

REGIONAL WORKFORCE AFFORDABLE HOUSING COMMITTEE

Workforce Housing Toolkit

Toolkit Outline

The Toolkit will contain a section for each 'tool' or 'opportunity'. The following information will be included in each section:

- Opportunity Name
- Definition or brief description
- Benefits of this approach
- Costs and disadvantages
- Barriers – including local zoning and regulation, and state code and regulations
- Example(s) of how this approach can be used to impact workforce affordable housing, including documentation of best practices and actual case study, if available.
- Sources for additional information

The following are priority topics selected by the Committee for inclusion in the Toolkit:

1. Accessory Apartments - (Also known as in-law apartments, accessory dwelling units or Granny Flats) Small dwelling units added to or constructed within an existing single-family house. This option increases the supply of housing within the footprint of an existing structure, provides income for the homeowner, and offers less expensive housing for the renter, as well as security and companionship (in the case of elderly residents).
2. Master Plan Statements of Values - The community's visions and values on how it wants to grow is described in its Master Plan. This is a policy document that supports and validates a community's land use regulations and controls. When appropriate, a Master Plan should reference the growth and design concepts that encourage varied housing opportunities such as Minimum Impact Design, New Urbanism and Smart Growth. Development priorities would speak to the need to:
 - Create Range of Housing Opportunities and Choices
 - Create Walkable Neighborhoods
 - Encourage Community and Stakeholder Collaboration
 - Foster Distinctive, Attractive Places with a Strong Sense of Place
 - Make Development Decisions Predictable, Fair and Cost Effective
 - Mix Land Uses
 - Preserve Open Space, Farmland, Natural Beauty and Critical Environmental Areas
 - Provide a Variety of Transportation Choices
 - Strengthen and Direct Development Towards Existing Communities

- Take Advantage of Compact Building Design
3. Donation of Municipally Owned Land - Can be linked with the recipient providing lower cost, affordable housing. Towns with land or property received through tax liens can donate them to affordable housing developers who will rehabilitate them into permanently affordable housing.
 4. Housing Trust Fund - A trust fund earmarked for a community's housing needs can be made up of developers' contributions, repayments of CDBG loans, sale of municipal owned property, higher building permit fees, town and city capital budget appropriations, Inclusionary zoning payments made in lieu of providing on-site units, and annual repayments of loans made by the housing trust fund. The money in turn can be used for building or rehab, subsidizing low and moderate-income families' mortgages and helping finance construction of new housing.