



**COMMUNITY DEVELOPMENT DEPARTMENT
501 North Anderson Street, Ellensburg WA 98926**

MINUTES OF ELLENSBURG CITY AFFORDABLE HOUSING COMMISSION

Date and Time: Affordable Housing Commission meeting, February 2, 2022 - 4:30 p.m.

Place of Meeting: Remote meeting held via Zoom

Present (in-person): Bruce Tabb, John Perrie

Present (virtual): Sarah Bedsaul, Hongtao Dang, Charli Sorenson, Jordan Ruhle,

Absent: Hannah Tower

Others Present: Planning Manager, Jamey Ayling; Community Development Director, Kirsten Sackett; Habitat Area Director Kelle Dvorak Vandenberg

1. CALL TO ORDER

Chair Tabb called the meeting to order at 4:32 pm.

2. APPROVAL OF THE AGENDA

Commissioner Perrie made a motion to approve the agenda. Commissioner Bedsaul seconded. Commissioner Sorenson called for a correction to a spelling error in the agenda. **All in favor of the amended agenda, motion passed.**

3. APPROVAL OF MINUTES OF JANUARY 5, 2022

Commissioner Sorenson moved to approve the January 5, 2022 minutes. Commissioner Bedsaul seconded. **All in favor, motion passed.**

4. NEW BUSINESS

a. Catherine Park – discuss potential options for affordable housing project

Chair Tabb introduced the topic. Planning Manager Ayling explained that he had sent out in the packet information. He provided some information from the Land Development Code, noting that the property was zoned R-L, which would allow for 8 dwelling units per acre. This equates to 6 allowed units, which could be allowed for 6 single-family units, if a developer went with the cottage option they count as ½ dwelling units so they could have up to 12 cottage dwelling units. In the city code the square footages allowed for cottages is 1200 so they are quite large. He said that the access to the property is through an access easement through the radio station property. The property also has utility easements along the perimeter of the property.

Chair Tabb noted that incentives were built in that no one has taken advantage. Commissioner Perrie asked whether there were proposed comp plan changes to this property, and Chair Tabb noted that it wasn't the comp plan it was the Land Use code that was being worked on. Planner Ayling stated that the Housing Action Plan did contain a strategy to create a pilot project to partner with a professional to design a potential site plan for the property. He suggested that the property is a great candidate for an affordable housing project and if done affordably could have higher densities- maybe get up to 18 cottages.

Commissioner Bedsaul said she loves the idea of putting together something more prescriptive. That said, if they market it and get zero interest, she wouldn't mind allowing for a modification that would be more appealing. Commissioner Ruhle also agreed that it sounded like a good proposal.

Commissioner Sorenson thinks that using the property for affordable housing is better than selling the property. She thinks we should develop 2 or 3 options for how the property could be developed. Commissioner Perrie said since this is one of the gateways to the city the proposed project should be an attractive design that the City could be proud of. Commissioner Dang agrees with the idea to use it for affordable housing with utilizing this property. Another option is a project he is already working on with a different project with a homeowner to do a build challenge and the plans are almost ready. In the future a home this design could be built and owned or offered by the city. It could be owned by the city or a non-profit, or CWU and put out for affordable housing in the future. It will also be on the US Dept of Energy's website and should be a very public project. Commissioner Bedsaul, suggested that Commissioner Dang should encourage CWU to donate a piece of property to continue building these green houses.

Chair Tabb asked about the possibility of townhouses, and Ayling said it might also be possible. Commissioner Perrie would like to see us develop possibilities that the private sector would ok at and be willing to build. In response to a question from Commissioner Bedsaul, Chair Tabb responded that City Council wasn't trying to be prescriptive about the future use of the property but would likely be open to a public/private partnership for development on the property.

Chair Tabb feels the quickest way to get this turned around would be to hire a professional to design the site plan options. The Affordable Commission has money to spend. Director Sackett noted that we could try to bid it out and get some plans. Planner Ayling thinks that he could start with an idea and then send it out to a professional.

Director Sackett asked for clarification of what was done with Council on the surplus issue. Chair Tabb noted that originally it was just surplus the property and going to sell it. The AHC would need to have a proposal to council for their review.

Chair Tabb thinks it would be best to first see a high level site plan design for how the housing units should be thought out a bit regarding the use and what could fit on the site, and then make sure the AHC is in agreement before the recommendation goes back to City Council. At that point, if Council approves surplus of the property it for affordable housing purposes, they could then go on to give latitude to start marketing the project to outside developers.

Commissioner Dang said that if they got some high level drawings, they could work on adding the details. He suggested adding a few units for transitional housing.

Chair Tabb said that the Commission will need to do some work about sustainability of the affordability component of these projects in a private sector model. Commissioner Perrie said he is concerned by the time it might take which might be too long with council unless we come to

them with a viable project.

5. OLD BUSINESS

6. CITIZEN COMMENT

Ms. Vandenberg said that this sounded like an exciting project and she thanked the commission for thinking outside of the box. She suggested that if the Commission wanted to look at some of these flexible types of builds there are examples out of Seattle and the Upper County.

7. STAFF UPDATE/DISCUSSION ITEMS

a. Update on Affordable Housing Projects

Planning Manager Ayling said that Stuart Meadows is scheduled to go for final plat approval to City Council on February 22. Once the plat is recorded they will be able to submit for building permits.

1st and Pine project, a draft contract is currently under negotiation. The City does need to verify that the applicant is also seeking the HUD funds.

Addison Place senior housing project, Hopesource will be going back to the County to ask for additional funding to assist with the overage amount on the bid. Planner Ayling said that he urged HopeSource to also seek out additional funding sources. Chair Tabb asked if the contract was at a place where the lack of progress would be a reason to pull back and reallocate the funds. Commissioner Bedsaul asked if giving them a deadline would be helpful, and Planner Ayling said he would visit with legal counsel for guidance.

Chair Tabb asked for the status of this project to be put on the agenda for the March 2 meeting. This would be added to more detail around Catherine Park.

b. Monthly Budget Report.

Planner Manager Ayling reviewed the monthly funding brought in, and shared the total fund balance, without the Stuart Meadows allocation being removed.

Chair Tabb said we talked about creating a marketing plan, and he asked if the Commission should create a subcommittee to focus on developing a plan. They are currently sitting on a lot of money. Commissioner Perrie – willingness of the private sector to participate and the capacity of the city to help them.

Commissioners Bedsaul and Ruhle were interested in working with Chair Tabb. The three of them will meet next week to begin discussions.

8. COMMISSION REPRESENTATIVE UPDATE

Chair Tabb said the City and County are pulling together an ad hoc committee on homelessness, and he shared the organizations that will be represented on the committee. Among other items they will be looking at creating regulatory framework that will be responsive to the homelessness issue.

9. ADJOURNMENT

Chairman Tabb adjourned the meeting at 5:24 pm.