

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

**6:00 P.M.**

**May 25, 2021**

The Planning Commission of the City of Silverton met for a work session through the virtual meeting platform Zoom on May 25, 2021 at 6:02 p.m., with Chairman Flowers presiding.

**I. ROLL CALL:**

Present	Absent	
<u>  X  </u>	<u>      </u>	Chairman Clay Flowers
<u>  X  </u>	<u>      </u>	Vice-Chairman Ammon Saboe
<u>  X  </u>	<u>      </u>	Morry Jones
<u>  X  </u>	<u>      </u>	Rich Piaskowski
<u>  X  </u>	<u>      </u>	Tasha Huebner
<u>  X  </u>	<u>      </u>	Peter Matzka
<u>      </u>	<u>Excused</u>	Micole Olivas-Leyva

**STAFF PRESENT:**

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

**CONSULTANTS PRESENT:** Anais Mathez from 3J Consulting, Elizabeth Decker from Jet Planning, Tim Wood (FCS Group)

**III. AGENDA ITEM**

**3.1 Project Update & Housing Strategy Implementation Plan (HSIP)**

Community Development Director, Jason Gottgetreu welcomed everyone and explained the purpose of tonight’s meeting.

Anais Mathez (3J Consulting) reviewed the agenda and provided an update on the project. The Duplex Code Package was recently presented at a Planning Commission hearing and was recommended to City Council. This hearing also constituted as the Planning Commission’s fifth meeting for this project. Tonight is the last Planning Commission meeting, and the focus will be on reviewing the final Housing Strategy Implementation Plan (HSIP) and a memo of other middle housing concepts for the City to consider in their next steps.

**Final Housing Strategy Implementation Plan**

Tim Wood (FCS Group) reviewed the HSIP. He began by providing a brief recap of the City’s HNA findings, the purpose of the HSIP, and the evaluation criteria used to review each of the HSIP strategies. Then, he provided an overview of the key changes made to the final HSIP, based on comments received from the Advisory Committee. This included splitting strategies into two categories: those to be further studied by the Affordable Housing Taskforce before implementation is pursued (Evaluate), and those to be taken through adoption more immediately (Implement). Then, Tim discussed potential outcomes if the HSIP was adopted, including:

- Potential for greater grant funding opportunities to implement HSIP strategies and other housing issues
- Clarified policy direction for decision makers and city staff
- Laying the groundwork for the upcoming Housing Production Strategy project

Planning Commission members provided the following questions and comments (*consultant/staff responses in italics*):

- Let's make sure we are developing criteria and a process for upzoning land: we had a lot of concern about moving ahead with upzoning, but I believe we were clear that it was about developing the process and criteria, as stated in the HSIP.
- I want to acknowledge that this has been a very comprehensive process but we've had a lack of engagement around these changes. *This has been a general theme over the last year due to COVID-19.*
- I agree that public involvement has been really couched in uncertainty. We always need to be checking in overall in governmental processes.
- I am concerned about only having interviewed stakeholders that are deeply embedded in housing development, or having the Affordable Housing Task Force be in charge of some of the strategies in the HSIP.
- I agree that it's not the Affordable Housing Task Force that should be tasking with consider this document. *We can remove that reference from the HISP.*
- I could live with this document if we clarify that it is not intended to represent what's going to be done. We can add in the Planning Commission's original ranking based on a do now/do later scale.
- Can you remind me the planning timeline for the HNA? *The HNA is for a 20-year period.*
- Can you define who the advisory committee is? *It is this body.*
- We should consider differences between upzoning versus allowing other housing (quad/tri-plexes) types in R-1.
- Do we have a product that clarifies the Planning Commission's feelings on these items, i.e. upzoning? *Yes; this is already in the public record.*
- Please add language to the document up front that explains how this is a roadmap for the City, and how Council will need to set further priorities, regardless of the Evaluate/Implement categorization.
- Can you confirm that we don't need to adopt some of these things? *My intention is to present this to the Council to accept it, so it would be on the record and provide a well of ideas to point to as we address the housing deficit.*
- *The team wants to clarify that an HSIP is not equivalent to the HNA. Silverton has an opportunity to create this interim document to bridge the HNA to Housing Production Strategy (HPS) that will be later required. The HSIP is just a temporary placeholder and is not intended to have the same regulatory impact.*

### 3.2 Other Middle Housing Code Concepts and Next Steps

Elizabeth Decker (JET Planning) introduced a technical memo on *Other Middle Housing Types*. She reminded the group that beyond ADUs and duplexes, middle housing options that Silverton may pursue include triplexes, quadplexes, townhouses, cottage clusters and courtyard apartments. She explained that middle housing could help meet identified deficit of multifamily dwellings units (2020 HNA), and provide greater variety with more units, smaller units, and less expensive units (relative to single-family). In addition, there are greater resources available at state level and peer cities as models for middle housing regulations.

Elizabeth described the purpose of this document to be a technical “road map” to guide future code drafting and further community discussions and noted that it is less binding than the HSIP.

Elizabeth provided an overview of the concepts for each of these housing types, focusing on definitions, uses permitted by zone, minimum lot sizes and widths, density, height, setback, lot coverage, site and building design, and access and parking standards.

Planning Commission members provided the following questions and comments (*consultant/staff responses in italics*):

- This has a lot of really good information and shows us that we need to be proactive and tailor these changes to Silverton’s needs as they evolve.
- I’m interested in the small pilot-study area you mentioned. Are there examples of that being done or issues that have arisen? *We can certainly add some additional information about what you might consider if you were developing an overlay zone.*
- We need to be cautious about what middle housing will look like as it is mandated by the state. Let’s watch how this plays out.
- Can you confirm the nature of this document? *This is more of an outline of what kind of code changes the City would need to do for certain types of housing, and less of our recommendations.*
- Could you more generally talk about the pros and cons about each of these housing types? *We can add more information in.*

#### Next Steps

Anais thanked the Planning Commission for their guidance through the project. She noted that the City Council hearing on the Duplex/ADU Code Package is scheduled for June 8, 2021 at 6pm, and the legislative deadline is June 30, 2021. In the meantime, the project team will make final revisions to the HSIP and Code Memo to finalize the project.

### 3.3 Planning Commission Role & Responsibilities, Parks Update

Director Gottgetreu made a presentation of the history and background of the parks. The members agreed to further discuss the parks topic at the next work session.

**I. REPORTS AND COMMUNICATIONS**

The June 8<sup>th</sup> meeting will be via Zoom.

The next work session will be on June 22<sup>nd</sup> at 6:00 p.m.

**II. ADJOURNMENT**

Chairman Flowers adjourned the meeting at 9:10 p.m.

Respectfully submitted,

/s/ Kate Schlee,  
Planning and Permit Assistant