

CITY OF SILVERTON
CITY COUNCIL REGULAR MEETING
Monday, January 8, 2024 – 6:30 p.m.



Council Chambers – 421 South Water Street and Zoom

Americans with Disabilities Act – The City of Silverton intends to comply with the A.D.A. The meeting location is accessible to individuals needing special accommodations such as a sign language interpreter, headphones, or other special accommodations for the hearing impaired. To participate, please contact the City at 503-874-2216 at least 48 hours prior to the meeting.

A copy of the full packet is available on the City’s website at <https://silverton.or.us/meetings>. In accordance with House Bill 2560 and City of Silverton Resolution 22-06, the meeting will be held in a hybrid format: in person, and electronically using the Zoom web conference platform. Please submit written comments to publiccomment@silverton.or.us by 3:00 p.m. on Monday, January 8, 2024. Comments received will be shared with the City Council and included in the record. If you wish to participate through the Zoom web conference platform, see meeting information below.

Zoom meeting link:

<https://us02web.zoom.us/j/86567556625?pwd=T3ZPNUZZVytoaVVzMnZNUUnNobHJTZz09>

Passcode: 787615

Webinar ID: 865 6755 6625

AGENDA

I. OPENING CEREMONIES - Call to Order, Pledge of Allegiance and Roll Call

II. APPROVAL OF MINUTES

- 2.1 Minutes from December 4, 2023, City Council Meeting and the December 18, 2023, City Council Work Session.

III. PUBLIC COMMENT – This is a business meeting of the City Council. The City values and welcomes public input. Please address the Council as a whole and not individual Council Members. Do not address staff or members of the audience. Council action on items brought up in Public Comment is limited by the Oregon Open Meeting Law. The Council may direct staff to study the matter and reschedule it for further consideration later. Items on the agenda will not be heard or discussed during Public Comment but will be accepted at that place on the agenda. Individuals are limited to three (3) minutes.

IV. SCHEDULED PRESENTATIONS

- 4.1 Silverton Chamber of Commerce Monthly Report – Executive Director Stacy Palmer
- 4.2 ODOT/City Working Relationship Overview – Area 3 Manager ODOT, Region 2 – Anna Henson

V. DISCUSSION/ACTION

- 5.1 Ordinance No. 24-01 - Approving a Zone Change from R-1 to R-5 at 602 Eureka Avenue – Community Development Director Jason Gottgetreu.
- 5.2 Review of the Statement of Qualifications submitted for the Development of Affordable Housing on the Westfield Site – Community Development Director Jason Gottgetreu.

- 5.3 Resolution 24-01 – A Resolution Disbanding the Diversity, Equity, and Inclusion Task Force and the Homeless and Housing Task Force – City Manager Cory Misley.

VI. CONSENT

- 6.1 OLCC Liquor License for Emerald Events Space Silverton – Silverton Police Chief Jim Anglemier.
- 6.2 Civic Center Change Order Request Ratification – Community Development Director Jason Gottgetreu.
- 6.3 Approve the Contract with Hazen Sawyer, DPC Subject to Legal Revisions and Authorize the City Manager to Sign – Water Quality Supervisor Brad Jensen.
- 6.4 Authorize the City Manager to Amend the Contract with Firwood Design Group for \$30,000 and Amend the Contract with ML Houck for \$233,000 for the Second Street Improvement Project – Public Works Director Travis Sperle.

VII. COMMITTEE APPOINTMENTS

VIII. CITY MANAGER UPDATE

IX. COUNCIL COMMUNICATIONS

X. ADJOURNMENT

**CITY OF SILVERTON
CITY COUNCIL REGULAR MEETING MINUTES**



Council Chambers 421 S Water Street and Zoom Web Conference Platform

December 04, 2023, 6:30 pm

I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance & Roll Call

Mayor Freilinger called the meeting to order at 6:30 p.m. The City Council and staff were present both in person and through the virtual meeting platform Zoom. Mayor Freilinger explained the meeting was being held in a hybrid format, pursuant to City of Silverton Resolution 22-06, adopted March 7, 2022.

Present	Absent	
X	_____	Mayor Jason Freilinger
X	_____	Council President Elvi Cuellar Sutton
X	_____	Jess Miller
X	_____	April Newton
X	_____	Eric Hammond
X	_____	Marie Traeger
X	_____	Matt Gaitan

STAFF PRESENT:

City Manager Cory Misley, Community Development Director Jason Gottgetreu, Police Chief Jim Anglemier, Public Works Director Travis Sperle, Assistant to City Manager/Human Resources Coordinator Tammy Shaver.

II. APPROVAL OF MINUTES

Councilor Sutton moved to approve the November 6, 2023, Regular Session Meeting Minutes, and the November 20, 2023, Work Session Minutes. Councilor Hammond seconded. No discussion. Motion passed unanimously.

III. PUBLIC COMMENT

Paul Zenchenko, Silverton, OR

Mr. Zenchenko was present to represent the Silverton Chapter of the American Legion. Zenchenko provided some history of the American Legion, which was originally founded in 1919, and stated in their goals are to support Council, the infrastructure, the police and fire departments, and the schools. Zenchenko went on to say they work with non-profit organizations and the military and much of their focus is on educating and supporting children.

Zenchenko invited Council to attend the uncovering of the first Space Force flag, December 20, 2023, at 12:00 p.m. He requested Mayor Freilinger, or his representative, unroll the flag. Mayor Freilinger said he would be happy to perform the task. Zenchenko asked for one more person to assist, Councilor Traeger volunteered.

Councilor Newton confirmed the location, Town Square Park, also called the Freedom Plaza Memorial and asked for an update on the American Legion Flag Project. Zenchenko said they would have liked to have had it done for Homer Davenport Days however they are still working on obtaining a bid. It has been postponed with the hope they can start back up in May and get some of the flags out.

IV. PROCLAMATION

Kiwanis Club of Silverton Day – December 5, 2023

Mayor Freilinger read the Proclamation making December 5, 2023, Kiwanis Club of Silverton Day. Sarah Walling, President of the Kiwanis Club of Silverton, was present and thanked Council on behalf of the club and membership for the Proclamation. They will be holding an anniversary party in January. Ms. Walling invited anyone who wanted to attend to come to their club meetings which are the first and third Thursday of the month at 12:00 p.m. at the Main Street Bistro.

V. SCHEDULED PRESENTATIONS

5.1 Silverton Chamber of Commerce Executive Director, Stacy Palmer

Mrs. Palmer read the monthly update (Attachment A). The Silverton Business Group meets Wednesday mornings at 8:00 a.m. at Silver Falls Brewery, this month there will be no Lunch and Learn. Their next meeting is scheduled for December 13, 2023, during this meeting winners will be drawn for the Shop Hop. On December 20, 2023, the Chamber will have its annual Gift Exchange Holiday Party.

Mrs. Palmer let Council know the Chamber was awarded a grant from Marion County to assist in the creation and implementation of two regional tours. A “Bucket List” type tour for the Silverton area that will highlight the must-see attractions, businesses, and best food offerings in the community and a second tour focused on the holidays next year.

Access to the tours will be available online and through email or text. Downloading an app will not be required. Additionally, participating businesses will get feedback on attendance numbers and information on the origin of visitors to their establishments. The sign-up period for business participation is the first of the year and the Chamber looks forward to launching their first tour in the first quarter of 2024.

Mrs. Palmer thanked everyone who attended the Tree Lighting Ceremony. She also thanked their presenting sponsor, Astound Broadband powered by Wave. Silverton Police Department was thanked for handling traffic and crowd control and Silverton Fire Department for escorting Santa and taking him to the top of the tree.

It was mentioned the current tree has some health issues and an arborist will be scheduled to look at the tree after the lights are removed. Mrs. Palmer will keep Council updated on the next steps.

Mrs. Palmer wanted to remind everyone there is still a week left to Shop Hop. There are thirty-two (32) participating merchants in Silverton and Mt. Angel this year which means the grand prize is eight hundred dollars (\$800.00) in local gift certificates. They will also award thirty-two (32) additional prizes. They are encouraging everyone to SHOP LOCAL this holiday season.

Mrs. Palmer brought up dates to remember this holiday season:

Shop Hop now through December 12, 2023.

Ebenezer at the Brush Creek Playhouse over the next two weekends, Friday and Saturday shows at 7:00 p.m. and Sunday’s matinee starts at 2:00 p.m.

Lunaria Gallery hosts their Merry and Bright Exhibit through the end of the month.

December 9, 2023: The Holiday Foxathon 5k is a fundraiser for the Tree of Giving. Check in 8:00-9:15 a.m. and the race starts at 9:30 a.m.

December 9, 2023: Holiday Bazaar at the Senior Center 10:00 a.m. to 4:00 p.m.
Hear the Bells Children’s Choir at Immanuel Lutheran Church at 3:00 p.m.
Christmas Fest at the Community Center 1:00p.m. to 4:00 p.m.

December 10, 2023: Angel of Hope Vigil at 7:00 p.m.

December 13, 2023: Shop Hop Winners will be drawn at the Business Group Meeting at 8:00 a.m.

December 16 and 17, 2023: The Oregon Garden Holiday Bazaar 10:00 a.m. to 3:00 p.m.
The Community Nutcracker at Silverton High School at 7:00 p.m.

The Silverton Christmas Market at the Oregon Garden Resort runs through the end of the year. Tickets can be purchased online.

VI. PUBLIC HEARING

6.1 Zone Change

Request to change zoning at 602 Eureka Avenue from R-1 to R-5, and Planning Commission's recommendation.

Mayor Freilinger went over the rules for the two public hearings and opened the public hearing regarding the zone change at 602 Eureka Avenue at 6:53 p.m.

Jason Gottgetreu, Community Development Director, presented the Planning Commission's recommendation, explained the Comprehensive Plan requirements and the R-1 and R-5 designations for a zone change at 602 Eureka Avenue.

Gottgetreu provided some background information and explained the difference between R-1 and R-5 zoning, the applicant applied on October 10, 2023, requesting a zone change for 602 Eureka Avenue to change the zoning of the site from R-1, Single Family Residential to R-5, Low Density Residential. The site is five point one five (5.15) acres in area, located on the south side of Eureka Avenue, south of Keene Avenue and is vacant. The property is currently zoned single family on the Comprehensive Plan designation, both the single-family residential R-1 and the low-density residential R-5 are compatible zoning districts for the single-family Comprehensive Plan designation.

The Comprehensive Plan requires R-5 properties to develop at densities from five (5) to not more than ten (10) dwellings per acre. R-1 zone allows properties to develop at densities ranging from two (2) to six (6) units per acre.

The five point one five (5.15) acre site under the current zoning would allow between ten (10) and thirty-one (31) units to be developed, however when the State passed House Bill (HB) 2001, it changed how we do the math. This means, although the site has previous approval for a twenty-one (21) lot subdivision, through HB 2001, each of those lots could develop as a duplex lot even if it is above the maximum. Technically, the actual known development capacity of the site is forty-two (42) dwellings, which is above stated maximum density in the Silverton Development Code but is allowed by HB 2001. The State holds if you're counting maximum density, you count a duplex as one (1) unit even though there are two (2) dwelling units.

A zone change would allow the site to develop between twenty-six (26) and fifty-two (52) units, which would effectively change the site development capacity by ten (10) dwelling units from forty-two (42) units to potentially up to fifty-two (52) units.

A policy of the urbanization element indicates multiple family development will be encouraged, especially in, but not limited to, areas close to the central business district, or within walking distance of neighborhood commercial area or in areas designated for mixed use.

The City adopted a Housing Needs Analysis (HNA) in 2020 as a support document to the Comprehensive Plan which found that Silverton has an existing deficit of affordable housing for low-income households, which indicates a need for a wider range of housing types for renters and homeowners. Silverton has a shortage of land for three hundred and four (304) dwelling units in the Multifamily Plan designation (about seventeen [17] gross acres). Silverton's available land in its Multifamily Plan designation is zoned at densities consistent with the Single-Family Plan designation which cannot accommodate most multifamily housing types. Addressing this deficit is key to meeting Silverton's housing needs over the twenty (20) year period. Since the HNA, ninety-seven (97) units of multifamily housing have been approved but have yet to be built.

Gottgetreu went on to explain the potential traffic impact of the proposed zone change. The City uses The Institute of Transportation Engineers Trip Generation Manual, to determine the traffic impact for development. When looking at the transportation system, generally the PM Peak hour trip (PMPHT) is evaluated as it is considered the busiest time of the day and if your transportation system works at the busiest time of day, it should work at all other times of the day. When looking at any sort of traffic impact, this is the time period being focused on. A single-family dwelling typically adds one (1) PMPHT to the system. A duplex is counted as two (2) single family dwellings which is two (2) PMPHT. Apartments are estimated to add .62 PMPHT.

Looking at these estimates the previous twenty-one (21) lots in a family subdivision, if developed, which is still pending approval, would add twenty-one (21) PMPHT to the transportation system. If the twenty-one (21) lot subdivision were developed entirely as duplexes, as allowed per HB 2001, forty-two (42) PMPHT would be added to the transportation system. If the site were developed as a fifty-one (51) multifamily unit development, thirty-one (31) PMPHT would be added to the transportation system. There is some range within that, if some of the site is developed under the R-5 as a five thousand (5,000) square foot lot, single family development and some are developed as the multi-family development. Generally, the kind of estimated capacity or the potential capacity of the traffic impact is between forty-two (42) PMPHT which is under the current zone or thirty-one (31) or twenty-one (21) if we're looking at the different styles of housing that would be allowed under the R-5 zoning.

There are utilities adjacent, the water system is constructed on Eureka and traverses through the site to provide service to the Oregon Garden which would have to remain as well as the access and utility easement, regardless of the development. The sewer system is located north of the site about one hundred forty (140) feet northwest of the property's north corner and that would have to be extended to and through the site.

Gottgetreu then went on to discuss the Planning Commission's review of the application and their recommendation. The application was reviewed at the November 14, 2023, Planning Commission regular hearing. The Planning Commission's recommendation is a denial of this application. Some of the findings the Planning Commission relied on for their recommendation included their assessment it is less supportive of the Comprehensive Plan than the R-1 designation. The site the request is in is predominantly larger lots with lower than typical urban densities. The higher density development would not be more supportive, nor would it be consistent with the map pattern due to the larger than expected difference in density and would constitute an unacceptable negative impact. Further the Planning Commission found the public need identified by the 2020 HNA of an additional three hundred and four (304) units over the next twenty years, on a linear rate would be fifteen (15) units per year. We are currently three (3) years into that planning period. It would be expected at that linear rate, forty-five units would have been approved and/or built. Ninety-seven (97) units have been approved since the adoption of the Housing Needs Analysis (HNA). The Planning Commission did not find it critical this property be zoned to address that need. Looking at the policy of the urbanization element, the Planning Commission found the element indicates multiple family development would be encouraged in areas not limited to those which are close to the central business district, within walking distance of commercial areas or areas designated for mixed use. It is desired that multiple family developments should be scattered around the community and not concentrated within one area. Small developments which fit in the existing neighborhoods are preferred. The Planning Commission found the area does not currently have adequate pedestrian transportation networks, due to a lack of a sidewalk connection to the existing sidewalk on the eastern side.

Gottgetreu explained to Council they must consider the recommendation of the Planning Commission, but they are not bound by it and can make their own interpretation.

Mayor Freilinger opened the floor to Council for any questions.

Councilor Miller asked if there was a difference in the parking density at apartments between R-1 and R-5. Miller said he sees that as a bigger impact. Gottgetreu responded, the parking requirements for single family dwelling are effectively two (2) covered spaces and it is the same for a single family detached in the R-5 zone, a duplex in either the R-1 or R-5 would have the same minimum parking requirements. Gottgetreu continued to explain it is different in the multi-family designation where the amount of parking for an apartment project depends on the unit type of apartments being proposed. If it were all studios, it would be one point two five (1.25) spaces per studio. For a two (2) bedroom it is one point five (1.5) spaces per unit plus one (1) for every four (4) for the visitor space. For a three (3) bedroom it is two point two five (2.25) parking spaces plus one point four (1.4) for every fourth (4th) unit for a guest spot. It is a dynamic equation which would be based on the actual units being proposed. Additionally for apartments driveways and parking areas are being built versus a single-family development where you're building roads and driveways. When looking at the impervious surface, those are the two differences. Gottgetreu believes the R-5 has the larger overall development potential for impervious surfaces, however, it can be dependent on the unit type, which makes it a difficult question to answer. Miller asked since there's no existing connection to the transportation system if a development were placed there would it be incumbent upon the developer to correct it. Gottgetreu's response was yes, it would have to be proportional to the developments impact to the system, it wouldn't be one hundred percent (100%) their responsibility to build that network to the existing because of other dwellings and development potential within the area.

Councilor Hammond wanted to know how far from the sidewalk end this is located. Gottgetreu responded about seven hundred and thirty (730) feet just north of the water tower.

Mayor Freilinger requested the applicant come to the table to address Council. Brittany Randall, owner, and principal planner for Brand Land Use, was present to represent the client/applicant.

Randall stated there were eight criteria evaluated, they met those criteria and submitted findings. Randall focused on the HNA adopted in 2020. Randall reminded Council the Executive Summary starts by saying the City recognizes affordability is increasingly becoming a barrier to people staying in and moving to Silverton, longtime residents have been unable to purchase housing in Silverton and some are being priced out of the rental market. Randall referred to the staff presentation which showed the R-5 designation does afford a greater density providing more flexible housing types and units. Randall said she cannot provide a presentation or assertion to validate her claim, except additional housing types not found in the R-1 zone would be allowed in R-5. Randall drew Council's attention to the statement; the primary goals of the housing needs analysis were to project the amount of land needed to accommodate the future housing needs of all types within Silverton. Randall said throughout the HNA there's a deficit of units and although we have units approved, they have not been built. Randall stated it is a cost benefit analysis, do we count units built or do we count units which are approved. The HNA shows the need is real and Randall believes this project could help fill the need.

Next, Nick Rhoten, Attorney for the applicant, spoke. Rhoten directed Council's attention to the staff reports, saying the Staff Report the Planning Commission received is slightly different from the Staff Report Council received. In the original, the zone change from R-1 to R-5 meets or could meet all the standards and criteria set forth in the Silverton Development Code 4.7.300 and the applicant is asking Council to adopt that version of the Staff Report and those findings. Rhoten then explained more of the legal process of the quasi-judicial hearing, letting Council know they should base their decision on the preponderance of the evidence. Rhoten reiterated the application more than satisfies the applicable criteria and standards.

Councilor Newton asked if they could still put in only twenty-one (21) units or if they are required to have a minimum of twenty-five (25) under the R-5 zoning. Randall responded, if it is changed to R-5, the developer can still put in only twenty-one (21) units.

Mayor Freilinger then opened for public comments. No members of the audience wished to speak for or against the application. No members of the audience had questions about the application.

Staff had no further information or comments.

Attorney Nick Rhoten, spoke during the opportunity for rebuttal saying, the concerns stated are addressed at the development stage with the development standards provided for in Silverton's Development Code.

Mayor Freilinger then entertained a motion to close the public hearing. Councilor Miller made a motion to close the public hearing. Councilor Sutton seconded the motion. Motion passed unanimously. Mayor Freilinger closed the public hearing at 7:41 p.m.

Councilors Hammond and Traeger asked questions about the original Staff Report and what went to the Planning Commission. Gottgetreu told them what the Planning Commission received indicated the evidence could support an approval or denial.

Mayor Freilinger asked if there was any commentary regarding staff's beliefs all the criteria were met. Gottgetreu told the Mayor it was more the criteria could be met if the decision-making body weighed the evidence and, in their interpretation, found it to be met.

Councilor Newton asked Gottgetreu if he had an estimate of how many of the approved ninety-seven (97) dwelling units have been built. Gottgetreu responded the apartments on South James Steet are under construction and the Habitat for Humanity project is under construction.

Councilor Traeger said she looked at the past minutes and the Comprehensive Plan and heard what Mr. Rhoten said and felt she could use his analogy of one feather making it tilt one direction or another, she supports the Planning Commission's recommendation of the denial for R-5 zone and keeping it as an R-1, based primarily on the Comprehensive Plan.

Councilor Gaitan asked what process the developer goes through to get community feedback on the types of housing in a development. Gottgetreu responded it is part of the Development Code process, there are no required neighborhood meetings however they are encouraged. Public input is usually done using public comment through either a type two (2) procedure which would be a design review process or through a subdivision or type three (3) process, which would be a public hearing review in front of the Planning Commission. It would be determined based on exactly what type of development application the developer would be submitting. For any housing development, either R-1 or R-5, regardless, it is based entirely on clear objective standards. Even if there are members of the community or members of the Planning Commission which view an application and think either it doesn't feel right or doesn't quite fit, that isn't a clear and objective standard. The City can only consider those things which are clear and objective. Public input could be presented at the public hearing or through the planning process but only those that are specifically clear, and objective could be conditioned on the development. Some developers listen to and act on some of those minor additional changes or modifications based on community input, but it isn't a requirement.

Councilor Miller said he will be supporting the zone change. Miller stated his concerns have been sufficiently mitigated as far as the wetlands, impermeable surfaces, and transportation. With the additional data he's received, he feels most of those concerns will not be realized.

Mayor Freilinger asked for clarification as to the motion on the table. The motion was to uphold the Planning Commission's recommendation.

Councilor Traeger articulated a concern and question she has with the zone change, if it was rezoned from R-1 to R-5, would manufactured homes be allowed.

Councilor Newton confirmed her understanding that even with the R-1 zone manufactured homes could be placed on the lots.

Gottgetreu responded that any lot that allows a single-family home also allows a manufactured home to be placed on it. What is different in the R-5 zone is it allows manufactured home parks.

Councilor Hammond asked Gottgetreu what the distance was from the business core to the Habitat for Humanity project. Gottgetreu responded he does not know and advised caution about adding new evidence to the record. Hammond went on to say he did not think there were sidewalks to the Habitat's project or some other locations. Although Hammond said he didn't like it, he felt there was a preponderance of the evidence in support of the zone change.

Councilor Gaitan brought up comments from the Planning Commission. Gaitan said he did not approve of their word choices, such as using the word 'critical', in the context of the sentence it says they do not believe it is critical for the property to be designated R-5. Gaitan stated from an evidentiary standpoint he doesn't understand what they meant by critical. Gaitan said he disagrees with the reasons the Planning Commission used for denial, and he feels the criteria has been met to change the zone to R-5.

Councilor Newton shared that she also believes they met the criteria and supports the change to R-5.

Councilor Sutton asked Gottgetreu how the R-1 versus the R-5 would impact the sewer/water system. Gottgetreu responded it is viewed through a similar lens to transportation. Using the same type of equation, apartments have a lower occupancy and there's generally fewer people residing in them, like the transportation trips, it could be expected there would be fewer infrastructure impacts based on that. Sutton then asked about safety hazards, saying this is a cul-de-sac area, if it were R-1 with twenty-one (21) dwellings and R-5 with the maximum, could Gottgetreu speak to safety. Gottgetreu said with more traffic come more possible incidents. He does not think there's necessarily a difference between the two styles of development. Sutton asked what the speed zone is in that area. Gottgetreu responded it is forty-five (45) miles per hour (MPH).

Mayor Freilinger shared his thoughts, referencing the sidewalk timeline, he believes it is not accurate to say a sidewalk will be placed there if something is built. Mayor Freilinger does not have any traffic concerns. He does have concerns about water usage within the community as a whole. He referenced studies which have shown single family homes with a large lot use more water than apartments do. He stated he is leaning toward approving zone change.

Mayor Freilinger then asked for motions, explaining the motion will be to either accept the Planning Commission's recommendation to deny the application or a motion to not approve the Planning Commission's recommendation to deny the application.

Councilor Traeger made a motion to accept Ordinance number twenty-three dash zero seven (23-07) denying a zone change from R-1 to R-5 at 602 Eureka Avenue. Councilor Sutton seconded the motion. Motion did not pass. Two (2) ayes and five (5) nays.

Mayor Freilinger asked if there was another motion. Councilor Miller made a motion to deny the ordinance before Council and to direct staff to return with an ordinance that would accept the applicants request for zone R-1 to R-5 change. Councilor Newton seconded the motion. Motion passed. Five (5) ayes and two (2) nays.

Staff will bring an ordinance which approves the zone change to Council at the January 8, 2024, meeting.

6.2 Annexation

Request to annex 827 Railway Avenue into the City limits and zone the property GC, General Commercial.

Mayor Freilinger opened the public hearing at 8:08 p.m.

Community Development Director Jason Gottgetreu presented the proposal and listed the substantive approval criteria and standards. The total one point four eight (1.48) acres in size with the purpose of the annexation to connect the existing building and any future buildings on the site to city water and sewer. The property is located on the south side of Railway adjacent to the Silverton Fire District and the mini storage as you are coming into town off Silverton Road/McClaine Street. The property is considered an unannexed enclave as it is surrounded by the City limits. The site is designated commercial on the City's Comprehensive Plan, when annexed in it would come into the City as one of the commercial districts, zoned as General Commercial (GC). The Urbanization element, "Provide adequate land to meet anticipated future demands for urban development in a logical and orderly manner."

Adequate public facilities, services, and transportation are in place or are planned to be provided concurrently with the development of the property. The new area will meet City standards for any public improvements which may be necessary to serve the area (including but not limited to streets, sewer, sidewalks, sanitary, water, storm drainage); and the area to be annexed is contiguous to the City and represents a logical direction for City expansion; and the area is within the urban growth boundary. The proposed use of the property is consistent with the applicable Comprehensive Plan designation and the current uses are consistent with the General Commercial zone. The public facilities have been extended through the frontage of the site as part of the adjacent facility and it seems reasonable to allow the property to connect to the facilities which are already along the site's frontage and there is adequate capacity to serve the property. The Planning Commission recommends City Council approve the annexation.

Councilor Sutton asked what this would do to our infrastructure, the water line, specifically because this is commercial. Gottgetreu advised manufacturing plants generally just have restrooms for staff which does not create a large load. Sutton then asked if they built a larger structure on the property would it change the impact. Gottgetreu responded, the property could be further developed. There is a sewer line in front of it that does lead to a pump station which was built as part of the Silverton station development. Public Works Director Travis Sperle assured Sutton the pump station was adequate.

Councilor Traeger confirmed there are only two residences near that location which are outside of the city limits.

Mayor Freilinger then invited the applicant to address Council.

Steve Kay, Cascade Planning and Development Services, was present to speak to Council on behalf of the applicant. Kay let Council know the business has been in the Silverton community since 1956. Kay said this is a small “island” of property under County jurisdiction, but it is within the Urban Growth Boundary (UGB). The submitted concept plan demonstrates the property could be developed with a second warehouse. This could accommodate additional businesses when future development of this property occurs after annexation it would be subject to City standards which would require upgrades.

Applicants have reviewed the Staff Report concur with it.

Councilor Traeger asked about his statement referencing adding on in the future and how many potential jobs might be created. Kay said there are about fifteen (15) jobs in the current warehouse so there is the potential for about ten (10) more if there was an added six thousand (6,000) foot warehouse.

No member of the audience wished to speak for or against the application. No member of the audience wished to ask questions.

Staff had no additional information. The applicant had no rebuttal testimony.

Mayor Freilinger would entertain a motion to close or continue the hearing.

Councilor Sutton moved to close the public hearing. Councilor Newton seconded the motion. Motion passed unanimously. The public hearing closed at 8:22 p.m.

Councilor Traeger supports this annexation because it brings jobs into Silverton.

Mayor Freilinger also supports the application because of the economic opportunities.

Mayor Freilinger moved forward with the first reading.

Councilor Sutton made a motion to pass Ordinance No. 23-06 on its first reading. Councilor Gaitan seconded the motion. There was no discussion and the motion passed unanimously (7-0).

Councilor Sutton made a motion to have the second reading of Ordinance No. 23-06, by title only. Councilor Newton seconded the motion. There was no discussion and the motion passed unanimously (7-0). City Manager Misley provided the second reading of Ordinance No. 23-06.

Councilor Sutton made a motion to adopt Ordinance No. 23-06 on its second and final reading. Councilor Newton seconded the motion. There was no discussion and the motion passed (7-0).

VII. DISCUSSION/ACTION

7.1 Water quality DEQ MAO Update

Brad Jensen, Water Quality Division Supervisor, presented. Jensen began by telling Council this was an update on the Mutual Agreement and Final Order (MAO) between the City and the Oregon Department of Environmental Quality (DEQ). Jensen informed Council they were in the final steps of completion of the MAO. One of the significant projects was code review. The review is in progress with Travis Sperle, Public Works Director, Cory Misley, City Manager and the City Attorney, Ashlie Dougall, Beery Elsner & Hammond LLP. The first draft has been submitted to DEQ for review, Jensen predicts the final draft, and the process may be completed by the first of the year. Jensen provided an update on current projects.

Accompanying Jensen were representatives from Water Dudes, Andrew Grant, and Mark Walter. They were hired to perform a Wastewater Treatment Plant evaluation, review industrial loading, and look at optimization. The MAO required the hiring of an independent expert for harvest season, from June until October. Water Dudes completed a plan evaluation. They evaluated the industrial loads from both Diane Foods and Tillamook, the two main feeds to the sewer system, they then took the information and worked with staff to optimize processes. They looked at plant maintenance, however the focus was on laboratory sampling. Through the optimization process, they identified data management as a challenge because of the plethora of avenues the data can and does come from.

Water Dudes went to the sites to check industrial loading. They stated it was obvious when Diane was up and running, you could tell visually and by the odor.

Mayor Freilinger asked if Diane Foods is communicating with the City. Jensen responded the City does have an open dialogue with Diane. Samples were focused on making the process work. The report completed by Water Dudes shows the City is doing well treating the water. The treatment process and projects Jensen are lining up will help the plant remain in compliance during the season. They worked with staff, focusing on, monitoring, and adjusting, and the aeration system, anaerobic digester and sludge feed. Optimization is a continual and an ongoing process. Water Dudes stated the City was at one hundred percent (100%) permit compliance through the harvest season.

When they evaluated staffing, they recommended an increase by one (1) or two (2) members.

Mayor Freilinger asked how the certification process was going. Jensen responded, he has been talking with his team and they are all willing to work toward certification and more advanced certification. Mayor Freilinger stated he was pleased they were making progress. One of the things Jensen wants to do is update the Operations and Maintenance Manual to aid his team in understanding how it all comes together. Mayor Freilinger then asked if there was something technological which might help the existing staff. Jensen responded, there really isn't anything, at this time.

VIII. CONSENT

A motion was made by Councilor Sutton to approve the Consent Agenda including agenda items 7.1-7.3. Councilor Gaitan seconded. No discussion. Motion passed unanimously.

- 7.1 Emergency Operations Plan Updates*
- 7.2 Civic Center Change Order Ratification*
- 7.3 Annual SDC Report FY 2022-2023*

IX. COMMITTEE APPOINTMENTS

9.1 Reappoint Darin Rybloom to the Oregon Garden Foundation (OGF).

Mayor Freilinger said he knew Mr. Rybloom and he was one of our official representatives on the Board. He recommended Rybloom's reappointment.

A motion was made by Councilor Sutton to approve the reappointment of Darin Rybloom to the Oregon Garden Foundation Board. Councilor Newton seconded. No discussion. Motion passed unanimously.

Mayor Freilinger told Council there were three (3) applicants for the Historic Landmark Commission, they are interested and highly qualified.

On the Planning Commission there are three (3) applicants for two (2) positions. He is working on interviewing for those positions.

X. CITY MANAGER UPDATE

City Manager Misley told Council he is committed to streamlining packets and material as much as possible to aid emphasize what is important versus what is reference material. He is working on scheduling a Management Team retreat in the next two-three weeks. He wants to get Management oriented on goals and teamwork. He has been working with everyone in all departments to get up to speed on everything, including special projects.

The Civic Center project is moving forward. There is progress. Misley said there is a lot involved in tracking different components of this process. He will be scheduling meetings with the Department Heads to focus on the move in and operations.

Misley met with Kyle Palmer, former mayor, and received good historical information. He also met with Scott Drue of the School District, they are postponing a joint meeting with Council and School. He attended a Rotary meeting and, last week, met with Business Oregon representative who could help connect the City with grants and loans.

The Main Street survey for the downtown improvement project started last week. Thus far, there have been four hundred (400) responses. The input will be provided to the Urban Advisory Committee.

Misley is looking forward to January and February for meeting dates. He hopes to schedule a goal setting session the last week of January.

Councilor Traeger asked if the timeline for the Civic Center has remained the same. Misley's response was, yes.

XI. COUNCIL COMMUNICATION

Councilor Hammond, regarding the Oregon Garden Foundation Board (OGF), asked if Council gets updates and information from their meetings? Mayor Freilinger said there are reports once a year. Mayor Freilinger advised the Council, when Kathleen Zaragoza was City Manager Pro Tem, she provided him with status updates. Hammond said he wants more interaction and believes if they are representing the City, they need Council's input.

City Manager Misley said he intends to attend some OGF meetings, if not, he will get information from Kathleen Zaragoza, Deputy City Manager/Finance Director to share with Council. He will try to add that to the City Manager reports.

Councilor Newton mentioned she is getting messages from residents about a conflict between the Palace Theater and the Laundromat. Newton said she did not know there was an issue. She further asked if this was known to staff. City Manager Misley responded he has spoken with some members of Council about it. Misley said there isn't anything for the City to report. Staff has been in contact with the new Palace Theater owner. There has been dialogue about this situation. Misley met with the owner on site and discussed it. Misley went on to say the matter is being addressed and the City is working with their attorney. At this time, Misley said this was something which needs to be handled from the administrative side. Mayor Freilinger stated Misley has done a great job and he has been in contact with the Theater owner. Misley encouraged everyone to remain outside of neighbor-to-neighbor

disputes. Misley said we are engaged. Newton also wanted to remind everyone of the Parks and Rec Open House tomorrow, December 5, 2023.

Councilor Miller expressed concerns about the new Civic Center being an attractive nuisance over the holidays and he wanted to know what, if any, plan was in place. City Manager Misley said staff is triangulating and coordinating on that.

Miller brought up there was no quorum for the Transportation Advisory Committee in November, and he wanted to remind everyone with the zone change discussion tonight about looking at clear and objective criteria or things which could be left open to interpretation such as tree preservation, park and green space requirements, maximum grading revisions, maximum fill, etc. Miller wants to be certain we have the codes in place to preserve the values of the citizens. Miller would like to propose a work session specifically on development codes.

Mayor Freilinger agreed this is an important topic. He concurs there need to be clear and objective standards regarding impact on water usage and how it impacts development. Standards on traffic flow, sidewalks, trees, drainage, etc. City Manager Misley agreed, saying take the vision about how we want Silverton to be as a community and make it have teeth in forms of enforceability. Misley recommends this should be a topic at goal setting.

Miller brought up an incident, which occurred before Thanksgiving, when he was travelling eastbound on C Street and while waiting to turn left onto James St. There was an adolescent north on James crossing the crosswalk, another vehicle presumably didn't see the adolescent in the crosswalk prior to impact. Miller said this intersection and the crosswalk have now become a priority.

Councilor Gaitan expressed his agreement with Councilor Miller's comments regarding the code. Gaitan said the Planning Commission is doing good work.

Gaitan said he felt they all look around the community for things which may need to be addressed such as an overflowing City garbage can and asked who they should contact for the little things to have staff take care of. City Manager Misley said to let him know and he will direct staff.

Councilor Traeger referred to Sarah White's presentation and reached out to Misley asking him to keep Council updated on the relationship between Sheltering Silverton and the City. Traeger also reached out to Chief Anglemier to get more information on what he had in his monthly report because she believes thefts have increased and wanted to know the dynamics.

Councilor Sutton agrees with Councilor Miller about a work session. She thinks a closer look at doing more to make the crosswalks safe is critical and wants the City to be more proactive.

Mayor Freilinger mentioned the codes and the steps involved. He told Council they will not get everything they want because of State mandates. However, we should do what we can. The County is concerned about the road, therefore if a pole with a light is put on the side of the road, the County will not mind. Mayor Freilinger went on to say we cannot change the road; it is their jurisdiction. He has been working to improve communication regarding the railroad tracks at the federal and state level and, to date, he has not been successful. The tracks are looked at as a viable future rail route and not considered abandoned. After speaking with one of the County Commissioners, he felt there was hope as she provided a different approach to the issues. He wanted to remind everyone to take the URA survey. He assured everyone one-way streets are not being considered. He reminded everyone of the Parks and Rec meeting tomorrow at the Senior Center.

Mayor Freilinger let everyone know Councilor Traeger volunteered to take point with ceremony for the opening of the Civic Center.

Mayor Freilinger said he'd entertain a motion to adjourn.

XII. ADJOURNMENT

A motion was made by Councilor Sutton to adjourn. Meeting Adjourned at 9:43 p.m.

Respectfully submitted by:

/s/Tammy Shaver – Assistant to the City Manager/Human Resources Coordinator

DRAFT

**CITY OF SILVERTON
CITY COUNCIL WORK SESSION MEETING MINUTES**



Council Chambers 421 S. Water St. and Zoom Web Conference Platform

December 18, 2023, 7:26 pm

I. OPENING CEREMONIES – Call to Order & Roll Call

Mayor Freilinger called the meeting to order at 7:26 p.m. The City Council and staff were present both in person and through the virtual meeting platform Zoom. Mayor Freilinger explained the meeting was being held in a hybrid format, pursuant to City of Silverton Resolution 22-06, adopted March 7, 2022.

Present	Absent	
<u> X </u>	<u> </u>	Mayor Jason Freilinger
<u> </u>	<u>Excused</u>	Council President Elvi Cuellar Sutton
<u> X </u>	<u> </u>	Jess Miller
<u> X </u>	<u> </u>	April Newton
<u> X </u>	<u> </u>	Eric Hammond
<u> X </u>	<u> </u>	Marie Traeger
<u> X </u>	<u> </u>	Matt Gaitan

STAFF PRESENT:

City Manager Cory Misley, Deputy City Manager/Finance Director Kathleen Zaragoza, Community Development Director Jason Gottgetreu, Public Works Director Travis Sperle, Chief of Police Jim Anglemier, Assistant to City Manager/Human Resources Coordinator Tammy Shaver

II. DISCUSSION

2.1 Community Center Lease and YMCA Partnership – City Manager Cory Misley

City Manager Cory Misley asked Council for direction regarding the City’s future role with the Community Center building. Currently, the City is the lessee of the building from the Oregon Military Department. The lease will expire March 31, 2024. The Military Department is willing to continue partnering with the Silverton Community to keep the building available for programs. Misley wants Council to provide input regarding the duration of the City’s lease, should it be extended, the City’s role, and what level of involvement does Council want both financially and in staff hours. Misley said we want to be able to communicate our direction and to manage expectations clearly and appropriately. The City has not fully responded to YMCA proposal from June/July 2023.

Councilor Traeger clarified Misley wanted direction from Council on moving forward and wanted to know the deadline.

Misley responded, if the City wants to extend its lease agreement with Oregon Military Department new language would have to be drafted to that effect. If the City did not want to pursue that option, it would expire, and we would need to notify and connect with whoever will take it over. Council would need to decide if they would like to provide financial support to the YMCA, if so, it could be a grant agreement with terms and conditions. It comes back to alternatives and which one Council feels most confident and comfortable in. Misley said he hopes to finalize this in January, February at the latest.

Councilor Miller asked about the options the YMCA proposed, saying they may not be mutually exclusive. Miller stated the YMCA proposal and the component of funding from the Marion County Grant could work together.

Councilor Gaitan expressed his concern about maintenance. He asked if the YMCA was going to maintain the building. Gaitan said the City should not be responsible for the maintenance.

Misley responded by reading an excerpt from the YMCA proposal requesting the City remain a partner in the maintenance of the building.

Gaitan said from his perspective it is preferred the YMCA primarily own the repairs to the building, we could support by agreeing with the thirty thousand dollars (\$30,000) in some shape or form. Gaitan said, we're moving into the Civic Center and having this building under our purview doesn't make sense.

Councilor Traeger said this is our community building and she is in favor of the YMCA taking on the lease and for us to partner with them.

Councilor Newton asked if Council was deciding if the City is giving up the lease. She said if that is what is being decided then it needs to be determined if the City will relinquish the lease and if so, how will we step out and then a decision needs to be made whether to partner with the YMCA.

Councilor Hammond said he supports the YMCA and believes it is time the City should be out of the lease. He asked about the Community Prosperity Initiative (CPI) grant.

Misley explained the grant is kind of done in three (3) year intervals. He inquired of Marion County who reasonably expects that to continue.

Councilor Miller said he was initially reluctant to let go of the lease of the Community Center because there were no formalized plans but with the YMCA's proposal, he supports it. He asked if the Military Department would assist with the repairs.

Misley responded, they have no interest in doing so.

Mayor Freilinger expressed his thoughts. He said he agrees with Councilor Hammond, and supports the YMCA and tenants but does not want the City to have involvement. He is open to looking at assisting with funding to help the YMCA however, he does not support being involved with the lease or any long-term obligations.

Mayor Freilinger does want to see Marion County Women, Infants and Children (WIC), Silverton Area Community Aid (SACA), and the Elizabeth Hoke Foundation find and get into their new homes. He does not like the term "partnership" and said the partnership would be the funds we're putting forward. He thinks if something cannot be worked out with the YMCA then the City should lease it for an additional three months, so SACA can get moved into their new home, with the understanding at the end of the three (3) months, the City will completely vacate and will not make any more deals.

A discussion ensued regarding the YMCA's request for thirty-thousand dollars (\$30,000) to help them take over and start their own fundraising efforts. The consensus was the YMCA requested the funds upfront rather than spreading it over the three (3) years.

Deputy City Manager/Finance Director Kathleen Zaragoza suggested a fifteen thousand dollar (\$15,000) grant this year (prior to the end of the fiscal year, June 30, 2024) and another fifteen thousand dollars (\$15,000) next year (after the beginning of the next fiscal year, July 1, 2024) which would make a total of thirty thousand dollars (\$30,000.) in 2024.

The Council agreed this was a good outside-of-the-box possibility.

2.2 City Boards, Commissions, and Task Forces – City Manager Cory Misley

City Manager Cory Misley started by talking about his “onboarding” over the past two months. Misley pointed out we have what amounts to a manual about our Boards and Committees. He has been dialoging with the Board and Committee Chairs and one of the conversation points as laid out in the City’s Citizen Board and Committee Manual, says, “The duration of the task force and the scope of the work are limited to a specific assignment. After completion of the assignment, the task force will be disbanded...” Misley continued, both the Homeless and Housing and the Diversity, Equity, and Inclusion (DEI) task forces are not currently meeting the criteria in the handbook. Misley went on to say, each meeting takes considerable staff time to prepare for and one of the philosophies he wants to instill is at each of these meetings either he, a Department Head, or a member of management team is present.

Misley reassured everyone that houselessness or homelessness and diversity, equity, and inclusion are important topics to the City. The question is do we still need a standing task force to meet a specific assignment or outcome. With Council goals coming up in a month or so, he would like Council to consider whether it makes sense to disband those task forces.

Councilor Traeger talked about “disappearing committees” when they served their purpose they were gone. She supports disbanding the task forces.

Councilor Miller asked if Councilor Sutton has been contacted as the Chair of the DEI task force. Misley said he has been in communication with Councilor Sutton and, he paraphrased, the conversations he has had with her have been in line with what he discussed.

Mayor Freilinger brought up the Parks Task Force as the most active task force on the list, he further stated it is the perfect example of something meant to sunset. It was created for a specific reason and will sunset sometime next year. Mayor Freilinger reminded everyone both of those committees/task forces have had discussions about whether they should propose to self-disband. He thinks it is a sign when the committee itself questions whether it should continue to exist.

Mayor Freilinger said he would like to see a better definition of what it means to be a standing committee and what it means to be a task force with a specific mission. He feels City Manager Misley is already thinking about this topic for future meetings. Over the years he thinks it has become muddled and there should be clarification and differentiation between the two.

The Council agreed with sunsetting the DEI, and the Homeless and Housing Task Force committees.

III. Council Communications

Councilor Gaitan said he’s been thinking about performance management. He said with moving into a new building, he didn’t know the process used by the City Manager to evaluate staff. He wanted to know if something was going to be put in place or if there is currently performance management in place.

City Manager Misley responded he could put together an email which outlines what the Employee Handbook says as it relates to performance evaluations. The process works its way down from the City Manager to the Department Heads, Department Heads to the Supervisors, and the Supervisors to others in their respective departments and divisions.

Councilor Traeger wanted to talk about some “cool” community things. She brought up the Elizabeth Hoke Celebration which was a success with a lot of families in attendance. The high school had a Career Fair with over fifty (50) local representatives educating students on possible careers in the area. Ten (10) students accepted job offers on the spot. In the spring they will hold a Job Fair and jobs will likely be offered to high school seniors. Traeger was pleased to be a part of this and watch how the community was working together.

Councilor Miller wanted to discuss parking availability with the Civic Center opening. Miller would like to look ahead and have the parking spot on the northeast side of Water and Pine Streets, the one touching the crosswalk, re-stripped. Miller also wanted to remind everyone of the Space Force Flag dedication on Wednesday, December 20, 2023.

Councilor Hammond brought up the Environmental Management Committee (EMC) which for two (2) months in a row has cancelled the meeting. They are getting the Tree Code ready which is now in staff's hands, and Hammond said a lot of progress has been made.

Mayor Freilinger reminded everyone of the Parks and Rec Task Force Community Event which took place at the Senior Center. He went on to say he was pleased with the attendance, enthusiasm, and energy. He is anxious for the Affordable Housing Task Force meeting on December 19, 2023. Mayor Freilinger stated there are some proposals or Requests for Qualifications (RFQ) they will be looking at during the meeting, these proposals are people saying these are our qualifications and we would like to work with you.

The Urban Renewal Advisory Committee had their survey out to the community and the Mayor was pleased to hear there were many responses. Jason Gottgetreu, Community Development Director, stated there were over five hundred (500) responses. Mayor Freilinger said he is very interested to hear the results of the survey. He said it is great to see progress on all the projects which were a part of our goals for this year. Mayor Freilinger reiterated he is really interested in the community feedback.


ADJOURNMENT

A motion was made by Councilor Miller to Adjourn. Meeting Adjourned at 8:17 pm.

Respectfully submitted by:

/s/Tammy Shaver – Assistant to the City Manager/Human Resources Coordinator

DRAFT

	Agenda Item No.:	Topic:
	5.1	Ordinance No. 24-01 - Approving a Zone Change from R-1 to R-5 at 602 Eureka Avenue.
	Agenda Type:	
	Discussion/Action	
	Meeting Date:	
January 8, 2024		
Prepared by:	Reviewed by:	Approved by:
Jason Gottgetreu	Cory Misley	Cory Misley

Recommendation:

Adopt Ordinance No. 24-01, Approving a Zone Change from R-1 to R-5 at 602 Eureka Avenue.

Background:

The applicant submitted an application on October 10, 2023, requesting a Zone Change for 602 Eureka Avenue to change the zoning of the site from R-1, Single Family Residential to R-5, Low Density Residential. The site is 5.15 acres in area and is currently vacant. This would allow the site to develop between 5 and 10 unit per acre for an overall density range of 25 to 51 dwelling units. The existing development capacity of the site under the R-1 zoning is 42 dwelling units.

The Planning Commission reviewed the application at the November 14, 2023, Planning Commission Meeting and recommended the City Council deny the Zone Change request. The City Council reviewed the application at the December 4, 2023, meeting and directed staff to prepare an Ordinance to approve the Zone Change request.

Budget Impact	Fiscal Year	Funding Source
None	2023-2024	N/A

Attachments:

1. ZC-23-01 Staff Report
2. City Council Ordinance No. 24-01



City of Silverton
Community Development
306 South Water Street
Silverton, OR 97381

PC STAFF REPORT

PROCEDURE TYPE III

FILE No. ZC-23-01

LAND USE DISTRICT:

R-1, SINGLE FAMILY RESIDENTIAL

PROPERTY DESCRIPTION:

ASSESSOR MAP#: 071W03A

LOT#: 00600

SITE SIZE: 5.15 ACRES

ADDRESS: 602 EUREKA AVE.

APPLICANT:

CHARLES WEATHERS, ORREO, LLC

PO BOX 2717

SALEM, OR 97308

APPLICANT'S REPRESENTATIVE

BRITANY RANDALL, BRAND LAND USE, LLC

12150 JEFFERSON HWY 99E SE

JEFFERSON, OR 97352

CONTACT PERSON:

BRITANY RANDALL 503-680-0949

PROPERTY OWNER:

CHARLES WEATHERS, ORREO, LLC

PO BOX 2717

SALEM, OR 97308

LOCATION: LOCATED ON THE SOUTHWEST SIDE OF EUREKA AVE BETWEEN WOODLAND DRIVE NE AND VICTORIA LANE.

PROPOSED DEVELOPMENT ACTION: ZONE CHANGE APPLICATION TO CHANGE THE ZONING OF 602 EUREKA AVENUE FROM R-1, SINGLE FAMILY RESIDENTIAL TO R-5, LOW DENSITY RESIDENTIAL. THE SITE IS 5.15 ACRES IN AREA AND IS CURRENTLY VACANT.

DATE: DECEMBER 21, 2023

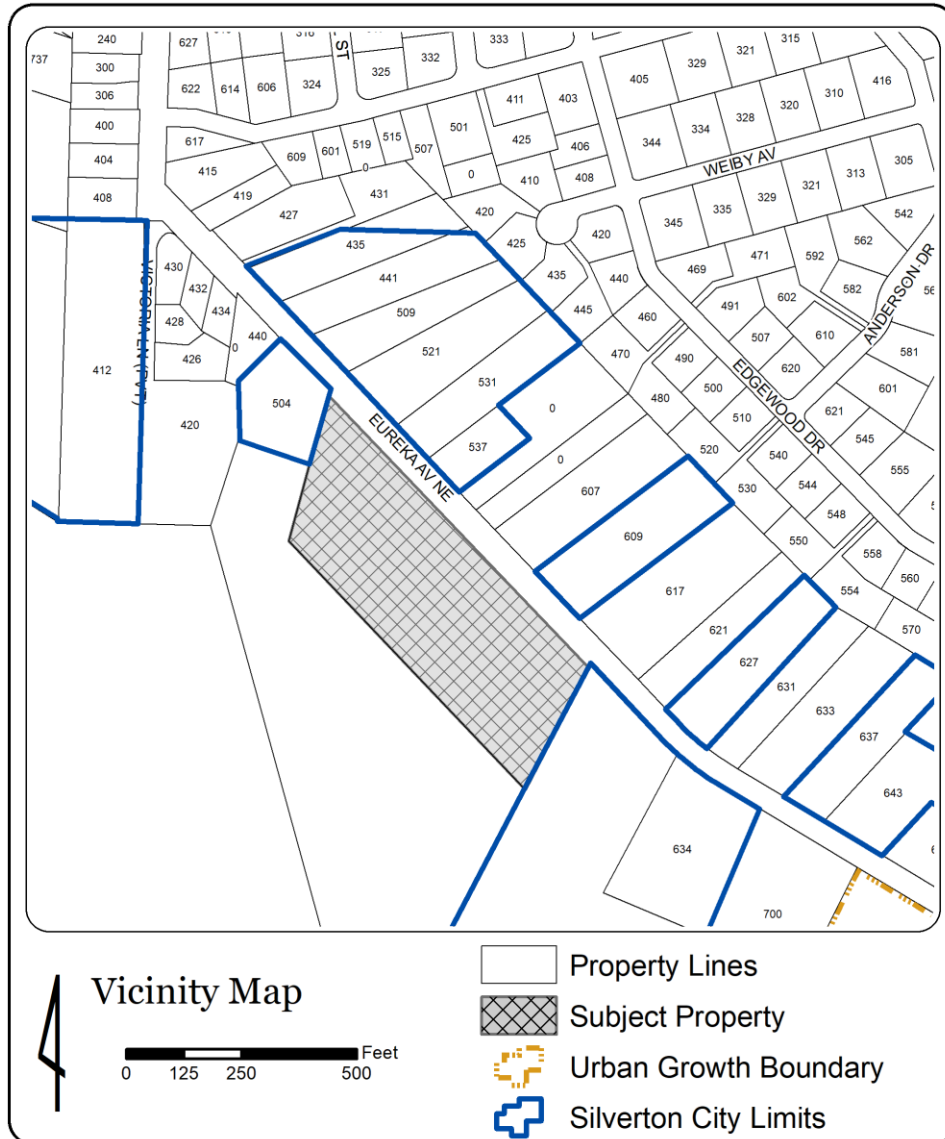
- Attachments
 - A. Vicinity Map and Review Criteria
 - B. Applicant's Narrative
 - C. Conditions of Approval
 - D. Staff Report
 - E. Testimony

ATTACHMENT A: VICINITY MAP & SITE PLAN

Case File: ZC-23-01

Vicinity Map and Surrounding Land Use Districts

- North – R-1, Single Family Residential
- East – R-1, Single Family Residential
- South – P, Public Overlay
- West – R-1, Single Family Residential



ATTACHMENT B: APPLICANT'S FINDINGS



MATHENY LAW

REAL ESTATE & BUSINESS

1644 Liberty Street SE
Salem, Oregon 97302

Main (503) 581-1542
Fax (503) 585-3978

MathenyLawFirm.com

December 1, 2023

VIA EMAIL ONLY:

jgottgetreu@silverton.or.us

publiccomment@silverton.or.us

Silverton City Council
c/o Community Development Director
306 South Water Street
Silverton, OR 97381

Re: *Action on Pending Zone Change Application (ZC-23-01)*
Subject Property Address: 602 Eureka Ave.
Assessor Map No.: 071W03A
Lot No.: 00600
Application: ZC-23-01
Applicant/My Client: Garden Grove Development, LLC (Charles Weathers)

SUPPLEMENTAL BRIEF IN SUPPORT OF ZONE CHANGE APPLICATION

To the Members of the Silverton City Council:

This office represents Garden Grove Development, LLC, and its owner, Charles Weathers (collectively “Applicant”), with regard to the above referenced land use application for a zoning map amendment (zone change). My understanding is that the application is currently scheduled to come before the City Council on December 4, 2023. Accordingly, this letter has been sent to the City of Silverton’s Community Development Director, Jason Gottegreu, and is intended to be submitted into the record and provided to the City Council prior to the December 4 hearing.

