

CITY OF SILVERTON  
**AFFORDABLE HOUSING TASK FORCE MINUTES**

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**Zoom Web Conference Platform**

January 18, 2022, 8:30 a.m.

**I. CALL TO ORDER**

Chair Palmer called the meeting to order at 8:35 a.m. The task force members and staff were present through the virtual meeting platform Zoom consistent with House Bill 2560.

Present	Excused	
X		Kyle Palmer
X		Dana Smith
	X	Jason Freilinger
	X	Sarah DeSantis
X		Hilary Dumitrescu
X		Kari Johnsen
	X	Bonnie Logan
X		Laurie Chadwick
X		Sarah White
	X	Rebecca Delmar
X		Gene Oster
	X	Terry Caster
		VACANT

Staff Present: Community Development Director, Jason Gottgetreu

**II. APPROVAL OF MINUTES**

Member Oster made a motion to approve the minutes from the meeting held on November 16, 2021 as presented. Member Smith seconded the motion. Member Smith asked staff to review the minutes and correct some typos. There was no further discussion and the motion passed (7-0).

**III. PUBLIC COMMENT – None**

**IV. DISCUSSION/ACTION**

**4.1 Review Fee Application Waiver Policy**

Director Gottgetreu opened the discussion to continue the review of the Affordable Housing Fee Waiver Application to reflect comments received at the November 16, 2021 meeting. He explained updates to the application include adding sections for “Current Residential Zoning” and “Proposed Residential Zoning” and defining the definition of the “done” requirement in the narratives. Director Gottgetreu explained what the process would be if a lien was added to the property and the fee waiver approval process. Member Smith wanted clarification of when a lien would be removed from a property.

The committee discussed the process and clarified the requirements for the Zone Change application and the Affordable Housing Fee Waiver Application. Director Gottgetreu will email the proposed changes to the committee for review.

Member Dumitrescu made a motion to bring the Affordable Housing Fee Waiver Application to City Council for approval. Member White seconded the motion. There was no discussion and the motion passed (7-0)

#### **4.2 SDC Methodology Update for Single Family Dwellings Proposal Review**

Director Gottgetreu explained that the City received one response to the Request for Proposals to update the SDC Methodology for Single Family Dwellings from FCS Group. He explained the proposal came in above the \$10,000 amount and in excess of what the City Manager can approve. Therefore this project needs to be approved by the City Council and that meeting is scheduled for the February 7, 2022 City Council meeting.

Member Smith made a motion to recommend approval of this proposal to City Council with an addition of project time line language and a negotiated cost. Member Dumitrescu seconded the motion. Member Oster wanted clarification on this motion that it will support approval even if a negotiated cost is not met. There was no further discussion and the motion passed (7-0)

#### **V. ADJOURNMENT**

Member Smith made a motion to adjourn and Chair Palmer adjourned the meeting.

/s/Sheena Lucht, Assistant Finance Director