

**HOUSING ADVISORY COMMITTEE**  
**Meeting Minutes – July 21, 2023 at 9:00 AM**

**Committee Members**

Doug Walker – Chair  
Tom Bradbeer - Vice Chair  
Holly Fifield  
Tammy D’Amico  
Steve Gulliford  
VACANT  
Molly Nichols  
Jason Elzy  
Duward Brown (Absent)  
Craig Dent  
Josh Balloch (Absent)  
Ralph “JR” Wheeler  
Kathleen Foster (Late – 9:14 AM)

**Staff/Council Liaisons:**

Dwayne Yunker – Council Liaison  
Amber Neeck – Housing and Neighborhood Specialist  
Mark Trinidad – Principal Planner

**Guests:**

Emily Thompson  
Bradley Clark

**1. Roll Call:**

- a. Chair Doug Walker opened the meeting at 9:00 am and took roll.

**2. Introductions:**

- a. Emily Thompson – GIS Coordinator for the City of Grants Pass

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

- a. None

**4. Consent Agenda:**

- a. Minutes: June 16, 2023

**MOTION/VOTE**

**Member Gulliford moved, and Member Bradbeer seconded the motion to approve the minutes from June 16, 2023. The vote resulted as follows:  
“AYES”: Chair Walker, Vice Chair Bradbeer, Members Fifield, D’Amico, Gulliford, Nichols, Elzy, Dent, and Wheeler. “NAYS”: None. Abstain: None.  
Absent: Members Brown, Balloch, and Foster  
The motion passed.**

**5. Action Items:**

- a. GIS overview of the website maps navigator – Emily Thompson
  - Feedback from Housing Advisory Committee Members
    - Add link to the maps navigator to the housing developers page on the city website
    - Add a feature to show lots that are 10 acres+, 5 acres+, 3 acres+
    - Add feature to show selected individual zoning types.
    - Add feture showing all city owned, county owned, and state owned land
- b. Introducing Topic of Urban Growth Boundary Neighborhood Traffic Impact Analysis Schedule (Collaboration with Economic Development Committee and Community Developers)
  - Background
    - In 2014, the City expanded the Urban Growth Boundary (UGB) to its current location.
    - Land that was added to the UGB has both urban (City) and rural (Josephine County) zoning.

- In 2020, Community Development filed an application to rezone 100% of the rural-zoned land in the UGB (approx. 540 acres) to City zoning.
- Due to several complicating factors, including a letter received by ODOT, the City suspended the full UGB rezone and is currently focused on a rezone of only the Allen Creek Road area (approx. 62 acres).
- Policy Direction for Rezoning
  - The goal of completing City-initiated rezones appears in 3 policy documents:
    - a. Council-adopted Strategic Plans (2021 & 2022)
      - i. *Obj. 2, Action 6 – Rezone UGB areas from rural to urban before TSP update is complete.*
    - b. Housing Advisory Work Plan (2020)
      - i. *#1.1 – Finish existing UGB expansion area rezoning.*
    - c. Housing Production Strategy (pending adoption)
      - i. *Strategy A – Rezone land for housing and evaluate opportunities for a UGB land swap.*
- Five UGB rezone subareas:
  - North A & B
  - West
  - Southwest AB
  - Southeast
- Relevant state Regulation
  - Oregon Administrative Rule 660.012.0060 – Transportation Planning Rule (TPR)
  - The rule implements Statewide Planning Goal 12 (Transportation)
  - Section (1) requires amendments to land use regulations, including rezones, to be consistent with the capacity and performance standards of transportation facilities that serve the area.
  - Requires City to find whether a significant effect exists or will exist at the end of the 20-year planning period. If a significant effect is found, specific mitigation must be identified to bring the transportation facility into compliance with adopted performance standard or prevent further degradation of the system.
  - The TPR applies to all rezones, regardless of applicant (City or private developer).
- Key Rezoning Factors
  - Zoning must align with Comprehensive Plan designation, or it will trigger the need for a Comprehensive plan amendment.
  - Availability of transportation and utility services to serve future development.
  - Physical suitability of site for future development
  - Compatibility with surrounding uses
  - Balance of existing uses and proposed zone
  - Apply higher intensity zones near major transportation corridors and other amenities.
  - Apply lower density zones to areas with slopes or other physical impediments/barriers.
- Required Rezoning Steps
  - Per Oregon Transportation Planning Rule (OAR 660-012-0060), conduct a traffic study to analyze potential impacts to the nearby transportation system.
  - GIS analysis of subarea to determine minimum and maximum densities and potential net dwelling units, average slopes, wetlands, etc.
  - Analyze the 7 Zone Map Amendment criteria in Article 4 of Development Code

- Distribute Measure 56 notice to all property owners to inform them of potential change in land use.
- Public hearings at UAPC and City Council
- Rezone Priority Considerations
  - Highest opportunity to add new residential-zoned land is in the West, Southwest, and Southeast areas.
  - Highest opportunity for multifamily development is in the Southwest, utilizing commercially zoned lots.
  - No property owner outreach conducted to-date to assess readiness for development; recent application trends would show higher demand in the Southwest and West areas.
- Potential Next Steps
  - Collaborate with the Economic Development Committee, and Transportation Services on placing neighborhoods in a prioritized list.
  - Additional research and/or developer solicitation on each UGB subarea
  - Obtain more detailed cost estimates on TIAs for one or multiple subareas.
  - Give direction to prepare for next City-initiated rezone of a specific area.
  - Identify funding source(s) to pay for future TIAs.
  - Identify if any rezoning deviating from the comprehensive plan designation should be considered.
- c. Community Outreach Building
  - Background
    - The 2023 Grants Pass Housing Production Strategy identifies “Support Outreach and Education to Promote Housing Development and Housing Access.” as one of its 8-year strategies.
    - The Housing Advisory Committee has requested an annual marketing plan be produced for housing initiatives.
  - Marketing Plan Items
    - City Website – Housing Landing Page maintenance and updates
    - Developers and Builders newsletter
    - Social media utilization for quick educational posts
    - Development Incentives - marketing materials
    - Development incentives - annual marketing push
    - “City development goals and needs” annual publication.
    - “Housing Advisory Committee Presents” Public Events
      - a. Frequency
      - b. Target Audiences
        - i. Residents
        - ii. Developers/Builders
        - iii. Homeowners
        - iv. Landlords
  - Topic Suggestions
    - Is building an ADU Right for you/convert your home to a duplex.
    - Development code update overviews
    - Fair Housing: history of zoning in Oregon
    - Landlord tenant law/best practices
    - How to begin: Buying your first home
    - Annual Rent Burden Forum
    - Training on new Storm Water Management Requirements
    - Incorporating accessibility into housing designs

## **6. Matters from Committee Members and Staff**

- a. Housing Production Strategy Update
- b. CEDC September Meeting topic – ADUs and Short-Term Rentals

- c. Spirit Village in Medford
  - 80-87 units of affordable housing
  - 3D printed housing
- d. Proud Ground Community Land Trust

**7. Future Agenda Building for Next Meeting**

- a. Community Outreach Building
- b. Height Limit Code Amendment
- c. Updates from State
- d. Collaboration with CEDC on Urban Growth Boundary Schedule
- e. CDBG 2023 Fall Application Process

**8. Adjournment**

- a. Chair Walker adjourned the meeting at 10:24 am.

**Next scheduled meeting: August 18, 2023, in the City Council Chambers.**

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