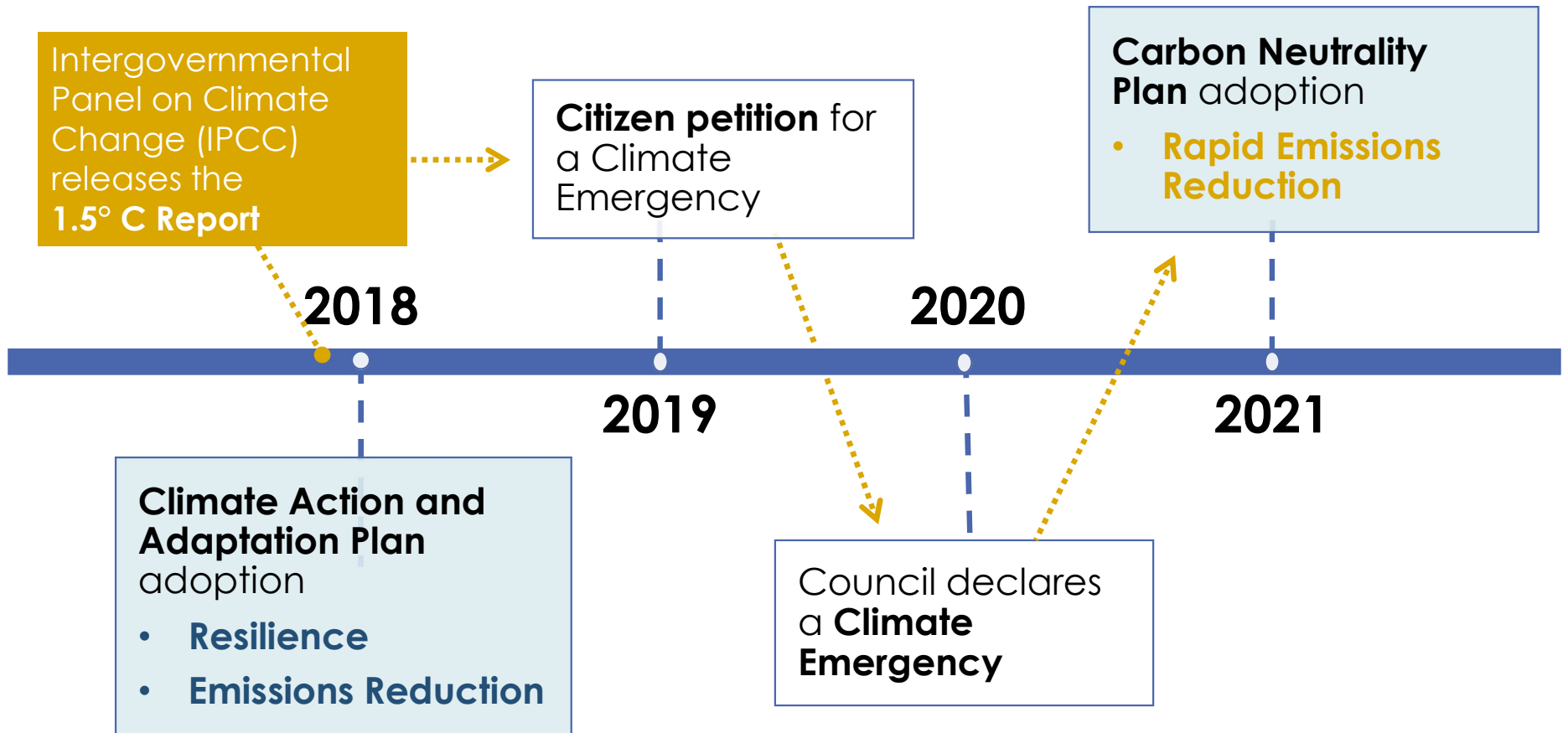
Why a revision?

- The CNP implementation plan includes a commitment to **annual revisions**.

What will be revised?

- Revisions will be limited and administrative in nature.
- We will not substantively change policies.

