

**CITY OF SILVERTON
PLANNING COMMISSION WORK SESSION MINUTES**

6:00 P.M.

FEBRUARY 23, 2021

The Planning Commission members from the City of Silverton met for a work session through the virtual meeting platform Zoom on February 23, 2021 at 6:00 p.m., with Chairman Flowers presiding.

I. ROLL CALL:

Present	Absent	
X	_____	Chairman Clay Flowers
X	_____	Vice-Chairman Rich Piaskowski
X	_____	Morry Jones
X	_____	Micole Olivas-Leyva
X	_____	Tasha Huebner
X	_____	Peter Matzka
X	_____	Ammon Benedict

AFFORDABLE HOUSING TASK FORCE MEMBERS: Gene Oster, Ben Wilt, Laurie Chadwick.

STAFF PRESENT:

Community Development Director, Jason Gottgetreu and Planning and Permit Assistant, Kate Schlee.

CONSULTANTS PRESENT: Anais Mathez from 3J Consulting, Tim Wood from FCS Group

II. AGENDA ITEMS:

1. Recap of Round 1 Public Involvement

Project Overview

Jason Gottgetreu (City of Silverton) welcomed the Planning Commission members. Anais Mathez (3J Consulting) reviewed the agenda and recapped the project objectives, which include:

- Building on the momentum of the HNA and identifying the most promising actions the local government can take to address identified housing needs
- Expanding opportunities for middle housing options through Comprehensive Plan and Development Code updates
- Complying with House Bill 2001 middle housing zoning requirements

Project deliverables include a Housing Strategy Implementation Plan and zoning code revisions to allow middle housing through clear and objective standards and processes, specifically permitting duplexes in R-1, R-5 and RM-10, RM-20 zones, where single-family detached dwellings (SFDDs) are permitted. The project will also explore options to permit other middle housing types, such as triplexes, quadplexes, townhouses and cottage clusters, based on committee interest.

Anais noted that the project kicked off in September 2020 and will wrap up by June 2021.

Outreach Activities

Anais provided a summary of the public outreach activities held through the first phase of work. This included (2) planning commission/advisory committee meetings, (8) stakeholder interviews to understand the impacts of the zoning code and review requirements on development in Silverton, a public open house that attracted approximately 20 attendees, and an online survey that garnered 169 responses.

The outreach methods resulted in the following key issues across three general questions: How have zoning and other regulations affected the kind of development/work you do?

- What should be the top policy goals for introducing middle housing zoning standards?
 - Managing the impacts of parking within neighborhoods
 - Supporting more affordable housing
 - Creating more opportunities for homeownership
- What are the most important duplex code standards? Other housing types?
 - Allowing attached and detached configurations
 - Adding a requirement for a garage or carport
 - Limiting overall size of buildings
- What are some other priorities for introducing middle housing?
 - Right-sizing infrastructure
 - Adequate parking
 - Maintaining affordability

Clarification was given about the purpose and intent of the stakeholder interviews. Planning Commission members suggested sending targeted invitations to community groups and boards, such as the school district, for the next public meeting in order to extend the breadth of outreach.

2. Final Code Audit and Concepts

Anais described how the code audit and code concepts are grounded in the existing Silverton Development Code, the middle housing state Model Code and OARs, and informed by:

- Stakeholder input from a series of interviews with local developers and housing professionals. (See *Summary of Stakeholder Issues*.)
- Input from the Advisory Committee at meetings on November 24 and December 22, 2020. (See *Meeting Summary Notes*.)
- Public input received at the January 14, 2021 Open House and companion online survey, which garnered over 150 responses. (See *Open House Summary Notes* and *Survey Response Summary*.)
- City staff insight on code interpretation and current planning trends.
- Best practices and recommendations from the consultant team.

Anais reviewed the final concepts for the duplex code package, including ADUs. The Planning Commission confirmed there were no reductions to setbacks or parking requirements beyond what was required by the Model Code. The Committee requested that staff reintroduce the requirement that new housing units (single family detached, attached, duplex, triplex, quadplex) be required to include a garage. Anais noted that compliance with minimum compliance standards and Model Code is not required for housing types other than duplexes because the City does not meet the definition of a “Large City;” rather, the requirement to permit other middle housing types comes from the City’s own HNA to address a

deficit of multifamily development capacity. However, the HB 2001 standards provide a starting place for evaluating current code and developing future code.

3. Draft Housing Strategy Implementation Plan (HSIP)

Tim Wood, FCS Group, presented the draft Housing Strategy Implementation Plan. He reviewed Silverton's current housing mix and new housing forecast, recapped key findings from the Housing Needs Analysis, as well as existing policies, strategies, and actions. Tim described how the draft HSIP identifies a series of strategies and evaluates them based on a set of criteria, including:

- Community support
- Number of target housing units added
- Opportunity cost
- Compatibility with other city policies
- Development feasibility

He reviewed the top-scoring strategies, describing them and their score for each criteria. Planning Commission members provided the following feedback and clarifications:

- Ensure the strategies include criteria that reflects the timeframe identified in the HNA.
- The "opportunity cost" category could be better expressed and pegged to objective criteria.
- There should be a clear distinction between strategies that are evaluation-focused versus those that are action-focused. It was suggested that the list of strategies be broken out into two lists (e.g. one list addressing evaluation-focused strategies and one list addressing action-focused strategies) or making sure that the title clearly reflects what it is.
- More time is desired to review the document, tweak the evaluation scores, and explore how to better share and display the information.
- It was clarified that all the elements of the duplex code package reflect what is required by law. There is interest in developing clear and objectives standards to help integrate duplexes into the community.

4. Next Steps

The next meeting will be scheduled the week of March 30th, where the Planning Commission will review the draft duplex code. The second Public Open House is scheduled for the same week. The objectives of the public meeting will be education around HB2001, presenting the draft duplex code concepts, and the strategies from the Draft HSIP. Jason will share exact meeting dates and times as they are confirmed.

- It was suggested that the Planning Commission extend these meetings beyond the allocated time with the consultant staff in case there are further matters to be discussed.

III. REPORTS AND COMMUNICATIONS

Director Gottgetreu announced that interview panels for the new city manager will begin shortly.

The Pioneer Village Phase VI might be on the March City Council Meeting, if the applicant provides materials.

The March 23rd Planning Commission work session at 6:00 p.m., is the next session with the consultants.

The March regular meeting currently does not have anything on it.

IV. ADJOURNMENT

Chairman Flowers adjourned the meeting at 8:34 p.m.

Respectfully submitted,

/s/ Kate Schlee,
Planning and Permit Assistant