In light of the appropriate legal standards as discussed herein, I urge the City Council to adopt the findings and conclusions in the original Staff Report provided to the Planning Commission – a copy of which is attached as Applicant’s Exhibit 1 – and approve the application for the zone change. A proposed Ordinance effectuating this is attached as Applicant’s Exhibit 2 (and Applicant’s attorney will ensure a hardcopy is available at the hearing).

1. Legal Standards.

The Applicant has submitted a land use application which is now before the City Council pursuant to Silverton Development Code (“SDC”) Section 4.7.300. The application is a “Type-III” application subject to the “quasi-judicial” process set forth in SDC 4.1.400 as governed by the Oregon Revised Statutes (“ORS”), including ORS Chapter 197 and ORS Chapter 227.

Because this is a quasi-judicial process, the Applicant is entitled to a fair and impartial decision in which the relevant regulations are considered solely against the application and evidence in the record. *See, e.g., Fasano v. Board of County Comm'rs*, 264 Or. 574, 588 (1973).

Indeed, the City Council must make its decision on this application exclusively based upon the relevant standards and criteria; it would be legal error for the City Council to decide based upon anything other than the relevant standards and criteria. *See* SDC 4.1.400.E (“Approval or denial of [] Type III application shall be based on standards and criteria in the development code”); *see also* ORS 227.178(3) (“approval or denial of the application shall be based upon the standards and criteria that [are] applicable at the time the application was [] submitted”); *Holland v. City of Cannon Beach*, 154 Or. App. 450, 458, *rev den*, 328 Or. 115 (1998) (citing *Davenport v. City of Tigard*, 121 Or. App. 135, 141 (1993) and reiterating the importance of deciding an application based upon the relevant “standards and criteria” which are the “substantive factors that are actually applied” to a land use decision).

A decision by the City Council based upon any consideration which is not within the specific approval criteria will therefore be subject to scrutiny by the Oregon Land Use Board of Appeals.

As it relates to this application, the Silverton Development Code is quite clear on what the relevant standards and criteria are: The City Council must decide based upon the eight criteria set forth in SDC 4.7.300.B. *See* SDC 4.7.300.A (“zone map amendments shall follow the Type III procedure, [] using standards of approval in subsection (B)”).

The Applicant bears the burden of proof as it relates to those criteria. *See* SDC 4.7.300.B. The Oregon Supreme Court and Oregon Land Use Board of Appeals has indicated that the Applicant’s burden of proof is met if the City Council finds the Applicant satisfied the criteria by a mere “preponderance of the evidence.” *Friends of Yamhill County Inc. v. Bd. of Commissioners of Yamhill County*, 351 Or. 219, 246-247 (2011); *Carroll v. City of Malin*, LUBA No. 2018-131, Slip Opinion at 15-16 (2019) (distinguishing LUBA’s “substantial evidence” review on appeal from what the local government is required to find during the application process).

This burden is not a high bar. *Riley Hill General Contractor, Inc. v. Tandy Corp.*, 303 Or. 390, 394-395 (1987) (discussing the standard generally). In civil court, it is met if an assertion is found “more likely than not” to be true. *See* Oregon Uniform Civil Jury Instruction 14.02 (2022) (setting forth the model jury instruction based upon the “preponderance of the evidence”). Here, the Applicant has more than exceeded the burden.

2. The Application Meets The Criteria; The Council Should Approve.

As set forth in the written narrative and other materials which the Applicant has submitted – and the original Staff Report which is enclosed with this letter and submitted into the record – the application meets or exceeds all applicable standards and criteria for approval when analyzed objectively.

While it is true that the Planning Commission did not vote to recommend approval of the application, we do not believe that its decision was indicative of the merits.

For example, even though no development proposal or design plans are required or relevant to analyze a zone change request, members of the Planning Commission indicated that they would only vote to approve if they had a development proposal submitted with the application. This would be legal error. *Stahl v. Tillamook County*, LUBA No. 2002-104, Slip Opinion at 10-11 (2003) (error for local government to reject duly submitted evidence simply because applicant did not submit the particular kind of evidence local government felt appropriate when there is no requirement for applicant to submit such evidence); *Matiaco v. Columbia County*, 42 Or LUBA 277, 288, *aff'd*, 183 Or. App. 581 (2002) (county erred in refusing to consider other evidence when the county believed only one type of evidence was sufficient).

As you are aware, the application requests that the zoning of the subject property change from R-1 to R-5. The change would allow for more diverse housing options on the property than under the current zone, with the ability to develop housing with which is slightly more dense (although still only “low density” as R-5) than what is permitted under the R-1 zone. To illustrate an example, the R-5 designation would allow for single-family attached dwellings (*e.g.* 2 or more common-wall single-family dwellings each with its own lot), cottage clusters and some multifamily-type housing – subject to special standards and design review at the development stage – while the R-1 zone does not allow for these possibilities.

There are currently no plans on how the property would be developed under a new zoning R-5 designation. As stated, the Planning Commission took issue with this, because the Planning Commission expressed concern about the *possibility* of more diverse housing options – slightly more dense – which would be permitted at the subject property under the R-5 zone. While it is perfectly appropriate for members of the Planning Commission – or members of the public – to hold personal views against possibly allowing the additional types of housing options available in the R-5 zone at this location, that is not the appropriate inquiry for this quasi-judicial Type III application.

The question presented is whether the Planning Commission’s concerns about the possibility of more diverse housing options and slight higher density – as expressed in the written findings of the Planning Commission – present a legally valid basis to deny the approval of this permit based upon the relevant standards and criteria. They do not. The City Council should correct the error.

Indeed, the City of Silverton’s Comprehensive Plan – along with the Housing Needs Analysis and Housing Strategy (“HNA”) adopted¹ by the City Council as a support document to

¹ See City of Silverton Ordinance 20-11, adopted on November 2, 2020. While the HNA is discussed and incorporated by referenced in the application, an additional copy of the HNA is attached for inclusion in the record and convenience as Applicant’s Exhibit 3.

December 1, 2023

Page 4

the Comprehensive Plan – clearly manifest a need for more diverse housing options which are available under the R-5 zone (but not the R-1 zone). To start, the HNA states that there is already a “surplus” of traditional single-family type housing and that Silverton needs more single-family attached and other housing types which are allowed under the R-5 zone but not R-1. *See, e.g.*, HNA, Executive Summary at page x, xi. And without listing them all, the Comprehensive Plan goals, policies, and objectives overwhelmingly favor² increasing the diversity of housing types, as opposed to limiting land to only the types of housing available under R-1.

To that end, the professionals at the City of Silverton Planning Staff reviewed the Applicant’s materials and concluded – in the original³ Staff Report – that the proposed zone change would satisfy the relevant criteria. This was the correct evaluation. If analyzed under the proper legal framework, our hope and expectation is that the City Council will come to same conclusion. We therefore propose that the City Council adopt the findings and conclusions put forth within the original⁴ Staff Report and approve the Applicant’s zone change by adopting an Ordinance consistent with Exhibit 2.

Thank you for your time and consideration in this matter.

Sincerely,



Nicholas A. Rhoten

cc: Client/Applicant (*via email*), Applicant’s Representative, BRAND Land Use (*via email*)

² The requested change to R-5 would be more supportive of the Comprehensive Plan policies than its current designation at R-1. Relevant portions of the Comprehensive Plan (“CP”) which illustrate this include, but are not limited to, Urbanization Goal 3 to ensure “efficient” use of the land (CP at 2-1); Urbanization Policy 4 in which diverse housing options like multifamily “will be encouraged” and “should be scattered around the community” (CP at 2-18); Housing Objective 4 “Encouraging an adequate supply of housing types necessary to meet the needs of different family sizes and incomes” (CP at 7-1); the discussion of existing conditions which states “Most of the buildable residential land is zoned for single family development” and stating “future zone change[s] will more than satisfied the projected need” (at 7-8 and 7-9); in alternatives to Single Family Housing stating that “additional land is needed for multi-family housing development” (at 7-11); and Housing Policy 3 which states the City must “Provide an adequate inventory of land zoned for [] multi family dwelling sites within the City” and Policy 6 which states the City must “Provide opportunities for the development of attached and detached single-family and multi-family dwellings such as duplexes, row houses, and town house apartments” (CP at 7-12).

³ The Staff Report provided to the City Council incorporates findings of the Planning Commission and is therefore not the same Staff Report as it existed in advance of the City Council Hearing. Thus, we have included the “original” Staff Report here as Applicant’s Exhibit 1, as discussed.

⁴ There were only minor revisions put into “Exhibit A” from copying the original Staff Report, such as changing the conclusion section to reflect a decision by the City Council, and modifying to reflect the correct the type of procedure required by 4.7.300.

Zone Change from R-1 to R-5

Submittal Date: October 2023

Submitted To: City of Silverton
Planning Department

Project Location: Marion County Map and Tax Lot
Numbers 071W03A000600

Applicant(s): Charles Weathers
Owner

Applicant's Land Use
Representative: Britany Randall of BRAND Land Use
Britany@brandlanduse.com



BRAND

FEASABILITY | PLANNING | LAND USE

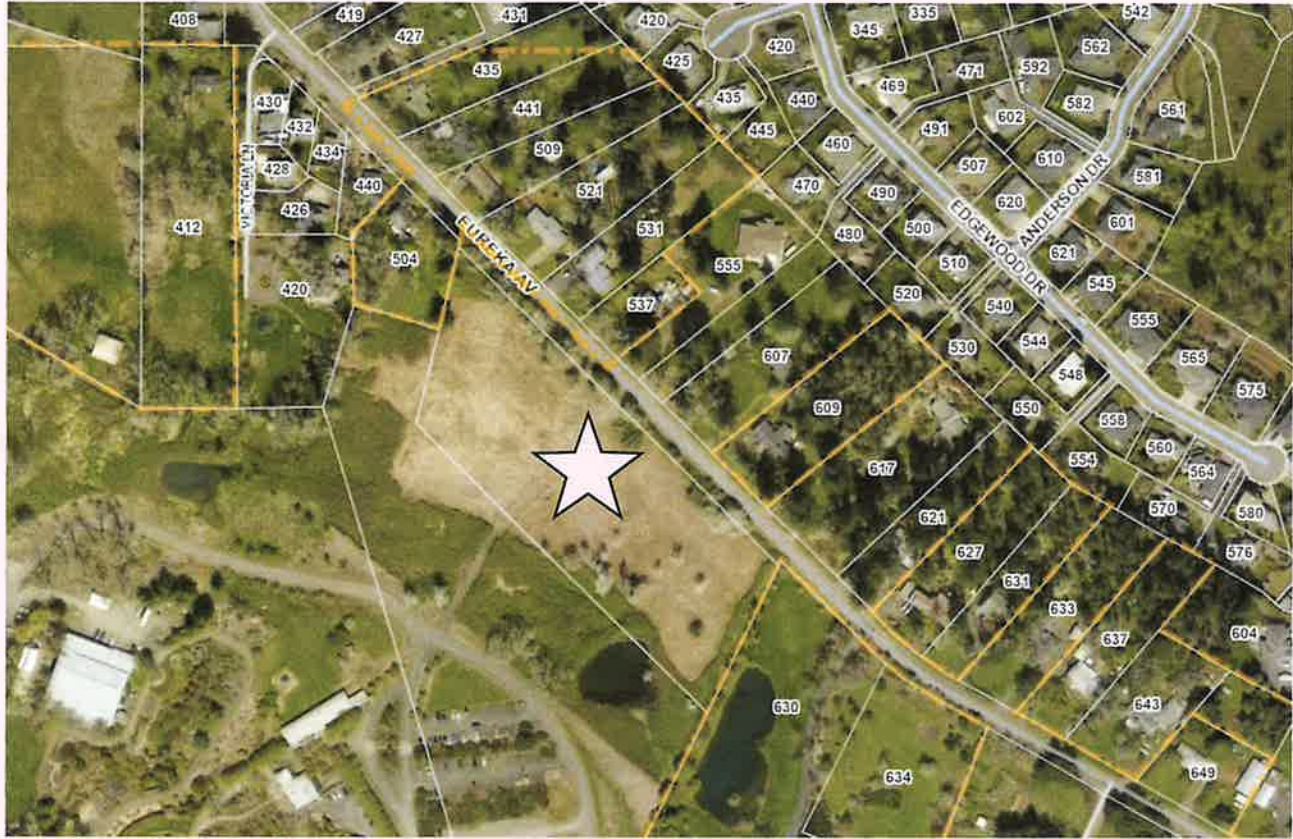
BRANDLANDUSE.COM

503.680.0949

Table of Contents

Section 1: Property Background and Request	2
Section 2: Existing Conditions	3
Section 3: Applicable Zoning Codes	4
Section 4: Findings Applicable to Administrative Procedures	5
Chapter 1.4 – General Administration	5
Section 5: Findings Applicable to Zone Change	8
Chapter 2.1 – Organization of Land Use Districts	8
Chapter 4.7 – Zoning Map and Development Code Text Amendments	9
Chapter 1.6 – Use Categories	13
Chapter 2.2 – Residential (R) Districts	14
Chapter 2.7 – Wetlands and Riparian (/WP) Overlay District	15
Chapter 4.1 – Types of Review Procedures	16
Section 7: Conclusion	33
Section 8: Exhibits	33
Exhibit A – Zone Change Application	34
Exhibit B – Zoning Map	35
Exhibit C – Deed	36
Exhibit D – Articles of Organization	37
Exhibit E– Marion County Tax Map.....	38
Exhibit F – Existing Conditions Plan	39
Exhibit G – Noticing Labels.....	40

Arial View of Subject Property and Existing Development



Section 1: Property Background and Request

The applicant, Garden Grove Development, LLC, is presenting an application for a zoning map change to the City of Silverton's Zoning Map where the designation of the subject property is currently R-1, Single Family Residential and R-5, Low Density Residential is proposed.

The subject property is located along Eureka Avenue, directly abutting the Oregon Garden property along its northeasterly boundary. A 22-foot wide access easement bisects the subject property for the benefit of the Oregon Garden. The site is and has been void of structures as far back as documentation is available. A beautiful, natural, and mature landscape border exists among most of the perimeter of the site with a meadow in the center clearing. The site was previously subject of a subdivision application for which approval was granted.

The population of the City of Silverton has both steadily and dramatically increased every decade since the late 1800's, with the exception the 1960's when the city saw an approximate 2.1 percent decrease in population. The city is full of small town charm and is close to some of the most beautiful natural features in Oregon. Additionally, the city is situated close to larger metropolitan areas which provide robust employment opportunities, entertainment

opportunities, recreation opportunities, and shopping opportunities. For these reasons and more, the City of Silverton is a desirable place for people to live and raise their families. An increase in density allowances for properties within the corporate city limits can help provide the housing needed to keep pace with the continued increase in population and the projected housing needs identified in the city's Housing Needs Analysis.

The size (5.15 acres), shape, topography, availability of public infrastructure, and location of the subject site, identified as Marion County Map and Tax Lot Numbers 071W03A000600, make it ideal for an increased residential density. Throughout this narrative, the applicant demonstrates how the burden of proof is met and provides legally defensible factual findings to all applicable criteria. This narrative also demonstrates the need for increased densities and diverse housing types within the city, and suggests why this would be beneficial to the city as a whole.

Section 2: Existing Conditions

The development site is approximately 5.15 acres in size and is described as Marion County Assessor Map and Tax Lots 071W03A000600, a Marion County Tax Map is included within the exhibits section of this submittal.

The site is located within corporate City limits of the City of Silverton. The City of Silverton Comprehensive Plan Map designates the subject property as "Single Family". The Comprehensive Plan designations of surrounding properties include:

North: Across Eureka Avenue, Single Family

South: Single Family

East: Single Family

West: Single Family

The subject property is zoned R-1 (Single Family Residential). Surrounding properties are zoned as follows:

North: Across Eureka Avenue, R-1 (Single Family Residential) and enclaves outside city limits

South: P (Public)

East: R-1 (Single Family Residential)

West: R-1 (Single Family Residential)

Section 3: Applicable Zoning Codes

Chapter 1.4 – General Administration

1.4.100 – Severability

1.4.200 – Compliance and Scope

1.4.300 – Consistency with Plan and Laws

1.4.400 – Use of a Development

1.4.700 – Official Action

1.4.800 – Approval Compliance

Chapter 1.6 – Use Categories

1.6.110 – Household Living

Chapter 2.1 – Organization of Land Use Districts

2.1.100 - Classification of Land Use Districts

2.1.200 – Land Use District Map

Chapter 2.2 Residential (R) Districts

2.2.100 Residential districts – Purpose and applicability.

2.2.110 Residential districts – Allowed land uses.

Chapter 2.7 – Wetlands and Riparian (WP) Overlay District

2.7.110 – Wetland – Purpose

2.7.120 – Applicability

Chapter 4.1 Types of Review Procedures

4.1.100 Purpose and applicability of review procedures.

4.1.400 Type III procedure (quasi-judicial).

4.1.600 General provisions applicable to all reviews – 120-day rule – Time computation – Pre-application conferences – Acceptance and review – Community development director’s duties – Amended applications – Resubmittal – Appeals.

Chapter 4.7 Zoning Map and Development Code Text Amendments

4.7.100 – Amendments – Purpose

4.7.300 – Quasi-Judicial Amendments

4.7.600 – Transportation Planning Rule Compliance

Section 4: Findings Applicable to Administrative Procedures

Chapter 1.4 – General Administration

Section 1.4.100 – Severability

The provisions of this development code are severable. If any section, sentence, clause or phrase of the development code is adjudged to be invalid by a court of competent jurisdiction, that decision shall not affect the validity of the remaining portion of the development code.

Applicant's Findings: *The applicant understands the provisions of this code are severable and any remaining portion of the code is still valid and apply to this submittal. As applicable, the applicant has provided responses to each criterion below.*

Section 1.4.200 – Compliance and scope

- A. Compliance with the Provisions in the Development Code. Land and structures may be used or developed only as this development code (“code”) or any amendment thereto permits. No plat shall be recorded or no building permit shall be issued or valid without compliance with the provisions of this code and all permits, approvals, and conditions of approval issued under it.

Applicant's Findings: *This application is not for development or a land division. The applicant understands no plats or building permits may be recorded or issued prior to compliance with the applicable provisions of this code. The applicant has demonstrated compliance with criteria related to a zone change within this narrative. This criterion will be met.*

- B. Obligation by Successor. The requirements of this code apply to the owner(s) of record, persons undertaking the development or the use of land, and to those persons’ successors in interest. Development approvals and applicable conditions shall run with the land. The approval transfers to a new owner if the property is sold or otherwise transferred, unless specifically conditioned otherwise.

Applicant's Findings: *The applicant understands development approvals and conditions run with the land and if ownership shall change, no modifications will be made to any approvals granted.*

- C. Transfer of Development Standards Prohibited. No lot area, yard, landscaping, or open space that is required by this code for one use shall be a required lot area, yard, landscaping, or open space for another use, except as otherwise specifically allowed by this code.

Applicant's Findings: *The applicant understands in accordance with this criterion, transferring development standards is prohibited.*

Section 1.4.300 – Consistency with plan and laws

This development code is designed to implement the city of Silverton comprehensive plan. All provisions of this code shall be construed in conformity with the adopted comprehensive plan and applicable state and federal laws.

Applicant's Findings: *The applicant understands that compliance with the City of Silverton Development Code means compliance with the City of Silverton Comprehensive Plan and thereby compliance with Oregon's Statewide Planning Goals. As applicable, the request meets the criteria for approval of the zone change.*

Section 1.4.400 – Use of a development.

A development shall be used only for a lawful use. A lawful use of a development is one that is permitted by this code and has received the applicable approvals (e.g., design review, land division, public improvement permits, state and federal regulations) and is not prohibited by law.

Applicant's Findings: *The applicant understands upon use of their future development, it must be a permitted use and receive all applicable approvals for the use. This criterion will be met.*

Section 1.4.700 – Official action.

- A. Official Action. The city official and his or her designees are vested with authority to issue permits or grant approvals in conformance with this code, and shall issue no permit or grant approval for any development or use which violates or fails to comply with conditions or standards imposed to carry out this code.

Applicant's Findings: *The applicant understands the city's review authority's responsibility to only issue permits or grant approvals for proposals which are in conformance with the Silverton Development Code applicable sections.*

- B. Declaring a Prior Decision Void. Any permit or approval issued or granted that fails to comply with the provisions of this code or the code in force at the time the permit or approval was granted may be declared void by the city. The reviewing body shall determine when an approval is void and may direct cessation of building activity or use or may direct modification in order to attain conformance to the code.

Applicant's Findings: *The applicant understands that any permit or approval issued or granted that fails to comply with the provisions of this code or the code in force at the time the permit or approval was granted may be declared void by the city.*

- C. Notice. The failure of any person to receive mailed notice or failure to post a notice shall not invalidate any actions pursuant to this code, provided a good faith effort was made to notify all parties entitled to notice.

Applicant's Findings: *The applicant understands failure of persons to receive mailed notice, or failure to post a notice will not invalidate any actions pursuant to this code so long as proof a good faith effort was made to notify anyone entitled to such notice, in this case, all property owners within 500-feet of all portions of the site.*

- D. Fees. The city council shall establish application and review fees and fee policies by separate resolution for the performance of the actions and reviews required by this code.

Applicant's Findings: *The applicant understands a fee is assessed by the City Council for the subject application.*

Section 1.4.800 – Approval compliance

- A. Application Materials. Application materials and other information (such as oral and/or written testimony) submitted by an applicant and relied upon by the city staff and/or the decision-making body during the review and approval process in order to gain development approval are considered part of the application and any commitment contained within this material shall become legally binding upon the applicant.

Applicant's Findings: *The applicant understands any application materials submitted in support of the request is legally binding.*

- B. Conditions of Approval. Developments that have been granted approval subject to conditions of approval are required to comply with said conditions of approval. As these conditions run with the land, future owners, lessees, renters, etc., will also be required to comply with said conditions of approval. In the event that these conditions require reconsideration, then the appropriate application and review procedures must be followed for reconsideration of said conditions in accordance with the provisions of this code.

Applicant's Findings: *The applicant understands when an application receives approval subject to conditions, the conditions must be complied with. Further, the applicant understands conditions imposed will run with the land and all users of the land will also be required to comply with the conditions. The review authority has a responsibility to only impose conditions which directly uphold the provisions of the code or protect life safety and welfare. It is not anticipated any conditions of approval will need to be imposed on this application.*

Section 5: Findings Applicable to Zone Change

Chapter 2.1 – Organization of Land Use Districts

Section 2.1.100 – Classification of Land Use Districts

Every parcel, lot, and tract of land within the city of Silverton is designated with a land use (zoning) district. The use of land is limited to the uses allowed by the applicable comprehensive plan designation, land use designation and zoning district and/or overlay zone. The applicable districts and overlay zone(s) are determined based on the city of Silverton zoning map and the provisions of this chapter, which shall be consistent with the city of Silverton comprehensive plan, as indicated in Table 2.1.100.

Applicant's Findings: *The applicant understands the application of zoning for every parcel, lot or tract of land within the City of Silverton is a requirement. Each zone applied implements the goals and policies of the city's Comprehensive Plan in compliance with Oregon Statewide Planning Goals. In compliance with the city's development code, the applicant is seeking a zone change, but no change to the Silverton Comprehensive Plan designation for the subject property is requested.*

Section 2.1.200 – Land Use District Map

- A. Consistency with Zoning Map. The boundaries of the land use districts contained within this chapter shall coincide with the boundaries identified on the city's official zoning map, retained by the city recorder. Said map by this reference is made a part of this development code. The official zoning map, and any map amendments, shall be maintained by the city.

Applicant's Findings: *In accordance with the City of Silverton's adopted Zoning Map, the subject property is currently designated as R-1. To comply with density requirements, in accordance with this section which requires consistence with the zoning map, the applicant is seeking a zone change to R-5, Low Density Residential. The applicant understands the city's responsibility for retention of maintenance of the maps.*

- B. Applicability. Each lot, tract, and parcel of land or portion thereof within the land use district boundaries designated on the official zoning map is classified, zoned and limited to the uses hereinafter specified and defined for the applicable land use district.

Applicant's Findings: *The applicant is aware of and understands the limits of the zoning district currently applied to their property, R-1. To allow for greater design opportunities for future residential developments, the applicant is seeking a zone change to R-5, Low Density Residential.*

Chapter 4.7 – Zoning Map and Development Code Text Amendments

Section 4.7.100 – Amendments – Purpose

The purpose of this chapter is to provide standards and procedures for legislative and quasi-judicial amendments to this code and the zoning map. These will be referred to as “map and text amendments.” Amendments may be necessary from time to time to reflect changing community conditions, needs and desires, to correct mistakes, or to address changes in the law.

Applicant’s Findings: *The applicant understands the purpose of this section of the development code and has provided responses to all applicable criteria as demonstrated below.*

Section 4.7.300 – Quasi-Judicial Amendments

A. Applicability of Quasi-Judicial Amendments. “Quasi-judicial amendments” are those that involve the application of adopted policy to a specific development application or code revision, and not the adoption of new policy (i.e., through legislative decisions). Quasi-judicial zone map amendments shall follow the Type III procedure, as governed by SDC 4.1.400, using standards of approval in subsection (B) of this section. The approval authority for such actions shall be as follows:

1. The planning commission shall review and recommend zoning map changes that do not involve comprehensive plan map amendments;
2. The planning commission shall make a recommendation to the city council on an application for a comprehensive plan map amendment. The city council shall decide such applications; and
3. The planning commission shall make a recommendation to the city council on a zoning change application that also involves a comprehensive plan map amendment application. The city council shall decide both applications.

Applicant’s Findings: *The applicant is seeking approval of a zone change. The zone change being sought is from the current property designation of R-1 to R-5. Both of these zones fall within the same comprehensive plan designation and therefore no comprehensive plan change is required or requested by the applicant. The applicant understands because this zone change is not consolidated with a comprehensive plan amendment, it will be subject to the rules of SDC 4.1.400. This criterion will be met.*

B. Criteria for Quasi-Judicial Amendments. The city shall consider the following review criteria and may approve, approve with conditions or deny a quasi-judicial amendment based on the following; if the application for an amendment originates from a party other than the city; the applicant shall bear the burden of proof.

1. Approval of the request is consistent with the statewide planning goals;

Applicant’s Findings: *The applicant is seeking approval of a zone change from R-1 to R-5. In accordance with the introduction section of the City of Silverton Comprehensive Plan, “A*

comprehensive plan is a long-range policy guide for development of the community as a whole. The policies are based upon facts describing what presently exists and the future needs identified by the community. The plan is comprehensive because it covers all elements in the community – urbanization, housing, commerce, industry, land use, natural and historic resources, air and water quality, natural hazards, transportation, public facilities, and citizen involvement – combines in one planning document. The Silverton City Council and Planning Commission, along with the Marion County Commissioners and Planning Commission, use the Silverton Comprehensive Plan to guide decisions about Silverton’s physical, social, and economic development.” The comprehensive plan introduction goes on to discuss the statewide planning goals. “Oregon Revised Statutes (ORS) Chapter 197, otherwise known as the 1973 Land Use Act, provides for the development coordination of comprehensive plans through the statewide planning goals adopted by the Land Conservation and Development Commission (LCDC). The Silverton Comprehensive plan and implementing ordinances were acknowledged by LCDC as being in compliance with the statewide planning goals on September 4, 1980. Silverton was one of the first cities in Oregon to be acknowledged.” With the confirmation that the implementation of the comprehensive plan complies with the statewide planning goals, and the understanding that this proposal will not give the site a new comprehensive plan designation and the designation will remain single family residential, this criterion is met.

2. Approval of the request is consistent with the relevant comprehensive plan policies and on balance has been found to be more supportive of the comprehensive plan as a whole than the old designation;

Applicant’s Findings: *As demonstrated above, the applicant is seeking approval of a zone change from R-1 to R-5 which remains consistent with the current comprehensive plan designation of single family residential. Because the proposal does not change the existing designation of the subject property, the proposed zone change continues to be consistent with the relevant comprehensive plan policies. This criterion is met.*

3. The requested designation is consistent with any relevant area plans adopted by the city council;

Applicant’s Findings: *In accordance with the City of Silverton Parks and Recreation Master Plan’s recommended vision diagram, the subject site is identified to have a connection opportunity to connect the Oregon Garden to downtown. The property is already encumbered by an easement bisecting the property which will implement this connection at the time of site development. In accordance with the Silverton Stormwater Master Plan, neither the existing systems nor any capital improvement projects impact or will impact the subject site. Table 7 of the Silverton Transportation System Plan identifies a possibly funded transportation system project for sidewalk infill starting at Eureka Avenue to the west of the subject site, not along the project frontage. Table 8 of the Silverton Transportation System Plan identifies aspirational*

transportation system projects including bicycle lanes on Eureka Avenue, this section also identifies the desire for a pedestrian segment project along the project frontage. At the time of development, the frontage improvement of the subject site could help to fulfill this desired improvement. Finally, a portion of the property frontage of Eureka Avenue NE is identified in the 2020 Water Master Plan: Capital Improvement Plan. In accordance with the plan, the objective of the CIP is to eliminate the vulnerability of a single supply point to the Anderson PRV Zone and provide for higher fire flow requirements at sites such as Robert Frost Elementary and Silverton Hospital. The proposed zone change is consistent and not in conflict with each relevant plan. Additionally, in some cases, the future development of the subject site could aid in the city meeting the objectives identified in the relevant plans. This criterion is met.

4. The requested designation is consistent with the comprehensive plan map pattern and any negative impacts upon the area resulting from the change, if any, have been considered and deemed acceptable by the city;

Applicant's Findings: As demonstrated above, the applicant is seeking approval of a zone change from R-1 to R-5 which remains consistent with the current comprehensive plan designation of single family residential. Because the proposal does not change the existing designation of the subject property, the proposed zone change continues to be consistent with the relevant comprehensive plan policies. This criterion is met.

5. A public need will be met by the proposed change that is not already met by other available properties, or the amendment corrects a mistake or inconsistency in the comprehensive plan or zoning map regarding the property which is the subject of the application;

Applicant's Findings: The applicant's proposed zone change will continue to fill the need for the development of housing within the State of Oregon and the City of Silverton. The change from R-1 to R-5 provides for some density increases and design flexibility which can be a benefit to the community through providing more diverse housing types, fulfilling a goal identified in the Silverton Comprehensive Plan. This criterion is met.

6. The property and affected area are presently provided with adequate public facilities, services and transportation networks to support the use, or such facilities, services and transportation networks are planned to be provided in the planning period; and

Applicant's Findings: At the time development is proposed, infrastructure improvements will be proposed and reviewed by city staff for acceptance and approval. Previously, the city approved a subdivision on this site proving that adequate facilities, services, and transportation networks in the area either exist, or can be improved, to support future uses. This criterion is met.

7. The amendment conforms to other applicable provisions of this code, such as the transportation planning rule requirements incorporated into SDC 4.7.600.

Applicant's Findings: *The applicant has provided findings in response to each applicable provision within this code. As demonstrated, the proposal meets the applicable criteria.*

8. Any amendment involving a change to the city's urban growth boundary shall conform to applicable state planning rules for such amendments.

Applicant's Findings: *The proposal is for a zone change from R-1 to R-5 and does not include an amendment to the City's Urban Growth Boundary. This criterion is not applicable.*

Section 4.7.600 – Transportation Planning Rule Compliance

- A. Review of Applications for Effect on Transportation Facilities. When a development application includes a proposed comprehensive plan amendment, development code amendment, or zoning change, the proposal shall demonstrate it is consistent with the adopted transportation system plan and the planned function, capacity, and performance standards of the impacted facility or facilities. Proposals shall be reviewed to determine whether they significantly affect a transportation facility pursuant to OAR 660-012-0060 (Transportation Planning Rule – TPR) and in accordance with traffic impact study provisions in SDC 4.1.900. Where it is found that a proposed amendment would have a significant effect on a transportation facility in consultation with the applicable roadway authority, the city shall work with the roadway authority and applicant to modify the request or mitigate the impacts in accordance with the TPR and applicable law.

Applicant's Findings: *In accordance with Silverton Municipal Code, a Traffic Impact Study is required in the following scenarios: 1. A change in zoning or a plan amendment designation if required by the public works director;*

2. Any proposed development or land use action resulting in an increase of 20 single-family dwellings or 200 average daily trips, whichever is less, per the Institute of Transportation Engineers (ITE) Trip Generation Manual;

3. Where a road authority states that it has operational or safety concerns with its facility(ies);

4. A change in land use that may cause an increase in use of adjacent streets by vehicles exceeding the 20,000 pound gross vehicle weights by 20 peak hour trips or more per day;

5. The location of the access driveway does not meet minimum sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or such vehicles queue or hesitate on the state highway, creating a safety hazard;

6. A change in internal traffic patterns that may cause safety problems, such as backup onto a street or greater potential for traffic accidents;

7. An increase in traffic volume of 25 vehicles during the peak hour on a local residential or neighborhood collector residential street.

The applicant believes none of these scenarios exist until development is proposed, at which time, the applicant can provide an updated TIS reflecting new dwelling unit densities. As applicable, this criterion will be met.

Chapter 1.6 – Use Categories

Section 1.6.110 – Household living

- A. **Characteristics.** Household living is characterized by the residential occupancy of a dwelling unit by a household. Where units are rented, tenancy is arranged on a month-to-month basis, or for a longer period. Uses where tenancy may be arranged for a shorter period are not considered residential. They are considered to be a form of transient lodging (see the retail sales and service and community service categories). Apartment complexes that have accessory services such as food service, dining rooms, and housekeeping are included as household living. Single-room-occupancy (SRO) housing, that does not have totally self-contained dwelling units, is also included if at least two-thirds of the units are rented on a monthly basis. Single-room-occupancy apartments/rooming houses (SROs) may have a common food preparation area, but meals are prepared individually by the residents. In addition, residential care homes are included in the household living category. “Residential care home” means any home licensed by or under the authority of the Department of Human Resources as defined in ORS 443.400, a residential home registered under ORS 443.480 to 443.500 or an adult foster home licensed under ORS 443.505 to 443.825 which provides residential care for not more than five individuals who need not be related, excluding required staff persons.
- B. **Accessory Uses.** Accessory uses commonly found are recreational activities, home gardening, raising of pets, hobbies, and parking of the occupants’ vehicles. Home occupations, accessory dwelling units/guest houses with kitchen facilities, and bed and breakfast facilities are accessory uses that are subject to additional regulations.
- C. **Examples.** Uses include living in houses, duplexes, apartments, condominiums, retirement center apartments, manufactured housing, and other structures with self-contained dwelling units. Examples also include living in single-room-occupancy apartments/rooming houses (SROs) if the provisions are met regarding length of stay and separate meal preparation.
- D. **Exceptions.**

1. Lodging in a dwelling unit or SRO where less than two-thirds of the units are rented on a monthly basis is considered a hotel or motel use and is classified in the retail sales and service category.
2. SROs that provide common dining only are classified as group living.
3. In certain situations, lodging where tenancy may be arranged for periods less than one month may be classified as a community service use, such as short-term housing or mass shelter.

Applicant's Findings: *The applicant is proposing the R-5 zoning designation for the subject property. The household living uses permitted within the current designation of R-1 are consistent with what would be permitted should the R-5 designation be approved and applied to the site. At the time development is proposed, the applicant will ensure proposed uses are consistent with this section.*

Chapter 2.2 – Residential (R) Districts

Section 2.2.100 – Residential districts--Purpose and Applicability

A. Purpose. The residential districts promote the livability, stability and improvement of the city's neighborhoods. The districts are intended to:

1. Promote the orderly development of neighborhoods.
2. Make efficient use of land and public services and implement the comprehensive plan.
3. Designate land for the range of housing types and densities needed by the community, including owner-occupied and rental housing.
4. Allow for convenient neighborhood access to parks, schools, places of worship, and other supportive services, compatible with planned residential densities.
5. Provide flexible lot standards that encourage compatibility between land uses, efficiency in site design, and environmental compatibility.
6. Provide for compatible building and site design at an appropriate neighborhood scale; provide standards that are in character with the landforms and desired architectural character of Silverton.
7. Apply the minimum amount of regulation necessary to ensure compatibility with existing residences, schools, parks, transportation facilities, and neighborhood services.
8. Reduce reliance on the automobile for neighborhood travel and provide options for walking, bicycling and transit use.
9. Provide direct and convenient access to schools, parks and neighborhood services.

10. Accommodate acreage residential uses in areas not yet served with urban infrastructure.

Applicant's Findings: *The applicant understands the purpose of the residential zoning districts and is proposing the R-5 district where the site is currently designated R-1. The purpose of both districts is the same.*

B. Applicability. The land use districts shall be applied consistently with the policies and land use designations of the city of Silverton comprehensive plan text and map. Where the comprehensive plan allows for the possible application of more than one land use district (i.e., at the time of annexation or any proposed rezoning), the districts shall be applied appropriately based on the following criteria and consistent with the amendment procedures in Chapter 4.7 SDC. Densities may be transferred or adjusted through the planned development approval process under Chapter 4.5 SDC, provided the overall density on the site conforms with the density range allowed per the comprehensive plan designation. The purpose of this is to provide for exceptional development designs that conserve open spaces and meet other community planning objectives.

1. The single-family residential (R-1) zone is one of the land use districts that implements the single-family residential comprehensive plan land use designation. It is intended primarily for household and group living at densities generally ranging from two dwellings per acre to not more than six dwellings per acre. Hillside properties zoned R-1 shall also be subject to the hillside protection overlay zone provisions under Chapter 2.6 SDC.

2. The low density residential (R-5) zone is one of the land use districts that implements the single-family residential comprehensive plan land use designation. It is intended to accommodate a variety of household and group living uses, including attached and detached dwellings, on small and medium size lots, at densities generally ranging from five dwellings per acre to not more than 10 dwellings per acre. The R-5 district is an appropriate transition between R-1 zoning and higher density residential or commercial districts.

Applicant's Findings: *The applicant includes the applicability of the R-1 and the R-5 zoning to demonstrate both zones implement the same comprehensive plan designation and the application of R-5 zoning is consistent with statewide planning goals for this reason.*

[Chapter 2.7 – Wetlands and Riparian \(/WP\) Overlay District](#) [Section 2.7.110 – Wetland – Purpose](#)

The wetlands overlay district is intended to ensure that wetland sites within the city are developed with all due sensitivity for the vital role these areas play in the environment.

Applicant's Findings: *The applicant understands the purpose of the wetlands and riparian overlay district.*

Section 2.7.120 – Applicability

The wetland area regulations apply to those areas meeting Division of State Lands criteria for wetland classification. Precise wetland boundaries may vary from those shown on the comprehensive plan map exhibit if on-site inspection and delineation by a recognized authority and/or other city-approved documentation indicate more accurate boundaries. Those more precise boundaries can be identified, mapped, and used for review and development without a change in the comprehensive plan wetlands map exhibit. All developments proposed within a designated wetland area shall be subject to the provisions of conditional use review and the wetland area regulations. If the development area is within the floodplain district, then the floodplain district regulations of Chapter 2.5 SDC shall also apply.

Applicant's Findings: *A small area of the subject site is incumbered by a wetland. At the time of development, the applicant understands they will be subject to the provisions of this overlay including any restrictions or notice to state agencies. At the time of proposed development, these criteria will be met.*

Chapter 4.1 – Types of Review Procedures

Section 4.1.100 – Purpose and applicability of review procedures

A. Purpose. The purpose of this chapter is to establish standard decision-making procedures that will enable the city, the applicant, and the public to reasonably review applications and participate in the local decision-making process in a timely and effective way. Table 4.1.100 provides a key for determining the review procedure and the decision-making body for particular approvals.

Applicant's Findings: *The applicant understands the purpose of review procedures and understands the review authority for zone changes within the City of Silverton to be the Planning Commission.*

B. Applicability of Review Procedures. All land use and development permit applications and approvals, except building permits, shall be decided by using the procedures contained in this chapter. The procedure “type” assigned to each application governs the decision-making process for that permit or approval. There are four types of permit/approval procedures: Types I, II, III, and IV. These procedures are described in subsections (B)(1) through (4) of this section. Table 4.1.100 lists all of the city’s land use and development approvals and their required review procedure(s).

1. Type I Procedure (Ministerial). Type I decisions are made by the community development director, or someone he or she officially designates, without public notice

and without a public hearing. The Type I procedure is used when there are clear and objective review criteria, and applying city standards and criteria requires no use of discretion;

2. Type II Procedure (Limited Land Use Decision). Type II decisions are made by the community development director or designee with public notice, and an opportunity for a planning commission public hearing if requested. The appeal of a Type II decision made by the planning commission is heard by the city council;

3. Type III Procedure (Quasi-Judicial). Type III decisions are made by the planning commission after a public hearing, with appeals made to the city council. Type III decisions generally use discretionary review criteria;

4. Type IV Procedure (Legislative). Type IV procedures apply to legislative matters. Legislative matters involve the creation, revision, or large-scale implementation of public policy (e.g., adoption of land use regulations, zone changes, and comprehensive plan amendments that apply to entire districts, not just one property). Type IV matters are considered initially by the planning commission with final decisions made by the city council. A Type IV hearing may be conducted in a joint meeting of the city council and planning commission.

Applicant's Findings: *In accordance with Silverton Municipal Code, the proposed application is quasi-judicial and will be subject to Type III procedures.*

C. Number of Days. All "days" referenced by this code are calendar days, unless noted otherwise.

Applicant's Findings: *The applicant understands the state mandated deadlines mentioned in this code are calendar days unless another note is provided.*

Section 4.1.400 – Type III procedure (quasi-judicial).

A. Pre-Application Conference. A pre-application conference is required for all Type III applications. The procedures for a pre-application conference are described in SDC 4.1.600(C).

Applicant's Findings: *The applicant held the required pre-application conference with staff on April 27, 2023. This criterion is met.*

B. Application Requirements.

1. Application Forms. Type III applications shall be made on forms provided by the community development director or designee; if a Type II application is referred to a Type III hearing, either voluntarily by the applicant or staff or upon appeal, no new application is required.

2. Submittal Information. Type III applications must be submitted and complete at least 45 days before the requested planning commission hearing date. For the initial staff review, a total of five copies of the application shall be submitted. An additional seven copies shall be submitted after the community development director has deemed the application complete. All Type III applications shall:

- a. Include the information requested on the application form;
- b. Contain plans, exhibits, studies, and/or other information as required by the community development director, in order to assist the city in making findings under the applicable review criteria;
- c. Be filed with a narrative statement that explains how the application satisfies each and all of the relevant criteria and standards in sufficient detail for review and decision-making. Note: additional information may be required under the specific application requirements for each approval, e.g., Chapter 4.2 SDC, Land Use Review and Design Review, Chapter 4.3 SDC, Land Divisions and Property Line Adjustments, Chapter 4.6 SDC, Modifications to Approved Plans and Conditions of Approval, Chapter 4.8 SDC, Code Interpretations, and Chapter 4.9 SDC, Miscellaneous Permits;
- d. Be accompanied by the required nonrefundable fee;
- e. A certified list prepared by a title company or certified by the Marion County tax assessor's office with the names and addresses of all property owners within 500 feet of the subject site; and
- f. Applications which are not filled out completely and include all information required by the application form will not be processed by the city.

Applicant's Findings: All of the items required for submittal are included with this application.

C. Notice of Hearing.

1. Mailed Notice. The city shall mail the notice of the Type III hearing. The records of the county assessor's office are the official records for determining ownership. Notice of a Type III application hearing or Type II appeal hearing shall be given by the community development director or designee in the following manner:

- a. At least 20 days before the hearing date, notice shall be mailed to:
 - i. The applicant and all owners or contract purchasers of record of the property that is the subject of the application;
 - ii. All property owners of record and residents within 700 feet of the site;

- iii. Any governmental agency that is entitled to notice under an intergovernmental agreement entered into with the city. The city may notify other affected agencies. The city shall notify the road authority and transit and transportation service provider when there is a proposed development abutting or affecting their transportation facility or service and allow the agency to review, comment on, and suggest conditions of approval for the application;
- iv. Owners of airports in the vicinity shall be notified of a proposed zone change in accordance with ORS 227.175;
- v. Any neighborhood or community organization recognized by the city council and whose boundaries include the property proposed for development;
- vi. Any person who submits a written request to receive notice;
- vii. For appeals, the appellant and all persons who provided testimony in the original decision; and
- viii. For a zone change affecting a manufactured home or mobile home park, all mailing addresses within the park, in accordance with ORS 227.175.

b. The community development director or designee shall have an affidavit of notice be prepared and made a part of the file. The affidavit shall state the date that the notice was mailed to the persons who must receive notice.

c. At least 10 business days before the hearing, notice of the hearing shall be printed in a newspaper of general circulation in the city. The newspaper's affidavit of publication of the notice shall be made part of the administrative record.

2. Content of Notice. Notice of appeal of a Type II administrative decision or notice of a Type III hearing to be mailed and published per subsection (C)(1) of this section shall contain the following information:

- a. The nature of the application and the proposed land use or uses that could be authorized for the property;
- b. The applicable criteria and standards from the development code(s) that apply to the application;
- c. The street address or other easily understood geographical reference to the subject property;

- d. The date, time, and location of the public hearing;
- e. A statement that the failure to raise an issue in person, or by letter at the hearing, or failure to provide statements or evidence sufficient to afford the decision-maker an opportunity to respond to the issue, means that an appeal based on that issue cannot be filed with the State Land Use Board of Appeals;
- f. The name of a city representative to contact and the telephone number where additional information on the application may be obtained;
- g. A statement that a copy of the application, all documents and evidence submitted by or for the applicant, and the applicable criteria and standards can be reviewed at Silverton City Hall at no cost and that copies shall be provided at a reasonable cost;
- h. A statement that a copy of the city's staff report and recommendation to the hearings body shall be available for review at no cost at least seven days before the hearing, and that a copy shall be provided on request at a reasonable cost;
- i. A general explanation of the requirements to submit testimony, and the procedure for conducting public hearings; and
- j. The following notice: "Notice to mortgagee, lien holder, vendor, or seller: The city of Silverton development code requires that if you receive this notice it shall be promptly forwarded to the purchaser."

3. Posting Notice. The site shall be posted with a notice that contains a brief description of the project, the file number assigned to the project by the city and the address of City Hall and the phone number for the community development department. The notice shall be clearly visible to pedestrians and motorists and must be able to withstand adverse weather.

Applicant's Findings: The applicant understands and is familiar with the noticing requirements.

D. Conduct of the Public Hearing.

- 1. At the commencement of the hearing, the hearings body shall state to those in attendance:
 - a. The applicable review criteria and standards that apply to the application or appeal;
 - b. A statement that testimony and evidence shall concern the review criteria described in the staff report, or other criteria in the comprehensive plan or land use regulations that the person testifying believes to apply to the decision;

c. A statement that failure to raise an issue with sufficient detail to give the hearings body and the parties an opportunity to respond to the issue, means that no appeal may be made to the State Land Use Board of Appeals on that issue;

d. Before the conclusion of the initial evidentiary hearing, any participant may ask the planning commission for an opportunity to present additional relevant evidence or testimony that is within the scope of the hearing. The hearings body shall grant the request by scheduling a date to finish the hearing (a “continuance”) per subsection (D)(2) of this section, or by leaving the record open for additional written evidence or testimony per subsection (D)(3) of this section.

2. If the planning commission grants a continuance, the completion of the hearing shall be continued to a date, time, and place at least seven days after the date of the first evidentiary hearing. An opportunity shall be provided at the second hearing for persons to present and respond to new written evidence and oral testimony. If new written evidence is submitted at the second hearing, any person may request, before the conclusion of the second hearing, that the record be left open for at least seven days, so that they can submit additional written evidence or testimony in response to the new written evidence.

3. If the planning commission leaves the record open for additional written evidence or testimony, the record shall be left open for at least seven days after the hearing. Any participant may ask the city in writing for an opportunity to respond to new evidence submitted during the period that the record was left open. If such a request is filed, the planning commission shall reopen the record.

a. When the planning commission reopens the record to admit new evidence or testimony, any person may raise new issues that relate to that new evidence or testimony;

b. An extension of the hearing or record granted pursuant to subsection (D) of this section is subject to the limitations of ORS 227.178 (“120-day rule”), unless the continuance or extension is requested or agreed to by the applicant;

c. If requested by the applicant, the city shall allow the applicant at least seven days after the record is closed to all other persons to submit final written arguments in support of the application, unless the applicant expressly waives this right. The applicant’s final submittal shall be part of the record but shall not include any new evidence;

d. The record shall contain all testimony and evidence that is submitted to the city and that the hearings body has not rejected;

e. In making its decision, the hearings body may take notice of facts not in the hearing record (e.g., local, state, or federal regulations; previous city decisions; case law; staff reports). The review authority must announce its intention to take notice of such facts in its deliberations, and allow persons who previously participated in the hearing to request the hearing record be reopened, if necessary, to present evidence concerning the noticed facts;

f. The review authority shall retain custody of the record until the city issues a final decision.

