

CITY OF ASHLAND

Ashland Housing Commission

Regular Meeting Agenda:

January 24, 2007 5:30 - 7:30pm

City Council Chambers
Civic Center, 1175 East Main Street

- 1. (5:30) Approval of Minutes** (5 min)
 - November regular meeting
 - December regular meeting
- 2. (5:35) Commissioner Welcome** (5 min)
 - Introduction of Housing Commissioners
 - Introduction of David Stalheim, Community Development Director
- 3. (5:40) Public Forum** (5 min)
 - items not on the agenda
- 4. (5:45) Unfinished Business** (60 min)
 - Annexation Ordinance Development** (Unit size; distribution: Dedication, In lieu fees)
 - Public Comment
- 5. (6:45) New Business** (20 min)
 - Discuss potential redevelopment of Oak Knoll Golf Course as "Lithia Park East" and mix of market rate and workforce housing (Street)
- 6. (7:05) Reports and Updates** (15 min total)
 - Subcommittee/Liaison Updates**
 - Written reports**
 - 2 minute presentations**
 - Education (2 min)
 - Finance (2 min)
 - Land Use (none)
 - Pre-app review board (none)
 - Liaison reports (5 min)
 - Other Business from Housing Commission Members** (5 min)
- 7. (7:20) Commission Coordination**
 - February 6, 2007** City Council first reading on Condo-conversion ordinance and Tenant Rights Resolution
 - Sub committees**
 - Education :** Feb 7th, 5:00 – 6:00 (first Wednesday of each month)
 - RVTV show: Feb 26th 6:00-7:00**
 - Finance:** Feb 5th 5:15 – 6:15 (second Monday of each month)
 - Land Use:** Feb 8th 12:00-1:00 (second Thursday of each month)
 - Pre-app Review:** as needed (none filed for the first Thursday in February)
- 8. (7:25) Future Meeting Agenda Items** (5min)
 - February 28, 2007**
 - Annexation Ordinance Draft Language
 - March 28, 2007**
 - CDBG Action Plan Hearing and Award Recommendations
- 9. (7:30) Adjournment**



**CITY OF
ASHLAND**
ASHLAND HOUSING COMMISSION
MINUTES
NOVEMBER 20, 2006

CALL TO ORDER – Chair Faye Weisler called the meeting to order at 6:30 p.m. at the Community Development and Engineering Services Building, 51 Winburn Way, Ashland, OR.

Commissioners Present	SOU Liaison
Faye Weisler, Chair Bill Street	Sunny Lindley, absent
Jennifer Henderson	
Aaron Benjamin	Council Liaison
Liz Peck	Cate Hartzell, present
Don Mackin	
Steve Hauck	
Carol Voisin	Staff Present
Absent Members	Brandon Goldman, Housing Specialist
No absent members	

APPROVAL OF MINUTES - Peck/Street m/s to approve the minutes of the October 16, 2006 meeting. The minutes were approved.

PUBLIC FORUM

ALAN DEBOER, 2265 Morada Lane, said ICCA is scheduled to open on December 1, 2006 at the old Handyman Store on Ashland Street, near Bi-Mart. It has always been DeBoer's hope that the proceeds of the sale of the City owned Strawberry Lane property would be given to the Ashland Community Land Trust (ACLT) for purchase of the Handyman site to provide a permanent home for ICCA.

PRE-APPLICATION REVIEW PROCESS

117 Garfield Street, Condominium Conversion

Peck recused herself from the review. Hauck noted that he works for a non-profit and Tom Giordano is the architect on one of their projects. He is not recusing himself, but noting it for the record.

TOM GIORDANO, 2635 Takelma Way, agent for the applicant introduced Bill Koenigsberg, 1395 Ponderosa. Giordano said this is a ten-unit apartment complex built in 1972. They are requesting a Conditional Use Permit to convert the units to condominiums. Three units will be affordable. They have not had a pre-application conference with the planning staff, but have proposed minimal upgrades in order to keep the project affordable.

Koenigsberg said he is doing the conversion in order to keep his options open. If he sells the units, he would expect to sell them between \$150,000 and \$200,000. Giordano added, if the units are sold, they will first be offered to the residents.

