

Housing Locational Policy

I. POLICY

The Housing Locational Policy provides a guide for the financing and/or development of new multi-family rental housing projects designed to serve, in whole or part, households that earn 60% or less than the area median income. The objectives of the policy are to:

- Avoid undue concentration of multi-family assisted housing;
- Disperse geographically new multi-family housing developments;
- Support the City's neighborhood revitalization efforts;
- Promote diversity and vitality of neighborhoods; and
- Support school development, transit corridor development and other public development initiatives.

The policy establishes prohibited, permissible and priority areas for the development of new multi-family rental housing as shown in the [Locational Policy Map](#). These areas are delineated based on Neighborhood Statistical Areas in the City of Charlotte.

II. POLICY DESCRIPTION

A. General Applicability

This policy applies to the construction of new assisted multi-family rental housing greater than 24 units, but no more than 100 units per site. However, new multi-family housing transit station areas are developed pursuant to the requirements of the Joint Development Policy for Transit Station Areas and Section F. below, Transit Station Areas.

The following types of housing are exempt from the requirements of this policy:

- Assisted housing undergoing rehabilitation;
- Assisted housing designed to serve the elderly, disabled or special populations;
- Assisted housing developed for homeownership; and
- Conversions of market rate housing to assisted housing where no more than 50% of the housing units are receiving City funding assistance.

In order for the City to financially participate in an assisted housing development, a minimum of 20% of the housing units must be set-aside for income-qualifying households. The City Council may exempt any assisted housing development from the requirements of this policy on a case-by-case basis.

B. Definition

Assisted Multi-Family Housing - Any existing or proposed multi-family rental housing development receiving assistance from local, state or federal government and serving households earning 60% or less than the area median income*.

* - The area median income is established by the U. S. Department of Housing and Urban Development and is adjusted for household size.

C. Prohibited Areas

Assisted multi-family housing is prohibited in a Neighborhood Statistical Area (NSA), if one of the criteria below applies:

1. The proposed housing development is located within a 1/2 mile (property line to property line) of any existing local, state or federal assisted multi-family housing development greater than 24 units (excluding exempted assisted housing developments);
2. The NSA median income is less than 60% of the area median income (AMI). (Based on the area median income established by the U.S. Department of Housing and Urban Development.);
3. The percentage of homeownership is less than 50%. (Based on the most recent Quality of Life Index);
4. The total number of city, state or federal assisted multi-family housing units exceeds 10% of all the housing units in the Neighborhood Statistical Area. (Based on the most recent assisted multi-family housing unit count); or
5. The Neighborhood Statistical Area meets any two of the three following criteria:

Criteria	Range
a. NSA Median Income	Between 60% - 65% of AMI
b. NSA Homeownership	Between 50% - 55%
c. Assisted Housing Units	Between 5% - 10%

D. Permissible Areas

The Neighborhood Statistical Area has one or more assisted multi-family housing developments, but the total number of assisted multi-family units does not exceed 10% of the total number housing units in the area. The area is eligible to receive additional multi-family assisted housing units up to the maximum limit.

E. Priority Areas

Assisted multi-family housing is permitted in a NSA with the following factors:

- (1) the NSA does not meet the Prohibited and Permissible criteria stated above; or
- (2) the NSA has a median income greater than or equal to 120% of the Area Median Income and the number of assisted multi-family housing units in the NSA is less than 5%. (Homeownership is not included as a factor.) This area will be given priority for funding.