Timeline





Three Types of Revisions



Incorporation of new information

- **Financial investment** needed
- **Partner** commitments: NAU, FUSD, County
- Adoption of the **Flagstaff 10-year Housing Plan**



Three Types of Revisions



Incorporation of new information

- Financial investment needed
- Partner commitments: NAU, FUSD, County
- Adoption of the Flagstaff 10-year Housing Plan

Standard annual revisions

- **Update our GHG emissions inventory**



Three Types of Revisions



Incorporation of new information

- Financial investment needed
- Partner commitments: NAU, FUSD, County
- Adoption of the Flagstaff 10-year Housing Pla

Standard annual revisions

- Update our GHG emissions inventory

Plan consolidation

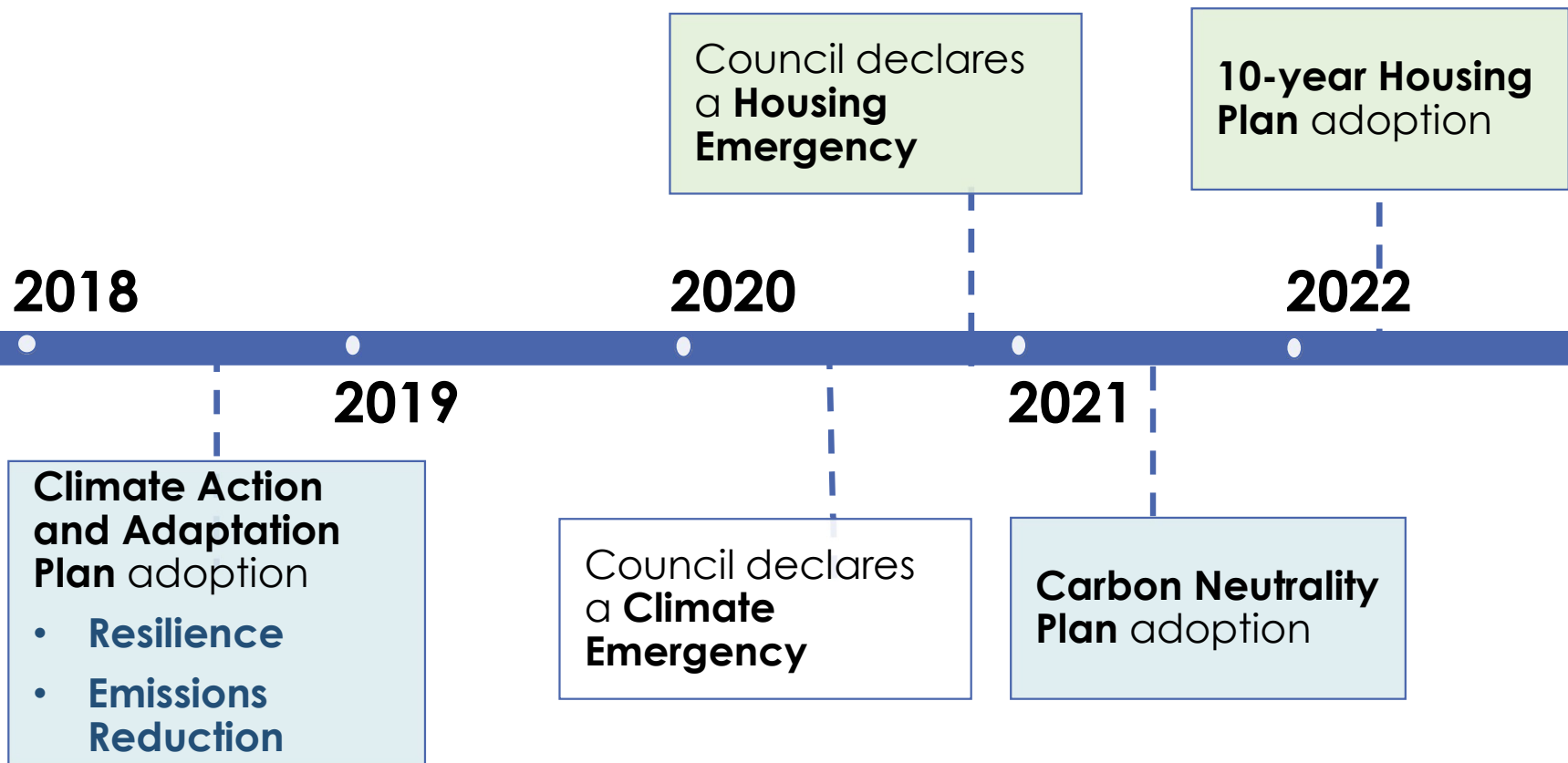
- Incorporate **resilience strategies and actions** from the 2018 Climate Action and Adaptation Plan