REPORTS AND UPDATES

SUBCOMMITTEE REPORTS

Pre-Application Review Board – Mackin, Benjamin and Street reviewed met and reviewed two pre-apps. The owners of Faith Tabernacle on Faith Avenue were considering a zone change from R-1 to R-3 in order to gain more density. They were planning to remove the church in order to develop housing on the property. The review board strongly recommended that the applicants talk to a non-profit organization to gain from their experience in terms of design, layout, financing, etc. on how this project should be presented.

Land Use – Mackin, Henderson and Peck met twice to discuss annexation proposals for changes to the ordinance and looked at options for items for consideration by the Housing Commission. They are trying to find a balance between setting the bar high enough for annexations but not setting it too high.

Goldman announced a joint study session of the Planning Commission and Housing Commission on Tuesday, November 28, 2006 at 7:00 p.m. The topics will include: 1) Housing Authority and 2) Annexation Ordinance. Goldman will notify the City Council of the meeting.

Education – Street reported they completed the hour long television program featuring Goldman, Hartzell, Street and Rick Kirshner, talking about the roles, actions and plans of the Housing Commission. Goldman will try to have it put on the City's website and also have copies made

Benjamin recommended another show that would include the non-profits.

PROJECT UPDATES

Rental Needs Analysis – A copy of the proposal is included in the packet from Ferrarini and Associates who were selected from the three proposals submitted. They will begin the analysis in December. The consultants will contact up to 500 households in order to get a sampling of about 250 renters along with doing a market analysis. The Commissioners discussed the consultant's presentation and thought they should consider a presentation of their final report to both the Housing Commission and City Council or Planning Commission because those meetings are televised and it would be a way for more citizens to hear and understand the results of the analysis.

Housing Trust Fund Revenue Sources – Goldman reported that no responses were received from the Request for Qualifications that was sent out. They might want isolate the request to look at the municipal financing side and clarify how much can be put into a housing trust fund through incremental tax increases, document recording fees and other avenues that might be at the City's disposal.

COMMISSION OPERATIONS

Resignations: Weisler resigned effective December 31, 2006 resulting in the need to elect a new Chair. Henderson will be moving to Cincinnati and her resignation is effective immediately.

Election of Chair and Vice Chair – Henderson/Voisin m/s to nominate Bill Street for Chair, effective January 1, 2007. Street was elected unanimously. Voisin/Mackin m/s to nominate Liz Peck for Vice Chair. Peck was elected unanimously.

SUBCOMMITTEE STRUCTURE

Two things are needed for more effective structuring of the subcommittees: 1) Responsible person for making sure the subcommittees meet and 2) Accountability. Chair assignments are needed to make sure the above two items get done. The subcommittees are as follows: [(*) denotes Chair] It was suggested the subcommittees use the last eight minutes of their one hour meetings to recap what the report back to the Housing Commission will be.

Finance

Steve Hauck *	Second Monday
Cate Hartzell	6:00 to 7:00 p.m.
Carol Voisin	Next meeting: December 11th

Education

Bill Street *	First Wednesday
Aaron Benjamin	5:15 p.m.
	Next meeting: December 6th

Land Use

Liz Peck *	Second Thursday
Don Mackin	Noon to 1:30 p.m.
	Next meeting: December 14 th

Liaisons

Cate Hartzell	Council
Bill Street	School Board
Aaron Benjamin	Planning
Steve Hauck	Parks
Don Mackin	Chamber

Reminder: A Liaison is not authorized to speak on behalf of the Housing Commission without the approval or vote of the Housing Commission.

Pre-Application Review Board - First Thursday - 5:00 to 6:00 p.m.

Steve Hauck	December through February
Aaron Benjamin	December through January
Bill Street	December

ADJOURNMENT – The meeting was adjourned at 8:30 p.m.

