

ACHIEVING OUR AFFORDABLE HOUSING GOALS: A PLAN FOR MONITORING AND REPORTING

Purpose of this document

The Affordable Housing Master Plan (AHMP), adopted in 2015, established Arlington County's overall affordable housing policy through a set of goals, objectives and policies. *Achieving our affordable housing goals: A Plan for monitoring and reporting* identifies and defines the indicators that will be used to monitor progress towards achieving the Plan goals, and identifies the specific sources of data to be used. This document provides the outline for the preparation of the Annual Affordable Housing Report.

Purpose of the annual affordable housing report

Since Fiscal Year 2003, affordable housing targets reports have been published annually. The report provides an opportunity to assess performance and inform the public about the County's achievements in the area of housing. The Housing Division of the Department of Community Planning, Housing and Development (CPHD) has the responsibility for compiling the annual report. Arlington's Office on Human Rights, Department of Human Services, Department of Environmental Services, and various other divisions within CPHD contribute data and analysis.

Annual affordable housing report contents

Director's remarks

The content of the report is largely prescribed by specific indicators tied to the goals, objectives and policies in the Affordable Housing Master Plan. A Director's letter will be added to highlight key accomplishments, challenges, opportunities or innovations. The Director's introductory letter will provide an opportunity to focus on current policy topics and to highlight the articles that will be featured in each annual report.

Articles

Two or three articles will be included in each annual report to highlight special planning efforts, development of new tools, and impact of affordable housing (either quantitative or qualitative). To the extent possible, these articles will focus on the people who benefit. Articles will reinforce the human side of the results of the County's efforts, which are not easily measured through quantitative indicators.

Format

The report will be web based and designed for users to navigate from general information to more detailed data and indicators. In addition to the web based format, a print version of the report will be produced annually.

Goal 1: Supply.

Arlington County shall have an adequate supply of housing available to meet community needs

The Affordable Housing Master Plan establishes a general supply goal relative to the community's needs. This implies looking at two components; supply/inventory and needs.

Supply: Overall picture of housing supply will be depicted graphically and in table format to demonstrate the entire housing stock and the various housing types and tenure.

The following data will be needed to produce this overall picture.

		Ownership	Rental
Housing Type	Single Family		
	Duplex		
	Affordable to 60% AMI		
	Affordable to 80% AMI		
	Townhome		
	Affordable to 60% AMI		
	Affordable to 80% AMI		
	Condo		
	Affordable to 60% AMI		
	Affordable to 80% AMI		
	Accessory Dwelling Unit		
	Affordable to 60% AMI		
	Affordable to 80% AMI		
	Apartment		
	<i>Unrestricted</i>		
	MARK at 60% AMI		
	MARK at 80% AMI		
	80 to 100% AMI		
	100 to 120% AMI		
	Over 120% AMI		
	CAFs		
	CAF at 40% AMI		
	CAF at 50% AMI		
	CAF at 60% AMI		
CAF at 80% AMI			

The source for this information will be the County's Real Estate database and the Rent and Vacancy survey information.

Rental Market Indicators

Average Rents: Average rent of the private market apartment supply (excluding committed affordable units) by building type and bedroom size.

Vacancy rate.

Home sales data.

Number of sales in previous year and details of housing type; Single family detached, duplex, townhouse, and condo.

Median Sales Price for all sales and for each type of housing.

Need: Community housing needs are determined by an analysis of households by tenure (own/rent) and incomes as a percentage of Area Median Income (AMI) adjusted by household size. This analysis was completed as part of the Affordable Housing Study in 2013. The data source for the needs analysis is the American Community Survey three-year public use micro data (PUMA). The analysis of households by tenure and income will be updated every three to five years. The report will use the most current analysis to demonstrate need.