CNP + the 10-year Housing Plan

We will incorporate the core goals and policy initiatives of the 10-year Housing Plan into the revised Carbon Neutrality Plan.



Timeline





New Information: Housing Plan



Housing is **deeply connected** to both climate change AND climate action.

Equity:

- Increasing visitation and climate migration will likely lead to further housing challenges.
- Cost of living is impacted by housing, transportation, *and* utility costs.
- Climate change affect will be the most severe for our most vulnerable residents.

Emissions:

- We can reduce emissions from transportation through infill development, higher-density neighborhoods and mixed uses.
- We can reduce emissions from buildings when we build dense, efficient, electric-powered buildings.

Resilience:

- Housing security, passive survivability, and neighborhood strength all have large impacts on community resilience.



New Information: Housing Plan



The Flagstaff 10-year Housing Plan

- To reflect the February 2022 adoption of the 10-year Housing Plan, and the close ties between Housing and Climate goals, we will incorporate the Housing Plan into the CNP.
- To do this, we will make the following **CNP revisions**:
 - Create a new Target Area focused exclusively on Housing, incorporating the overarching housing goal into the CNP.
 - Create four new strategies, addressing the Housing Plan Policy initiatives: Create, Connect, Preserve, Protect





New Information: Housing Plan



THE FLAGSTAFF CARBON NEUTRALITY PLAN

Housing

Flagstaff will create a vibrant and more livable community through increased housing options for residents at all income levels and family sizes.

HOUSING IS A COLLECTIVE BENEFIT

There is a strong and growing movement among Flagstaff community members, housing advocates, and City Council to ensure all Flagstaff residents have access to affordable housing. On December 1, 2020, City Council declared a Housing Emergency in Flagstaff, committing to prioritizing affordable housing within City operations to create safe, decent, and affordable housing opportunities for all community members. This Plan will begin with the basics, defining what affordable housing means and how affordable, accessible, and decent housing is of critical importance to our community's overall health and viability.

The United States Department of Housing and Urban Development (HUD) defines affordable housing as spending no more than 30% of monthly gross income on housing costs. Households that spend more than 30% on rent or mortgage costs are considered "housing cost burdened"; households spending more than 50% are "severely housing cost burdened." Throughout this Plan, "affordable housing" will be defined as households paying 30% or less of monthly gross income towards the home in which they reside, using HUD's definition.

In an expensive housing market like Flagstaff's, some form of subsidy is necessary for housing to be affordable for many lower income households. Housing subsidies come in many forms. Housing subsidy types include rental assistance, eviction prevention, and down payment assistance. Other forms include non-profit affordable housing, public housing, voucher programs, and some forms of co-operative and private sector housing. Throughout this Plan, the term "housing subsidy" is defined as any form of financial assistance aimed towards decreasing housing costs.

The stories we hear from residents and local reports verify that a lack of affordable housing is not just an individual problem, but rather a community problem that has collective consequences that negatively impact Flagstaff. This Plan demonstrates how the consequences of failing to create, preserve, and provide access to affordable housing in Flagstaff are linked to lasting negative effects on our neighborhoods,^{1, 2, 3} health, children,^{4, 5} environment,⁶ and jobs.⁷ This Plan provides a path forward for the next ten years and solutions to reducing Flagstaff's Housing Emergency.





CNP Revisions



Thank you!

Staff will provide a more detailed presentation at the November Housing Commission meeting – reviewing both these revisions, and the Sustainability Section.

