



**TALENT PLANNING COMMISSION  
MEETING MINUTES  
TALENT TOWN HALL  
JANUARY 12, 2017**

*Study Session and Regular Commission meetings are digitally recorded and will be available online at:  
[www.cityoftalent.org](http://www.cityoftalent.org)*

The Planning Commission of the City of Talent will meet on Thursday, January 12, 2017 in a special session at 6:30 P.M. at Talent Town Hall, 206 E. Main Street. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the City Recorder at 541-535-1566, ext. 1012. The Planning Commission reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the study session and/or meeting.

**REGULAR COMMISSION MEETING- 6:30 PM**

*Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the Minute Taker. Public Comment Forms are located at the entrance to the meeting place. Anyone commenting on a subject not on the agenda will be called upon during the "Citizens Heard on Non-agenda Items" section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the Planning Commission.*

**I. Call to Order/Roll Call 6:30 P.M.**

**Members Present:**

Commissioner French  
Commissioner Hazel  
Commissioner Milan  
Commissioner Pastizzo  
Commissioner Riley  
Commissioner Schweitzer

**Members Absent**

None

**Also Present:**

Darby Stricker, Mayor  
Daniel Wise, City Councilor  
Zac Moody, Community Development Director  
Jeff Wilcox, Minute-Taker

**II. Brief Announcements**

*Planning Commission Change*

Moody stated that this is the first meeting where the Planning Commission that has no alternate.

*Request to change order of Agenda*

Moody requested to move Agenda Item 5b (2017 Planning Commission Goals) to Item 7c in order to prioritize Housing Needs Analysis Study Session.

The planning commission informally agreed to re-order the agenda items by consensus.

**III. Consideration of Minutes for November 17, 2016**

**Discussion:** Milan explained that the minutes from November 17, 2016, the Subcommittee Report section needed to be expanded and clarified. Especially in regard to Charlie Hamilton's review of the Buildable Lands Inventory for the Housing Needs Analysis.

Moody stated that staff will review the audio from the November 17, 2016 Planning Commission meeting and make revisions accordingly. The minutes will be tabled and considered at the following Planning Commission meeting.

**IV. Public Comments on Non-Agenda Items**

None

**V. Action Items**

*Election of Chair and Vice Chair*

Moody explained that at the first meeting of the calendar year, the planning commission elects a Chair and Vice Chair. He added that this process is based on nominations from within the commission, but if there are multiple nominations, ballots can be sent out.

Hazel asked the commission for nominations for Chair.

Schweitzer nominated Hazel for Chair.

Milan Seconded.

Hazel asked for other nominations for Chair.

There were none.

All commissioners voted in favor of Hazel for Chair.

Hazel asked the commission for nominations for Vice Chair.

Milan nominated Pastizzo to Vice Chair.

Hazel seconded.

All commissioners voted in favor of Pastizzo for Vice Chair.

*Planning Commissioner Interview—Stephanie Dolan*

Six pre-selected questions were asked by the Planning Commissioners, consistent with those asked to City Council applicants.

Several ad hoc questions were also asked by the Planning Commissioners.

The interview was concluded.

Moody explained that the commissioners could opt to recommend to City Council that Dolan be appointed to the Planning Commission -or- they could choose not to.

Hazel asked for a motion.

**Motion:** French moved to recommend to City Council that Dolan be appointed to the Planning Commission.

Schweitzer seconded.

All commissioners voted in favor of recommending to City Council that Dolan be appointed to the Planning Commission.

Moody reiterated that the appointment decision would be made at the next City Council meeting.

**VI. Public Hearings**

None

**VII. Discussion Items**

*Housing Needs Analysis (HNA) Study Session*

Moody explained instead of going through numbers and data he would take more time to explain the purpose and policies. And he will address questions that were asked by commissioners and councilors.

Riley requested to spend bulk of time discussing policies.