4. Participants in the appeal of a Type II administrative decision or participants in a Type III hearing are entitled to an impartial review authority as free from potential conflicts of interest and pre-hearing ex parte contacts (see subsection (D)(5) of this section) as reasonably possible. However, the public has a countervailing right of free access to public officials. Therefore:

a. At the beginning of the public hearing, hearings body members shall disclose the substance of any pre-hearing ex parte contacts (as defined in subsection (D)(5) of this section) concerning the application or appeal. He or she shall state whether the contact has impaired their impartiality or their ability to vote on the matter and shall participate or abstain accordingly;

b. A member of the hearings body shall not participate in any proceeding in which they, or any of the following, have a direct or substantial financial interest: their spouse, brother, sister, child, parent, father-in-law, mother-in-law, partner, any business in which they are then serving or have served within the previous two years, or any business with which they are negotiating for or have an arrangement or understanding concerning prospective partnership or employment. Any actual or potential interest shall be disclosed at the hearing where the action is being taken;

c. Disqualification of a member of the hearings body due to contacts or conflict may be ordered by a majority of the members present and voting. The person who is the subject of the motion may not vote on the motion to disqualify;

d. If a member of the hearings body abstains or is disqualified, the city may provide a substitute in a timely manner subject to the impartiality rules in subsections (D)(4) and (5) of this section. In this case, a member of the city council appointed by a majority vote of the city council may substitute for a member of the planning commission;

- e. If all members of the planning commission abstain or are disqualified, the city council shall be the hearing body. If all members of the city council abstain or are disqualified, a quorum of those members present who declare their reasons for abstention or disqualification shall be requalified to make a decision;
- f. Any member of the public may raise conflict of interest issues prior to or during the hearing, to which the member of the hearings body shall reply in accordance with this section.

5. Ex Parte Communications.

a. Members of the hearings body shall not:

- i. Communicate directly or indirectly with any applicant, appellant, other party to the proceedings, or representative of a party about any issue involved in a hearing without giving notice per subsection (D)(4) of this section;
- ii. Take official notice of any communication, report, or other materials outside the record prepared by the proponents or opponents in connection with the particular case, unless all participants are given the opportunity to respond to the noticed materials.

b. No decision or action of the hearings body shall be invalid due to ex parte contacts or bias resulting from ex parte contacts, if the person receiving contact:

- i. Places in the record the substance of any written or oral ex parte communications concerning the decision or action; and
- ii. Makes a public announcement of the content of the communication and of all participants' right to dispute the substance of the communication made. This announcement shall be made at the first hearing following the communication during which action shall be considered or taken on the subject of the communication.

c. A communication between city staff and the hearings body is not considered an ex parte contact.

6. Presenting and Receiving Evidence.

- a. The hearings body may set reasonable time limits for oral presentations and may limit or exclude cumulative, repetitious, irrelevant or personally derogatory testimony or evidence;

- b. There may be a presentation of a staff report, a presentation by the applicant or those representing the applicant, a presentation by those who oppose the proposed application, by those in favor of the proposed application and by those who do not necessarily support or oppose the proposed application;
- c. A rebuttal by the applicant shall be limited to issues raised during the presentation of evidence in opposition or neutral. A surrebuttal shall be limited to issues raised during the rebuttal of the evidence;
- d. No oral testimony shall be accepted after the close of the public hearing. Written testimony may be received after the close of the public hearing, only as provided in subsection (D) of this section;
- e. Members of the hearings body may visit the property and the surrounding area, and may use information obtained during the site visit to support their decision, if the information relied upon is disclosed at the beginning of the hearing and an opportunity is provided to dispute the evidence.

Applicant's Findings: *The applicant acknowledges and understands the hearing procedures and expectations for all parties including city staff and planning commissioners.*

E. The Decision Process.

1. Basis for Decision. Approval or denial of an appeal of a Type II administrative decision or of a Type III application shall be based on standards and criteria in the development code. The standards and criteria shall relate approval or denial of a discretionary development permit application to the development regulations and, when appropriate, to the comprehensive plan for the area in which the development would occur and to the development regulations and comprehensive plan for the city as a whole;
2. Findings and Conclusions. Approval or denial shall be based upon the criteria and standards considered relevant to the decision. The written decision shall explain the relevant criteria and standards, state the facts relied upon in rendering the decision, and justify the decision according to the criteria, standards, and facts;
3. Form of Decision. The planning commission shall issue a final written order containing the findings and conclusions stated in subsection (E)(2) of this section, which either approves, denies, or approves with specific conditions. The planning commission may also issue appropriate intermediate rulings when more than one permit or decision is required;
4. Decision-Making Time Limits. A final order for any Type II administrative appeal or Type III action shall be filed with the community development director or designee within 10 business days after the close of the deliberation;

5. Notice of Decision. Written notice of a Type II administration appeal decision or a Type III decision shall be mailed to the applicant and to all participants of record within 10 business days after the hearings body decision. Failure of any person to receive mailed notice shall not invalidate the decision; provided, that a good faith attempt was made to mail the notice;

6. Final Decision and Effective Date. The decision of the hearings body on any Type II appeal or any Type III application is final for purposes of appeal on the date it is mailed by the city. The decision is effective on the day after the 10-day appeal period expires. If an appeal for a Type III application is filed, the decision becomes effective on the day after the appeal is decided by the city council. The notification and hearings procedures for Type III applications on appeal to the city council shall be the same as for the initial hearing. An appeal of a Type II appeal decision to the State Land Use Board of Appeals must be filed within 21 days of the review body's written decision. An appeal of a land use decision to the State Land Use Board of Appeals must be filed within 21 days of the city council's written decision;

7. Appeals. Appeals of Type III decisions are heard by the city council, as applicable, and follow the procedures below:

a. Who May Appeal. The following people have legal standing to appeal a Type III decision:

- i. The applicant or owner of the subject property;
- ii. Any other person who participated in the proceeding by submitting oral or written comments.

b. Appeal Filing Procedure.

i. Notice of Appeal. Any person with standing to appeal, as provided in subsection (E)(1) of this section may appeal a Type III decision by filing a notice of appeal according to the following procedures;

ii. Time for Filing. A notice of appeal shall be filed with the community development director or designee within 10 days of the date the notice of Type III decision was mailed;

iii. Content of Notice of Appeal. The notice of appeal shall contain:

(A) An identification of the decision being appealed, including the date of the decision;

(B) A statement demonstrating the person filing the notice of appeal has standing to appeal;

(C) A statement explaining the specific issues being raised on appeal;

(D) If the appellant is not the applicant, a statement demonstrating that the appeal issues were raised during the comment period;

(E) If de novo review is requested, a statement summarizing the new evidence which will be offered and the criteria to which it will relate. The decision to grant a de novo hearing rests solely upon the discretion of the city council;

(F) Filing fee.

c. Scope of Appeal. The review body shall determine the scope of review on appeal to one of the following:

i. Restricted to the record made on the decision being appealed. The record shall include a factual report prepared by the community development director, all exhibits, materials, pleadings, memoranda, stipulations, and motions submitted by any party and received or considered in reaching the decision under review, and the minutes of the hearing. The reviewing body may make its decision based only upon the record or may grant the right of oral argument to all affected parties, but not the introduction of additional evidence.

ii. Limited to such issues as the reviewing body determines necessary for a proper resolution of the matter.

iii. A de novo hearing on the merits. "De novo hearing" shall mean a hearing by the review body as if the request had not been previously heard and as if no decision had been rendered, except that all testimony, evidence, and other material from the record of the previous consideration may be included in the record of the review. The presiding officer may establish a time limit for presentation of information at the public hearing.

d. Appeal Procedures. A Type III notice, hearing procedures and decision process shall also be used for appeals of Type III decisions, as provided in SDC 4.1.400. Appeal applications which are not filled out completely and include all information required by the application form will not be processed by the city.

e. Further Appeal to LUBA. The decision of the review body regarding an appeal of a Type III decision is the final decision of the city. The decision of the review body on an appeal is final and effective on the date it is mailed by the city. The review body's decision may be appealed to the State Land Use Board of Appeals within 21 days of the written notice of decision pursuant to ORS 197.805 through 197.860.

8. City Council Call-Up of Planning Commission Decision. The city council may call up any planning action for a decision upon motion and majority vote, provided such vote takes place in the required appeal period. Unless the planning action is appealed and a public hearing is required, the council review of the planning action is limited to the record and public testimony is not allowed. The council may affirm, modify, or reverse the decision of the planning commission, or may remand the decision to the commission for additional consideration if sufficient time is permitted for making a final decision of the city. The council shall make findings and conclusions and cause copies of a final order to be sent to all parties of the planning action.

Applicant's Findings: *The applicant understands the decision process.*

[Section 4.1.600 – General provisions applicable to all reviews - 120 day rule - Time computation- Pre-application conferences- Acceptance and review- Community development director's duties- Amended applications- Resubmittal- Appeals.](#)

A. One-Hundred-Twenty-Day Rule. The city shall take final action on Type I, II, and III permit applications that are subject to this chapter, including resolution of all appeals, within 120 days from the date the application is deemed as complete, unless the applicant requests an extension in writing. Any exceptions to this rule shall conform to the provisions of ORS 227.178. (The 120-day rule does not apply to Type IV legislative decisions or plan and code amendments under ORS 227.178.)

Applicant's Findings: *Because this application does not include a comprehensive plan amendment, it is subject to the 120 state mandated deadline for a decision to be rendered.*

B. Time Computation. In computing any period of time prescribed or allowed by this chapter, the day of the act or event from which the designated period of time begins to run shall not be included. The last day of the period so computed shall be included, unless it is a Saturday or legal holiday, including Sunday, in which event, the period runs until the end of the next day that is not a Saturday or legal holiday.

Applicant's Findings: *The applicant understands the manner in which time shall be computed.*

C. Pre-Application Conferences.

- iii. The community development director or designee;
- iv. A record owner of property (person(s) whose name is on the most recently recorded deed), or contract purchaser with written permission from the record owner.

b. Any person authorized to submit an application for approval may be represented by an agent authorized in writing to make the application on their behalf.

2. Consolidation of Proceedings. When an applicant applies for more than one type of land use or development permit (e.g., Type II and III) for the same one or more parcels of land, the proceedings shall be consolidated for review and decision.

a. If more than one approval authority would be required to decide on the applications if submitted separately, then the decision shall be made by the approval authority having original jurisdiction over one of the applications, in the following order of preference: the council, the commission, or the community development director or designee.

b. When proceedings are consolidated:

i. The notice shall identify each application to be decided;

ii. The decision on a plan map amendment shall precede the decision on a proposed zone change and other decisions on a proposed development. Similarly, the decision on a zone map amendment shall precede the decision on a proposed development and other actions; and

iii. Separate findings and decisions shall be made on each application.

3. Check for Acceptance and Completeness. In reviewing an application for completeness, the following procedure shall be used:

a. Acceptance. When an application is received by the city, the community development director or designee shall immediately determine whether the following essential items are present. If the following items are not present, the application shall not be accepted and shall be immediately returned to the applicant:

i. The required forms;

ii. The required, nonrefundable fee;

1. **Applicant's Responsibility.** When a pre-application conference is required or requested, the applicant shall submit a summary of the proposal to the community development director with a nonrefundable fee at least seven days beforehand, then meet with the community development director or his/her designee(s) and other parties as appropriate at the scheduled time;

2. **Information Provided.** At such conference, the community development director or designee shall:

- a. Cite the comprehensive plan policies and map designations applicable to the proposal;
- b. Cite the ordinance provisions, including substantive and procedural requirements applicable to the proposal;
- c. Provide available technical data and assistance that will aid the applicant;
- d. Identify other governmental policies and regulations that relate to the application; and
- e. Reasonably identify other opportunities or constraints concerning the application;

3. **Disclaimer.** Failure of the community development director or his/her designee to provide any of the information required by this subsection (C) shall not constitute a waiver of any of the standards, criteria or requirements for the application;

4. **Changes in the Law.** Due to possible changes in federal, state, regional, and local law, the applicant is responsible for ensuring that the application complies with all applicable laws on the day the application is deemed complete.

5. **Agency Participation.** The city shall invite agencies potentially affected by the proposal, including road authorities and transportation service providers, to participate in the preapplication conference, whether in person or in written comments.

Applicant's Findings: *The applicant held a pre-application conference with city staff which followed these procedures.*

D. **Acceptance and Review of Applications.**

1. **Initiation of Applications.**

a. Applications for approval under this chapter may be initiated by:

- i. Order of city council;
- ii. Resolution of the planning commission;

iii. The signature of the applicant on the required form and signed written authorization of the property owner of record if the applicant is not the owner.

b. Completeness.

i. Review and Notification. After the application is accepted, the community development director or designee shall review the application for completeness. If the application is incomplete, the community development director or designee shall notify the applicant in writing of exactly what information is missing within 30 days of receipt of the application and allow the applicant 180 days to submit the missing information, or 14 days to submit a refusal statement;

ii. Application Deemed Complete for Review. In accordance with the application submittal requirements of this chapter, the application shall be deemed complete upon the receipt by the community development director or designee of all required information. The applicant shall have the option of withdrawing the application, or refusing to submit information requested by the community development director or designee in this subsection (D)(3)(b). For the refusal to be valid, the refusal shall be made in writing and received by the community development director or designee no later than 14 days after the date on the community development director or designee's letter of incompleteness. If the applicant refuses in writing to submit the missing information, the application shall be deemed complete for processing on the thirty-first day after the community development director or designee first accepted the application.

iii. Standards and Criteria That Apply to the Application. Approval or denial of the application shall be based upon the standards and criteria that were applicable at the time it was first accepted.

iv. Coordinated Review. The city shall also submit the application for review and comment to the city engineer, road authority, and other applicable county, state, and federal review agencies.

4. Changes or Additions to the Application During the Review Period. Once an application is deemed complete:

a. All documents and other evidence relied upon by the applicant shall be submitted to the community development director or designee at least seven days before the notice of action or hearing is mailed, if possible. Documents or

other evidence submitted after that date shall be received by the community development director or designee, and transmitted to the hearings body, but may be too late to include with the staff report and evaluation;

b. When documents or other evidence are submitted by the applicant during the review period but after the application is deemed complete, the assigned review person or body shall determine whether or not the new documents or other evidence submitted by the applicant significantly change the application;

c. If the assigned reviewer determines that the new documents or other evidence significantly change the application, the reviewer shall include a written determination that a significant change in the application has occurred as part of the decision. In the alternative, the reviewer may inform the applicant, either in writing or orally at a public hearing, that such changes may constitute a significant change (see subsection (D)(4)(d) of this section), and allow the applicant to withdraw the new materials submitted, in order to avoid a determination of significant change;

d. If the applicant's new materials are determined to constitute a significant change in an application that was previously deemed complete, the city shall take one of the following actions, at the choice of the applicant:

i. Continue to process the existing application and allow the applicant to submit a new second application with the proposed significant changes. Both the old and the new applications will proceed, but each will be deemed complete on different dates and may therefore be subject to different criteria and standards and different decision dates;

ii. Suspend the existing application and allow the applicant to submit a new application with the proposed significant changes. Before the existing application can be suspended, the applicant must consent in writing to waive the 120-day rule (SDC 4.1.600(A)) on the existing application. If the applicant does not consent, the city shall not select this option;

iii. Reject the new documents or other evidence that has been determined to constitute a significant change, and continue to process the existing application without considering the materials that would constitute a significant change. The city will complete its decision-making process without considering the new evidence;

e. If a new application is submitted by the applicant, that application shall be subject to a separate check for acceptance and completeness and will be subject

to the standards and criteria in effect at the time the new application is accepted.

Applicant's Findings: *The application is being presented by the property owner and is not being consolidated with any other request. As applicable, the initiation requirements have been met.*

E. Community Development Director's Duties. The community development director or designee shall:

1. Prepare application forms based on the criteria and standards in applicable state law, the city's comprehensive plan, and implementing ordinance provisions;
2. Accept all development applications that comply with this section;
3. Prepare a staff report that summarizes the application(s) and applicable decision criteria, and provides findings of conformance and/or nonconformance with the criteria. The staff report and findings may also provide a recommended decision of: approval, denial, or approval with specific conditions that ensure conformance with the review criteria;
4. Prepare a notice of the proposal decision:
 - a. In the case of an application subject to a Type I or II review process, the community development director or designee shall make the staff report and all case-file materials available at the time that the notice of the decision is issued;
 - b. In the case of an application subject to a hearing (Type III or IV process), the community development director or designee shall make the staff report available to the public at least seven days prior to the scheduled hearing date, and make the case-file materials available when notice of the hearing is mailed, as provided by SDC 4.1.300(C) (Type II), 4.1.400(C) (Type III), or 4.1.500(D) (Type IV);
5. Administer the hearings process;
6. File notice of the final decision in the city's records and mail a copy of the notice of the final decision to the applicant; all persons who provided comments or testimony; persons who requested copies of the notice; and any other persons entitled to notice by law;
7. Maintain and preserve the file for each application for the time period required by law. The file shall include, as applicable, a list of persons required to be given notice and a copy of the notice given; the affidavits of notice; the application and all supporting information; the staff report; the final decision including the findings, conclusions and conditions, if any; all correspondence; minutes of any meeting at which the application

was considered; and any other exhibit, information or documentation that was considered by the decision-maker(s) on the application; and

8. Administer the appeals and review process.

Applicant's Findings: *The applicant understands the responsibility of the Community Development Director, or their designee for processing this application request.*

Section 6: Conclusion

Based on the facts and findings presented by the applicant within this detailed written narrative, the applicant believes they have satisfied the burden of proof and demonstrated how the proposed zone change not only satisfies all applicable criteria but would also be a benefit to the community by providing diverse housing opportunities in the future for the City of Silverton.

Section 7: Exhibits

Exhibit A – Zone Change Application

Exhibit B – Zoning Map

Exhibit C – Deed

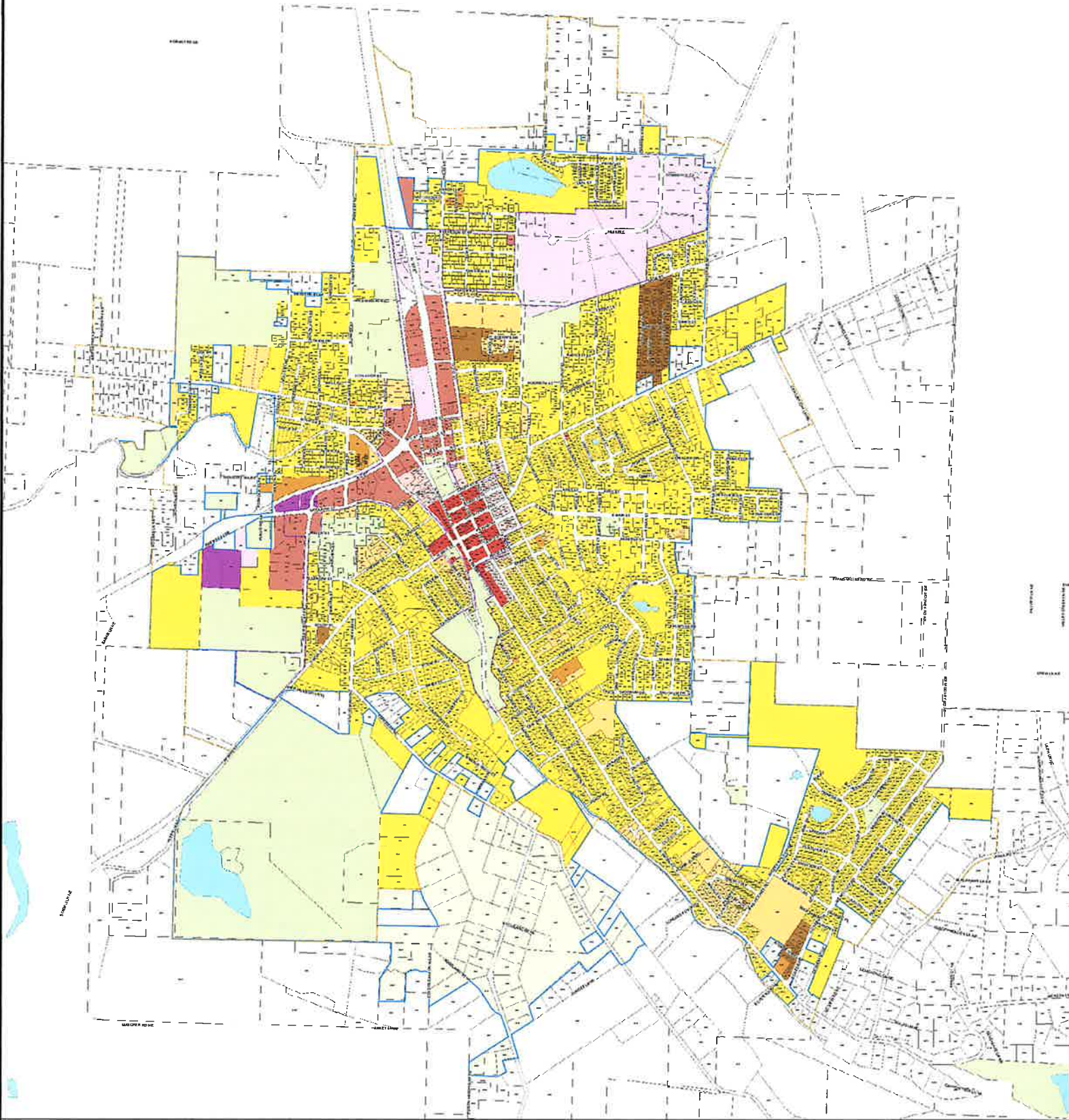
Exhibit D – Articles of Organization

Exhibit E– Marion County Tax Map

Exhibit F – Existing Conditions Plan

Exhibit G – Noticing Labels

City of Silverton Zoning Map



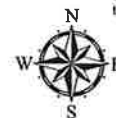
Legend

- Urban Growth Boundary
- Silverton City Limits
- Urban Renewal District
- Downtown Historic District
- Creek and Streams
- AR, Acreage Residential
- DC, Downtown Commercial
- DCF, Downtown Commercial Fringe
- GC, General Commercial
- IP, Industrial Park
- LI, Light Industrial
- P, Public
- R-1, Single Family Residential
- R-5, Low Density Residential
- RM-10, Multiple Family Residential - 10
- RM-20, Multiple Family Residential - 20

Production Date: November 2021



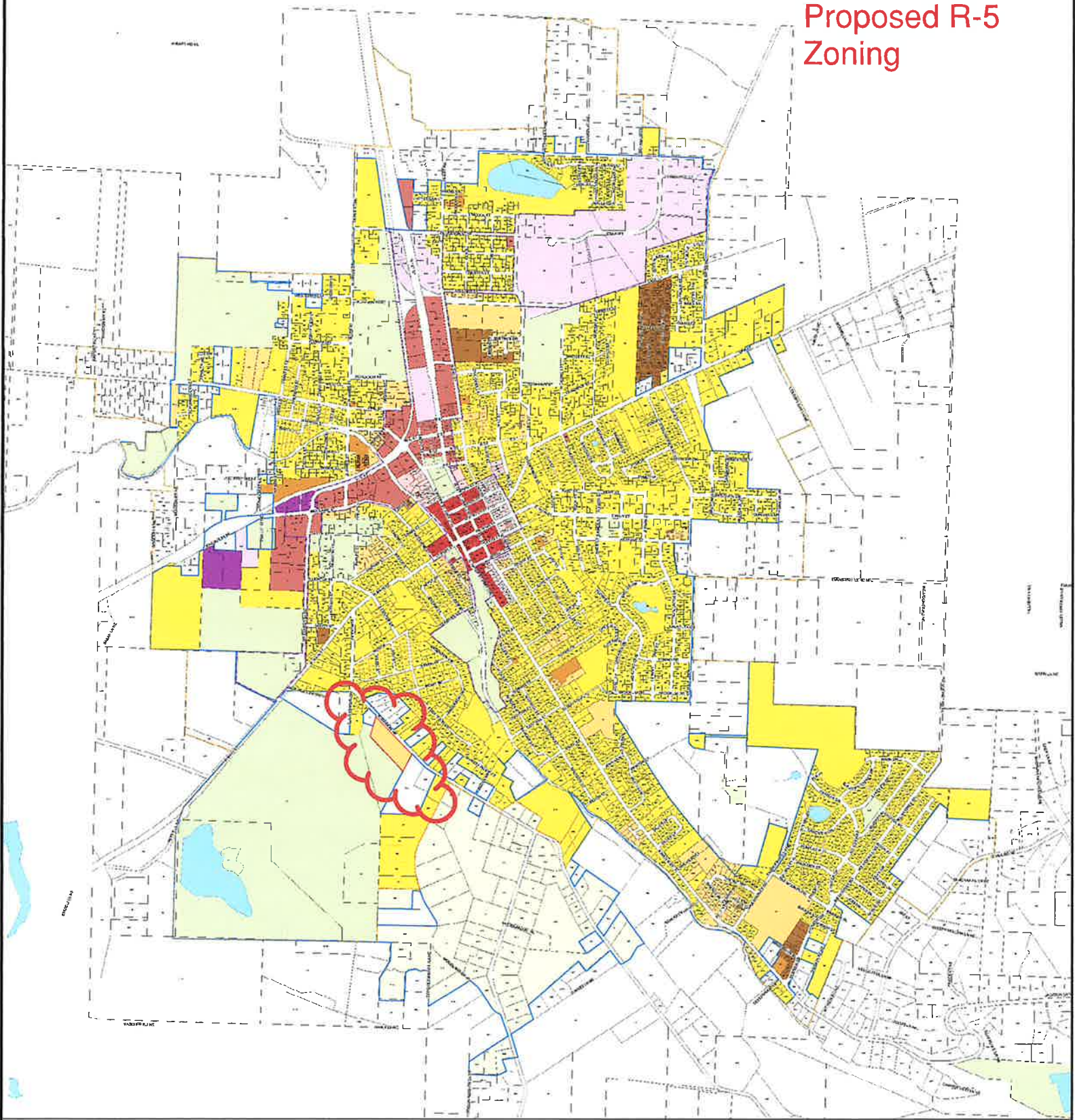
Disclaimer:
 This map was published by the City of Silverton Community Development Department as a general planning tool. Due to the differing quality of source data, the Department cannot accept responsibility for errors or omissions, and therefore, there are no warranties which accompany this material.



Scale: Feet
 Date: Here Oregon No. 1
 60

City of Silverton Zoning Map

Proposed R-5 Zoning



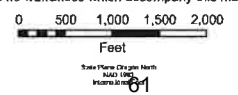
Legend

- Urban Growth Boundary
- Silverton City Limits
- Urban Renewal District
- Downtown Historic District
- Creek and Streams
- AR, Acreage Residential
- DC, Downtown Commercial
- DCF, Downtown Commercial Fringe
- GC, General Commercial
- IP, Industrial Park
- LI, Light Industrial
- P, Public
- R-1, Single Family Residential
- R-5, Low Density Residential
- RM-10, Multiple Family Residential - 10
- RM-20, Multiple Family Residential - 20

Production Date: November 2021

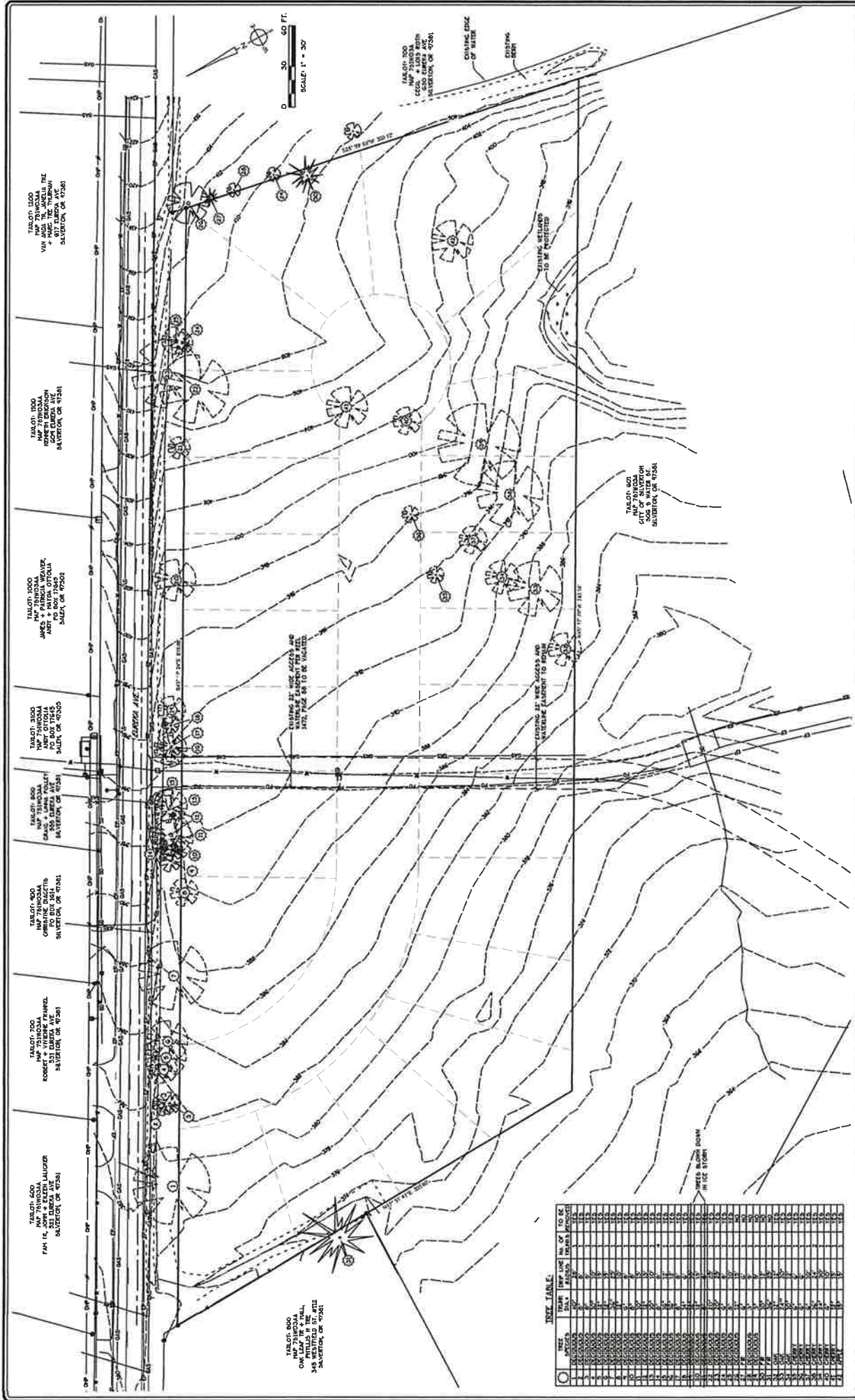


Disclaimer:
 This map was published by the City of Silverton Community Development Department as a general planning tool. Due to the differing quality of source data, the Department cannot accept responsibility for errors or omissions, and therefore, there are no warranties which accompany this material.



State Plane Oregon North
 NAD 83
 81

Exhibit F – Existing Conditions Plan



TABLOTT 1000
VAN ANDA TR, MARLENE TR
407 EUBANK AVE
SILVERTON, OR 97581

TABLOTT 1000
KOPPEL ERICSON
407 EUBANK AVE
SILVERTON, OR 97581

TABLOTT 1000
JAMES & PATRICIA WEAVER
407 EUBANK AVE
SILVERTON, OR 97581

TABLOTT 1000
ANDY OTTOLEA
407 EUBANK AVE
SILVERTON, OR 97581

TABLOTT 1000
GARY & JANA TRALLET
407 EUBANK AVE
SILVERTON, OR 97581

TABLOTT 1000
ORVILLE TRACHTS
407 EUBANK AVE
SILVERTON, OR 97581

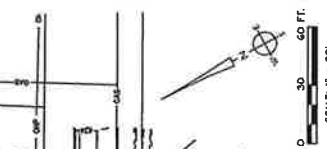
TABLOTT 1000
ROBERT & WYNEKE FRANKS
407 EUBANK AVE
SILVERTON, OR 97581

TABLOTT 1000
FAM TR, JOHN & ELLEN LAUGER
407 EUBANK AVE
SILVERTON, OR 97581

TABLOTT 1000
ONE LAY TR & HALL
348 HESTFIELD ST, #112
SILVERTON, OR 97581

TABLOTT 1000
ONE LAY TR & HALL
348 HESTFIELD ST, #112
SILVERTON, OR 97581

TABLOTT 1000
ONE LAY TR & HALL
348 HESTFIELD ST, #112
SILVERTON, OR 97581



DATE: 7/20/2011
TIME: 10:01
SHEET NO. 4
OF 4

EXISTING CONDITIONS

GARDEN GROVE ESTATES
CITY OF SILVERTON, MARION COUNTY, OREGON

K & D ENGINEERING, INC.
276 N.W. HICKORY STREET
P.O. BOX 755
ALBANY, OREGON 97321
(541) 928-2583



EXIST. TABLE

NO.	TREE	TRUNK DBH (IN)	HEIGHT (FT)	IN. OF FULLY DEVELOPED BRANCHES	IN. OF LEAVES
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100

THE ENGINEER, ARCHITECT, & LANDSCAPE ARCHITECT HAS REVIEWED THE INFORMATION AND HAS FOUND IT TO BE ACCURATE AND COMPLETE. THE ENGINEER, ARCHITECT, & LANDSCAPE ARCHITECT HAS REVIEWED THE INFORMATION AND HAS FOUND IT TO BE ACCURATE AND COMPLETE. THE ENGINEER, ARCHITECT, & LANDSCAPE ARCHITECT HAS REVIEWED THE INFORMATION AND HAS FOUND IT TO BE ACCURATE AND COMPLETE.

ATTACHMENT C: CONDITIONS OF APPROVAL

ATTACHMENT D: STAFF REPORT, ZC-23-01

I. REVIEW CRITERIA -

Zone Change

4.7.300 Quasi-judicial amendments. Criteria for Quasi-Judicial Zoning Amendments. The city shall consider the following review criteria and may approve, approve with conditions or deny a quasi-judicial amendment based on the following; if the application for an amendment originates from a party other than the city, the applicant shall bear the burden of proof.

1. Approval of the request is consistent with the statewide planning goals;
2. Approval of the request is consistent with the relevant comprehensive plan policies and on balance has been found to be more supportive of the comprehensive plan as a whole than the old designation;
3. The requested designation is consistent with any relevant area plans adopted by the city council;
4. The requested designation is consistent with the comprehensive plan map pattern and any negative impacts upon the area resulting from the change, if any, have been considered and deemed acceptable by the city;
5. A public need will be met by the proposed change that is not already met by other available properties, or the amendment corrects a mistake or inconsistency in the comprehensive plan or zoning map regarding the property which is the subject of the application;
6. The property and affected area are presently provided with adequate public facilities, services and transportation networks to support the use, or such facilities, services and transportation networks are planned to be provided in the planning period; and
7. The amendment conforms to other applicable provisions of this code, such as the transportation planning rule requirements incorporated into SDC 4.7.600.
8. Any amendment involving a change to the city's urban growth boundary shall conform to applicable state planning rules for such amendments.

II. APPLICABLE STANDARDS

A. Silverton Development Code (SDC):

Article 4 – Administration of Land Use Development
Section 4.1.400 Type III Procedure (Limited Land Use Decision)
Section – 4.7.300 Quasi-Judicial Amendments

Article 2 – Land Use Districts
Section 2.2.110 Residential Districts – Allowed Land Uses
Section 2.2.120 Residential Districts – Development Standards

Article 3 – Community Design Standards

Section 3.1.200 Vehicle Access and Circulation

Section 3.2.200 Landscape Conservation

Section 3.4.100 Transportation Standards

Section 3.4.300 Sanitary Sewers, Street Lights

Section 3.4.400 Storm Drainage and Erosion Control

Section 3.4.500 Sidewalks

III. FINDINGS

A. Background Information:

1. The applicant submitted a Zone Change Application to change the zoning of 602 Eureka Avenue R-1, Single Family Residential to R-5, Low Density Residential.
2. The subject property has frontage along Eureka Avenue, a collector roadway under Marion County jurisdiction. The site is zoned R-1, Single Family Residential.
3. Citizen testimony was received.
4. Notice was mailed to all property owners and residents within 700' of the site on October 25, 2023. The notice was published in the Statesman Journal on November 1, 2023. The site posted on November 2, 2023.
5. The Planning Commission reviewed the application at the November 14, 2023 Planning Commission Meeting and recommended the City Council deny the Zone Change request. The City Council reviewed the application at the December 4, 2023 meeting and directed staff to prepare an Ordinance to approve the Zone Change request.

B. Silverton Development Code:

1. Article 4 – Administration of Land Use and Development

Section 4.1.500 Type IV Procedure

A minimum of two hearings, one before the Planning Commission and one before the City Council, are required for all Type IV applications

Findings: This application is being reviewed through a Type IV procedure. The applicant submitted an application on October 6, 2023. A public notice for this request was mailed to all property owners within 700 feet of the site on October 25, 2023. The notice was published in the Statesman Journal on November 1, 2023. The site posted on November 2, 2023. The application was reviewed by the Planning Commission November 14, 2023 and the City Council December 4, 2023. The City Council will take action on the application at the January 8, 2024 meeting.

Section 4.7.300 Quasi-Judicial Amendments

Criteria for Quasi-Judicial Zoning Amendments. The city shall consider the following review criteria and may approve, approve with conditions or deny a quasi-judicial amendment based on the following; if the application for an amendment originates from a party other than the city, the applicant shall bear the burden of proof.

1. *Approval of the request is consistent with the statewide planning goals;*

Findings: The City of Silverton adopted the Comprehensive plan to be consistent with the statewide planning goals and has been acknowledged by the State.

2. *Approval of the request is consistent with the relevant comprehensive plan policies and on balance has been found to be more supportive of the comprehensive plan as a whole than the old designation;*

Findings: The applicant submitted an application requesting a Zone Change to change the zoning of 602 Eureka Avenue from R-1, Single Family Residential to R-5, Low Density Residential.

The site has frontage on Eureka Avenue which is a Collector Roadway under Marion County jurisdiction. The site is designated Single Family Residential on the Comprehensive Plan and is zoned R-1, Single Family Residential. As shown on the Zoning Compatibility Matrix, the R-5 zone is a compatible zoning district with the Single Family Comprehensive Plan Designation.

Plan Designation	Compatible Zoning Districts
Industrial	Industrial Park (IP)
	Light Industrial (LI)
	Industrial (I)
Commercial	General Commercial (GC)
	Downtown Commercial (DC)
	Downtown Commercial Fringe (DCF)
Single-Family Residential	Single-Family Residential (R-1)
	Low Density Residential (R-5)
	Acreage Residential (AR)
Multiple-Family Residential	Multiple-Family Residential (RM-10)
	Multiple-Family Residential (RM-20)
Agricultural/Urban Reserve	Single-Family Residential (R-1)
	Low Density Residential (R-5)
	Acreage Residential (AR)

The R-5 Zone requires property to develop at densities ranging from five dwellings per acre to not more than 10 dwellings per acre. The R-1 Zone requires property to develop at densities ranging from 2 to 6 units per acre. The site is 5.15 acres in size, which under the current zoning would allow between 10 and 31 units to be developed on the site. Previous site approval for a 21 lot subdivision could result in 42 dwellings on site per HB 2001 as each lot could develop as a duplex. The known development capacity of the site is 42 dwellings which is above the stated max density in the Silverton Development Code and is allowed by HB 2001. The zone change would allow the site to develop between 26 and 52 units. The zone change effectively allows the site to develop 10 additional dwelling units over the R-1 development capacity. The zone change would be in compliance with the comprehensive plan designation as shown in the above table.

The goal of the Urbanization element of the Comprehensive Plan (Comp Plan) is to “Provide adequate land to meet anticipated future demands for urban development in a logical and orderly manner.” A Policy of the Urbanization element indicates that multiple family development will be encouraged, especially in but not limited to, areas close to the central business district, or within walking distance of neighborhood commercial area, or in areas designated for mixed use. It is also desired that multiple family development should be scattered around the community and not concentrated within any one particular area. Small developments which fit in the existing neighborhood are preferred. The site is located approximately 3,500’ from the central business district.

The City adopted a Housing Needs Analysis (HNA) as a support document to the Comprehensive Plan which found that Silverton has an existing deficit of housing affordable for low-income households, which indicates a need for a wider range of housing types for renters and homeowners. About 30% of Silverton’s households are cost burdened (paying more than 30% of their income on housing), including a cost-burden rate of 46% for renter households.

Silverton is planning for continued growth in single-family detached housing but more growth in single-family attached and multifamily dwelling units is needed to meet the City’s housing needs. The factors driving the shift in types of housing needed in Silverton include changes in demographics and decreases in housing affordability. The aging of Baby Boomers and the household formation of Millennials will drive demand for renter and owner-occupied housing, such as single-family detached housing, townhouses, duplexes, triplexes, quadplexes, and apartments. Both groups may prefer housing in walkable neighborhoods, with access to services.

Diversification of housing types can help reduce the lack of affordable housing, especially for middle-income households. About 442 new households will have incomes between \$34,700 and \$83,280. These households will all need access to affordable housing, such as the housing types described above.

The Housing Element of the Comprehensive lists policies to ‘Encourage opportunities which will provide affordable housing to meet the needs of low income, elderly, handicapped, families, and individuals within the Silverton area’, ‘Provide opportunities for the development of attached and detached single-family and multi-family dwellings such as duplexes, row houses, and town house apartments’, and ‘Allow accessory dwelling units, subject to city development and building regulations, in all residential zones’.

The City Council has adopted goals to ‘develop the Housing Strategy Implementation Plan’ and ‘further develop and implement strategies for affordable housing’.

The requested designation for the site has been evaluated against relevant comprehensive plan policies and on balance could be found to be more supportive of the comprehensive plan as a whole than the old designation.

- 3. The requested designation is consistent with any relevant area plans adopted by the city council;*

Findings: The 2008 Parks Master Plan identifies a connector route dissecting the subject property connecting The Oregon Garden to Pettit property/downtown.

The 2021 Water Master Plan calls for a new connection to the Anderson PRV zone in front of the property. Applicant notes that the zone change doesn't impact the cities ability to undertake the project.

4. *The requested designation is consistent with the comprehensive plan map pattern and any negative impacts upon the area resulting from the change, if any, have been considered and deemed acceptable by the city;*

Findings: The zoning is consistent with the comprehensive plan map designation. The area has Public use to the south and the remaining area is single family residential. The potential negative impact on the area resulting from the change would be an increase in traffic based on increase in density of 10 dwelling units for the site over the existing zoning.

Though, according to the Institute of Transportation Engineers Trip Generation Manual, a duplex is estimated as adding 2 p.m. peak hour trips (PMPHT) to the transportation system, a single family dwelling is estimated as adding 1 PMPHT, and an apartment is estimated as adding .62 PMPHT. Using these estimates, the previous 21 lot single family subdivision, if developed with all single family dwellings, would add 21 PMPHT trips to the transportation system. If the 21 lot subdivision were developed entirely as duplexes as allowed per HB 2001, 42 PMPHT would be added to the transportation system. If the site were to develop as a 51 unit multifamily development, 31 PMPHT would be added to the transportation system.

5. *A public need will be met by the proposed change that is not already met by other available properties, or the amendment corrects a mistake or inconsistency in the comprehensive plan or zoning map regarding the property which is the subject of the application;*

Findings: The following is an analysis of the remaining properties zoned for multi-family development.

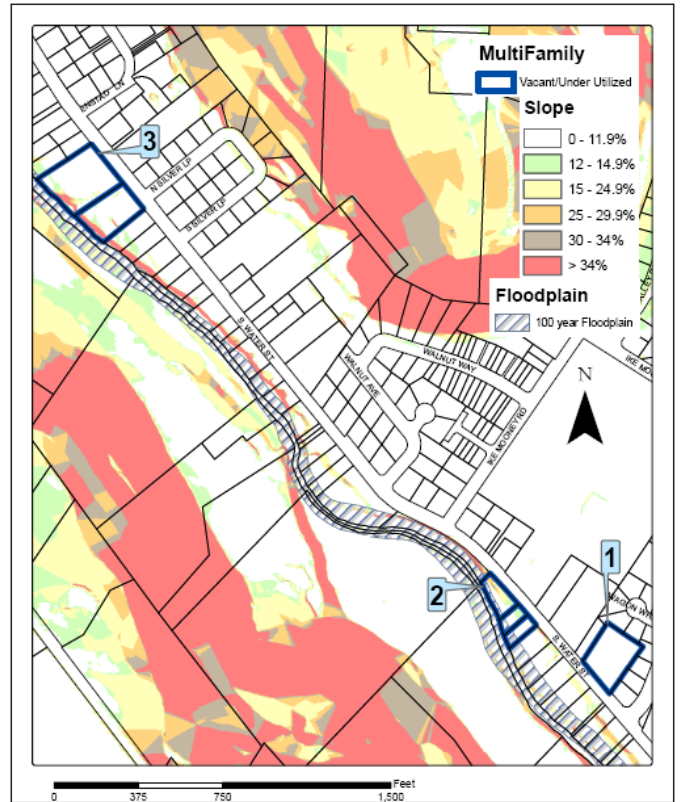
2. South Water Street Creekside Area 1306-1318 S Water

Three properties zoned R-5 with a combined area of 32,701 sq ft (15,338; 8,300 and 9,063 sq ft) with a gross density range of 3.75-7.5 units.

The southern two properties have constructed a single family dwelling on the parcel. 1 dwelling unit each

30% of the northern property is in the floodplain. The Riparian Corridor Boundary appears to follow the Flood Plain Boundary.

Approximate 3,300 sq ft building envelope. Approximately 1 dwelling unit



4. 407 S First St

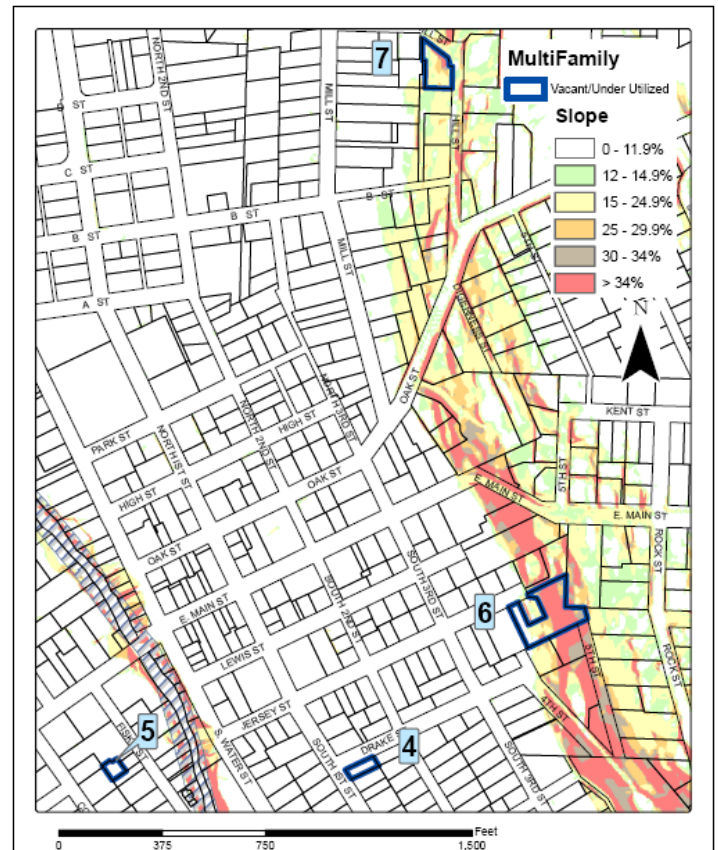
4,471 sq ft. Small flat property, development of a single family dwelling possible

5. 122 Fiske Street

3,670 square foot property behind church parking lot will need frontage onto a public street or access easement. One dwelling likely.

7. Hill Street

13,779 square feet. The site is significantly impacted by hillside. Less than 800 square feet of area under 12% slope with the majority of the site in the 15-25% range, 1 dwelling likely.



8. 623 McClaine Street

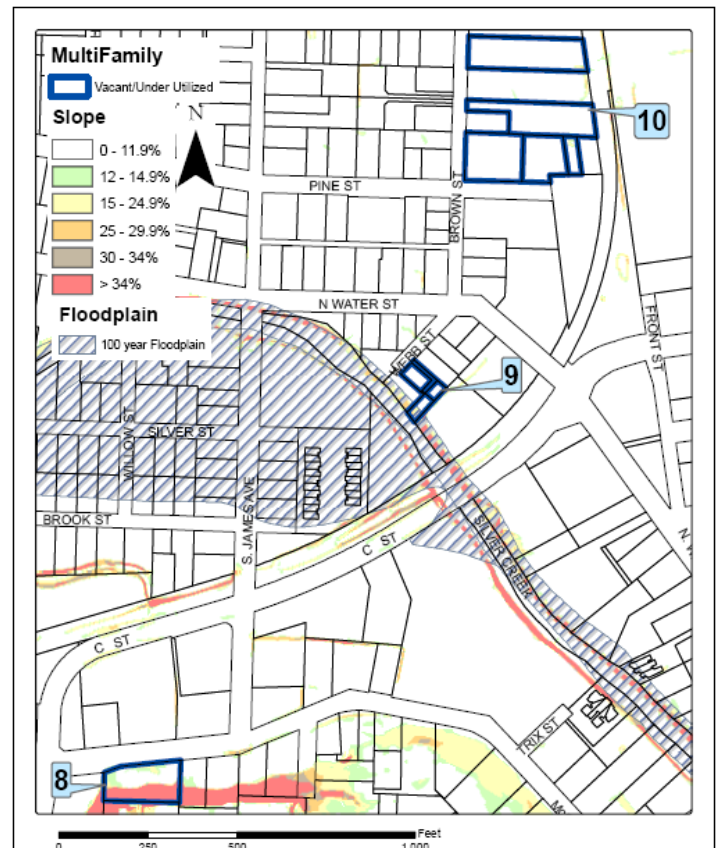
21,976 square feet heavily impacted by steep slopes. Approximate 7,000 sq ft building envelope. 2-4 dwelling units

9. Webb Street

Three developable properties range in size from 1,665 to 3,336 square feet. 3-4 dwelling possible,

10. Brown Street

The area contains four properties totaling 65,806 square feet. Area lacks adequate storm drainage system. Storm drainage improvements would have to be installed south to Webb Street prior to development. No other constraints exist on the site. Northern property currently being used as a



school parking lot. 8-15 dwelling units. A three lot partition has received tentative approval for the site.

The range of possible dwelling units for the vacant multi-family properties in the City Limits is 17-27 dwelling units. It should be noted that there are currently zero vacant properties zoned RM-20, Multi-Family High Density.

Silverton's 654 acres of buildable land in the UGB has the capacity to accommodate 2,320 new dwelling units. While Silverton's forecast for demand is for 1,158 new dwelling units, Silverton has a deficit of capacity for 304 dwelling units in the Multifamily plan designation (over the 2020 to 2040 period). The following summarizes Silverton's land sufficiency results by plan designation:

- **Single-Family:** Silverton has a surplus of capacity for about 1,409 dwelling units, or 381 gross acres of land to accommodate growth.
- **Multifamily:** Silverton has a deficit of capacity for about 304 dwelling units, or 17 gross acres of land to accommodate growth.

Silverton has a deficit of land for 304 dwelling units in the Multifamily plan designation (about 17 gross acres). Currently, Silverton's available land in its Multifamily plan designation is zoned at densities consistent with the Single-Family plan designation which cannot accommodate most multifamily housing types. Addressing this deficit is key to meeting Silverton's housing needs over the 20-year period.

Since the HNA, 97 units of multifamily housing have been approved but has yet to be built. 4 units have been built.

6. *The property and affected area are presently provided with adequate public facilities, services and transportation networks to support the use, or such facilities, services and transportation networks are planned to be provided in the planning period; and*

Findings: The site is adjacent to the City water and storm sewer systems and is located approximately 165' from sanitary sewer. There is a 12" water main on the mid-level zone running north from the PRV station that ends along the frontage of the site. It is feasible to run a 8" line from the end of this 12" across Eureka to supply water to a potential development. This will allow the services to be put in without individual Pressure Reducing Valves. To provide sufficient fire flow it would be feasible to come off the cross on the line running to the Oregon Garden and run 8" lines north and south to any hydrants needed. The transportation network is currently in place.