Jenny Niemann
Climate Program Manager
JNiemann@flagstaffaz.gov
928-213-2150



Housing Commission

7. A.

From: Adriana Fisher, Housing Program Manager

DATE: 10/27/2022

SUBJECT: Sustainable Building Resolution Revisions

STAFF RECOMMENDED ACTION:

Discussion and feedback.

Executive Summary:

Presentation provided by Ramón Alatorre, Climate Analyst, regarding Sustainable Building Resolution (SBR) 2022 revisions.

Attachments

Sustainable Building Resolution - Presentation

Sustainable Building Resolution - Red Line

Sustainable Building Resolution - Council Comments

Sustainable Building Resolution Update

October 18, 2022

Ramón Alatorre
Climate Analyst
Flagstaff Sustainability Office



Agenda

- 1. Short history of the Sustainable Building Resolution (SBR)**
- 2. Need to update the SBR: Policies and Documents guiding the 2022 SBR Revisions**
- 3. Revision process**
- 4. Summary of proposed revisions and additions**
- 5. Discussion and Input**





Sustainable Building Resolution



The Sustainable Building Resolution (SBR) is a policy document outlining the performance standards that the City will adhere to as an organization when commissioning the construction of **new occupied** buildings or undertaking **major renovations** of existing occupied buildings.

- The SBR has always set an organizational standard that is beyond code
- Explicitly recognizes and values municipal leadership

History:

- First adopted in 2008
 - Somewhat narrow, only recognized LEED
- Revised in 2014
 - A bit more flexible, introduces a performance pathway



Sustainable Building Resolution



Existing Resolution (Res. No. 2014-09):

WHEREAS,

- “...committed to excellence and leadership in the community...”
- “...desires to lead by example...”
- “...yield savings... improve employee and visitor experience...”

ENACTMENTS:

- “...require that all occupied City-owned new construction and major renovation of new facilities...”
 - LEED (Silver), Green Globes (3 Globes), or Living Building Challenge
 - ASHRAE Pathway (Performance vs. Certification)



Sustainable Building Resolution



Motivation for revisions and updates

- Updating policy documents such as The Sustainable Building Resolution is exactly the kind of action envisioned by the recent adoption of numerous Resolutions and documents:
 - The Climate Emergency Declaration (Res. 2020-09)
 - The Housing Crisis Declaration (Res. No 2020-66)
 - The Flagstaff Carbon Neutrality Plan (Res. 2021-34)
 - The 10-Year Housing Plan (Res. No 2022-02)
 - The Sustainable Building Incentive (PZ-21-00282)



Sustainable Building Resolution



Motivation for revisions and updates

- Updating policy documents such as The Sustainable Building Resolution is exactly the kind of action envisioned by the recent adoption of numerous Resolutions and documents:
 - [The Climate Emergency Declaration \(Res. 2020-09\)](#)
 - “... commits to its own City-wide transition...”
 - [The Housing Crisis Declaration \(Res. No 2020-66\)](#)
 - “...ways City resources (including land, staff and financial resource) can be best utilized to achieve identified goals...”
 - “...commits to its own citywide prioritization of housing efforts...”



Sustainable Building Resolution



Carbon Neutrality Plan Alignment

This amendment furthers many strategies of the Carbon Neutrality Plan (CNP):

Community Resilience

- CR-1: Ensure all mitigation actions improve Flagstaff's ability to adapt to the future.
- CR-2: Strengthen existing community systems to create resilience to both short-term shocks and long-term change.

Decreased Dependence on Cars

- DD-1: Encourage vibrancy, appropriate density, and attainability in existing neighborhoods, so that more residents live within walking distance of their daily needs.



Sustainable Building Resolution



Carbon Neutrality Plan Alignment

This amendment furthers many strategies of the Carbon Neutrality Plan (CNP):

Electric Mobility

- EM-3: support residents, businesses and institutions in the transition to electric vehicles.

Clean Electricity

- CE-2: Increase renewable energy installations and usage in new buildings.

Building Fuel Switching

- FS-1: Reduce or remove natural gas usage in municipal buildings.

Reduced Building Energy Use

- BE-1: Achieve net zero energy City of Flagstaff facilities.