Housing Cost Burden

Selected monthly owner costs as a percentage of household income and gross rent as a percentage of household income. American Community Survey table DP04

	Owners		Renters	
	Number	Percent	Number	Percent
Under 30 percent				
30 to 34.9 percent				
35 percent or more				

Objective 1: Produce and preserve a sufficient supply of affordable rental housing to meet current and future needs.

By 2040, 17.7% of the County's housing stock should be affordable rentals to meet the needs of renter households with incomes at or below 60% AMI.

Indicator 1: Rental housing stock affordable to households under 60% AMI as a percentage of the total housing supply. This includes both CAF¹ units and MARK² units. Because this compares affordable stock with total housing stock, it is possible that the **share of affordable housing could decline if the total number of housing units increases** in any given year, even if many affordable housing units are produced. In other words, this measure is important in assessing the County's progress over time, but should not be viewed in isolation of other indicators.

Data sources will include the County's annual rent and vacancy survey, and the total number of units published in the annual Arlington County Profile. The data will be presented in a time series bar chart starting with the year 2010. The bar for each year will show the MARKs and CAFs (affordable up to 60% AMI) as a share of all housing units in the County.

The percent affordable units (Market Affordable and CAFs) under 80% AMI will also be noted in the narrative.

Committed affordable stock indicators

Indicator 2: Total number of CAFs. Source: Housing Division database.

Indicator 3: Gross unit-years of committed affordable housing.

The number of committed affordable units does not tell the whole story of the County's affordable housing portfolio. The length of time they will remain affordable is an equally important element. This indicator will be calculated by multiplying each CAF unit by the remaining years of affordability for that unit and compiling the sum of years for all units in the inventory.

Source: Housing Division database.

Indicator 4: Unit-Year index

Dividing the gross unit-years of committed affordable housing (indicator 3) by the total number CAF units (indicator 2) will provide the average affordability period, which will provide another measure of the health of the County's affordable housing program.

¹ Committed Affordable Units (CAFs) are housing units that; 1) are wholly owned by nonprofits, excepting any units planned to serve households with incomes above 80% of median family income; or 2) are guaranteed by agreement with the federal, state, or county government to remain affordable to low and moderate income households for a specified period of time through mechanisms such as site plan requirements, contracts with private owners, or Internal Revenue Service (IRS) regulations governing tax-exempt financing; or 3) received government subsidy to assist with the purchase.

² Market Affordable Units (MARKS) – Housing units that have market rents that are affordable to low- and moderate-income households by virtue of the age, location, condition and/or amenities of the property. These units are not regulated by the County or any other public agency, so there is no assurance that lower-income households live in these lower-rent housing units. In addition, there is no guarantee that these homes will remain affordable to lower-income households.

Source: Housing Division database.

Indicator 5: Number of CAFs produced in the fiscal year. Source: Housing Division database.

Policy 1.1.1 Encourage the construction and preservation of affordable rental housing through land use/zoning policy, financial and technical assistance.

Indicator 6/Table: Breakdown of CAFs by method of production.

	Units in Fiscal Year	AHIF Amount	New unit or Preservation	Cumulative total to-date?
AHIF financed				
<i>Project A</i>				
<i>Project B</i>				
Site Plan (Base ordinance)				
Bonus Density				
Form Based Code				
Other				
TOTAL				

Source: Housing Division database.

This table will include information for specific projects under each heading.

Indicator 7: Developer Contributions to the Affordable Housing Investment Fund

The Affordable Housing Ordinance is incorporated into the County’s zoning ordinance. The provisions of the ordinance provide options for developer compliance, including the option to provide a cash contribution to the Affordable Housing Investment Fund.

Site Plan contributions to AHIF	Fiscal Year
Residential Developments	\$
Commercial Developments	\$
Total	\$

Source: Housing Division database.

Policy 1.1.2 Prevent the loss of committed affordable housing.

Preventing the loss of committed affordable housing (policy 1.1.2) often requires additional financial resources. When a project refinances and extends affordability, this is an important part of maintaining the sustainability of the County’s affordable housing resources, but is not necessarily reflected when the focus is on units produced.