Moody explained that he will just establish a framework, and added that not much of HNA can be changed because it is governed by state law. Even the Buildable Lands Inventory (BLI) is governed by state law. This is important because the HNA/BLI is what drove the policies.

Moody spoke about the HNA timeline. There have been three Citizen Advisory Committee (CAC) study sessions and this is the third Planning Commission HNA study session. The goal is to tentatively set a 15 February 2017 City Council meeting for adoption of Housing Element amendment to Comprehensive Plan. He added that many upcoming land use decisions will refer back to the HNA.

Why are we doing a HNA?

Ultimately, City Council had a goal to bring in Urban Reserve areas TA-4 & 5 in 2015. However, the first step is determining what types of land (if any) Talent was short on supply of. Once HNA is complete and adopted, an Urbanization Report and Urban Growth Boundary (UGB) amendment must be conducted.

Documents City must produce: BLI (for Employment and Housing)

Legal standards to conduct a BLI are found in ORS 197.296 and OAR 660 Division 8 & 9. Based on these standards, the results are conservative and indicate an excess of Employment lands, and deficit of Residential lands. As a result of a recent CAC meeting discussion on the Residential BLI, Partially Vacant (PV) lands were reassessed to see if anything should have actually been considered Developed. Approximately 40 acres of land designated PV by the methodology were reassessed by Moody and out of that, 8 acres were determined to be fully Developed.

Where did the data come from?

GIS analysis, much of the source data came from Jackson County.

Comment on errors in mapping data

Riley provided written comment on the topic of mapping errors in Overlay Reports from Jackson County GIS online. Moody paraphrased, explaining that properties adjacent to the Talent UGB show up as being within the UGB on the county online GIS program. When asked about this, GIS staff at Jackson County explained the online GIS program is running a report on properties that have a boundary that intersects

with UGB. To avoid this type of error, and to verify which parcels truly fall within the UGB, Comprehensive Plan Maps from the 70s, 80s, 90s including the most current (2012) were reviewed. BLI/HNA data excluded all parcels OUTSIDE the current Talent UGB.

Riley asked how Portland State University (PSU) gets their data, since some of that information was in the BLI.

Moody explained PSU receives their data straight from the municipality.

Moody reiterated the HNA key subject matter, which includes: Projection of population and total housing growth, Housing market and development trends, Demographic characteristics and trends, Analysis of affordability, Estimate of needed housing (mix and density), Comparison of housing capacity to need.

#### Future Steps

Once the HNA and Housing Element are adopted, Moody explained that the Urbanization Report is next on the list from a Planning Commission stand-point, then a UGB Amendment. Moody added that Talent has to justify any request to expand its UGB and show what the City will do to make the most of existing land (ie: listing Efficiency Measures that will be taken).

Primary Legal Standards are:

- Statewide Planning Goal 10: Housing
- Oregon Revised Statute (ORS) 197.296 & 303
- Oregon Administrative Rule (OAR) 660 Division 8

#### BLI Definitions reviewed

Vacant – Tax lots that have no structures or have buildings with very little improvement value.

For the purpose of this inventory, residential lands with improvement values under \$10,000 are considered vacant.

Partially Vacant – Partially vacant tax lots are those occupied by a use but which contain enough land to be further subdivided without need of rezoning. Residential parcels designated RL and RM one-half acre or more were assumed to be partially-vacant. One-quarter acre (10,890 square feet) of the parcel area was subtracted to account for the existing dwelling and assuming that the remainder is buildable land.

Undeveloped land – Vacant land that is under the minimum lot size for the underlying zoning district.

Land that has no access or potential access. Land that is already committed to other uses by policy, or tax lots that are more than 90% constrained. Land used by a homeowners' association.

Public lands – Lands in public or semi-public ownership are considered unavailable for residential development including, Federal, State, County, or City ownership as well as lands owned by churches and other semi-public organizations, such as hospitals. Public lands were identified using the Talent County Assessment data with a total assessed value of \$0 and aided by using the property owner name.

