

**PLANNING COMMISSION
WEDNESDAY, JUNE 12, 2019
6:00 P.M.**

**Wilsonville City Hall
29799 SW Town Center Loop East
Wilsonville, Oregon**

*PC MINUTES APPROVED AS
PRESENTED AT THE JULY 10,
2019 PC MEETING*

Minutes

I. CALL TO ORDER - ROLL CALL

Chair Jerry Greenfield called the meeting to order at 6:00 p.m. Those present:

Planning Commission: Jerry Greenfield, Eric Postma, Simon Springall, Phyllis Millan, Ron Heberlein, and Kamran Mesbah. Peter Hurley was absent.

City Staff: Miranda Bateschell, Barbara Jacobson, and Kimberly Rybold

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CITIZENS' INPUT - This is an opportunity for visitors to address the Planning Commission on items not on the agenda. There was none.

CONSIDERATION OF THE MINUTES

A. Consideration of the April 10th, 2019 Planning Commission minutes
The April 10th, 2019 Planning Commission minutes were accepted as presented.

Suggestions were made to provide more clarity by differentiating between Staff and consultant comments and responses to Planning Commissioner questions in future meeting minutes.

II. WORK SESSION

A. Equitable Housing Strategic Plan (Rybold)

Miranda Bateschell, Planning Director, introduced the Equitable Housing Strategic Plan work session with a brief history of how the Strategic Plan originated, noting citizens had approached City Council a couple years ago about the housing affordability issues they were facing in the community. Funding for the Strategic Plan was acquired by the City through a Community Development Grant that was part of Metro equitable housing work. Because Staff was so busy with Basalt Creek and Town Center, the timeline for the Strategic Plan was pushed back one year. Now that those plans have been adopted, a consultant had been hired to assist with work and implement the program under the grant with Metro. City Council reestablished the Strategic Plan as a goal to be completed in the next two years so that Staff could begin implementing the action plans. The contract for the program is underway. She announced Kimberly Rybold had been promoted to Senior Planner and was now the project manager for the Equitable Housing Strategic Plan.

Kimberly Rybold, Senior Planner, presented the Staff report for the Equitable Housing Strategic Plan via PowerPoint, highlighting the Plan's overall goals and process, project roles, outreach components, and policy objectives. Staff was also seeking a Commissioner to serve on the Equitable Housing Strategic Plan Task Force. People in the Wilsonville community with relevant professional experience to contribute to the technical discussion could apply to join the task force by accessing the project website, ci.wilsonville.or.us/housing. Next steps include finalizing the task force appointees by the end of June, with the first task force meeting to be

held in mid-July. Findings from the market research report, insights from stakeholder engagements, and potential draft policies would be presented at the September Planning Commission meeting.

Discussion and feedback from the Planning Commission was as follows with responses by Staff to Commissioner questions as noted:

- Though Staff had not identified a lot of social service agencies to partner with the City as stakeholders and/or technical partners, they had reached out to the State of Oregon, Clackamas County Housing Agency, and Wilsonville Community Sharing, which signed a letter of support for the grant application in 2016. Staff had a list of agencies to interview and was open to suggestions for other potential partners.
 - Senior Services in Clackamas County did a lot of housing advocacy work and Commissioner Millan offered to pass along other ideas for potential partners to Staff.
- The different life stages people experience had been discussed in the past and that impact on housing should be discussed and considered more thoroughly in the Draft Policy Objectives (Slide 5) in terms of diversity of housing types, displacement, etc. People's situations change and yet, they need to continue being a part of the community.
- Providing the opportunity for employees to live within the city had been a long-standing issue, though it had improved in the last few years. However, individuals that worked in certain industries, such as retail where they were likely working at or near minimum wage levels, were frequently forced to live farther away from the city.
 - Additionally, having to commute in and out of city to get to work increased traffic issues on the freeway, which had been a frequent topic of discussion. Increasing opportunities for individuals that work in Wilsonville to live in the city would reduce traffic on the freeway; although, it would not solve the regional traffic issue.
- In terms of partners, non-profit organizations involved in addressing the regional housing problem had been generally more focused on Portland, but were now more active throughout the Metro area with the homelessness issue spreading.
- Clackamas County's study included the cost of housing, but did not factor in how transportation added to the overall housing burden. The County was also looking at rent and income burden statistics.
 - Commissioner Mesbah asked about the possibility of including transportation and housing as the total cost in the City's analysis. A market analysis in the Madison, WI area revealed that people typically drive until they could afford the desired house price point. Generally, people separate transportation and housing expenses, but the modeling showed that some people's housing budget could increase with the money saved on transportation by living in the city. In the Madison area, these considerations opened the door to policies that had to do with providing transit.
 - While Wilsonville already provided transit, such an analysis could help show the benefits of affordability that people received through the availability of the transit services. Most transit commutes were not within the city; in fact, the track record and practice of providing housing for existing and emerging businesses and the employees buying homes in the community had been poor as a variety of other factors were involved. However, the goal was to ensure that opportunities to live in Wilsonville were available if an individual chose to live in the city.
 - Ms. Rybold did not believe transportation costs could be modeled in the analysis given the scope and available budget. However, she would see if the consultant team knew about any general statistics using estimates of an average commute and how that might affect the amount of money spent on transportation relative to housing costs. She agreed numerous complexities were involved with how Wilsonville residents commute and how that affected transportation costs, so she was uncertain about having such detailed information available.
 - Commissioner Mesbah believed it could still be modeled in a straight-forward way depending on the modeling and transportation data available. Madison had origin destination data in its transportation plan model, which mapped out where people lived and worked.
 - Ms. Rybold noted Clackamas County's Housing Needs Analysis (HNA) could also provide information because it had the ability to identify where people were going in general percentages. At the very

least, transportation cost could be identified as a potential housing cost burden that would not otherwise be identified for certain income ranges.

- The Clackamas County study looked at the interaction of other counties in the Metro area from a demographic point of view. However, in terms of housing cost and forecasting buildable lands, the study was more confined to certain parts of Clackamas County. The study was not a regional look at housing, but intended to meet the County's state housing goal requirements.
 - The Clackamas County study utilized a lot of the same baseline information and assumptions that went into the Metro model, such as the growth forecast. The difference was that Clackamas applied these aspects at the county level, while the analysis for Wilsonville would be at a city level. Using many of the same assumptions and inward moving pieces of the population would allow the project team to hone in on Wilsonville's specific supply of buildable lands and on the development potential at a parcel basis within the city.
 - The City could get more detailed in the housing needs analysis than Metro did when looking at the regional model, but much of the same information was used as the base layer for the growth forecast and assumptions in the City's analysis.
- Upon reaching the Planning Commission, the implementation strategies were expected to include case studies or something that showed that a strategy had been time tested and successful, ideally in multiple locations, especially if the City would be spending money to implement them in the future. Rather than case studies specific to the Northwest, those from cities with similar demographics or populations where strategies had been successfully implemented were desired.
 - The very restrictive state land use laws in Oregon were an important issue to consider. It was uncertain whether the analysis would show an impact on cost from the restrictive state rules, but it was important to ensure that the context of the housing costs was comparable in the case studies.
- Addressing or considering subsidized and low income housing was a big component of the Strategic Plan. Had any development organizations or entities shown an interest in participating in any aspect of the process, whether to be on the task force or otherwise?
 - Staff had directly reached out to Northwest Housing Alternatives (NHA), which also provided a letter of support for the City's 2016 grant application and had property in Wilsonville. The NHA had committed to participating in the past, and were expected to at least provide a representative to the task force.
 - One goal of the Strategic Plan was to develop partnerships and contacts. The consulting team planned to directly target non-profit housing development entities through interviews and focus groups to aid in the development of partnerships. One of the focus groups would target nonprofit housing development entities that might not operate in Wilsonville and understand the local context as the list of potential partners was limited.
 - Other potential partners in the local area included for-profit entities that were involved and successful in making subsidized housing work. The housing market would be an important factor, but generating a useful and interesting plan for developers would be vital to progress. An individual from the development world could provide insight into what would pique the interest of developers and influence them to create projects in Wilsonville. Subsidized housing was a complicated realm, but many local developers understood how things worked and could offer important input that would attract low income housing developers and builders to Wilsonville.
 - Asking questions in the focus groups about developers' wish list would help the project team understand how that might fit into the Plan's strategies.
- Searching the archives for presentations and statistics from the Smart Growth Conference was suggested to determine what aspects contributed to the success of the affordable housing projects private developers were involved in. Businessmen and developers involved in the Smart Growth Conference might be willing to attend meetings and workshops, or even become partners on projects. Many private developers felt it was their social duty to do something about affordable housing; it was not always about profit. Commissioner Postma offered to provide some contacts to Staff.
- The task force needed to explore financial solutions to be addressed in the Strategic Plan to help the various processes move forward.

