



**NEWBERG AFFORDABLE HOUSING
AD HOC COMMITTEE
Thursday, February 19, 2009
7 p.m. to 9 p.m.
Newberg City Hall
Permit Center Conference Room
414 E. First Street, Newberg, OR**

I. OPEN MEETING: Chair Philip Smith opened the meeting at 7:00 p.m.

II. ROLL CALL:

Present:	Philip Smith	Denise Bacon	Dennis Russell
	Mike Willcuts	Charles Harris	Kevin Winbush
	Rick Rogers	Mike Gougler	

Absent:	Bob Ficker (excused)	Joel Perez (excused)
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Staff Present:	David Beam, Economic Development Coordinator/Planner
	Dawn Karen Bevill, Recording Secretary

Others Present	Ian McLeod	Keyla Almazan
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III. MEETING MINUTES:

Rick Rogers requested the question he had asked at the January 29, 2009 meeting on how many units would likely be generated by the action plan be added to the last page of the minutes.

MOTION #1: Winbush/Rogers moved to approve the minutes as amended from the January 29, 2009 meeting. Motion passed by voice vote.
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IV. OPEN HOUSE PREPARATIONS:

David Beam reviewed the meeting memorandum dated February 19, 2009 regarding the open house to be held on Tuesday, February 24, 2009. The public will be greeted at the meeting room door and be requested to provide contact information on a sign-up sheet. They will be given a summary of the project and a list of proposed action plan strategies. Additionally, they will receive a pen and some large "sticky notes." Finally, everyone will be given a blank name tag where they will write their name. Chair Smith will welcome the public, provide a brief summary of the project, and explain the open house process. Public participants will visit the eight strategy stations that will be located around the room at their own pace, and in whatever order they choose. A committee member will be located at each station, answering questions and encouraging the participants to share their comments about the proposed strategies and/or

proposed new ideas. The public will write their comments/new ideas on the large “sticky notes” and then place their notes next to the large posters with the proposed strategies. As the participants depart, they will be reminded that if they wish to provide additional comments after the meeting, they can do so through the use of a comment sheet provided in the packet of proposed strategies given to them when they arrived at the meeting. They will be asked to return their comments within one week of the open house. Also, staff will set up a mechanism on the City’s website that will allow comments to be submitted electronically. Refreshments will be served at the meeting.

Chair Smith asked about the approximate time the meeting should end.

David Beam replied it depends on how many participants attend. Over 600 emails were sent out, and he contacted the Chamber, Rotary, Kiwanis, City Club, etc.

Chair Smith stated the open house will begin at 7 p.m. and suggested he will remind those in attendance at approximately 9 p.m. how the communication process will continue; either by “sticky note”, electronically over the website, or by mail. Chair Smith and Mr. Beam will remain until all those in attendance have departed.

V. REVIEW/FINALIZING DRAFT ACTION PLAN STRATEGIES:

Committee members volunteered to serve at the Strategy Stations as follows:

1. Amend Comprehensive Plan Goals and Policies – Mike Gougler
2. Retain the existing supply of affordable housing – Rick Rogers
3. Insure an adequate land supply for affordable housing – Kevin Winbush
4. Create an optional “Flexible Development Track” – Chair Philip Smith
5. Modify other standards in the Development Code to promote affordable housing – Denise Bacon
6. Amend the Development Fee Schedule – Charles Harris
7. Develop and support public and private programs - Ian McLeod & Dennis Russell
8. Strengthen economic development efforts - David Beam will check with those absent; Joel Perez and Bob Ficker on taking this strategy.

Mike Willcuts may not be able to attend due to his schedule. He will help out where needed if he can attend.

Charles Harris introduced his co-worker, Keyla Almazan who went through the Newberg Leadership Training and is interested in helping out at the open house.

Chair Smith reviewed each strategy and asked for committee comments/suggestions on each:

Strategy: Amend Newberg Comprehensive Plan Goals and Policies (pp. 3 – 4)

1. Action: Amend the Newberg Comprehensive Plan with goals and policies that encourage the development and retention of affordable housing within the City of Newberg.

David Beam stated there were some economic development pieces that were added to the general policy standards in light of some discussion at the January 29, 2009 meeting (P.4).

Charles Harris stated it would be helpful to have actual dollar figures available to show people exactly what median income is in Newberg. He also suggested changing the first paragraph to read as follows: “The City encourages the creation of affordable housing.” Density bonuses are addressed in letter “j”.

David Beam stated the median income in Newberg is approximately \$50,000, which is an easy number for the public to grasp.

Dennis Russell, Rick Rogers, and Charles Harris made suggestions changing the wording in the middle of the second paragraph (P.3) to: “Affordability may be assured through deed restriction or other recorded documentations that specify qualifying income of buyers or renter, and limiting sales price, rent levels and appreciation.”

