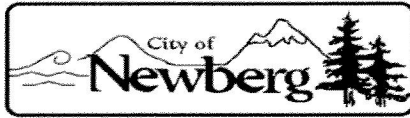


DRAFT MINUTES FROM FINAL AD HOC COMMITTEE MEETING OF APRIL 16, 2009
CHANGES SOLICITED FROM COMMITTEE MEMBERS VIA EMAIL
NO FULL COMMITTEE APPROVAL OBTAINED



NEWBERG AFFORDABLE HOUSING
AD HOC COMMITTEE
Thursday, April 16, 2009
7 p.m. to 9 p.m.
Newberg City Hall
Permit Center Conference Room
414 E. First Street, Newberg, OR

I. OPEN MEETING: Dennis Russell opened the meeting at 7:00 p.m.

II. ROLL CALL:

Present:	Denise Bacon	Joel Perez	Dennis Russell
	Mike Willcuts	Kevin Winbush	Mike Gougler
	Rick Rogers	Joel Perez	

Absent:	Chair Philip Smith	Charles Harris
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Staff Present:	David Beam, Economic Development Coordinator/Planner
	Barton Brierley, Planning Director
	Dawn Karen Bevill, Recording Secretary

Others Present	Ian McLeod
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III. MEETING MINUTES:

MOTION: Winbush/Gougler moved to approve the April 2, 2009 meeting minutes. Motion passed unanimously by voice vote.

Barton Brierley referred to the April 15, 2009 Memorandum in the meeting packet regarding Maximum lot sizes/Minimum densities. He explained that the Ad Hoc Committee asked for a specific proposal for dealing with minimum lot sizes/maximum densities at the April 2, 2009 meeting. The basic proposal applies minimum lot size requirements to subdivisions (four or more lots) and not to partitions (three or fewer parcels). This avoids practical difficulties common in small partitions. The proposal uses as a target that developments should achieve at least 75% of the target density. The proposal would allow the limits to be exceeded for projects by meeting the flexible/affordable housing development standards. Mr. Brierley referred to the chart included in the memo that illustrates how it works. The committee had asked about playgrounds, walkways/pathways, etc. at the last meeting and how those would effect the density requirements. Mr. Brierley explained those things would not count against the developer in calculating the lot area as explained on Page 2 of the memorandum, standard #4.

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Mike Willcuts believes having to build to certain density may backfire, due to the fact that some developers may not want their property built with a lot of density. Thus it may discourage developing some of the properties within the city. Rick Rogers stated if someone develops it, they'd do it when they wish, regardless of the density requirement. Mike Willcuts stated some properties may end up being partitioned, which may help in development. Mr. Gougler asked about the standards listed on the chart in the R-1 zone. Mr. Brierley stated there should be a correction under R-1, that the maximum average lot size should be changed from 5,000 to 10,000 square feet. Dennis Russell asked if it makes sense to use 5,000-square foot minimum lot size instead of 6,000 for one home, if the goal is for more affordability. Barton Brierley explained that in the draft, the lot size averaging is in there, which allows a developer to get down to 5,000-square foot lots. Rick Rogers asked if and how this affects the March 5 memo regarding the minimum density. David Beam replied that letter E (P.28 of the draft) will be deleted and replaced with the proposed standards included in the April 15 memo written by Mr. Brierley. Dennis Russell asked if the maximum dwellings column under R-1 would be changed from 6,000 to 5,000. David Beam replied, yes. Ian McLeod asked what happens in 30 years when the city has grown and a developer would like to put in 1-acre estate lots. Will that be possible? Barton Brierley replied such lots are very expensive to build to an urban standard due their infrastructure needs, such as water lines, sewer lines, sidewalks, etc. Dennis Russell asked if this plan would make it difficult for neighborhoods with more expensive, larger lots to be developed if there is a market for those. Mr. Brierley replied the policy implementation of this would say fine, those can be built, but the developer will have to contribute to affordable housing to do it. Dennis Russell asked if lot size averaging could be used under those circumstances, as well. Barton Brierley replied, yes.

IV. FINAL REVIEW OF ACTION PLAN:

Dennis Russell complimented City Staff by stating the Affordable Housing Action Plan exemplifies the ideas that have been discussed and represents the time and energy put in by the members of the committee over the course of many months. He stated his appreciation for the heroic amount of work in compiling the draft. The other committee members agreed and applauded City Staff.

Dennis Russell stated Charles Harris had made some comments by email (staff provided copies to the Committee) regarding the draft. He suggested going through the draft page by page, giving the committee the opportunity to comment, pose questions, or make suggestions.

Denise Bacon complimented David Beam on the "Introduction" to the draft, stating even if she wasn't a believer in affordable housing, she would be after reading it. It is well written and from the heart of those who believe in affordable housing.

