

AFFORDABLE HOUSING MEETING

AFFORDABLE HOUSING COMMISSION MINUTES

April 26 4:00pm

414 E First St,

City Hall Permit Center

Newberg Teleconference Meeting

(This is for historical purposes as meetings are permanent retention documents and this will mark this period in our collective history)

CALL MEETING TO ORDER

Chair Larry Hampton called the meeting to order at 4:00 p.m.

II. ROLL CALL

Members Present: Shannon Eoff
Larry Hampton (Chair)
Melisa Dailey
Matthew Stidman
Joyce Del Rosario (Vice Chair/ Student)
E.C. Bell (late)

Members Absent:

Staff Present: Doug Rux, Community Development Director
Mary Heberling-Creighton, Housing Planner

III. APPROVAL OF MINUTES:

MOTION: Member Shannon Eoff / Member Joyce Del Rosario: moved to approve the meeting minutes for the meeting of January 25, 2022 / Member Melisa Dailey: Abstained due to not attending the meeting.

Motion carried: 4 Yes 0 No 1 Absent 1 Abstain

IV. PUBLIC COMMENTS

One public comment from Bill: Rick Rogers mentioned car camping last December. I believe this is the absolute lowest thing that we can do for somebody in need of housing. We can do better. There's no reason for us to consider stooping to the level of letting people camp in their cars, or in their tents for that matter, on the streets or in the church parking lots in the city of Newberg. I am amazed, that we're even considering this. I can guarantee you that if this becomes part of any plan, I will get enough opposition to it to stop the plan or change the plan.

No other public comments.

VI. HOUSING WORK PROGRAM UPDATES- Presented by Mary Heberling-Creighton, Housing Planner

The Housing Work Program is a five-year work program on a variety of topics related to housing in the City of Newberg. The Housing Work Program is something that goes to City Council every year where we give updates to them and they decide to renew it, this year it was renewed and adopted in November of 2021 by City Council.

VI.A Housing Production Strategy

It is a requirement by the state of Oregon to do a housing production strategy. The first Citizen Advisory Committee meeting was on April 12th, 2022. In that meeting the consultants gave an overview of what HPS is, what should be expected, what the state of housing currently is and where things need to be.

VI.B Multifamily Code Audit

The City received a Department of Land Conservation and Development Technical Assistance Grant. The state of Oregon requires any type of needed housing is to have clear and objective standards. We have those types of standards in place for our single-family housing and after our most recent fall housing updates, all our middle housing. Now we need to make sure that the multi-family code has clear and objective standards. Multi-family developments are any development that is five or more housing units on the same lot. We had our first kickoff meeting with our consultants on April 18. The Planning Commission will act as the Citizen Advisory Committee. This project will run concurrently with the Housing Production Strategy and will probably end around the same time as the Housing Production Strategy, which should be in May of 2023. This audit is to see where our current code is not meeting the standards and then adjusting the code so that we have objective standards. We will be engaging with the Planning Commission and the Community throughout this process.

VI. C Car Camping

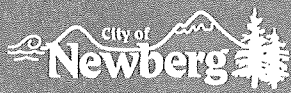
Fostering Car Camping Project in the City of Newberg, is part of the Housing Work Program as a way to create options for homeless within the City of Newberg. We have found that many cities of different sizes across the state have car camping programs as a way to help with those that are living out of their cars while they're waiting to find more transitional or permanent housing. We have partnered with students at Portland State University to research the best options for car camping in the city of Newberg. They are doing outreach and community engagement as well as researching what other cities of various sizes and areas are doing in regard to this topic. As of this date they have completed their first phase of engagement, which was reaching out to a bunch of different stakeholders within the City of Newberg. The next phases will be to continue doing engagement with more stakeholders within the City of Newberg as well as creating a survey for those stakeholders. In addition, they plan on going out and engaging with those who are currently living in cars or those who have had experience with that in the past so that we can get an idea of what it is like while creating the policies. The ultimate goal will be that the Students will provide City Council with a couple of different recommendations and a guideline on how to proceed forward. This is scheduled to be presented on the June 21st work session which will be a combined meeting with City Council and the Planning Commission. It is highly encouraged for anyone on this Commission to join as well, it will be open to the public.

Member Stidman asked if there was any way that someone like Bill, or anyone else that wants to interact with the students who are doing the research have time to talk to them before the June 21st meeting?

HP Heberling-Creighton: I'll be happy to inform the students on potential stakeholders and citizens that are interest in speaking with them. Hopefully they will have more general of an outreach about this as well so that it's not just focused on stakeholders but the overall community.

Member Eoff commented that she would like the students to highlight the reasons why this is an option considered in some cities, why we are considering it and to highlight if this program has any successes and how it's have been successful. This information is something that the Community will want to know and thinks that there will be other people in the Community that are going to feel the same way as Bill.

HP Heberling-Creighton informed the Commission that the project will be an ongoing discussion way past the June 21st City Council Meeting and that the meeting is only a work session that is starting the conversation. The Master Students are doing a lot of background work for the City so that we can have a more focused approach when we go out and talk



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with the Community. We are not trying to rush anything and plan on doing a lot of community engagement regarding this project.