#### Partially Vacant reassessment

Stricker asked Moody to elaborate on the Partially Vacant land reassessment.

Moody explained that he reviewed each individual lot that was identified as Partially Vacant by the state methodology. If parcels have 13ft (or more) of spatial separation between fence lines and eaves of residence, a flag lot can possibly be made out of these parcels, as there would be enough room to meet the Talent Zoning Code minimum requirement for a 13ft access drive. He used GIS aerial imagery and measuring tools to make these determinations. If flag lots wouldn't work due to less than 13ft of spatial separation, the lot designation would change to "Developed."

### Current Land Inventory

- Residential Low: 107 acres
  - City Limits 38 acres
  - UGB: 69 acres
- Residential Medium: 5 acres
- Residential High: 12 acres

### Capacity of Buildable Lands

Gross density accounts for land for rights-of-way

Average Lot Sizes: 8,400 sq ft single-family detached lots; 4,400 sq ft lots in Medium Density

Average density: 5.1 dwelling units per gross acre

### Gross vs Net acreage discussion

Wise asked if dwelling units per acre (density goals) take infrastructure requirements such as roads into account.

Moody explained that the HNA does account for infrastructure. He added, Regional Problem Solving (RPS) plan requires 5.5 Units per net acre; Talent Zoning Code currently operates off of gross acres.

### Target Average Density of Regional Problem Solving (RPS) Plan

Moody explained that the RPS plan has a target average density of 6.6 units/acre for first 10 years, and 7.7 units/acre for the following 10 years. Lands brought in from outside the UGB has to meet this density requirement. However, high density development on the fringes of the town isn't desirable. Autumn Ridge and Willow Springs didn't want high density next to their developments. Moody explained the City should locate high density areas closer to downtown, and look for low density areas close to the urban center which should have higher densities. The key takeaway is the City needs to be efficient with what it currently has. It may be possible to amend RPS Plan density goals to lower densities if a higher density at the urban core is achieved.

### Current Dwelling Unit Capacity

Moody explained that Talent can maybe account for 630 additional dwelling units currently. He added, this number is probably inflated due to physical and infrastructure constraints in the southern Talent UGB area (Railroad District Master Plan Area).

### Housing Density Trend

Moody explained that the housing density in Talent is consistently going up: 1993-6.1 dwelling units/acre, 2008-7.4 dwelling units/acre. Talent has one of the highest housing densities regionally. This trend is likely to continue as we try to convert commercial to residential.

### Housing demand

The Projected Population Growth between 2017-2037 is a 1.7% rate of growth; a 2,662 increase.

### Trends Affecting Affordability

Median gross rent in Talent is \$992, Moody explains this high cost is partially due to inventory available. Many Single Family Residences in the City are renting for \$1500-1600 today.

### Trends Affecting Need

Growth in housing will be driven by growth in population. Housing affordability will continue to be a key challenge in Talent. Reasoning: City doesn't have areas to expand; areas given are challenged by

constraints. The City is going to need to be creative with downtown commercial and industrial areas to accommodate residential growth. Even if Belmont land has infrastructure set up in the near future, the steep slopes will provide more limited density developments than what could be done on flat lands. Schweitzer stated that rammed earth homes are ideal for steep hillsides, such as those lands in Belmont area. Moody acknowledged that this certainly possible, but supporting infrastructure will still significantly limit housing densities in these areas when compared to flat land developments. Without substantial changes in housing policy, on average, future housing will look a lot like past housing. If the future differs from the past, it is likely to move in the direction (on average) of smaller units and more diverse housing types. No amount of analysis is likely to make the distant future completely certain: the purpose of the housing forecasting in this study is to get an approximate idea about the future so policy choices can be made today. To accommodate growth, flexibility with mix of uses and averaging lots in a subdivision could help and will be addressed in policies section.

