

	Immediate- Year 1 (2018)	Mid-Term- Yrs. 2-3 (2019- 2020)	Long-Term- Yrs 4+ (2021+)
Recommendation 1. Review planning processes and zoning code to streamline affordable development and encourage housing diversity.			
Comments: This recommendation is also referenced under subsequent recommendations to highlight the impact of this task on both rental and ownership affordability objectives. The Housing Advisory Committee should begin this process with a thorough review of existing fees, current development review process through a workshop with the Planning department.			
A. Formalize incentives for affordable development.	x		
(1) Continue process of and formalize expedited planning and zoning review processes.	x		
(2) Review tax & fee structures for options to support affordable housing development.	x		
(3) Recommend & adopt changes to tax and fee changes per staff, BHAC and Council approvals.		x	
B. Encourage product diversity throughout the city (e.g., missing middle attached, small-lot single family and patio homes).	x		
(1) Based on Housing Needs Assessment, present Council with recommended target for product types and development targets.	x		
(2) Evaluate residential districts where accessory dwelling units (also called ADUs, carriage houses, granny flats or casitas) could be allowed by right	x		
(3) Encourage visitable/accessible development by streamlining development process, providing fee waivers, enact a visitability ordinance. *		x	
* Visitable units are those that can be easily accessed by seniors with mobility limitations and persons with disabilities. They are also built for accessibility modifications if needed in the future (e.g., reinforced walls for grab bars). They typically include at least one no-step entrance as well doors, hallways and a main floor bathroom that meet accessibility standards.			

Recommendation 2. Set a goal to mitigate increases to the rental gap.

Comments: The city currently has a 1,286-unit shortage of rental units priced affordably for renters earning less than \$20,000 per year. Consider the following strategies to help mitigate increases to (or even reduce) the existing rental gap:

A. Formalize incentives for affordable development - see Recommendation 1 - A - (1,2,3) above.	x		
B. Educate the community about the need for and benefits of affordable housing development;	x		
(1) Hold community meetings to discuss Housing Needs Assessment, and relate to Economic Development and current City/County Comp Plan.	x		
C. Encourage Low Income Housing Tax Credit (LIHTC) development.	x		
(1) Actively participate in Housing Colorado and other housing organizations to promote Broomfield's desire for more LIHTC development.	x		
(2) Meet with developers and promote Broomfield's desire for more LIHTC development.	x		
D. Evaluate the potential for affordable and mixed-income housing on city-owned land;		x	
(1) Prepare inventory of city-owned land including statutory use requirements and/or alternatives.	x		
(2) Evaluate housing need and land benefits towards meeting those goals.	x		
(3) Based on D.(2) above, evaluate land value.	x		
(4) Review and consider options for a portion of Public Land Dedication requirement to include land set-aside for affordable housing.		x	
(5) Make recommendations to Council for use of land and potential value for sale to developers and/or inclusion in a land trust.		x	
E. Acquire and bank underutilized and vacant land for future affordable and mixed-income rental and/or ownership housing, potentially through land trust partnerships; and		x	
(1) Prepare Business Plan that outlines housing development targets per Housing Needs Assessment, financing options, and administrative and operational issues.		x	
(2) Based on E.2 above, present Business Plan and recommendations to Council.		x	
F. Evaluate purchasing aging multifamily developments working in partnership with area housing nonprofits for long-term preservation.		x	
(1) Prepare Business Plan that outlines housing development targets per Housing Needs Assessment, financing options, and administrative and operational issues.		x	

(2) Based on E.2 above, present Business Plan and recommendations to Council.		x	
Recommendation 3. Consider implementing policies/programs to improve product diversity and homeownership affordability.			
Comments: This strategy includes preserving existing affordable ownership opportunities and creating opportunity for “missing middle” and “visitable” development. Many strategies for encouraging development and preservation of affordable housing for purchase overlap with those offered for reducing the rental gap:			
A. Continue to support and expand, as appropriate, existing Housing Authority programs funded by CDBG and HOME funds, such as, single-family and mobile home improvement programs, Tenant Based Rental Assistance programs, etc.	x		
B. Evaluate creation of a revolving loan fund where residents get home improvement funds in exchange for discounting the home to a first time buyer upon sale.		x	
(1) Evaluate economics, legal issues, administrative issues, and other aspects of such a program		x	
(2) Based on E.2 above, present plan and recommendations to Council.		x	
C. Acquire and bank underutilized and vacant land for future affordable and mixed-income housing, potentially through land trust or sweat-equity partnerships;		x	
(1) See Recommendation 2.E. (1,2) above.		x	
D. Promote and encourage mixed-income communities offering a variety of housing types;	x		
(1) See Recommendation 1 - A - (1,2,3) above.	x		
E. Encourage sufficient product diversity throughout residential districts in both new and infill development;		x	
(1) See Recommendation 1 - A - (1,2,3) above.		x	
F. Review zoning districts to evaluate residential districts where accessory dwelling units (also called ADUs, carriage houses, granny flats or casitas) could be allowed by right and adjust zoning regulations to accommodate;		x	
(1) See Recommendation 1 - A - (1,2,3) above.		x	
G. Consider implementation of a deed restricted housing program to link the production of affordable housing to the production of market-rate housing; and		x	
(1) Review and evaluate other such programs for effectiveness, success and best practices.	x		
(2) Review and evaluate 'incentive' programs vs. 'mandatory' programs.	x		
(3) Based on G - 1 & 2 above, present plan and recommendations to Council.		x	
H. Encourage visitable/accessible development by streamlining development process or providing fee waivers for visitable/accessible units.		x	

Recommendation 4. Increase capacity for affordable preservation and development through financial resources.

Comments: Broomfield can facilitate some affordable and mixed-income development at a relatively low cost through many of the recommendations offered above but efforts that require more resources would benefit from a recurring source of funds for affordable housing. Broomfield should start considering options for future resources now, before housing needs become even more critical with an evaluation of the following options:

A. Evaluate use of General Fund allocation.		x	
B. Evaluate use of Developer impact fees and in-lieu fees (as discussed under Recommendation 3 - G - (1,2,3)).		x	
C. Evaluate use of dedicated property tax mill or sales tax.		x	
D. Evaluate use of dedicated affordable housing bond;			x
E. Present findings and recommendations to Council.			x

Recommendation 5. Consider establishing an independent Housing Authority Board.

Comments: Broomfield City Council currently has the responsibility of serving as the Broomfield Housing Authority Board. While the recommendations discussed above can be implemented under the current structure, many of the recommendations may prove more efficient under a dedicated and independent board whose focus is specifically to oversee the operations of the Housing Authority.

A. Gather background on other Housing Authority structures and oversight by meeting with a broad group of Housing Authority staff and Board members.	x		
B. Evaluate information received from meeting in 5.A above, and evaluate opportunities, risks, etc. for Broomfield.		x	
C. Review options with Staff including legal to assess best considerations.		x	
D. Present findings and recommendations to Council.		x	

Recommendation 6. Be a leader and advocate for regional collaboration.

Comments: There is a great deal of focus on affordable housing strategies in the Denver metro area currently—particularly in the communities northwest of the City and County of Denver—as evidenced by the recent release of Westminster’s Housing Strategic Plan and Boulder County Regional Housing Partnership’s Regional Housing Strategy. Broomfield should seek to engage in housing planning at the regional level along with these other north metro communities.

A. Actively participate in regional housing groups.	x		
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