

HOUSING ADVISORY COMMITTEE
Meeting Minutes – July 15, 2022 at 9:00 AM

Committee Members

Doug Walker – Chair
Tom Bradbeer - Vice Chair
VACANT
VACANT
Loree Arthur
Duward Brown
Steve Gulliford
Jason Elzy
Sam Engel
Darin Fowler (Absent)
Tammy D’Amico (Late)
Kathleen Foster
Ralph “JR” Wheeler
VACANT

Staff/Council Liaisons:

Brian DeLaGrange – Council Liaison (Absent)
Amber Neeck – Housing and Neighborhood Specialist

Guests:

Gabby Sinagra
David Garcia
Jerry Allen

1. Roll Call:

- a. Chair Walker opened the meeting at 9:01 am and took roll.

2. Introductions:

3. Public Comment: (opportunity for citizens to share information with the committee regarding items that are not on the agenda)

- a. Dan Barkman – Classic Housing, senior housing
 - Recommends teaching people in a builder’s education program

4. Consent Agenda:

- a. Minutes: June 17, 2022
 - Vice Chair Tom Bradbeer requested correction of minutes to reflect Land bank/land trust language

MOTION/VOTE

Vice Chair Bradbeer moved, and Member Elzy seconded the motion to approve the minutes from June 17, 2022 with amendment to include the language “Vice Chair Bradbeer recommended the City call this program a Land bank/Land Trust”. The vote resulted as follows: “AYES”: Chair Walker, Vice Chair Bradbeer, Members Arthur, Brown, Gulliford, Elzy, Engel, Foster, and Wheeler. “NAYS”: None. Abstain: None. Absent: Members Fowler, and D’Amico.
The motion passed.

5. Action Items:

- a. Innovations for Housing Construction and Development – David Garcia & Jerry Allen
 - Housing Trends
 - Jackson County
 - Josephine County
 - Be 40 Years Ahead
 - No Wood Construction
 - Fire Systems Installed on all buildings
 - Windows Designed for Emergency Egress
 - Wheel-chair Friendly Design
 - Virtually bug proof – no chemicals needed
 - No dry rot – all concrete

- Acrylic stucco exterior guaranteed for 30 years
- Low Carbon Footprint-Environmental
 - High R-50+ insulation rating
 - Ambient 64 degrees year round
 - Solar ready
 - Concrete cube design to maximize safety
 - High speed internet installed
 - Glued down flooring for safety
 - Single level construction
- Engineered for Low Maintenance
 - Scalable for size
 - Natural ground cover and local fauna for drought resistance
 - Roof is concrete with epoxy coating, fireproof
 - Exterior shell virtually fireproof
 - 12-inch-thick walls extremely quiet like a bank vault
- Future Growth – Future Density
 - Livability
 - Walkability
 - Convenience for work/play
 - Fire safety
 - Higher density living
 - Low cost of living
 - Host of options
- b. Solar Access Update – Gabby Sinagra
 - Sent out an RFP in March of 2022
 - No responses receive so individual outreach began
 - a. Has had meeting with two consultant firms, awaiting full bid to weigh the options
 - b. Updated timeline approximately 6 months
- c. Community Development Block Grant Marketing and Timeline
 - Background
 - Housing Advisory Committee met on March 18th, 2022 and discussed moving the Community Development Block Grant(CDBG) programs for housing weatherization and rehabilitation to an annual application period to streamline the application processing and allow for more impactful marketing of the programs.
 - The application period for Fall 2022 was set to open August 1, 2022, and close September 30th 2022. This timing aligns with the City being informed of the annual amount it will receive for 2023, allowing applicant processing to be informed with the maximum amount the city will be able to allocate.
 - Staff has prepared an annual marketing plan for these programs utilizing the following four categories in order to reach a broad audience .
 - a. Newspaper
 - i. Staff has reached out to the Daily Courier to run a story on the program during the week of July 25th (One week before applications open).
 - ii. Staff will run a press release Advertisement in the Daily courier for the week of August 29th as a reminder for citizens about the program and the closing date of September 30th.
 - b. Radio
 - c. Social Media
 - i. Unique Facebook advertisements will be posted to the city Facebook page the following dates
 - ii. 8/1/2022
 - iii. 8/31/2022
 - iv. 9/12/2022
 - d. Direct Organization Contact

