

HOUSING ADVISORY COMMITTEE
Meeting Minutes – April 20, 2018 at 9:00 AM
Courtyard Conference Room

Committee Members

Loree Arthur
Duward Brown
David Corsi
Jason Elzy
Sam Engel
Pamela Hurlburt
Andrew Luther
Teresa Santucci
Mary Tillery - Absent
Doug Walker (Chair)
Kelly Wessels (Vice Chair)

Staff/Council Liaisons:

Tom Schauer – Senior Planner (Staff Liaison)
Roy Lindsay – City Councilor (Council Liaison)

Guests:

Rick Ricker – City Councilor
?? - AmeriCorps

AGENDA:

1. Roll Call:

a. Chair Walker opened the meeting and took roll.

2. Items from Public: (opportunity for citizens to share information with the committee regarding items that are not on the agenda) - None

3. Consent Agenda:

- a. Minutes: March 13, 2018 Special Meeting
- b. Minutes: March 13, 2018 Public Forum
- c. Minutes: March 16, 2018 Regular Meeting

MOTION/VOTE

Member Vice and Wessels moved and Member Engel and Corsi seconded the motion to approve the minutes from March 13, 2018 Special Meeting, March 13, 2018 Public Forum and March 16, 2018 Regular Meeting. The vote resulted as follows: “AYES”: Chair Walker, Vice Chair Wessels Members Arthur, Brown, Corsi, Elzy, Engel, Hurlburt, Luther, and Santucci. “NAYS”: None. Abstain: None. Absent: Member Tillery. The motion passed.

4. Work Session Items:

- a. Meeting Overview Memo
 - Tom talked about the memo from EcoNorthwest with the results from the Stakeholders Engagement Activities.
 - Tom said EcoNorthwest was able to reach 10 of the 15 people listed on the Individual Stakeholder list to be interviewed.
 - Tom talked about the information sheet with the Code Amendments people might not be familiar with.
 - Tom talked about the detailed matrix of the range of different regulatory and financial tools. He will focus on this at the next meeting.
 - Tom said some of the feedback he received from the stakeholder meeting is to look into up zoning some of the lands that are already in the UGB and looking at some of the templates for things like four-plexes that can go through as a building permit rather than as a land use decision.
- b. Proposed Motion from Sam Engel re: Waterline to RCC (recommendation)

- Member Engel stated that Kathy Kemper-Pell came and gave a presentation to this committee about getting water to the RCC campus. He explained what the issue is and how this committee can help.
- Tom stated that the question is not the waterline, the issue is timing, funding and priorities.
- Discussion followed.

MOTION/VOTE

Member Elzy moved and Member Corsi seconded the motion for the City of Grants Pass work collaboratively with Rogue Community College to develop a water infrastructure plan supporting RCC's campus improvements and expansion. This recommendation is made with the understanding that RCC student housing would be facilitated by this water infrastructure improvement and would not, otherwise, be possible. The vote resulted as follows: "AYES": Chair Walker, Vice Chair Wessels Members Arthur, Brown, Corsi, Elzy, Engel, Hurlburt, Luther, and Santucci. "NAYS": None. Abstain: None. Absent: Member Tillery. The motion passed.

- c. Memo: Results of stakeholder outreach activities (discussion)
 - Chair Walker asked if anyone had comments or questions on the survey from EcoNorthwest.
 - There was discussion on the comment section and the sprinkler systems.
- d. SCD and CET bundled proposal (discussion):
 - System Development Charges (SDCs)
 - Construction Excise Tax (CET)
 - Tom went through the packet and explained the actions labeled in it.
 - Tom said the first thing is deferring SDCs from the time of building permit until the time of COO. He noted that they already allow financing. Trying to collect SDCs at the time of COO can be challenging.
 - Tom talked about enacting a tiered system development charge rate for a single family home. He explained this process.
 - Tom talked about the third component which is housing in the downtown area. He talked about the benefits of upper story housing. He talked about mixed use development, expanding CBD and parking.
 - Discussion followed.
 - This is something they can bring back to the next meeting.
 - Tom said the next set of SDC recommendations would be looking at enacting no interest or low interest rates for financing our SDCs for affordable housing.
 - There was discussion on affordable housing and how to monitor this.
 - Tom suggested to recommend that these go forward if there is adequate administrative and monitoring support.
 - Tom said the next piece is enacting SDC grant programs for affordable housing. There are three SDC grant programs around Economic Development relating to job creation, certain wage levels and instead of not paying the SDCs on that, the City budgets money for a fund so that if those job creation requirements are met the City pays the SDCs to make sure the infrastructure is funded.
 - Tom said with the CETs this would provide a funding source that would be dedicated to those SDC grants.

- Tom said if the CET goes forward this will provide a dedicated funding source that can be used to incentivize affordable housing. It is recommended that it go forward with the SDC revisions.
 - Tom stated that the program does not have to be defined now.
 - Tom explained what CET funds can be used for.
 - Tom talked about area median income and defining what affordable means. He said under the state law for CET, affordability is defined by the local jurisdiction.
 - Tom talked about market rate and AMI and how these are calculated.
 - Tom asked what the committee thought about this bundle and if the committee wants to start talking with homebuilders about this.
 - Discussion followed.
- e. Information/Marketing Materials, current programs
 - Tom said people were not familiar with some of the code amendments or the financial tools available so this was created to help inform them.
 - f. Next Priorities – barriers and tools (up zoning, 4-plexes, other, etc.)
 - Tom asked about looking at candidate sites for up zoning and putting together template site plans for 4-plexes. Right now, anything with 3 units or more goes through a hearing. The idea is to get a planning template that allows those to go through as a building permit only.
 - g. DLCD grant program (HB 4006, etc.)
 - Tom said the DLCD grant program has been announced. The information is in the packet and explains how these funds can be used.
 - h. Community Development Block Grant (CDBG)
 - Tom said he just finished the information on needs and priorities. He will start putting the Annual Action Plan together using this information.
- 5. Information Sharing:**
- a. Items from staff – Update on Allen Creek Road area rezone
 - Tom sent out a survey to property owners asking what their short term and long term plans are for their properties.
 - b. Items from committee members –
 - Member Brown stated that Ontrack will be hosting a public meeting regarding the development on Lincoln Road on May 10 from 5:30 to 7:30 in the multipurpose room at their facility on G Street.
 - It was suggested to send an email to committee members in two weeks to remind them to have conversations with homebuilders and bring the information to the next meeting.
 - c. Items from Council liaison – None.
- 6. Future Agenda Building for Next Meeting:**
- a. Results of Staff/Committee SDC/CET Outreach, Recommendation on SDC and CET bundle
 - b. Discussion of additional barriers and tools / top priorities
- 7. Adjournment**
- Chair Walker adjourned the meeting at 11:00 am.

Next scheduled meeting: Friday, May 18, 2018 @ 9:00 am in the CYCR

Minutes prepared by Dianne Phelan, City of Grants Pass Administration.