Sustainable Building Resolution



Other areas of alignment

10-year Housing Plan (Res. No 2022-02)

- “... to increase the number of available and affordable housing options for Flagstaff residents at all income levels.”

Residential Sustainable Building Incentive (PZ-21-00282)

- Highest performance pathway for builders/developers to earn the incentive is “All-electric, Zero Energy Ready.”



Sustainable Building Resolution



Revision Process

- A big THANK YOU to staff that made up the SBR “Band” (Steering Committee):
 - Community Development
 - Facilities
 - Housing Section
 - Real Estate
 - Sustainability
- Started organizing in August
 - Multiple in-person meetings and rounds of asynchronous document development
- Sustainability Commission



Sustainable Building Resolution



Goals of the Proposed Revisions

Reduced greenhouse gas emissions from City buildings

- The City seeks to ensure its new buildings support its goals for reduced building energy use, clean electricity, and appropriate building electrification.

Building community resilience

- The City can prepare for a volatile future by ensuring new buildings include amenities to support vulnerable residents during disruptive weather or other extreme events.

Increasing the number of available and affordable housing units

- The City can support housing supply needs by considering properties for repurposing the building or developing in a manner to support housing.



Sustainable Building Resolution



Goals of the Proposed Revisions

Reduced greenhouse gas emissions from City buildings

- The City seeks to ensure its new buildings support its goals for reduced building energy use, clean electricity, and appropriate building electrification.

How:

- Maintains the same minimum certification and/or performance pathways
- **(Add) Appropriate electrification**
- **(Add) Emissions Neutral Operations**



Sustainable Building Resolution



Goals of the Proposed Revisions

Building community resilience

- The City can prepare for a volatile future by ensuring new buildings include amenities to support vulnerable residents during disruptive weather or other extreme events.

How:

- **(Add) Resilience Hub functionality, including but not limited to:**
 - Clean Air Center (smoke events)
 - Cooling Center (heat event)
 - Warming Center (cold events)
 - Refrigeration and back-up power center (power events)
- Note: Many existing municipal buildings could be great Resilience Hub candidates, but not covered by SBR due to focus on “new” and “major renovation”



Sustainable Building Resolution



Goals of the Proposed Revisions

Increasing the number of available and affordable housing units

- The City can support housing supply needs by considering properties for repurposing the building or developing in a manner to support housing.

How:

- **(Add) Describes an end of occupancy process that directs the Housing Section to evaluate the property and determine the feasibility of repurposing or developing in a manner that supports increasing the number of available and affordable housing units, including but not limited to:**
 - Converting to municipally operated affordable housing
 - Seeking public-private partnerships
 - Exploring shared equity models



Sustainable Building Resolution



Next: Returning November 1st for adoption

We welcome your questions,
comments, and suggestions

HOW TO READ THIS DOCUMENT

Unless otherwise stated, provisions that are being deleted are shown in red strikethrough text, like this:

~~Provisions that are being deleted are shown with in red strikethroughs text.~~

Provisions that are being added are shown in bold blue text, like this: **Provisions that are being added are shown in blue text.**

Provisions that were added/deleted following Council input on 10/18/2022 are shown in purple text, like this: **Provisions added based on Council input or; ~~Provisions deleted based on Council input~~**

RESOLUTION NO. 20**14-0922-XX**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF FLAGSTAFF, ARIZONA, REQUIRING THAT NEW CONSTRUCTION AND MAJOR RENOVATION OF ALL CITY-OWNED, NON-HOUSING SECTION, OCCUPIED FACILITIES ACHIEVE EMISSIONS-NEUTRAL OPERATIONS, AND THAT THESE SAME FACILITIES SHALL BE DESIGNED TO SUPPORT ONE OR MORE FUNCTIONS OF A “COMMUNITY RESILIENCE HUB” TO SUPPORT VULNERABLE COMMUNITY MEMBERS DURING DISRUPTIVE EVENTS, AND THAT IN THE EVENT THAT A CITY-OWNED BUILDING OR PROPERTY IS BEING VACATED BY THE CITY, THAT THE HOUSING SECTION FIRST HAVE THE OPPORTUNITY TO EVALUATE THE PROPERTY AND DETERMINE THE FEASIBILITY OF REPURPOSING OR DEVELOPING IN A MANNER THAT SUPPORTING INCREASING THE NUMBER OF AVAILABLE AND AFFORDABLE HOUSING UNITS, AND REPEALING RESOLUTION NO. 2014-09. ~~REQUIRING THAT THE CITY INCORPORATE SUSTAINABLE BUILDING PRACTICES INTO THE DESIGN, CONSTRUCTION, AND OPERATION OF ALL CITY-OWNED FACILITIES AND REPEALING RESOLUTION NO. 2008-32, WHICH REQUIRED ALL NEW CITY BUILDINGS TO BE CONSTRUCTED USING THE U.S. GREEN BUILDING COUNCIL-SPONSORED PRINCIPLES OF LEADERSHIP IN ENERGY AND ENVIRONMENTAL DESIGN~~