Indicator/table 8: Number of CAF units lost (time series).

Indicator/table 9: Number of CAF units preserved (time series).

A listing of CAF properties with affordability requirements expiring within the next five years will be provided, as well as a description of actions in the reporting year to prevent the loss of CAF units (eg. refinancing of CAFs).

Policy 1.1.3 Make every reasonable effort to prevent the loss of market-rate affordable rental housing.

Narrative will detail specific efforts to prevent the loss of market rate affordable housing.

Indicator 10: Number of MARKS at 60% AMI and 80% AMI.

Indicator 11: Number of MARKS preserved as CAFs. (Affordability requirements/restrictions imposed as a result of acquisition financing).

Indicator 12 Change in supply of MARKs over the previous year.

MARKs that have been converted to CAFs will be noted.

Policy 1.1.4 Encourage and incentivize the distribution of affordable housing throughout the County.

Indicator/map/table 13: Distribution of affordable housing.

Narrative will address how geographic distribution of affordable housing is being advanced in area plans, and/or being developed or adopted by the County in the reporting year.

The Affordable Housing Master Plan contained a forecast for the distribution of affordable housing by 2040. This forecast serves as guidance and is not intended to serve as a cap or maximum number of units in a given geographic area. This table will be updated annually to show the most recent distribution of affordable housing, including both market rate and CAFs affordable up to 60% AMI. Because this is a long term goal and housing developments are relatively few in any given year, this indicator will be beneficial in tracking geographic distribution over time, and assist in determining whether incentives in underserved areas are necessary. The table will identify also new CAF units by area.

Information: High Poverty Area

High poverty areas are defined as census tracts having a poverty rate greater than three times the average census tract rate (for the DC metropolitan statistical area) during any of past three years. This is a standard measure adopted by HUD as part of its assessment tool for affirmatively furthering fair housing.

Policy 1.1.5 Encourage affordability periods of 60 years or more for Committed Affordable rental projects where the County provides financial assistance.

This policy applies specifically to financed units, not units produced through land use/zoning policies³It should be noted that while 60-year commitments guarantee affordability, it is likely that buildings will need periodic reinvestment to rehabilitate and remain viable. When CAFs refinance with County assistance, new affordability horizons are established. Most of the CAFs in the County are owned by nonprofit housing providers with a mission to provide affordable housing opportunities to lower income households, which effectively means that the housing will remain affordable in perpetuity, as long as those nonprofits retain ownership.

Indicator 14: Percentage of CAF with affordability requirements of 60 years or more.

Units with initial affordability restrictions of 60 years or more.

Indicator 15: Average CAF affordability requirement for units financed since FY 2016.

Policy 1.1.6 Incentivize affordability below 60% AMI in committed affordable rental projects.

³ these are established by ordinance and state law to be affordable for 30 years

Serving very low income households is a challenge but is necessary in order to meet the needs of the Arlington community. Narrative text will describe County efforts including the additional cost incurred in subsidizing units to lower affordability levels.

Target: 25% of CAFs produced are reserved for households with incomes below 50% AMI

Indicator 16: Percentage of CAF units affordable at 50% AMI or less.

Policy 1.1.7 Remove barriers to the production of moderately-priced rental housing, including non-subsidized housing.

This policy does not lend itself to a quantitative indicator. Narrative text will describe any actions taken to remove barriers to the production of moderately-priced rental housing.

Policy 1.1.8 Encourage production and preservation of family-sized market-rate and committed affordable rental units.

Target: 50% of CAFs should be family-sized (at least two bedrooms). The housing needs analysis in the AHMP suggests that about 40% of the net new rental housing will be needed for households with three or more people.⁴ However some two person households also require “family-sized units”, for example a single parent with a child. Based on a review of actual CAF vacancies, larger units are most in demand and less frequently available. Therefore the target of 50% family-sized units is recommended. Narrative text will detail County efforts to encourage the production of family sized units.