Member Dailey asked if there were more recent homeless numbers than the 2020 point in time count for Yamhill County homelessness. If that is the most recent, how many of those people were in Newberg? Do we have an idea of the current numbers of people camping in cars in Newberg?

HP Heberling-Creighton: The Students are working on that right now. Unfortunately, point in time survey accounts are very hard to get accurate on because so many things change quickly. The county has data up to 2022, but it has not been made available yet but unfortunately the information is county wide. Any sort of data just for Newberg is going to be an educated guess at this point. But the Students are working with the county and doing their own research on this and the numbers that was gathered so far is something around 30 houseless individuals. Of that 30 It is assumed that some are car camping. The Students are gathering more detailed information.

Member Dailey asked if car camping also include parking RV's in parking lots and on the side of the road.

HP Heberling-Creighton: Any future policy's that are created will have to define What Car camping is, and we as a Community will have to decide if it will include people living in their RV' or just people that are living in vehicles only.

VI.D Tiny Homes on Wheels

This has been on the Housing Work Program for a few years. The goal is to allow tiny homes on wheels as an alternative housing type in residential zones. Currently any shelter on wheels is considered a vehicle and vehicles aren't considered permanent dwellings per the city building code. We are working on creating an option for these tiny homes on wheels to not be considered like RV's, but as actual housing structures. This would allow them to be used as permanent housing on residentially zoned property. Our first step is to research what other cities in the state of Oregon are doing. This is somewhat difficult since there hasn't been a lot of communities that have tiny homes on wheels as a permanent housing type because in the past the building code hasn't allowed it. But with some recent state changes in the building code, this is now becoming an option. Currently, the City of Portland and the City of Eugene are two that have some regulations that allowed this in residentially zoned areas. We need to Figure out the building code regulations and make sure that we are meeting all of those standards and that we understand all of the options. Then if it makes since for the City of Newberg we would implement a potential code change in the city code. Again, before this would happen, we would have to go through a Public Hearing process with outreach to the Community for input. Any questions.

Member Eoff commented that this is the number one thing most people in the community talks about.

HP Heberling-Creighton: The smaller mobile units are appealing to people. But with the current building code it has made it a little bit harder to allow as a permanent structure.

CDD Rux gave and overview of how the Housing Work Program came to be for the newer members.

Member Del Rosario asked if a tiny home on wheels would only be considered a type if transitional housing since it doesn't seem like a wealth building investment?

HP Heberling-Creighton agreed that this not your typical house that can be seen as an investment that appreciates overtime and pointed out that there are a lot of unknowns about this type of housing as permanent housing. Currently we have seen interest in this sort of housing from different churches in the community that want to do something like this because it's a more affordable option to have housing for lower income.

Chair Hampton pointed out that not all housing is designed to build wealth, some people are in a state where they just need an affordable place to live or maybe they want to downsize. Across the country the interest in homes on wheels range from young families that want to simplify to retirees that need to downsize in addition to transitional housing.

CDD Rux informed the Commission that now that the City has a Cottage Cluster provision, there have been inquiries about having a Cottage Cluster with tiny homes on wheels since tiny homes on wheels have a much smaller footprint. Currently a Cottage cluster has to have a minimum of four units to be able to qualify.

Member Dailey asked a question to Member Eoff: When you're hearing people ask about tiny homes are they asking if they're allowed or are they wanting them to be allowed? Do they want them to live in or have as a secondary unit? Or are they only thinking of them as means to solving homelessness and the affordable housing problem?

Member Eoff replied that most people are interested in it as an ADU on their property for a relative to live in, some people see it as a great alternative to living on the street.

HP Heberling-Creighton: There are companies out there that build these prefab tiny homes where you buy one, put it on a trailer and take it to your property. To some it is a simpler option to create housing on your property than a traditional house on foundation.

Member del Rosario asked if part of our outreach is to migrant workers to support their ability to move around and work with something that's familiar.

May: that is a great idea, and it could be really useful for migrant farmers. Some of the only allowed uses in floodplains and areas where there's more potential for natural disaster are RV parks because you can potentially move your home in a quick way if you needed, so this could also be a housing option for people that need to move quickly out of dangerous situations.

VI.E Construction Excise Tax Implementation

We adopted a construction excise tax a couple of years ago and within the first six months of it being implemented, we've collected just under \$245,000. This money can be used for a variety of different things, some communities use it solely towards affordable housing projects, some use it to waive or reduce system development charges for housing projects to reduce cost for housing development. I'm working on creating a set of criteria to use when awarding projects with Construction Excise Tax Funds that also incorporates the State Standards we need to meet. At our next Affordable Housing Commission meeting I hope to have a more confirmed criteria that we can work over to come up with a final set of standards that we want to use so that we can start funding housing projects in the city.

