



# Affordable Housing Development Initiative County of Fairfax, Virginia

For Release on October 14, 2005



## **OBJECTIVE**

The Fairfax County Department of Housing and Community Development and the Department of Planning and Zoning are seeking proposals from landowners and/or developers to undertake a demonstration project(s) that will develop and/or preserve affordable housing. From the demonstration project, Staff hopes to identify potential Comprehensive Plan changes and incentives that will foster the future development and/or preservation of affordable housing in Fairfax County. This development initiative seeks proposals that offer affordable housing beyond that which would otherwise be required under the Zoning Ordinance requirements of the Affordable Dwelling Unit Program, in terms of the percentage of affordable units offered, the range of incomes levels served by the units, etc.

## **TIMING**

Step 1 Proposals will be accepted from October 14, 2005 to December 16, 2005. The schedule for submission of Step 2 Proposals will be determined upon evaluation of all of the Step 1 Proposals.

## **BACKGROUND**

In April 2004, the Fairfax County Board of Supervisors announced the Affordable Housing Preservation Initiative for Fairfax County. This initiative included a variety of tools to increase the amount of affordable housing that is preserved and created within the County and included hosting an Affordable Housing Preservation Forum in June 2004. To bring the ideas discussed at the Forum to reality, the Affordable Housing Preservation Action Committee was appointed by the Fairfax County Board of Supervisors in August 2004. This represented a further step in the County's initiative to respond to the critical need to preserve existing affordable housing and to increase the production of new affordable housing units.

The Affordable Housing Preservation Action Committee focused on the areas of land use, funding opportunities, state policy and non-monetary incentives. Twelve recommendations were ultimately approved by the Action Committee and presented to the Board of Supervisors. In March 2005, the Board of Supervisors endorsed the recommendations and the implementation plan developed by the Action Committee and indicated its firm commitment to preservation of existing and creation of new affordable housing units.

This Request for Information relates to Recommendations #2 and #3 of the Action Committee's Implementation Plan. Recommendation #2 is to revise the Fairfax County Comprehensive Plan to provide development flexibility and incentives for projects that include affordable/workforce housing and to broaden the definition of affordable/workforce housing. Recommendation #3 is to



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provide a tool box of incentives for preservation, which could include financing techniques and zoning and regulatory flexibility, , including form-based zoning options, overlay districts and/or other methods to facilitate development approvals. To implement both of these recommendations, the Action Committee proposed that the County undertake a demonstration project to test a range of potential changes and incentives that will further the affordable housing goals. The recommendations to amend the Comprehensive Plan will require in-depth analysis, study and public participation. The Action Committee believes this can be facilitated in an expeditious manner through the undertaking of one or two demonstration projects that will result in the preservation and/or creation of affordable/workforce housing. The demonstration project(s) will be used to test assumptions and identify innovations, exceptions and potential changes to the Comprehensive Plan. During the evaluation of the demonstration projects, the Board of Supervisors may be asked to authorize an associated Comprehensive Plan amendment concurrent with the zoning application associated with the demonstration project(s).

It is envisioned that the demonstration project(s) will include any or all of the following: redevelopment of an existing affordable project; incorporation of affordable units in the construction of a new project; incorporation of residential uses into commercially or industrially planned areas; and/or other innovative proposal to achieve the maximum number of affordable units that serve a broad spectrum of income levels. The project(s) can include rehabilitation/preservation of existing units, new construction, or a combination thereof. The demonstration project(s) should focus on providing affordable units over and above that which would be otherwise required through the Affordable Dwelling Unit Program in Part 8 of Article 2 of the Zoning Ordinance.

An assessment of the impact and effectiveness of the demonstration project, including a cost analysis of the impact of development regulations on housing affordability, will be undertaken and reported to the Planning Commission, the Fairfax County Redevelopment and Housing Authority and the Board of Supervisors.

All respondents will be responsible for all planning, design, zoning permitting, construction, operation and maintenance costs relating to the development as agreed upon with the County.

Upon submittal of the Step 1 information, staff from the Department of Planning and Zoning and the Department of Housing and Community Development will evaluate the proposals. The respondents will be advised of the County’s initial reaction to the proposal as a demonstration project and the applicant may elect to proceed to Step 2. An appropriate schedule will be established for such submission and review. The respondent(s) may be asked to present their demonstration project proposal at a public meeting.

## **DEMONSTRATION PROJECT SUBMISSION REQUIREMENTS**

### **STEP 1**

Applicants must submit a summary of the project with information on the location, a description of how this project will preserve or produce affordable housing, and concept plan of the development. The following information should be included:

- a. A description of any current development on site, including the number of units, sale or rental prices for existing units, condition of units, etc.

- b. The proposed location of all new structures, parking, road improvements, and drainage and stormwater management elements, and those that are to be retained.
- c. The total number of units proposed, density and a statement as to whether they will be new units or refurbished existing units. If development of the property is to include industrial or commercial uses, indicate the use, floor area and number of stories.
- d. The total number of affordable units, including the number of units segregated by the level(s) of affordability and identification of any units to be developed under the existing Affordable Dwelling Unit Program, and a description of the anticipated sales prices and/or rental prices to be charged for all unit types.
- e. The projected income population(s) served by the development.
- f. A description of the units (# bedrooms, # bathrooms, square footage, etc.) and of the buildings housing individual units (number of stories, construction type, elevator service, type of parking provided, planned amenities, etc.).
- g. A preliminary indication of any displacement and/or relocation plans for current tenants/residents, if applicable.
- h. Provide a description of the respondent's level or control of the property and a statement that the respondent has the appropriate authority to represent the property owner in those cases where the respondent is not the owner.
- i. Any other information the submitter wants considered.