Indicator 17a: Percent of family sized CAF units produced (fiscal year and cumulative).

Indicator 17b: Percent of family sized market rate units produced (fiscal year and cumulative).

Target: 10% of CAFs should be three bedrooms or greater. Based on the needs analysis 10% of CAFs should be three bedrooms.

Indicator 18a: Percent of 3 bedroom or larger CAF units produced (fiscal year and cumulative).

Indicator 18b: Percent of 3 bedroom or larger market rate units produced.

Policy 1.1.9 Produce committed affordable rental units within transit corridors consistent with the County’s adopted land use plans and policies.

Indicator 19: Percent of CAFs within ½ mile of the County’s Primary Transit Network as defined by the Master Transportation Plan (fiscal year and cumulative).

Policy 1.1.10 Explore flexibility in housing types and residential uses in single-family neighborhoods.

Narrative on County efforts in support of this policy.

Indicator 20: Number of accessory dwelling units, family and caregiver suites produced (fiscal year and cumulative).

Objective 1.2 Produce and preserve a sufficient supply of affordable ownership housing to meet future needs.

⁴ Affordable Housing Master Plan, page 21.

The Affordable Housing Master Plan establishes a goal of having 28.4% of new ownership stock to be affordable to households between 80% and 120% AMI.

Policy 1.2.1 Incentivize the production of moderately-priced ownership housing through land use and zoning policy.

Policy 1.2.2 Encourage production and preservation of family-sized (e.g. 3+bedroom) moderately-priced ownership units.

Policy 1.2.3 Explore flexibility in housing types and residential uses in single-family neighborhoods.

Indicator 21: Number of new ownership units produced regardless of cost (fiscal year and cumulative).

Indicator 22: Number of new ownership units affordable below 120% AMI (fiscal year and cumulative). Information to be provided for tiers of affordability; below 120%, below 100%; and below 80% AMI.

Indicator 23: Percent of new ownership units affordable below 120% AMI (fiscal year and cumulative).

Information: Overall ownership rate (all housing stock)

Information: Ownership rate of non-apartment stock.

Rental rate of single family homes

Rental rate of condominiums

Rental rate of townhomes

Rental rate of duplex homes

Goal 2 Access.

Arlington County shall ensure that all segments of the community have access to housing.

Objective 2.1 Affirmatively further fair housing.

Policy 2.1.1 Eliminate housing Discrimination

Indicator 24: Fair housing testing results (table).

Arlington conducts fair housing testing every two years. Each testing round consist of 100 tests for possible housing discrimination of protected groups (e.g., race, ethnicity, country of origin, familial status, disability status, etc.) within a component of the housing market (e.g., rental, sales and financing). If a test that indicates possible discrimination, a retest is performed. If retests show possible discrimination, complaints may be filed.

Incidents of Possible Discrimination in Fair Housing Testing

FY	Aspect of Market	Protected Category	Protected Group	Number of Original Tests	Number of Re-tests	Percent of Total Tests
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Housing Discrimination Inquiry and Complaint Information

Arlington's Housing Information Center provides information to the public on housing matters. As part of this service, the center handles questions regarding housing discrimination and provides referrals to where housing discrimination complaints may be filed. A fair housing or housing discrimination complaint may be filed with the County Office of Human Rights, the Virginia Fair Housing Office or with the U.S. Department of Housing and Urban Development (HUD).

Information: Housing Information Center discrimination inquiries.

Information: Office of Human Rights housing discrimination complaints.

Information: HUD housing discrimination complaints.

Education efforts on fair housing

Narrative description of activities carried out by Arlington County Housing Division, Office of Human Rights, and the Human Rights Commission to educate the Arlington community on fair housing issues.

Policy 2.1.1 Allow for flexibility in the definitions of family and household for occupancy purposes.

