

NEWBERG AFFORDABLE HOUSING COMMISSION MINUTES

Tuesday July 28, 2020, 1:30 PM

**Newberg City Hall Permit Center Conference Room
414 E First Street**

CALL MEETING TO ORDER

Chair Bell opened the meeting at 1:34 PM.

ROLL CALL

Members Present: E.C. Bell, Chair Larry Hampton, Vice Chair
Carol Sherwood Shannon Eoff

Members Absent: Steve Comfort

Staff Present: Doug Rux, Community Development Director
Sue Ryan, City Recorder

Guests: None

APPROVAL OF MINUTES

Approval of the February 25, 2020 Newberg Affordable Housing Commission Meeting Minutes.

MOTION: Hampton/Eoff to approve the Affordable Housing Commission minutes as amended for February 25, 2020.

Motion carried (4 Yes/0 No).

PUBLIC COMMENTS

None.

DLCD GRANTS – HOUSING NEEDS ANALYSIS UPDATE, INFRASTRUCTURE BASED TIME EXTENSION REQUEST, HOUSING STRATEGY IMPLEMENTATION PLAN, MIDDLE HOUSING CODE ASSISTANCE

CDD Rux provided an overview on the grant awards. The Housing Needs Analysis will update the Buildable Lands Inventory and population forecast. The infrastructure Time Based Extension request will be valuating area north of downtown and south of downtown for infrastrure sufficiency related to middle housing. The Housing Strategy Implementation Plan is to address policy issues to implement housing. Finally the Middle Housing Code Assistance will be evaluating duplex, triplex, quadplex, cottage cluster, and townhouse standards to implement HB 2001. The Commission will be given briefings as these projects move forward.

WORK PROGRAM

CDD provided background on the City Council goal to promote development of housing affordability such as houslessness, transitional housing, workforce housing. The City Council held a work session on July 6, 2020. Council asked for feedback from the Commission on the work program for the next 5 years. A graphic and list of programs or activities was provided.

Chair Bell asked about water and wastewater sufficiency related to the possible work program as it relates to local/State/federal requirements.

Member Eoff suggested looking at low hanging fruit such as accessory dwelling units, recreation vehicles and tiny homes.

Chair Bell inquired about second kitchens in homes.

Member Eoff suggested actions related to sewer and water as low hanging fruit activities.
Vice Chair Hampton noted that what makes a difference is bigger work program items.

Chair Bell suggested that opening up the ability for a second kitchen could open up the granny flat concept.

Member Eoff noted that an accessory dwelling unit that is interior with a second kitchen.

The Commission held a discussion based on the handouts and which items might go in different fiscal year horizons.

CDD Rux recapped what he is hearing is second kitchens, water/sewer, recreational vehicles/tiny homes, and Hosing Production Strategy.

Chair Bell added religious institution and housing as another item.

Vice Chair Hampton inquired if there are grants to conduct the necessary analysis.

Member Eoff restated the tiny home is important.

Member Sherwood suggested the idea of living in PODs and socializing in PDS (cluster housing).

The Commission further discussed timelines for the housing activities. The list and timeline developed included the following:

Ongoing Items

HB 4006 (2017) Rent Burdened
Annual Trust Fund Notice of Funding Availability
Yamhill County Affordable Housing Corporation
Yamhill County Housing Solutions
Workforce Housing Consortium

FY 20/21

Establish a Construction Excise Tax
Adjust timing on payment of SDCs
Establish vertical housing tax abatement district
Evaluate potential for Urban Renewal District
Infrastructure Time Based Extension
Update Housing Needs Analysis BLI
Missing Middle Housing (duplexes in single family zones)
Missing Middle Housing (triplexes/quadplexes/cottage clusters/townhomes)
Conduct full analysis of land sufficiency within Newberg UGB (EOA/Public-Semi Public)
Code Audit Residential Housing Clear and Objective Standards

FY 21/22

Establish an affordable multifamily housing property tax abatement program
Allow sharing of utility lines (sewer and water) for more than one residential unit
Lift restriction on second kitchens in a residence to allow for 'in house' ADUs

FY 22/23

Housing Strategy Implementation Plan
Evaluate establishing mandated maximum lot size standards
Evaluate establishing minimum density standards
Allow small/tiny homes
Recreational Vehicles
Housing on Religious Institution Properties
HB 2003 – Housing Production Strategy
Car camping

FY 23/24

Evaluate expanding density bonuses
Reduce complexity, maintenance requirements and cost of storm water treatment
Monitor impact of Short Term /Vacation Rentals on residential neighborhoods

FY 24/25

Decrease time from substantial completion of utilities to final plat approval
Reduced / Waived Building Permit fee, Planning fees, or SDCs

FY 25/26 and Beyond

General Fund/General Obligation Bonds
Housing Ombudsman (Education/Community Awareness)
Subsidized Work and Living Spaces
Expedited Review and Permitting
Public Street Standards
Lift building height restrictions outside of downtown
System Development Charge Deferrals/Loans
Manufactured Home/Mobile Home Park preservation
Limit street lighting requirements for partitions
Modify efficiency dwelling unit size for SDC reduction
Vest SDC charge at time of land use application

CONSTRUCTION EXCISE TAX

CDD Rux noted the Construction Excise Tax review by City Council was delayed back in April due to the COVID-19 pandemic. It will go back to City Council in October 2020. The Engineering Department is evaluating adjusting the time when SDCs are paid for single family and duplex units per the request discussed by the Commission from the Home Builders Association.

NOTICE OF FUNDING AVAILABILITY

CDD Rux shared that the Notice of Funding Availability was noticed and closed on May 14th. No applications were received.

VERTICAL HOUSING DEVELOPMENT ZONE

CDD Rux indicated the evaluation continues. The Displacement Analysis was completed. The next step is preparing a financial model. Once that is done there will be meetings with the taxing districts on the proposal.'

RIVERFRONT MASTER PLAN IMPLEMENTATION

CDD Rux shared that implementation efforts continue. Work on Comprehensive Plan text/map, Development Code Standards and Zoning continues. A workshop with the City Council and Planning Commission was held on July 9th to get feedback. He noted that in parallel the Transportation System Plan, Water Master Plan, Wastewater Master Plan and Stormwater Master Plan are in process of being updated to implement the Riverfront Master Plan.

URBAN RENEWAL FEASIBILITY STUDY

CDD Rux noted the study continues with the City Council accepting the Urban Renewal Feasibility Study on July 20th and directed staff to prepare material to form an urban renewal agency.

COMMUNITY DEVELOPMENT BLOCK GRANT

CDD Rux indicated that the Housing Authority reached out on applying for and Community Development Block Grant. It is scheduled to go before the City Council for the initial hearing on August 3, 2020. The grant request would be to address manufactured home repair needs in manufactured home parks.

OTHER BUSINESS

None.

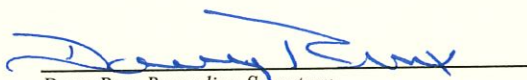
NEXT MEETING

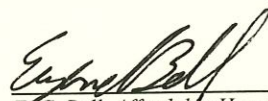
The next meeting will be October 27, 2020.

ADJOURNMENT

The meeting was adjourned at 2:51 p.m.

Approved by the Newberg Affordable Housing Commission on October 27, 2020.


Doug Rux, Recording Secretary


E. C. Bell, Affordable Housing Commission Chair