Workplan to respond to petition re: increasing production and availability of affordable and missing middle housing
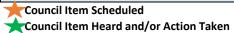
DRAFT - November 2021

	Town Lead	External Partner	Resource Needs	10/1	10/8	10/15	10/22	10/29	11/5	11/12	11/19	11/26	12/3	12/10	12/17	12/24	12/31	Q3 (FY22)	Q4 (FY22)	Q1 (FY23)	Q2 (FY23)	Q3 (FY23)	Q4 (FY23)	Q1 (FY24)	Q2 (FY24)	Q3 (FY24)	Q4 (FY24)
Create a workplan for Council Review BY NOVEMBER 17																											
Draft preliminary workplan																											
Circulate workplan for wider team review								X																			
Draft narrative to accompany workplan									X																		
Managers review workplan									X																		
Revise and finalize workplan																											
Share workplan w/ Council BY NOVEMBER 17											★																
Meet w/ Big Bold Ideas housing committee													X					x									
Meet w/ OCAHC													X					x									
Meet w/ other local advocates (create list)													X					x									
Expedite and Incentivize Production of Affordable and Missing Middle Housing																											
Create new application pathway for missing middle housing	AH&CC Planning	Consultant	Funded as part of LUMO re-write project.																									
Create working definition of missing middle																		X									
Select consultant partner																			X								
Study best practices																											
Complete Missing Middle Scan from Unified Development Ordinance Visioning																			X								X
Draft recommendation for creating pathway for missing middle development proposals																				X							
Check-in w/ Town Attorney and Managers on potential strategies																					X						
Meet w/ Big Bold Ideas housing committee																					X						
Meet w/ OCAHC and other local partners																					X						
Bring to Housing Advisory Board for review																					X						
Draft set of recommendations for Council																							X				
Present recommendations to Council																							★				
Begin implementing missing middle pathway																									X		
Create an expedited review process for development including 30% affordable	AH&CC Planning		Staff Time																									
Explore pilot program for right-sizing the approval process																											
Pilot program proposal to Council																		★									
Implement pilot program for eligible projects																											
Continue to explore additional expedited review opportunities																											
Review results of pilot program																					X						
Create recommendations for permanent changes																						X					
Present recommendations to Council																							★				
Increase Availability and Affordability of Rental Units																											
Town's definition of affordable rental	AH&CC		Staff time																									
Review Town's definition																											
Draft recommendation for revising affordable rental definition																		X									
Check-in w/ Town Attorney and Managers on revised definition																		X									
Bring to Housing Advisory Board for their review																			X								
Draft set of recommendations for Council																			X								
Present recommendations to Council																			★								
Update ordinance and/or other Town documents as needed																											

Task	Dept	Resources
Increase acceptance of housing vouchers in Chapel Hill	H&C	Staff time + program funding
Research options for banning source of income discrimination		
Research options for increasing or improving the County's voucher incentives program		
Create recommended changes to the Town's ordinance, programs, and partnerships		X
Check-in w/ Town Attorney and Managers on recommended changes		X
Bring to Housing Advisory Board for their review		X
Present recommendations to Council		★
Work with UNC and UNC Healthcare on potential Master Leasing Program	AH&CC MO	Staff time + program funding
Identify key members to be included in this conversation		
Build out scope of work and explore partnership opportunities		
Present updates to Council		★

★ Council Item Scheduled
★ Council Item Heard and/or Action Taken

AH&CC = Affordable Housing and Community Connections Department
MO = Manager's Office