Charles Harris suggested eliminating underlining the text.

David Beam replied that some of the language is existing policy and suggested keeping the text underlined, stating that the following policies will be added or modified to existing policies.

Strategy: Retain the existing supply of affordable housing (P.5)

Action 1: Maintain and expand the housing rehabilitation program.

Action 2: Create an ordinance discouraging the conversion of conversion of existing manufactured dwelling parks.

Action 3: Educate residents on housing maintenance.

Chair Smith stated this is a much abbreviated version and asked Rick Rogers if he was comfortable with it.

Rick Rogers stated it lacks teeth because there’s no money in the funding or the program itself.

David Beam replied that’s not 100% true. There is \$100,000 in the rehab portion and additional state funding may be available. The last packet lists the details.

Rick Rogers asked if some of the money from the proposed housing trust fund can be directed to rehab.

David Beam replied that there is a listed of possible uses for the housing fund in the action plan which includes the use of funds for housing rehab.

Rick Rogers believes the housing authority offers housing maintenance classes.

David Beam suggested adding "*Housing Authority*" to the third bullet under Action 3. (P.5)

Chair Smith questioned the wording under Action 2.

David Beam suggested changing the language from "*Do not allow*" to "*Discourage zone changes that would facilitate the removal of manufactured dwelling parks.*"

Dennis Russell suggested adding a bullet point saying, "*To encourage home owner associations for manufactured home parks.*"

Chair Smith agrees with the added bullet point and suggested it say, "*Encourage education for tenants and owners concerning rights and conversions.*"

David Beam suggested changing the wording to; "*Create mechanisms that prevent the reduction in the number of manufactured units in Newberg.*"

Mike Gougler stated the importance of encouraging the maintenance on the inventory of manufactured housing.

Charles Harris believes there are two points; encourage the number of manufactured dwellings and prevent the displacement of residents who already live in those dwellings; keeping the existing residents where they are.

Chair Smith agrees with Mr. Harris; manufactured dwelling parks are different from rental units and other housing stock. Once a person has bought a manufactured dwelling and puts it in a park, it really can't be moved.

Mike Gougler stated he objects philosophically to removing a manufactured dwelling from a park; but at the same time, the family who owns the acreage is entitled to do what they need to do financially with the land.

Rick Rogers believes it should be acknowledged that the manufactured home parks in town do provide a significant portion of affordable housing and should be recognized as such.

Mike Gougler agreed with Mr. Rogers. At the same time, it needs to be acknowledged that a significant amount is provided by the manufactured home parks and the city hasn't created any special concessions for the owners of those parks. If the City really desires to maintain those

parks, perhaps there are some things that the city and county can do to make the ownership of that park less onerous. Mr. Gougler then suggested a bullet point be added to Action 3 (P.5) as follows: *“The city will create incentives for owners of manufactured home parks to maintain and keep the parks.”*

Rick Rogers suggested the bullet have two points and should also state; *“the city should look into resident ownership for the tenants and for the owners.”*

David Beam summarized the added bullet to read as follow: *“The City should provide incentives to maintain the park as is, or (b.) secure financial resources to convert parks to residential ownership”.*

Strategy: Insure an adequate land supply for affordable housing (P.6)

Action 1: Examine the Newberg Comprehensive Plan Map and Zoning Map for potential properties to be designated/zoned/re-zoned as MDR/R-2 Medium Density Residential or HDR/R-3 High Density Residential that can accommodate the development of more affordable housing.

Chair Smith stated a map of potential medium and high density lands will be provided. Unfortunately, the list of prospects is short.

Action 2: Expand UGB include a 20-year supply of land and insure that adequate land is zoned R-2 and R-3 in expansion areas to meet projected needs.

Charles Harris asked if the city staff could approach a land owner about re-zoning their property.

David Beam replied City Staff may approach them with what may be a good opportunity. There may be an education process involved with that task.

Charles Harris believes the City Ordinance allows the City, on its own, to apply for a zone change.

David Beam replied that’s probably true, but that’s usually politically difficult.

Ian McLeod added that property owners may not be interested at this point in time, due to low property values.

Rick Rogers stated that a City Councilman made the comment to him recently that he thought a great place for higher density would be on South Main. What would the process be to do that right now? Would the individual property owners need to get together and apply for zoning changes collectively and consolidate pieces?

Mike Gougler replied that’s how the system works now.

David Beam stated the City Council usually prefers that the property owners initiate a rezone request.

Rick Rogers stated if the City wants to encourage high density in certain areas, it should create some language saying so. He understands the politics, but if a committee, such as this one, would like to recommend high density should be on South Main or wherever., it should make this recommendation.