- Displacement, in terms of people being able to stay in the community, was a huge issue and involved a variety of factors. A number resources were available that dealt with displacement and the task force should access that information and consider developing strategies for people to use to stay in place.
- As far as similar projects in the region, one of the bigger projects in the same grant cycle was the Southwest Corridor Equitable Housing Strategic Plan, which the consultant team had also worked on. That was a combined project between Portland and Tigard looking at the area where MAX was proposed to extend down Barber Rd. The focus was on the existing housing stock that was considered to be more affordable in cost than market rate. Washington County and the City of Beaverton had also participated in projects related to housing, although Beaverton's was more focused on financial solutions rather than strategic planning. Staff would pull the list of applicants that had received Metro funding for similar housing projects.
 - The City's Finance and Legal Departments would be partners to help navigate and determine which financial solutions would be appropriate for the Plan.
- Because transit and transportation were closely tied to affordable housing, and housing in general, it would be useful for SMART to be involved in the Strategic Plan.
 - While no SMART representative would be on the task force, SMART had been established as an internal City partner for Staff to consult. While the Strategic Plan was being led by the Planning Department, at least four other key City agencies would be brought along to generate ideas.
- The task force would be looking at a variety of medium housing types and how to provide more flexibility in the City's zoning for new development, rather than continuing to develop only single-family homes in traditional style neighborhoods.
 - Staff had done some work in looking at the Code. Wilsonville was actually a little further along than other communities in terms of where housing types were allowed. It was a balance between what was technically allowed and what could be done to get to a certain product, which would be a good conversation topic.
 - The market analysis was expected to reveal future housing type needs based on demographic trends, zoning, and information from the County about the planning the City had done so far for those areas.
- Understanding market need was important. Trends in the Madison area showed how the plans and zoning produced too many single-family units for what would be needed and not enough smaller units, which prompted rethinking of the 50/50 single-family - multi-family split, as well as the zoning.
 - The Housing Needs Analysis did look at demand and the assumptions around that demand. However, the data assumptions were very generalized and only broken down into basic housing types: single-family attached and detached, and multi-family. Staff could see if the housing types could be more refined.
 - Having flexibility of housing types only worked if the City had a specific goal of inclusivity. Some cities specialized in one specific housing type, which negatively impacted their economies because it quickly became unaffordable for businesses to operate due to the cost of commuting, etc. Taking a community approach was important to ensure there were no gaps in housing types over the next 20 to 30 years as people age, new families come in, etc.
- The market in Wilsonville matched that of the Metro area and there was a great deal of movement that took place in terms of development. High rise apartment complexes had been built rapidly toward Hillsboro, along Highways 219 and 210, which could affect what could or should happen in Wilsonville. Would the developments surrounding Wilsonville be taken into consideration? The concern was Washington County, because much of Wilsonville's workforce came from Washington County and many people living in Wilsonville work in Washington County. Washington County met a great deal of Metro's [housing](#) need, so how did that affect Wilsonville?
 - A County housing needs analysis was not a typical process. In the State of Oregon, such analyses were done at the city level; however, only a few cities in Clackamas County were working on an updated housing needs analysis. How would a City understand its affordability issues if its existing housing stock and housing needs were unknown? The County received a State grant to better understand housing in the different cities, which vary greatly between cities in incorporated and unincorporated areas as well as cities inside and outside the urban growth boundary (UGB).