## **STEP 2**

Proposals must contain the following information in the following format. Each section of the proposal must be clearly identified with appropriate headings.

### **Business Qualifications, Experience and Interest**

1. Identify the legal structure of the organization or consortium of organizations making the proposal. Identify the organizational structure for the project, the management approach, and how each partner and major subcontractor in the structure fits into the overall team.
2. Describe the experience of the organization, or consortium of organizations, making the proposal and the key principals involved in the proposed project, including experience with projects of comparable size and complexity. Describe the length of time in business, business experience, public sector experience, and other engagements of the organization or consortium. Include the identity of any firms that will provide specific design, construction and completion guarantees and warranties and a brief description of such guarantees and warranties. Provide resumes of the key individuals who will be involved in the project.
3. Provide the names, addresses, and telephone numbers of persons within the organization or consortium who may be contacted for further information.

4. Provide a description of the respondent's level or control of the property and a statement that the respondent has the appropriate authority to represent the property owner in those cases where the respondent is not the owner.
5. Identify any persons known to the private entity who would be obligated to disqualify themselves from any transaction arising from or in connection to the project pursuant to the Virginia State and Local government Conflict of Interest Act, Chapter 31 (Article 2.2-3100 et seq.) of Title 2.2.
6. A statement as to the express interest of the owner and/or contract owner of the subject property indicating the desire to take part in the affordable housing demonstration project for the purpose of preserving and/or creating affordable housing in Fairfax County.

### **Project Characteristics**

1. Provide a description of the project, including location(s) and designs. Include schematic plans for all structures and site plan(s) prepared by a Virginia Licensed Engineer or Virginia Certified Landscape Architect. Include the proposed location of all structures, parking, road improvements, and drainage and storm water management elements. The project description should include the following information:
  - a. A description of any current development on the site, including the number of units, sale or rental prices for existing units, condition of units, etc.
  - b. The proposed location of all new structures, parking, road improvements, and drainage and stormwater management elements, and those that are to be retained.
  - c. The total number of units proposed, density and a statement as to whether they will be new units or refurbished existing units. If development of the property is to include industrial or commercial uses, indicate the use, floor area and number of stories.
  - d. The total number of affordable units proposed, including the number of units segregated by the level(s) of affordability and identification of any units to be developed under the existing Affordable Dwelling Unit Program, and a description of the anticipated sales prices and/or rental prices to be charged for all unit types.
  - e. The projected income population(s) served by the development.
  - f. Description of the units (# bedrooms, # bathrooms, square footage, etc.) and of the buildings housing individual units (number of stories, construction type, elevator service, type of parking provided, planned amenities, etc.).
  - g. A displacement and/or relocation plan for current tenants/residents.
  - h. Any other information the respondent wants considered.
2. A narrative describing what incentives or circumstances are necessary/desired and how the project proposes to address these features. These can include such factors as density,

expedited processing of applications, income level/tiers served by affordable units, a desire to develop a partnership with the County, special financing, and any other factor that impacts project viability. While the demonstration project will require conformance with the Zoning Ordinance in effect at the time of approval, the application should outline any suggestions for how the Zoning Ordinance could be modified to provide the incentives or address the circumstances differently or more effectively.

3. Identify and fully describe any work proposed to be performed by the County or any other public entity.
4. Include a list of all federal, state, or local permits and approvals required for the project and a schedule for obtaining such permits and approvals, including an outline of the process necessary to achieve the desired project (i.e. rezoning, special exception, special permit, variance, subdivision plans, site plans, or other necessary applications).
5. Identify the proposed schedule for the work on the project, including the estimated time for completion.
6. Provide assumptions relative to phased or partial openings of the proposed project prior to completion of the entire development.
7. Describe any architectural, building, engineering, or other applicable standards that the proposed development will meet. Include a comprehensive approach to stormwater management, which includes traditional structural approaches as well as Low Impact Development techniques.
8. Describe any proposed changes to the associated Comprehensive Plan that the respondent is seeking.

### **Project Financing**

1. Identify any local, state, or federal resources that the private entity contemplates requesting for the project. Describe the total commitment, if any, expected from governmental sources and identify each such source and the timing of each commitment.
2. Provide a detailed analysis of the financial feasibility of the proposed development. Include a detailed description of the financing plan proposed for the development and any underlying data supporting any conclusions reached in the analysis or the selection by the private entity of the financing plan proposed for the project.

Additional information may be required upon review of the Step 2 submission materials.

### **SUBMISSION INFORMATION**

Two copies of all materials for the Step 1 submissions should be delivered to Donna Pesto in the Department of Planning and Zoning, 12055 Government Center Parkway, Suite 807, Fairfax, Virginia 22035 no later than the close of business on December 16, 2005. For additional information or questions, please contact Donna Pesto at 703-324-1314 or by email at [donna.pesto@fairfaxcounty.gov](mailto:donna.pesto@fairfaxcounty.gov).