

MINUTES

July 18, 2024**Planning Commission / Affordable Housing Committee
Joint Work Session & Regular Meeting****6:30 pm****Hybrid Meeting
McMinnville, Oregon**

PC Members Present: Sidonie Winfield, Dan Tucholsky, Sylla McClellan, Gary Langenwalter, Beth Rankin, Brian Randall, Rachel Flores, Meg Murray, and Elena Mudrak

AHC Members Present: Kellie Menke, Zack Geary, Carrie Martin, Philip Higgins, Rachel Flores, Katie Curry, Tracy Haas, and Steve Iversen

Members Absent: Frank Foti, Vicki Ybarguen, and Kenneth Cash Yount

Staff Present: Community Development Director – Heather Richards, Tom Schauer – Senior Planner and Evan Hietpas – Associate Housing Planner

1. Call to Order

Chair Winfield called to the meeting to order at 6:30 p.m.

2. Joint Work Session with Affordable Housing Committee

Transitional Housing Discussion

Associate Housing Planner Hietpas presented the transitional housing code amendments. He gave background information including what transitional housing was, what the Oregon Revised Statutes said about transitional housing, and Affordable Housing Committee work on the topic. He then reviewed the proposed code amendments including a discussion on housing types allowed as transitional housing and shelter and how tents, yurts, and fabric structures would be prohibited, temporary camping would be allowed consistent with MMC 8.36 as well as any proposal that was identified as a qualifying emergency shelter. He then discussed land use and zoning for these applications. They would be outright permitted uses in all residential, O-R, and C-3 zones and prohibited in the C-1, C-2, M-L, M-1, M-2, A-H, and F-P zones. They would be Director reviews with no requirement for a neighborhood meeting or public notice or hearing.

There was discussion regarding why they were not allowing yurts, reasons for limiting transitional housing to residential zones, reasons for lack of public noticing, number of people in need of transitional housing, how transitional housing addressed the need for readiness for future success, how this was being recommended by the Affordable Housing Committee as one of their priorities, how the agencies would determine who would be accepted into their programs, recent Supreme Court case and religious barriers, definition of units and use of the

land they had, density and neighborhood compatibility, conversion of existing buildings, and timeline for these facilities.

Commissioner Rankin declared she was aware of a pending project and was a member of the church involved. She had not been involved in any of the planning meetings.

Associate Housing Planner Hietpas discussed development standards including size limitations for building height and yard setbacks, different zones would have different standards to ensure the scale and intensity of development was compatible with the surrounding neighborhood, minimum required parking, required facilities for all housing types and for non-dwelling units, and regulations for utilities, signage, perimeter fencing and screening, site lighting, design standards, and landscaping. He then explained the management and operations requirements and timeline.

There was discussion regarding parking, inoperable vehicles, safe car camping program, rules for guests and visitation, revocation of the permit, review of the operations, outreach and being transparent to the neighbors, need for data about how many would use the transitional housing, signage, onsite management, zoning, and HOA rules.

There was consensus for the code amendments to move forward to the Planning Commission process.

The Work Session was adjourned at 8:25 p.m. The regular meeting was called to order at 8:35 p.m.

3. Citizen Comments

None

4. Minutes

- November 2, 2023

Commissioner Randall noted on the second item, all Commissioners had visited the site.

Commissioner Tucholsky moved to approve the November 2, 2023, minutes as amended. The motion was seconded by Commissioner Rankin and passed 6-0-3 with Commissioners Langenwalter, Mudrak, and McClellan abstaining.

- November 16, 2023

Commissioner Langenwalter moved to approve the November 16, 2023, minutes as presented. The motion was seconded by Commissioner McClellan and passed 7-0-2 with Commissioners Tucholsky and Mudrak abstaining.

5. Planning Commission Work Session

Long Range Planning Work Plan

Community Development Director Richards reviewed the long-range planning work plan for 2024-2027. The Budget Committee approved a new full time Planning Manager position to

help move the work forward. They were in the hiring process for the position. She shared the departments included in the Community Development Department and how Planning was divided into three separate components, current planning, long range planning, and citizen involvement. She discussed Planning staffing, assessment, long range planning tracking and work plan, staff work plans and project timeframes, and upcoming long range work plan items. The focus was what was mandated by the state, specialty planning, and code amendments, however there were many disrupters to the work with new state mandates with pressing deadlines, challenges and appeals to current work, new local priorities, and staff capacity. She discussed staffing capacity and how the work program was ambitious. She then shared the state mandated deadlines they were currently working on, how they were going to meet the need for more land, UGB 2021 state mandated follow-up work for facility plans demonstrating how the land within the UGB would be serviced, list of public facility plan updates, natural hazard planning, Goal 5 natural features and scenic views work, Transportation System Plan work, local priority for housing/land needs, and UGB expansion areas. She then discussed the specialty planning efforts underway including the innovation campus planning, Downtown Master Plan update, and code amendments.

There was discussion regarding civil discourse and time and resource management, need for changes to the appeal process, how to get to outcomes that benefitted the City but were managed in a way that was responsible and accountable, disproportional impact of some groups on McMinnville, and quantifying the lost opportunities and costs caused by delays.

6. Commissioner Comments

Commissioner Langenwaller said he was moving to a different ward and this was his last meeting. The Commission thanked him for his service. Staff presented him with historic posters signed by the Commission and staff.

7. Staff Comments

Community Development Director Richards discussed the upcoming meeting schedule.

8. Adjournment

Chair Winfield adjourned the meeting at 9:48 p.m.