RECITALS:

WHEREAS, the City of Flagstaff (“City”) is committed to excellence and leadership in the community; and

WHEREAS, the City desires to lead by example through implementing building practices that protect natural resources; prevent waste, reduce consumption, and promote human health and well-being; and

WHEREAS, incorporating sustainable building practices can yield savings by efficiently managing energy, water, waste and stormwater, while improving the employee and visitor experience; and

WHEREAS, the Mayor and City Council of the City of Flagstaff have adopted the Climate Emergency Declaration (Res. No 2020-09) and the Carbon Neutrality Plan (Res. No 2021-34) which commits to its own City-wide transition and supporting our vulnerable community members during disruptive weather events or extreme incidents which due to climate change are anticipated to continue occurring with increasing frequency; and

WHEREAS, the most stringent energy efficiency standard that satisfies the Sustainable Building Incentive (PZ-21-00282) requires that the new building(s) be an all-electric, Zero Energy Building; and

WHEREAS, a building with emissions-neutral operations is a building that is highly efficient and either a) uses only renewable energy for its operation on an annualized average basis (this may include either onsite or offsite generated renewable energy) or b) produces and supplies onsite renewable energy in an amount equivalent to the magnitude of non-renewable energy consumed for its operations; and

WHEREAS, the Mayor and City Council of the City of Flagstaff wish to declare a commitment to energy conservation; ~~that all occupied City-owned new construction and major renovations, including building additions over 10,000 square feet, shall achieve certification in the Leadership in Energy and Environmental Design (“LEED”) Program or Green Globes Program or Living Building Challenge Program or at a minimum achieve American Society of Heating, Refrigeration, and Air Conditioning Engineers (“ASHRAE”) Design for High-Performance building standards; and~~

~~WHEREAS, the Mayor and City Council of the City of Flagstaff wish to declare that all occupied City-owned facilities shall be operated to achieve maximum efficiency; and~~

WHEREAS, as of June 2022, all electricity purchased by the City for municipal operations is considered renewable as a result of participation in the APS Green Power Partners Program; and

WHEREAS, a Community Resilience Hub functions as a location where vulnerable residents can go during disruptive weather events or extreme incidents to receive ameliorating services and support, servicing a variety of purposes that could include, but are not limited to: a) a clean air center during extreme smoke events; b) a cooling center during extreme heat events; c) a warming center during extreme cold events; d) a refrigeration center and back up power center, especially for medications and medical devices, during any event that disrupts power for an extended period; and

WHEREAS, in order to provide these Resilience Hub services during disruptive weather events or extreme incidents, City facilities need to be designed so that they can operate independently of the electric grid for an extended period; and

WHEREAS, the Adaptive Reuse Program offers support to small businesses that repurpose existing buildings, in recognition that repurposing is one of the most sustainable approaches to building and development; and

WHEREAS, the Mayor and City Council of the City of Flagstaff have adopted the Housing Crisis Declaration (Res. No 2020-66) and the 10 Year Housing Plan (Res. No 2022-03) which commits to increasing the number of available and affordable housing options for Flagstaff residents at all income levels; and

WHEREAS, Cities often own properties located in desirable locations with access to employment, community amenities, walkable neighborhoods and transit options; and

WHEREAS, an adequate supply of affordable and dignified housing supports sustainability, equity, and health, allowing more Flagstaff residents the opportunity to fully participate in the community pursuit of a carbon-neutral future that benefits all; and

WHEREAS, the Mayor and City Council of the City of Flagstaff desire to repeal Resolution No. ~~2008-32~~-2014-09.