Narrative on any pertinent actions within previous fiscal year.

Objective 2.2 Ensure low- and moderate-income individuals and families can access housing

Policy 2.2.1 Enable access to housing through direct rental assistance for households with incomes below 40 percent of the area median income.

Basic information on the housing grants and Housing Choice Voucher programs will be provided as well as current program requirements.

Indicator 25: Number of households receiving Housing Grants. Source: DHS data.

Note: The income limit for the Housing Grants program is 42.5% AMI, slightly higher than the target for this policy, however the majority of households receiving Housing Grants have incomes below 40% AMI.

	Number of households	Average monthly subsidy	Average household income
Age 65 and over			
Persons with Disabilities			
Working Families			
Total			

Information: Number and percent of Housing Grant households in CAF units.

Information: Average Housing Grant amount

Indicator 26: Number of households receiving Housing Choice Vouchers. Source: DHS data.

	Number of households	Average monthly subsidy	Average household income
Age 65 and over			
Persons with Disabilities			
Families			
Total			
Income Characteristics of Housing Choice Voucher recipient households			
	Number	Percent	
Below 30% AMI			
30% to 40% AMI			
40% to 50% AMI			

Policy 2.2.2 Avoid displacement of low-income residents out of the community during construction and redevelopment of CAF projects.

Indicator 27: Households displaced by CAF development. (table)

	Number of households relocated to a different CAF property	Number of households relocated within the County	Number of households relocated outside the County	Number of households retained or returned to property	Total Households Impacted

Project Name (Year)					
Total					

Narrative on efforts to minimize displacement of tenants and information on relocation plans.

Information: Tenant Assistance Fund results. Number of properties with active TAFs and number of tenants receiving assistance.

Policy 2.2.3 Assistance to tenants displaced through by-right development.

Narrative on efforts to aid tenants displaced through by-right development including establishing an early warning system to alert tenant advocacy groups of planned demolitions of multi-family residential properties.

Policy 2.2.4 Incentivize landlords to provide housing to individuals and families with leasing barriers.

The Ten Year Plan to End Homelessness Consortium has developed the Arlington Landlord Partnership as a means of addressing the leasing barriers faced by some homeless persons participating in Rapid Rehousing and Permanent Supportive Housing programs. The Arlington Landlord Partnership program provides landlords access to a risk reduction fund that functions as a guarantee for tenants with leasing barriers. This reduces the risk to the landlord in leasing to the tenant. Program participants also receive housing-focused case management.

Indicator 28: Arlington Landlord Partnership outcomes.

<u>Number of landlords participating in the partnership program.</u>	
<u>Number of tenants obtaining leases in conjunction with Arlington Landlord Partnership guarantee</u>	
<u>Acceptance rate for applicants in Arlington Landlord Partnership program</u>	
<u>Rate of usage.</u> <u>Number of tenants in program divided by the total number of persons entering Rapid Rehousing and Permanent Supportive Housing programs in the Fiscal Year</u>	

Policy 2.2.5 Provide assistance to create access to ownership housing for moderate- and middle-income first time homebuyers.

Indicator 29: Number of County loans to first time homebuyers through the Moderate Income Purchase Assistance Program (MIPAP).

Indicator30: Number of first time homebuyers receiving VHDA loans.

Indicator 31: Number of low and moderate income persons completing Homebuyer Education courses.

Information: Number of households on the waiting list for County loans. (MIPAP)

Information: Average amount of County MIPAP loan in fiscal year.

2.2.6 Preference for Arlington residents and workers

Indicator 32: Percent of renters served by CAFs that were Arlington residents or workers prior to leasing.

(Or percent of CAF renters that were Arlington residents or workers prior to leasing for properties with local leasing preference).

Objective 2.3 Preventing and Ending Homelessness

The Affordable Housing Master Plan establishes a goal to reduce the number of homeless persons to 200 by 2020.