- Data regarding areas surrounding Wilsonville was embedded within Metro's urban growth forecast information. The data for Clackamas County was not viewed in isolation as what was happening specifically in the County, it looked at the trends of the region overall. Metro's analysis went into locational factors, including the likelihood people were moving from what county to another using trend data to show there was a lot of internal moving within the region; and that some of the growth was captured inside the region, while some was captured in neighboring cities, like the Canby or Molalla. All these factors were embedded within the base Metro growth forecast analysis, which was used as a base for any housing needs analysis, and that information was used to distill the fine-grain data. For example, Metro's urban growth forecast looked at the anticipated growth in Clackamas County, which the County would begin with and then look at that growth at the level of each city through the County's housing needs analysis.
- The housing needs analysis in Clackamas County would not get to a fine-grain level of which developments were occurring in Washington County or data about those developments, but it would look at development and the projected trends in Washington County as a whole to see what that meant for the trends, growth, and anticipated need in Clackamas County.
- The Strategic Plan was vital for the continuing character of Wilsonville, and should be addressed with deliberation, sensitivity, and particularly with a view of openness to the community. Would any community open houses be scheduled in connection with the project?
 - No open houses were scheduled at the current time, but the notion of having a larger summit had been considered when initially scoping the project. Staff discussed organizing some community outreach event around the September Planning Commission work session where much of the data would be summarized. Although outreach efforts would not be as intense as that done for Town Center, there would be a lot of stakeholder conversations.
- Some of this project's results could be very meaningful to the community, educationally. Having a forum or open house was encouraged to publicly discuss the findings regarding the market research and stakeholder outreach, as well as the draft document. The Strategic Plan would feed Planning Commission and City Council decisions and the main drivers of housing and consumption issues were consumers in the community who needed to be educated on the matter. Sharing the information about the strategy and the City's goals and objectives was important to get buy in from the community, who would implement the strategy through their behavior.
 - The project team would discuss opportunities for presenting information and building public awareness about the Strategic Plan, especially once the first draft of the Plan had been discussed with the Planning Commission in September. The Commission's September agenda would be full, but a lot of good information would be presented, so that meeting could be publicized. Holding an event prior to a Commission meeting was also suggested.
- A good venue for public input would be when the Planning Commission took on its slightly different role as the Committee for Citizen Involvement (CCI).

Following a brief discussion, Commissioner Mesbah was appointed as the Planning Commission representative for the Strategic Plan's Task Force.

III. INFORMATIONAL

A. City Council Action Minutes (April 1 & 15, 2019 and May 6 & 20, 2019)

Chair Greenfield reiterated that the action minutes were significantly more useful than the reports provided previously.

B. 2019 Planning Commission Work Program

Miranda Bateschell, Planning Director, clarified that the density calculations, lot size, and open space requirements discussed as work session items in the April 10th Planning Commission minutes were imbedded in the Residential Code Revision Project. Due to the lengthy and detailed nature of those topics, it was requested that they be split up; therefore, the Revision Project was on the agenda for July.

Commissioner Springall said he had attended the French Prairie Bridge Task Force meeting where bridge types were discussed. A unanimous recommendation was forwarded to City Council to use the suspension bridge style verses the larger, cable-stayed style. The task force's scope had been exploratory in nature, coming at the end of the 30 percent design planning process. The suspension bridge was not his first choice initially, but the engineering for the cable-stayed style was a challenge and required much more detail. In viewing the incredible high-resolution mock-ups from the consultants, the suspension bridge actually fit more appropriately in the location. He confirmed the task force was now finished with its objectives, but could be recalled if necessary.

Chair Greenfield stated he was pleased because he preferred the suspension bridge style as well.

IV. ADJOURNMENT

Chair Greenfield adjourned the regular meeting of the Wilsonville Planning Commission at 7:17 p.m.

Respectfully submitted,

By Paula Pinyerd of ABC Transcription Services, Inc. for
Tami Bergeron, Administrative Assistant-Planning