F. Transit Station Areas

1. The City shall aggressively pursue opportunities to develop assisted housing within a ¼ mile of transit stations when participating in joint development projects such as building or providing loans for infrastructure, acquiring land, and/or other economic development initiatives. Assisted housing is multi-family rental housing development receiving assistance from local, state or federal government and serving households earning 60% or less than the area median income.* A transit station area is generally defined as the area within a ½ mile walking distance of an identified rapid transit station.
2. This policy only applies to transit corridors with adopted transit stations.
3. The City shall encourage the development of a minimum of 5% up to a maximum of 25% of any development with multi-family units to be assisted units.
4. The number of assisted multi-family housing units shall not be greater than 20% of the total housing units within a ¼ mile of the transit station area.
5. At least 30% of the assisted multi-family housing units developed at a particular site shall be reserved for households earning 30% or less than the area median income.
6. Assisted multi-family housing in transit station areas shall always be developed as part of a larger mixed income development.
7. The assisted multi-family housing units shall be similar in appearance to the portion of the project that is developed as market rate housing.
8. The assisted multi-family housing units shall be scattered throughout the development and not concentrated in one area.
9. These proposed guidelines shall be incorporated into the Joint Development Policy for Transit Station Areas currently being developed by an interdepartmental team consisting of CATS, Planning, Neighborhood Development, and Parks and Recreation.
10. The City shall evaluate and assess the progress of the policy within 12-24 months

after the first rapid transit line opens to determine if additional changes or modifications are needed. Council's CWAC Committee shall receive reports on development activity in transit station areas at least twice a year.

* Note: Excludes single-family detached, elderly, and special needs housing.

G. Special Objective Areas

Areas encompassing approved Neighborhood Plans, Economic Development Plans or Special Project Plans with a revitalization component (including recommendations for City assisted multi-family rental housing) will be considered for additional multi-family assisted housing by City Council on a case-by-case basis, even when located within a prohibited Neighborhood Statistical Area.

H. On-Site Property Management

Assisted multi-family housing developments over 50 units must have an on-site office and provide management personnel as outlined below:

Size of Development Minimum Requirements

50 units 20 hours per week

75 units 30 - 40 hours per week

100 units 40 hours per week with on-site resident employee or 80 hours per week *

* - Includes a combination of resident office staff, maintenance staff and supportive services staff. Supportive services staff must be employees of the development's owner or management.

III. PROJECT EVALUATION PROCESS

The following process and evaluation will be used for multi-family assisted housing proposals:

A. Review Process - Housing proposals are reviewed for compliance with the City of Charlotte Housing Trust Program Guidelines and evaluated in accordance with the Assisted Multi-Family Evaluation Criteria listed in Section III B, below. The proposal's analysis and evaluation will be presented to City Council at least two weeks prior to a briefing of City Council. At the City Council briefing session, the Council may refer the housing proposal to a City Council Committee for further review or send it to City Council for a decision.

B. Assisted Multi-Family Evaluation Criteria – The City will prepare an impact report which will include information on the neighborhood profile/trends and be assessed in

accordance with the following:

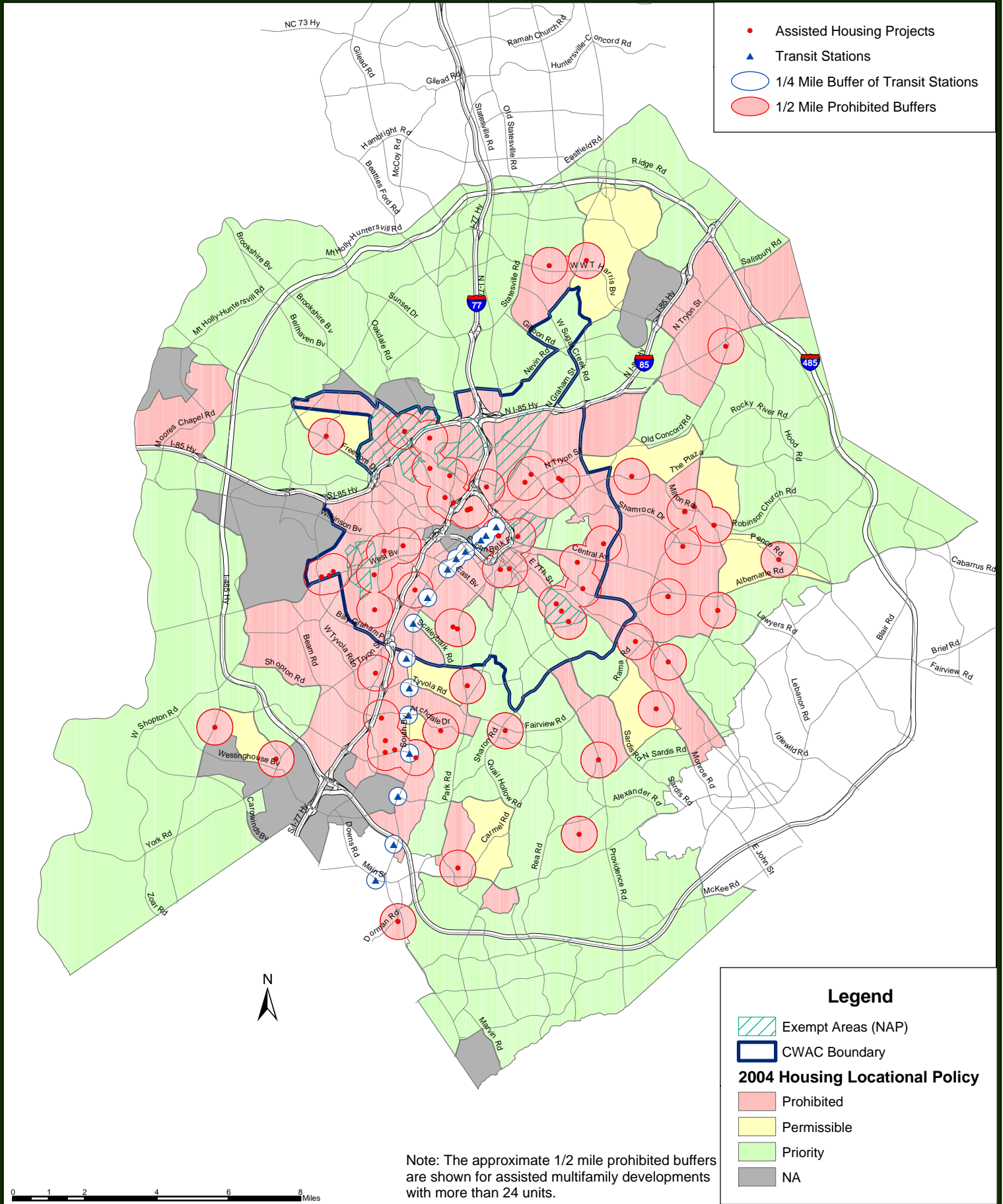
1. Compliance with land use recommendations of applicable District and/or Neighborhood Plan(s);
2. Compliance with the **Housing Locational Policy** – the geographic disbursement of proposed projects and proximity to other assisted **housing** will be considered;
3. Compliance with applicable local zoning and land development regulations;
4. Compliance with applicable federal environmental regulations;
5. Project design and compatibility with the adjoining neighborhood including site layout, building orientation, vehicle and pedestrian circulation, landscaping and screening, and type and quality of materials to be used in construction;
6. Impact of the project on the street network and proximity to transit services;
7. Impact on enrollment for assigned schools serving the proposed **housing** project;
8. Quality of the project's management plan and supportive services;
9. Impact on the City's neighborhood revitalization strategy; and
10. Compliance with the Crime Prevention Through Environmental Design (CPTED) review process.

IV. EFFECTIVE DATE

The effective date of this **policy** shall be January 1, 2002.

2004 Multifamily Housing Locational Policy

Neighborhood Development, September 7, 2004



Note: The approximate 1/2 mile prohibited buffers are shown for assisted multifamily developments with more than 24 units.

Legend

- Exempt Areas (NAP)
- CWAC Boundary
- 2004 Housing Locational Policy**
- Prohibited
- Permissible
- Priority
- NA