Policy 2.3.1 Use the best practice approach of housing first, which places people experiencing homelessness into housing as rapidly as possible and provides wrap around services to help them maintain their housing.

Indicator 33: Number of homeless persons. Source: Point in time count.

	FY	FY	FY	FY	Change
Sheltered individuals with children					
Sheltered individuals without children					
Unsheltered individuals without children					

Indicator 34: Retention rate for rapid rehousing programs. Detail for stable (under six months), stable (over six months), and households unable to be contacted or lost housing.

Indicator/table 35: Persons served by shelters (multiple year data).

	FY	FY	FY	FY	FY	Change
Family Shelters	number	number	number	number	number	%
Adult-only individual shelter	number	number	number	number	number	%
Domestic Violence Shelter	number	number	number	number	number	%
Hypothermia Shelters	number	number	number	number	number	%

Information: Non-Arlington residents served

	FY	FY	FY	FY	FY	Change
Hypothermia Shelters	number	number	number	number	number	%

Indicator/table 36: Households served through prevention program and rapid rehousing.

	FY	FY	Change
Rapid Rehousing	number	number	%

Indicator 37: Individuals exiting to permanent or stable housing after participation in shelter program.

	Fiscal Year x			Fiscal Year y			Fiscal Year z		
	Number Exited	Number Achieved Housing	Percent	Number Exited	Number Achieved Housing	Percent	Number Exited	Number Achieved Housing	Percent
Domestic Violence Safe House									
Family Shelters									
Shelters for Individuals									

In addition to the County resources above, many other community institutions and faith-based organizations provide support to persons that prevent occurrences of homelessness.

Policy 2.3.2 Provide permanent supportive housing (PSH) for persons with disabilities who are homeless or at risk of homelessness.

Permanent Supportive Housing units originate by two methods: 1) County assisted committed affordable units (CAFs) secured as PSH units for as long as the AHIF loan term; 2) units (primarily CAFs or MARKS) secured for PSH tenants with subsidies awarded by the federal or state grants or private/public funds. (Arlington County provides rental subsidy for tenants living in CAFs committed for PSH.) The County PSH units are for persons with disabilities who are homeless or at risk of homelessness and youth aging out of foster care. About 50% of the individuals in the County PSH program were homeless when they entered the program. All individuals in PSH units subsidized with federal subsidies were chronically homeless.

Indicator 38: Supply of Committed Permanent Supportive Housing units.

Fiscal Year	Available at Beginning of Fiscal Year	New Units Added during Fiscal Year.*	Cumulative Total
Previous FYs			
Current FY			

* Either CAFs units secured for PSH or units secured with Federal or State subsidies.

Indicator 39: Occupied Permanent Supportive Housing units.

Fiscal Year	Occupied at end of FY				
	Federal	State	Local	Private/Public Funds	Total
Previous FYs					
Current FY					

Indicator 40: Percent of PSH program participants who have maintained their housing.

Information: Number of persons on the waiting list for Permanent Supportive Housing.

Policy 2.3.3 Prevent homelessness through safety net supports and social services to enable residents to maintain their housing.

Indicator/table 41: Households served through prevention programs.

	FY	FY	Change
Eviction Prevention	number	number	%
Emergency Rental Assistance	number	number	%

Functional Zero Targets

The Arlington 10 Year Plan to End Homelessness has embraced the national initiative to end veteran homelessness and chronic homelessness. The measure for ending homelessness for this initiative is referred to as “functional zero.” What functional zero means is that at any point in time the number of persons experiencing homelessness will be no greater than the average monthly housing placement rate for homeless persons. Two target homeless populations have been identified for this measure; homeless veterans, and chronically homeless persons. (Additional information available at <https://cmtysolutions.org/what-we-do/zero-2016>)

Target: Achieve functional zero for homeless veterans

Target: Achieve functional zero for chronically homeless persons.

