

Manufactured Housing Task Force Charter

TITLE: **Manufactured Housing Task Force**

Manufactured housing communities are an important source of affordable housing. This Charter is intended to promote a common understanding of the Manufactured Housing Task Force purpose, duties, and method of operation.

PURPOSE: The purpose of the Task Force is to serve as an advisory body to provide actionable policy, procedural and regulatory recommendations and is established to ensure all residents of the manufactured housing communities have an equitable opportunity for success in accordance with the principles of the One Fairfax Policy. The task force will review manufactured housing community redevelopment and preservation options and address manufactured housing operation and maintenance concerns through a robust engagement and education process.

When land for a manufactured community goes through the planning process, a collaborative, intentional, and meaningful community engagement and resident evaluation process should be developed that includes considerations of preservation, rehabilitation, development without displacement, and relocation benefits, among other factors.

Further, the task force will support the creation of pathways for unit owners to build lasting equity as homeowners. The task force will foster safe, attractive, and well-managed communities that residents enjoy by identifying concerns of all stakeholders and recommending potential, actionable solutions.

STRUCTURE: Task Force members include the previous Manufactured Housing subcommittee members of the Affordable Housing Preservation Task Force and residents and owners of Manufactured Home communities as voting members. Community stakeholder resources and county staff serve as advisory members to the task force.

RESTRICTIONS: None

SENIOR STAFF LEADERSHIP: **Teresa Lepe, Special Assistant to the Director
Department of Housing and Community Development**

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TERM: Each Task Force member will serve an initial term of one-year; continuation of the task force beyond one year may be considered, based on need and direction from the Board.

DUTIES: In accordance with the Affordable Housing Preservation Task Force recommendations, the Task Force will work to:

- Align its work with the guidance and priorities of the Draft Countywide Strategic Plan
- Engage owners and residents of manufactured housing communities in robust community outreach.
- Obtain an understanding of manufactured housing communities, the desires of community owners and occupants, and the reasons for choosing to live in such communities.
- Identify existing regulatory policy discrepancies related to manufactured housing communities
- Serve as an additional advisory body for proposals to redevelop existing manufactured housing communities.
- Develop a policy to preserve affordability related to one-for-one replacement or no net-loss in the context of manufactured housing occupancy and ownership.
- Review and strengthen manufactured housing community oversight by the Department of Code Compliance in a way that promotes neighborhood livability for residents and ensures that community owner responsibilities for on-site maintenance, health and safety are upheld.
- Consider strategies to incentivize preservation of existing manufactured housing communities.
- Develop guidelines for a reserve fund for qualified manufactured homeowners in cases where renovation or maintenance are needed.
- Implement an analysis of the housing affordability needs and opportunities for residents of any manufactured housing community that moves through the entitlement process.
- Incorporate the One Fairfax Policy in all its work and recommendations to evaluate who benefits and who is burdened by past and current actions, how to mitigate burdens, and how housing benefits might be more broadly shared.

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METHOD OF OPERATIONS:

The Task Force will meet bi-monthly and may adjust its schedule to meet more or less frequently as needed. The Task Force may establish an Executive Committee and other committees or working groups as needed to accomplish its goals. The Task Force will provide regular reports to the Board of Supervisors, the Fairfax County Redevelopment and Housing Authority, Senior County Leadership and related boards, authorities, and commissions, as needed to ensure progress in achieving the goals of the manufactured housing recommendations of the Affordable Housing Preservation Task Force.

QUORUM:

A quorum will be defined as 50% + 1 of the Manufactured Housing Task Force voting members. Task Force meetings may proceed without a quorum in attendance. However, voting will only occur when a quorum of the membership is present.

ADVISORY MEMBERS:

Due to their knowledge and subject matter expertise, advisory members serve as a resource for the voting members of the Task Force.

PUBLIC COMMENT:

Each meeting will provide a public comment period of up to fifteen (15) minutes to receive input from meeting attendees who are not task force members. Each speaker will be allotted up to three (3) minutes, unless granted additional time by a Co-Chair.