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:

SECTION 1. That the Mayor and City Council hereby require that all non-Housing Section, occupied, City-owned new construction and major renovation of existing facilities, including building additions over 10,000 square feet, achieve all-electric, emissions-neutral operations while also achieving certification in the most recent version of LEED (Silver) or Green Globes (3 Globes) or Living Building Challenge (full certification). It is acknowledged that there may be some highly energy intensive processes that are currently incompatible with all-electric operation. Any proposed new construction or major renovation that cannot achieve all-electric status may get approval from the Sustainability Director by demonstrating that doing so is infeasible. These projects would still be expected to achieve emissions-neutral operations.

SECTION 2. That if City staff charged with the design, construction, or renovation of a City-owned facility determine that compliance with certification standards is uniquely cost prohibitive, staff will recommend achieving all-electric, emissions-neutral operations while adhering to ~~that~~ the most recent ASHRAE High-Performance building standards be achieved on the project. Cost prohibitive is defined as a payback period of more than eight (8) years for the additional costs associated with LEED, Green Globes, or Living Building Challenge measures.

SECTION 3. That the Mayor and City Council require that when entering into leases for occupancy, including the renegotiation or extension of existing leases, the City shall include a preference for occupied space that is certified under LEED or Green Globes or Living Building Challenge or ASHRAE or an equivalent standard.

SECTION 4. That the Mayor and City Council require that all non-Housing Section, occupied City-owned new construction and major renovation of existing facilities, including building additions over 10,000 square feet, shall be designed to support one or more functions of a Community Resilience Hub. Facilities that have security considerations or other extenuating circumstances may be exempt from this requirement if it is determined that opening the facility to the public during disruptive weather events or extreme incidents to receive ameliorating services is injudicious.

SECTION 5. That the Mayor and City Council require that in the event that a City-owned building or property is being vacated by the City, that the Housing Section first have the opportunity to evaluate the property and determine the feasibility of repurposing or developing in a manner that supports increasing the number of available and affordable housing units, including but not limited to: converting to municipally operated Affordable Housing; seeking a public-private partnership; and exploring shared equity models of development. Following this evaluation process, should the Housing Section determine that the building or property being vacated is not well suited to repurposing or developing in this manner, and should the City decide that a sale for non-housing purposes is to be pursued, the City will consider whether a

portion of the funds from the sale can be directed to support increasing the number of available and affordable units at another site. Exceptions to this requirement may be made for extenuating circumstances, such as, but not limited to, the case where the building being vacated by the City is also occupied by other tenants.

SECTION 4 6. That the Mayor and City Council require staff whose responsibilities include the design, construction, remodeling, repair, maintenance, operation or deconstruction of City-owned facilities to be responsible for ensuring compliance with the Sustainable Building policies required by this Resolution.

SECTION 5 7. That Resolution No. ~~2008-32~~ 2014-09 is hereby repealed.

PASSED AND ADOPTED by the City Council and approved by the Mayor of the City of Flagstaff this _____ day of _____, ~~2014~~ 2022.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY



Sustainable Building Resolution



Updates since meeting on 10/18/2022:

WHEREAS,

- (#7) the Mayor and City Council of the City of Flagstaff wish to declare a commitment to energy conservation; ~~that all occupied City-owned new construction and major renovations, including building additions over 10,000 square feet, shall achieve certification in the Leadership in Energy and Environmental Design (“LEED”) Program or Green Globes Program or Living Building Challenge Program or at a minimum achieve American Society of Heating, Refrigeration, and Air Conditioning Engineers (“ASHRAE”) Design for High-Performance building standards;~~ and
- (#12) the Adaptive Reuse Program offers support to small businesses that repurpose existing buildings, in recognition that repurposing is one of the most sustainable approaches to building and development; and

ENACTMENTS:

- No changes made since 10/18/2022 Council Meeting.