

# **NEWBERG AFFORDABLE HOUSING COMMISSION MINUTES**

**Tuesday February 20, 2018, 1:30 PM**

**Newberg City Hall Permit Center Conference Room**

**414 E. First Street**

## **CALL MEETING TO ORDER**

Chair Stuart Brown opened the meeting at 1:52 PM.

## **ROLL CALL**

Members Present:     Stuart Brown, Chair                     Steve Comfort                     E.C. Bell (2:08 pm)

                         Mike Gougler                     Shannon Eoff

Members Absent:

Staff Present:             Doug Rux, Community Development Director

## **ELECTION OF CHAIR AND VICE CHAIR:**

CDD Rux recapped the process for nominations and election for the Chair and Vice Chair seats.

Chair Brown indicated he was not interested in continuing as Chair as he has other obligations and conflicts with the Mayor's Cabinet meetings. Commissioner Comfort indicated he could not make the Mayor's Cabinet meetings. The topic was tabled and brought up later in the meeting.

**MOTION: Brown/Comfort** nominating E.C. Bell for Chair.

Motion carried (4 Yes/0 No/0 Bell)).

**Brown/Eoff** nominating Steve Comfort for Vice Chair.

Motion carried (4 Yes/0 NO/0 Comfort).

## **APPROVAL OF MINUTES**

Approval of the October 24, 2017 Newberg Affordable Housing Commission Meeting Minutes.

**MOTION: Comfort/Gougler** to approve the Affordable Housing Commission minutes for October 24, 2017.

Motion carried (4 Yes/0 No).

## **PUBLIC COMMENTS**

None.

## **NOTICE OF FUNDING AVILABILITY – AFFORDABLE HOUSING TRUST FUND**

CDD Rux indicated the solicitation went out in September with no responses by the December deadline. He noted that for the FY 17-18 budget estimates he did not estimate any expenditure for a second round solicitation. It was noted the approach for soliciting for loans needs to be revisited for the FY 18-19 program.

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

CDD Rux reviewed the expenditures submitted by Habitat that are in the packet.

Commissioner Stuart noted it is a powerful impact on individuals to have this program in place and administered by Habitat.

## **UPDATE COMMUNITY DEVELOPMENT BLOCK GRANT**

CDD Rux indicated that 15 – 16 grant proposals have been processed to date. It is estimated that \$182,000 in grants and administrations costs would be expended by the end of June 2018.

## **UPDATE HOUSING NEWBERG GROUP**

CDD Rux recapped the activities of the Housing Newberg Group proposals to City Council which include:

1. Annexation and R-3 designations
2. Accessory Dwelling Units
3. Construction Excise Tax
4. Housing Ombudsman
5. Missing Middle Level Housing
6. Subsidized Work and Living Spaces
7. Expedited Review and Permitting
8. Public Street Standards
9. System Development Charge Deferrals/Loans

The City Council identified four proposals to work on over the next 18 – 24 months which include:

1. Annexation and R-3 designations
2. Accessory Dwelling Units
3. Construction Excise Tax
4. Missing Middle Level Housing

## **FY 2018-2019 BUDGET:**

CDD recapped the proposed budget for FY 2018 – 2019 which included \$31,981 for Loans and \$13,325 for Grants. Materials and Services costs would be \$4,295. The Contingency amount is \$14,919.

Commission members were ok with the proposal.

## **ACCESSORY DWELLING UNITS DISCUSSION (SB 1051 AND HOUSING NEWBERG):**

CDD Rux recapped the SB 1051 provisions on affordable housing at 60% of area median income, accessory dwelling units (ADUs) and housing on religious institution properties that are zoned for residential. He also recapped the City's regulations for ADU such as conditional use in R-1, off street parking requirements, design criteria and utility connections.

Commissioner Gougler shared that it is a mistake going with the conditional use process. He noted that with garage setbacks, snout houses that people live in the back of the house. He shared the examples of homes in the Greens that have unfinished rooms above garages. Conditional use is an impediment and that the group needs to look at existing ADUs being proposed.

Commissioners Eoff and Brown agreed with Commissioner Gougler.

Vice Chair Comfort indicated his concern ADUs in all residential zones and off street parking not being provided and that it effects livability.

Commissioner Gougler noted that the market should drive if ADUs work or not.

Vice Chair Comfort indicated that he wants to stay away from the worst case scenario.

Commissioner Brown noted that if ADUs are permitted there may be the need to have a long list of criteria.

Commissioner Eoff noted that the core issue may be parking.

Commissioner Gougler suggested maybe no conditional use approval but have clear and objective standards for ADUs.

Commissioner Brown recapped that what he is hearing is consensus on:

1. Permitted use in all zones
2. Establish revised standards for ADUs
3. Allow shared utilities
4. Revised parking regulations (maybe extra space or not) and review process for parking feasibility.

Commissioner Gougler suggested that college students be limited to 1 – 2 on a site and to balance parking at the college in lighted areas.

## **OTHER BUSINESS**

None.

**NEXT MEETING – April 24, 2018**

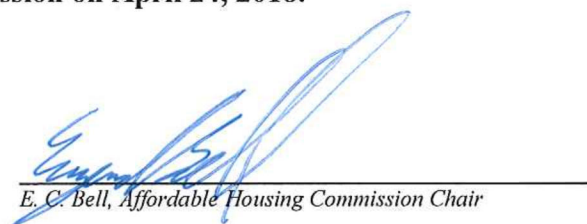
## **ADJOURNMENT**

**MOTION: Comfort/Eoff** motion to adjourn.  
Motion carried (5 Yes/0 No).

The meeting adjourned at 3:16 p.m.

**Approved by the Newberg Affordable Housing Commission on April 24, 2018.**

  
Doug Rux, Recording Secretary

  
E. C. Bell, Affordable Housing Commission Chair