Respectfully submitted by,
Sue Yates, Executive Secretary

**CITY OF
ASHLAND**
ASHLAND HOUSING COMMISSION
Education Subcommittee
MINUTES

Date: 1-3-2006 Start Time: 5:05 Adjourned : 6:15
Topic: RVTV Education Show(s) Planning

Commissioners in Attendance

<u>Present</u>	<u>Absent</u>		<u>Present</u>	<u>Absent</u>	
X		Bill Street			Vacant seat 1
		Carol Voisin			Vacant seat 2
		Steve Hauck			
		Liz Peck			Cate Hartzell , Council Liaison
		Don Mackin			Sunny Lindley, SOU Student Liaison
X		Aaron Benjamin	X		Brandon Goldman, Staff Liaison

Special Guest (s): Dr. Rick Kirschner
Ron Demele, RVCDC

Points of Interest Discussed at the Subcommittee Meeting

- *Discussed the Housing Provider RVTV show*
- *Discussed panelist makeup*
 - Dr. Rick Kirschner (moderator)
 - Ron Demele (RVCDC) plus a homeowner from the Self Help project
 - Cindy Dyer (ACCESS) plus a tenant of the Garfield project
 - Brandon Goldman (City of Ashland)
- *Discussed potential show outline*
 - Intro, definitions, frame around workforce/affordable housing
 - RVCDC
 - program description
 - Client testimonial
 - Future projects
 - ACCESS Inc
 - program descriptions
 - Client testimonial
 - Future projects
 - Wrap up.
- *Show Date : Selected **February 26th** as target date (6:00-7:00)*

NEXT Regular Education Committee Meeting: February 7th @ 5:15

**CITY OF
ASHLAND**
ASHLAND HOUSING COMMISSION
Finance Subcommittee
MINUTES

Date: January 8, 2007 Start Time: 5:15 Adjourned : 6:25
Topic: _____

Commissioners in Attendance

Present Absent

x Bill Street
x **Carol Voisin**
 Steve Hauck
 Liz Peck
 Don Mackin
 Aaron Benjamin

Present Absent

Vacant seat 1
Vacant seat 2

Cate Hartzell , Council Liaison
Sunny Lindley, SOU Student Liaison
Brandon Goldman, Staff Liaison

Special Guest (s):

Points of Interest Discussed at the Subcommittee Meeting

Discussed Revenue Analysis and lack of responses to RFQ. Reviewed CDA Consulting reason for not responding and determined perhaps a Request for Bids and breaking the analysis scope request into separate sections that could be bid on individually or combined may solicit responses.

Reviewed Housing Trust Fund draft survey and potential mailing lists for recipients. Determined survey should include stamped return envelope and be available on the City website – about 130 recipients.



Unfinished Business

Annexation Ordinance Development: Please refer to the Annexation discussion materials distributed for the December meeting of the Housing Commission.

Ashland Annexation Ordinance Examination

Comments From Darcy Strahan, Regional Advisor to the Director Oregon Housing & Community Services.

In November of 2006 a copy of the Annexation Synopsis was sent to Darcy Strahan, Regional Advisor to the Director Oregon Housing & Community Services, with a request that she assist the City in investigating potential issues involving the impacts on State funding streams and State construction standards for affordable housing developments. The intent is to ensure that strategies are not employed through refinements to Ashland's annexation policies that inadvertently restrict the potential use of State competitive funds from supporting the affordable housing components. Ms. Strahan addressed a number of provisions that relate directly to how an ordinance could or could not impede a state funded affordable housing project.

The following comments from Ms. Strahan are excerpted from an email correspondence with Brandon Goldman, Ashland Housing Program Specialist.

Scattered site versus clustered development.

LIHTC: "In order to use this program, the developer would have to develop at least 25-30 affordable rental units, which could be scattered throughout the site. The LIHTC program allows for scattered site development, as long as all the units within the "development," those using LIHTC's, meet program income and rent limits. A developer could choose to do single family units or multifamily units, but my sense is if you're talking that many rental units, they'd probably be multifamily and therefore, no problem. I won't bother to go into the complex program rules, but in theory, scattered site is fine...The Dept has funded "affordable" multifamily developments located next door to market rate developments, making the Pearl a mixed income neighborhood, as opposed to a neighborhood with mixed income properties. "

HOME: "The HOME program can be used in cases where either there's are a much smaller number of affordable units or a large project and HOME is combined with other funding sources. Again, no problem with scattering the units, with the following caveats:

1. The land has to be attached to the Declaration Agreement, so each unit or assisted attached unit would have to be separately partitioned .
2. An Environmental Review has to be done for each site.
3. Subsidy limits apply for each unit, based on number of bedrooms. For example, the 2 bedroom limit is currently \$144,858, probably not enough to build the unit, so other funding would need to be identified to fill the gap.
4. The HOME program targets a lower income population than you currently target, 50%AMI. We do allow for 60% units, as long as the 50% requirements are met. I don't know if that's in issue for your Percentage of Affordability language or not?"