7. *The amendment conforms to other applicable provisions of this code, such as the transportation planning rule requirements incorporated into SDC 4.7.600.*

Findings: The transportation planning rule is not applicable.

8. *Any amendment involving a change to the city's urban growth boundary shall conform to applicable state planning rules for such amendments.*

Findings: The request does not involve a change to the Urban Growth Boundary.

Article 2 – Land Use Districts

Section 2.2.110 Residential Districts – Allowed Land Uses

Findings: The site is requesting to be zoned R-5, Low Density Residential. If the if were rezoned, in addition to the single family homes, duplexes, and accessory dwelling units allowed in the R-1 zone, single family attached, cottage clusters, and multi-family (3 or more dwellings on a lot) would be allowed if zoned R-5, within the 5 to 10 unit per acre ranged. A subsequent land use application would have to be submitted in order to develop the allowed uses of the site.

Section 2.2.120 Residential Districts – Development Standards

Findings: The maximum density for the R-5 zone is 10 dwelling units per acre. The site is 5.15 acres in size which allows a maximum density of 52 dwelling units for the site. The lot size allowed for single family homes in the R-5 zone is 5,000 square feet versus the 7,000 square feet for R-1 lots.

Article 3 – Community Design Standards

Section 3.1.200 Vehicular Access and Circulation

This Section implements the access management policies of the City of Silverton Transportation System Plan. The intent of this Section is to manage vehicular access and on-site circulation to ensure the continued operational safety, capacity and function of the transportation system.

Findings: The site has frontage on Eureka Avenue which is a Collector Roadway under Marion County jurisdiction. As part of any future development, an Access Permit would required from Marion County for access to Eureka Avenue which would likely preclude or limit direct driveway access to Eureka.

A 22 foot wide access and utility easement traverses the site from Eureka Avenue to the Oregon Garden. The easement would have to be maintained in any future development application.

In accordance with SMC 13.70.110 any development would be subject to Transportation SDC charges.

Section 3.2.200 Landscape Conservation

Where protection is impracticable because it would prevent reasonable development of public streets, utilities, or land uses permitted by the applicable land use district, the city may allow removal of significant vegetation from the building envelope as defined by required yard setbacks.

Findings: Significant vegetation exists on the site. Any development plan would have to incorporate the landscape conservation standards as well as the protection standards for any Oak tree greater than 30” located on the subject site.

Section 3.4.100 Transportation Standards

Findings: The site is 5.15 acres and was previously approved for a 21 lot subdivision which could result in 42 dwellings on site per HB 2001. The zone change would permit a maximum of 10 units per acre allowing 52 dwellings total, a net increase of 10 units from the R-1 zone. According to the Institute of Transportation Engineers Trip Generation Manual, a duplex is estimated as adding 2 p.m. peak hour trips (PMPHT) to the transportation system, a single family dwelling is estimated as adding 1 PMPHT, and an apartment is estimated as adding .62 PMPHT. Using these estimates, the previous 21 lot single family subdivision, if developed with all single family dwellings, would add 21 PMPHT trips to the transportation system. If the 21 lot subdivision were developed entirely as duplexes as allowed per HB 2001, 42 PMPHT would be added to the transportation system. If the site were to develop as a 51 unit multifamily development, 31 PMPHT would be added to the transportation system.

Section 3.4.200 Public use (park) areas.

Findings: The park land dedication section of the code allows the City to require park land dedication that is proportionate in impact to the proposed development consistent with the Park & Recreation Master Plan. The Parks & Rec Master Plan does not recommend any additional Pocket Parks, which are small parks typically less than 2 acres in size. The smallest park type the Master Plan recommends is a neighborhood park, which is typically 3-30 acres in size. It is estimated that the park land dedication of the subdivision, should the City go that route, would be about 0.8 acres in size at the cost of the City collecting Parks System Development Charges from the development. Since the Parks & Rec Master Plan does not recommend acquiring additional land for pocket parks, the City is inclined to accept the Parks System Development Charges from the development. All new dwellings will have to pay all applicable Parks and Recreation System Development Charges.

Section 3.4.300 Sanitary Sewers, Water, Street Lights and Fire Protection.

Sanitary sewer system and water system improvements shall be installed with new development in accordance with the City's Sanitary Sewer Master Plan, Water System Master Plan, and Public Works Design Standards. When streets are required to be stubbed to the edge of the subdivision, sewer and water system improvements shall also be stubbed with the streets, except where the Public Works Director finds that future extension is not practical due to topography or other constraints.

Development permits for sewer and water system improvements shall not be issued until the Public Works Director has approved all sanitary sewer and water plans in conformance with City standards.

Findings: Sanitary sewer exists approximately 165' Northwest of the site and has adequate size to serve development capacity of a zone change. A water main is located at Eureka Avenue and available to the site. Any new development will have to pay all applicable SDC fees during the building permit process. Any development would have to meet all applicable fire code regulations.

Section 3.4.400 Storm Drainage and Erosion Control

Findings: A storm drainage and erosion control plan meeting Public Works Design Standards will be required prior to issuance of a development permit.

There is downstream capacity and an approved point of discharge. Any future development would be required to detain on site per public works standards.

In accordance with SMC 13.70.110 any new dwellings will be required to pay a stormwater SDC charge at the time when a building permit is issued.

Section 3.4.500 Sidewalks

Sidewalks shall be constructed on all public streets in the City by the owners of property next adjacent thereto.

Findings: Full urban frontage improvements would likely be conditioned upon a development application, including sidewalks.

IV. SUMMARY AND CONCLUSION

Findings have been made for all of the applicable Code sections.

The Planning Commission held a public hearing to evaluate the proposed zone change and recommends the City Council deny the application as it does not meet all the review criteria.

The City Council received the Planning Commission’s recommendation on the zone and reviewed the findings and the recommendation in a public hearing.

The City Council reviewed the application at the December 4, 2023 meeting and directed staff to prepare an Ordinance to approve the Zone Change request.

City Council Options:

The City Council shall:

- a. Approve, approve with modifications, approve with conditions, deny, or adopt an alternative to the application, or remand the application to the planning commission for rehearing and reconsideration on all or part of the application;
- b. Consider the recommendation of the planning commission; however, the city council is not bound by the commission’s recommendation; and
- c. Act by ordinance, which shall be signed by the mayor after the council’s adoption of the ordinance.

ATTACHMENT E: TESTIMONY

City of Silverton
306 S Water Street
Silverton, OR 97381

Re: File No.: ZC-23-01

To Whom It May Concern:

I would like to express my deep concerns about the proposed development at 602 Eureka Avenue.

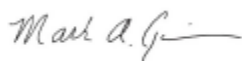
The Oregon Garden Resort is surely the most valuable asset of the City of Silverton. Available for all Oregonians and tourists alike, it is a peaceful, spacious, and beautiful place, hosting over 50,000 guests per year. From the moment one enters the welcoming gate on Cascade Highway, one is surrounded by the natural beauty of the Garden. The driveway meanders past towering oaks through ponds, undergrowth, and botanical wonders as it winds past the Gordon House and the Schmidt Pavilion. It is clear from that moment that you are entering a Garden.

Imagine, then making the last right turn past the Pavilion, and laying your eyes on twenty two houses crammed onto what used to be a wild wetland, feeding the ponds below by a stream during the winter months that is sometimes is too deep and fast to cross. Even in summer there is water moving below ground, as that rather narrow 'crevasse' is the only way out of the little valley above.

There is also no fence high enough to hide that ugly vision from visitors to the Garden, since the driveway itself is much higher in elevation. So, sprawled out in front of you are 42 homes crammed onto tiny wedge-shaped lots with 2-3 SUVs parked in each of the tiny drive-ways – forced by the proposed density of the development.

The proposed subdivision would absolutely obliterate the entrance to the Oregon Garden. I urge you to vote down this horrible plan, and send the developers packing. If they wish to come back with a plan for 3, 4, or even 5 homes on that property including a plan to safely move that water through to the lower ponds... so be it. But please, do not allow them to cram so many doghouses on that very important greenspace. Once done, it cannot be undone. Please vote no on this badly planned development.

Best regards,



DR. MARK A. GUMMIN
540 EDGEWOOD DRIVE
SILVERTON, OR 97381

BURT CONWAY
435 EUREKA

NOTICE OF PUBLIC HEARING
FILE NO. ZC-23-01

I AM OPPOSED TO ANY ZONE CHANGE
FROM R-1 SINGLE FAMILY RESIDENTIAL!
I FEEL THAT THE EXISTING R-1
WITH CAPACITY OF 42 DWELLING
UNITS WILL WORK. THE TRAFFIC
AND THE SPEED ON EUREKA IS
A PROBLEM NOW.

THANK YOU

Burt Conway

11-1-23

11/7/2023

City of Silverton
306 South Water St
Silverton, OR 97381

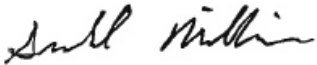
Ref: Map 071W03a 600
File No. ZC-23-01
Zone Change: 602 Eureka Avenue Silverton Or

To Whom It May Concern:

I do not believe the zone change should be allowed. Is this what we want to do with Eureka?

- 1) Eureka Roadway is currently restricted and higher densities need to be planned.
- 2) Tourist appeal and development garden synergies are negative.
- 3) The Long-Term Plan has been: not to increase the densities on Eureka.
- 4) Septic Sewer Loads (not hooked to the city) and Wells are at max.
- 5) Other sites offer alternative responses to the public need.
- 6) The Zone change will affect the plan for the Emergency Access Roadway to the Oregon Garden.
- 7) Increasing density near Waste Water Operations may not be the best valid land use goal.

Sincerely yours,



Gerald Milliron
440 Edgewood Drive
Silverton, OR 97381

Written comment re: 602 Eureka Avenue Notice of Public Hearing, ZC-23-01

Thank you for your time to discuss the 602 Eureka Avenue development.
To recap our discussion and our understanding, we contacted you to inquire about the storm water management plan for the above-named development. Our concerns stem from the location of our property in proximity to development of the Eureka location.

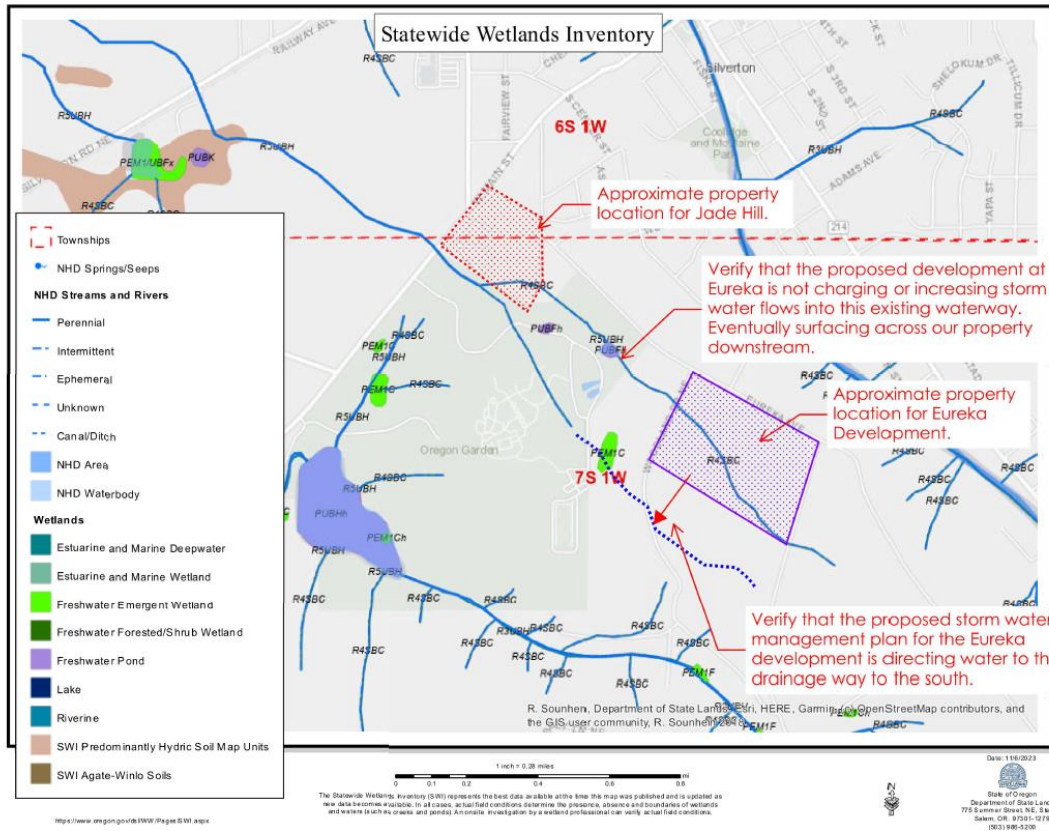
We have pulled maps to indicate the potential for storm water flow and want to assure that the approved plans direct water away from our property. We are not opposed to the development, but rather want confirmation that the builder intends to route storm water drainage away toward the south drainage path from the development.

Please see the attached maps indicating drainage pathways.

Additionally, we are requesting to receive a PDF of the approved development plans for 602 Eureka Avenue.

Thank you very much,

Jade Hills LLC
Dean & Lauren Christensen



Date: November 30, 2023

To: Silverton City Council

Subject: **December 4, 2023, City Council Agenda Item 5.2**
Zoning change for Garden Grove Estates, 602 Eureka Ave.

Dear Councilors:

I urge you to follow the recommendation of the Planning Commission and adopt Ordinance 23-07, denying the application No. ZC-23-01 to change the zoning of 602 Eureka Ave. from R-1 to R-5.

The following are reasons to deny the application in addition to those identified by the Planning Commission during its public hearing on November 14, 2023.

1. Criteria SDC § 4.7.300(B)(4): Negative impacts not considered

The review criteria of SDC § 4.7.300B(4) states, “The requested designation is consistent with the comprehensive plan map pattern and any negative impacts upon the area resulting from the change, if any, have been considered and deemed acceptable by the city.”

As I wrote in testimony to the Planning Commission for its November 14, 2023 hearing, the City has not adequately considered the large public wetlands bordering the property. And the City has not considered the substantial volumes of water—from areas higher in elevation from the south and east—that flow across the property into the wetlands area.

By permitting more housing construction, the zoning change not only increases the potential for negative impacts in the wetlands area, but also increases the potential that the existing water flow across the property toward the wetlands will change in unexpected and negative ways.

According to SDC § 4.7.300, the applicant bears the burden of proof for review under SDC § 4.7.300B(4). The applicant must show that the zoning change will not have any negative impacts on the wetlands area. Yet the applicant states only that “[a] small area of the subject site is encumbered by a wetland,” and does not describe the full extent of the wetlands area along the entire western edge of the property. The applicant has not provided the City with evidence that increased housing density on this property will not have negative impacts upon the surrounding area.

2. Criteria SDC § 4.7.300(B)(2): Does not support the comprehensive plan

The proposed zoning change on this undeveloped parcel will greatly increase the market value of the property. But no corresponding community value will accrue to Silverton. As such the proposal is not a permissible zoning change under SDC § 4.7.300B(2). To be allowed the zoning change must “on balance [be] found to be more supportive of the comprehensive plan as a whole than the old designation.” The comprehensive plan does not support zoning changes that benefit

individual private property owners only. Rather, the plan supports zoning and development based on needs identified by, and whose benefits accrue to, “the community as a whole.”

At the July 13, 2021 Planning Commission hearing on the applicant’s now-approved subdivision, the applicant testified that he himself has no plans to build any housing. He said then that he planned to make utility improvements necessary for the new subdivision’s lots and then sell the subdivided property to a housing builder.

At the November 14, 2023 Planning Commission hearing, the applicant’s representative testified that the applicant has no specific plans for developing the parcel if its zoning were to be changed from R-1 to R-5 and that the applicant intends to keep his approved R-1-zoned, 21-lot subdivision among his available options for development. In other words, the applicant’s representative testified that the number of housing units actually built on this property may not change if the City approves the zoning change.

The applicant has now told the City twice that he has no plans for adding housing to Silverton, because he will not be a builder of housing on this property. The applicant has given no evidence of any benefit accruing to the community from this proposed zoning change at this location, as he has not committed to build any particular housing there. The applicant has told the City his intention is to sell the property after it is subdivided and before housing is constructed. Significantly, the applicant has taken out no permits for construction on the parcel since the City approved the subdivision over 2 years ago.

Changing the zoning from R-1 to R-5 under these circumstances will result in a significant increase in property market value for this owner with no corresponding benefit to “the community as a whole.”

At its November 14, 2023 hearing, the Planning Commission recommended 4-1 that the City deny the zoning change application. I urge you to follow this recommendation and adopt Ordinance 23-07.


Marc van Anda
617 Eureka Ave.
Silverton, OR 97381

CITY OF SILVERTON
ORDINANCE
24-01

AN ORDINANCE OF THE SILVERTON CITY COUNCIL APPROVING A ZONE CHANGE TO ZONE 602 EUREKA AVENUE R-5, LOW DENSITY RESIDENTIAL. MARION COUNTY ASSESSOR'S MAP 071W03A TAX LOT 0600

WHEREAS, a Zone Change application was made by Charles Weathers (Orreo LLC) PO Box 2717 Salem OR 97308 to change the zoning of 602 Eureka Avenue from R-1, Single Family Residential to R-5, Low Density Residential; and

WHEREAS, the Planning Commission met in a duly advertised Public Hearing on November 14, 2023 to consider the proposed Zone Change, allowed testimony, reviewed the application; and

WHEREAS, following public testimony, the Planning Commission deliberated and recommends the City Council hold a public hearing to deny the proposed application (ZC-23-01); and

WHEREAS, after proper legal notice, a Public Hearing before the City Council was held on December 4, 2023, to consider ZC-23-01. All interested parties participated and had an opportunity to be heard. The City Council reviewed all matters presented to it.

NOW, THEREFORE, THE CITY OF SILVERTON ORDAINS AS FOLLOWS:

Section 1: The City Council finds that the burden of proof for the zone change has been met and the request meets the applicable review criteria; therefore, the request to change the Zoning from R-1 to R-5 for the property is approved.

Section 2: In support of its decision, the City Council adopts the findings contained in "Exhibit A".

Section 3: This ordinance is and shall be effective within 30 days of its passage.

Ordinance adopted by the City Council of the City of Silverton, this 8th day of January 2024.

Mayor, City of Silverton
Jason Freilinger

ATTEST:

City Manager/Recorder, City of Silverton
Corey Misley

Exhibit A

ZC-23-01

The City Council of the City of Silverton adopts the following findings:


1. The applicant submitted an application requesting a Zone Change to change the zoning of 602 Eureka Avenue (Marion County Assessor's Map 071W03A Taxlot 0600) from R-1, Single Family Residential to R-5, Low Density Residential.
2. The Planning Commission met in a duly advertised Public Hearing on November 14, 2023, to consider the proposed Zone Change, allowed testimony, and reviewed the application. Following public testimony, the Planning Commission deliberated and recommends the City Council hold a public hearing to deny the proposed application (ZC-23-01).
3. After proper legal notice, a Public Hearing before the City Council was held on December 4, 2023, to consider ZC-23-01. All interested parties participated and had an opportunity to be heard. The City Council reviewed the application at the December 4, 2023, meeting and directed staff to prepare an Ordinance to approve the Zone Change request.
4. The applicant submitted an application on October 6, 2023. A public notice for this request was mailed to all property owners within 700 feet of the site on October 25, 2023. The notice was published in the Statesman Journal on November 1, 2023. The site posted on November 2, 2023. The application was reviewed by the Planning Commission November 14, 2023, and the City Council December 4, 2023. The City Council will take action on the application at the January 8, 2024, meeting.
5. The site has frontage on Eureka Avenue which is a Collector Roadway under Marion County jurisdiction. The site is designated Single Family Residential on the Comprehensive Plan and is zoned R-1, Single Family Residential. As shown on the Zoning Compatibility Matrix, the R-5 zone is a compatible zoning district with the Single-Family Comprehensive Plan Designation.
6. The R-5 Zone requires property to develop at densities ranging from five dwellings per acre to not more than 10 dwellings per acre. The R-1 Zone requires property to develop at densities ranging from 2 to 6 units per acre. The site is 5.15 acres in size, which under the current zoning would allow between 10 and 31 units to be developed on the site. Previous site approval for a 21-lot subdivision could result in 42 dwellings on site per HB 2001 as each lot could develop as a duplex. The known development capacity of the site is 42 dwellings, which is above the stated max density in the Silverton Development Code and is allowed by HB 2001. The zone change would allow the site to develop between 26 and 52 units. The zone change effectively allows the site to develop 10 additional dwelling units over the R-1 development capacity.
7. The goal of the Urbanization element of the Comprehensive Plan (Comp Plan) is to "Provide adequate land to meet anticipated future demands for urban development in a logical and orderly manner." A Policy of the Urbanization element indicates that multiple family development will be encouraged, especially in but not limited to, areas close to the

central business district, or within walking distance of neighborhood commercial area, or in areas designated for mixed use. It is also desired that multiple family development should be scattered around the community and not concentrated within any one particular area. Small developments which fit in the existing neighborhood are preferred. The site is located approximately 3,500' from the central business district.

8. The City adopted a Housing Needs Analysis (HNA) as a support document to the Comprehensive Plan which found that Silverton has an existing deficit of housing affordable for low-income households, which indicates a need for a wider range of housing types for renters and homeowners. About 30% of Silverton's households are cost burdened (paying more than 30% of their income on housing), including a cost-burden rate of 46% for renter households.
9. Silverton is planning for continued growth in single-family detached housing but more growth in single-family attached and multifamily dwelling units is needed to meet the City's housing needs. The factors driving the shift in types of housing needed in Silverton include changes in demographics and decreases in housing affordability. The aging of Baby Boomers and the household formation of Millennials will drive demand for renter and owner-occupied housing, such as single-family detached housing, townhouses, duplexes, triplexes, quadplexes, and apartments. Both groups may prefer housing in walkable neighborhoods, with access to services.
10. The Housing Element of the Comprehensive lists policies to 'Encourage opportunities which will provide affordable housing to meet the needs of low income, elderly, handicapped, families, and individuals within the Silverton area', 'Provide opportunities for the development of attached and detached single-family and multi-family dwellings such as duplexes, row houses, and town house apartments', and 'Allow accessory dwelling units, subject to city development and building regulations, in all residential zones'.
11. The 2008 Parks Master Plan identifies a connector route dissecting the subject property connecting The Oregon Garden to Pettit property/downtown. The 2021 Water Master Plan calls for a new connection to the Anderson PRV zone in front of the property. Applicant notes that the zone change doesn't impact the cities ability to undertake the project.
12. The zoning is consistent with the comprehensive plan map designation. The area has Public use to the south and the remaining area is single family residential. The potential negative impact on the area resulting from the change would be an increase in traffic based on increase in density of 10 dwelling units for the site over the existing zoning.
13. According to the Institute of Transportation Engineers Trip Generation Manual, a duplex is estimated as adding 2 p.m. peak hour trips (PMPHT) to the transportation system, a single-family dwelling is estimated as adding 1 PMPHT, and an apartment is estimated as adding .62 PMPHT. Using these estimates, the previous 21 lot single family subdivision, if developed with all single-family dwellings, would add 21 PMPHT trips to the transportation system. If the 21-lot subdivision were developed entirely as duplexes

as allowed per HB 2001, 42 PMPHT would be added to the transportation system. If the site were to develop as a 51-unit multifamily development, 31 PMPHT would be added to the transportation system.

14. The range of possible dwelling units for the vacant multi-family properties in the City Limits is 17-27 dwelling units. It should be noted that there are currently zero vacant properties zoned RM-20, Multi-Family High Density. Silverton's 654 acres of buildable land in the UGB has the capacity to accommodate 2,320 new dwelling units. While Silverton's forecast for demand is for 1,158 new dwelling units, Silverton has a deficit of capacity for 304 dwelling units in the Multifamily plan designation (over the 2020 to 2040 period). The following summarizes Silverton's land sufficiency results by plan designation.
15. Silverton has a deficit of land for 304 dwelling units in the Multifamily plan designation (about 17 gross acres). Currently, Silverton's available land in its Multifamily plan designation is zoned at densities consistent with the Single-Family plan designation which cannot accommodate most multifamily housing types. Addressing this deficit is key to meeting Silverton's housing needs over the 20-year period.
16. The site is adjacent to the City water and storm sewer systems and is located approximately 165' from sanitary sewer. There is a 12" water main on the mid-level zone running north from the PRV station that ends along the frontage of the site. It is feasible to run a 8" line from the end of this 12" across Eureka to supply water to a potential development. This will allow the services to be put in without individual Pressure Reducing Valves. To provide sufficient fire flow it would be feasible to come off the cross on the line running to the Oregon Garden and run 8" lines north and south to any hydrants needed. The transportation network is currently in place.
17. The transportation planning rule is not applicable.
18. The request does not involve a change to the Urban Growth Boundary.
19. The site has frontage on Eureka Avenue which is a Collector Roadway under Marion County jurisdiction. As part of any future development, an Access Permit would be required from Marion County for access to Eureka Avenue which would likely preclude or limit direct driveway access to Eureka. A 22-foot-wide access and utility easement traverses the site from Eureka Avenue to the Oregon Garden. The easement would have to be maintained in any future development application.
20. Sanitary sewer exists approximately 165' Northwest of the site and has adequate size to serve development capacity of a zone change. A water main is located at Eureka Avenue and available to the site.

	Agenda Item No.:	Topic:
	5.2	Review of the Statement of Qualifications submitted for the Development of Affordable Housing on the Westfield Site.
	Agenda Type:	
	Discussion/Action	
Meeting Date:		
	January 8, 2024	
Prepared by:	Reviewed by:	Approved by:
Jason Gottgetreu	Cory Misley	Cory Misley

Recommendation:

Select DevNW and Ink Built, REACH Community Development Inc. (REACH), and Farmworker Housing Development Corporation (FHDC) as the short list of potential partners to be invited to submit a Proposal for the development of the Westfield Site.

Background:

The City of Silverton advertised a Request for Qualifications (RFQ) for the development of Affordable Housing on the Westfield Site. The City received four Statement of Qualifications (SOQ). The RFQ process is intended to generate a short list (e.g., two or three) of potential partners who would then be invited to submit a Proposal for the development of the Westfield Site.

The Affordable Housing Task Force reviewed the SOQs and recommended the Council select DexNW and Ink Built and REACH, and FHDC as the short list of potential partners to be invited to submit a Proposal.

The primary goal would be to provide housing affordable primarily to households at 60% AMI or below. The idea is to start on two (2) of the seven (7) vacant acres with the intent to develop further in the future. The initial area is generally in the northwest portion of the site. The density range is 10 to 20 units per acre. The intent would be for the City to retain ownership of the land and provide a long-term land lease to the developer. The vision is for a quality development that feels like a village, where the buildings and site are attractive and incorporate quality, durable materials, design, and landscaping and seamlessly blend into the surrounding area.

The City expects to issue a Request for Proposals (RFP) to the short list of development teams during the first quarter of 2024. At this stage, the City will ask short listed teams to prepare rough, concept-level plans for the site, an explanation of how their proposal addresses the City’s goals, and a summary of the projects’ development economics and proposed deal structure (roles and responsibilities of the development team, City, and other parties).

Budget Impact	Fiscal Year	Funding Source
N/A	2023-2024	N/A

Attachments:

1. Memo dated December 21, 2023, from the Community Development Director
2. DevNW and Ink Built SOQ
3. REACH Community Development Inc. (REACH) and Farmworker Housing Development Corporation (FHDC) SOQ
4. Hacienda Community Development Corp. SOQ
5. Home First Development and Green Light Development SOQ
6. Draft Minutes from the December 19, 2023, AHTF Meeting

**City of Silverton - Community Development
Department**

306 South Water Street
Silverton, OR 97381
(503) 874-2212

Jgottgetreu@silverton.or.us



MEMO

DATE: December 21, 2023
FROM: Jason Gottgetreu, Community Development Director
TO: Silverton City Council
RE: Affordable Housing Development Statement of Qualifications

The City of Silverton advertised a Request for Qualifications (RFQ) for the development of Affordable Housing on the Westfield Site. The City received four Statement of Qualifications from the below developers.

- a. DevNW and Ink Built.
- b. REACH Community Development Inc. (REACH) and Farmworker Housing Development Corporation (FHDC).
- c. Hacienda Community Development Corp.
- d. Home First Development and Green Light Development.

The RFQ process is intended to generate a short list (e.g., two or three) of potential partners who would then be invited to submit a Proposal for the development of the Westfield Site. The Council would then select the best project/firm based generally on the below.

The Affordable Housing Task Force reviewed the Qualifications and recommends DevNW and Ink Built, and REACH Community Development Inc. (REACH) and Farmworker Housing Development Corporation (FHDC) be selected as the short list of potential partners who be invited to submit a Proposal for the development of the Westfield Site.

Selection Criteria - The City of Silverton plans to select a short list of development teams based primarily on developer team qualifications, and specifically on the following criteria:

- Project vision, including compatibility with City goals;
- Experience of team and key staff;
- Experience completing comparable projects; and,
- References.

Below is the general vision as noted in the RFQ.

The City would like to utilize a portion of the Westfield site for an affordable housing development to serve a mixture of demographics/income levels including a variety of unit types including studios, one (1), two (2), and three (3) bedroom apartments, cottages, and single level accessible. The structures are envisioned to be one or two stories tall and that would accommodate a wide demographic with accessible units.

The idea is to start on two (2) of the seven (7) vacant acres with the intent to develop further in the future. The initial area is generally in the northwest portion of the site. The density range is 10 to 20 units per acre.

The primary goal would be to provide housing affordable primarily to households at 60% AMI or below. (Based on the known funding sources, the City assumes this would be rental housing, but would welcome owner-occupied housing as well).

The intent would be for the City to retain ownership of the land and provide a long-term land lease to the developer.

The vision is for a quality development that feels like a village, where the buildings and site are attractive and incorporate quality, durable materials, design, and landscaping and seamlessly blend into the surrounding area.

Process Overview

The City plans to conduct the developer solicitation process in the following phases:

1. Request for Qualifications (RFQ; this document).

Based on RFQ submittals, the City will select a short-list (e.g., two or three) of potential development teams to invite to respond to an RFP.

2. The City expects to issue a Request for Proposals (RFP) to the short list of development teams during the first quarter of 2024. At this stage, the City will ask short listed teams to prepare rough, concept-level plans for the site, an explanation of how their proposal addresses the City's goals, and a summary of the projects' development economics and proposed deal structure (roles and responsibilities of the development team, City, and other parties).
3. Based on proposals received from the short list of development teams, the City hopes to select a preferred development team capable of developing the Westfield Site.

Attachment 2

RESPONSE TO REQUEST FOR QUALIFICATIONS // CITY OF SILVERTON WESTFIELD SITE

DEC 12, 2023



1 // COVER LETTER

City of Silverton

Re: Request for Qualifications Westfield Site

Attn: Jason Gottgetreu

DevNW and Ink Built are pleased to submit our combined qualifications for the development of affordable housing on the Westfield site. DevNW and Ink Built have deep roots in the Willamette Valley and extensive experience in planning, designing, building, and managing affordable housing, including for both rental and ownership. We share a mission to bring innovative thinking, design, and collaboration to bear in addressing the immense need for sustainable, equitable, and affordable housing that builds upon the inherent strengths and resources of communities. We understand that we must go beyond making great buildings, that we must strive to restore justice and create connection through the spaces we shape together.

DevNW is a nonprofit asset building and community development organization serving a six-county region: Lane, Linn, Benton, Lincoln, Marion, and Clackamas. Affordable housing development and management have been central to our mission for more than 40 years. We believe that secure, affordable housing is central to our ultimate mission of helping individuals, families, and communities build financial opportunity and long term assets. We pair our housing with extensive services that include financial literacy, matched savings, small business development, first time homeownership, and more. DevNW owns and operates a portfolio of 436 rental homes and 26 Community Land Trust (CLT) homes; we have an additional 17 rental units and 94 Community Land Trust homes currently under development. Our real estate team (including development, construction management, and asset management) includes 10 full time staff with an average of 15+ years of experience. They are supported by a total team of 70, including finance and accounting, resident services, first time homebuyer services, and other roles critical to a future Westfield project.

Ink Built is a growing Woman-Owned Architecture Firm (Oregon Certified WBE/ESB) founded in 2017 by Andrea Wallace, Melynda Retallack, and Nate Ember, with a mission to deliver responsive architecture, planning, and development to respond to our triple crises of increasing economic & social inequity, climate change, and housing affordability. They have centered their firm on the belief that access to safe housing is a human right and that all people should have access to great design. Spinning off from a Development+Design+Build firm, in 2017, Ink Built is now a team of 10 that as a practice, have optimized for innovation, flexibility, and efficiency to deliver the best of what's possible to those who have had the least access to it. Over the last 7 years their work has resulted the design and construction of nearly 200 units of affordable housing across the pacific northwest, all of those units being design Net-Zero or Net-Zero-Ready.

We believe we are uniquely qualified to partner with the City of Silverton on this site, and we look forward to engaging with you throughout this process.

Primary Point of Contact

Nora Cronin, DevNW
Director of Real Estate Development
nora.cronin@devnw.org
541-345-7106 x2092



DEVELOPING THRIVING COMMUNITIES

212 Main Street //
Springfield, OR 97477

528 Cottage St //
Salem, OR 97301



2808 NE MLK BLVD //
SUITE G //
PORTLAND // OR // 97212

[503] 454-6793

OR WBE|ESB #11068

2 // PROJECT VISION

A thriving new Silverton neighborhood

DevNW and Ink Built would be thrilled to partner with the City of Silverton to bring the City's vision for the Westfield site to reality. We share a strong value that affordable housing is best accomplished in collaboration with local jurisdictions and partners throughout the community. We admire Silverton's vision for affordable housing on the site, and the City's commitment to being an active partner in the process. Our two organizations bring extensive experience in affordable housing development, both for rental and for ownership; so, while this proposal will focus on the first two acres intended for a rental project, we're also excited to begin envisioning how future phases will build upon and augment this first phase. We fully support the City's interest in the future inclusion of homes for ownership, and we would be excited to help the City develop a model site that demonstrates how mixed housing types can create stronger neighborhoods and better meet community needs.

DevNW and Ink Built envision a thriving new neighborhood for the Silverton Community, beginning with a multi-family affordable rental project for residents below 60% area median income, and then expanding in later phases to encompass the full seven acre site and include community land trust homes for homebuyers below 80% area median income, and a cottage cluster designed to help seniors age-in-place in a community setting. The design we envision (illustrated in a rough site plan submitted with this response) focuses on creating community through the built environment, including thoughtful use of community spaces, green space, connectivity to neighboring resources, and the creation of micro-communities through cluster design. While the first phase (and we hope the majority of a future phase) will focus on affordable housing, we are also interested in exploring the inclusion of some market rate units for a truly mixed income neighborhood.

Ink Built's initial research into the zoning for the site - including statewide density bonuses for affordable housing - indicate that the first 2 acres could include up to 60 units of rental housing. In the following rough site plan, we show a layout that includes 56 units, as well as 60 parking spaces. The buildings would be 2-3 stories townhouse-style apartments that will naturally blend with the Silverton community in general, and future phases on this site in particular. Our parking plan attempts to minimize the space needed for parking lots while also honoring the reality that many people rely on daily use of cars: commuters to Salem or rural agricultural jobs, seniors with limited mobility, families taking kids to activities, etc.

All plans pending future community engagement

If selected as the City's development partner, DevNW and Ink Built would plan early community engagement with potential future residents, City staff, elected officials, local community groups, and others to inform final design concepts. All ideas included in the response are provisional and meant to illustrate potential project components.

Key Features - Phase 1:

- Multi-generation
- Connectivity
- Community spaces
- Accessibility
- Trauma Informed Design
- High Efficiency Building Systems
- Solar Design
- Net-Zero Ready

Possible Features - Phase 2+:

- Mix of rental and ownership
- Missing middle housing types
- Mixed income
- Net-Zero Ready Homes
- Network of gardens and green space connecting to existing community amenities

2 // PROJECT VISION

A thriving new Silverton neighborhood

Taking advantage of the location adjacent to the Senior Center and Robert Frost Elementary, we envision a mix of generations living in the community, and would plan a mix of units into any phase of the project: smaller, single story units for seniors (or other 1-2 person households), alongside larger 2-3 bedroom units for families. Based on community engagement, we would also be interested in the demand for 4-bedroom units for multi-generation families.

Our rough site plan shows a community room with adjacent kitchen built into the first phase of the project, and the same building would include offices for property management and other onsite services. We believe these amenities are critical for cultivating a strong resident community, by providing space where residents can gather for shared meals, celebrations, and other events, and can also meet with service providers (from DevNW and other partners) to easily access the resources they need.

We also envision a neighborhood that offers green space, community gardens, and walking/biking connectivity to the skate park, Senior Center, and Robert Frost Elementary. It will be a shared priority to create inviting community space on the Westfield site, while also fostering easy connections with the rest of the neighborhood.

We would work closely with the City to coordinate access to these neighboring sites.

To illustrate how the first phase of the project might connect to additional housing types in a later phase, our site sketch also shows a cottage cluster, single family homes, and clusters of townhomes that can be utilized for varying levels of density and the meet the differing needs of diverse Silverton residents. We would hope that a significant number of any future homeownership units would utilize a Community Land Trust model, offering an affordable path to homeownership, including for residents of the adjacent affordable rental units. In addition to multi-family development, both DevNW and Ink Built share extensive experience designing, funding, and building homes for affordable ownership.

In the following site plan, we have shown a conservative estimate of where the site might have protected wetlands, flood plain, and/or critical drainage area. If further due diligence indicates that less area needs to be set aside, we can easily expand our vision for future phases to include additional units, but we also wanted to be realistic about potential limitations on the site.

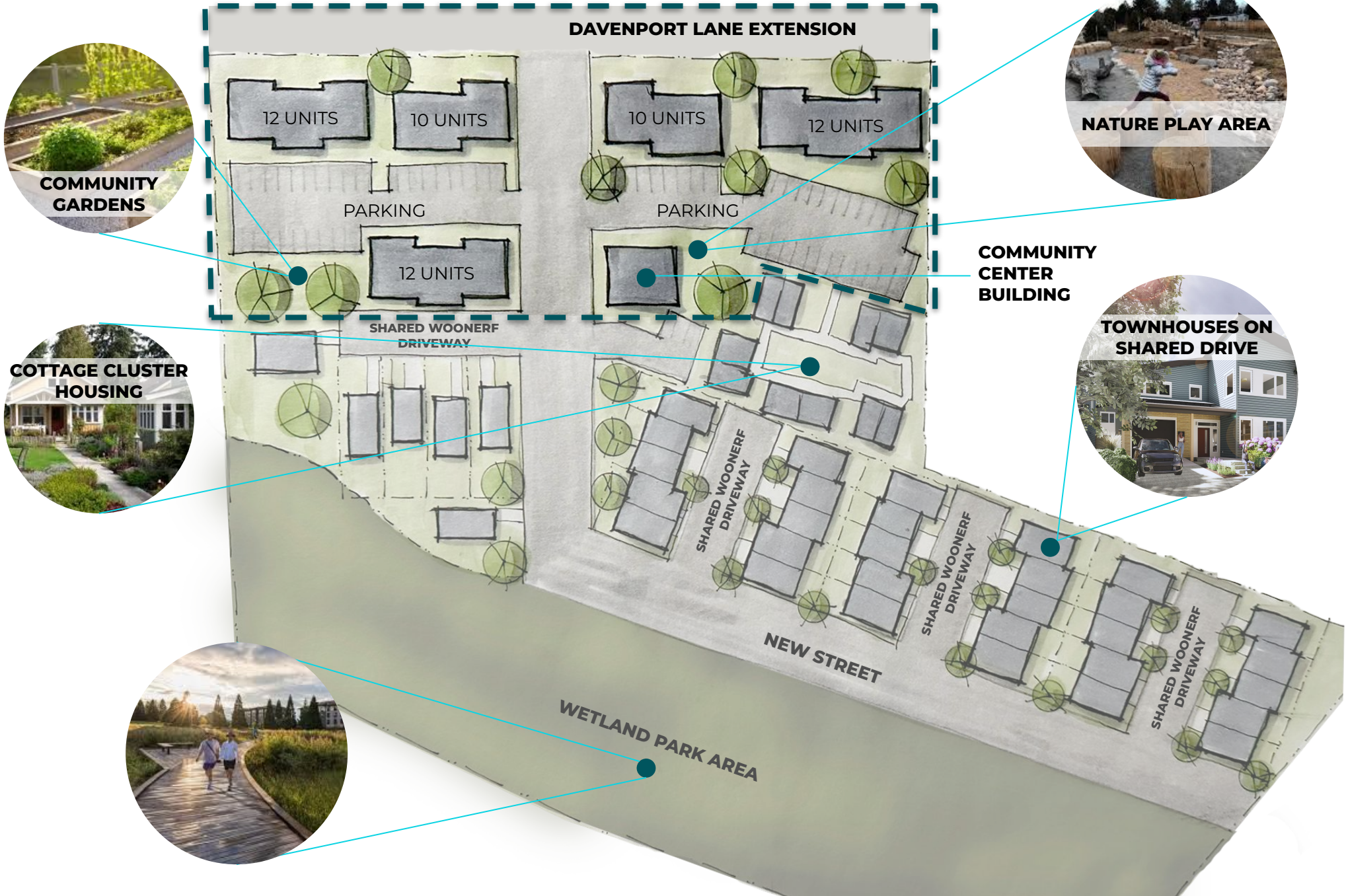
DevNW and Ink Built are excited to work through these opportunities with the City of Silverton, and to see the Westfield site developed as a thriving neighborhood.



The DevNW Development Team on a recent site visit to a 10-unit CLT subdivision in Clackamas Co.

2 // PROJECT VISION

PHASE 1



3 // DEVELOPMENT TEAM

The Westfield Site Team

The Silverton project would be led by **Nora Cronin**, DevNW's Director of Real Estate Development, in collaboration with **Andrea Wallace** of Ink Built Architecture as Principal in Charge and Project Design Manager.

Through the initial Concept and Schematic Design phases, Nora and Andrea will be your primary points of contact as their staff guide project stakeholders through conversations designed to clarify goals and priorities for the remainder of the project.

Josh Shafer, DevNW's Director of Construction Management, and his team will support these phases through coordination of cost and timeline feedback in parallel with the design process, acting as a knowledge bank for Nora and Andrea regarding future construction feasibility.

As the team narrows in on the project design, Nora will begin working with **Skylar Yang**, DevNW's Senior Real Estate Financial Analyst, to create a project budget and pro forma, and to complete applications for the likeliest affordable housing funding sources.

After funding is secured, the focus will shift to a construction-focused team. Andrea will be central during document production phases to drive continual alignment with the project budget and values; continuing through the construction process.

Once under construction, **Tara Hanby**, DevNW Project Manager, will act as the Project Manager for DevNW, leading weekly team meetings of the project team (including Ink Built and the general contractor).

At this point, Nora and Tara will coordinate ongoing responsibilities for communication between the City and the design team, project planning and oversight, vision, budget, project plan, schedule, and execution. Skylar will remain centrally involved in managing and updating the project pro forma and coordinating all project funding sources.

After certificates of occupancy are received for the project, DevNW's Director of Housing Operations, **Leah Breen-Cooper**, will join the project leadership team to coordinate lease-up, manage the third party property management company, and oversee staff providing onsite resident services. Leah's team will then assume ongoing asset management for the project, including annual operations and long term capital needs planning.

Throughout the lifetime of the project, **Cori Riley**, DevNW's CFO, and her team will manage the accounting and annual audits of the project, including the unique requirements for tax credit funding sources.

Partners Still To Be Identified

Several additional critical partners will be identified if our team is selected to respond to a full Request for Proposals, including the Civil Engineer, Landscape Architect, General Contractor, and property management company. In selecting these partners, the DevNW and Ink Built Team will prioritize:

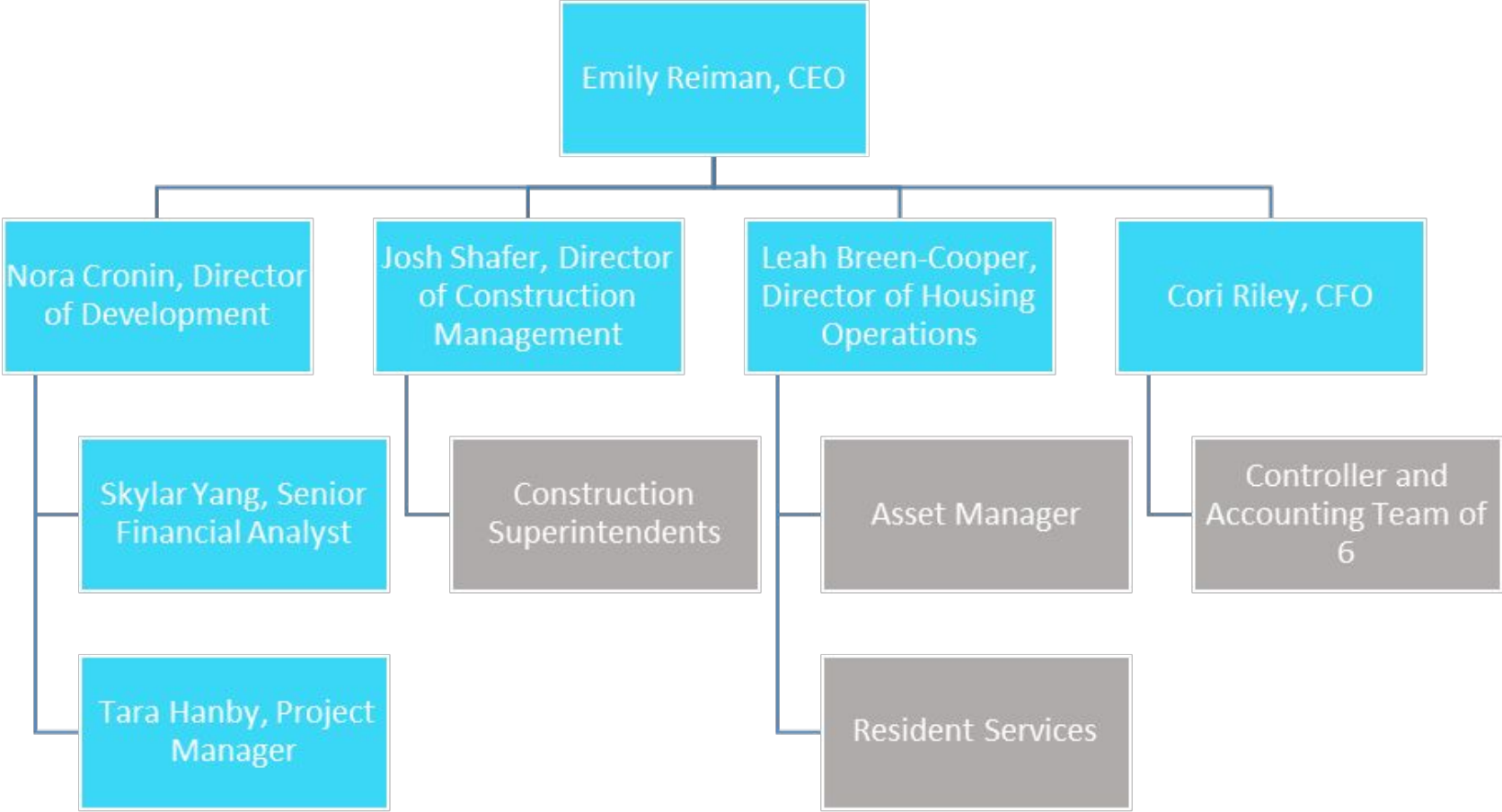
- Minority-owned, Women-owned, Veteran-owned and Emerging Small businesses;
- Businesses local to Silverton and Marion County;
- Proven experience completing projects of similar size and types, preferably with affordable housing included.

General Contracting Option and Skillset

DevNW has just launched an affiliate nonprofit, Neighborhood Building Corp (NBC) that provides construction management services for some of our affordable housing projects. NBC is already managing two CLT subdivisions in Salem and Milwaukie. Led by Josh Shafer, with more than 20 years of GC experience, NBC will act as an in-house expert for DevNW in the early planning phase of projects, and will be an option for selection (along with 3rd party GCs) as the construction management entity for any phase of the Westfield project - potentially offering both cost savings and added timeline control for construction.

3 // DEVELOPMENT TEAM

DevNW Project Team





NORA CRONIN, DevNW DIRECTOR OF REAL ESTATE DEVELOPMENT

PROJECT ROLE: TEAM LEAD

Nora stands out as a committed affordable housing developer, recognized for centering the people and communities we serve. Throughout her 17+ year career, she has navigated the intricacies of real estate development with finesse, bringing forth a wealth of experience to address the critical need for accessible housing solutions and collaborating with neighbors and community partners.

Nora specializes in creating sustainable, cost-effective housing solutions that go beyond bricks and mortar, placing a strong emphasis on trauma-informed and accessible design to meet the diverse needs of communities.

RELEVANT PROJECT EXPERIENCE

The Nel | Eugene, OR | 45 Units | Project Developer | Homes for Good | 2022 | Permanent Supportive Housing

The Keystone | Eugene, OR | 15 Units | Project Developer | Homes for Good | 2021 | Permanent Supportive Family Housing

The Commons on MLK | Eugene, OR | 51 Units | Project Developer | Homes for Good | 2021 | Permanent Supportive Housing

The Myrtlewood | Springfield, OR | 35 Units | Project Developer | St Vincent de Paul | 2018 | Integrated Housing

Bascom Village | Eugene, OR | 54 Units | Project Developer | St Vincent de Paul | 2015 | Family Housing

PROFESSIONAL EXPERIENCE

Director of Real Estate Development, DevNW | Oregon | 2023 - present

Project Development Manager, Homes for Good | Lane County | 2019 - 2023

Project Developer, Homes for Good | Lane County | 2018 - 2019

Housing Development Associate, St. Vincent de Paul | Lane County | 2006-2018

Affordable Housing Funding Sources Utilized In Prior Projects

Federal:

HOME, CDBG, Project-Based Vouchers, Section 811 Vouchers

State of Oregon:

9% and 4% LIHTC, Private Activity Bonds, LIFT, GHAP, PSH Capital and Services, Mental Health Housing Funds

Other:

City SDC Exemptions, Federal Home Loan Bank, Healthcare Provider Grants

PUBLIC SERVICE

Development, Land Use and Preservation Work Group Co-Chair | Oregon Housing Alliance | 2021 - present

Volunteer | Egan Warming Center | 2016 - present

EDUCATION

Master's Degree, Community and Regional Planning, and Certificate in Nonprofit Management | University of Oregon | 2007

Bachelor's Degree, Architectural Studies | University of Illinois | 1995

RESUMES // DevNW



SKYLAR YANG, DevNW SENIOR REAL ESTATE FINANCIAL ANALYST

PROJECT ROLE: FINANCIAL MODELER

Skylar is a senior financial analyst and resident budget/excel wizard on our real estate team. Skylar joined DevNW directly out of the UofO's MSF program in 2019 and immediately found his calling in the affordable housing world. Known for his unparalleled attention to detail, Skylar has accumulated over four years of experience in the intricate realm of affordable housing finance, including financial modeling and cash flow projections for many project types and funding sources. He is especially adept at mid-project adjustments, to stay within budget when the unexpected occurs.

Beyond numbers, Skylar believes in the transformative power of affordable housing to build resilient, connected communities. His strategic financial insights serve a larger purpose — making affordable living not just a goal but a reality for all.