Dennis Russell referred to the comments by Charles Harris regarding the next to last paragraph of the introduction. Mr. Harris believes the wording makes it sound as though all the tools should await implementation until after Phase 2 is completed. Mr. Russell disagrees, stating he

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didn't read it that way at all. Rick Rogers stressed it should be clearly understood that the committee recommends that actions that can be implemented immediately should do done. Other actions will take further development before implementation.

Mike Gougler agrees with the introduction. He referred to the quote located in the last sentence of paragraph 3 and asked where that quote comes from. David Beam replied from the Council resolution that authorized the formation of the Committee.

Rick Rogers commented on the same paragraph, stating the original name of the committee included the wording, "working families" was changed due to the fact the committee wanted to encompass all those in need of affordable housing.

Dennis Russell asked for any further comments in regard to Charles Harris' suggestions to the introduction. Mike Gougler stated Staff did put language in that encourages the City Council to move proactively. David Beam stated he will change the wording in the second sentence, second to last paragraph (P.2 of the Introduction) to better explain the process of Phase Two. Barton Brierley suggested the paragraph should also state the committee urges the City Council to make it a the Plan a high priority and take action.

Rick Rogers asked if the date of the Johnson Gardner Study could be added to the action plan. David Beam replied yes; he believes the study was done in 2004. Barton Brierley agreed.

Dennis Russell referred to Charles Harris' email regarding the Affordable Housing Definitions (P.5) and changing the definition of "affordable housing" as when a family ***at or below median income*** spends no more than 30% of its income for housing." Barton Brierley stated there was a discussion that took place early on about what affordable housing is and whether the concern should be about everyone or just targeting the low – median income. David Beam stated the Housing Authority is the principal agency that deals with this subject in our region and they use the terminology (from HUD) included in the draft, which matches the chart. The terminology was updated this year and Mr. Beam recommended leaving the language as is. Mike Gougler agreed. Rick Rogers asked about the median income – a family making 81% – 100% of the Area Median Income (P.5) and stated it was confusing to him. Median is a specific number. David Beam stated there is the gap of 80% - 100%; he never viewed a chart with a moderate level on it. Barton Brierley stated the terminology could be changed to moderate. Dennis Russell stated it's one thing to arbitrarily say we define moderate as those people from 81% - 100%, but there isn't supporting data because government agencies work primarily on the low income, very low income, and extremely low income folks for their programs, but this committee agreed to help people of moderate means, as well. David Beam doesn't mind changing the definition, but reminded the committee there will be a little discrepancy in the Plan by adding the word, "moderate" since it isn't listed on the HUD table (P.6). The committee agreed adding the "moderate income" language, but determined not to make any changes to the affordable housing definition.

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Mike Gougler stated Pages 7 – 9 provide the starting work for the City Council, as the language “The City shall encourage” is stated repeatedly. Dennis Russell asked if the 25% allowance for streets is a good number. (P.7) Mike Gougler replied it all comes back to design review.

Dennis Russell asked if the Friendsview description (P.12) stating “For over 46 years...” could be changed to “Since 1961,...) This will keep the language from getting dated.

David Beam reviewed the Editorial Key (P.17) and noted that the affordable housing definition should not be italicized (P.18)

Dennis Russell referred to Charles Harris’ comment (P.19) regarding a language change from “should” to “shall.” Mr. Russell stated the purpose of this committee is to recommend. Mike Gougler agreed, stating this is a recommendation to the City Council and they can change the language if they see fit. Dennis Russell asked Denise Bacon’s advice as a City Councilor. Denise Bacon replied she isn’t sure what the right answer is, but believes “shall” is okay. Barton Brierley stated the word “shall” is much stronger. Each point needs to be looked at individually. Rick Rogers believes the role of the committee is to underscore the urgency of the problem. Mr. Rogers referred to the last sentence (P.3) and commented that the City is not saying there’s a minimal shortage but a severe shortage. Therefore, the word “shall” doesn’t seem too directive. Dennis Russell expressed that if he is mobilizing resources for a project budget, he has a responsibility to make sure the priorities that have been established and that they have resources allocated to them. The word “shall” feels a little presumptive. He doesn’t know what is taking place in the City regarding resources available and there may be other committees equally compassionate about what they’re involved in. Denise Bacon stated the City Council did ask this committee to make a recommendation. Mr. Russell replied the word “shall” seems more like a directive to him. Kevin Winbush stated he felt the Committee needs to look to City Staff and Denise Bacon, who is on the City Council, for guidance on the language. David Beam stated it seems City Council should be able have the discretion to allocated available resource to needs as they see fit. Rick Rogers asked if “should” and “shall” ranked the relative importance of these. Mike Gougler replied, no. The City will rank these based on resources and bias anyway. Joel Perez believes the language should be consistent all the way through. Denise Bacon stated many of the items that say “shall” don’t involve finances. The committee agreed “shall” would be replaced with “should” for the proposed policies i – aa (P.19).

