

HOUSING ADVISORY COMMITTEE
Meeting Minutes – September 15, 2023 at 9:00 AM

Committee Members

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

Staff/Council Liaisons:

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

Guests:

1. Roll Call:

- a. Vice Chair Tom Bradbeer opened the meeting at 9:01 am and took roll.

2. Introductions:

- a. None

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: August 18, 2023

MOTION/VOTE

**Vice Chair Bradbeer moved, and Member Gulliford seconded the motion to approve the minutes from August 18, 2023, with corrections. The vote resulted as follows: “AYES”: Vice Chair Bradbeer, Members Gulliford, D’Amico, Elzy, Brown, Dent, and Wheeler. “NAYS”: None. Abstain: None. Absent: Chair Walker, Members Fifield, Nichols, Balloch, and Foster
The motion passed.**

5. Action Items:

- a. Marketing Plan Final Review
 - Call to Action
 - Send to City Council for approval.
- b. Minimum Lot Size Recommendation
 - Directed staff to have planning and public works staff review potential options and provide feedback to committee via memo.
- c. Infill Development Incentives
 - Council is looking for specific code amendments to help incentivize ¼-acre + vacant lot infill development.
 - In 2022 the Home Builders Association submitted a list of requests to City Hall on ways to help developers.
 - This list helped to initiate the council 2023 goal to meet every other month to discuss development and building related topics.

- In May of 2023 Council received a memo on Infill Development including suggestions for incentives for development.
 - On 7/31/2023, the Mayor and Council asked the HBA to identify their top 3 priorities from their list. They have not completed that yet but plan to do so before the Oct. 2 Council Workshop.
 - Council has requested the HAC provide input to help identify next steps and prioritize where we invest our limited resources.
 - Infill Development Memo suggestions
 - Reduce building permit fees for any infill development that meets minimum density requirements in the R-3 and R-4 zones or for duplex and triplexes only (Middle Housing types)
 - Create a user-friendly, online and mapping tool where interested property owners and developers can identify infill properties.
 - Assign a planner to assist owners/developers with the permitting process to help streamline and reduce regulatory uncertainty for new or inexperienced builders.
 - Consider development standards that support infill development, such as reduced setback requirements, increased building heights, density bonus.
 - Reduce minimum lot sizes.
 - Create defined financial incentives for properties located in the Urban Renewal Area
 - Adopt infill development zones to launch projects that revitalize underutilized buildings and lots.
 - Suggestions from Homebuilders
 - Call to action
 - HAC will email comments and recommended priorities to staff by September 20th (Email survey)
 - Council meets October 2nd to follow up on this list.
- d. Urban Renewal Projects
- Council will be discussing Urban Renewal Funding at their October 16th meeting.
 - This is a good opportunity to make a recommendation to council about adjusting the Urban Renewal Housing fund to include market rate, high density housing.
 - Currently the URA Housing project is allocated \$10 million (over the 30-year life of the Agency).
 - Currently URA housing funds can only be applied to housing developments at 80% AMI or below.
 - HAC recommends Council adjust the Housing project fund to “original 3 million allocation remain for affordable projects as currently designated. Funding above the original 3 million under the housing project be designated for high density market rate housing with other public benefits.
- e. Surplus Land Evaluation For Housing
- Starlight/Sunset Properties
 - Investigate county willingness to cooperate with county owned property to the west to support infrastructure development.

- Beacon Hill – 1055 NE Hillcrest Drive
 - Support current staff recommendation: partition off new building lots with Hillcrest Drive frontage; do not recommend eliminating the City’s direct access to Beacon Drive due to storm drainage concerns and future park access. Retain remainder of parcel for future public park, as identified in the Park & Rec Master Plan.
 - Explore sewer extension being done when water is planned for expansion.
- Hamilton Lane
 - No recommendation
- 720 NE 6th St
 - Investigate potential to negotiate joint sale with 1 acre property to the north for housing development.
- NW Corner of Redwood and West Park
 - Place on market to test development viability.
- Allen Creek Properties
 - Investigate parks timeline for park development. If not going to be developed as parks or there is no plan to develop as parks within 10 years, consider selling some or all for multifamily development. Would like a comprehensive analysis if sale is next step.

6. Matters from Committee Members and Staff

- a. CEDC September Meeting Topic – ADUs and Vacation Rentals
- b. September 18th, 1:30 PM, UCAN Point in Time Count Planning Meeting
- c. September 20, City Council, Ramsey Nebraska Options Agreement Adjustment
- d. September 26, 3:00 PM PATH Open House
- e. October 2, City Council, Workshop on minimum density and future city-initiated rezone areas.

7. Future Agenda Building for Next Meeting

- a. Height Limit Code Amendment
- b. Collaboration with CEDC on Urban Growth Boundary Schedule
- c. Strategic Planning
- d. Short Term Rentals
- e. MUPTE Scheduling sooner than HPS recommends.

8. Adjournment

- a. Vice Chair Bradbeer adjourned the meeting at 10:40 am.

Next scheduled meeting: October 20, 2023, in the City Council Chambers.

Minutes prepared by Amber Neeck, City of Grants Pass Community Development.
This month’s meeting failed to be audio recorded.