

NEWBERG PLANNING COMMISSION MINUTES

November 12, 2020 7:00 pm

414 E First St,

City Hall Permit Center Conference Room

Newberg Teleconference

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

Chair Jason Dale called the meeting to order at 7:00 p.m.

PLANNING COMMISSION ROLL CALL:

Members Present: Jason Dale, Chair
Robert Sherry
Jenna Morris
Jeffrey Musall, Vice Chair
Kriss Wright
Colin Bolek, Student Planner

Members Absent: Robert Ficker, excused
Sharon Capri

Staff Present: Doug Rux, Community Development Director
Brett Musick, Senior Engineer

PUBLIC COMMENTS:

None

CONSENT CALENDAR:

1. Approval of the October 8, 2020 Planning Commission meeting minutes

MOTION: PC Musall/PC Sherry moved to approve the October 8, 2020 Planning Commission Meeting Minutes.
Motion carried (5 Yes/0 No).

NEW BUSINESS

1. Infrastructure Based Time Extension Request (IBTER) Analysis

Senior Engineer Brett Musick gave a PowerPoint presentation on the IBTER analysis. This was an evaluation of two areas in Newberg to determine if there were infrastructure deficiencies to accommodate middle housing. In 2019, the legislature passed HB 2001, missing middle housing. This required local jurisdictions to update their codes and laws that limited the types of housing approved for residentially zoned areas. Middle housing included duplexes, triplexes, quadplexes, cottage clusters, and townhouses. The City was awarded a grant to evaluate the transportation, water, wastewater, and stormwater infrastructure in two areas that had potential for requiring upgrades to existing infrastructure. The scope and purpose of the analysis was to identify any constraints on these two areas for the IBTER application. The submittal for the application is due December 31, 2020. An approved IBTER would give the City additional time to comply with the requirements of HB 2001. The two study areas were north of downtown between the rail line and N Meridian and south of downtown between Chehalem Creek and Hess Creek. The threshold for transportation was to determine if the deficiency had a significant impact on transportation function or safety. For stormwater it was to determine if the downstream deficiency resulted in not meeting acceptable service levels. For wastewater and water it was to determine if there was a

localized significant deficiency that resulted in unacceptable service levels. The City's transportation consultant, Kittelson and Associates, thought the potential for middle housing did not result in any significant impacts on the transportation system. The City's stormwater consultant concluded that a significant stormwater infrastructure deficiency was not expected to be caused only by the additional middle housing development and the proposed capital improvement projects in the Stormwater Master Plan would provide acceptable service levels. The City's wastewater consultant identified that the potential change in development density was not anticipated to cause additional capacity issues in the sewer trunk lines. The City's water consultant identified that there was a deficiency related to fire flow and concluded that small 4-6 diameter pipe grids in the south study area created flow velocities exceeding 20 feet per second during a fire flow event. This was inadequate to provide the 2,000 gallon per minute multi-family residential flow that was allowed under middle housing. The consultant identified 8 projects in the south study area and 1 project in the north study area needed to accommodate the middle housing fire flow.

PC Sherry said they had a total of 1,697 units and identified 22 locations for the middle housing. That was over 1% growth, would that be an issue? SE Musick responded no, in the Water Master Plan area they identified some areas of 3% growth.

Community Development Director Doug Rux noted this was a reasonable worst case. It didn't mean there would be duplexes in all of these areas. Market conditions would drive the development.

PC Wright asked if the current fire flow was 20 feet per second and it needed to be 14 feet per second. SE Musick responded the consultant identified those areas were at 20 feet per second and the maximum that they wanted to have was 14 feet per second. Larger pipes would help reduce the velocity to get down to that number.

Student PC Bolek asked if the pipe replacements would occur frequently enough to match the rate of development in these areas. CDD Rux responded to do all of these water improvements it would take them out to FY 28-29. If DLCD agreed there was a deficiency, they could delay the middle housing development in certain areas.

PC Sherry asked if the State was going to provide any funds to help with the improvements. CDD Rux responded no. They had provided the grant funds to do the analysis, but the deficiencies would have to be funded through some other means.

MOTION: PC Wright/PC Sherry moved to adopt Resolution 2020-360 Infrastructure Based Time Extension Request. Motion carried (5 Yes/0 No).

2. Housing Needs Analysis Buildable Lands Inventory and Public – Semi Public Land Analysis

CDD Rux gave a presentation on the HNA. The new population numbers showed an increase in numbers from 2021 to 2041 of 7,995 individuals which was a 32% increase. That gave the City an annual average growth rate of 1.39%. The 2019 HNA showed there would be a growth of 10,819 people and the reduction in numbers had a ripple effect through the HNA analysis. After conversations with George Fox, it was determined there would only be 155 more individuals in group quarters. In the 2019 HNA they showed a need for 4,035 new dwelling units and based on the reduced population growth that should be reduced by 866 units. He explained the new dwelling units needed by category, projected average of 1 ADU per year, and allocation of the dwelling unit mixes to the required vacant and partially vacant land. They needed 3,049 units on the partially vacant and vacant land. There was to be 100 multi-family units in the downtown. The growth in the detached single family was about 1,900 units, a little over 250 single family attached units, and 914 multi-family units. For low density residential they were about 4.8 dwelling units per acre, for medium density residential they were about 7.6 dwelling units per acre, and for high density residential they were about 18.7 dwelling units per acre. Regarding public and semi-public land, they needed an additional 20 acres of neighborhood park land and 40 acres of land for community parks. They would also need about 28 additional acres for churches and 4 acres of other semi-public land. Currently there was a 19 acre deficiency of high density residential, a surplus of low density residential, and a small surplus of medium density residential. A full report would be brought back to the Commission in January.