Chair Smith stated the missing part is the persuasive argument.

Dennis Russell believes the adjacent neighbors should have a say in any action increasing density in their area. He likes the current process.

Chair Smith stated the first State planning goal is public participation. If there are good reasons for an outcome, fine. However, the way to go about it is to contact the neighbors, who may or may not want to come onboard.

Rick Rogers understands, but in the long haul, areas will need to redevelop with more density. He hopes this will occur by the market, but the issue may need to be directed by the City.

Dennis Russell stated partnerships that benefit the property owners and the City are needed.

Mike Gougler agreed; community input is a must.

Strategy: Create an optional “Flexible Development Track” (P.7)

Create an optional “Flexible Development Track” that would allow developers flexibility in some development standards, provided they commit to providing some affordable housing.

Mike Willcuts referred to Lot Standards (4) and if the wording at the end of the sentence, “*to be exceeded*” should be removed. David Beam agreed.

Mike Willcuts also pointed out section iii (P.7) and stated that the solar access rules that are in place are very limiting.

Mike Gougler stated solar access needs to be defined.

Charles Harris suggested the following wording; “*Allow an alternative building height limit standards with considerations of solar access and building height/setback ratio*”.

Strategy: Modify other standards in the Development Code to promote affordable housing (P.8)

Action 1: Modify lot standards for all developments

Chair Smith stated there are many Actions to choose from; B2 – B13 (pp. 8 – 10) and reviewed each.

Mike Gougler asked about the minimum setbacks for a residential development within an R-P zone.

David Beam replied will add another bullet as B14 as follows: *“The setback requirements should be the same for a residential subdivision in an R-P zone; 5 foot setbacks.”*

Strategy: Amend the Development Fee Schedule (P.11)

1. Action: Identify and establish city development fees that can be reduced/waived for affordable housing projects.

Chair Smith stated it would be good to hear from the public on what fees should be changed and how they should be paid for.

Strategy: Develop and support public and private programs (pp. 12 – 14)

Actions 1 – 8 were reviewed.

Dennis Russell referred to #6, (P.13) and suggested the following wording: *“A forum should be held with local employers to explore mechanisms in which their respective organizations can encourage the retention and development of housing, transportation, and affordable housing for their employees.”*

Strategy: Strengthen economic development efforts

1. Action: Promote the expansion of existing businesses and recruitment of new businesses.
2. Action: Increase the industrial and commercial land supply.
3. Action: Develop industrial and commercial lands to a “shovel-ready” status.

David Beam stated the South Industrial Plan will bring in a supply for shovel ready property.

4. Action: Promote development of workforce skills.

Rick Rogers emphasized the idea that affordable housing can be an asset to would be employers; realizing it’s important from the employers’ side as well.

Dennis Russell stated a CEO breakfast is being hosted once a month for the top 10 employers -- the first of which was held recently. The employers discussed hiring employees, how many are employed, etc.; finding they all had similar needs. The Allison Inn will be offering many jobs at the \$12 – \$15 an hour range, which creates some other concerns for other employers in town. The meeting went well. Rick Rogers asked if there is a place in the policies where it actually states affordable housing is an incentive to economic development? If not, he believes it’s worth noting.

Chair Smith stated it is not listed as a bullet point but is in the preamble. (P.15)

Mike Gougler suggested Newberg evaluate the creation of a port. There is a port "Association" that can help us understand and maybe develop a port. Newberg has the ability to have a port site on the river and in addition, the land doesn't necessarily have to be directly on the river. It may be worth exploring.

David Beam stated he will add a 5th bullet point; *"Explore possible establishment of possible business incentive zones, such as ports, enterprise zones, etc."*

VII. OTHER BUSINESS:

David Beam referred to the information passed out to the committee concerning the House passing the bill supporting affordable housing through a document fee hike. It will now go on to the Senate.

MOTION #2: Harris/Rogers moved to propose a resolution that the Newberg Affordable Housing Ad Hoc Committee recommend to the City Council that they write the Chair of the Oregon Senate, Peter Courtney stating that the City of Newberg urges passage of this legislation. (Motion passed { 7 Yes/0 No/Absent 2. })

David Beam asked Charles Harris if he would write the draft. Mr. Harris replied he would.

VIII. ADJOURN: Chair Smith adjourned the meeting at 9:00 p.m.

Approved by the Ad Hoc Committee this 2nd day April 2009.

AYES: 8

NO: 2

ABSTAIN: 2
(list names)

ABSENT: 2


Ad Hoc Committee Recording Secretary

 4/2/09
Ad Hoc Committee Chair Date