

HOUSING REQUIREMENTS

LOCAL PLANNING HANDBOOK

HOUSING ELEMENTS: WHAT'S CHANGED SINCE THE LAST COMPREHENSIVE PLAN UPDATE?

Housing requirements for your Comprehensive Plan update are largely the same as in the last round of updates. New guidance does require additional specificity and clarity to help your Housing Element meet the intent of the Metropolitan Land Planning Act ([Minn. Stat. 473.859 Subd. 2\(c\) and \(4\)](#)). At every possible opportunity, the Council will provide you with the data you need to fulfill the minimum requirements for your housing element.

REQUIREMENT

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Assess current housing stock

The Council will provide the data/maps necessary to complete your existing housing assessment if needed.

Translating existing conditions into clearly identified needs and priorities (narrative analysis) is necessary to adequately inform the implementation plan.

Complete an existing housing assessment, including:

1. A table of existing local conditions, including at a minimum the following information:
 - Total number of housing units
 - Number of housing units affordable at households with incomes at or below 30% Area Median Income (AMI), between 31 and 50% AMI, and between 51 and 80% AMI.
 - Number of housing units that are owner occupied
 - Number of housing units that are rental
 - Number of single family homes
 - Number of multi-family homes
 - Number of publicly subsidized housing units by the following types: senior housing, housing for people with disabilities, and all other publicly subsidized units. Include expiration dates of affordability contracts when applicable and available.
 - Number of existing households that are experiencing housing cost burden and have incomes at or below 80% AMI.
2. A map of owner-occupied housing units identifying their assessed values, differentiating at a minimum the values above and below **\$238,500**.
3. A narrative analysis of existing housing needs, addressing at a minimum the components of the existing housing assessment within the local context of your community. Plans consistent with Council policy will clearly identify existing housing needs and priorities for the community.

Previous Handbook:

"Assessment of the current housing stock should include the number, types, tenure, value, monthly rent, age and condition of residential structures. Where appropriate, sub-regional or broader comparisons with other municipalities should be included to better explain the existing housing conditions."

REQUIREMENT

Projected housing needs

For this update we will address the need for low- and moderate-income housing within three bands of affordability.

For this update we have increased the minimum densities to support affordable housing development but also provided additional flexibility in meeting this requirement.

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1. Acknowledge your community's share of the region's need for affordable housing at three levels of affordability: <30% AMI, 31-50% AMI, and 51-80% AMI.
2. Guide residential land at densities sufficient to create opportunities for affordable housing using one of the following options:
 - Option 1: Guide sufficient land at minimum residential densities of 8 units/acre to support your community's total allocation of affordable housing need for 2021 – 2030.
 - Option 2: Guide sufficient land at minimum residential densities of:
 - 12 units/acre to address your communities allocation of affordable housing need at <50% AMI. This combines your community's allocation at <30% AMI and 31-50% AMI.
 - 6 units/acre to address your community's allocation of affordable housing need at 51-80% AMI.

Option 1 may be best for communities that find it difficult to support densities of 12 units/acre (per Option 2), or prefer simplicity over flexibility in their density minimums.

Option 2 may be best for communities that feel they can achieve affordable housing needs at 51-80% AMI with less than 8 units/acre. It also allows the affordable housing need to be addressed with less actual land if communities use higher densities than the minimums.

Furthermore, communities using Option 2 may guide land to meet their allocation of affordable housing need at 51-80% AMI using a minimum density range of 3-6 units/acre if they have demonstrated in the last 10 years the application of programs, ordinances, and/or local fiscal devices that led to the development of housing affordable at 51-80% AMI in their community. Examples include: density bonuses for affordable housing unit inclusion, local funding programs such as TIF, etc

Previous Handbook:

"Goals and policies should address the need to add low- and moderate-income affordable housing..."



REQUIREMENT

Implementation Program

A key difference from the last update is the need to specifically tie official controls to stated needs, including when and how they will be used.

CURRENT HANDBOOK

1. A description of public programs, fiscal devices, and other specific actions that could be used to meet the existing and projected housing needs identified in the housing element. Include in what circumstances and in what sequence they would be used.
2. Plans consistent with Council policy will clearly and directly link identified needs to available tools. Needs are identified within the three bands of affordability, and tools should therefore be addressed within the levels of affordability as well.
3. Plans consistent with Council policy will consider all recognized tools to address their housing needs. A list of recognized tools is provided, however, this list is not exhaustive. Communities are strongly encouraged to include any additional tools at their disposal when identifying how they will address their housing needs

Previous Handbook:

"The comprehensive plan must include a housing implementation program that identifies official controls, programs and fiscal tools the municipality will use to implement its housing goals and policies. Local controls may include zoning and subdivision ordinances, building codes, design requirements and the approval process itself. These impact both the type and cost of new housing.

In its housing implementation program, the municipality identifies the range of efforts intended to facilitate construction of affordable housing and thus to expand local housing options. Included in the sections are such programs as:

- Affordable housing assistance through development and preservation programs
- Home improvement and housing assistance programs through the local housing and redevelopment authority
- Fiscal tools, such as tax abatement, bonding or tax increment financing
- Official controls and land use regulation aimed at facilitating construction of affordable and lifecycle housing
- Guide land for development at densities that may facilitate greater housing affordability"

September 2016