

City Manager's Office of Community Solutions

Intro: Charlottesville Affordable
Dwelling Unit (ADU) Monitoring and
Procedures Manual

Date: February 5, 2024

Please note this presentation is for informational purposes only. Information within may change or become updated after the date of this presentation without notice.





The City of Charlottesville defines access to livable housing as a human right and works to ensure housing choice and mobility are provided for all who seek it through implementation of the Affordable Housing Plan

Presentation and Staff Report Outline

- Background
- Discussion
 - o What is the ADU Manual?
 - O What is its Purpose and Significance?
 - O What are the next steps for staff?
- 1-Minute Rewind: Anti-Displacement Measures
- Alignment with City Council's Vision and Strategic Plan
- Community Engagement
- Budgetary Impact
- Recommendation



Background

- On December 18, 2023, the Charlottesville City Council unanimously enacted a series of transformative measures.
- These measures included the repeal and re-ordination of a new Chapter 34 and the repeal of Chapter 29 within the Charlottesville City Code.
- The Council also deferred the required adoption of the Affordable Dwelling Unit (ADU) Monitoring and Procedure Manual (the "ADU Manual") in conjunction with this comprehensive zoning reform.
- The deferral was an administrative progression to allow adequate time to harmonize the manual with the newly established Chapter 34 Section 4.2.2.2 as drafted and adopted on December 18, 2023.
- The ADU Manual was created in January with inputs from the City Housing Advisory Committee. On Jan 17th, the committee unanimously voted in support of the draft.



Discussion (A): What is the ADU Manual?

• "The ADU Manual serves as a user-friendly guide aimed at ensuring alignment with the new ordinances."

• "It clarifies requirements and processes related to affordable dwelling units."

• "Offers guidance to internal staff and external stakeholders."



Discussion (B): What is the ADU Manual's Purpose and Significance?

- Facilitating Compliance
- As an Internal Resource
- As an External Resource
- Alignment with New Ordinance



Discussion (C): What are the next steps for staff?

- Publication of Manual
- User Education
- Community Engagement
- Monitoring and Evaluation
- Continuous Evaluation and Elevation of Staff Capacity
- Implementation of (HEAT) Program of Service

H.E.A.T is the Housing Equity and Anti-Displacement Toolkit work actions undertaken by OCS staff that will be concentrated in specific zones of our community.



1-Minute REWIND: October 3, 2023, Council Work Session

"Anti-displacement...

is generally referred to as strategies and policies to prevent involuntary displacement of long-standing, often lower-income residents from their neighborhoods due to gentrification or other development pressures."...

"An anti-displacement measure aims to create inclusive, stable communities where residents can afford to live and thrive." – *Williams, A*



1-Minute REWIND: October 3, 2023, Council Work Session

"Does [the new] zoning interact with [these] measures] in any way?"..."In other words, do you see situations where, depending on what the zoning is, it makes it more or less feasible to implement some of these strategies?"

- Councilperson Payne, M

How can the city effectively incorporate measures to prevent displacement in its housing strategy?

- ✓ Inclusionary Zoning
- Community Land Trusts
- Tenant Protections
- Preservation of Existing Affordable Housing
- **Rent Subsidies and Vouchers**
- Small Business, MBE/DBE Support
- **Housing Advisory Council**
- **Legal Aid and Tenant Support Services**
- Property Tax Relief Programs
- ✓ = Actively Supported By CAHF

- ✓ Tenant Opportunity to Purchase Programs or **Downpayment Assistance Programs**
- ► Land Banks
- ➤ Affordable Housing / Fee Waivers
- ☐ Consolidate Strategic Investment Area Funding to support Small Area Planning
- ☐ Affordable Housing Trust Funds
- Talent Retention Campaigns
- **Regular Community Forums**
- **Housing Cooperatives**
- □ To be determined...
- > = Measures being discussed collaboratively by members of our staff and the Housing Advisory Committee (HAC).



MOVING FORWARD: Development and Implementation HEAT Programs of Service / Workplan FY2024 - 2025

- 1. Land Bank Program
- 2. Charlottesville Affordable Housing Fund (CAHF) Grants Program
- 3. Charlottesville Supplemental Rental Assistance Program (CSRAP)
- 4. Real Estate Tax Relief Program for Affordable Housing
- 5. Tax Increment Rebate Program for Affordable Housing
- 6. Fee Waiver Programs
- 7. Consolidate Strategic Investment Area (SIA) Implementation Fund with Small Area Plan



• Implementation of (HEAT) Program of Service

H.E.A.T is the Housing Equity and Anti-Displacement Toolkit work actions undertaken by OCS staff that will be concentrated in specific zones of our community.

HEAT Program Area 1, i.e., Census Tract 2.01, 2.02, 7, and 10

- Rose Hill Neighborhood
- 10th /Page Neighborhood

HEAT Program Area 2, i.e., Census Tract 8

• The Meadows Neighborhood

HEAT Program Area 3, i.e., Census Tracts 10,5.01 and parts of 4.01

- Fifeville Neighborhood
- Ridge St. Neighborhood
- Star Hill Neighborhood

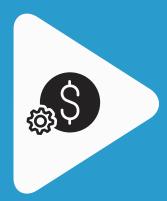




Alignment

Cost

There are NO immediate budgetary impacts at this time. However, as programs of service are developed and deployed, staff capacity needs may result in budgetary impacts.



YES, the ADU manual and prescribed work actions align with the City Council's Vision and Strategic Plan.



Public Engagement

YES, and ongoing!
Civic engagement is
fundamental to the work of
OCS staff.

- Involvement of the Housing Advisory Committee (HAC)
- Community Leader Feedback
- Past and Future Meetings with neighborhood leaders and members



Recommendation

- The ADU Manual is a critical tool that promotes transparency and understanding of the ADU program.
- It simplifies the complexities of the new ordinances and helps both internal and external users navigate the requirements effectively.
- Staff recommends adopting the ADU manual as drafted.
- The approval of the ADU manual, along with the proposed work actions outlined in Section C and Community Engagement of this staff report, will work towards the goal of promoting housing equity, combating negative development trends, and reducing the risk of displacement in areas with potential implications.



Questions