#### New Housing

To accommodate population growth for (2017-2037) 1,272 additional dwelling units will be needed; currently, Talent might be able to do 630 dwelling units as-is. Talent is short 642 dwelling units.

#### Allocations of Housing

- 65% Single Family Residence
- 20% Multi-Family
- 5% Single Family Attached

(consistent with area, county, state)

Hamilton (CAC Member, Suncrest Homes Developer, 328 Talent Ave.)

The 630 dwelling unit capacity is a very optimistic figure that assumes the entire area above railroad tracks in southern Talent is developed. The problem is way worse than what commissioners are seeing. The railroad area is 69 acres and has serious infrastructure problems.

Moody added that the citizen comments echo this message. They attribute rising rents and inability to obtain mortgages to this lack of availability.

Riley asked if Regional Plan Strategy has to happen before a lot of things happen.

Moody said the short answer is no, this applies to Phoenix Urban Reserve expansion rules, not Talent, and is due to conflict between Phoenix and Medford. Moody elaborated, saying he consulted with Kelly Madding (Jackson County Development Services Director) and asked if a Talent UGB Amendment would have to wait until 2018. It will not, the amendment can change designation, but can't add land.

Riley asked for clarification.

Moody explained that Talent may expand its UGB into the Urban Reserve (UR), but cannot expand UR.

Riley asked to know acreage for UR areas.

Moody explained that UR land is not used in the Housing Needs Analysis. However, TA-5 is approx. 26 acres, TA-4 is approx. 17 acres, TA-3 is approx. 25-30 acres.

#### Comprehensive Plan Element G: Housing

Moody explained that there are four basic policies: each policy has multiple objectives, implementation steps, a timeline and partners involved (in accordance with Goal 10 of Statewide Planning Goals).

#### Review of Policies

*Policy 1: Land availability, plan for a 20-year supply of suitable land for Talents housing needs within the existing urban growth boundary to the extent possible.*

Moody explained that some of the problems have to be resolved concurrently, and involve cooperation between multiple partners, such as local property owners and the City. Some of this problem solving includes: a UGB Amendment, RPS Amendment, and Zone Changes, these land use actions have dependencies. One of the objectives involves tracking developed vs available land and an annual review to stay ahead of the curve.

*Policy 2: Opportunity for Development of a Range of Housing Types: Provide opportunities for development of a range of housing types that are affordable to households at all income levels as described in the Talent Housing Needs Analysis. These housing types include (but are not limited to): single-family detached housing, accessory dwelling, cottage housing, tiny homes, manufactured housing townhouses, duplexes, and apartments.*

Moody remarked, how should the City accommodate homes that are smaller, or much more diverse? How will we know what we need to pay for in the future? A Capital Improvement Plan will drive development costs associated with future water systems, storm sewer and park costs.

*Policy 3: Efficient Development Patterns: The City will support and encourage residential development, infill, and redevelopment, especially in downtown, as a way to use land and existing infrastructure more efficiently and promote pedestrian-oriented commercial development in downtown.*

Moody explains, the City must be willing to have homes closer together and smaller lots. Zoning regulations need to be addressed, including encourage flag lot development by helping with setback issues. The City should acknowledge the desire some residents have for mixed use commercial/residential developments in the downtown area as reflected in the HNA survey results.

*Policy 4: The city will support residential development through adopting a flexible zoning code that provides developers with flexibility, balancing the need for housing to develop consistent with density targets in the RPS (in urban reserves and areas within the urban growth boundary but outside of the city limits, develop at an average of 6.6 dwelling units per gross acres through 2035 and 7.6 dwelling units.*

Moody commented, the higher density of dwelling units per acre was the goal of the Planned Unit Development ordinance. Another zoning flexibility issue is the Accessory Dwelling Unit land use process, which currently requires Planning Commission review, but should really be left to administrative review. Moody explained zoning flexibility is the key takeaway here.

Stricker asked for additional examples of zoning flexibility.