Indicator 42: Arlington Zero Snapshot. (See table on next page)

	Veterans	Chronic
Monthly average number of homeless persons		
Average Monthly Housing Placement		
Are we on Track?	Yes/No	Yes/No

Objective 2.4 Enable Arlington residents to age in the community.

Policy 2.4.1 Provide support so that older adults can age in place or age in community through a combination of affordable and accessible housing with linkages to services.

Indicator 43: Number of senior housing units. Housing units that are only available to persons 62 years of age and older.

Name of Property	Independent Living	Assisted Living	Total
Total			

Indicator 44: Number of senior housing units that are Committed Affordable Housing units and % of total.

Indicator 45: Number of seniors served through rental assistance programs and % of total.

Indicator 46: Number of seniors receiving real estate tax relief.

Policy 2.4.2 Incorporate universal design principles in new and rehabilitated housing to facilitate access for aging adults.

Narrative on County efforts to educate developers and builders on universal design principles.

Objective 2.5: Enable persons with disabilities to live as independently as possible in the community.

Policy 2.5.1 Provide support so that individuals with disabilities can live in community through a combination of affordable and accessible housing with linkages to services.

Indicator/table 47: Supportive housing resources

Type of housing	Capacity
Group homes	
Supportive Studio	
Transitional housing	
Supportive housing for persons with disabilities	
Permanent Supportive Housing (Non-homeless)	

Policy 2.5.2 Use Committed Affordable (CAF) units to provide permanent supportive housing (PSH) for persons with disabilities.

(See indicators 38 and 39)

Policy 2.5.3 Maintain a sufficient supply of committed affordable housing that are accessible for persons with physical and sensory disabilities.

Target: 10% of all CAF units to be accessible by 2040.

Indicator 48: Percent of accessible CAF units produced (and cumulative).

Target: 100% of accessible units occupied by persons with disabilities by 2040.

Information: Number of accessible CAF units (cumulative and annual).

Indicator 49: Percent of accessible CAF units that are occupied by persons with disabilities.

Indicator 50: Number of persons with disabilities served through rental assistance programs.

Indicator 51: Number of persons with disabilities served through real estate tax relief program.

GOAL 3: Sustainability.

Arlington County shall ensure that its housing efforts contribute to a sustainable community.

Objective 3.1: All housing is safe and code compliant.

Policy 3.1.1 Fully enforce all codes related to building structure, occupancy and maintenance.

Indicator 52: Number of common area inspections conducted.

Indicator/table 53: Code Enforcement complaints.

Validated Complaints	Complaints determined to be not valid	Rental complaints as a percentage of all complaints received	Average Number of days to achieve compliance for rental complaints	Percent of rental complaints requiring court appearances

Occupancy Complaints. Complaints related to the number of persons living in a dwelling unit pursuant to the definition of “family” in the Arlington County Zoning Ordinance

Validated Complaints	Complaints determined to be not valid	Average Number of days to achieve compliance.

Policy 3.1.2 Ensure that all committed affordable housing is code compliant.

Indicator 54: Number of CAF units out of compliance with code and % of total.

Policy 3.1.3 Foster greater awareness and understanding of tenant and landlord rights and responsibilities, and housing safety.

Indicator 56: Tenants and landlords assisted through the housing information center.

Policy 3.1.4 Provide education and financial assistance to landlords and homeowners for the maintenance of low- and moderate-income housing.

Narrative on education efforts

Objective 3.2: Promote affordable housing close to transit.

Policy 3.2.1 Coordinate transportation, land use and Affordable Housing Master Planning efforts.

Narrative

Policy 3.2.2 **Ensure that committed affordable rental units have high levels of access to transportation options consistent with the Master Transportation Plan and transit-oriented development.**

Target: 80% of CAFs located within ½ mile of the County’s Primary Transit Network. The County’s Primary Transit Network is established by the Master Transportation Plan based on anticipated levels of service, a map of the network will be included as an appendix or illustration for this indicator.