State Housing Trust Fund: "No problem scattering units."

"With regard to transitional or special needs housing and assisted living facilities, it seems to me you [the City] could provide for waivers if the developer is proposing that type of housing."

Percentage of Affordability:

"I like the idea of awarding a density bonus based on additional affordable units beyond the minimum requirement. I agree it may be more of an incentive to the developer to be creative.

I love the idea of creating an "equivalency unit value," to allow for the flexibility to incorporate mixed income units. This would be especially helpful if the developer were to use Dept funding. I also like the idea of creating one for rentals and one for owners, especially if it allows for additional rental units.

I had a question regarding Page 6, the Montgomery County MD, ordinance. They amended it because developers were providing only rentals in for sale developments. What has been Ashland's experience with that?"

Construction Standards

"I might suggest you use the Dept's [Oregon Housing and Community Services] architectural standards as a guideline and our minimum unit standards to help define unit sizes. Our minimum standards are:"

Unit Size	Studio	One bedroom	Two bedroom	Three bedroom	Four bedroom
Min. sq. ft.	350-375	600	800	1000	1250

Construction Timing

"I agree with the idea of timing the affordable to coincide with the market rate. The Burlington VA ordinance makes alot of sense and isn't confusing."

Alternative Methods

"I'd like to listen to any discussion regarding this one. It seems to me you'd like to see the units developed as soon as possible, so requiring them as part of the original project is the preferred method. I can see how getting land or cash instead could actually increase the number of units ultimately developed, so there is some merit to discussing those options. I like Boston's method for calculating cash-in-lieu fees."

Darcy Strahan
Regional Advisor to the Director
Oregon Housing & Community Services
725 SE Main Street
Roseburg OR 97470
(541)440-3338, ext 230
(541)440-3396 fax

Ashland Housing Commission News and Information

(links provided to full documents or articles)



Challenging Times For Oak Knoll Golf Course (No Matter How You Slice It)

Analysis and Recommendations For
Ashland's Municipal Golf Business
Southern Oregon University
2006 Master in Management Capstone Study
By Rich Rosenthal

<http://www.ashland.or.us/Files/OK%20Document.pdf>

T H E W E L L I N G T O N N E I G H B O R H O O D



"The Wellington Neighborhood has received more national recognition than perhaps any other Colorado neighborhood. As a [Denver Post](#) editorial lauded, the Wellington Neighborhood, "...has the flavor and charm of a Victorian village, with porches, gables and fretwork, picket fences, narrow streets and alleys and connections to the surrounding forests."

<http://www.poplarhouse.com/>

National Award for Smart Growth Achievement 2002 Winners - Town of Breckenridge, Colorado Planning Department

The Wellington Neighborhood in Breckenridge, Colorado provides affordable and market-rate housing on a site that was once dredge-mined. The project recycles land, creates housing for working families, provides a free transit shuttle to the nearby downtown, and helps the region avoid "mountain sprawl."



<http://www.epa.gov/smartgrowth/breckenridge.htm>



**Believe that
everyone deserves
a safe, decent
place to live?**

Please attend the

2007 AFFORDABLE HOUSING LOBBY DAY

- What?** The 2007 Lobby Day is your chance to speak with your State Representative or Senator about the importance of the Housing Opportunity Agenda & affordable housing needs in Oregon.
- When?** Tuesday, February 6, 2007, 11 a.m.—3 p.m.
- Where?** Oregon State Capitol, Salem Oregon
- Who Should Attend?** Everyone! If you believe that housing gives people an opportunity to build better lives, then attend the 2007 Affordable Housing Lobby Day!

RSVP to Alison, amcintosh@tnpf.org, or 503.226.3001, x. 106