RELEVANT PROJECT EXPERIENCE

MacLeay CLT | Salem | 24 Units | Senior Financial Analyst | DevNW | under construction

DevNW CLT | Eugene and Corvallis | 52 Units | Senior Financial Analyst | DevNW | under construction

Evergreen Apartments | Salem, OR | 17 Units | Senior Financial Analyst | DevNW | under construction

Polk Apartments Phase 2 | Eugene | 12 Units | Senior Financial Analyst | DevNW | 2023

Florence CLT | Florence | 12 Units | Senior Financial Analyst | DevNW | 2021

Cottage Grove CLT | Cottage Grove | 6 Units | Senior Financial Analyst | DevNW | 2020

PROFESSIONAL EXPERIENCE

Senior Financial Analyst, DevNW | Willamette Valley | 2019-present

Financial Analyst (Emerging Markets Fund), UofO Lundquist College of Business | Eugene | 2018-2019

PUBLIC SERVICE

Member, International Honor Society, Beta Gamma Sigma Chapter, 2016 - present (past chapter president)

Volunteer, Greenhill Humane Society, 2002 - present

EDUCATION

Masters in Financial Mathematics | University of Oregon | 2019

Bachelors in Accounting | Minor in Mathematics | University of Oregon | 2018

RESUMES // DevNW



JOSH SHAFER, DevNW DIRECTOR OF CONSTRUCTION MANAGEMENT

PROJECT ROLE: LEAD CONSTRUCTION MANAGEMENT

Josh is a builder with 25 years' experience in the private sector (including as the lead partner on 2 of DevNW's CLT developments) before joining DevNW in the spring of '23. He believes construction boils down to the precise delivery of plans and specifications, on time and budget, through careful communication and a creative approach to problem solving with project partners. He's an expert in building assemblies and systems and thoughtful and efficient design, and taps his background and experience to offer solutions to maximize results within budget.

In heading up the Construction Department of the first non-profit, combined Developer/ General Contractor in our state, Josh is thrilled to offer his experience to the community by focusing entirely on building affordable housing.



RELEVANT PROJECT EXPERIENCE

DevNW CLT | Eugene and Corvallis | 52 Units | Senior Project Manager | DevNW | under construction

Florence CLT | Florence | 12 Units | General Contractor | Stonewood | 2021

Cottage Grove CLT | Cottage Grove | 6 Units | General Contractor | Stonewood | 2020

Main Street Apartments | Cottage Grove | 12 Units | General Contractor | Stonewood | 2020

Everyone Village Safe Sleep Site | Eugene | 65 Spaces with Community Building | General Contractor | Stonewood | 2020

Friendly Place Food Cart Pod | Eugene | 5 Cart Spaces, Common Dining | General Contractor | Stonewood | 2020

PROFESSIONAL EXPERIENCE

Director of Construction Management, DevNW | Willamette Valley | 2023-present

Chief Construction Officer, Stonewood Construction | Lane County | 2010-2023

Project Manager, Stonewood Construction | Lane County | 2000-2010

PROFESSIONAL REGISTRATIONS

Certified Erosion and Sediment Control Lead (CESCL)

Lead Based Paint Renovator Certificate

Responsible Managing Individual: Oregon CCB

PUBLIC SERVICE

Charter Member: Spencer Creek Community Grower's Market

Member/ President: Business Networking International, Eugene Metro Chapter, 2012-2019

EDUCATION

Bachelors in English | University of Oregon | 1998

RESUMES // DevNW



TARA HANBY, DevNW PROJECT MANAGER

PROJECT ROLE: PROJECT MANAGER

Tara is a supremely detailed-oriented project manager with a background in sustainable architecture. With over 14 years of experience in architecture and sustainability, she brings a passion for the environment, equity, and design.

Tara understands the urgent necessity to build our stock of affordable housing and is grateful to be contributing through her work at DevNW. She has managed several multi-family and single family affordable housing projects and is looking forward to many more years of developing affordable housing for Oregonians.

RELEVANT PROJECT EXPERIENCE

Evergreen Apartments | Salem, OR | 17 Units | Project Manager | DevNW | under construction

DevNW CLT | Eugene and Corvallis | 52 Units | Project Manager | DevNW | under construction

Polk Apartments Phase 2 | Eugene | 12 Units | Project Manager | DevNW | 2023

PROFESSIONAL EXPERIENCE

Project Manager, DevNW | Willamette Valley | 2022-present

Caregiver and Artist | Springfield | 2011 - present

Project Manager / LEED Consultant, Green Building Services | Portland | 2006 - 2010

LEED and Quality Control Supervisor, Workstage LLC | Springfield | 2005-2006

PROFESSIONAL REGISTRATIONS

Licensed architect, state of Oregon

SELECT AWARDS & ENGAGEMENTS & AFFILIATIONS

AIA Henry Adams Award

PUBLIC SERVICE

AIA Committee on the Environment

EDUCATION

Master of Architecture | w/Technical Teaching Certificate | University of Oregon | 2004

Architecture Exchange Program | Yokohama International University

Bachelor of Architecture | Magna Cum Laude | Florida A & M University | 1997

RESUMES // DevNW



CORI RILEY, CFO

PROJECT ROLE: FINANCIAL MANAGEMENT

Cori brings 41+ years' experience to DevNW as the Chief Financial Officer. She started her career in Public Accounting, became a Certified Public Accountant working primarily in Health Care Medical Management and has spent the last 10 years in the nonprofit sector.

While the majority of Cori's career was in For-Profit accounting as a part-owner and Chief Financial Officer of a medical management company for 20 years, the transition into the Non-Profit sector and working with affordable housing projects and the multitude of community services provided by DevNW has given her the greatest sense of pride of her financial career. Cori has managed the accounting and audits for a multitude of tax credit and other affordable housing projects, including development and ongoing asset and property management.

RELEVANT PROJECT EXPERIENCE

Polk Apartments Phase 2 | Eugene | 12 Units | Project Manager | DevNW | 2023

Florence CLT | Florence | 12 Units | General Contractor | Stonewood | 2021

Cottage Grove CLT | Cottage Grove | 6 Units | General Contractor | Stonewood | 2020

Seavey Meadows | Corvallis | 48 Units | CFO | DevNW | 2017

Alexander Court | Corvallis | 37 Units | CFO | DevNW | 2013

PROFESSIONAL EXPERIENCE

CFO, DevNW | Willamette Valley | 2014 - present

Final Consultant, Robert Half Management Resources | Klamath Falls | 2013

CFO, Oregon Medical Group | Eugene | 2011-2012

CFO, Bright Health Physicians | Los Angeles | 2008-2011

CFO, Integrated Medical Management | Los Angeles | 1994-2008

PROFESSIONAL REGISTRATIONS

Certified Public Accountant, active status, State of OR, August 2013

Certified Public Accountant, State of TX, 1989 – 2013

PUBLIC SERVICE

Housing Oregon – Fiscal Managers Work Group

EDUCATION

Bachelors in Business and Accounting | Western Michigan University | 1982

RESUMES // DevNW



EMILY REIMAN, DevNW CEO

PROJECT ROLE: STRATEGIC PLANNING AND RELATIONSHIPS

Emily brings nearly 20 years of experience in nonprofit management, including 10 years in executive leadership in the fields of economic development, affordable housing, and community development. Emily bring visionary leadership and a tactical approach to any project, and enjoys pulling together complex partnerships, tools, resources, and advocacy to accomplish projects that others might not be willing to tackle.

Emily is passionate about affordable housing (both ownership and rental) as a stepping stone to financial stability and asset building at the individual and family level, and to thriving communities at the city and state level.

PROFESSIONAL EXPERIENCE

CEO, DevNW | Western Oregon
| 2019-present

Chief Executive for DevNW and affiliate CDFI, Community LendingWorks. Leads a staff team of 70 with an annual operating budget of \$10M+. Spearheads strategic planning, governance, political strategy, and financial oversight for lines of business including: affordable housing development, community development lending, asset building services for low income families, and neighborhood revitalization.

Executive Director, NEDCO | Lane, Marion, Clackamas Counties | 2014-2019

Director of NEDCO and affiliate CDFI, Community LendingWorks. Lead a staff team of 35 with an annual operating budget of \$3-4M. Spearheaded merger with a peer nonprofit that led to the creation of DevNW.

OpportunityWorks Manager, NEDCO | Willamette Valley | 2010-2014

Managed financial literacy, first time homeownership, matched savings, and foreclosure prevention services. Oversaw staff team of 15-18 and managed partnerships across three counties.

Independent Living Program Manager, LookingGlass | Lane County | 2007-2010

PUBLIC SERVICE

Board of Directors | Oregon Consumer Justice
| 2019 - present | Founding Board Member

Member | Oregon Housing Alliance | 2014 - present | Past Homeownership Work Group Chair

Member | Lane County Housing Policy Board | 2016 - present

Board of Directors | Solid Strides | 2021 - present

EDUCATION

Bachelor's Degree in Political Science | History Minor | Mt. Holyoke College | 2002

RESUMES // DevNW



**LEAH BREEN-COOPER, DevNW
HOUSING OPERATIONS DIRECTOR**

PROJECT ROLE: ASSET MANAGEMENT

Leah is the most recent member to join the DevNW, in a new role that brings together Asset Management, Property Management, and Resident Services - formerly siloed roles that will now work together to foster housing communities that are physically strong, financially secure, and a supportive place for residents to call home.

Leah provides strategic planning for our housing portfolio, including the financial and physical health of all properties. She also manages our 3rd party and in-house property management teams, ensuring management that is aligned with DevNW goals and values.

Leah believes that a holistic approach to housing operations - that recognizes the collective importance of the residents, the built environment, and the budget - is the only way to create thriving communities.

PROFESSIONAL EXPERIENCE

Director of Housing Operations, DevNW | Willamette Valley | 2023-current

Director of Housing Operations, Innovative Housing, Inc. | Portland | 2016-2023

Housing Coordinator, New Avenues for Youth | Portland | 2010-2016

PUBLIC SERVICE

In-School Youth Counselor, Youth Contact

Volunteer, Portland Public Schools

EDUCATION

Masters in Social Work | Minor in Law
| Columbia School of Social Work | 2004

Bachelor of Arts in American Studies |
Concentration in Race Discrimination | Trinity
College | 2001

RESUMES // INK BUILT ARCHITECTURE



ANDREA WALLACE PRINCIPAL, AIA, ILFI, LFA, NCARB

PROJECT ROLE: PRINCIPAL IN CHARGE & DESIGN PROJECT MANAGER

Andrea is a designer extraordinaire, hell bent on bringing the best potentials of design to bear in the quest to house our community through beautiful, sustainable architecture. With over 13 years of experience, she will support the Year Round Shelter project with design oversight and collaborate with the team and community on art and other components to make these community spaces specific and meaningful to the residents.

Andrea believes one of our most urgent challenges as designers and builders is to lessen the impact we make on the earth while increasing the benefit we bring to those we serve. How can we say we create something sustainable if it is not also beautiful and affordable/available to everyone?

RELEVANT PROJECT EXPERIENCE

PROJECT HOMELESS CONNECT DAY CENTER | Design Lead & PM | Hillsboro, OR | Ink Built | 2025

BEAVERTON CONGREGATE SHELTER

| Beaverton, OR | 60 beds | Design Lead | Ink Built | 2024

HEARTWOOD COMMONS

| Aloha, OR | 54 units to permanent supportive housing | Interiors | Ink Built | 2023

HABITAT FOR HUMANITY - TAYLORS FERRY

| PDX | 17 Affordable Ownership units | Ink Built | Earth Advantage Platinum & Net Zero Energy

HABITAT FOR HUMANITY - FOSTER TOWNHOMES

| PDX | 40 Affordable Ownership units | PM & Design Lead | Ink Built | Estimated 2022 Pursuing Earth Advantage Platinum & Net Zero Energy

TIMBER RIDGE AFFORDABLE HOUSING

| La Grande, OR | 104 units Affordable Housing | Interiors | Ink Built - NE Oregon Housing Authority/CDP | Estimated 2022 | Pursuing LEED for Homes Platinum & Net Zero Energy

THE JOSEPHINE | PDX | 8-story mixed-use addition to a 3-story 1920s historic laundry building | Ink Built | Type III Historic Resources Design Review

PROFESSIONAL REGISTRATIONS

OR #12346 | NCARB #95222
Living Futures LFA Accredited Professional

SELECT AWARDS & ENGAGEMENTS

2023 DJC Women of Vision Recipient

2023 Housing Oregon Industry Support Conference Presenter

2021 AIAO Presenter - People's Choice Awards

Habitat for Humanity National - Award of Excellence | Foster Townhomes | 2021

2021 AIA Bend Section People's Choice Awards - 1st Place - Timber Ridge | 2021

2020 Sustainable Building Week - Small but Mighty Panelist/Presenter

DJC Top Projects People's Choice Award 2019 - SolTerra Headquarters

LEED For Homes Project of the Year | Woodlawn Apartments | 2015

PUBLIC SERVICE

Architects in Schools Residency | AFO | '19-'23
Build Days | Habitat for Humanity | '15, '19, '22, '23

EDUCATION

Masters of Architecture | U. of Oregon | 2012
Rome Program Fellowship | Rome, Italy | U of O | 2010
Bachelors in Art History - Architecture History & Theory | U. of Oregon | 2007

RESUMES // INK BUILT ARCHITECTURE



**MELYNDA RETALLACK, PRINCIPAL,
LEED AP BD&C, NCARB**

PROJECT ROLE: PROJECT MANAGER

Mel brings 25+ years of experience. She started, back when architecture schools were only 20% women. Her career has been devoted to helping clients and organizations achieve their goals. Her passion for affordable housing and sustainable building practices has kept her inspired in this profession.

As a principal of her own practice, she is beyond elated to be able to directly influence the development of a more diverse next generation of architects and firm leaders.

In addition to many years of designing affordable housing and adaptive reuse projects, she spent a decade of her career working directly for real estate developers and property managers. This has given her unique insight and deep understanding of the needs of owners and the relationship between operating costs and building value.



A capable and dedicated project manager, Mel works with owners, stakeholders, contractors, and project teams to deliver projects on time and on budget.

RELEVANT PROJECT EXPERIENCE

HOUSING AUTH. WASH. COUNTY | 267 units renovations - (5) sites and jurisdictions | Principal in Charge | Ink Built | 2023-24

HEARTWOOD COMMONS | Aloha, OR | 54 units to permanent supportive housing | Project Mgr/Architect | Ink Built | 2022

BEAVERTON CONGREGATE SHELTER | Beaverton, OR | 60 beds | Project Mgr/Architect | Ink Built | 2023-24

GLISAN APARTMENTS RENOVATIONS | PDX | 16 units | Project Mgr/Architect | Ink Built | 2020

BREITUNG BUILDING | PDX | 28 units Affordable Veterans Housing | Ink Built - NW Ventures | 2020 | Pursuing PTNZ & LEED Homes Platinum

1000 WALL REDEVELOPMENT | Bend OR | 36,000 sf | Owners Rep - Sustainability Mgr. | Redside | 2013 | LEED CS Silver

MEDICAL DENTAL REDEVELOPMENT | PDX | Owners Rep - Architect | Redside + Ink:Built | 2012 - 2022 | (ongoing TI, capital improvements)

PROFESSIONAL REGISTRATIONS

OR #5550 | WA #11530 | NCARB #66589

SELECT AWARDS & ENGAGEMENTS

2023 DJC Women of Vision Circle of Excellence Award

2019 DJC Women of Vision Recipient

PBJ - Innovation in Sustainability: Green Building (Redside) 2014

Building a Better Central Oregon - Best Urban Renovation Project (1000 Wall - Redside) 2013

EPA Forum and Awards Panelist, Go Green 2014

AEE Energy Engineering Forum - Bridging the Gap: Commercial Real Estate and Energy Efficiency Panelist, 2018

PUBLIC SERVICE

Chair, Board of Directors | Executive Committee | Camp Fire Columbia | 2016-Present

Board of Directors | Past Chair | Camp Namanu | 2021 - present

GBIG (Green Building Interest Group) Chair | 2014-2019

EDUCATION

Bachelor of Architecture | Minor Environmental Studies | U. of Oregon | 1996

Fellowship | Mackintosh School of

Architecture | Glasgow School of Art | 1994

Real Estate Finance | Portland State. U. | 2014

RESUMES // INK BUILT ARCHITECTURE



NATE EMBER, PRINCIPAL, AIA, LEED FOR HOMES, NCARB, ILFI
PROJECT ROLE: QUALITY ASSURANCE

Nate is a design and technical wizard, deeply committed to quality, performance, sustainability, design, and equity as equally drivers in housing for the 21st century. He brings 18 years of experience in public projects, multifamily housing with a focus on building and mechanical systems, efficient documentation, detailing, and specifications.

Nate's passion to make the world better constantly drives him to learn and delve deeper into topics of equity, health, ecology, systems, community dynamics, and the expression of meaning in design. With his technical expertise, he keeps up with building Science trainings and conferences including the Portland Building Enclosure Council. In addition he has training in high performance sustainable design that includes LEED AP, Passive House courses, and Zero Energy design practice.



RELEVANT PROJECT EXPERIENCE

HEARTWOOD COMMONS | Aloha, OR | 54 units to permanent supportive housing | Quality Assurance | Ink Built | 2022

TIMBER RIDGE | La Grande, OR | 104 units Affordable Housing | Project Architect | Ink Built - NE Oregon Housing Authority/CDP | Estimated 2022 | Pursuing LEED for Homes Platinum & Net Zero Energy

BEAVERTON CONGREGATE SHELTER | Beaverton, OR | 60 beds | QA/QC | Ink Built | 2024

BREITUNG BUILDING | PDX | 28 units Affordable Veterans Housing | Ink:Built - NW Ventures | 2020 | Pursuing PTNZ & LEED Homes Platinum

HABITAT FOR HUMANITY - FOSTER TOWNHOMES | PDX | 40 Affordable Ownership units | Ink Built | Estimated 2022 Pursuing Earth Advantage Platinum & Net Zero Energy

HABITAT FOR HUMANITY - TAYLORS FERRY | PDX | 17 Affordable Ownership units | Ink Built | Estimated 2024 Pursuing Earth Advantage Platinum & Net Zero Energy

HABITAT FOR HUMANITY - BOONES FERRY | Lake Oswego | 23 Affordable Ownership units | Ink Built | Estimated 2025 Pursuing Earth Advantage Platinum & Net Zero Energy

PROFESSIONAL REGISTRATIONS

OR #6420 | NCARB #77215

SELECT AWARDS & ENGAGEMENTS

2023 Housing Oregon Industry Support Conference Presenter

2021 AIAO Presenter - People's Choice Awards

Habitat for Humanity National - Award of Excellence | Foster Townhomes | 2021

2021 AIA Bend Section People's Choice Awards - 1st Place | Timber Ridge (affordable housing) | 2021

2020 Sustainable Building Week - Small but Mighty Panelist/Presenter

DJC Top Projects People's Choice Award | SolTerra Headquarters | 2019

Architecture at Zero Competition Prize

PUBLIC SERVICE

Park Ave. Dev. and Design Standards Project Management Team 2009-Present
Clackamas County Affordable Housing and Homelessness Task Force | 2018-Present
350 Clackamas County | Climate Action Plan Liaison | 2017-Present
Transitional Family Housing Village Design | City of Milwaukie | 2018-Present

EDUCATION

Masters of Architecture | University of Idaho | 2000-2003
Engineering and Pre-Architecture | Boise State University | 1997-2000

4 // RELEVANT EXPERIENCE

Nelson Place CLT (Homeownership)

5220 Royal Ave, Eugene, OR

41

UNITS

43,800

BUILDING SF

2024-25

COMPLETE

Mixed Income
Ownership

Nelson Place is a 42-unit subdivision across the street from a K-8 school in West Eugene. The 9 townhomes facing Royal Ave are market rate homes in a price range for workforce housing (80-120% AMI). The 32 single family homes will be Community Land Trust (CLT) homes, affordable to families below 80% AMI.

All public infrastructure on the site in complete as of November 2023. DevNW is building the homes in three phases; the first phase, including the nine townhomes and the first three CLT homes will be complete in February 2024, with remaining phases complete in late 2024 and mid-2025.

Relevant to the Westfield site, the Nelson Place site design shows how we worked around existing wetlands and floodplain and preserved green space for the community.

DevNW is finalizing an HOA for the market rate townhomes and will hand over long term management to the HOA upon home sales. We will continue to manage the Land Trust, in partnership with the CLT homeowners.

PROJECT HIGHLIGHTS

- Mixed housing types: townhomes and single family
- Mixed income
 - CLT below 80% AMI
 - Townhomes 80-120%
- Significant green space
- Adjacent to K-8 school; focus on family-size units
 - 9 2-bed townhomes
 - 13 2-bed CLTs
 - 19 3-bed CLTs
- 7-acre site
- Homes exceed Energy Code by 10-15%

Project Funding Sources

- LIFT Homeownership
- SDC Waivers (Eugene)
- ARPA Funds (OR Legislature)



4 // RELEVANT EXPERIENCE

Evergreen Church Apartments (Rental)

925 Cottage St, Salem, OR

17

UNITS

9,478

BUILDING SF

2024

COMPLETE

Permanent Housing
for Veterans

In 2021, DevNW acquired the Evergreen Church building after the congregation outgrew the space. We are mid-construction on a project that will convert the church and the former parsonage into 17 apartments for veterans.

DevNW is partnering with Mid-Willamette Valley Community Action Agency as the service partner on site. MWVCAA will refer veterans from their shelter and transitional housing programs, who are ready for permanent housing, and will also employ an on-site case manager to help connect residents to their vast array of veterans services.

Our first project in Salem, we were fortunate to receive HOME funds to acquire the Evergreen building, and an additional allocation to support construction.

PROJECT HIGHLIGHTS

- Studio and one-bedroom units
- 100% veterans housing
- Affordable below 60% area median income
- Ongoing rent assistance in 9 units (likely additional through MWVCAA voucher programs)
- Onsite services
- Significant neighborhood engagement

Project Funding Sources

- Veterans NOFA (OHCS)
- HOME (Salem)
- SDC Waivers (Salem)
- PSH rent assistance and service funds (OHCS)



4 // RELEVANT EXPERIENCE

Polk St Apartments (Rental)

89 North Polk, Eugene, OR

12

UNITS

6,130

BUILDING SF

2023

COMPLETE

Youth Aging Out of Foster Care

In 2014, DevNW purchased a 12-unit apartment complex and converted it to housing for youth aging out of foster care. The complex was the first in Oregon dedicated to this population. In 2022, we received funding from OHCS to add a new building at the same site, with 12 additional units. Learning from the residents of the original units (who often found the 1-bedroom apartments too big), the new building utilizes an SRO+ model. The new community room will be open to all 24 residents of both buildings for community dinners, classes, and events.

Polk St Apartments utilizes a Housing First model, and provides services tailored to this transition-age population, including help with budgeting and financial management. The project is also rich in partnerships, with residents being referred from (and receiving additional services from) Coordinated Entry, DHS Independent Living Program, and 15th Night.

DevNW provides direct property management at this property (rather than our typical 3rd party manager) because of the unique population. As with all our properties, we provide in-house long term asset management.

PROJECT HIGHLIGHTS

- Single Room Occupancy Plus (SRO+): each unit includes full bath and kitchenette
- Affordable Below 50% AMI
- Shared Full Kitchen
- Community Room
- On-Site Case Manager
- Community Garden
- Ongoing rent assistance for 6 residents
- High-efficiency building envelope, heating and cooling
- 0.54 Acre

Primary Funding Sources

- Small Projects NOFA (OHCS)
- Market Cost Offset Funds (OHCS)
- SDC Waivers (Eugene)
- Prop Tax Exemption (Eugene)
- HIP Grant (Lane County)
- Ongoing PSH Rent Assistance and Service Funding (OHCS)



4 // RELEVANT EXPERIENCE

Florence CLT (Homeownership)

Murrulet Lane, Florence, OR

12

UNITS

1/2/3 Beds

Home Sizes

2021

COMPLETE

Cottage Cluster - City
Donated Land

In 2018, the City Florence approached DevNW and other affordable developers about developing affordable housing on a City-owned lot in the heart of a residential neighborhood and across the street from the Boys & Girls Club. After an RFP process, DevNW was selected to build 12 Community Land Trust (CLT) homes on the site. We successfully applied for LIFT Homeownership funds in the very first year of that funding source, and the Florence CLT cottage cluster was one of the first LIFT HO projects completed in the state.

City staff, Mayor, and Council were critical partners at every step of the process, including, offering reduced SDCs for smaller homes.

The 12 homes are built around shared lawn and garden space. 11 of the homes are 2- and 3- bed, to focus on family housing near the Boys & Girls Club. One home tested a 1-bedroom, aging-in-place design for a low income senior (and it was the first home to sell!).

DevNW continues to operate the Land Trust, in partnership with the homeowners, including common area maintenance.

PROJECT HIGHLIGHTS

- Florence Donated City-Owned Land
- Affordable Below 80% Median Income
- Cottage Cluster Design
- Common lawn and garden space
- Across the Street from Boys & Girls Club
- Focus on Family Units
- Piloted 1-Bed Cottage for Aging-in-Place
- Community Land Trust model
- Permanent affordability for subsequent generations of owners
- 1.7 Acres

Primary Funding Sources

- LIFT Homeownership (OHCS)
- Donated Land (Florence)
- Reduced SDCs (Florence)
- SHOP Self-Help (HUD)



4 // RELEVANT EXPERIENCE

SEAVEY MEADOWS (Rental and Homeownership)

Corvallis, OR

43

UNITS

42,000

BUILDING SF

2017

COMPLETE

Mixed Ownership and Design

Seavey Meadows combined three distinct phases: 24 units of affordable rental townhomes for families, 13 single-level cottages in a cluster around common garden and community space for veterans, and 6 Community Land Trust homes for affordable homeownership. Seavey Meadows highlights how a single project can be designed for (and bring together) individuals and families with unique housing needs to form a cohesive community, and is probably the closest individual project in our portfolio to the Westfield site.

DevNW contracts with Cascade Property Management for ongoing management of the rental portion of the site. DevNW provides asset management, managing the capital needs of the rental property. DevNW also manages the Land Trust, in partnership with the homeowners.

PROJECT HIGHLIGHTS

- Features both rental and ownership
- Multiple housing types: single family detached, townhomes, cottage cluster, traditional multi-family
- Veterans housing (8-unit set aside)
- Domestic violence survivors (10-unit set aside)
- Family housing
- Six ADA units
- Community building and playground
- Community garden
- 4 acre site

Key Funding Sources

- LIHTC 9% Tax Credits (OHCS)
- HOME (Corvallis)



4 // RELEVANT EXPERIENCE

Julian Hotel (Rental)

150 SW Monroe, Corvallis, OR

37

UNITS

15,800

BUILDING SF

2016

COMPLETE

**Seniors and People
w/Disabilities**

The Julian Hotel Apartments rehabbed and preserved a historic hotel building located in downtown Corvallis that now provides affordable studio and one-bedroom apartments to seniors or people living with disabilities. This property overlooks the Willamette River and is in the heart of downtown Corvallis with easy access to parks, the river walk, biking and other activities. It is just minutes away from the library, post office, grocery store, pharmacy, downtown businesses, restaurants and the central transit station for the free city bus.

The Julian has two commercial spaces on the ground floor, which are important to the commercial district in downtown. DevNW preserved these retail spaces, and now manages the commercial tenants directly.

DevNW contracts with Cascade Property Management, but (as with all our properties) we provide direct asset management of the building.

PROJECT HIGHLIGHTS

- Acquisition / rehab project
- Studios and 1-bed units
- Affordable below 50% AMI
- Community rooms
- Onsite manager
- 2 commercial spaces on ground floor, 3,000 sq ft (currently retail and chiropractor)

Funding Sources

- LIHTC 9% Tax Credits (OHCS)
- HOME (Corvallis)
- Project Based Section 8 (Linn-Benton Housing Authority)



4 // RELEVANT EXPERIENCE

Alexander Court (Rental)

Corvallis, OR

25

UNITS

23,000

BUILDING SF

2013

COMPLETE

Housing for Survivors of Domestic Violence

Alexander Court is the most typical example of our multi-family housing projects, showcasing the townhouse design that we find works well in suburban neighborhoods.

When developing Alexander Court, DevNW prioritized creating affordable housing for survivors of domestic violence. The service agency CARDV was seeking new office space at that time, and we were able to partner with CARDV to simultaneously build Alexander Court and an immediately adjacent office for nearby services.

DevNW contracts with Cascade Property Management, but (as with all our properties) we provide direct asset management of the building.

PROJECT HIGHLIGHTS

- Ten units set aside for survivors of domestic violence;
 - **Project included adjacent office for CARDV (service provider)**
- Affordable below 50% area median income
- Three ADA units
- Community room
- Onsite manager
- 1.5 acre site

Funding Sources

- LIHTC 9% Tax Credits (OHCS)
- HOME (Corvallis)
- PRA 811 (HUD)



4 // RELEVANT EXPERIENCE | INK BUILT

FOSTER TOWNHOMES

P13403 SE FOSTER RD, ORTLAND, OR

40

UNITS

83,341

BUILDING SF

2023-24

COMPLETE

**AFFORDABLE HOME
OWNER. | NET ZERO
READY**

Foster townhomes will provide 40 homes between 2-5 bedrooms allowing affordable home ownership for many people who have previously been excluded from such opportunities. Ink:Built worked collaboratively with Habitat for Humanity's multifaceted team to explore multiple site design options, eventually settling on a clustered approach that breaks up parking areas, sprinkles open spaces evenly, preserves existing mature trees, allows solar access, and addresses the challenges of a sloping site creating a unique neighborhood.

The Habitat for Humanity team shares our passion for continuous innovation toward better livability and health for their owner occupants. As part of that goal, our team explored opportunities to enhance shared outdoor spaces and community connection as well as pathways to achieve net zero energy costs for the project. We worked together to streamline constructibility for their construction staff and to maximize potentials to use volunteer labor.

Key energy performance strategies include improved insulation and air tightness along with excellent heat pump mechanical systems with dedicated filtered ventilation for optimum health for what will likely become multi-generational households.

PROJECT HIGHLIGHTS

- o Habitat for Humanity **National Award Winner**
- o Innovative site design to enhance community
- o Affordable Home Ownership
- o Design for Volunteer Labor
- o Combination of LIFT and Donor Funding
- o Shared Common Spaces with Nature Play
- o Many mature trees preserved
- o Casework Designed to use Ikea Donations
- o Guided MEP Design for Net-Zero-Ready Performance
- o Solar-Ready design
- o High-Performance HVAC
- o Heat pump water heaters
- o **Earth Advantage Platinum Target**
- o **80% WESB Certified A&E Design Team**

PROJECT REFERENCE

Steve Messinetti

President & CEO Habitat for Humanity Portland/Metro East
steve@habitatportlandmetro.org
503.287.9529 ext. 11



4 // RELEVANT EXPERIENCE | INK BUILT

TIMBER RIDGE APARTMENTS

3002 EAST Q AVENUE, LA GRANDE, OREGON

104

UNITS

118,795

BUILDING SF

2023

COMPLETE

TRAUMA INFORMED
DESIGN | NET ZERO

The Timber Ridge community will provide 104 new affordable (60% AMI) apartment homes ranging from 1-4 bedrooms. Aiming high, this project will provide trauma-informed design for all ages and multiple populations supported by a variety of local service partners. Thanks to partnerships with EngAGE and PSU's Center for Public Interest Design, Timber Ridge features a highly programmed 7,000sf community center and climate responsive site that are thoughtfully rich with activities and natural habitat as a means to support a holistically healthy lifestyle for every resident.

Being mindful of cost efficiency, the team found that the client's goals prioritize safety, visibility, social interaction, and occupant health as essential to great livability; along with durable materials and details to perform for them and residents over time.

Ink:Built found strategies that provide multiple benefits including circulation walkways that act as social porches while sheltering living spaces from the elements; native landscaping to buffer the residents from parking areas while immersing them into the calming aspects of nature; use of exposed timber frame roofs and siding that softens human experience by using cost-effective regional materials.

PROJECT HIGHLIGHTS

- Mixed / Supported Affordable Housing
- Multiple Service Partners
- CM/GC with Competitively Bid Subcontractors
- LIFT, LIHTC, and Voucher Funding
- Extensive Indoor + Outdoor Amenities and Shared Spaces
- Full Interior Design with Acoustic, A/V, and Furniture Coordination
- Extensive Art Integration
- High-Performance HVAC
- Heat pump water heaters
- Excellent Ventilation (IEQ)
- Superior Air Tightness
- Innovative Solar PV system funding
- ILFI Affordable Housing Pilot Program Project
- **Leed For Homes - Platinum** Target
- **Net-Zero Energy** Target - ZE Reveal Certification Pursued.
- **80% WESB Certified A&E Design Team**

PROJECT REFERENCE

Jessica Woodruff

Chief Development Officer for
Community Development Partners
jessica@communitydevpartners.com
971.533.7466



5 // REFERENCES | DevNW

Ellen Meyi-Galloway

Affordable Housing Production Manager
Community Development Division
City of Eugene
EMeyi-Galloway@eugene-or.gov

Worked with the DevNW team on the following projects:

DevNW CLT | Eugene and Corvallis | 52 Units | under construction

Polk Apartments Phase 2 | Eugene | 12 Units | 2023

Polk Apartments Phase 1 | Eugene | 12 Units | 2014

Has worked closely with the following development team members:

- Nora Cronin (including in her previous positions)
- Tara Hanby
- Skylar Yang
- Emily Reiman

Mark Sirois

Community Development Manager
Clackamas County
marksir@clackamas.us

Worked with DevNW Team on the following project:

Clackamas CLT | Milwaukie, OR- | 10 Units | under construction

Has worked closely with the following development team members:

- Josh Shafer
- Tara Hanby
- Emily Reiman

Wendy Farley Campbell

Community Development Director
City of Florence
wendy.farleycampbell@ci.florence.or.us

Worked with the DevNW Team on the following project:

Florence CLT | Florence, OR | 12 Units | 2021

Has worked closely with the following development team members:

- Emily Reiman
- Josh Shafer



The **quality of relationships** we build with the people we serve is fundamental to the quality of design we provide.

Restoring **equity** and broadening **affordability** in the housing system is our key mission and focus, and we're working to challenge the conventions that prevent the fundamental changes our communities need.

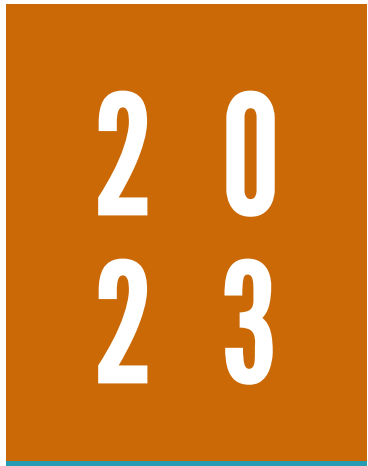
We've designed our practice around this goal, tailoring everything we do to improve **cost efficiency**, enrich **design quality**, and maximize **health, joy and livability** for the individuals and families who call our projects home.

We don't just talk collaboration, we **actively empower** residents, citizens, policy makers, owners, contractors, students, and advocates to help us make design better, **restoring community and the planet** we share.

We love the challenge of affordable housing, and the opportunity it gives us to **stretch creativity** discovering better solutions with **bigger impact**.



WESTFIELD SITE RFQ



DEC 12

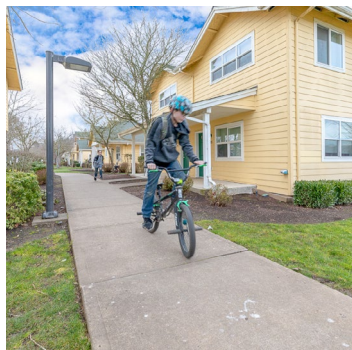


TABLE OF CONTENTS

3	COVER LETTER
4	PROJECT VISION & APPROACH
6	DEVELOPMENT TEAM
8	KEY STAFF PROFILES
19	COMPARABLE PROJECTS
29	REFERENCES

December 12, 2023

City of Silverton
Attn: Jason Gottgetreu
306 S. Water Street
Silverton, OR 97381

Dear Mr. Gottgetreu,

REACH Community Development Inc. (REACH) and Farmworker Housing Development Corporation (FHDC) have teamed up to serve the community of Silverton. Collectively, our organizations have over 70 years of affordable housing development and community engagement experience. We are community leaders coming together to continue a strong commitment to developing stable and dynamic housing with equity at the center to help reimagine Oregon's historical wealth and housing disparities. We aim to provide affordable housing in a safe and amenity-rich built environment for the Silverton Westfield site.

Our development team will consist of REACH as the turn-key developer and FHDC as the owner/operator. REACH has a strong history (41 years) of delivering quality housing, using a large variety of funding mechanisms serving a full spectrum of populations. REACH has over 43 affordable development projects in its portfolio and has a deep understanding and experience working with public partners through public-private partnership agreements, such as exclusive negotiating and disposition and development agreements.

FHDC has a long history (32 years) of building and bringing bilingual and bicultural services to the communities they serve and those who make up the broader community like seniors, youth, people with disabilities, and families. Evolve is FHDC's premier Property Management group and will provide on-site property needs. At the same time, FHDC's resident services team will offer tailored services for the future residential population and looks forward to a collaborative, long-term partnership with the City of Silverton.

Ankrom Moisan Architects will lead the design efforts with a deep commitment to a people-centered approach. Our General Contractor, LMC Construction, will bring the design to life with a cost-efficient, on-time/on-budget mindset.

Our team is united in the belief that development should be led with a collaborative spirit and with the community at the center. We bring a strong connection to grassroots community organizing paired with the financial capacity required to execute a project of this scale.

We are honored by the opportunity to be considered as the development team for this important public-private partnership project. This submission offers a dynamic, community-oriented vision for the site that will achieve, if not exceed, all of the RFQ project requirements.

Our development team confirms that we have the capacity to deliver an affordable project as outlined in this RFQ. The primary contact for our development team is Peter Clements, Interim Director of Housing Development for REACH. Peter can be reached by phone at (503) 501-5731 and by email at PClements@REACHCDC.org.

Sincerely,



Margaret Salazar, CEO | REACH



Maria Elena Guerra, CEO | FHDC



PROJECT VISION & APPROACH

In its strategic plan, Envision Silverton 2035, the City of Silverton has articulated a vision to meet the basic needs of all its residents, including affordable housing. The project development team is determined to ensure that this project advances the goal that the City has places for all to call home. The Westfield site provides an incredible opportunity to create a vibrant community rooted in equitable housing. Our team envisions a thriving, affordable, multi-family housing development that serves diverse resident needs, offers easy access to transit, and a convenient connection to the local amenities.

We envision the completed project as:

- **Contextual** – honoring the small-town heritage that Silverton celebrates;
- **Multi-generational** – providing architecture, landscaping and amenities designed to serve the unique needs of people of all ages;
- **Accessible** – in every way, from universal design features that welcome residents of all abilities to being a place that engages and welcomes the broader community.

This vision aligns with the City of Silverton’s Vision and Strategic Plan.

REACH Community Development has a 41-year history of engaging in sustainable, public-private partnerships developing affordable housing and mixed-use developments throughout the region. REACH's project approach will be inclusive, intentional, responsive, and resilient. REACH has partnered with the Farmworker Housing Development Corporation (FHDC) to help build their capacity as a culturally specific, local-serving affordable housing developer. FHDC understands the needs of all community residents, including the farmworker, Latinx, BIPOC, and senior communities in Silverton and adjacent areas.



Photo courtesy of Ankrom Moisan.

The development team's vision will be to provide one- and two-story structures with approximately 40 units that offers one-bedroom, two-bedroom and three-bedroom units for people earning 60% or below of Area Median Income. As the development phases unfold, the team will collaboratively steward connections and partnerships so that the affordable housing community's design, financing, permitting, building, leasing and operations, and active ground floor space meet the needs of the Silverton community. A project advisory committee of internal and external stakeholders will ensure that the vision stays true to a people-centered approach.

We envision utilizing high-quality, durable materials to highlight the quality of permanence in the proposed buildings and sustainability features that emphasize open space, trees, gardening, and low-maintenance living. Internal key sustainable features and trauma-informed design elements will include Energy Star appliances, low-flow plumbing fixtures, direct ducting of fresh air to units, soothing colors, substantial lighting, cut-out windows, and corridors that are larger than normal to promote interrelationships that enable people to feel comfortable and safe in the buildings at any time. We also envision a vibrant hub where families and individuals gather to utilize the active ground floor amenities and open spaces. Adjacent to the ground floor uses, outdoor seating will bring an added layer of community gathering.



Photo courtesy of Ankrom Moisan.

PROJECT VISION & APPROACH

The development team will prioritize relationships with the adjacent senior center, area school districts, health providers, nearby neighborhoods and businesses, and other service providers to activate the multilingual and multicultural resident services and community-oriented development. Several listening sessions will be conducted with seniors, people with disabilities, the farmworker housing community, and others to understand their needs. The team will utilize these insights to design optimal spaces so individuals and families can thrive while living here. Examples of these considerations and conversations will include: bedroom and kitchen configurations, community space and laundry room preferences, open space preferences, privacy, separation of uses, safety, storage, sound abatement, and air quality concerns given climate changes, to name a few.



Photo courtesy of Ankrom Moisan.

The development will provide a large community gathering room for residents to hold group events and festivities. Other common area amenities (such as a community kitchen where nutritional classes could be held, a bike room to store kids' bikes, a safe storage space for residents, conference and computer rooms, and laundry lounges) will help facilitate a connected, healthy community.

Safe and accessible walking routes from the parking areas to the building entrances will be designed. Careful separation of the public and private functions and programming will be planned.

FHDC will serve as the owner/operator and will prioritize the development and operation of affordable housing and supportive services for low-income and under-served community residents, including senior farmworker families and Latinx communities. FHDC believes that ensuring community access to culturally specific services and opportunities to prosper are as crucial as building stable housing. For over three decades, FHDC has developed safe, affordable housing and has offered supportive health, education, leadership, and asset-building services to its residents in Spanish, English, and Latin American Indigenous languages. FHDC will build upon its respected and tenured history of serving the Latinx community, including Indigenous residents from Latin America, prioritizing housing for diverse communities and multigenerational households.



FHDC Resident Holiday Event



FHDC/Anahuac Community Garden Resident Event.

In addition to prioritizing access to food assistance, utility assistance, and mental health services, FHDC will provide opportunities to seniors, young adults, and workforce families to pursue their goals through FHDC's Asset Building Programs, Leadership Development Programs, and Evolve's Workforce Development training programs. FHDC will work with area employers to connect residents to neighboring jobs. FHDC will work with neighbors to ensure safety, noise, and parking protocols are well understood by everyone through a good neighbor agreement.

The entire development team has a long history of developing, designing and constructing high-quality, affordable housing on time and on budget. Our team is poised to bring our unique expertise and resources to contribute to and collaborate with the City on creating an affordable housing development at the Westfield Site that will be an asset to the entire community.

DEVELOPMENT TEAM

The Silverton team includes REACH Community Development (REACH) as the primary developer and Farmworker Housing Development Corporation (FHDC) as the owner/operator of the project as the locally based, culturally specific affordable housing development entity. Evolve Workforce Development and Property Management (Evolve), FHDC's sister organization, will lead the lease-up and marketing roles and responsibilities, ultimately serving as the property manager and will support FHDC in providing resident services. Ankrom Moisan Architects (Ankrom Moisan) will serve as the architect and help guide the community engagement efforts in the design of the building as we head into entitlements and throughout the project. LMC Construction (LMC) will serve as the general contractor and work with our design team to deliver the project on time and within budget.



REACH is one of the Portland Metro region's largest affordable housing developers and operators and a national leader in affordable green building. Established in 1982, REACH strongly believes that innovative and equity-centered community partnerships are essential to accomplishing its mission and stewarding over 2,700 affordable apartments across the Portland metropolitan region and Southwest Washington. REACH has a long development history, working with diverse populations and funding types. REACH is a member of NeighborWorks America, Housing Partnership Network (HPN), and is a designated Community Housing Development Organization (CHDO), reflecting our community-based approach, financial stability, and strength as a nonprofit affordable housing provider. Over the last five years, REACH's Housing Development team has completed more than \$141 million in new development, creating and preserving 576 affordable homes.



FHDC is a culturally specific community development organization founded in 1991 in the Willamette Valley, Oregon, to improve the lives of farmworkers and their families through affordable housing, social services, education, and economic development. FHDC now serves a linguistically and culturally diverse resident population in agricultural and rural communities statewide.



Evolve is a sister organization of FHDC. Evolve provides training, paid internships, and opportunities for families and individuals while offering exceptional services in property management to the community. A core function of Evolve is to provide a real-world training platform, enabling economically, racially, and ethnically diverse individuals to launch careers in a growing industry to create upward mobility and personal development.



Formed in 1983, Ankrom Moisan now employs approximately 200 diverse, talented, and passionate architects, interior designers, and planners with offices in Portland, Seattle, and San Francisco. Ankrom Moisan balances creative, innovative and sustainable designs with robust technical expertise. Their portfolio includes award winning projects in affordable housing, senior communities, higher education, urban living, hospitality, healthcare, and behavioral health.



Founded in 2004, LMC boasts a comprehensive and varied portfolio encompassing an array of flourishing affordable housing communities, mixed-use and multi-family housing developments, renovation initiatives, and newly constructed commercial buildings and expansions throughout Oregon and Southwest Washington. At LMC, there is a steadfast belief in the transformative power of high-quality, inspiring housing in nurturing healthy and vibrant communities. The LMC team is characterized by a collaborative, mission-driven approach committed to crafting spaces that enrich people's lives. To date, LMC has successfully completed 133 affordable housing projects, and they presently have 12 new developments in various stages of construction.

ROLES & RESPONSIBILITIES

Each organization has extensive experience engaging, listening, designing, developing, and supporting efficient, affordable housing. Place-making is essential to the success of community development. Understanding the open space, community uses, access points, and interaction with the neighboring stakeholders will be integral to the success of this development opportunity. Our development team has over 100 years of experience in housing development, economic development, finance, construction management, property management, community engagement, resident services, and workforce development.

REACH: As the primary turn-key developer, REACH will provide the overall project management and financial analysis to the team as it collaborates with FHDC, the City, and other essential stakeholders of this project. REACH has strong expertise in real estate finance, particularly LIHTC financing, LIFT, TOD, URA (TIF), and other public subsidies, and has managed several high-profile public-private-NFP developments in the region.

REACH has a 3-person development team led by Peter Clements. Peter has been with REACH since 2019 and assumed the role of Interim Director of Housing Development in February 2023. Peter is a licensed architect and brings over 40 years of experience developing, designing, and building affordable housing. Peter will provide the project's executive oversight for quality assurance. Alex Aleman will serve as the primary Project Manager for this project. Alex has been developing and building affordable housing in the Portland area since 2017.

FHDC: The project development team brings a strong, creative, and diverse group of experienced grassroots community organizers, strategic planners, and executive leaders necessary to plan, finance, and execute a development project of this scale. FHDC will be the owner and operator of the development, carrying out the core vision and purpose at every level.

With decades of experience developing and managing affordable housing informed by identified community needs, FHDC's development team is Latinx-led under Executive Director Maria Elena Guerra and Senior Housing Development Manager Carmen Fernandez. The team is supported by Operations Manager Ana Gomez and Licensed Broker Benjamin Wickham from FHDC's sister organization, Evolve. Collectively, the team leverages over four decades of multilingual and multicultural experience in housing development, finance, construction management, property management, community engagement and resident services, and workforce development.

ANKROM MOISAN: The qualified Ankrom Moisan team includes Michael Bonn as the Principal in Charge, Jason Roberts as the Design Principal, and Francis Dardis as the Project Manager.

As the Principal in Charge, Michael will lead the Ankrom Moisan team and manage the Architectural and Engineering team's budgets, schedules, contracts, and internal workflows. As one of Ankrom Moisan's Affordable Housing Studio leaders, Michael brings many years of experience and heart for providing affordable housing to those who need it. As the Design Principal, Jason will lead the project design, balancing community-based design and contextually responsive design with cost-effective construction to create homes that residents will have pride in. As the Project Manager, Francis will work closely with REACH, FHDC, the engineering consultant team, and the general contractor. REACH's overall mission, in conjunction with the specific project goals and design, are the heart of Francis' focus. Francis will coordinate initial field work, the design and documentation processes, and oversee the jurisdictional requirements for entitlements and permitting.

LMC: A project team has been thoughtfully assembled by LMC tailored specifically for the Westfield site development. This accomplished team excels in nurturing strong client and community relationships, boasts extensive experience in affordable housing projects, and is dedicated to a collaborative approach from the initial preconstruction stages through project completion.

The team includes LMC President, Chris Duffin, who will assume the role of Project Executive. Chris will actively engage in team meetings and provide valuable insights on matters such as scheduling, staging, scope development, cost estimation, and all aspects of project planning.

Senior Project Manager, Aaron Maguire, will be the primary point of contact throughout the preconstruction and construction phases. Concurrently, Senior Superintendent, Joe Tice, will take charge of day-to-day interactions with subcontractors, deliveries, inspectors, neighbors, and fellow on-site team members, while meticulously overseeing the project timeline to ensure its timely completion.



Executive Oversight

PETER CLEMENTS

REACH, INTERIM DIRECTOR OF HOUSING DEVELOPMENT (FEBRUARY 2023)

Peter joined REACH in October 2019 and brings over 40 years of experience in the development, design, and construction of affordable housing. For the 14 years prior to joining REACH, Peter provided executive oversight of all design and construction management staff at Property Resources Corporation in New York in his capacity as Director of Design and Construction. His expertise lies in leading with racial equity as well as cost efficiency and environmental justice in housing development.

EDUCATION

NCARB Certified	1994
Registered Architect, State of New York	1987
Pratt Institute, School of Architecture, Bachelor of Architecture	1984

COMPARABLE PROJECT EXPERIENCE

THE ROSE APARTMENTS

Portland, OR

Completion Date: 2020

Managed the substantial rehabilitation and seismic upgrade of the Rose since 2019. Provided project management in the successful completion of the Project in 2020. The 57-SRO unit development consists of a three-story courtyard building, housing previously homeless single women. Building amenities include onsite property manager and resident services suite, a community room with full kitchen, media center/library, food pantry, courtyard, laundry facilities, indoor bike parking, common kitchen, and multiple common WC and bath/shower rooms on each of the five residential wings. Unit features include Energy Star appliances, low-flow plumbing fixtures, and LED lighting throughout. The roof houses a 26.64 KW Solar Array.

WY'EAST PLAZA

Portland, OR

Completion Date: 2021

Managed the development of Wy'East Plaza since 2019. Provided project management in the successful completion of the development in 2021. Wy'East Plaza provides a new 175-unit affordable family housing development in East Portland for households at the 30% to 60% median family income level—79 studios, 81 one-bedrooms, and 15 two-bedroom units. Key amenities include: community space, central courtyard, four offices for support staff, 43 parking spaces, Energy Star appliances, low-flow plumbing fixtures, LED lighting throughout, direct ducting of fresh air to units, Solar PV System, and electric vehicle charging stations.

THE MARY ANN

Beaverton, OR

Completion Date: 2021

Managed the development of the Mary Ann since 2020. Provided project management in the successful completion of the development in 2021. The Mary Ann is a 54-unit development funded as a pilot of the Metro Affordable Housing Fund through the City of Beaverton. On-site programs and services to residents are provided through a partnership with Bienestar. As part of their work, Bienestar provides culturally specific, bilingual services to the Latinx and low-income community of Washington County. The Mary Ann features 39 indoor parking spaces, a secure bike room, laundry facilities, and a community room that opens to a large courtyard. The property is within walking distance to the MAX light rail and WES community rail, multiple shopping opportunities, grocery stores, the library, post office, restaurants, services, parks, and is located across the street from Beaverton High School.