PC Musall asked why there was a reduction in the population numbers. CDD Rux explained it was the methodology that was used which was showing a slower population growth due to an aging population and lower birth rate.

PC Sherry asked about the units per acre for multi-family which was for two story apartments. What he had been seeing was four to five story apartments. CDD Rux responded that was something they were going to work on in the future, structure heights and if they should be increased in the City. Right now Newberg's design standards were for two story buildings. That did not include basements.

3. Middle Housing

CDD Rux gave a presentation on middle housing. The City had received grant funds from DLCD for the middle housing analysis and the City hired 3J Consulting to do the work. There was a separate Ad Hoc Citizens Advisory Committee who was providing feedback to the consultant and staff. He explained what the committee had discussed in previous meetings including a code audit. They were updating the HNA and Buildable Lands Inventory as well. He reviewed the project schedule with community a virtual workshops and more committee meetings before moving into the adoption process. Regulations regarding duplexes would occur first as the deadline was June 30, 2021 and the other middle housing types had to be done by June 30, 2022. The proposed split for housing types was 60% single family detached, 8% single family attached, and 32% multi-family. He discussed ways the City could encourage residential development by having enough land to develop, eliminating the barriers, and having the infrastructure to accommodate development. By law, duplexes would be allowed on all lots that allowed single family detached dwellings for communities of 10,000 or more and triplexes, quadplexes, cottage clusters, and townhouses would be allowed on all single family detached lots for communities of 25,000 or more. Newberg had a current population of 24,045 and a new population estimate would come out in a few weeks. Next year he expected they would be over 25,000 in population. There were some exceptions in HB 2001 that included resource areas, high density residential, and non-residential zones. The lands that would need to comply would be low and medium density residential. There was also an exception for infrastructure constraints and master planned communities. The state put together a model code that the City could use. It had a minimum compliance provision. Staff was looking at the model code and how it could be adjusted to meet Newberg's needs while at the same time meeting the minimum compliance components. They had to have clear and objective regulations and there could not be more regulations on duplexes than there were on single family. For single family homes, they required two parking spaces per unit, and in the Administrative Rule they could only require one parking space per unit for duplexes and they could not require a garage. This might create more cars parking on the streets. Currently Duplexes were allowed only on 10,000 square foot lots or greater. Per the new Administrative Rule, there could be a duplex on a 5,000 square foot lot in low density residential and a 3,000 square foot lot in medium density residential. They would have to look at regulations for the conversion of a single family home into a duplex as right now Newberg had no provision for that type of transition. They would also have to clarify Accessory Dwelling Units and whether or not they would be considered a detached duplex. He showed examples of duplex concepts. The citizens committee thought all of these types of duplexes should be allowed and the market and developers should decide what they would build. Currently in the code triplexes and quadplexes were regulated in the multi-family zones which had subjective criteria and standards. They were Conditional Use in low density residential, but were permitted in R-2, R-3, and R-P. The minimum lot sizes were based on the number of residential units. There were some dimensional and design provisions that under the new Administrative Rule were not allowed. They would have to create a separate section for triplexes and quadplexes different from multi-family. They could only require one parking space per unit and the minimum lot size had to be the same as single family. For a triplex that would be 5,000 square feet and for a quadplex that would be 7,000 square feet. There would need to be clear and objective design standards as well. They would also need to add provisions for conversions of single family homes to triplexes or quads. He then showed examples of what triplexes and quadplexes could look like. The citizens committee also thought the market and developers should decide the types of units that would be built. For townhouses, the code currently had them listed as Special Use in R-1, R-2, R-3, and R-P. They required a Type II land use review. Per the Administrative Rule they needed to be allowed as an outright permitted use. The minimum lot size would be 1,500 square feet, minimum set back would be 10 feet, maximum building height would be 35 feet, and there would be a minimum of one parking space per unit. The citizens committee discussed how many units could be attached and other design standards. Cottage clusters were not currently allowed in the City. They were to be allowed in R-1, R-2, R-3, and R-P. They would have a 900 square foot footprint and 900-1,800 square foot area. They could have clusters of 5-8 units. The minimum lot size would be 7,000 square feet. They would have common open space and one parking space per unit. He showed examples of these types of units. He then explained the master planned areas of Springbrook, Airport Residential, Northwest Specific Plan, Springbrook Oaks, and Riverfront. Even in these master planned areas, duplexes must be allowed. If redevelopment occurred in the master planned areas they would have to allow the other middle housing types.

They would have to decide how to address new development in stream corridors. The citizens committee would meet again on November 18 and staff was also getting stakeholder input.

Student PC Bolek asked if the Residential-Professional was a new designation. CDD Rux responded it was an existing designation.

ITEMS FROM STAFF:

1. Planning Commission Activities update:

CDD Rux noted the Planning Commission would have a joint meeting with City Council on November 16 regarding the Transportation System Plan update for the Riverfront Master Plan.

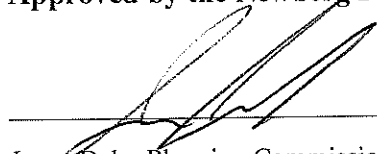
ITEMS FROM COMMISSIONERS:

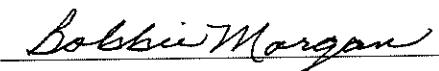
The next Planning Commission meeting would be held on December 10, 2020.

ADJOURNMENT:

Chair Dale adjourned the meeting at 8:21 p.m.

Approved by the Newberg Planning Commission this December 10, 2020.



Jason Dale, Planning Commission Chair

Bobbie Morgan, Office Assistant II