- i. Staff has identified a list of Organizations that will be receiving direct contact explaining the program, a cover letter to share with staff explaining the program, a flyer to be posted, a copy of the CDBG Frequently Asked Questions, and a copy of the application. These organization will also receive upon request, digital copies of these documents so that they may print duplicates and/or send emails out to the people they support
 - e. Staff will also be putting up flyers advertising the programs
 - f. CDBG Timeline
 - i. The application period for Fall 2022 opens August 1, 2022, and closes September 30th 2022.
 - ii. October 3, 2022, through October 14, 2022 – Staff will run applicants through the lottery system to create application order and begin verifying qualifications for the program.
 - iii. October 17, 2022, through October 21, 2022 – HAC or subcommittee will receive applicant pool (personally identifiable data redacted) for review and rank. The reviewing committee will be deciding the following:
 - 1. Which applicants to move forward with to fit the total amount of monies to be spent in this year's program round.
 - 2. What requested repairs/upgrades to be covered by grants for each applicant
 - iv. October 21 OR week of October 24 – HAC or subcommittee meet to discuss and finalize applicant pool for Fall 2022 program period.
 - v. October 31 – Grant recipient list sent to partner organization to schedule work
 - g. Call to Action Options
 - i. The committee would like to form a subcommittee of up to 3 members, and 2 staff to review applicants the week of October 24th.
- d. Development Code Relief for Housing Development
 - The City of Grants Pass' Development Code has multiple barriers to housing development, particularly multi-unit housing development.
 - Today we will be going over the current Open Space Guidelines and Standards
 - The goals and benefits of providing on-site multi-unit open space
 - Health Benefits
 - Enhanced residential setting
 - Environmental benefits
 - Social benefits
 - Safety
 - General Functional Benefits
 - What are the Challenges to Providing Usable Open Space?
 - Lack of Space
 - Cost
 - Maintenance
 - Common open space shall be provided in all new multi-dwelling complexes with five (5) or more dwelling units as follows:
 - A minimum of thirty percent (30%) of the gross site area shall be designated and permanently reserved as common open space.
 - Not more than fifty percent (50%) of the common open space shall be located in the required perimeter setbacks of the development. The minimum dimensions in the Table 22.1 are not required to apply to open space located in perimeter setbacks.

- Not more than fifteen percent (15%) of the required common open space shall be located on land with slopes greater than twenty-five percent (25%)
- Indoor, rooftop or covered recreation space may count toward the common open space requirement, provided such indoor, rooftop or covered open space is open to all residents of the development and does not exceed thirty percent (30%) of the required common open space.
- At least one of the required common open space areas provided within the development, excluding the perimeter setbacks or land with slopes greater than twenty five percent (25%), shall meet the size and dimensional standards set fourth in Table 22-1.
- Small Lots
 - For lots that are one-half (0.5) acre or less in size In the R-2, R-3, R3-2, R-4, R-4-2, or R-5 zones, the following open space requirements apply:
 - A minimum of twenty percent (20%) of the lot must be dedicated to required open space.
 - Not more than fifty percent (50%) of the common open space shall be located in the required perimeter setbacks of the development.
 - Not more than fifteen percent (15%) of the required common open space shall be locate on land with slopes greater than twenty-five percent (25%)
 - Open space areas not otherwise developed with recreational facilities shall be landscaped.
- Exemptions
 - In the General Commercial, Central Business District, Riverfront Tourist District or mixed-use developments, open space requirements may be reduced to zero percent (0%) if the development is located within one-quarter mile radius of an existing public park or open space.
- Children's Play Areas and Adult Recreation Areas
 - Guidelines
 - a. A variety of common open area opportunities shall be provided for enjoyment by all residents
 - b. Children's play and/or adult recreation areas shall be centrally located within the development
 - c. Children's play areas, if provided, shall be connected to each multi-unit building through a system of private pedestrian ways to ensure access for all members of the development.
 - d. Children's play areas, if provided, shall be located in a manner to incorporate safety into the design by including such things as locating play areas to be visible from dwelling units, locating play areas away from physical barriers such as driveways and parking areas, and selection of play equipment with safe designs.
 - Standards
 - a. Outdoor children's play and/or adult recreation areas shall be provided as set forth in Table 22-2 in all new multi-dwelling complexes with twenty (20) or more dwelling units. Outdoor children's play and/or adult recreation areas count toward meeting the common open space requirement.
 - b. Outdoor children's play and/or adult recreation areas shall be centrally located within the development.
 - c. Outdoor children's play and/or adult recreation areas shall be connected to each multi-family building and common building through private pedestrian ways in conformance with Section 27.320.
 - d. Outdoor children's play and/or adult recreation areas shall not be located within required setbacks.

