

DATE: May 21, 2019
TO: HNA, BLI, HS Project Advisory Committee
CC: Heather Richards and Tom Schauer, City of McMinnville
FROM: Bob Parker and Sadie DiNatale, ECONorthwest
SUBJECT: PROJECT ADVISORY COMMITTEE MEETING #6 SUMMARY

PAC Meeting #6 Summary

This memorandum summarizes the McMinnville's Buildable Lands Inventory, Housing Needs Analysis, and Housing Strategy Project Advisory Committee Meeting #6. The meeting took place on May 21, 2019 at 4:30pm to 7:30pm at Kent Taylor Civic Hall.

The summary follows the meeting agenda.

Call to Order

The meeting was called to order at 4:35pm. Committee members in attendance introduced themselves.

Marilyn Worrix, PAC Chair, explained that the project is wrapping up at the end of June. The project team is on a strict schedule. June 13, 2019 is last meeting (PAC #7) for the group to discuss the project and provide input in the existing format.

Approval of PAC Meeting #5 Notes

The PAC approved meeting notes from PAC meeting #5 with no amendments.

Project Update

Tom Schauer provided an overview of the agenda and described the upcoming activities. Tom Schauer described the format for the housing strategy group discussions and the "dot exercise" (i.e. polling of the committee's housing strategy preferences to serve as a democratic vote).

The two objectives (PAC decisions) of the meeting included:

1. Prioritize housing strategies and actions
2. Confirm final results of the BLI / HNA

Discuss Housing Strategy

Tom Schauer explained that the housing strategy is composed of two types of strategies: (1) land use strategies and (2) non-land use strategies. The housing strategy actions are organized by strategic priority, of which there are five: (1) land supply, capacity, and availability; (2) wider variety of housing types; (3) affordability; (4) infrastructure; and (5) Great Neighborhood Principles and urban form. Tom Schauer noted that there is not a cut off to the number of actions that make it into the housing strategy. Rather, the City wants to ensure that the strategy

is realistically developed so that the most important actions make it on the list. The basis of the housing strategy will be findings from the dot exercise.

Housing Strategy – Breakout Session

The PAC split into two groups to participate in the dot exercise. Each group had seven to eight PAC members and two staff members (who facilitated and voted on actions). The consultant team floated between groups to answer questions as applicable.

Each voting member received 60 dots, with 30 each for land use and non-land use strategies (10 green dots, 10 yellow dots, and 10 red dots each).¹ These reflected rating of strategies as high, medium, and low priority, respectively. Tom Schauer instructed members to only use one dot per action. After the dot exercise results were aggregated, the small groups came back together to report out their results and the highlights of their discussion.

In addition to the actions listed in the housing strategy material (provided to the PAC as homework), the committee added and rated three additional actions. These were: (1) look for opportunities to rezone existing single-family areas to R-3 and R-4 to address short-term deficit identified in Housing Needs Analysis, (2) evaluate implementation of an additional property tax on vacant land, and (3) evaluate implementation of a demolition fee when an affordable unit is removed in place of a more expensive home.

Housing Strategy – Share & Synthesize Results, Direction on Preparation of Strategy

ECONorthwest aggregated findings from the dot exercises of the two small groups. Before sharing results, Heather Richards commented that the recommended housing strategy is not a commitment, but will still require vetting of the included items and their specific details through applicable public processes (i.e. policies will clearly state... “evaluate opportunities for...”). All strategies that received a dot were captured in the results in the ranking spreadsheet. However, each small group discussed their top 15 land use and non land use priorities, and the results for both small groups were then aggregated into the overall top 15 aggregated land use and non land use priorities.

The top 15 policies, in rank order, from the "Land Use Strategies" category are:

1. A9. Allow more housing types
2. A2. Diverse Housing Zone. Explore residential zoning with targeted/ minimum density and multiple allowed housing types
3. A3. Develop a high-density residential zone
4. D28. Update infrastructure plans for infill development
5. A13. Promote Infill Development, Allowing Flexibility in Existing Zones with Appropriate Design and Development Standards
6. A4. Allow Small Residential Lots

¹ Green dots were worth five points, yellow dots were worth three points, and red dots were worth one point.

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7. A8. Allow Clustered Residential Development
 8. E36. Establish an Urban Reserve Area (URA)
 9. D29. Update infrastructure plans for growth lands
 10. E38. Identify an expanded UGB per the URA
 11. B23. City Center Housing Strategy
 12. E40. Develop annexation process to mandate housing types upon annexation per area plans.
 13. G44. Streamline Zoning Code and other Ordinances
 14. A11. Permit ADU in SF Zones
 15. A12. Allow small or “tiny” homes and identify opportunities for tiny home developments.

The top 15 policies, in rank order, from the “Non-Land Use Strategies” category are:

1. P78. Low-Income Housing Tax Credit
2. I57. Home ownership programs
3. P77. Oregon Affordable Housing Tax Credit
4. K68. Transient Lodging Tax (TLT) – Up to 30% for Affordable Housing (SB595)
5. I59. Housing Rehab
6. H47. Community Land Trust (CLT)
7. I52. Financial incentives supporting inclusionary zoning
8. I58. Rental assistance programs
9. I55. Reduced or waived planning fees, permit fees, SDCs for affordable housing
10. K69. Community CDBG
11. I50. Affordable Housing Property Tax Abatement
12. M73. State Affordable Housing Funding
13. H46. Land Banking
14. K63. Urban Renewal TIF
15. I53. SDC Finance/Credits

No member from the PAC or public communicated any issues with top 15 actions from either category.

BLI / HNA Final Report – Discussion

Heather Richards stated that the vote on the buildable lands inventory and housing needs analysis will be tabled until PAC #7 (on June 13, 2019).² The City will host a meeting on Wednesday, May 22 to gather additional comments on the study and allow PAC members a chance to further inquire about assumptions.

Tom Schauer described results from the buildable lands inventory and housing needs analysis, which included results of the land sufficiency analysis.

² In reference to meeting objective 2, “Confirm final results of the BLI / HNA.”

One PAC member inquired about when they will receive feedback from the state about assumptions and findings. The City indicated they were not aware of a time frame but comments from DLCD have been reassuring so far.

Many of the housing strategy actions will require hearings and legislative work. These steps will take time.

Comments

None.

Adjournment

The meeting adjourned at 7:29pm.

Heather Richards indicated that she will reach out to individuals to gauge their interest in being involved in the Economic Opportunities Analysis and Urbanization Study. Heather Richards will provide information regarding a more specific timeline a later point. The City will also develop a public engagement plan to ensure the public is comfortable with the study findings.

Next Steps:

- Develop the McMinnville Housing Strategy
- Finalize Buildable Lands Inventory and Housing Needs Analysis
- PAC Meeting #7 on Thursday, June 13
 - Vote on the Buildable Lands Inventory and Housing Needs Analysis
 - Review/Recommendation on McMinnville Housing Strategy