

NEWBERG AFFORDABLE HOUSING COMMISSION MINUTES

Tuesday January 22, 2019, 1:30 PM

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

CALL MEETING TO ORDER

Chair Bell opened the meeting at 1:35 PM.

ROLL CALL

Members Present: E.C. Bell, Chair Larry Hampton

Carol Sherwood

Members Absent: Shannon Eoff (excused), Steve Comfort, Vice Chair,

Staff Present: Doug Rux, Community Development Director

Guests: Rick Rogers (Ex Officio)

ELECTION OF CHAIR AND VICE CHAIR

Chair Bell opened the floor for nominations for Chair.

MOTION: Hampton/Sherwood nominated E.C. Bell as Chair.
Motion carried (2 Yes/0 No/1 Abstain (Bell)).

Chair Bell opened the floor for nominations for Vice Chair.

MOTION: Bell/Sherwood nominated Larry Hampton as Vice Chair.
Motion carried (2 Yes/0 No/1 Abstain (Hampton)).

APPROVAL OF MINUTES

Approval of the July 24, 2018 Newberg Affordable Housing Commission Meeting Minutes.

MOTION: Hampton/Sherwood to approve the Affordable Housing Commission minutes for October 23, 2019.
Motion carried (3 Yes/0 No).

PUBLIC COMMENTS

None.

WORK PROGRAM

CDD Rux recapped the memorandum in the packet on Work Program opportunities. He highlighted the new items that have been added since the October meeting which are Tiny Homes, Recreational Vehicles and Housing on Religious Properties. Staff is working on HB 4006 reporting requirements, duplexes/triplexes, construction excise tax and Housing Needs Analysis.

Vice Chair Hampton inquired on tax exempt status or not for housing on religious institution properties.

CDD Rux noted his guidance to religious institutions is to talk to their Certified Public Accountant on the tax status implications at the federal, state and county levels. He asked the Commission what they wanted to do on priorities.

Chair Bell inquired on the feasibility of a construction excise tax, the need for feedback from the community and that he would encourage that the evaluation continue forward. He noted that other items are not as significant. On the religious properties he noted that some churches are working on the concept, that they do need to talk with a certified public accountant and that the City Manager is working on this topic.

Rick Rogers, Ex Officio, shared that the recreational vehicle topic will be brought up at the Housing Newberg meeting on January 31 and that a party that is interested in the topic was asked to do some background research.

Chair Bell noted that a construction excise tax would produce dollars for the Affordable Housing Trust Fund and that it could be used to pay System Development Charges for affordable housing projects. He is also comfortable with the work activity on Missing Middle Housing.

Commissioner Sherwood inquired on Tiny Homes and asked for clarification and will it address homelessness.

CDD Rux explained the issue on Tiny Homes and that they are classified at this time as recreational vehicles because they are on wheels and have a time limitation. If you take the wheels off and place on a foundation then they are considered a structure and regulated by the building code. He noted a new issue has arisen on fire suppression systems in tiny homes by the State. Tiny Homes are more of an issue on affordability and not directly targeted on homelessness.

Vice Chair Hampton shared that North Valley Friends Church has been talking about a cluster of Tiny Homes on their site.

Chair Bell noted that in R-1 the need for flexibility on allowing duplexes and triplexes.

Vice Chair Hampton noted he believes the State (Legislature) will require duplexes and triplexes in R-1. On Tiny Homes the State needs to figure that issue out incrementally over time and he does not want to see Newberg to be the first in figuring this issue out.

Chair Bell noted that individuals are advocating on the Tiny Home issue.

MOTION: Sherwood/Hampton recommending construction excise tax and missing middle housing as priorities. Staff continues work on HB 4006 and Housing Needs Analysis.
Motion carried (3 Yes/0 No).

UPDATE MANUFACTURED HOME REHABILITATION AND REPAIR GRANT PROGRAM

CDD Rux indicated Habitat had provided the refund check for \$4,500 and the project is complete.

UPDATE COMMUNITY DEVELOPMENT BLOCK GRANT

CDD Rux shared the project is close to being done. There is about \$8,000 left to commit and expend. The grant is to be closed out by April 3, 2019.

STATUS OF TIME SENSATIVE GRANT/LOAN PROGRAM

CDD provided an update that he has not had the time to place on the web the short form for grants but it will be done soon.

Rick Rogers, Ex Officio, suggested that Americans with Disabilities Act (ADA) requirements be tied to building permits for ADA ramps to ensure compliance.

NOTICE OF FUNDING AVAILABILITY

CDD recapped the draft documents in the packet. Dates had been changed from last year but he suggested that May 31 be the application deadline. The new Median Family Income (MFI) was 81,400 for 2018 according to Housing and Urban Development Department. The scoring criteria and points are the same as last year.

The Commission agreed to change the application submittal date to May 31, 2019.

MOTION: Hampton/Sherwood recommended forwarding the NOFA documents to the City Council.
Motion carried (3 Yes/0 No).

OTHER BUSINESS

Commissioner Sherwood inquired n what the role is for the Commission on duplexes and triplexes.

CDD Rux shared that as a package is prepared it will be brought forward to the Affordable Housing Commission and Planning Commission for feedback and input. Staff will prepare all of the documents.

On the construction excise tax the proposal will be brought to the Affordable Housing Commission for feedback and input. The Planning Commission will just be briefed as it is not a land use issue.

Vice Chair Hampton shared that Mike Gougler had concerns on the construction excise tax topic as a builder but that he can see benefits.

NEXT MEETING

CDD Rux suggested an additional meeting in February to review draft budget numbers for FY 19/20. The Commission discussed a date and identified February 19 at 1:30 p.m. as the next date. April 23 will be the next regular meeting.

ADJOURNMENT

The meeting was adjourned at 2:33 p.m.

Approved by the Newberg Affordable Housing Commission on February 19, 2019.


Doug Rux, Recording Secretary


E. C. Bell, Affordable Housing Commission Chair