- e. A minimum 30-inch-tall fence shall be installed to separate outdoor children's play areas from any parking lot, drive aisle, stormwater retention/detention facility or street.
 - o Exemptions
 - a. Lots one-half (0.5) acre or less in size in the R-2, R-3, R-3-2, R4, R-4- 2, or R-5 zones.
 - b. In the General Commercial, Central Business District, and Riverfront Tourist District zones or in mixed-use developments, recreation areas may be reduced or eliminated if the development is located within one quarter mile radius of an existing public park or open space.
- Private Open Space
 - o Guidelines
 - a. Individual private open space shall be provided for each dwelling unit in all new multi-dwelling complexes.
 - b. Private open space shall be easily accessible from the dwelling unit.
 - c. If private open space is located adjacent to common open space, a buffer between the two open space areas shall be provided.
 - o Standards
 - a. Private open space meeting the size and dimension standards set forth in Table 22-3 shall be provided for each dwelling unit in all new multi-dwelling complexes.
 - b. Private open space shall be located contiguous to the dwelling unit with direct access to the private open space provided through a doorway.
 - c. Private open space shall be visually separated from common open space through the use of perimeter landscaping, wall or fencing.
 - d. If fenced, a lockable gate shall be provided to grant access to public right-of-way or other improved open space.
 - e. Fencing shall meet design standards in Section 23.037(1).
- Comparisons
 - o Albany, OR
 - o Hood River, OR
 - o Ashland, OR
- Discussion

MOTION/VOTE

Vice Chair Bradbeer moved, and Member Brown seconded the motion: The Housing Advisory Committee is seeking City Council's support for the review of impediments to housing development in the current Grants Pass Development Code. The Housing Advisory Committee would like to form a subcommittee, to review and amend article 22, Residential Development Standards, with an emphasis on open space, landscaping, and parking in relation to multifamily developments. The vote resulted as follows: "AYES": Chair Walker, Vice Chair Bradbeer, Members Arthur, Brown, D'Amico, Gulliford, Elzy, and Engel. "NAYS": None. Abstain: Foster. Absent: Members Fowler, and Wheeler. The motion passed.

6. Matters from Committee Members and Staff:

- a. Housing Production Strategy Check In
 - Focus Groups
- b. HB 2001 Update
- c. Senate Bill 8

The motion passed.

7. Future Agenda Building for Next Meeting:

- a. ADU Definition Clarified in Development Code
- b. Development Code Article 22 Next Steps
- c. HAC Applicant Processing
- d. Climate Friendly Areas

8. Adjournment

- a. Chair Walker adjourned the meeting at 10:38 am.

Next scheduled meeting: August 19, 2022, in the City Council Chambers.

Minutes prepared by Amber Neeck, City of Grants Pass Community Development.