Dennis Russell referred to Charles Harris’ comments regarding the URA Action 3.1 (P.22). Barton Brierley responded by stating that Action 3.2 (P.23) captures what Mr. Harris is asking about. Action 3.1 is what is already in the Urban Growth Boundary.

Dennis Russell asked about Action 4.1B (P.25) and the language, “*with a minimum of 10 percent of the total units*” and whether this will affect the incentive of the developer. David Beam agreed to delete that language.

Dennis Russell referred to Page 26 (f) and stated there this language is not a problem with a HUD approved project, but asked if it works in a non - HUD project. Mike Gougler thinks it

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should be based on the average household income level because of different rents for the same facility. Dennis Russell is concerned that it doesn't say, "An average household", but "a household." Rick Rogers stated this is to meet the affordability portion, so those rents need to be tied to affordable homeowners. He doesn't believe it should be averaged. Mike Gougler stated if that's the case, the owner/developer is being asked to establish the rent and be a subsidizing entity. Dennis Russell believes it will keep people from building affordable housing. He suggested changing the language in (f) and (g) from "a household" to "the average household." Mike Gougler added that the chart on Page 6 should be referenced. Rick Rogers wants to be sure the definition is consistent with Page 5 (g) regarding utilities.

Dennis Russell referred to Charles Harris' comments and asked if there is a difference between 4.2F and 4.2.I (P30). David Beam replied one is for annexations. The Committee agreed they seemed to be duplicate actions, so Action 4.2G (i) will be taken out.

Dennis Russell referred to Action 4.2L (P.35) and asked for some clarity regarding the height limits option based with consideration of solar access and building height/setback ratio. His concern is density. Barton Brierley replied Staff could create guidelines. There is a way to calculate it. .

David Beam referred back to Action 4.2A (d) (P.27) regarding the effect of reducing the lot width requirement for R-2 and R-3 and the need for any exemption on the lot/width ratio requirement for these zones with this change. Barton Brierley stated that these changes are currently in the proposed flexible standards, but not should be moved to be part of the regular standards.

Rick Rogers asked Barton Brierley if there is any way to incorporate his work in progress on the total impact of the proposed changes into the Action Plan. Barton Brierley replied yes, there will be an appendix.

V. PLAN PRESENTATION TO CITY COUNCIL:

David Beam will work with Philip Smith and on the presentation for May 4, 2009 at 7:00 p.m.

VI. HOUSING FAIR PREPARATIONS:

David Beam, Denise Bacon, and Ian McLeod met last week and looked at the preparations needed and made a timeline of what needs to be done. Credit councilors, bankers, and realtors, will be invited, making sure it's time well spent for those in attendance. The Housing Authority and Habitat for Humanity will have tables set up. No vendors will be charged and it will be free to the public. The Housing Fair will take place on May 16, 2009, 10:00 – 2:00 p.m. CPRD will provide childcare. Joel Perez asked if interpreters would be there. David Beam said yes. Joel Perez suggested flyers be printed in Spanish. Dennis Russell and Rick Rogers stated they can probably get a few more translators, if needed.

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VII. OTHER BUSINESS:

Dennis Russell mentioned the handout in the packet regarding Oregonlive.com.

Joel Perez asked about the comments made from Councilor Roger Currier in the Graphic regarding the annexation. Denise Bacon explained that the issue is not settled yet, but she will be able to explain more after next Monday.

Rick Rogers understands the Barton Brierley's impact of the Action Plan is a work in progress, but thinks it would be nice to have it mentioned in the Introduction. He would not like to see the Plan challenged on the impact issue. Mike Gougler stated a quick study could be done concerning economic demographics of Newberg. David Beam added there is specific information in the census.

Mike Gougler stated that at the first Ad Hoc meeting, the committee talked about the need for emergency shelters. Mr. Gougler asked if anything further had been discussed on that topic. Denise Bacon stated the Police Dept. has some vouchers funded by YCAP. Mr. Gougler asked if the housing fund could help with that. Barton Brierley replied it hasn't been acted on, but it is an intended strategy. Denise Bacon stated there is nothing available for single men, just for single women and women with children. The closest male shelter is in Salem, and this often involves splitting up families. Mr. Gougler stressed the need to shelter all those in need.

VIII. ADJOURN: The meeting adjourned at 8:40 p.m.

Approved by the Ad Hoc Committee ...

AYES:

NO:

ABSTAIN:
(list names)

ABSENT:

FINAL AD HOC COMMITTEE MINUTES – COMMITTEE VOTE WAIVED
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Ad Hoc Committee Recording Secretary

Ad Hoc Committee Chair

Date