

NEWBERG AFFORDABLE HOUSING COMMISSION MINUTES
Tuesday July 25, 2017, 1:30 PM
Newberg City Hall Permit Center Conference Room
414 E. First Street

CALL MEETING TO ORDER

Chairman Stuart Brown opened the meeting at 1:46 PM.

ROLL CALL

Members Present: Stuart Brown, Chair Steve Comfort E.C. Bell

Members Absent: Mike Gougler Terry Emery

Staff Present: Doug Rux, Community Development Director

APPROVAL OF MINUTES

Approval of the May 23, 2017 Newberg Affordable Housing Commission Meeting Minutes.

MOTION: Bell/Comfort to approve the Affordable Housing Commission minutes for May 23, 2017. Motion carried (3 Yes/0 No).
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PUBLIC COMMENTS

None.

NOTICE OF FUNDING AVILABILITY – AFFORDABLE HOUSING TRUST FUND

CDD Rux reviewed the draft material noting that changes consisted of changes to the fiscal year dates to reflect 2017-2018, changed the due date to December 4, 2017 and the adjustment of the Median Household Income. There could be two rounds of solicitation if no one applies in the first round. Information from the U.S. Housing and Urban Development Department (HUD) was distributed indicating that the income level for a family of four is \$74,700 for 2017 for Yamhill County. Review of other data sets was reviewed as well. Policies and Procedures for the Trust Fund require using the HUD number. The funds available in the documents indicate \$25,000 split with \$12,500 for the Competitive Loan program and \$12,500 for the Time Sensitive Loan Program and Rehabilitation Loan Program combined. All of the funds were not expended last year and there will be a supplemental budget done to ensure there are adequate funds available for the solicitation. No changes are suggested for the selection criteria. The intent is to start the solicitation by August 25, 2017 if possible. A questions was posed if we do loans or grants.

Chair Brown noted that there is not much funding available and would like to wait and see what the mission will be moving forward. Wants to see how the Housing Newberg efforts go with City Council. Possible use our funds and match to obtain other funds. Member Bell agreed with Chair Brown.

CDD Rux noted that we have about \$6,000 budgeted for possible grants. Because of the timing of the award to Habitat and that the \$20,000 for a possible loan was not expended a supplemental budget will need to be done for FY 2017-2018.

Chair Brown commented to move forward with the loan program and possibly partner with the Mid-Willamette Valley Council of Governments and Yamhill County Housing Authority on other grant opportunities.

MOTION: Bell/Comfort recommended to approve the Notice of Funding Availability for 2017 – 2018 fiscal year.

Motion carried (3 Yes/0 No).

MANUFACTURED HOME REHABILITATION AND REPAIR GRANT PROGRAM APPLICATION – NEWBERG AREA HABITAT FOR HUMANITY

CDD Rux indicated the contract with Newberg Area Habitat for Humanity had been signed and a check cut for \$10,000. Mr. Rogers at Habitat has indicated there is interest. CDD Rux forwarded another possible contact based on a possible application and forwarded that on the Mr. Rogers. There will be quarterly reports and an annual report to be submitted.

Chair Brown noted that some projects may get directed to Yamhill County Housing Authority as part of the CDBG grant.

UPDATE COMMUNITY DEVELOPMENT BLOCK GRANT

CDD Rux indicated the environmental review process is underway, letters have been sent to various tribes as required. Grand Ronde Tribe wanted some additional information and that was supplied related to artifacts if they are discovered. Habitat has been talking with manufactured home owners and directing them to Yamhill County Housing Authority. All contract are signed. Possible training in October for government officials dealing with affordable housing.

NEWBERG HOUSING TASK FORCE UPDATE

CDD Rux shared material that went before the City Council prepared by the Housing Newberg group. City Council made no decisions. A work Session is scheduled for November 6 at 6 pm with the Housing Newberg Task force. A review of the six items occurred on the annexation R-3 topic, accessory dwelling units, 1% construction excise tax, duplexes and triplexes in R-1 zones, ombudsman, and artist work – living space. He summarized SB 1051 on affordable housing including multifamily housing and time limit review of 100 days if certain requirements are met. 50% of the units must be affordable, deed restriction for 60 years, income level of 60% of County area median income. A section of the bill includes accessory dwelling units and requirements.

CDD Rux that a provision in Chapter 660 Division 38 deals with efficiency measures including accessory dwelling units.

CDD Rux summarized the concept of a 1% construction excise tax. That could change the structure of the Affordable Housing Commission if a revenue was created. He indicated a conversation was held with the Mayor about that possibility.

CDD Rux summarized System Development Charges (SDC) noting the City water SDC went down, the transportation SDC went up, Chehalem Park and Recreation District increased their parks SDC and the City is working on wastewater master plan update and will review what the new SDC will be.

CDD Rux indicated a request will occur on August 7 to the City Council to initiate a Development Code amendment to allow private streets in a Planned Unit Development. The proposal relates to the concept of JT Smith Companies on a small lot, owner occupied, detached single family home project where Gramor was

proposing a commercial project. He summarized the possible land use process that would need to occur for the concept to move forward.

CDD Rux summarized the artist work space proposal and possibly using \$25,000 of City funds to bring a group from Minnesota to evaluate opportunity. The C.S. Lewis site on Wyooski is a possible building and location.

ACCESSORY DWELLING UNITS

CFDD Rux reviewed City requirements on water and wastewater connections, parking requirements, conversion of units into vacation rentals.

OTHER BUSINESS

CDD Rux provided a summary on activities including an application for apartments at Second Street and Edwards Street for twenty units. One unit would be a lie/work unit. The project would be three stories. Discussions on a Second Street lot redevelopment for apartments but it likely will not occur. Springbrook Properties has land for sale for detached single family. There are discussions mixed use in the downtown area but construction costs are high and rents may not be achievable. Reworking design standards along Second Street for residential development. Funds have been budgeted for a Urban Renewal feasibility study for downtown and Riverfront. The Riverfront Advisory Committee has been established by City Council. WestRock is still looking for a buyer.

Member Bell indicated that party that was interested in a loan was unable to secure the property.

NEXT MEETING – October 24, 2017

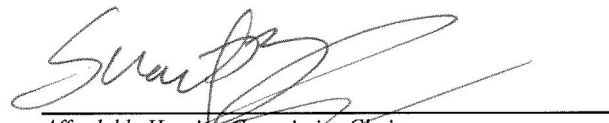
ADJOURNMENT

MOTION: Brown/Comfort motion to adjourn. Motion carried (3 Yes/0 No).

The meeting adjourned at 2:33 p.m.

Approved by the Newberg Affordable Housing Commission on October 24, 2017.


Recording Secretary


Affordable Housing Commission Chair