Moody stated that flag lots are another good example, normal lots have less demanding setbacks than flag lot setbacks. This doesn't promote infill.

Hamilton added, if the City is trying to get more units per acre, old setback rules from the 1970's-1980's do not help that situation.

Stricker explained that she has some concern about making some planning commission decisions become over-the-counter.

Moody explained that Accessory Dwelling Units (ADU) should not go to Planning Commission because it is standards driven. Adding, if someone comes in for a new Single Family Residence on a vacant lot, staff is able to approve this without the process going to commission, the ADU process should be no more difficult. Moody explained that there are plenty of land use actions that he would prefer went to planning commission to get more sets of eyes on a potential development, the policy is really about finding the bits of code that are arbitrarily restrictive. Moody added that any proposed development code changes granting staff more land use approval authority would still have to be agreed upon by the planning commission.

Wise asked if these proposed Housing policies are just to give the City a direction to aim for?

Moody replied in the affirmative, adding that the document is just a guide, and many of the policies have aggressive timelines, but even if the City doesn't meet them all, there are no harmful legal ramifications. Moody added, the CAC developed the timeline, and the majority ended up in year 1-3.

Wise asked if this is a 20-year plan, why was everything pushed to the first 3 years?

Moody: Council goals primarily (such as bringing in Urban Reserves). The City will do periodic review around 5-year mark.

Hamilton added that the timeline helps the City understand priorities, all priorities are listed closer to the 1-3 year mark.

Moody concluded his presentation by adding that the CAC timeline was also driven by the acknowledgment of the fact that there is a problem, and the City won't be helped economically or with housing until we recognize there is a problem, this was definitely a concern of the CAC.

Moody stated that he has not received many questions, so he would like to take some time for questions now if the commissioners have any.

Hazel asked about the area near the Truck Stop that was recently donated to the City. Could that parkland be swapped to the steep slope land in the Railroad District Master Plan area so that residential land could be developed there?

Moody replied that those lands are either in the floodway or in the floodplain, and were removed from the Buildable Lands Inventory due to being entirely constrained and zoned commercially. He added that the City is stuck with those Railroad District Master Plan lands being counted in the inventory unless the property owners wish to withdraw from the UGB.

Hazel asked for clarification on density requirements in policy 4, agreeing that lower density development should occur on the fringes.

Moody replied that one of the upcoming steps will be making a request to amend the RPS so that higher density development can happen closer to the urban center, and to allow for more gradual, medium and low density development on the urban fringes.

French asks, in regard to policy 4, zoning flexibility: did we look into what zones can change in certain areas that accommodate residential but go with the flow of town. Which properties make sense to zone change?

Hamilton explained this document is more of a commitment to move in a direction, to set the goals, then ordinances and actions can be created based on this. This document doesn't mandate anything.



Moody added that in policy 1, it recommends identifying low density residential areas that should be redesignated for medium or high density.

Wise asked if the HNA/Element G preclude Talent from taking creative actions to problem solve future housing needs?

Moody: No, as long as whatever idea you have in mind meets the intent of policy.

Milan asked if there is anything creative to allow development in floodplain/wetland areas?

Moody explained that there are not a lot of floodplains left in the City to develop. One creative example he mentioned was that swales can be installed in the floodplain/floodway.

Milan followed up, asking if aside from trying to comply with current floodplain regulations, is there any innovative thinking on how to deal with floodplains?

Moody said the City is beholden to fairly restrictive state and federal laws when it comes to development in these areas, since many floodplains are also wetlands, and wetlands are protected. He added that the Federal Government may be introducing 175ft setbacks from the floodplain boundary in a few years. There is some zoning flexibility, but construction of certain types of homes or developing below different elevations can be prohibited fairly quickly.

French asked when the ECONorthwest consultant comes to present at public hearing, will there be an introduction and explanation of what the document is to avoid public confusion.