Indicator 57: Percent of CAF units that are within ½ mile of the County’s Primary Transit Network.

Narrative: Highlight any transportation demand management measures implemented in new or existing CAF properties.

Objective 3.3: Ensure environmental sustainability practices are incorporated into affordable housing developments.

Policy 3.3.1 Encourage energy efficiency in new and renovated affordable housing to advance the goals of the Community Energy Plan (CEP).

Indicator 58: Percent of AHIF funded properties since FY2015 with energy benchmarking and reporting requirements.

Additional information on sustainable building certifications achieved for CAF projects, such as LEED certifications, Viridiant (formerly Earth Craft), Energy Star, and others.

Policy 3.3.2 Encourage water conservation in affordable housing.

Indicator 59: Percent of AHIF funded properties since 2015 with requirements for WaterSense5 products.

Policy 3.3.3 Encourage the conservation of natural resources by reducing or eliminating waste throughout the building's entire life cycle, including the development phase, the usage phase and the building's end-of-life stage.

All new construction projects in the County require waste management plans.

Indicator 60: Percent of AHIF funded renovation projects requiring waste management plans since FY2015.
(Target 100%)

Policy 3.3.4 Provide education to landlords, tenants and homeowners on energy efficiency, water conservation, recycling, and waste reduction activities.

Narrative

Objective 3.4: Promote long term affordability and financial feasibility of Committed Affordable Units.

Policy 3.4.1 Implement affordability restrictions for the maximum length of time that is feasible on a project-by-project basis.

Information: Length of affordability restriction on AHIF financed projects in the reporting year.

Additional information for this policy is included in under supply (see 1.1.5)

Policy 3.4.2 Ensure financial feasibility in the underwriting of County loans for affordable housing.

Indicator 61: Percent of AHIF loans that are in full compliance with financial terms of County loans.

Information: AHIF loan repayments received in fiscal year.

⁵ WaterSense is a partnership program of the U.S. Environmental Protection Agency similar to Energy Star. WaterSense products are water-efficient contributing to water conservation.

Information/table: AHIF portfolio data

Total # of AHIF Loans	
Active loans	
Paid off loans	

Information: Leveraging ratio for fiscal year. For projects financed, the aggregate leverage ratio will show local funding as a component of all sources of financing.

Information: Affordable Housing Investment Fund Sources. Detail of all funding sources to AHIF; developer contributions, recordation fees, federal funds, loan repayments and others.

Objective 3.5: Ensure that the County's affordable housing goals are integrated into other County plans and policies where appropriate.

This section will provide a narrative description of how affordable housing is being addressed in current or recently completed planning initiatives.

Appendices

1. Inventory of all CAF properties

Property	Owner	Year	Sunset	Number of Units	Number of Efficiencies	Number of 1- BR	Number of 2- BR	Number of 3- BR	Access ible	PSH
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2. Inventory of MARKs at 60% AMI

3. Housing Stock

		Base Year (FY 2016)			Reporting Year		
		Total	Ownership	Rental	Total	Ownership	Rental
Housing Type	Single Family						
	Duplex						
	Affordable to 60% AMI						
	Affordable to 80% AMI						
	Townhome						
	Affordable to 60% AMI						
	Affordable to 80% AMI						
	Condo						
	Affordable to 60% AMI						
	Affordable to 80% AMI						
	Accessory Dwelling Unit						
	Affordable to 60% AMI						
	Affordable to 80% AMI						
	Apartment						
	<i>Unrestricted</i>						
	MARK at 60% AMI						
	MARK at 80% AMI						
	80 to 100% AMI						
	100 to 120% AMI						
	Over 120% AMI						
<i>CAFs</i>							
CAF at 40% AMI							
CAF at 50% AMI							
CAF at 60% AMI							
CAF at 80% AMI							

4. Map of Primary Transit Network

5. Map of Committed Affordable Housing