ALEX ALEMAN

REACH, SENIOR HOUSING DEVELOPMENT PROJECT MANAGER (2 YEARS)



Project Manager

Alex has been in the affordable housing industry since 2017 and enjoys the intricacies of development. Alex's specialty is developing multi-building communities that provide amenities and community spaces for families. Throughout his career, Alex has successfully implemented sustainable features into his developments. Of the 14 projects he has completed, nine have included solar panels and have been certified Gold or higher through Earth Advantage. Several projects included wetlands, creeks, or an environmental feature that required coordination with the Department of Environmental Quality and Environmental Reviews to restore and enhance the respective biomes. Alex enjoys meeting with the community prior to the development design to gain insight into what will help residents thrive and following up post construction with building residents to understand what elements work well and where there are opportunities to improve on future developments.

EDUCATION

Master of Real Estate Development Candidate, Portland State University
 Bachelors Degree, Willamette University

Current
 2014

COMPARABLE PROJECT EXPERIENCE

PLAZA LOS AMIGOS

Cornelius, OR

Anticipated Completion: 2024

Serves as Lead Project Manager for the development of 113 new affordable rental homes in partnership with Bienestar and the City of Cornelius. The project doubles the regulated affordable housing in the City of Cornelius. The 3+ acre site will provide a four-story residential building, 146 parking spaces, a covered all-sport court, a community park with amenities for the new Council Creek regional trail along a former rail line, and more. This community prioritizes families with the inclusion of larger two- and three-bedroom units as well as Permanent Supportive Housing and supportive services.

COLONIA UNIDAD

Woodburn, OR

Completion Date: 2019

Colonia Unidad was a farmworker housing project designed for families. It includes a central community room, field, and community gardens. The project incorporates much of what was learned from residents and provided specific amenities like a boot washing station, durable flooring and paint to prevent scuffing, and extra large load washer/dryer machines. The project was in a wet land and was developed with the intention of collecting all of the storm water on site and capturing it through Low Impact development design.

RED ROCK CREEK COMMONS

Tigard, OR

Completion Date: 2019

Red Rock Creek Commons is a Community Partners for Affordable Housing development that specializes in housing people with Mental Disabilities. This project was completed in partnership with Lukedorf, a clinic which specializes in caring for people living with Mental Disabilities. The development team went through extensive design meetings to understand how best to develop a project supporting people with these needs, including: heat resistant countertops, roll down shades with black out curtains, and ADA upgrades (handle bars, wide walking areas, lowered cabinets and modified bathrooms). This project was also situated near the Red Rock Creek and worked with the neighboring city and recreation team to restore and enhance the creek. It is now part of the Tigard Triangle walking path and provides residents a safe walking path amenity.



Executive Oversight

MARIA ELENA GUERRA

FHDC & EVOLVE, EXECUTIVE DIRECTOR (16 YEARS)

Maria Elena Guerra (Meg) is originally from Guayaquil, Ecuador, and has experience in housing development, asset management, and property management. Her career spans more than 20 years working across sectors with funders, partners, and diverse communities from a variety of backgrounds.

Meg will lead the Executive Oversight on FHDC’s behalf, organizing housing development, property management, and resident services staff to effectively engage the Silverton community and bring culturally specific perspective and representation to the project’s community and family-focused development process.

EDUCATION

Portland State University, Master of Public Administration	2004
Espiritu Santo University in Guayaquil, Ecuador, Bachelor of Arts in Business Administration	2000

COMPARABLE PROJECT EXPERIENCE

COLONIA PAZ

Lebanon, OR

Phase 1: 2022, Phase 2: 2023

Served as part of the land acquisition and funding development team throughout the 4-year project development, and continues to oversee the housing development team that is working on the 140-unit project. Led partnership development with public agencies, area businesses, and nonprofit partners to acquire and develop the land in accordance with community needs and land use requirements. Provided oversight to the leasing and property management team at Evolve to promote and lease the community housing and position Phase I to be fully leased when it opened in Spring 2022.

COLONIA JARDINES, COLONIA UNIDAD

Silverton/Woodburn, OR

Completion Date: 2017/2019

Executive oversight of two housing development projects, Colonia Jardines (2017, Silverton) and Colonia Unidad (2019, Woodburn). Worked with funders, partners, and the housing development team to plan, implement, and operate two rural area affordable housing projects.

NUEVO AMANECER REHABILITATION

Lynwood, CA

Completion Date: 2008-2009

Played a pivotal role on the property management team during this rehabilitation, successfully relocating and re-establishing housing for hundreds of individuals and families.



Program and Leadership Director

JORGE ALVARADO

FHDC, PROGRAM AND LEADERSHIP DIRECTOR (3 YEARS)

Jorge Alvarado is FHDC’s Program and Leadership Director, supporting FHDC’s Resident Services program and Asset Builder program to assist families as they navigate financial resources and options to grow their assets. Jorge has nearly three decades of experience engaging Latinx/a/o communities across the Portland Metro region in business development, educational support, financial capabilities, homeownership, and asset building.

Jorge will support the expansion of FHDC’s Resident Services Program in Silverton, connecting programs and service providers to best meet the needs of residents and surrounding communities.

EDUCATION

B.A. International Business Administration, Portland State University

2002

COMPARABLE PROJECT EXPERIENCE

ACADEMIC SUPPORT COORDINATOR

Hacienda CDC/PPS

1/2016 – 1/2022

Developed and executed a cultural academic support curriculum for at-risk middle school students at two PPS middle schools with low class attendance. Provided 1:1 academic counseling support to students during and after school. Created a linkage referral system for families to navigate and access community resources within PPS and its partners. Through the implementation of Entre Amigos and the Expresiones Youth Program, 240 students were served. Graduation and attendance rate increased from 40 % to 80%.

HOMEOWNERSHIP COUNSELOR

Hacienda CDC

12/2012 – 1/2016

Accountable for implementing and executing the Camino a Casa Homeownership Program for first time homebuyers. Provided individual coaching towards homeownership, budgeting, credit, process of IDA accounts, mortgage readiness, and teaching the ABC’s of Homebuying, a bilingual HUD certified class.

MICROMERCANTES PROGRAM MANAGER

Hacienda CDC

12/2007 – 12/2012

Introduced vendors to the basics of managing their own business by connecting them with local resources in business management and economic development opportunities. Led construction of an on-site commercial kitchen for micro-enterprise tamale vendors at Hacienda’s largest affordable rental housing development. Helped strategize expansion, including securing funding of MicroMercantes, an initiative of mentoring low-income Latina mothers and daughters, to be successful vendors of homemade tamales in nine Portland-area farmers’ markets. Designed and annually executed Hacienda’s first comprehensive fund development strategy, including the development of an individual donor campaign, targeting multi-year foundation support, creating collateral materials, and holding events to raise organizational visibility. Staffed two committees of the board: Asset Building and Fund Development.

ANA GOMEZ

OPERATIONS MANAGER, EVOLVE (19 YEARS)



Property Management
Advisor

Ana Gomez grew up in Oregon’s Willamette Valley. Through deep care for the community, she worked her way from the agricultural industry to property management, and is currently Evolve’s Operations Manager. Her experience spans the spectrum of multicultural community engagement, resident services, property management, and workforce development. She currently oversees a total of 11 properties and 475+ units.

Ana will cover property management functions, resident relations, resident retention, security and maintenance, and vendor/partner relations. She will bring experience in communication to reach target audiences and interface with the development team, project partners, service providers, on-site property management staff, and resident services teams.

EDUCATION

Managing Rural Development Housing Certification	2020
Tax Credit Compliance Expert	2020
The Oregon AHMA, Workshop for RD Managers	2018
The Oregon AHMA, Managing HUD Compliance	2017
The Oregon AHMA, Project Manager of The Year	2016

COMPARABLE PROJECT EXPERIENCE

OPERATIONS MANAGER, EVOLVE

2016 – Current

Manages a diverse 11 property portfolio of LIHTC, HOME, RD USDA and HUD in Oregon. Budget implementation and staff management, overseeing 17 employees. Monthly and quarterly trainings, client relations, and team building.

SENIOR MANAGER, EVOLVE

2016 – Current

Supervises a team of 17 administrative and maintenance professionals in addition to recruiting, training and hiring personnel. Successfully directed all aspects of property management responsibilities for 382 apartment units in a moderate-income tax credit housing community while developing quality relationships with tenants and clarifying complex issues. Implemented financial management of property budgets, insurance, and leases with strong knowledge of Fair Housing laws.

PROPERTY MANAGER, EVOLVE

2016 – Current

Works closely with residents processing initial tenant certifications and annual recertifications for LIHTC & HOME programs. Duties and responsibilities include compiling and calculating rent reports, entering charges and work orders, providing weekly vacancy reports, and conducting annual inspections. Supervises maintenance personnel, communicates with vendors, and reports to property management directors. Other duties include assisting other managers and monitoring compliance with internal, state, federal, and funder regulations.

PROPERTY MANAGER, FHDC

2006 – 2016

Managed a total of 86 multifamily units. Worked closely with residents, organizations representing residents, and community organization for the purpose of providing safe and sanitary housing. Processed initial tenant certifications for LIHTC & HOME programs. Duties and responsibilities included compiling, calculating, and distributing monthly rent statements. Monitored compliance with internal, state, federal and funder regulations.



BENJAMIN WICKHAM

EVOLVE, LICENSED BROKER (8 YEARS)



Evolve Executive
Advisor

Benjamin Wickham brings over two decades of experience in affordable real estate development, asset management, and property management. His expertise in strategic planning from project inception to completion will support the Silverton Westfield site in the areas of relations between owner, property management, lenders, and investors, and support the implementation and operations of best practices between property management and resident services. He will also be available to support the workforce development team in staff recruitment and training services, onboarding Silverton as a location for Evolve’s T.E.A.C.H. (Training for Equity and Accountability in Community Housing) workforce training program. He is fluent in Mandarin Chinese and Spanish.

Benjamin will act as Executive Advisor on behalf of Evolve Property Management.

EDUCATION

Portland Community College, Language studies	2002
Pro Schools, Real Estate Brokerage, Principal Broker, Managing Broker, Continuing Education	2007
Institute of Real Estate Management, CPM Education Courses	2010

COMPARABLE PROJECT EXPERIENCE

COLONIA PAZ

Lebanon, OR

Completion Date: 2023

Property Management Consultation: Licensee supported property management contracts, leasing documentation, and operational planning.

PORTFOLIO MANAGEMENT

Nuevo Amanecer and Evolve

2016 – Present

Provides training and support to senior staff, assisting with portfolio management, financial projections, compliance, budgeting, strategic planning, and project stakeholder relations.

PROPERTY MANAGER

Evolve

2016 – Present

Works closely with residents processing initial tenant certifications and annual recertifications for LIHTC & HOME programs. Duties and responsibilities include compiling and calculating rent reports, entering charges and work orders, providing weekly vacancy reports, and conducting annual inspections. Supervises maintenance personnel, communicates with vendors, and reports to property management directors. Other duties include assisting other managers and monitoring compliance with internal, state, federal, and funder regulations.

CHIEF OPERATING OFFICER

Burbank Housing Development Corporation

2020 – Present

Supervising operations of nonprofit affordable housing developer and property manager, with over 3,000 units of housing under ownership and management. Direct supervision of Property Management, Human Resources, Communications and Public Relations, and Resident Services Directors. Participates in Business Development, Senior Leadership and strategic organizational planning.



Ankrom Moisan



Principal in Charge

MICHAEL BONN

ANKROM MOISAN, PRINCIPAL IN CHARGE (24 YEARS)

While Michael understands the need for more affordable housing in the urban Portland core, he is equally aware of the real need for attainable housing in surrounding communities like Silverton. His work in Hillsboro and Cornelius has brought Michael face-to-face with the realities of those seeking safe, dignified, and affordable housing in communities where they have built their livelihoods. He wants to bring his experience to bear wherever people need homes they can truly afford.

EDUCATION

University of Oregon, Bachelor of Architecture

1997

COMPARABLE PROJECT EXPERIENCE

STRATUS VILLAGE

McMinnville, OR

Anticipated Completion: 2026

At Stratus Village in his role as Principal in Charge, Michael guided the design team through all the stages of preconstruction and up to procurement of the permit, which is the current status of the project. Michael's role had him coordinating with the leadership of all the design consultants from structural and civil through design/build mechanical, electrical, and plumbing. This project has a complex stack of funding sources and required two passes through the NOFA funding process.

PLAZA LOS AMIGOS

Cornelius, OR

Anticipated Completion: 2024

Michael's role as Principal in Charge of Plaza Los Amigos had him leading the design team's efforts through a challenging time during the height of the pandemic. Michael had open and frequent communication with all the stakeholders while working to be creative and productive. He led the team through a wide variety of design iterations and worked with REACH and Bienestar to add in a multi-sport court during the design process as new funding opportunities became available.

WY'EAST PLAZA

Portland, OR

Completion Date: 2020

For Wy'East Plaza, Michael started out as the Project Manager then assumed the role of Principal in Charge as the project progressed. Michael led the design of the project through innovative exercises in cost containment. His design team was focused on drilling down to the sub-contractor level with the general contractor's team to find the most creative and efficient ways to design a multifamily building. Wy'East Plaza was delivered at more than 30% less than even the aggressive OHCS cost per unit target.



Ankrom Moisan



Design Principal

JASON ROBERTS

ANKROM MOISAN, DESIGN PRINCIPAL (33 YEARS)

Everybody wants to have pride in the place they live. Jason challenges himself to design high-quality affordable housing that is indistinguishable from other housing in the community. He is committed to building affordable housing of higher design quality and lower cost. By developing ongoing relationships with the best contractors, and thereby aligning the realities of construction with great design, we are creating more and better homes for those who need them most.

EDUCATION

University of Oregon, Master of Architecture

1995

University of Colorado, Bachelor of Environmental Design

1992

COMPARABLE PROJECT EXPERIENCE

STRATUS VILLAGE

McMinnville, OR

Anticipated Completion: 2026

At Stratus Village, in his role as Design Principal, Jason spearheaded the design effort, guiding the design team through all stages of design. The project's currently in for permitting. Jason's role involved collaboration with clients to understand the goals of the project, steering the design process towards creating a captivating project that aligns with those goals. A significant aspect of the challenge was striking a balance between the budget and implementing thoughtful design elements that contribute to a great place to live.

MERIDIAN GARDENS

Portland, OR

Anticipated Completion: 2025

At Meridian Gardens, in his role as Design Principal, Jason spearheaded the design effort, guiding the design team through all the stages of design. The project is currently under construction. Jason's role involved collaboration with clients to understand the project goals, which extended to supporting residents transitioning from homelessness. Jason led the design process that used trauma-informed design, ensuring residents of all backgrounds can feel comfortable there.

WY'EAST PLAZA

Portland, OR

Completion Date: 2020

At Wy'East Plaza, in his role as Design Principal, Jason spearheaded the design effort, guiding the design team through all the stages of design. Jason's role involved collaboration with clients and contractors to design a great place to live while working through innovative exercises in cost containment. He takes immense pride in the quality of the architecture created within the confines of budgetary constraints.



Superintendent

JOE TICE

LMC CONSTRUCTION, SENIOR SUPERINTENDENT (2 YEARS)

Joe brings a wealth of expertise with over thirty years of experience in the commercial construction industry. His career has spanned various sectors, including industrial projects, residential developments, and complex multi-family and mixed-use constructions. In his current role, Joe takes charge of overseeing all on-site operations, providing labor supervision, implementing project schedules, ensuring adherence to safety standards, supporting sustainability goals, conducting thorough quality inspections, and managing the commissioning and project completion processes.

EDUCATION

John Marshall High School

1985

COMPARABLE PROJECT EXPERIENCE

NUEVA ESPERANZA

Hillsboro, OR

Completion Date: 2023

Bienestar and the Housing Development Center joined forces to collaboratively establish Nueva Esperanza, an affordable apartment complex of 150 units, nestled within a neighborhood abundant with amenities in Hillsboro. Inspired by Hillsboro’s rural heritage and the historical scarcity of quality affordable housing encountered by numerous Latinx individuals, Nueva Esperanza is poised to embody a beacon of “new hope” for immigrant families and all those who gravitate towards Hillsboro to labor and establish their future.

Residents of Nueva Esperanza will relish close proximity to parks, recreational zones, public transportation options, and a bustling commercial district. The array of amenities offered will encompass a dog play area, ample parking facilities, and three plazas, enhancing the living experience for all residents.

PLAMBECK GARDENS

Tualatin, OR

Anticipated Completion: 2024

The development comprises three mirrored three-story apartment buildings, totaling 116 units, with 47 units designated for 30% AMI residents. Additionally, there is a single-story community building. Elevators in the residential buildings ensure ADA accessibility for all units. The property incorporates design elements like additional storage, educational space, and areas for large family gatherings. Amenities include play areas, a sports field, community gardens, and landscaped spaces aimed at fostering connections among residents and with nature. Furthermore, the site's proximity to the Basalt Creek Natural Area offers recreational opportunities.

THE VALFRE AT AVENIDA 26

Forest Grove, OR

Completion Date: 2022

The Valfre at Avenida 26, a contemporary apartment complex featuring numerous community amenities like an activity room, playground, and community garden, offers 36 units of affordable housing, specifically designed for low-income families. Among these units, there are 30 two- and three-bedroom options. Additionally, eight units are dedicated to providing permanent supportive housing, complete with wrap-around services and case management, to assist vulnerable community members.



Project Manager

AARON MAGUIRE

LMC CONSTRUCTION, SENIOR PROJECT MANAGER (7 YEARS)

Aaron has played a pivotal role at LMC since 2016, serving as the Senior Project Manager for a variety of new construction and affordable housing renovation projects.

In his capacity as Senior Project Manager, Aaron will take the helm in budget development, subcontractor procurement, scheduling, plan review, and goal setting for the team. Throughout the construction phase, he will maintain close oversight of the project to ensure it remains on course with respect to quality, schedule, budget, and equity procurement objectives.

EDUCATION

Chemeketa Community College

2008

COMPARABLE PROJECT EXPERIENCE

THE VALFRE AT AVENIDA 26

Forest Grove, OR

Completion Date: 2022

The Valfre at Avenida 26, a contemporary apartment complex featuring numerous community amenities like an activity room, playground, and community garden, offers 36 units of affordable housing, specifically designed for low-income families. Among these units, there are 30 two- and three-bedroom options. Additionally, eight units are dedicated to providing permanent supportive housing, complete with wrap-around services and case management, to assist vulnerable community members.

SEQUOIA CROSSINGS

Salem, OR

Anticipated Completion: 2024

Sequoia Crossings embodies the Housing First model, a Permanent Supportive Housing (PSH) project committed to providing housing and essential social support services to chronically homeless individuals. PSH is a proven strategy for stabilizing vulnerable populations, many of whom face mental health challenges, and enhancing their quality of life. Ensuring safety and fostering positive resident relations were paramount during the project's design.

The design team adopted a trauma-informed approach, focusing on stress reduction, security enhancement, collaboration promotion, and overall well-being. Two residential buildings and an administrative office surround a central courtyard, creating a secure communal space. The entrances of most 1- and 2-bedroom units face the courtyard, enhancing visibility for residents and visitors.

SOUTH HILL COMMONS

Pendleton, OR

Anticipated Completion: 2024

This project involves the conversion of a gently sloping site into a multi-building affordable housing development featuring a diverse range of 71 units, including those designed for supportive purposes. The team merged two separate sites to accommodate the construction of four buildings, one of which is a community facility. The community building boasts a multi-purpose room, a communal kitchen, a meeting room, two offices, spaces for children's activities, a dedicated area for teenagers, and restroom facilities. In addition to the buildings, the outdoor areas include on-site parking, enclosed trash disposal areas, and a central plaza designed for recreational activities, seating, and community gardens.

TEAM SUPPORT



MARGARET SALAZAR

REACH, CEO

Margaret joined REACH as CEO in October 2023. Margaret is a highly experienced housing executive who has been recognized nationally for her work leading housing policy, finance, and innovation at the national, state and local level. Margaret comes to REACH from the U.S. Department of Housing and Urban Development (HUD) where she served as the Northwest Regional Administrator. In this role, Margaret leveraged federal funds to expand best practices for re-housing unsheltered individuals, assisting rural communities in boosting housing supply, and increasing homeownership opportunities for homebuyers of color. Before her recent role at HUD, Margaret served as the director of Oregon Housing and Community Services (OHCS). **Margaret will provide Executive Oversight for the project team.**



CHRIS DUFFIN

LMC Construction, President

As Owner and President of LMC since 2004, Chris Duffin has been responsible for managing over \$2.5 billion worth of construction in the last 19 years. Prior to starting LMC, Chris worked for one of the country's largest affordable housing developers. During that time, he was responsible for overseeing the development and construction of over 7,800 affordable housing units across the country. His leadership spans all areas of the business including project procurement, scheduling, estimating, and staff oversight. **As Project Executive, Chris will be available to the entire team to assist in all project activities, with a primary focus on early estimating and project planning.**



CARMEN FERNANDEZ

FHDC, Housing Development Manager

Carmen Fernandez brings over 20 years of project management experience to the team. She began her career working with a general contractor where she was exposed to a variety of projects including tenant improvements, commercial shopping centers, wastewater projects, and boutique hotel projects. She transitioned to construction management where she became a Project Manager, working on a variety of construction projects such as detention facilities, K-12, water/wastewater, and private construction. **Carmen brings transparent communication, an ability to multitask, stay organized, and build relationships with stakeholders and all members of a project team.**



MARGARITA FLORES BAUTISTA

FHDC, Junior Housing Specialist

Margarita, born and raised in Oregon, spent most of her life growing up in Colonia Libertad, FHDC's affordable housing community in Salem, Oregon. She participated in many programs from music to after-school tutoring, among others. She received a scholarship from Portland State University through the 4-Years Free Program and in the midst of the pandemic, she managed to complete her Bachelor of Arts degree with a focus in Architecture from Portland State University. **She has now returned to FHDC to help her community by bringing her unique lens and background to support families like hers with housing and supportive services with the organization she grew up in.**



ERIC JACOBSON

REACH, Housing Development Project Manager

Eric has more than 25 years of experience in land use planning and real estate development in Oregon, including 15 years developing affordable housing, public parks and other new construction, and rehabilitation of historic buildings, as well as five years of service on the Cherriots Board of Directors. Eric's efforts have delivered more than 450 units of affordable housing and more than \$600 million in public and private investment. **Eric will act as a supporting project manager, with oversight from Senior Project Manager, Alex Aleman.**

STRATUS VILLAGE

235 SE Norton Lane, McMinnville, OR 97128



- ▶ 175 units in four buildings.
- ▶ 1-bedroom, 2-bedroom and 3-bedroom apartments.
- ▶ Amenities include nature play area, open green or common area, community gardens, and an outdoor fitness area.
- ▶ Developed as a partnership between the Housing Authority of Yamhill County, Unidos, Chemeketa Community College, Willamette Valley Medical Center, Department of Human Services, Worksystems, Yamhill Community Care, and the Confederated Tribes of the Grand Ronde.
- ▶ Project Based Vouchers (PBV) will be provided to 42 units.

ANTICIPATED COMPLETION: 2025
SITE AREA: 7 acres

DEVELOPER: Stratus Real Estate Developers, LLC
ARCHITECT: Ankrom Moisan Architects
GENERAL CONTRACTOR: Bremik Construction
CONSTRUCTION MANAGER: Urban Resources, Inc.



This 175-unit affordable housing project will feature four buildings, including a common area building. It is a partnership between the Housing Authority of Yamhill County, Unidos, Chemeketa Community College, Willamette Valley Medical Center, Department of Human Services, Worksystems, Yamhill Community Care, and the Confederated Tribes of the Grand Ronde.

This community will include approximately 250 parking spots, 1-bedroom, 2-bedroom and 3-bedroom apartments, along with a nature play area, open green or common area, community gardens, and an outdoor fitness area.

Site acquired from a City or other public agency? Yes

PRIMARY FUNDING SOURCES

4% Low Income Housing Tax Credit, LIFT (Oregon Housing and Community Services), Oregon Health Authority, Yamhill Community Care SHARE program, Yamhill County ARPA, City of McMinnville, Confederated Tribes of the Grand Ronde.

UNIT & AFFORDABILITY MIX

UNIT TYPE	NUMBER OF UNITS AFFORDABLE AT 60% AMI	TOTAL
One Bedroom	60	60
Two Bedroom	85	85
Three Bedroom	30	30
TOTAL	175	175

PLAZA LOS AMIGOS

1910 North Davis St., Cornelius, OR 97113



PROJECTED COMPLETION DATE: 2024
SITE AREA: 4.13 acres

DEVELOPER: REACH Community Development in partnership with BIENESTAR
ARCHITECT: Ankrom Moisan Architects
GENERAL CONTRACTOR: LMC Construction

In partnership with Bienestar, REACH will be developing 113 family oriented homes with 16 permanent supportive housing units and extensive outdoor activity space in the commercial center of Cornelius.

- ▶ District park development in partnership with the City of Cornelius.
- ▶ On site futsal/multi-use court.
- ▶ Application of cost efficient design attributes learned from REACH's Wy'East Plaza development.
- ▶ 112,886 square feet of residential building with 5,308 square feet of community space and 2,500 square feet of office space for resident services and service providers.



Plaza Los Amigos will bring 113 new affordable rental homes, doubling the regulated affordable housing in the City of Cornelius. The 3+ acre site will provide a four-story residential building, 146 parking spaces, a covered all-sport court, a community park with amenities for the new Council Creek regional trail along a former rail line, and more.

This community will prioritize families with the inclusion of larger two- and three-bedroom units, with 86 units for tenants (predominantly Latinx families to meet the demands of the community) earning 60% Area Median Income (AMI); 10 will be for those earning 30% AMI without project vouchers, and the remaining 16 units (12 one-bedroom and four two-bedroom) will be set aside for Permanent Supportive Housing (PSH) and provide supportive services.

Site acquired from a City or other public agency? No

PRIMARY FUNDING SOURCES

This project is made possible with the support of Washington County and their allocation of Metro Housing Bond funding as well as Washington County HPOF (Housing Production Opportunity Fund) and Metro TOD (Transit Oriented Development) funding. The state of Oregon and Energy Trust of Oregon have provided additional incentives to increase the sustainability of the project.

UNIT & AFFORDABILITY MIX*

UNIT TYPE	NUMBER OF UNITS AFFORDABLE AT:		PSH	TOTAL
	30% AMI	60% AMI		
One Bedroom	10	18	12	40
Two Bedroom	0	56	4	60
Three Bedroom	0	12	0	12
TOTAL	10	86	16	112*

*Managers units not counted in unit & affordability mix.

COLONIA PAZ

500 Weldwood Dr. Lebanon, OR 97355



- ▶ Square Feet and Key Tenants in active ground floor space: 26,408 sq ft.
- ▶ Farmworker Housing: farmworkers, their families, retired farmworkers (phase I), 102,504 sq ft – Workforce Housing & families (phase II).

YEAR COMPLETED: 2023
SITE AREA: 1.4 acres (phase I), 7.45 acres (phase II)

DEVELOPER: FHDC & CASA of Oregon (phase I), Housing Development Center (phase II)
ARCHITECT: Pinnacle Architecture
GENERAL CONTRACTOR: LMC Construction
CONSTRUCTION MANAGER: Nelson Capitol CPM



Colonia Paz (Peaceful Community) is situated in the growing rural community of Lebanon, Oregon. Owned and developed by FHDC, Colonia Paz addresses the documented housing affordability disparities in Lebanon, as it is one of the top three severely rent-burdened cities in Oregon, with one in three households (34%) paying more than 50% of their income towards rent. The Colonia Paz site is located in the center of Lebanon, chosen for development due to its proximity to a variety of employment and nearby community amenities such as public transit, schools, grocery stores, and medical facilities. The site design provides ample green space and preservation of on-site wetlands and is 300 feet from the closest public transit stop.

FHDC began construction on Colonia Paz I in Spring 2021 with 24 affordable apartments that will prioritize housing for farmworkers and their families. FHDC also began the construction of Colonia Paz phase II in Fall of 2021, which will prioritize housing for low-income workforce families with 116 additional affordable units. Colonia Paz will bring a multicultural approach to the community and serves as the first dedicated housing in Lebanon that prioritizes housing for both workforce families and farmworkers in Lebanon, including disabled and retired farmworkers. Colonia Paz is aimed to meet the growing housing disparities in Linn County by prioritizing a mix of Latinx farmworker families and multigenerational workforce families. Services will cover health, education, workforce, nutrition, and asset building needs.

Colonia Paz is supported by the Linn-Benton Housing Authority, City of Lebanon, CASA of Oregon, Nelson Capital, Pinnacle Architecture, LMC Construction, Kantor Taylor, USDA Rural Development, Umpqua Bank, Oregon Housing and Community Services, and Bank of Des Moines.

Site acquired from a City or other public agency? No

PRIMARY FUNDING SOURCES

USDA Rural Development, HUD HOME through Linn-Benton Housing Authority, Agriculture Workforce Housing Tax Credit (AWHTC) for Phase I, OHCS 4% LIHTC, OHCS LIFT, Permanent Loan through Bank of Des Moines, GP Equity Contribution (Phase II).

UNIT & AFFORDABILITY MIX*

UNIT TYPE	NUMBER OF UNITS AFFORDABLE AT:			TOTAL
	30% AMI	50% AMI	70% AMI	
One Bedroom	2	5	1	8
Two Bedroom	1	10	4	15
TOTAL	3	15	5	23*

*Managers units not counted in unit & affordability mix.

NUEVA ESPERANZA

5317 NE Hidden Creek Dr. Hillsboro, OR 97124



- ▶ 150 new affordable homes, targeting households with incomes between 20-60% AMI.
- ▶ 60 units designated for households with 30% AMI or lower.
- ▶ 106 units with two or more bedrooms.
- ▶ 8 units with Project-Based Vouchers (PBV).
- ▶ Amenities include boot washing stations for agricultural workers and ample parking.

YEAR COMPLETED: 2023
SITE AREA: 6.12 acres

DEVELOPER: Bienestar
ARCHITECT: Scott Edwards
GENERAL CONTRACTOR: LMC Construction
CONSTRUCTION MANAGER: LMC Construction



The Nueva Esperanza project prioritizes racial equity by offering 150 new affordable homes, targeting households with incomes between 20-60% AMI. It consists of twelve residential buildings organized into three distinct neighborhoods, each with its unique character and a central community building. Sixty units are designated for households with 30% AMI or lower, while 106 units have two or more bedrooms. The site design centers around a community center and features a tree-lined pathway (paseo) that pays homage to existing mature trees, connecting the project with nature.

The layout of the buildings maintains ample spacing between structures, ensuring access to sunlight for outdoor amenities. Nueva Esperanza promotes a strong sense of community by creating smaller neighborhoods within the project. The site design integrates pedestrian pathways into the existing neighborhoods, reduces the impact of vehicles, and preserves mature trees, resulting in an Earth Advantage gold certification. Furthermore, the project benefits from its proximity to the new Hidden Creek Community Center and the existing 53rd Avenue Community Park. Access to light rail and a bus stop is within half a mile, and residents are within walking distance to open spaces, recreational areas, and a neighborhood commercial district with a pharmacy and medical offices.

Site acquired from a City or other public agency? Yes

PRIMARY FUNDING SOURCES

Low-Income Housing Tax Credits, OHCS Multifamily Energy Program, Metro Affordable Housing Bond, Meyer Memorial Trust, Community Housing Fund, and Private Funding.

UNIT & AFFORDABILITY MIX*

UNIT TYPE	NUMBER OF UNITS AFFORDABLE AT:		TOTAL
	30% AMI	60% AMI	
One Bedroom	24	20	44
Two Bedroom	28	27	55
Three Bedroom	8	38	46
Four Bedroom	0	4	4
TOTAL	60	89	149*

*Managers units not counted in unit & affordability mix.

THE MARY ANN

4601 SW Main Ave. Beaverton, OR 97005



- ▶ First project to start construction with funding through the Metro regional housing bond.
- ▶ 25 one-bedroom, 26 two-bedroom, and 3 three-bedroom apartments.
- ▶ Transit-orientated: Access to MAX light rail and WES commuter rail.
- ▶ 39 on-site parking spaces & secure bike storage.
- ▶ Resident services provided by Bienestar.
- ▶ Named in honor of Mary Ann Spencer Watts, the City of Beaverton's first school teacher.

YEAR COMPLETED: 2021
SITE AREA: 0.46 acres

DEVELOPER: REACH Community Development
ARCHITECT: Scott Edwards Architecture
GENERAL CONTRACTOR: Walsh Construction Co.
CONSTRUCTION MANAGER: The Klosh Group



With over half of the apartments containing two or more bedrooms, the Mary Ann is home to very low-income families with children with incomes at or below 60% of the Area Median Income (AMI), with 20% of the units set aside for households at or below 30% AMI. Onsite programs and services to residents are provided through a partnership with Bienestar. As part of their work, Bienestar provides culturally specific, bilingual services to the Latinx and low-income community of Washington County.

The Mary Ann features 39 parking spaces, a secure bike room, laundry facilities, and a community room that opens to a large courtyard. The property is within walking distance to the MAX light rail and WES commuter rail, multiple shopping opportunities, grocery stores, the library, post office, restaurants, services, parks, and across the street from Beaverton High School.

Site acquired from a City or other public agency? Yes

PRIMARY FUNDING SOURCES

Wells Fargo 9% LIHTC Equity, NOAH Permanent Loan, Beaverton Metro Bond, Washington County HOME Loan, Oregon Housing & Community Services, City of Beaverton, Beaverton Urban Redevelopment Agency TIF, REACH Capital Contribution, Energy Trust of Oregon, Business Oregon Brownfields.

UNIT & AFFORDABILITY MIX

UNIT TYPE	NUMBER OF UNITS AFFORDABLE AT:		TOTAL
	30% AMI	60% AMI	
One Bedroom	2	23	25
Two Bedroom	4	22	26
Three Bedroom	3	0	3
TOTAL	9	45	54

WY'EAST PLAZA APARTMENTS

12370 SE Ash St. Portland, OR 97233



YEAR COMPLETED: 2020
SITE AREA: 2.28 acres

DEVELOPER: REACH Community Development
ARCHITECT: Ankrom Moisan Architects
GENERAL CONTRACTOR: Walsh Construction Co.

- ▶ Provides 175 units of affordable family housing in East Portland for households at the 30% to 60% median family income level.
- ▶ 79 studios, 81 one bedrooms, and 15 two-bedroom units.
- ▶ Key amenities: community space, central courtyard, four offices for support staff, 43 parking spaces, Energy Star appliances, low-flow plumbing fixtures, LED lighting throughout, direct ducting of fresh air to units, Solar PV System, and electric vehicle charging stations.



The project specifically addresses the shortage of affordable housing for communities of color in East Portland. With rapid displacement of communities of color to East Portland, the neighborhood is experiencing drastic growth in historically underserved communities. This community used a cost containment strategy resulting in construction hard cost of less than \$118,000 per dwelling unit.

Located in the heart of East Portland, the site's proximity to frequent bus service and the MAX light rail reflect REACH's goals to build homes that are affordable but remain close to transit and vital services for families and individuals. The building includes a central courtyard scheme of 13,000 square feet, affording beneficial air and light access to each unit and helping to foster a strong sense of community.

Site acquired from a City or other public agency? Yes, Tri-County Metropolitan Transportation District of Oregon

PRIMARY FUNDING SOURCES

Bank of America 4% LIHTC Equity, Oregon Housing & Community Services LIFT Loan, Weatherization, NOAH Permanent Loan, Meyer Memorial Trust Cost Containment Grant, and Energy Trust of Oregon.

UNIT & AFFORDABILITY MIX

UNIT TYPE	NUMBER OF UNITS AFFORDABLE AT 60% AMI	TOTAL
Studio	79	79
One Bedroom	81	81
Two Bedroom	15	15
TOTAL	175	175

COLONIA UNIDAD

1750 Park Ave, Woodburn, OR 97071



FHDC
A Home is Just the Beginning



LMC
CONSTRUCTION



YEAR COMPLETED: 2019
SITE AREA: 2.79 acres

DEVELOPER: FHDC and Housing Development Center
ARCHITECT: Carleton Hart Architects
GENERAL CONTRACTOR: LMC Construction
CONSTRUCTION MANAGER: Nelson Capitol LLC

- ▶ 44 units of affordable housing in 4 low-rise buildings.
- ▶ Amenities: mailboxes, play area, community garden, laundry and common areas, community room, and management offices.
- ▶ Features resident services as well as access to health and dental vans, after school programming, leadership development, food box distribution, asset building and rent/utility support.
- ▶ Sensitive site design centers the needs of families and children.
- ▶ Special touches include a boot-wash station where farmworkers rinse pesticides from their footgear and a colorful exterior mural depicts real FHDC residents.



Located in Woodburn, Colonia Unidad features 44 units of affordable multifamily rental housing serving working families. At this community, families have access to affordable homes where they can build healthy lives and support their children’s educational success. This community is located near amenity-rich downtown Woodburn, Oregon, in a census tract where 67% of residents identify as Latinx and 36% live in poverty. Colonia Unidad features a community room, community garden, park, playground, and access to transportation and amenities. Resident services hold the following opportunities: health and dental vans, after school programming, leadership development, food box distribution, asset building and rent/utility support.

In addition to providing affordable housing options for Woodburn’s nonagricultural workforce, Colonia Unidad’s mix of housing types enables farmworker residents to keep their housing as they move out of agricultural work and into other occupations.

Site acquired from a City or other public agency? No

PRIMARY FUNDING SOURCES

Low-income housing tax-credit equity (9%), HOME funds, Trust Fund, Low income Weatherization Program funds, Workforce Housing Tax Credit program.

UNIT & AFFORDABILITY MIX*

UNIT TYPE	NUMBER OF UNITS AFFORDABLE AT:		TOTAL
	50% AMI	60% AMI	
One Bedroom		4	4
Two Bedroom	12	11	23
Three Bedroom	5	11	17
TOTAL	17	26	44*

*Managers units not counted in unit & affordability mix.

72FOSTER

5005 SE 72nd Ave. Portland, OR



- ▶ Transit-oriented mixed-use development housing seniors and families.
- ▶ Key amenities: community room with “folding walls” opening to courtyard, breezeway connects to adjacent Portland Mercado.
- ▶ Murals at public areas created by local artist reflect the cultural diversity of the region.
- ▶ Houses a 106 KW Solar Array.
- ▶ More images at www.hdc-nw.org/development-projects/72foster and www.holstarc.com/portfolio/72-foster.

YEAR COMPLETED: 2019
SITE AREA: 0.89 acres

DEVELOPER: REACH Community Development
ARCHITECT: Holst Architecture
GENERAL CONTRACTOR: LMC Construction
CONSTRUCTION MANAGER: Housing Development Center



Nestled in Southeast Portland, this beautiful LEED Certified community offers studio, one-bedroom, two-bedroom and three-bedroom apartment homes. Each unit consists of EnergyStar® appliances, radiant heat, and shared on-site laundry facilities on each floor. Located next to food carts, parks, public transit, and shopping. The building features a ground-floor community room, a beautifully landscaped courtyard, secured bike parking, and a fourth-floor open-air terrace. Units were designed to optimize natural lighting and feature eco-friendly appliances. The building is outfitted to produce much of its own energy on-site with solar PV panels and contribute to the building's long-term financial viability. An open breezeway maintains the connection from the residential neighborhood to the popular Portland Mercado across the street.

With the building's 8,900 sq ft of commercial space, REACH is working to advance the multicultural character of the neighborhood. Our vision expands on the place-making strategies employed by Hacienda CDC at the neighboring Portland Mercado – a retail, restaurant and community hub that is attracting residents from across the city for food and cultural events. Key tenants include Pizzeria Otto, Tea & Tea, and Red Castle Games.

Site acquired from a City or other public agency? Yes, Public-Private Partnership; Transit-oriented development site.

PRIMARY FUNDING SOURCES

PHB awarded REACH the land and \$5.76MM in gap financing to help develop this project along with OHCS 4% LIHTC Equity, a Metro TOD grant, OHCS Housing Development Grant and Weatherization Program, a PGE Renewable Development Fund Grant, and a grant from the Energy Trust of Oregon.

UNIT & AFFORDABILITY MIX

UNIT TYPE	NUMBER OF UNITS AFFORDABLE AT:		TOTAL
	30% AMI	60% AMI	
Studio	10	56	66
One Bedroom	5	9	14
Two Bedroom	0	12	12
Three Bedroom	5	4	9
TOTAL	20	81	101

ORCHARDS AT ORENCO PHASE I

6520 NE Cherry Dr., Hillsboro, OR 97124



YEAR COMPLETED: 2015
SITE AREA: 1.97 acres

DEVELOPER: REACH Community Development
ARCHITECT: Ankrom Moisan Architects
GENERAL CONTRACTOR: Walsh Construction Co.
CONSTRUCTION MANAGER: Housing Development Center

- ▶ 57 units of workforce housing including 40 one-bedroom units and 17 two-bedroom units. Eight units contain project based Section 8 vouchers targeted to households earning 30% of MFI (Median Family Income) or less.
- ▶ Green features: built using Passive House standards, creating an energy efficient building.
- ▶ Orchards at Orenco was the largest multi-family Passive House building in North America at the time of completion.
- ▶ Outstanding transit-oriented location on the MAX light rail line.



Strategies of providing affordable housing built at transit-oriented (TOD) design locations with green building technology match REACH's goals of providing a more comprehensive model of affordable living. With this in mind, REACH set out to secure an affordable TOD site in the Orenco Station neighborhood in Hillsboro, given its proximity to light rail and multiple community amenities.

In 2013, REACH purchased a site abutting the MAX light rail station at Orenco Station. The land was used to build a three phase project, totaling approximately 150 units of affordable housing for working families. The project was built using Passive House standards to further reduce tenant monthly energy expenses.

Site acquired from a City or other public agency? No

PRIMARY FUNDING SOURCES

Community Housing Fund, Energy Trust of Oregon, Enterprise Community Partners, Meyer Memorial Trust, NeighborWorks® America, Network for Oregon Affordable Housing (NOAH), Oregon Housing and Community Services, Washington County Office of Community Development, Wells Fargo.

UNIT & AFFORDABILITY MIX*

UNIT TYPE	NUMBER OF UNITS AFFORDABLE AT:		TOTAL
	50% AMI	60% AMI	
One Bedroom	5	34	39
Two Bedroom	5	12	17
TOTAL	10	46	56*

*Managers units not counted in unit & affordability mix.

NUEVO AMANECER & CIPRIANO FERREL EDU CTR

1274 N. Fifth St., Woodburn, OR 97071



YEAR COMPLETED: 2003
SITE AREA: 11.6 acres

DEVELOPER: FHDC & CASA of Oregon
ARCHITECT: Andrews Architects (CFEC) & Carleton Hart (rehabilitation and phase IV)
GENERAL CONTRACTOR: Centrex (original construction phase I & II and CFEC), LMC Construction (rehabilitation and phase IV)
CONSTRUCTION MANAGER: Housing Development Center & Casa of Oregon (CFEC)

- ▶ Phase I & II started construction in 1993 and finished in 1994. Nuevo Amanecer underwent rehabilitation in 2008 - 2009, in which phase IV was added with 40 additional units. Cipriano Ferrel Education Center (CFEC) began construction in 2002 and was completed in 2003.
- ▶ Tenant: Woodburn School District, 10,813 sq ft.
- ▶ FHDC & Evolve Workforce & Multifamily Housing Headquarters: 4,000 sq ft.
- ▶ Anahuac Project, Community Kitchen & Gardens, Farmer's Market: 20,000 sq ft.



Located in the core of Oregon’s mid-Willamette Valley, Nuevo Amanecer (New Dawn) has been home for hundreds of essential Latinx and Indigenous farmworker families over the last two decades. Nuevo Amanecer and adjoining Cipriano Ferrel Education Center encompass the heart and headquarters for FHDC, Evolve Workforce & Multifamily Housing Services, the Woodburn School District “Escuelita” preschool and after-school programs. It houses many other nonprofit partnership programs, including daily hot food and weekly grocery distribution and on-site food cultivation for the Anahuac Intergenerational Indigneous Project. The development is FHDC’s flagship example of a public–nonprofit partnership, encompassing a 3-phase housing community of 142 units and a community educational center serving over 500 people weekly, providing access to warm meals, food boxes, health services, educational support, workforce development, leadership development opportunities, and asset building services.

Nuevo Amanecer’s phases were built and/or rehabilitated spanning the years of 1993-2009, offering affordable housing, ample green space, accessible transit to amenities, workplaces and schools, after-school programs, and many other supportive services to uplift stable and prosperous futures for Oregon’s multigenerational and multicultural agricultural workforce families. Nestled in Woodburn, a rural growing city in between Portland and Salem, Nuevo Amanecer was designed and built with community feedback and participation at every level and gained wide cross-sector support from the City of Woodburn, the State of Oregon, USDA, and many other private and public partners.

Site acquired from a City or other public agency? Yes, State of Oregon.

PRIMARY FUNDING SOURCES

OHCS 9% LIHTC, HUD HOME funds, Farm Worker Tax Credits (FWTC), Community Development Block Grant (CDBG) for the CFEC.

UNIT & AFFORDABILITY MIX

UNIT TYPE	NUMBER OF UNITS AFFORDABLE AT:		TOTAL
	50% AMI	60% AMI	
One Bedroom	1	4	5
Two Bedroom	23	13	36
Three Bedroom	51	19	70
Four Bedroom	16	0	16
TOTAL	91	36	127

REFERENCES

Name: Javier Mena, Director of Housing
Organization: City of Beaverton
Worked with: REACH Community Development
Projects that Individual Worked On: The Mary Ann Apartments, Elmonica Station
Phone (503) 748-9534
Email JMena@beavertonoregon.gov

Name: Gigi Szabo, Senior Finance Project Manager
Organization: Housing Development Center
Worked with: Farmworker Housing Development Corporation
Projects that Individual Worked On: Colonia Paz (Lebanon), Colonia Unidad (Woodburn), Colonia Amistad Rehabilitation (Independence)
Phone (503) 335-3668 ext.118
Email Gigi@hdc-nw.org

Name: Peter Hainley, Executive Director
Organization: Casa of Oregon
Worked with: Farmworker Housing Development Corporation
Projects that Individual Worked On: Colonia Paz (Lebanon), Colonia Jardines (Silverton)
Phone 503-687-3311
Email pchainley@casaoforegon.org

Name: Vickie Ybarguen, Executive Director
Organization: Housing Authority of Yamhill County
Worked with: Ankrom Moisan Architects
Projects that Individual Worked On: Stratus Village
Phone (503) 883-4300
Email vickie@hayc.org

Name: Shannon Wilson, Program Manager
Organization: Washington County Office of Community Development
Worked with: REACH Community Development
Projects that Individual Worked On: Orchards at Orenco; Dartmouth Crossing North
Phone (503) 846-8663
Email Shannon_wilson@washingtoncountyor.gov



CITY OF SILVERTON RFQ WESTFIELD SITE

CONTENTS

INTRODUCTORY LETTER 1

PROJECT VISION & APPROACH 2

DEVELOPMENT TEAM & RESUMES 3

COMPARABLE PROJECTS.....15

REFERENCES23

INTRODUCTORY LETTER



HACIENDA

COMMUNITY DEVELOPMENT CORP.

Date:

December 12, 2023

To the Attention of:

Jason Gottgetreu
Community Development Director
City of Silverton
306 S Water Street
Silverton, OR 97381

Jgottgetreu@Silverton.or.us

RFQ Title:

City of Silverton
Request for Qualifications
Westfield Site Development

Primary Contact:

Maryam Bolouri
Director of Real Estate Development
Hacienda CDC
6700 NE Killingsworth St.
Portland, OR 97218

mbolouri@haciendacdc.org

503-735-5519

Dear Jason,

Hacienda CDC is pleased to respond to the Request for Qualifications for the Westfield Site Development. We appreciate the opportunity to respond with an innovative and community-minded team to partner in a vision for a community that has the potential to help generations of families access affordable housing in the City of Silverton. Hacienda’s unique perspective as a culturally specific affordable housing developer with over 30 years of experience delivering culturally responsive services prepares us to successfully implement the vision and goals expressed by the City of Silverton for this development opportunity.

Our vision will build on the City’s vision to create a community-centered “village” that maximizes the density of units for affordable rental housing without sacrificing quality or safety while providing ample outdoor spaces to serve the residents and the neighborhood. We envision a multi-generational community that includes a significant number of units that are accessible or adaptable to people with various abilities. We will seek to provide affordable housing to households at 60% AMI and below. While we envision a rental housing development, we are optimistic that the industry and market will soon support owner-occupied housing.

Most importantly, our vision advances Hacienda’s model of Equitable Development and Environmental and Racial Justice, incorporating family-sized units and sustainability features, including an all-electric building served by solar-powered energy.

Our priorities and values for this project are driven by the expectation that outcomes from development **must** be responsive to underserved populations, underrepresented voices, and vulnerable groups first.

Our development team includes Colas Construction, known for their commitment to quality, equity, and environmentally responsible construction practices; Salazar Architect, providing extensive experience of design methods and sustainable practices focused on the well-being of affordable housing communities. As you will see in our portfolio of work, we are a tested and reliable team, with a strong history of designing accessible housing for, and with, the local community.

We firmly believe our team’s track record of housing and resident services for Latino, immigrants, people of color, and low-income households through our community-led approach to placemaking aligns with the City’s goals for the Westfield site. We look forward to a synergetic partnership to implement this inclusionary vision.

Please do not hesitate to reach out to Maryam at mbolouri@haciendacdc.org or mevatvefonseca@haciendacdc.org if you have any questions.

Muchas Gracias,

Ernesto Fonseca, PhD
Chief Executive Officer

PROJECT VISION & APPROACH



PROJECT VISION & APPROACH

Hacienda CDC (Hacienda), Oregon's largest Latino-led, Latino-serving housing organization, is excited at the prospect of proposing a community development for the City of Silverton. Given the opportunity to participate in a shortlist for design studies, you will find that our proposal will embody Hacienda's model for equitable development and environmental and racial justice. Our team's interest in this project is driven by our passion and values that affordable housing developments should be accessible to everyone, everywhere, and must be responsive to underserved populations, underrepresented voices, and vulnerable groups first. This is why a people-centered design approach is the heart of our developmental process. **Our development team knows that we can only co-create successful solutions when they are deeply informed from, and with, the community.**

Our vision for what we seek to build with the community on this site would be two-story, garden style, 100% affordable housing apartments designed to serve families with an emphasis on communities of color at 60% and 30% AMI. Informed by universal design principles and trauma informed design, our aspiration is that these buildings will provide varying and accessible places for gathering including, open and covered seating, public and private greenspaces, a nature-based playground, and community gardens. In addition to affordable housing and greenspaces, we'll plan for this development to include several community functions including offices for management, residents, and supportive services, along with a community room fit with a kitchen to gather and host life-enriching workshops. Through an active community engagement cycle, the community will provide valuable input in the building's final naming, along with the amenities, design, and programs and services.

We understand this development is a new endeavor for the City of Silverton, and we have assembled a team of experienced professionals dedicated to affordable housing. We've worked throughout the State of Oregon and have created strong, committed relationships with public partners to provide a network of support for the communities we serve. Our team aspires to bring robust engagement with the people of Silverton – this may include opportunities to educate the public about affordable housing, easing community concerns, and garnering support for project overall. Furthermore, our team values the goals the City has set, aspiring to increase community-wide connectivity for Multi-Modal use, to foster placemaking by enhancing public green spaces, and to elevate the communication between the City and its constituents. Our first step to build a partnership with the City will be to establish, together, guiding principles for this project which we can use to guide a unified vision for the development while creating tangible performance metrics to measure the success of this development.