Pastizzo agreed, adding that the easier and more succinctly explained, the better it is for people.

Wise added, start with birds-eye-view: "what is a housing element?" explain that this is setting goals, not specific prescriptions.

Schweitzer said that it should be kept as simple as possible.

Dolan explained that taking 10 minutes to set the context can be really helpful.

Moody explained that he intends to have the consultant there to help the public understand the HNA, and explain the general purpose of the project.

Stricker stated that because this document is so important, we should be comfortable explaining that the document and HNA process was vetted thoroughly, the point of the study sessions is to make sure everyone provides questions and everyone is on the same page.

Stricker asked Chair Hazel to make sure the Planning Commissioners have questions satisfied so that everyone has a good understanding of the document going into the upcoming public hearing.

Riley explained that she has comments on policies.

Wise asked if she has concerns about policies or understanding the general direction of policies?

Riley explained that she feels there is much to discuss, including policies, priorities and partnerships.

Stricker recommended investing in the discussion tonight.

Riley explained that she would not like to pursue that discussion at the current meeting.

Hazel explained that she is grateful to Moody for taking the Planning Commissioner's questions, doesn't feel like policy discussion was omitted and informally asked the commission if they'd like to continue the discussion or move on.

Pastizzo explained that he has reviewed the HNA document and is satisfied with the process thus far.

Moody explained that there will be more room for more discussion at the planning commission public hearing. He added that it is good to go through technical details during study sessions, but public perception may also influence a commissioner's view of the document. The public hearing could be left open so that the public could come back and hear responses to their comments and questions.

Riley requested to see the questionnaires submitted from the public.

Wise asked when the survey was conducted.

Moody offered the documents and explained those survey response forms were completed at the December open house, some were mailed in, and some emailed.

Moody reminded commissioners that his door is open, welcoming more questions and comments. He will begin writing findings tomorrow (1/13/17).

#### *Planning Commission Goals*

Riley asked if planning commission goals will be addressed.

Moody offered to provide a quick description.

Riley suggested they be skipped for now and added that Planning Commission Bylaws needing to be changed soon as well.

#### *Vertical Housing*

Moody explained that this is something that cities in our area are being asked to participate in. It is essentially a development overlay zone that allows tax abatement based on number of residential units over commercial units – the incentive offers up to 80% property tax abatement for 10 years. An option is to establish a vertical housing overlay for this incentive. Mixed use commercial-residential. Tax abatements depends on quantity of dwelling units and how many floors. He added that he was asked to bring this to the Planning Commission from the City Manager. The Overlay zone is not established by the planning commission. Moody explained that the State of Oregon vertical housing tax abatement website has a lot of good info on this topic and shows what projects qualify.

### **VIII. Subcommittee Reports**

None

### **IX. Propositions and Remarks from the Commission**

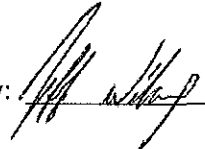
None

### **X. Next Meeting**

The next regularly scheduled meeting will be held on January 26, 2017.

### **XI. Adjournment**

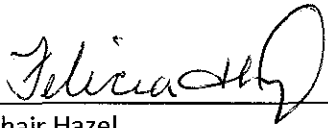
There being no further business to come before the Commission, the meeting was adjourned at 10:00 p.m.

Submitted by:  \_\_\_\_\_

Date: 1/31/2017 \_\_\_\_\_

Attest:

  
\_\_\_\_\_  
Zac Moody, Community Development Director

  
\_\_\_\_\_  
Chair Hazel

\*Further information on the Code amendments is available at the Community Development office.

Note: These Minutes and the entire agenda packet, including staff reports, referenced documents, resolutions and ordinances are posted on the City of Talent website ([www.cityoftalent.org](http://www.cityoftalent.org)) in advance of each meeting. The Minutes are not a verbatim record: the narrative has been condensed and paraphrased to reflect the discussions and decisions made.

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