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MINUTES

November 25, 2020
McMinnville Affordable Housing Task Force
Regular Meeting

10:00 am
ZOOM Online Meeting
McMinnville, Oregon

Members Present: Chairs Remy Drabkin and Kellie Menke and Jon Johnson
Members Absent: Mark Davis, Alexandra Hendgen, Lindsey Manfrin, Alan Ruden, Mary Stern, and Marcus Straw
Staff Present: Tom Schauer – Senior Planner
Others Present Scott Hill – Mayor, Lori Bergen, Howie Harkema, Carrie Martin, and Vicki Ybarguen,

1. Call to Order

Chair Drabkin called the meeting to order at 10:00 a.m.

2. Minutes

- February 26, 2020
- May 27, 2020

There was no quorum to approve the minutes.

3. Action / Discussion Items:

- Action Plan Work: SRO's

Senior Planner Schauer gave a background on SRO's and possible regulations, including what the City of Bend had done. He suggested defining SRO's as a separate use which would allow for a separate set of design standards that would be regulated differently from other residential uses. He suggested adding definitions for small group living and large group living. Small group living could be allowed in the same zones as single family dwellings, R-1 to R-3, and large group living could be permitted in multi-family residential zones. Regulations for each of these could be adopted while still being flexible to meet the needs and not create barriers. He then discussed the proposed definitions and the sizes for each type of facility.

Howie Harkema asked if in the Bend model there were restrictions on the square footage per person. Senior Planner Schauer said they did not regulate it per person. What they had was for each living unit there was a minimum and maximum number of square feet. The practical minimum they could get under the building code was about 125-150 square feet.

Mr. Harkema asked if the bathrooms had to be ADA compliant. Senior Planner Schauer would have to look into it for a group living situation. Accessible units could have a larger minimum square footage.

Committee Member Menke thought there should be at least one accessible unit in a grouping.

Senior Planner Schauer said for the large group living he tried to provide flexibility so the units could be detached or attached. If it was all in the same building, there was no requirement for private restrooms for each unit, but if they were detached each unit would need to have access to either a private or shared restroom interior without having to go outside.

Committee Member Johnson thought the detached units should have a minimal kitchen facility so people did not have to go outside, especially if they had medical issues where medicine needed to be refrigerated.

Committee Member Menke thought having one kitchen would be less expensive.

Mayor Hill suggested if there was one kitchen unit, each resident should have their own refrigerator.

Senior Planner Schauer said they did not specify private refrigerators for dorms. There would be some control over that from the institution and what they wanted to see. Bend required a communal kitchen and individual units could not have private kitchens. They had requirements for what would be included in the kitchen, similar to what was in a kitchenette in a hotel room.

Chair Drabkin thought they needed to keep in mind that the more nuanced the regulations were, the less likely a developer was going to be interested in developing this type of facility.

There was discussion regarding what should be private and what should be general common area and limited common area and how much should be regulated and how much should be left up to the developer.

Vicki Ybarguen agreed if the guidelines were too strict they would limit people wanting to do this type of development. Developers would see what the need was. Having flexibility and creativity would be helpful.

Senior Planner Schauer said there was a difference between small and large group living regarding what was private or shared.

Chair Drabkin thought they should pull specific language out of what was required in each independent space. She thought the private/shared bathroom should be left up to the developer.

Carrie Martin asked if there were other models that addressed the needs of post-incarcerated individuals, particularly sex offenders. Mr. Harkema thought they should talk to the organizations working on this initiative.

Mr. Harkema asked about ADA compliance for these facilities. Senior Planner Schauer would check with the Building Official to discuss how it would be addressed. There were standards in the building code for noise reduction between sleeping units.

Committee Member Menke thought they should keep the regulations as open as they could and the market would determine what went into them.

Senior Planner Schauer said there should be some differentiation between the small and large group categories and making sure it worked whether it was detached or attached.

There was consensus to move forward with the way staff had divided the two permitted uses. There should be more flexibility on the small group living to allow each room to have its own private facility or a shared one per a certain number of rooms or one building.

Senior Planner Schauer would bring this back with the refinements discussed.

4. Citizens Comments

None

5. Task Force Member Comments/Updates

- Update: Homelessness

Ms. Martin said Champion Team had gone through some significant organizational challenges and the board had been reconstituted. She became interim Board President and Mr. Harkema became the interim Executive Director in August. They had been having tremendous success with working with the staff and creating a different set of rules, policies, procedures, and goals. Last week Health and Human Services needed to terminate the contract with Champion, which was their single source of revenue and covered operations. That was going to force them to close. The Board would be starting a fundraising campaign to keep the drop in center open through the winter months.

Mr. Harkema said they had done their best to save Champion Team, which was in a horrible condition. Files had not been put together for about three years and last year's taxes had not been paid. The center saw 50-60 people per day minimum and he did not know where these people would go if Champion Team wasn't there. It was a big ask, but the community needed to help get them through the winter.

Ms. Martin clarified they had not lost their lease, but long term the plan was to go somewhere else. It was a challenging location. They needed \$10,700 per month to stay open. She had put together a transitional plan and budget and \$65,000 would get them through the end of April. They had received donations and had applied for Covid relief funds. They also planned to begin a fundraising campaign.

Mr. Harkema explained the populations they were serving and how it was not just a drop in center for mental health support.

Ms. Ybarguen said the Housing Authority's project was still in the design phase and getting partnerships.

Mr. Harkema emphasized how much people needed the drop in center and he asked that the Task Force take that message to the community.

6. Staff Comments/Updates

- Update: Equity and Inclusion Work

Senior Planner Schauer said the equity and inclusion work was continuing. The Urban Growth Boundary expansion work was going to public hearings next week.

7. Adjournment

Chair Drabkin adjourned the meeting at 11:17 a.m.