CDD Rux pointed out that Mary's goal is to get the program up and running by the end of the calendar year. There are two more Affordable housing meetings scheduled before then, July and October. Another meeting may need to be scheduled because we have to have something in front of City Council to adopt by the end of the year. We have had conversations with some developers who are interested in the Construction Excise Tax fund to build affordable housing. If the development pace continues as it is we could have around \$1,000,000 in that fund by the end of December 2022.

Member Eoff asked why the fund collection numbers were much lower when this was presented to them than they actually are now.

CDD Rux explained that the original estimation of funds that would be collected was based on historical trends. Development has happened quicker where we thought due to large housing and other commercial development that have occurred, such as Crestview Crossing, River Run. This type of projects has quickened the pace beyond what we had originally modeled back when we were putting together the program. But it ebbs and flows and with land supply

constraints we may be seeing this going up right now, but in a couple of years, we could see the revenue stream drop back down to some of the historic modeling that we've done.

VII. 2021-2022 NOTICE OF FUNDING AVAILABILITY APPLICATION DRAFT – AFFORDABLE HOUSING TRUST FUND

HP Heberling-Creighton spoke about the fact that the application hasn't changed much since the last year. The only major changes that she had done with these forms were to change the dates, change the amount of money that's in the Trust fund that's available for either loans or grants, and then update the Median family income (using HUD 2021 numbers), update the City of Newberg branding and then made them a fillable form so they can be filled out online.

Member Dailey informed Mary that the 2022 HUD numbers are now available.

HP Heberling-Creighton informed her that she will make sure that she gets the most updated information into the forms.

Chair Hampton asked to view the Application before a motion is made.

HP Heberling-Creighton brought up the new version of the application and showed the changes that were made to the Commission members.

Member Del Rosario asked if someone was planning on having more than one partnership if there was another place to possibly score them more than just the 5 points that is allotted in #10.

HP Heberling-Creighton referred that question to CCD Rux and the other Commission members that were there before because she wasn't there when the Commission set it up the criteria.

Member Dailey: In the past if there weren't partnerships, we didn't give them points.

CCD Rux explained that the Commission reviews all the applicant information that has been submitted. It is up to the Commission members sole discretion on how they score. In regard to #10, some Commission members would score it a 0 if there were no partnerships shown, and if an application came in and they had several partners, then you as a Commissioner could score depending on how strong they think the partnerships are, one of you might give it a 5, another one might give it a 3. Ultimately the Commission recommends the applications they think is best qualified to be awarded the funds to the City Council who has the final say.

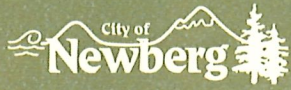
Member Dailey asked Member Del Rosario if she thought that category should be worth more points?

Member Del Rosario thought if additional points could be obtained by having additional partnerships, that maybe it would help encourage more meaningful partnerships.

CCD Rux Informed the Commission that they have the right to change the criteria and the points if they see fit.

Chair Hampton stated that he was not opposed to change but maximizing partnerships could be with one or two really good partners and just because someone has multiple partnerships doesn't mean it is better. The amount of points allotted for that section could be discussed. Chair Hampton asked the Commission if they were ready to make a motion or If they would like to discuss this further at the next meeting.

Member Bell likes the idea of making the criteria clearer especially if it could help promote meaningful partnerships. Doesn't think the scoring needs to be re-worked necessarily but possibly clarifying the language to reflect a clearer message. Open to holding off on voting on the application to work on the language to take the comments into account.



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Member Eoff is in favor of having a more discussion about the verbiage, would like to see the weight of assisting the vulnerable or disadvantage populations be more significant.

Member Dailey votes to delay the approval for more discussion.

CCD Rux suggested to the Commission to email Mary with their ideas so at the July meeting there were some examples.

Chair Hampton asked Member Del Rosario if she thinks there should be another category added or to just enhance the current category.

Member Del Rosario feels that it could be kept in the same category by just adding more detail.

Member Stidman believes that #10 should maybe have a little bit more weight than it currently does.

Chair Hampton: the consensus is to not approve the application as it currently is and to change the application for clarification. He asked all members to email HP Heberling-Creighton suggestions so she could compile them and share them with the Commission before the next meeting.

CCD Rux Informed the Commission that he will take an informational report to the City Council in June to let them know that there will be no NOFA for fiscal year 21/22 but we will do one for 22/23.

HP Heberling-Creighton confirmed that she will hold off on the NOFA Documents and will have verbiage examples ready for the next meeting based on the Commission ideas that they email her.

XIV. NEXT MEETING

Chair Hampton noted the next scheduled meeting is July 26th.

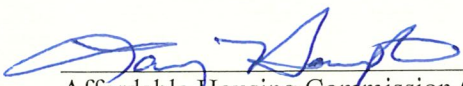
Member Bell made an announcement that he has been offered an opportunity out of state and the July meeting will be his last meeting. He thanked the Chair and City for allowing him to be part of the Housing Commission for the last several years.

CCD Rux requested that he send written notice of his resignation.

XV. ADJOURNMENT

Chair Hampton adjourned meeting at 5:37pm

Approved by the Newberg Affordable Housing Commission this July 26, 2022.


Affordable Housing Commission Chair


Fé Bates, Recording Secretary