RESIDENT SERVICES

Hacienda is proud to stand out from other developers in that we uniquely provide resident services to the communities we develop in-house. Our Resident Services Team can deliver a suite of programs to build on the residents' strengths to help them achieve their goals and even dreams. Our Resident Services Coordinators are key to connecting residents to Hacienda's programs. Building relationships with families and their needs allows for warm introductions to program staff and helps residents enroll.

Hacienda's Programs include:

EXPRESIONES. Hacienda offers out-of-school programming in six residential communities for youth in grades K-8. Students receive academic tutoring and access to enrichment opportunities. Parent engagement is another pillar of the program model, and we facilitate connections between parents and the schools and offer leadership opportunities for parents to volunteer with the program.

SEMBRANDO SEMILLITAS. Hacienda's early childhood education program brings certified parent educators into the homes of families with children aged 0-5. Our Early Childhood Educators empower parents to learn about their child's development, help screen for any developmental delays, connect parents with resources available to them in the community, and empower them to meet their child's needs as they grow and prepare to enter school.

LEARNING CENTERS. Hacienda's Learning Centers in Portland coordinates programming to advance skills in digital literacy, workforce readiness, and STEM education, from middle school through adulthood. Programming includes courses, summer academies for students, and workshops for family members and the broader community.

DEVELOPMENT TEAM & KEY STAFF RESUMES



DEVELOPMENT TEAM

Hacienda CDC will lead this development. We assembled a mission-oriented, synergetic, and invested team to partner with the City of Silverton. Our team includes: Salazar Architect, a minority-owned, equity-driven architecture firm that brings quality design with a strong emphasis on community engagement; Colas Construction, a minority-led seasoned general contractor with decades of affordable housing experience and a strong track-record of MWESB participation. Together, with the City, we hope to build upon this team to partner with a trusted property manager firm dedicated to quality management and outstanding service to the community.

BENEFITS OF CHOOSING THIS TEAM

Hacienda has carefully selected a multifaceted team that can address, through diverse and complementary skillsets, the vision that City of Silverton has expressed in this request for qualifications together with its Comprehensive Plan, Housing Strategy, Housing Needs Analysis, and Parks and Recreation Master Plan. These will be our guiding principles and a compass to inform our approach.

Our responsiveness begins with attention to the City of Silverton's RFQ and Housing Strategy, followed by our people, who are committed to affordable housing development that is innovative, sustainable, and equitable. Here's why we think we are uniquely qualified to realize the project's goals:

- Our understanding of racial equity, environmental justice, and equitable developments is personal. Our lived experiences ground us.
- We build lasting partnerships with the community and are committed to improving the social and economic situations of the communities we serve long after projects are built.
- Our process is intersectional with social, environmental, and equitable issues, and is community centered.
- Our design process includes neighborhood and community engagement with touchpoints throughout predevelopment and construction to listen, inform, and engage the community as stakeholders in the development.
- We are transparent, credible, and trusted by the community to deliver affordable housing as a catalyst for positive outcomes in the community.

QUALITIES FOR SUCCESSFUL NEW AFFORDABLE HOUSING

OUTDOOR ENVIRONMENT

Our commitment to providing a vibrant and restorative outdoor environment is reflected in both recently completed project experience, like Las Adelitas, and our vision for other communities like Las Flores. It will be further grounded by our partnerships with design professionals as an integrated design team, which includes landscape architects with active and passive parks experience throughout Oregon.

SERVICES

Hacienda, driven by a mission of equity and positive long-term outcomes, is both a developer and service provider. Our partnerships and services manifest our philosophy brought to life. We don't just provide services; we work with the community to develop programs to support their specific needs.

BUILDING DESIGN

Our building design is centered in Salazar Architect's specialized talent in affordable housing, in partnership with construction expertise and project management acumen of Colas Construction. Hacienda will lead the people-first development with deep engagement from the community.

MANAGEMENT AND COMMUNITY

Hacienda has a successful and proven relationship with rural communities, and a collaborative history of equitable, low-barrier management. Hacienda, as the resident services provider, works to support the long-term success of programs and the people they serve.

QUALITIES FOR A SUCCESSFUL DEVELOPER

EQUITABLE

Hacienda personally understands the needs of marginalized people being an organization that is Latino-led and made up of 93% bilingual and bicultural staff. Our lived experience grounds and motivates us for racial and sustainable justice.

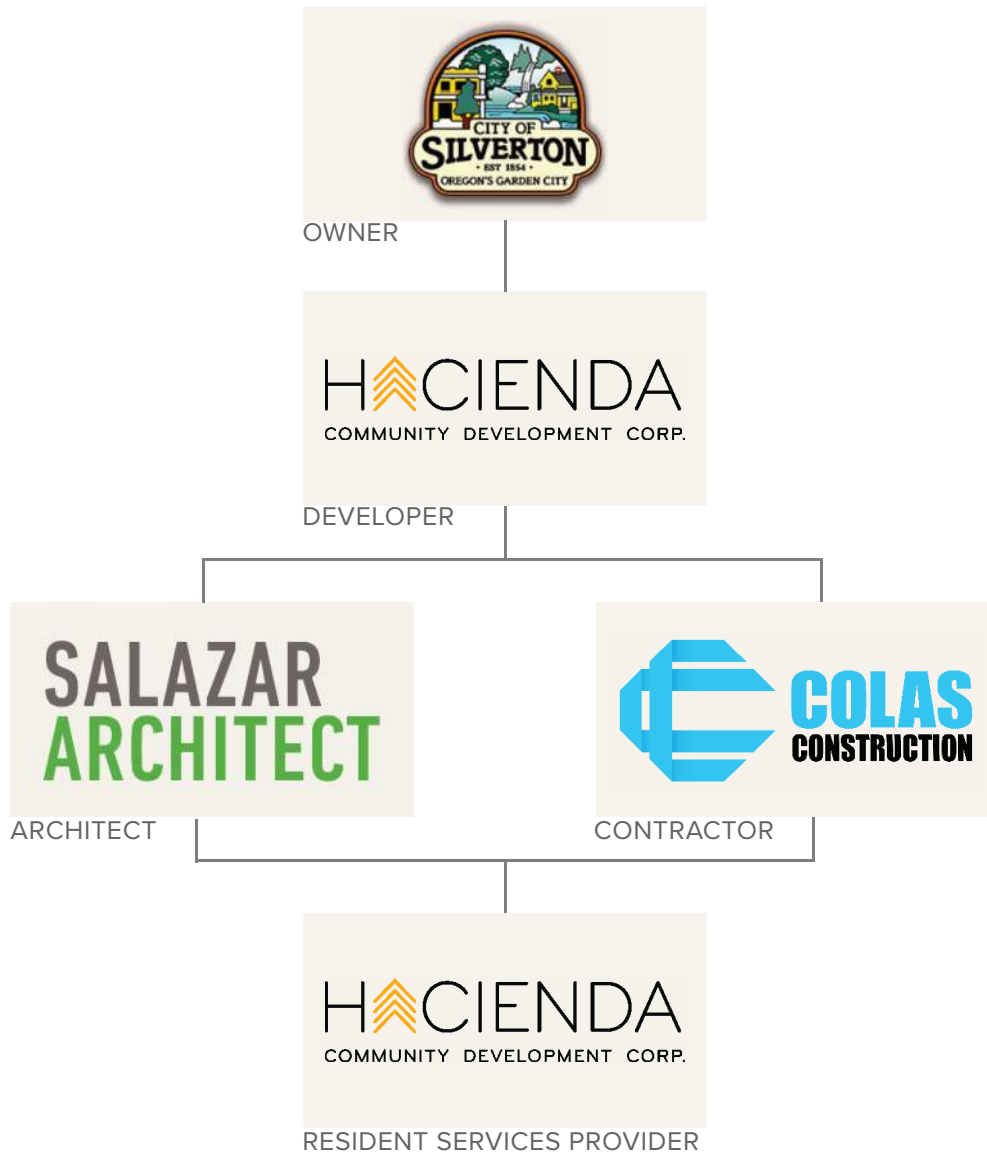
COLLABORATIVE

Collaboration is the key to Hacienda’s success as shown in our project experience. From lenders, contractors, and design professionals to the residents that call our communities their home, we work to set new benchmarks in the industry. Our partnerships and letters of support showcase this strength.

LONG-TERM FOCUSED

Hacienda doesn’t just develop buildings, we create and empower communities. When we serve a community, we set roots with partners and community members to foster thriving and resilient communities. We are here to stay!

DEVELOPMENT TEAM ORGANIZATIONAL CHART





ERNESTO FONSECA, PHD

Chief Executive Officer

Ernesto has been an architect, houser, and community developer for over 20 years, starting his career in construction and multi-family housing in Mexico. He has worked in affordable housing development since 2006, moving to construction administration in 2009, overseeing multi-family projects ranging from 6 to 64 units before coming to Hacienda. Ernesto provides leadership, oversight, and guidance in all of Hacienda's affordable housing development projects. His 15 years of experience in development finance, due diligence, and construction contract administration, have resulted in over 1,000 units of affordable housing.

PROJECT ROLE:

Executive Project Sponsor. Monitors the project's overall objectives, success, and people involved in the project. Communicates with stakeholders as needed.



YEARS
AT HACIENDA
6

YEARS IN
REAL ESTATE
DEVELOPMENT
20

EDUCATION
**DOCTORATE IN ENVIRONMENTAL
DESIGN & PLANNING, HOUSING &**

**ENVIRONMENTAL HEALTH,
ARIZONA STATE UNIVERSITY**

AFFILIATIONS
**ENERGY TRUST OF OREGON
BOARD OF DIRECTORS (2018-PRESENT)**

**HOUSING OREGON, BOARD OF
DIRECTORS (2017-PRESENT)**



Las Adelitas

- Ernesto's key strength is in his visionary leadership. He leads with clear visions for others to work towards common goals and objectives.
- His synergetic approach to affordable housing sets him as a trailblazer for policy and social change.
- Ernesto is deeply mission driven and believes in the power of social enterprise to bring increased investment into breaking cycles of poverty.

PROJECT EXPERIENCE

Las Adelitas
Portland, OR
Affordable Family Housing & PSH
141 Apartments/ 4-Story
Suburban Site / Elevator Served
Public-Private Partnership

Rockwood Village
Gresham, OR Affordable
Affordable Family Housing
224 Apartments / 4-Story
Suburban Site/ Elevator Served
Co-Development

Las Flores
Oregon City, OR
Affordable Family Housing
171 Apartments / 3-Story
Suburban Site/ Walk-up Served
Community Engagement



MARYAM BOLOURI, PHD

Director of Real Estate Development & Asset Management

Maryam has more than 25 years' experience in operations, finance, facility management, affordable housing, and real estate. She has served as CFO and CEO of non-profit organizations in California managing \$46 million revenue and 175 staff. She served as owner's representative on several affordable housing projects in the Portland region: new construction of 171 LIHTC units, rehabilitation of 72 HUD units, year 15 exits of 5 LIHTC properties, and rehabilitation of a 14-unit supported housing project. In addition, Maryam managed an asset portfolio of \$105 in million affordable housing (771 units over 50 properties). She demonstrates exceptional and committed leadership with an ability to quickly identify issues, implement solutions, and build and manage teams to be successful under stressful conditions with tight deadlines.

PROJECT ROLE:

Project Director. Oversees project managers in areas of quality management, performance, reporting, and budgeting. Manages risks and team resources and communicates with stakeholders.

YEARS
AT HACIENDA
2

YEARS IN
REAL ESTATE
INDUSTRY
21

EDUCATION
**PH.D IN STATISTICS AND
OPERATIONS RESEARCH,
UNIVERSITY OF OREGON**

AFFILIATIONS
**MULTNOMAH ATHLETIC FOUNDATION
TREASURER (2022 - PRESENT)**

**CASCADIA BEHAVIORAL HEALTH
BOARD TREASURER (2022)**



Rockwood Village

- Maryam's key strength is risk management through which she has successfully implemented strategies to meet evolving challenges and opportunities of various projects.
- Exceptional in her ability to delegate tasks appropriately, while adapting to change with resilience.
- Highly effective finance, facility, and real estate professional responsible for a \$165 million portfolio of multi-family and single-family affordable housing.

PROJECT EXPERIENCE

Rockwood Village

Gresham, OR Affordable
Affordable Family Housing
224 Apartments / 4-Story
Suburban Site/ Elevator Served
Co-Development

Las Adelitas

Portland, OR
Affordable Family Housing & PSH
141 Apartments/ 4-Story
Suburban Site / Elevator Served
Public-Private Partnership

Las Flores

Oregon City, OR
Affordable Family Housing
171 Apartments / 3-Story
Suburban Site/ Walk-up Served
Community Engagement



KEVIN CHAVEZ, ASSOC. AIA

Real Estate Development Project Manager

Kevin has a master’s in architecture with 8 years’ experience in the architecture engineering and construction industry. Kevin thrives when working on complex and multifaceted projects, as demonstrated by his involvement in the Las Adelitas buildings, a 142-unit multifamily project completed in NE Portland’s Cully neighborhood. Kevin cares deeply about team dynamic and brings the patience and perseverance needed to manage any project successfully—from collaborating with consultants and public agencies to coordinating with contractors in the field to navigating involved stakeholder processes. He currently oversees new construction, rehab, and renovations projects.

PROJECT ROLE:

Project Manager. Responsible for reporting on progress to the Project Director and stakeholder liaisons or their representatives. Project manager will lead and manage consultants, design professionals, and contractor partners. As a team, the project manager monitors budget and service partners.

YEARS
AT HACIENDA
2

YEARS IN
PROFESSION
8

EDUCATION
**MASTERS OF ARCHITECTURE,
PORTLAND STATE
UNIVERSITY SCHOOL OF
ARCHITECTURE**

AFFILIATIONS
ASSOCIATE AIA (2017-PRESENT)
**SCAPPOOSE GRABHORN PARK
AD HOC COMMISSION (2021-PRESENT)**



Las Adelitas

- Kevin’s key strength is strategic thinking, and the ability to align the development team’s efforts with broader organizational and stakeholder goals for long term success.
- Kevin approaches conflict resolution head on and proactively seeks constructive resolutions that promote collaboration and maintain development team dynamics.
- Excels in clear and concise communication ensuring expectations are understood and goals are met.

PROJECT EXPERIENCE

Las Adelitas
Portland, OR
Affordable Family Housing & PSH
141 Apartments/ 4-Story
Suburban Site / Elevator Served
Public-Private Partnership

Miraflores
Portland, OR
Affordable Family Housing
32 apartments/ 3-story
Suburban Site / Walk-up Served
Public Plaza / Event Space

Plaza Los Robles
Molalla, OR
Workforce Housing
24 Apartments/ 2-Story
Rural Site / Ground Floor Accessible
Public Park / Event Space



ERIKA HERNANDEZ

Director of Youth and Family Services

Joined Hacienda CDC in 2021 and has over 12 years of experience in wrap-around services, early childhood, youth development, and family engagement programs. She is a facilitator of stakeholders and school systems collaborating to support positive outcomes for youth and their families. Erika attended 11 schools before landing in and graduating from Lake Oswego High School in 2007. She experienced challenges accessing support for higher education, was criticized by school counselors for considering community college, and witnessed racism and bias from peers and staff towards fellow BIPOC friends and students with exceptional needs. She is a bilingual and bicultural Latina who brings popular education and cultural wealth models to program and project design.

PROJECT ROLE:

Project Director for Resident Services. Responsible for leading and monitoring community engagement activities and leading project service partners. Manages team resources of Youth and Family Services. Communicates with stakeholders through project manager.

YEARS
AT HACIENDA
3

YEARS IN
SOCIAL SERVICES
12

EDUCATION
**MAGNA CUM LAUDE BACHELOR
OF ARTS IN INTERNATIONAL
STUDIES AND LATIN AMERICAN
STUDIES**

AFFILIATIONS
**OREGON COALITION AGAINST
DOMESTIC & SEXUAL VIOLENCE**

TRAUMA INFORMED OREGON



Vista De Rosas

- Erika’s key strength is empathy, which she passionately uses to understand and meet the needs of her team and the community which she serves.
- Deeply mission driven, she builds resilient communities through her work to provide community specific supportive services.

PROJECT EXPERIENCE

Las Adelitas
Portland, OR
Affordable Family Housing & PSH
141 Apartments/ 4-Story
Suburban Site / Elevator Served
Public-Private Partnership

Rockwood Village
Gresham, OR Affordable
Affordable Family Housing
224 Apartments / 4-Story
Suburban Site/ Elevator Served
Co-Development

Vista de Rosas
Portland, OR
Affordable Family Housing
25 Apartments / 2-Story
Suburban Site/ Walk-up Served



ALEX SALAZAR, NOMA, AIA

Founding Principal

Alex Salazar’s career-long focus linking architecture to community organizing serves as the foundation for his work. His background includes organizing for tenant’s rights, advocating for the unhoused, and 25 years of experience in community planning, engagement, and affordable housing design. He leads every project with a “community first” and culturally responsive approach to engagement, design, and development strategy. He currently serves nationally on the American Institute of Architects Housing & Community Development (HCD) Knowledge Community.

SALAZAR ARCHITECT

YEARS AT SALAZAR ARCHITECT
15

YEARS IN PROFESSION
25

EDUCATION
**MASTERS OF ARCHITECTURE,
UNIVERSITY OF CALIFORNIA
BERKELEY**

AFFILIATIONS
AIA, NOMA

**REGISTERED ARCHITECT: OREGON,
WASHINGTON, CALIFORNIA**



Las Adelitas



Community Engagement

PROJECT EXPERIENCE

Las Adelitas

Portland, OR
Affordable Family Housing & PSH
141 Apartments/ 4-Story
Community Engagement
Public Plaza / Event Space

Las Flores

Oregon City, OR
Affordable Family Housing
171 Apartments / 3-Story
Suburban Site/
Community Engagement

Elmonica Station

Beaverton, OR
Affordable Multi-Generational
Family Housing
81 Apartments / 4- Story
Transit-adjacent / Culturally Specific
Community engagement

Goldcrest

Beaverton, OR
Affordable Family Housing & PSH
75 Apartments / 4-Story
Suburban Site

Fourth Plain Commons

Vancouver, WA
Affordable Family Housing
107 apartments / 5-story
Mixed Use / Public Plaza



JENNIFER NYE, AIA, LEED AP BP+C

Managing Director, Pacific Northwest

Jennifer has over 24 years of experience, exceptional architectural skill, and a diversity of project experience that ranges from multi-family residences to complex commercial and institutional projects. As a LEED Accredited Professional, Jennifer has practical knowledge and hands-on experience with sustainable building materials and practices, striving to integrate high-performance, innovation, energy-efficiency, and design excellence into her projects. Jennifer volunteers on the Beaverton Planning Commission, Portland's Building Code Board of Appeals, and Beaverton's Urban Renewal Advisory Committee.



YEARS
AT SALAZAR
ARCHITECTS
5

YEARS IN
PROFESSION
24+

EDUCATION
**BACHELOR OF ARCHITECTURE,
UNIVERSITY OF OREGON**

AFFILIATIONS
AIA, LEED AP

**REGISTERED ARCHITECT:
OR, WA, AZ, CO, ID, UT**



Fourth Plain Commons



Community Engagement

PROJECT EXPERIENCE

Las Adelitas

Portland, OR
Affordable Family Housing & PSH
141 Apartments / 4-Story
Community Engagement
Public Plaza / Event Space

Las Flores

Oregon City, OR
Affordable Family Housing
171 Apartments / 3-Story
Suburban Site / Community
Engagement

M. Carter Commons

Portland, OR
Affordable senior housing
63 Apartments / 5-Story
N/NE Preference Policy

Elmonica Station

Beaverton, OR
Affordable Multi-gen Family Housing
81 Apartments / 4-Story
Transit-adjacent / Culturally Specific
Community Engagement

Goldcrest

Beaverton, OR
Affordable Family Housing & PSH
75 Apartments / 4-Story
Suburban Site

Fourth Plain Commons

Vancouver, WA
Affordable Family Housing
107 Apartments / 5-Story
Mixed Use / Public Plaza



DARIIA VERNYGORA

Architect's Project Manager

Daria has extensive experience in affordable and market rate multifamily housing, educational facilities, and commercial developments in the U.S., Germany, and Ukraine. She cares deeply about sustainability in architecture and is a leader of our Sustainable Design Lab, where she focuses on energy efficiency, carbon reduction, and incorporating environmental justice principles into our projects. Daria is passionate about creative designs and technological innovations that advance buildings toward being more sustainable and healthy for building users.

SALAZAR ARCHITECT

YEARS AT SALAZAR ARCHITECT
5

YEARS IN PROFESSION
10

EDUCATION
MASTERS OF ARCHITECTURE, KYIV NATIONAL UNIVERSITY OF CONSTRUCTION & ARCHITECTURE, UKRAINE

MASTERS OF ARCHITECTURE, ANHALT UNIVERSITY OF APPLIED SCIENCES, GERMANY



Elmonica Station



Community Engagement

PROJECT EXPERIENCE

Las Adelitas

Portland, OR
Affordable Family Housing & PSH
141 apartments/ 4-story
Community Engagement
Public Plaza / Event Space

M. Carter Commons

Portland, OR
Affordable senior housing
63 apartments / 5-story
N/NE Preference Policy

Elmonica Station

Beaverton, OR
Affordable Multi-gen Family Housing
81 Apartments / 4- Story
Transit-adjacent / Culturally Specific
Community Engagement

Heirloom Apartments

Clackamas County, OR
Market rate housing / 10 Buildings
286 Apartments / 3-Story Buildings
Suburban Site

Aldercrest

Gresham, OR
Occupied renovation of 68
apartments / 17 two-story walkups
New community building

Dahlke Manor

Portland, OR
Occupied renovation of 115
apartments / 9-story
Parking/site reconfiguration, interior
renovation of common spaces



CHRISTINA KWIECIENSKI

Architectural Designer

Christina's 10+ years of experience includes affordable and market rate multifamily housing, commercial tenant improvements, and site-sensitive work for the National Parks Service. She values our strong sense of shared mission at Salazar, and is committed to serving communities that often don't have access to design. Christina is a strong advocate for equity, diversity, and inclusion in the profession and an active participant in Salazar's equity and social responsibility initiatives.



YEARS AT SALAZAR ARCHITECT
4

YEARS IN PROFESSION
10+

EDUCATION
BACHELOR OF ARCHITECTURE, UNIVERSITY OF TEXAS



Las Flores



Community Engagement

PROJECT EXPERIENCE

Las Flores

Oregon City, OR
Affordable Family Housing
171 Apartments / 3-Story
Suburban Site/ Community
Engagement

Mutual Housing on the Boulevard

Sacramento, CA
Affordable PSH
127 apartments / 3-story walkups
Mixed Use

Elmonica Station

Beaverton, OR
Affordable Multi-gen Family Housing
81 Apartments / 4- Story
Transit-adjacent / Culturally Specific
Community Engagement

Fourth Plain Commons

Vancouver, WA
Affordable Family Housing
107 apartments / 5-story
Mixed Use / Public Plaza



ANDREW COLAS

Colas Construction President & CEO

Andrew is driven by a collaborative and results-oriented focus; his extensive knowledge of development in the commercial construction industry is evident with an established history of long-term contracting relationships, strong outcomes for equity, and over twenty years of delivering complex projects. He will engage at each level, providing Executive Oversight. Andrew is the co-founder of the Black Business Association of Oregon (BBAO), and serves on the Board of Directors for BBAO, the National Association of Minority Contractors (NAMC), NAMC-Oregon, New Avenues for Youth, and the Portland Business Alliance.



YEARS AT COLAS
22

YEARS IN CONSTRUCTION
25

EDUCATION
**BS BUSINESS
MANAGEMENT,
UNIVERSITY OF OREGON**

AFFILIATIONS
NAMC-OR, AGC

**DESIGN BUILD INSTITUTE
OF AMERICA**



Garlington Campus

- Key Strength to build effective, strong teams and manage them to their full potential
- Dynamic leadership promotes positive engagement for shared success between owners, developers, and project teams
- Dedicated to community activism rooted from his experience, born and raised in NE Portland- since 1999, he has consistently promoted investments and job creation for underserved populations through his role at COLAS

PROJECT EXPERIENCE

Garlington Campus

Cascadia Health, Portland, OR

A 4-story building of 42,000 SF sits adjacent to another that is 25,000 SF on a 1.5-acre site. The campus, comprises two buildings; one a health clinic and the other, an affordable apartment complex with 52 units of 1, 2, and 3-bedrooms homes for residents earning 30% - 60% AMI. Amenities include bioswale drainage systems, solar shades, bike storage, and community meeting rooms.

The resident population includes formerly houseless Veterans, patients in critical need, and low income community members, families, and individuals. Both developments, Garlington Health Center and Garlington Place Apartments are named after the late Rev. Dr. John W. Garlington, Jr., a prominent leader and advocate for the African American community in Portland. The project achieved Earth Advantage Platinum and 36% MWESB utilization.

South Cooper Mountain

Wishcamper, Beaverton, OR

Goldcrest

BRIDGE Housing, Beaverton, OR

Centennial Place

Cascadia Health, Portland, OR

King + Parks

PCRI, Portland, OR

The Aurora

Our Just Future, Portland, OR

The Songbird

BRIDGE Housing, Portland, OR



MARC-DANIEL DOMOND

Colas Construction Vice President, Operations

As a Project Executive, Marc-Daniel brings a multi-faceted approach and delivers steadfast goal-focused management implementing executive oversight the overall implementation and execution of projects. His record of success in all phases of construction is based in his fortitude and strategy to achieve the project's goals. Marc-Daniel works closely with project teams and oversees the master schedule ensuring financial objectives are met. His leadership, expertise, and proficiency in complex projects of large-scale; brings accurate detail with an executive level of attention for engagement with purpose for developer and ownership teams.



YEARS AT COLAS
20

YEARS IN CONSTRUCTION
22

EDUCATION
**BS BUSINESS FINANCE,
UNIVERSITY OF OREGON**

AFFILIATIONS
NAMC-OR, AGC



3000 Powell

- Key Strengths serve complex projects of large-scale; specifically in education, healthcare, and affordable housing with accurate detail
- Engagement with purpose for developer and ownership teams
- Driven by impact to our youth to become future leaders with a focus on building interest in the construction sector
- Co-founder and Chair of The Blueprint Foundation

PROJECT EXPERIENCE

3000 Powell

Home Forward, Portland, OR

Recipient of the 2021 Portland Design Commission, Design Excellence Award, this project stands as a transformative affordable housing project, featuring 206 units thoughtfully designed for families residing in SE Portland. The ground floor of the building, though primarily constructed with cost-efficient wood framing, boasts increased height to accommodate loft units that open up to courtyards

and lush landscaping areas, providing ample room for community spaces, fostering engagement and vitality.

A 138,000 SF, four-story wood-framed building with an innovative X-shaped design is set to redefine the concept of urban living with a total of 206 thoughtfully designed affordable housing units: 123 studios, 18 one-bedroom, 59 two-bedrooms, and 6 three-bedroom units.

The Aurora

PCRI, Portland, OR

South Cooper Mountain

Wishcamper, Beaverton, OR

Goldcrest

BRIDGE Housing, Beaverton, OR

King + Parks

PCRI, Portland, OR

The Songbird

BRIDGE Housing, Portland, OR

The Henry Building

Central City Concern, Portland, OR

COMPARABLE PROJECTS





LAS ADELITAS

The opening of Las Adelitas in late 2022 is the outcome of a 5+ year community design process that envisioned the transformation of a former strip club that was negatively impacting the vitality of the Cully neighborhood. In 2015, Hacienda purchased the property then secured project funding and led the redevelopment for this affordable housing community.

Aptly named after feminist Mexican Revolutionaries, Las Adelitas brings deep social, economic and environmental benefits to our community through access to new affordable housing and connection to services including, digital literacy, early childhood and after school programs, and business and homeownership workshops and counseling provided by Hacienda's bilingual and bi-cultural staff. This four-story, multifamily affordable housing development is the largest redevelopment in Portland's Cully Neighborhood to date and is the largest public investment in the Cully community.

The development includes 142 homes and valuable amenities including a community kitchen, courtyard, event space, and outdoor plaza which is street accessible to the surrounding neighborhood. One hundred percent of the units are for households earning 60% of Area Median Income and below. Additionally, Hacienda project team achieved 40% MWESB workforce participation in hard construction costs.

PROJECT FACTS

Address: 6735 NE Killingsworth St, Portland, OR 97218

Year Completed: 2022

Hacienda Team Involvement: Ernesto Fonseca, Maryam Bolouri, Kevin Chavez

Architect: Salazar Architect

Contractor: LMC Construction

Property Management: Cascade Management

Housing Units: 142 total all affordable

Affordability: 30% AMI, 60% AMI

Construction Cost: \$36.5M

Funding Sources: 4% LIHTC Equity, PHB Bonds, LIFT, OHCS Legislative Grant, Permanent Loan

Unit Mix: 15 Studio, 27 one bedroom, 74 two bedroom, 26 three bedroom

MWESB Contractor

Engagement: 40%





ROCKWOOD VILLAGE

Hacienda CDC is the co-owner and co-developer of Rockwood Village, 224 new affordable homes in Gresham. This transformational development opened in phases, beginning in Fall of 2021 and include five residential buildings surrounding a new public park and community center.

In this development, we prioritized large, family sized units. Almost 80% of the units are 2, 3 or 4 bedrooms. Rockwood Village was the first Metro affordable housing bond-funded project to open and the first in the state to implement income averaging. This allows us to serve households with incomes up to 70% AMI.

Robust community engagement informed the design concept, street design, the housing units and amenities, and the custom art throughout the development. Through a community survey, community members chose Rockwood Village and Neighbors Park as the project and park names. The overall project theme was chosen to celebrate diversity of Rockwood and the weaving together of different cultures.

Hacienda provides on-site resident services and after school and summer programming for youth. Residents are also connected to Hacienda’s programs in homeownership, small business development, asset building, and financial education.

PROJECT FACTS

- Address:** 783 SE 185th Ave, Portland OR 97233
- Year Completed:** 2022
- Co-Developer:** Community Development Partners
- Hacienda Team Involvement:** Ernesto Fonseca, Maryam Bolouri
- Architect:** Waechter Architecture
- Contractor:** LMC Construction
- Property Manager:** Guardian
- Housing Units:** 224 total all affordable
- Affordability:** 30%, 60%, and 70% AMI
- Construction Cost:** \$43.3M
- Funding Sources:** 4% LIHTC, Gresham Metro, OHCS Weatherization and GHAP, Permanent Loan
- Unit Mix:** 47 one bedroom, 74 two bedroom, 89 three bedroom, 14 four bedroom
- MWESB Contractor Engagement:** 21%





LAS FLORES

Hacienda CDC is co-developing Las Flores, 171 new affordable housing units in Oregon City in partnership with Community Development Partners. This development is currently under construction, with Phase 1 just completed and Phase 2 expected to be complete in 2024.

Las Flores is designed with agricultural workers, immigrant, and low-income community members in mind. This affordable housing complex includes a mix of 1, 2, 3, and 4 bedroom apartments within 3-story walk-up buildings.

Twelve units of Las Flores are designated for agricultural workers and their families. Thanks to a partnership with Northwest Housing Alternatives, 9 units are reserved for individuals and families transitioning out of homelessness into stable housing. NHA and Hacienda will provide community support and resident services. The property will be managed by Guardian Property Management.

Las Flores was designed using the people-first, "Communities for All Ages" approach, which embraces the benefits of intergenerational living and creates homes and spaces where all people can be respected, cared for, and given tools to explore their interests. This includes buildings clustered around a park-like gathering space, tree-dotted walking paths, children's play areas, outdoor picnic areas, a community garden, and a community building with a kitchen and multi-use spaces where residents can hold events, take classes, and enjoy spending time with their families and neighbors.

PROJECT FACTS

- Address:** 14362 S Maple Lane Ct, Oregon City, OR 97045
- Anticipated Completion:** 2023
- Co-Developer:** Community Development Partners
- Hacienda Team Involvement:** Maryam Bolouri, Kevin Chavez
- Architect:** Salazar Architect
- Contractor:** LMC Construction
- Property Management:** Guardian
- Housing Units:** 171 total, all affordable
- Affordability:** 30 % AMI and 60% AMI
- Construction Cost:** \$53M
- Funding Sources:** 4% LIHTC, GHAP, Clackamas Metro, AWHTC Equity, Permanent Loan
- Unit Mix:** 42 one bedroom, 54 two bedroom, 66 three bedroom, 9 four bedroom
- MWESB Contractor Engagement:** 34%





PLAZA LOS ROBLES

One of Hacienda’s rural communities, Plaza Los Robles, has undergone an intensive rehabilitation effort in early 2023. This rehabilitation included building frame and envelope improvements, mechanical, electrical, and plumbing upgrades, and stormwater mitigation. This rehabilitation effort reflects our commitment and passion to ensure enduring, accessible, safe, and healthy built environments.

In this development, we prioritized large, family sized units. The units mix includes 2-, 3- and 4-bedroom units, focused on workforce housing. Through on-site resident services and after school and summer programming for youth, the community is strengthened through a multi-generational perspective. Residents are also connected to Hacienda’s programs in small business development, asset building, and financial education to support the ultimate goal of homeownership.

With more than 40 school-age children residing at Plaza Los Robles, we saw the rehabilitation effort as an opportunity to enhance the children’s school experience and attendance. After close collaboration with residents and property management, we heard that transportation and extreme weather has a negative effect on the children’s academic performance. Hearing this, we took up the charge to include a new bus shelter and provide HVAC mini splits for each apartment to improve livability, comfort, and safety for the community’s kids. We take pride in hearing, advocating for, and taking action for our community members.



PROJECT FACTS

- Address:** 415 Toliver Rd, Molalla, OR 97038
- Year Completed:** 2007
- Rehabilitation:** 2023
- Hacienda Team Involvement:** Ernesto Fonseca, Maryam Bolouri, Kevin Chavez, Erika
- Envelope Consultant:** Forensic Building Consultants
- Contractor:** IE Construction
- Property Management:** Cascade Management
- Housing Units:** 24 total all affordable
- Affordability:** low-income Domestic Farm Labor, 50% AMI, 60% AMI, 80% AMI
- Rehab Construction Cost:** \$3.5M
- Funding Sources:** OHCS Legislative Grant, Clackamas County HOME Loan, Rural Development Loan and Rental Assistance
- Unit Mix:** 7 two bedroom, 13 three bedroom, 4 four bedroom
- MWESB Contractor Engagement:** 13%



MUTUAL HOUSING ON THE BLVD

Mutual Housing on the Boulevard is inspired by the sun, water, and movement to create a unique mixed-use, affordable, supportive housing community serving the diverse needs of South Sacramento. The master plan features an internal neighborhood street with an apartment building, townhomes, and walk-up stacked flats buildings that maximize density and the opportunity for solar PV installations. The buildings provide a mix of one, two, and three-bedroom apartments, with fifty percent of the units serving extremely low-income residents.

Supportive services and community areas are clustered along Stockton Blvd. At the south edge is the new Mutual Family Arts & Education Center, located along an existing FEMA flood plain/canal that doubles as a neighborhood open space. The Community Design process consisted of a series of design discussions with Mutual Housing’s residents, homeless women at a Loaves & Fishes daytime shelter, and allied organizations. The input was incredibly insightful, helping us program and design outdoor spaces spread throughout the development.

PROJECT FACTS

- Address:** 7351 Stockton Blvd. Sacramento, CA 95823
- Year Completed:** 2023
- Developer:** Mutual Housing California
- Contractor:** Broward Builders
- Architect:** Salazar Architect
- Property Management:** Mutual Housing California
- Housing Units:** 127 total all affordable, 95 permanent supportive housing units
- Affordability:** 40% AMI, 50% AMI, 60% AMI
- Construction Cost:** \$35M
- Funding Sources:** LIHTC, No Place Like Home, HUD
- Unit Mix:** 65 one bedroom, 44 two bedroom, 18 three bedroom





SOUTH COOPER MOUNTAIN

In the heart of the South Cooper Mountain community, a remarkable mixed-use development project is taking shape. Stretching across ten expansive acres, this visionary project is set to seamlessly blend affordable housing with commercial and civic spaces, creating an exciting urban environment right next to Mountainside High School.

Wishcamper, renowned for its commitment to affordable housing, took a chance to transform a high-density market-rate community. Their vision goes beyond simply adding affordable housing units; it's about breathing life into a dynamic mixed-use neighborhood center. The City of Beaverton shares this vision, aiming to create a lively main street that intermingles neighborhood commercial and residential spaces. The focus is on crafting a pedestrian-friendly atmosphere, complete with spacious sidewalks and an array of amenities for the community's enjoyment. This project is set to be a game-changer, redefining the landscape and enhancing the quality of life in the area. Three residential buildings on what was once an apple orchard will soon become a new neighborhood, with newly minted streets for families and senior citizens. Notable features include 30,000 SF of vibrant commercial space, with the potential for civic use spaces, where voices can be heard and aspirations can be realized. A beautiful public park, a serene oasis amidst the urban landscape, where families can gather and children can play coincides with a welcoming plaza and central hub, connecting people and activities, making it a place where community bonds are forged.

PROJECT FACTS

Address: 17811 SW Scholls Ferry Rd., Beaverton, OR 97007
Year of Completion: 2024
COLAS Team Involvement: Andrew Colas, Marc-Daniel Domond
Owner/Developer: Wishcamper Development Partners
COLAS Team Involvement: Andrew Colas, Marc-Daniel Domond
Architect: Otak
Contractor: Colas Construction
Property Management: Guardian
Housing Units: 164 total all affordable
Affordability: 30%, 60%, 70% AMI
Construction Cost: \$56M
Funding Sources: Low Income Housing Tax Credits, State, City of Beaverton, Metro Affordable Housing Bond, private funding
Square Feet: 84,500
Key Tenants: management
Site Area: 42 acres
Unit Mix: 84 one bedroom, 74 two bedroom, 10 three bedroom units
MWESB Contractor Engagement: 27%





CENTENNIAL PLACE

A 3-story, 62,700 SF building that wraps around community amenities, while connecting the laundry facilities, homework rooms, and a natural eco-friendly playground. A strong emphasis on sustainability resulted in the Earth Advantage Platinum certification for the development; the building operates entirely on electric power, with a 75 kW rooftop photovoltaic array capable of supporting a significant portion, if not the entirety, of the house’s energy needs. To enhance efficiency, a cost-effective drain water heat recovery system was integrated, along with two onsite drywells effectively managing 100% of the site’s stormwater. Other eco-friendly features include Energy Star appliances and lighting, low-flow plumbing fixtures, efficient heating and cooling through mini-splits, an electric heat pump domestic hot water system, abundant natural daylight facilitated by large, code-exceeding performance windows, and an enhanced building envelope.

Residents of Centennial Place benefit from a resident services coordinator and access to Cascadia Health’s services. Among the 18 apartment homes, there is a rental preference for individuals participating in the Multnomah County Choice Model program, with preference for those referred through the Centennial School District’s McKinney-Vento program, designed to assist students experiencing homelessness.



PROJECT FACTS

- Address:** 3750 SE 164th Ave.
Portland, OR 97236
- Year Completed:** 2023
- Owner/ Developer:** Cascadia Health
- COLAS Team Involvement:** Andrew Colas, Marc-Daniel Domond
- Architect:** Merryman Barnes Architect
- Contractor:** Colas Construction
- Property Management:** Cascadia Health
- Housing Units:** 71 total; 69 affordable
- Affordability:** 0-30% AMI, 60% AMI
- Construction Cost:** \$16.5M
- Funding Sources:** Portland Housing Bureau; Oregon Housing and Community Services; Home Forward; Multnomah County; LIHTC
- Square Feet:** 84,500
- Key Tenants:** Cascadia Health
- Site Area:** 1.05 acres
- Unit Mix:** 15 studios, 32 one bedroom, 24 two bedroom units
- MWESB Contractor Engagement:** 42%



KING + PARKS

The King + Parks project is an affordable housing and mixed use development located on Martin Luther King Blvd. and Rosa Parks Way, hence its namesake. This new 70-unit affordable housing, U-shaped building has four stories along MLK Blvd and Rosa Parks Way and steps down to three stories along the alley to the west of the site. COLAS led the staffing for both the Preconstruction and Construction teams; inclusive of all coordination in hiring Subcontractors, and leading purchase orders from Vendors and Suppliers.

Once a vacant lot, this breathtaking project made of Type IIIB construction, now serving individuals and families who have been long-time residents of the North and Northeast Portland community; many of whom were negatively impacted or displaced by inattentive efforts to revitalize the area and surrounding neighborhoods over several decades. This project of 84,500 SF, is a renewed commitment to the community, who for generations have resided in the area. King + Parks provides forty-nine, 1, 2, and 3 bedroom units with beautiful community centered spaces for residents to enjoy.

The courtyard is the central focus of this U-shaped structure with rows of townhomestyle units complementing the community spaces with gardens, sitting areas, bike storage and repair stations, energy-efficient features, and sustainable design; bioswale drainage systems, Low E for solar heat transfer, and energy-efficient design. The King + Parks project achieved Earth Advantage Platinum.



PROJECT FACTS

Address: 6465 NE Martin Luther King, Jr. Blvd. Portland, OR 97211
Year Completed: 2020
Owner: Housing Development Center
Developer: Portland Community Reinvestment Initiatives
COLAS Team Involvement: Andrew Colas, Marc-Daniel Domond
Architect: Merryman Barnes Architect
Contractor: Colas Construction
Property Management: Cascade Management
Housing Units: 70 total; 69 affordable
Affordability: 30% AMI, 60% AMI
Construction Cost: \$21M
Funding Sources: Portland Housing Bureau; Oregon Housing and Community Services; Home Forward; Multnomah County; LIHTC
Square Feet: 84,500
Key Tenants: Portland Community Reinvestment Initiatives
Site Area: 0.78 acres
Unit Mix: 20 one bedroom, 38 two bedroom, 12 three bedroom
MWESB Contractor Engagement: 30%

REFERENCES



REFERENCES

MOLLY ROGERS

Director of Housing Services
Washington County
Molly_Rogers@washingtoncountyor.gov
(503) 502-9052

Molly has been a strong supporter and was key advocate of Las Adelitas and collaborated with Ernesto Fonseca and Maryam Bolouri at Hacienda. Ms. Rogers is currently working with Hacienda on Dolores, a 67-unit development project in Hillsboro.

ERIC SCHMIDT

Assistant City Manager
City of Gresham
Eric.Schmidt@GreshamOregon.gov
(503) 618-2877

Eric has been a strong partner and collaborator of Hacienda. Ernesto Fonseca and Maryam Bolouri have a longstanding relationship with Eric in exploring public-private opportunities to expand the affordable housing inventory in Gresham, such as Rockwood Village, a 224-unit development.

MICHAEL BUONOCORE

Interim Bureau Director
Portland Housing Bureau
Michael.Buonocore@portlandoregon.gov
(503) 823-3377

Michael has a longstanding relationship with Ernesto Fonseca and Maryam Bolouri and has strongly supported Hacienda. Michael has collaborated with our team and is supporting the redevelopment of Villa de Clara Vista, a 108-unit project. Before this project, he supported Las Adelitas with Project Base Vouchers.

PATRICIA ROJAS

Regional Housing Director
Metro
Patricia.Rojas@oregonmetro.gov
(503) 459-3277

Patricia has a longstanding relationship with Ernesto Fonseca and Maryam Bolouri and has strongly supported Hacienda. Patricia was a key advocate of Las Adelitas and has collaborated with the Hacienda team on various projects through Metro Bond and other Metro funding. More specifically, Patricia and her team have supported, in addition to Las Adelitas, Dolores 67 units in Hillsboro, the new 55 upcoming housing project in Lake Oswego, Rockwood Village 224 units, and Las Flores 171 units in Oregon City.

Developer SOQ Westfield Site RFQ



TABLE OF CONTENTS

COVER LETTER	1
VISION + APPROACH	2
DEVELOPMENT TEAM	4
KEY STAFF RESUMES	6
COMPARABLE PROJECTS	16
REFERENCES	26

CONTACT

HOME FIRST DEVELOPMENT

BEN PRAY
BEN@HFDPARTNERS.COM
4351 SE HAWTHORNE BLVD.
PORTLAND, OR 97215
(503) 320-8929

GREEN LIGHT DEVELOPMENT

MARK DESBROW
MARKD@GL-DEV.COM
3462 NE SANDY BLVD.
PORTLAND, OR 97232
(503) 860-8983

Cover Letter

City of Silverton
Attn: Mr. Jason Gottgetreu
Community Development Director
306 S. Water Street, Silverton, OR 97381
503-874-2212 | JGottgetreu@silverton.or.us



Dear Mr. Gottgetreu, and the City of Silverton,

Our development team is pleased to present our qualifications to bring vibrant, thoughtful, beautiful, and affordable housing to the City of Silverton.

We are Oregonians. We know that while most Oregon communities share the need for affordable housing, no two cities in Oregon are the same. Silverton is unique, and the housing we construct with you will cater to the City's distinctive needs and priorities.

Certainly, the project will require funding to complement the debt and resources provided by the City. As you are aware, most funding for affordable housing development is competitive. We specialize in securing that funding. Since 2019, we have been awarded and have deployed more than \$200,000,000 in competitive funding for affordable housing development across the state. We have won competitive awards for LIFT, LIHTC, CDBG, HOME, VGHAP, and more.

We have received financing awards for projects ranging from 24 to 120 units in cities of various sizes, including larger ones like Portland and Salem, smaller ones like Mill City and Burns, and those in-between like Tillamook, Estacada, and Corvallis.

Our development team and our shared projects are built on partnerships. In 2020, Home First and Green Light formed a partnership to enhance construction efficiency in frequently overlooked markets. We partner with cities, nonprofit organizations, neighborhood groups, housing authorities, architects, designers, contractors, lenders, investors, property managers, and resident services providers to ensure that the final product is one we are all proud of.

We have enjoyed our recent work in Marion County and hope to have an opportunity to continue it through a new partnership with the City of Silverton. We look forward to submitting a full proposal and demonstrating our creative, pragmatic, and informed approach to development at the next stage of your process.

Best,

Ben Pray
Owner



Mark Desbrow
Owner



Vision + Approach

Our vision is to roll up our sleeves and get to work. We will present an actionable plan at the RFQ stage that, if successful, will enable us to break ground in 2025 and welcome our first residents in 2026. Our plan will be informed by our recent work on affordable multifamily projects in Marion County, our working knowledge of current construction costs and economic conditions, available funding sources and their requirements, and the unique needs of the City of Silverton.

PLANNING

Informed by City goals, applicable code, technical reports, and our experience, along with the expertise of our professional team, we will produce conceptual site plans for a multi-phased development.

The plan will embody our assumptions regarding infrastructure needs, which will be verified with City staff. Infrastructure costs are significantly more volatile than those associated with our buildings, and early site planning work is crucial to ensure cost containment and comprehension. We will collaborate with our civil engineer, general contractor, and City staff to explore potential needs and costs associated with the Sewer Lift Station, water lines, streets, and other necessary infrastructure on the site. Subsequently, we will explore how to manage those costs using a phased approach and a survey of available resources.

Our site plans will also reflect the policy priorities of likely funding sources. We will work to achieve City goals while also integrating the objectives of funding sources to maximize the likelihood of receiving an award. For example, LIFT awards additional points for units of 2BR and higher, so we will likely include 2BR units in our plans.

We are currently developing several multi-phased developments, and in some cases, Phase II can begin before Phase I is completed. By dividing the project into actionable phases that align well with available funding, we enhance efficiency and increase the likelihood of project funding.

PRODUCT

The product we recommend will be durable, attractive, and employ contextual design to seamlessly integrate into the neighborhood. Combining single-story cottage clusters and two-story townhouses will likely be the closest match to your vision. Our team possesses recent experience in developing similar products, which will be instrumental in assessing the economic viability of this approach. It is improbable that our approach will include commercial uses on the land, unless the development incorporates family housing, in which case a co-located daycare facility could be considered.

Our product design and specifications have been developed through collaborative efforts with our architect, Weachter Architecture, and our interior design partner, Tabor Design Group. We have involved and will continue to involve our nonprofit partners and property management in the design process to ensure that we meet residents' needs (accessibility, comfort, aesthetics) while also considering long-term maintenance and upkeep.

Our units will feature updated design standards and concepts that we've developed and expanded upon over the past three years. They include base specifications such as 9' ceilings, air-conditioning, quartz countertops/sills, ample storage, in-unit washer/dryer, low-flow fixtures, Energy Star appliances, gooseneck kitchen faucets, and under-mount sinks. Site amenities typically include recreation areas, bike parking, dog runs, playgrounds, a vibrant community room, robust landscaping, and other features that foster community, safety, and beauty.



Vision + Approach

FINANCING

It is unlikely that 4% Low-Income Housing Tax Credits (LIHTC) will be available for new projects in 2024. The 9% LIHTC will not be accessible until Fall 2024 and is highly competitive. Both sources have become oversubscribed in recent years. Therefore, our approach would likely be to utilize funding from the "LIFT Only" program with a first phase that creates leverage for future phases. We are one of few development teams in the state to be awarded and close "LIFT Only" funding projects.

Note that the 2024 Legislative Session may introduce a new funding source for affordable housing infrastructure development and workforce housing (80% - 120% AMI). Our team would be uniquely positioned to access those funds should they become available.

We will develop multiple proforma models based on developed site plans, construction cost estimates, knowledge of available sources from the City, and projected operating expenses. The LIFT RFQ is expected to be released in April 2024. Should we be selected as your partner before that release, our work to be selected by you would directly inform that application, and if funded, would allow us to move quickly to the design and permitting process.

We know with a good deal of certainty what our product costs to build and what it costs to operate. If a simplified capital stack of debt, LIFT, and developer contribution can cover project costs, we do not need to seek unique financial solutions from the City or county. If the project is not viable, we will bring a list of potential solutions to the table.

These solutions can be as simple as funding (CDBG, HOME, etc.) or more complex, such as tax abatement, SDC waivers, or reduced permit fees. Above all, our approach to financing and development, in general, is pragmatic. We will:

- Present the pros/cons of a land lease arrangement based on multiple development models.
- Present the pros/cons of including a single-family ownership component in the plan.
- Seek site-based vouchers from the Marion County Housing Authority to the extent they are supported by the City of Silverton and do not impact project wages.
- Seek funds that are likely to be awarded and create leverage for future phases, rather than hunt sources that are highly unlikely to be awarded and waste City time and resources.

LONG-TERM

Designing, financing, and building a property is only the beginning. We are committed to the long-term ownership and stewardship of our built communities across Oregon. We hire experienced, Oregon-based property management firms and seek to employ local on-site managers at our properties. We meet or exceed all funder compliance requirements and have an in-house asset management department to oversee property managers and coordinate with our nonprofit partners.

Home First Development and Green Light Development joined forces in 2020 and have quickly emerged as one of the most productive and innovative developers of affordable housing in the country.



Development Team

We possess a wealth of experience in every aspect of real estate, including but not limited to design, financing, construction, marketing, policy, services, and operations. Beyond the significant accomplishments of our organizations individually, we are 50/50 partners and co-owners of fourteen affordable developments, comprising more than 800 units across ten cities in Oregon.

Our development team has a proven track record of collaborative work with local jurisdictions, funders, and other partners to complete numerous housing developments of similar size and scope. We have the financing experience and balance sheet strength necessary to secure loans and investments, meeting ongoing liquidity/net worth requirements from lenders. Our partnerships with lenders and investors provide

streamlined access to pre-development funding, accelerating the time from project award to permits. We have comprehensive experience working with common public funding sources, including 9% LIHTC, 4% LIHTC, HOME, CDBG, OAHTC, GHAP, AWHTC, Project-Based Vouchers, foundation grants, private financing, bridge loans, and construction/permanent debt.

We have recent experience partnering with municipalities on development agreements (e.g., City of Salem, City of Molalla) and multi-phased developments (Corvallis, Estacada, Portland, Salem, etc.). Together, Home First and Green Light have several shared staff members and will soon launch a shared brand for our partnership. We're here for the long haul, and we have a deep, talented bench:

STRATEGY



Ben Pray

Mark Desbrow

CONSTRUCTION / DESIGN



Mike Woods

Alex Reff

Jennifer Huang

FINANCE / RESOURCES



Briana Murtaugh

Mike Boyer

ACCOUNTING / BUDGET

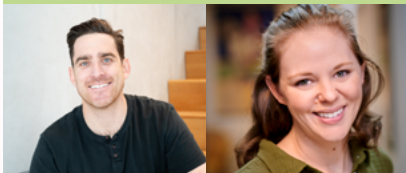


Will Harris

Jocely Krauter

Amy Schroeder

PROJECT MANAGERS



Tim Lawler

Colleen Osborn

ASSET MGR



Leah Halstead

MARKETING



Janine Namgung

ADMIN



Maya Booth-Balk

Projected Consultant Team: Waechter Architecture (architect), HPPR (civil), M-Group (structural), Beaudin Construction (general contractor), Tabor Design Group (interior)



Background

ABOUT HOME FIRST DEVELOPMENT

As a developer, Home First prides itself on partnerships. We are founded on collaborations with cities, nonprofit partners, funders, developers, project professionals, and community members, boasting more than 20 active formal partnerships. Committed to continual improvement, we take pride in having a mission-driven team of staff, consultants, and professional partners that is second to none among affordable housing developers in the Pacific Northwest.

We have extensive experience managing projects of a similar type, size, and scope to the Westfield Site opportunity, overseeing budgets exceeding \$375,000,000 as a consultant, Owner's Representative, and Developer. Our experience includes building cottage clusters, townhomes, 3-story walk-up/garden-style buildings, 4-story elevator-served buildings, and modular housing.

Home First owner Ben Pray is actively involved in each development and brings over 20 years of experience in government, nonprofit, and real estate development sectors. Throughout his career, Ben has successfully managed complex loan programs, implemented new government policies, directed community outreach campaigns, and overseen development budgets totaling more than \$375,000,000.



Home First and Green Light team at The Lawrence groundbreaking (2022)

ABOUT GREEN LIGHT DEVELOPMENT

Green Light has been developing real estate in Oregon for the past 15 years and has successfully completed over \$750,000,000 in real estate projects. The majority of projects have been wood-framed housing that have ranged in size from single-family homes to 200+ unit mixed-use apartment buildings.

Green Light founder and managing partner, Mark Desbrow has over 20 years of real estate development experience, including single-family subdivisions, townhomes, apartments, hotels, retail centers, office buildings, senior housing, and hotels. He is most passionate about delivering housing, especially affordable and workforce homes. He is a leader in the industry and brings invaluable business structuring, construction, and design knowledge to the partnership.

Green Light associate partner and developer, Briana Murtaugh, a CFA® charter holder, leads the project financing team. With more than 18 years of experience in both the real estate and financial services industries, Briana has a diverse background that includes experience with residential development, affordable housing, private equity, value-add acquisitions, and institutional investment. Her expertise in handling complex affordable housing transactions using LIHTC, HOME, GHAP, OAHTC, and Project-based vouchers is vital to successfully managing project financing across multiple developments.



Willet Apartments (Tillamook) grand opening (2023)



Ben Pray

Co-Project Director



As Co-Project Director, Ben will guarantee compliance with stated policies, and community partnership and development objectives.

HFD TITLE

Owner, 9 years

EDUCATION

MPA Public Administration
Portland State University

BA Sociology
Elmhurst College

Sociology
Pacific University

As the owner of HFD, Ben Pray has accumulated more than 20 years of experience in the government, nonprofit, and real estate development sectors. Ben has adeptly managed complex loan programs, spearheaded the implementation of new government policies, led community outreach campaigns, and overseen affordable housing development budgets totaling over \$350,000,000.

During his tenure with the State of Oregon and while consulting on government initiatives, Ben had the privilege to craft, analyze, and execute policies that made a positive impact on communities. This invaluable experience has equipped him with a distinctive policy perspective, ensuring that HF-GL and its clients serve as responsible custodians of public resources, striving to optimize these assets and outcomes for those who are most in need.

RECENT KEY PROJECTS

- Courtney Place: Innovative partnership with Salem YMCA to benefit low-income Veterans.
- Ontario Townhomes: 70 units of affordable family housing in Ontario, Oregon.
- Lawrence Apartments: 98 units of affordable family housing in Portland featuring an innovative partnership with IRCO/Catholic Charities to benefit refugee individuals and families from Myanmar

PREVIOUS WORK EXPERIENCE

- Oregon Housing & Community Services: Legislative Manager
- Outside In: "College Quarters" Manager, at-risk and homeless youth continuum
- Big Brothers Big Sisters: Program Manager



Mark Desbrow

Co-Project Director



As Co-Project Director, Mark will oversee the project team, milestones, and budget.

GLD TITLE

Owner, 15 years

EDUCATION

Real Estate Development
Graduate Certificate
Portland State University

Bachelor's Sociology
Lewis & Clark College

As the founder and managing partner of GLD, Mark is entrusted with successfully navigating intricate real estate development ventures from inception to completion and stabilization. Mark takes the lead in the pre-construction phases, encompassing design, capitalization, partnership establishment, and the public/private procedure.

Mark's laid-back yet assured approach is underpinned by his diverse range of experiences, creative mindset, and adept execution abilities. Throughout his career, Mark has dedicated himself to the creation of environmentally conscious and ethically constructed housing. His ultimate goal is to craft projects that cultivate a sense of community, a belief he holds to be conducive to improved well-being and the enduring nature of real estate.

PROJECT EXPERIENCE IN OREGON

- 2024 ALL HF-GL PROJECTS
 - Eagle Road Subdivision, Bend - 60 townhomes
 - Porter Park Subdivision, Corvallis - 43 townhomes
- 2023 Willet, Tillamook - 46 units
 - Wade Creek Commons, Estacada - 36 units
 - Bear Creek, Molalla - 60 units
 - Lawrence, Portland - 96 units
- 2022 Aldercrest, Gresham - 68 units
 - Overland, Tigard - 219 units
- 2021 Bridge Meadows, Redmond - 36 units
- 2019 Holm at Sellwood, Portland - 119 units
 - KEX Hotel, Portland - 152 guests
- 2018 Hygge, Portland - 59 units
 - Sunnyside, Portland - 63 units
- 2017 Attwell Off Main, Tigard - 163 units
 - Tabor Commons, Portland - 14 single-family homes
- 2015 Burnside26, Portland - 135 units
- 2014 Cannery Row, Sherwood - 101 units
 - D Street Village, Portland - 85 units
- 2013 Waverly Commons, Portland - 19 single-family homes

Briana Murtaugh CFA

Finance Director

KEY STAFF
RESUMES



As Finance Director, Briana will oversee project financing, striking a balance between public and private funding sources, costs, and budgets.

GLD TITLE

Associate Principal and Development Manager, 5 years

EDUCATION

BA Economics & Business, Political Science Minor, Cum Laude
Westmont College

CERTIFICATION

Chartered Financial Analyst,
CFA Institute

Briana has over 19 years of experience spanning real estate and finance, with a foundation in residential development, affordable housing, private equity, value-add acquisitions, and institutional investment. Her expertise encompasses the entire spectrum of real estate development, starting from initial due diligence and extending through construction, stabilization, and securing permanent financing. Her dedication to mission-driven development is evident in her background.

By combining technical expertise, team leadership, and unwavering determination, Briana endeavors to optimize the development process for efficiency and seamlessness. What keeps her motivated daily is the tangible result of her efforts: a thriving and visible community.

EXPERIENCE SECURING GAP FUNDING

Briana has secured funding for 14 affordable housing projects (1,000 units of housing, 933,000 SF, over \$350,000,000 of project costs), leveraging a variety of public resources, including 9% and 4% Low Income Housing Tax Credits (LIHTC), Private Activity Bonds (PABs), Local Innovation Fast Track (LIFT), HOME, Housing Trust Fund (HTF), General Housing Account Program (GHAP), Section 8 (a project-based federal subsidy), American Restoration Act Funds (ARPA), Oregon Multifamily Energy Program (OR-MEP), the Oregon Affordable Housing Tax Credit (OAHTC), and other local governmental grants and private resources.

Despite inflationary costs, supply chain complications, and skyrocketing interest rates, Briana has successfully secured financing gaps by obtaining additional resources as needed. She maintains long-standing relationships with financing partners and works to find the best terms possible for each transaction. She will work closely with the Westfield Site's architect and general contractor to identify value engineering (cost savings) opportunities to close budget gaps when needed.



Mike Boyer

Resource Development Manager



As Resource Development Manager, Mike will submit successful competitive financing applications to secure funding for the project.

HFD TITLE

VP Development, 1 year
Sr. Project Manager, 4 years

EDUCATION

Bachelor's Degree
University of Hawaii at Manoa

Since joining HFD, Mike has taken the lead on competitive financing applications, resulting in the award of more than \$200,000,000 to support affordable housing. Mike collaborates closely with a diverse range of partners, including public agencies, lenders, investors, and nonprofits, to secure funding and long-term support for our developments.

His expertise lies in funding application management and strategy, project feasibility and proforma development, development waivers and tax abatement, and project closeout and compliance.

RECENT KEY PROJECT ROLES

- Salem Apartments: Lead grant writer for project that secured the only LIFT + 4% award in the highly competitive urban category, with more than \$17,500,000 awarded in LIFT funds for a 120-unit development in Salem.
- Grand Fir Apartments: Resource manager and project manager for complex land-use and construction project in Salem, Oregon. 96 total units of family housing partially completed in December 2023, ahead of schedule and budget.

PREVIOUS WORK EXPERIENCE

- Oregon Department of Transportation: Community Affairs & Engagement, Legislative Analyst
- Oregon Housing & Community Services: Public Affairs, Legislative Analyst
- Oregon Department of Environmental Quality: Human Resources Analyst



Tim Lawler

Project Manager



As Project Manager, Tim will oversee project financial analysis, conduct due diligence, and manage the permitting process.

GLD TITLE

Development Manager, 3 years

EDUCATION

Master's Degree
Real Estate Development
Portland State University

BA History
University of Colorado Boulder

Tim has spent over 15 years in the real estate industry with a focus on property management, loan analysis, marketing, and underwriting for multi-family, commercial, and industrial transactions. Tim brings a passionate and enthusiastic approach to every project he undertakes, coupled with a robust work ethic and a deep value for collaborative efforts. His overarching objective is to establish thriving spaces that cultivate a sense of community, all while maintaining a steadfast commitment to sustainability, environmental responsibility, and the well-being of individuals.

Tim will contribute to various aspects of the development process, including aiding in project programming, conducting meticulous financial analysis, and orchestrating seamless coordination. He will also serve as a vital interface between development consultants, financial partners, and key project stakeholders.

RECENT PROJECT EXPERIENCE

- 2024 Eagle Road Subdivision, Bend - 60 townhomes
- Porter Park Subdivision, Corvallis - 43 townhomes
- 146th II, Portland - 29 units
- Molalla II, Molalla - 40 units
- Rivergreen II, Corvallis - 24 units
- Estacada II, Estacada - 48 units
- Mill City, Mill City - 54 units
- Rivergreen, Corvallis - 60 units
- Fern Ridge, Stayton - 72 units
- 2023 Willet, Tillamook - 46 units
- Wade Creek Commons, Estacada - 36 units
- Bear Creek, Molalla - 60 units
- Lawrence, Portland - 96 units
- 2022 Aldercrest, Gresham - 68 units
- Bria, Portland - 116 units

Colleen Osborn

Project Coordinator



Colleen, a Development Associate at HFD with over eight years of experience, plays a pivotal role in maintaining the smooth progress and organization of financial closings for our affordable housing developments. Her remarkable attention to detail and exceptional organizational skills empower her to successfully collaborate with various stakeholders, including lenders, investors, and attorneys. This collaborative effort ensures the timely completion, submission, and approval of all required documentation.

She gained extensive experience working with the City of Portland and the City of Houston in her previous role as Assistant Development Project Manager at ALJ Lindsey in Houston, TX.

As Project Coordinator, Colleen will oversee the due diligence and closing process in collaboration with essential team members and stakeholders.

RECENT PROJECT EXPERIENCE

- 2024 146th II, Portland - 29 units
Molalla II, Molalla - 40 units
Estacada II, Estacada - 48 units
- 2023 Opal, Portland - 54 units
Bear Creek, Molalla - 60 units
Lawrence, Portland - 96 units
- 2022 Bria, Portland - 116 units
Ontario Townhomes, Ontario - 70 units

HFD TITLE

Development Associate, 3 years

EDUCATION

BA English
University of Houston

Mike Woods

Construction Manager



As Construction Manager, Mike will ensure accuracy and consistency throughout the construction phase.

GLD TITLE

Construction Manager, 2 years

EDUCATION

MS Structural Engineering
University of California Berkeley

BS Civil & Environmental Engineering
University of Washington

BA Physical Science
Seattle Pacific University

LICENSE

Civil Engineer, California

Mike has over fifteen years of experience navigating complex construction challenges on a variety of project types, including multi-phased projects in both the public and private sectors. He has completed complex multi-phased projects for the Corvallis School District, the City of Lake Oswego, and Nike. Multi-phased projects require an added level of planning to minimize the impact on the public, maintain the highest safety standards, and be good stewards of public funding. Communication among stakeholders is paramount during these types of projects, and Mike's philosophy is to over-communicate from day one.

Most recently, he worked in partnership with the City of Mill City and the DEQ to build 54 units immediately adjacent to a wetland in Mill City. The Mill City Apartments project also required constructing over 2000 ft. of main water line infrastructure in an existing urban setting while maintaining good relationships with neighbors close to the job site.

As an experienced project engineer and manager, Mike's background gives him comprehensive knowledge of large-scale budgets, schedules, processes, and technical execution. He previously served as Market Sector Leader and Project Manager at Fortis Construction for 9 years.

RECENT PROJECT EXPERIENCE

- 2024 Eagle Road Subdivision, Bend - 60 townhomes
- Porter Park Subdivision, Corvallis - 43 townhomes
- 146th II, Portland - 29 units
- Molalla II, Molalla - 40 units
- Rivergreen II, Corvallis - 24 units
- Estacada II, Estacada - 48 units
- Mill City, Mill City - 54 units
- Rivergreen, Corvallis - 60 units
- Fern Ridge, Stayton - 72 units
- 2023 Willet, Tillamook - 46 units
- Wade Creek Commons, Estacada - 36 units
- Bear Creek, Molalla - 60 units
- Lawrence, Portland - 96 units
- 2022 Aldercrest, Gresham - 68 units
- Bria, Portland - 116 units

Jennifer Huang

Design Manager



As Design Manager, Jennifer will manage regulatory compliance and oversee the seamless coordination of the architect and general contractor.

Jennifer is a seasoned project manager with over 10 years of experience in the design and construction project management industry. She excels as a communicator, particularly for projects demanding creative and analytical thinking.

In her role as an agency Construction Project Manager for the Portland Public School district, Jennifer has overseen the design and construction process for numerous capital bond improvement projects. Her expertise ensures the successful and timely delivery of projects while adhering to scope and budget requirements.

RECENT PROJECT EXPERIENCE

- 2024 146th II, Portland - 29 units
Molalla II, Molalla - 40 units
Estacada II, Estacada - 48 units
27th Ave, Salem - 96 units
- 2023 Opal, Portland - 54 units
Bear Creek, Molalla - 60 units
Lawrence, Portland - 96 units
- 2017 Rockwood Rising, Gresham - 100 units

HFD TITLE

Construction Manager, 2 years

EDUCATION

Master of Architecture
University of Oregon

Ecological Design Cert.
University of Oregon

Bachelors of Arts
Smith College

OREGON PUBLIC SCHOOL PROJECT EXPERIENCE

- 2021 2017 Capital Bond Program, Portland
- 2020 Madison High School Modernization, Portland
Kenton Modernization, Portland
- 2019 Rigler Elementary Improvements, Portland
Aloha High School SRGP, Beaverton
Cleveland High School Masterplan, Portland

Will Harris

Budget Manager



As Budget Manager, he will oversee draws and guarantee that the project is accomplished punctually, within budget, and up to the most rigorous standards.

HFD TITLE

COO, nearly 4 years

EDUCATION

MPA, Latin America
Middlebury Institute of International
Studies at Monterey

ABA, Diplomacy World Affairs
Occidental College

As HFD's COO, Will Harris brings over 28 years of expertise in constructing and overseeing resources to aid vulnerable populations with public funding. His experience as a CFO led JOIN, a modest Portland nonprofit, to grow its annual budgets from under \$50,000 to over \$10,000,000, facilitating the transition of numerous individuals into permanent housing. Will's responsibilities encompass the supervision of project budgets, spanning from the pre-development phase to completion. He also assumes the responsibility for managing monthly construction draws across multiple developments at varying stages of progress. Will's role as Budget Manager is pivotal to the triumph of our housing portfolio.

Will has extensive experience working with the City of Portland, Gresham, Home Forward, Multnomah County, and the State of Oregon.

RECENT PROJECT EXPERIENCE

- 2024 [27th Ave](#), Salem - 96 units
- 2023 [Portsmouth Commons](#), Portland - 20 units
[Opal](#), Portland - 54 units
[YMCA Veterans](#), Salem - 35 units
- 2022 [Bria](#), Portland - 116 units
[Ontario Townhomes](#), Ontario - 70 units
- 2021 [Claxter Crossing](#), Salem - 102 units
- 2020 [Juniper/Huckleberry](#), Portland - 104 units

Leah Halstead

Asset Manager



As Asset Manager, Leah will supervise the selection of property management companies and ensure adherence to funder requirements.

HF-GL TITLE

Asset Management Director,
1 year 4 months

EDUCATION

MURP, Community Development
Portland State University

BS Business Administration
University of Oregon

Leah Halstead oversees the expanding HF-GL property portfolio. With over 25 years of industry experience in asset and property management, Leah brings a wealth of knowledge to her role. She will lead asset management and property management teams from TCO through stabilization and beyond, ensuring the property’s performance and service to all residents and stakeholders. Leah’s extensive expertise provides us with the confidence that our portfolio will be upheld to the highest standards.

RECENT PROJECT EXPERIENCE

Over the course of her career, Leah has collaborated with multiple housing authorities. Most recently, with HF-GL, she has engaged with Clackamas County Housing Authority and Washington County Housing Authority in the execution of Housing Assistance Payment contracts and referral processes leading up to the lease-up of two apartment communities with Project-Based Vouchers. Additionally, at HF, she has collaborated with the Housing Authority of Malheur and Harney Counties as an Administrative Partner in a project. Previously, she worked with the Vancouver Housing Authority, first as a partner agency with project-based voucher contracts and later as the Director of Property and Asset Management at VHA, overseeing a department of 30+ staff.

Leah spent 10 years at the Portland Development Commission (now Prosper Portland) in the Housing Policy, Planning, and Development section, coordinating with multiple internal departments and various city bureaus (Planning, Transportation, Housing), and regional agencies (Metro and Tri-Met) on urban renewal policy and development, as well as redevelopments outside of urban renewal areas. This encompassed a broad spectrum of public-private partnerships and development agreements involving private developers, city bureaus, and PDC.

While at the Vancouver Housing Authority, she oversaw over 3,000 units of affordable housing, including multiple projects that were developed in phases and public-private partnerships.

Salem Development Phase 1, 2 + 3

COMPARABLE
PROJECTS

891 23RD ST NE, SALEM, OR



**PHASE 1
COMPLETION 2025**
120 UNITS
COMMUNITY ROOM/
CLUBHOUSE

**PHASE 2
COMPLETION 2025**
84 UNITS
BASKETBALL COURT

**PHASE 3
COMPLETION 2026**
DAYCARE FACILITY

The Salem Apartments is a three-phased development in public-private partnership with the City of Salem Housing Authority. HF-GL secured a development agreement with the City of Salem for tax abatement and SDC waivers. The project is comprised of 204 units and amenities, including a basketball court, community room, and an innovative daycare facility to support residents. The first phase will involve the construction of 120 units and a community room/clubhouse. The second phase is targeted to add an additional 84 residential units, while the third phase will create a daycare facility.

Seed of Faith International Ministries, the project's community partner, is a historically black church located next door to our site and provides a host of programs for low-income families in the Salem area.

The project has secured committed funding from OHCS in Local Innovation Fast Track (LIFT) funds, tax credit equity from CREA, and a loan from KeyBank. KeyBank is providing a \$2 million line of credit (LOC) for all pre-development activities.

**Developer
Asset Manager**

HF-GL ROLE

**City of Salem
Housing Authority**

PLANNED PPP

3.5 acres

SITE AREA

204

UNITS

60%

AMI

**Seed of Faith
International
Ministries**

COMMUNITY PARTNER

MULTI-PHASED
AFFORDABLE

PUBLIC-PRIVATE
PARTNERSHIP

CITY TO
ACQUIRE LAND

TAX ABATEMENT
SDC WAIVERS

OHCS LIFT
FUNDING

OPEN SPACE
DESIGN

The Bria Apartments

COMPARABLE
PROJECTS

30 NE 146TH AVE, PORTLAND, OR | COMPLETED 2022



Developer
Asset Manager

HF-GL ROLE

**City of Portland,
Portland Housing
Bureau, METRO**

PPP

1.87 acres

SITE AREA

116

UNITS

75

PARKING

60%

AMI

1,500 SF

OPEN COMMUNITY SPACE

In partnership with the Portland Housing Bureau, the Bria provides 116 units, primarily comprised of efficient 1-bedroom units equipped with air conditioning, quartz counters, luxury vinyl flooring, low-flow fixtures, LED lights, Energy Star appliances, and more. Built during a pandemic, this project completed ahead of time with no traditional gap funding and at just \$165K per unit. On both the West and East sides of the development, there are community spaces, along with a spacious bike room on the East side. In collaboration with Do Good Multnomah and METRO, all 1st-floor units have a preference for Veterans. This project received tax abatement and SDC waivers from the City of Portland and METRO, and finance partners include OHCS in LIFT funds, CREA, Key Bank, and Fannie Mae.

MULTI-PHASED
AFFORDABLE

PUBLIC-PRIVATE
PARTNERSHIP

TAX ABATEMENT
SDC WAIVERS

OHCS LIFT
FUNDING

OPEN SPACE
DESIGN

Bridge Meadows Redmond

COMPARABLE
PROJECTS

2580, 2582, 2584, & 2586 NW KINGWOOD AVE, REDMOND, OR | COMPLETED 2021



Community-oriented design with apartments, townhomes, garden boxes, playground, BBQ and picnic area, community media center, clubhouse, and communal meeting places.

Developer

GL ROLE

2.07 acres

SITE AREA

36

UNITS

44

PARKING

30/50/60%

AMI

Bridge Meadows is a local Oregon non-profit and affordable housing developer that builds housing for youth who have experienced foster care, their families, and elders, creating intentional intergenerational communities. Their first two communities are located in North Portland and Beaverton, Oregon.

Green Light provided comprehensive development services to Bridge Meadows for this affordable housing community in Redmond, Oregon. The design consists of four two-story wood frame buildings with 10 three- and four-bedroom townhomes for adoptive families and 26 one- and two-bedroom apartments for seniors. Open community space includes a central courtyard, a community building, and resident activity and services spaces. The project follows Earth Advantage Multifamily standards for water conservation and electric efficiency and successfully achieved Earth Advantage Platinum.

The project was financed with 9% Low Income Housing Tax Credits (LIHTC) from National Equity Fund (NEF), construction and permanent debt from Umpqua Bank, charitable donations raised by the nonprofit, HOME Investment Partnerships Program, National Housing Trust Fund (HTF), General Housing Account Program (GHAP), OHCS Multifamily Energy Program funds (OR-MEP), and 8 Project-Based Section 8 vouchers.

AFFORDABLE
HOUSING

PUBLIC
FUNDING

OPEN SPACE
DESIGN

2-STORY
TOWNHOMES

Lawrence Apartments

COMPARABLE
PROJECTS

208 SE 148TH AVE, PORTLAND, OR | COMPLETED 2023



The development is in partnership with the City of Portland and Portland Housing Bureau with a shared goal to serve Portland's Zomi Community by providing 96 one-, two- and three-bedroom quality apartments for households below 60% of the area's median income (AMI) levels. On-site resident services are provided by Zomi Catholic Community, All Good Northwest, and Evergreen Community Partners, and a dedicated team is readily available to assist residents throughout the leasing process. Community amenities include a large community room with a fully equipped kitchen, courtyard, playground, covered picnic area, laundry facilities, 71 on-site parking spaces, and EV charging stations.

Our finance partners include: CREA, KeyBank, and OHCS. The project is financed with competitive LIFT funding awarded by OHCS, 4% Low Income Housing Tax Credits (LIHTC), Oregon Affordable Housing Tax Credit (OAHTC), construction and permanent debt from Key Bank, and OHCS Multifamily Energy Program funds (OR-MEP). HF-GL secured tax abatement and SDC waivers for this project.

Developer Asset Manager

HF-GL ROLE

City of Portland, Portland Housing Bureau

PPP

2.3 acres

SITE AREA

96

UNITS

71

PARKING

60%

AMI

1,500 SF

OPEN COMMUNITY SPACE



MULTI-PHASED
AFFORDABLE

PUBLIC-PRIVATE
PARTNERSHIP

TAX ABATEMENT
SDC WAIVERS

OHCS LIFT
FUNDING

OPEN SPACE
DESIGN

Rivergreen Landing Apartments Phase 1 + 2

COMPARABLE
PROJECTS

3350 SE MIDVALE DR. CORVALLIS, OR



**PHASE 1
COMPLETION 2024**

2.2 ACRE SITE
60 UNITS
85 PARKING

**PHASE 2
COMPLETION 2025**

0.7 ACRE SITE
24 UNITS
25 PARKING

**Developer
Asset Manager**

HF-GL ROLE

City of Corvallis

PPP / CITY FUNDING

60%

AMI

2,000 SF

OPEN COMMUNITY SPACE

The Rivergreen Landing is a multi-phased development that will have a mix of 1, 2 and 3-bedroom family units affordable to serve renters earning at or below 60% AMI. This project will have a significant amount of outdoor area and a community room. Unit amenities will include air conditioning, washer/dryers, balcony/patios and storage units. The buildings will achieve green building standards comparable to Earth Advantage Gold. In Benton County, there is an urgent need for an additional 4,590 affordable units many of which are needed to help address Corvallis's affordable housing shortage.

The development is strengthened by significant community support and input from a diverse group of partners and stakeholders including the City of Corvallis, Casa Latinos Unidos, NAACP, Corvallis School District, League of Women Voters, and Boys & Girls Club, Corvallis School District, and Linn Benton Housing Authority.

The project is financed with Local Innovation Fast Track (LIFT) funds, 4% Low Income Housing Tax Credits (LIHTC), City of Corvallis CET funds, construction and permanent debt.

MULTI-PHASED
AFFORDABLE

PUBLIC-PRIVATE
PARTNERSHIP

CITY FUNDING
SUPPORT

OHCS LIFT
FUNDING

OPEN SPACE
DESIGN

Wade Creek Commons Phase I + 2

COMPARABLE
PROJECTS

1157 NW WADE ST, ESTACADA, OR



**PHASE 1
COMPLETED 2023**

1.5 ACRE SITE
36 UNITS
58 PARKING

**PHASE 2
COMPLETION 2024**

2 ACRE SITE
48 UNITS
72 PARKING

Wade Creek Commons is a four-building multi-family development located in Clackamas County, Oregon. The project will create 36 affordable units for renters earning at or below 60% AMI with a mix of 2- and 3-bedroom apartments. The development is in partnership with Home First Development with a shared goal to build safe, stable and affordable housing for those impacted by the Riverside Fire in 2020.

The building will achieve green building standards comparable to Earth Advantage Gold. Future residents will benefit from resident services provided by Todos Juntos, a culturally specific organization that focuses on empowering, educating and inspiring youth and families to be successful at school and at home. The homes will have balconies/patios, storage, and in-unit laundry. The planned community space and play area will support resident service delivery and promote community building and gatherings. The project site is centrally located within the community, ensuring residents will have convenient access to grocery stores, public transportation, schools, restaurants, retail shops, and parks.

The project is financed with Local Innovation Fast Track (LIFT) funds, construction and permanent debt.

**Developer
Asset Manager**

HF-GL ROLE

< 10,000

CITY POPULATION

60%

AMI

2,000 SF

OPEN COMMUNITY SPACE



MULTI-PHASED
AFFORDABLE

OHCS LIFT
FUNDING

OPEN SPACE
DESIGN

Bear Creek Apartments Phase 1 + 2

COMPARABLE
PROJECTS

1000 W. MAIN ST. MOLALLA, OR



PHASE 1 COMPLETED 2023

3 ACRE SITE
60 UNITS
116 PARKING

PHASE 2 COMPLETION 2024

2 ACRE SITE
40 UNITS
81 PARKING

Bear Creek Apartments will bring affordable family units to Clackamas County. The project will be comprised of 2 and 3 bedroom units affordable to renters earning at or below 30% and 60% of AMI. Eight of the units will have project-based rent assistance. Voucher units will benefit non-elderly persons with disabilities. The development is well-supported by the City of Molalla and local community partners.

Future residents will benefit from resident services provided by Mano A Mano, a culturally specific services organization serving the Latinx community. The project will have a planned 1,500 SF community gathering space, multiple outdoor areas and fields, bike racks and access to a creek on the property, all of which can support resident services and promote community building. The buildings will achieve green building standards comparable to Earth Advantage Gold, be larger in size and have patios or balconies that include additional storage. The project site is near the town center, providing walkable access to many amenities, including schools, grocery stores, restaurants, retail shops, and parks.

The project is financed with Local Innovation Fast Track (LIFT) funds, 4% Low Income Housing Tax Credits (LIHTC), construction and permanent debt, OHCS Multifamily Energy Program funds (OR-MEP), and 8 Project-Based Section 8 vouchers.

Developer Asset Manager

HF-GL ROLE

Clackamas County Housing Authority

PPP

City of Molalla

DEVELOPMENT AGREEMENT

30/60%

AMI

1,500 SF

OPEN COMMUNITY SPACE



MULTI-PHASED
AFFORDABLE

PUBLIC-PRIVATE
PARTNERSHIP

CITY DEV
AGREEMENT

OPEN SPACE
DESIGN

Beech Street Commons

COMPARABLE
PROJECTS

901 BEECH ST. MILL CITY, OR | TARGET COMPLETION: Q3 2024



In partnership with the Marion County Housing Authority, Beech Street Commons is a 54-unit development with a mix of 1, 2, 3 and 4 bedroom townhomes. The townhomes are targeting family renters earning at or below 60% of AMI. Marion County lost an estimated 700 units to the 2020 Beachie Creek wildfire. Our proposed development will help replenish lost housing stock and will provide quality affordable housing to low-income families in the area.

Future residents will benefit from resident services provided by Mano A Mano, a culturally specific services organization serving the Latinx community. The buildings will achieve green building standards comparable to Earth Advantage Gold. The planned 1,500 SF community space, large outdoor amenities, beautiful mountain views and easy access to Santiam River will support resident service delivery and promote community building.

The project is financed with Local Innovation Fast Track (LIFT) funds, 4% Low Income Housing Tax Credits (LIHTC), construction and permanent debt, and OHCS Multifamily Energy Program funds (OR-MEP).

Developer Asset Manager

HF-GL ROLE

Marion County Housing Authority

PPP

< 10,000

CITY POPULATION

4.3 acres

SITE AREA

54

UNITS

75

PARKING

60%

AMI

1,500 SF

OPEN COMMUNITY SPACE

AFFORDABLE
HOUSING

PUBLIC-PRIVATE
PARTNERSHIP

OHCS LIFT
FUNDING

OPEN SPACE
DESIGN

Fern Ridge Apartments

COMPARABLE
PROJECTS

2300 N 3RD AVE, STAYON, OR | TARGET COMPLETION: Q4 2023



Fern Ridge Apartments is being developed in partnership with the Marion County Housing Authority. The project will create 72 family oriented units. The mix of 1, 2 and 3 bedroom units will be affordable to renters earning at or below 30% and 60% of AMI. Our proposed development will help replenish lost housing stock and will provide quality affordable housing to low-income families displaced by the 2020 Beachie Creek wildfire.

Residents of the Fern Ridge Apartments will benefit from culturally-informed resident services provided by Mano a Mano, a local Latino services organization based in Salem. The buildings will achieve green building standards comparable to Earth Advantage Gold. The apartments will have patios or balconies with the upper levels having a lovely northwest view. The planned 1,500 SF community space, on site pond, and outdoor amenities will support resident services, and promote community building and gatherings.

The project is financed with Local Innovation Fast Track (LIFT) funds, 4% Low Income Housing Tax Credits (LIHTC), construction and permanent debt, OHCS Multifamily Energy Program funds (OR-MEP), and Project-Based Vouchers.

Developer Asset Manager

HF-GL ROLE

Marion County Housing Authority

PPP

< 10,000

CITY POPULATION

4.15 acres

SITE AREA

72

UNITS

125

PARKING

60%

AMI

1,500 SF

OPEN COMMUNITY SPACE

AFFORDABLE
HOUSING

PUBLIC-PRIVATE
PARTNERSHIP

OHCS LIFT
FUNDING

OPEN SPACE
DESIGN

Willet Apartments

COMPARABLE
PROJECTS

400 OCEAN PL, TILLAMOOK, OR | COMPLETED Q3 2023



The Willet Apartments provides 46 quality, affordable 1 and 2-bedroom homes for families in Tillamook who earn below 30% and 60% AMI. Five units will be prioritized to residents with mental health and/or addiction issues through a partnership with the Tillamook Family Counseling Center. Key Property Services is currently managing the tenant certification process and waiting list. The demand for affordable housing in Oregon's coastal communities is staggering.

The Willet is financed with Local Innovation Fast Track (LIFT) funds and 4% Low-Income Housing Tax Credits (LIHTC) from Oregon Housing and Community Services (OHCS). These funds were paired with a grant from Columbia Pacific Care Oregon, Energy Trust of Oregon's Multifamily Energy Program funds (OR-MEP) and a loan from Umpqua Bank.

Developer
Asset Manager

HF-GL ROLE

Marion County
Housing Authority

PPP

< 10,000

CITY POPULATION

1 acre

SITE AREA

46

UNITS

36

PARKING

30/60%

AMI

500 SF

OPEN COMMUNITY SPACE

AFFORDABLE
HOUSING

OHCS LIFT
FUNDING

OPEN SPACE
DESIGN

References

1

Jason Icenbice

EXECUTIVE DIRECTOR
MARION COUNTY HOUSING AUTHORITY

Phone: (503) 584-4775

Email: jicenbice@mchaor.org

Projects: Mill City (Mark Desbrow, Briana Murtaugh, Tim Lawler), Stayton (Mark Desbrow, Briana Murtaugh, Tim Lawler).

2

Taylor Campi

**COMMUNITY DEVELOPMENT DIRECTOR/
CITY PLANNER**
CITY OF ESTACADA

Phone: (503) 630-8270

Email: campitaylor@cityofestacada.org

Projects: Estacada I (Mark Desbrow, Tim Lawler), Estacada II (Mark Desbrow, Tim Lawler)

3

Darcy Phillips

EXECUTIVE DIRECTOR
CORNERSTONE COMMUNITY HOUSING

Phone: (541) 683-1751 x106

Email: dphillips@cornerstonecommunityhousing.org

Capacity: Services Provider (Ben Pray, Mark Desbrow, Mike Boyer), Springfield Apartments Development (HFD team)

4

Daniel Hovenas

CEO
DO GOOD MULTNOMAH

Phone: (503) 593-5887

Email: dhovanas@dogoodmultnomah.org

Capacity: Development and services partner
Projects: Findley Commons, The Bria Apartments (Ben Pray, HF-GL)

5

Darinda Shubert

EXECUTIVE DIRECTOR
BRIDGE MEADOWS

Phone: (503) 953-1100 x106

Email: dschubert@bridgemeadows.org

Capacity: Client
Projects: Bridge Meadows Redmond (Mark Desbrow, Briana Murtaugh, Tim Lawler)



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

421 South Water Street and Zoom Web Conference Platform

December 19, 2023, 6:31 p.m.

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Chair Freilinger called the meeting to order at 6:30 p.m. The task force members and staff were present both in person and through the virtual meeting platform Zoom, consistent with House Bill 2560.

Present	Excused	
X		Jason Freilinger {Chairman}
X		Dana Smith
X		Karyssa Dow
X		Laurie Chadwick
X		Sarah White
X		Gene Oster
	X	Barbara Rivoli
X		Hilary Dumitrescu
X		Rebecca Delmar
X		Ray Teasley
X		Clay Flowers {Planning Commission Rep.}

STAFF PRESENT:

Community Development Director, Jason Gottgetreu.

II. APPROVAL OF MINUTES:

Member Smith moved to approve the minutes of the November 21, 2023, meeting; Member Oster seconded the motion, Member Flowers abstained from the vote, and it passed unanimously.

III. PUBLIC COMMENT: There were no comments.

IV. DISCUSSION/ACTION:

4.1 Affordable Housing Development – Statement of Qualifications Review:

A). REACH Community Development Inc. (REACH) and Farmworker Housing Development Corporation (FHDC)

B). DevNW and Ink Built

C). Hacienda Community Development Corp.

D). Home First Development and Green Light Development

Director Gottgetreu stated the Request for Qualifications [RFQ] was released and four affordable housing development firms responded. REACH Community Development Inc. (REACH) and Farmworker Housing Development Corporation (FHDC) submitted jointly, DevNW and Ink Built sent a joint submittal, Hacienda Community Development Corp, and lastly, Home First Development and Green Light Development submitted jointly. Director Gottgetreu stated the objective for the Task Force is to review the submittals for qualifications and then create a short-list to present to the City Council for the creation of a Request For Proposal (RFP). Director Gottgetreu relayed the RFP will include detail and specificity from the developer as for the site. The RFP will additionally include the developers’ financial arrangements and required

1 support from the City. Director Gottgetreu provided the RFQ and stated 2-3 applicants would be selected
2 for the short-list, however, if the Task Force deemed all applicants qualified, they may be presented to the
3 City Council in entirety.

4
5 Chairman Freilinger asked the Task Force what method they would like to use to rate the RFQ's.

6
7 Member Smith stated they would like to have discussion [before rating the submittals].
8

9 **Questions for Director Gottgetreu and Discussion:**

10 Member Smith stated the RFQ response from [FHDC] seemed to imply a targeted demographic potentially
11 limiting residents like their past developments.

12
13 Director Gottgetreu relayed FHDC past project on Water Street was partially funded by a Department of
14 Agriculture grant; this resulted in restricted residency.

15
16 Discussion was had on potential constraints when obtaining specific sources of funding. The Task Force
17 discussed the particularities of the RFQ responses and considered some of the verbiage non-inclusive; they
18 discussed avenues to ensure the submitters were able to develop for a diverse community with minimal
19 restraint other than income requirements.

20
21 Director Gottgetreu relayed through the RFP process the Task Force may request respondents to provide
22 how they will minimize barriers and restrictions.

23
24 Member Teasley inquired if the FHDC would be willing to construct development if 50% or less of the
25 residents were farm workers.

26
27 Member Flowers agreed with Director Gottgetreu statement and added, if a specific question is asked of a
28 respondent, the question must be asked to all. They stated in the RFP phase, specificity can be relayed
29 within the document. Member Flowers then expressed if the FHDC is receiving funding from [the
30 Department of Agriculture] what are the constraints with the funding; it could force them to [find alternate
31 funding].

32
33 Director Gottgetreu added the FHDC had submitted an example of an affordable housing development that
34 was not restricted to farm workers; the funding for the project was not associated with agriculture.

35
36 Chairman Freilinger stated they liked the respondents' submittal and wanted to ensure the developments
37 would not be limited to one specific occupation.

38
39 Member White added they have worked with FHDC Colonia Jardines managed by Evolve Management.
40 Member White stated they witnessed the complex experience challenges maintaining occupancy due to
41 specific parameters. They added Evolve Management over time adjusted the tenancy requirements.
42 Member White clarified when proposals contain culturally specific language typically it does not mean they
43 are specifically targeting the demographic, rather they are adaptive to the needs of the demographic;
44 offering services such as translators and awareness of how different cultures and subcultures utilize housing.

45
46 Member Delmar added the FHDC has worked with Silverton in the past bringing institutional knowledge
47 that may be beneficial.

48
49 Member Oster stated they did not see any issue with the four respondents' submittals, they would like to
50 see them progress to the next phase [RFP].

1 Member Smith stated they believe the Task Force received four strong candidates; they would like to see
2 all four candidates for the next phase [RFP]; however, the [RFP] is a lot of work so if the Task Force is
3 leaning towards two then [they understand].
4
5 Member White asked for clarification on the goal for the meeting.
6
7 Director Gottgetreu stated the meeting is to create a recommendation for City Council to select a short-list
8 of firms to progress responding to the RFP. The RFP responses would be a site-specific submittal, financial
9 plan, and required accommodations from the City. The Task Force may choose how many applicants to
10 propose to Council.
11
12 The Task Force discussed the potential of moving forward with all four applicants or narrowing down the
13 options.
14
15 Member Smith suggested the Task Force try to narrow the responses down to two in fairness to the
16 applicants and themselves.
17
18 The Task Force agreed.
19
20 Member Flowers referred to the project vision portion of the RFQ submittals and stated the presentation
21 from REACH/FHDC stood out to them as they listed AMI for one-, two-, and three-bedroom units. Member
22 Flowers added the alternative respondents did not provide a thorough overview, they then elaborated on
23 each submittal.
24
25 Member Teasley and Director Gottgetreu discussed the potential of having a presentation from the RFQ
26 respondents once the RFP process has begun.
27
28 Member Teasley stated DevNW was the only respondent who had experience with owner occupied Land
29 Trusts, they also provided an open subjective Silverton-centric proposal. Member Teasley was in favor of
30 DevNW and the REACH/FHDC submittals.
31
32 Member Dow referred to DevNW submittal and stated they liked their presentation and conceptual design
33 they were in favor of the applicant.
34
35 Member Oster stated the project is groundbreaking for the City and they did not want to make a mistake
36 [choosing an applicant] to avoid reading additional material. Member Oster, in short, stated they would like
37 to see the four respondents have a chance to present an RFP to receive additional information.
38
39 Member White stated they like the DevNW submittal, it seemed an appropriate scale for the community,
40 the alternative applicants had an urban-centric with a massive scale. Member White stated they want to find
41 a developer that will adapt and respond to the communities' character and desire. Member White added
42 DevNW highlighted development diversity within their submittal which the Task Force had been wanting.
43 Member White was in favor of DevNW and the FHDC/REACH submittals.
44
45 Member Delmar added their impression of the process was to choose a partner to embark on the
46 development project, not a competitive process. They stated in their opinion narrowing the applicants to
47 two firms who have the depth of experience and knowledge the Task Force needs to develop the site.
48
49 Chairman Freilinger said they believe all the submittals relayed an array of knowledge and depth; any of
50 the applicants would be qualified. Narrowing things to creativity and initiative, Chairman Freilinger felt
51 DevNW displayed this best and understood specifically what the Task Force was looking for especially

1 with the diversified housing types they shared. Chairman Freilinger shared a red flag they experienced with
2 Home First Development, reading through their proposal Chairman Freilinger did not feel the focus was on
3 AMI. Chairman Freilinger was in favor of DevNWs' submittal.
4

5 Member Smith stated the FHDC submittal felt formulated and they saw lots of big boxes. The submittal
6 felt like a big urban project, which they are good at, but it is not what the [Task Force] wants; they did not
7 want to omit them completely if they were able to pivot. Member Smith liked that the FHDC submittal
8 stated the firm was focused on energy-based building with the amenities they listed. Member Smith
9 elaborated on the pros of the FHDC submittal.
10

11 Member Smith stated they liked that DevNW served a six-county region. They have forty years of
12 experience and Ink Built is a woman own business with great energy. Member Smith moved on to provide
13 positives of the DevNW/Ink Built submittal.
14

15 Member Smith went over the Hacienda Community Development Corp. submittal, they recited an excerpt
16 that stated the firm wanted to develop two-story garden style affordable housing apartments with an
17 emphasis on communities of color with an AMI of 30-60%. Member Smith relayed they do not know if
18 there are enough communities of color and the Task Force wants a community that is diverse.
19

20 Member Smith referred to the Home First and Green Light Development submittal, they stated the firms
21 have deep experience with the financing portion of the project and referred to page ninety-seven of the
22 firms' document. In summary Member Smith said they were in favor of the first two firms.
23

24 Chairman Freilinger initiated conversation to narrow down the applicants.
25

26 Task Force members stated their favored firms resulting in the majority preferring Dev NW and Reach,
27 Member Oster abstained from providing vote.
28

29 The Task Force discussed the structure for the next phase of the project being presented to City Council.
30 They discussed the potential for a joint meeting and presentations from the two chosen firms.
31

32 Director Gottgetreu confirmed the joint meeting was a good idea. The structure of the meeting was then
33 discussed with the Task Force collectively.
34

35 **REPORTS AND COMMUNICATIONS:**

36 Director Gottgetreu informed the Task Force the wetland delineation for the Westfield property has been
37 preliminarily completed and submitted to the Department of Stand Lands for concurrence. The consultants'
38 findings have shown the drainage way through the property is not a jurisdictional wetland.
39

40 Chairman Freilinger asked for an update on the potential ADU program.
41


42 Director Gottgetreu stated the original ADU program had not come to fruition.
43

44 Discussion was had on the process for the potential SDC waiver to implement a City directed ADU
45 program.
46

47 **V. ADJOURNMENT:**

48 The meeting adjourned at **8:01pm**

49 /s/ Cleone Cantu, Planning and Permit Assistant.

	Agenda Item No.:	Topic:
	5.3	Resolution 24-01 – A Resolution Disbanding the Diversity, Equity, and Inclusion and the Homeless and Housing Task Force.
	Agenda Type:	
	Discussion/Action	
	Meeting Date:	
January 8, 2024		
Prepared by:	Reviewed by:	Approved by:
Jamie Ward	Cory Misley	Cory Misley

Recommendation:

Adopt Resolution 24-01 Disbanding the Diversity, Equity, and Inclusion Task Force and the Homeless and Housing Task Force.

Background:

During the December 18, 2023, City Council Work Session City Manager Misley explained that the City of Silverton Citizen Board and Committee Manual defines Ad-Hoc committees as authorized by the City Council. Ad-Hoc task forces may be formed for a particular purpose to study certain areas of interest or concern. The duration of the task force and scope of work are limited to a specific assignment. After the completion of the assignment, the task force will be disbanded.

On August 3, 2020, the City Council received a recommendation from city staff to convene an Ad-Hoc Task Force representing a variety of perspectives from Silverton residents, including but not limited to race, ethnicity, age, physical abilities, and housed status. This step was taken to ensure inclusivity in the design of the new Civic Center. Upon completion of the design phase, the Council adopted Resolution 21-06, officially establishing the Diversity, Equity, and Inclusion Task Force. This task force is mandated to provide recommendations to the council on equity and inclusion in public processes, programs, and other decision-making processes.

On August 07, 2017, City Council made a motion to create a limited duration Homeless and Housing Task Force as a temporary Ad-Hoc committee to address houselessness in the City of Silverton. The committee has successfully worked with local organizations to identify and decrease the rate of people experiencing Homelessness.

Budget Impact	Fiscal Year	Funding Source
N/A	2023-2024	N/A

Attachments:

1. Resolution 24-01- A Resolution Disbanding the Diversity, Equity, and Inclusion Task Force and the Homeless and Housing Task Force.

CITY OF SILVERTON
RESOLUTION
24-01

A RESOLUTION OF THE CITY OF SILVERTON DISBANDING THE DIVERSITY, EQUITY, AND INCLUSION AND HOMELESS AND HOUSING TASK FORCE.

WHEREAS, the City Council recognizes the importance of public engagement with historically underrepresented groups; and

WHEREAS, the City Council discussed the potential consideration of other topics by the appointment of the Diversity, Equity, and Inclusion Task Force as well as the Homeless and Housing Task Force; and

WHEREAS, the Diversity, Equity, and Inclusion Task Force, provided substantial feedback on inclusive design in the Conceptual and Schematic Design phases of the Civic Center project; and

WHEREAS, The City Boards and Committees Manual defines Ad-Hoc committees as authorized by the City Council. Ad-Hoc task forces may be formed for a particular purpose to study certain areas of interest or concern. The duration of the task force and scope of work are limited to a specific assignment. After the completion of the assignment, the task force will be disbanded.

NOW, THEREFORE, THE CITY OF SILVERTON RESOLVES AS FOLLOWS:

Section 1. The City Council hereby approves the disbandment of the Diversity, Equity, and Inclusion Task Force and the Homeless and Housing Task Force.

Section 2. This Resolution is effective as of the date of its adoption by the Silverton City Council.


Approved and adopted by the Silverton City Council at a regular meeting held on the 8th day of January 2024.

Mayor, City of Silverton
Jason Freilinger

ATTEST

City Manager/Recorder, City of Silverton
Cory Misley

**SILVERTON CITY COUNCIL STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCILORS**

	Agenda Item No.:	Topic:
	6.1	OLCC Liquor License for “Emerald Events Silverton”, 204 S. Water St., Silverton.
	Agenda Type:	
	Consent	
	Meeting Date:	
January 8, 2024		
Prepared by:	Reviewed by:	Approved by:
Jim Anglemier	Cory Misley	Cory Misley

Recommendation:

Staff makes no recommendation for approval or denial of the application to the Oregon Liquor Control Commission (OLCC). The final decision rests with OLCC.

Background:

An application has been made for a “Limited On-Premises” liquor license for owner Shamila Salem for the business name of “Emerald Events Silverton” which is located at 204 S. Water St. Silverton, OR 97381.

The police department has reviewed the application and has no concerns or issues with the applicant, or OLCC licensing requested under the Oregon Administrative Rules governing licensing for owner and a business ‘Limited On-Premises’ sales. The OLCC application and business information are attached to this staff report.

Budget Impact	Fiscal Year	Funding Source
N/A	2023-2024	N/A

Attachments:

1. OLCC Liquor License Application

LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

- New Outlet | Change of Ownership | Greater Privilege | Additional Privilege

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

- Commercial
 Caterer
 Public Passenger Carrier
 Other Public Location
 For Profit Private Club
 Nonprofit Private Club

Winery

- Primary location
Additional locations: 2nd 3rd 4th 5th

Brewery

- Primary location
Additional locations: 2nd 3rd

Brewery-Public House

- Primary location
Additional locations: 2nd 3rd

Grower Sales Privilege

- Primary location
Additional locations: 2nd 3rd

Distillery

- Primary location
Additional tasting locations: (Use the DISTT form [HERE](#))

Limited On-Premises

- Off Premises
 Warehouse
 Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT
After providing your recommendation, return this form to the applicant **WITH** the recommendation marked below

Name of City OR County (not both)

Please make sure the name of the Local Government is printed legibly or stamped below

Date application received: 12/5/23

Optional: Date Stamp Received Below

- Recommend this license be granted
 Recommend this license be denied
 No Recommendation/Neutral

Printed Name

Date

Signature

Trade Name

Emerald Events
Silverton

LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION

Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.

Name of entity or individual applicant #1:

Shamila Salem

Name of entity or individual applicant #2:

Name of entity or individual applicant #3:

Name of entity or individual applicant #4:

BUSINESS INFORMATION

Trade Name of the Business (name customers will see):

Emerald Events Silverton

Premises street address (The physical location of the business and where the liquor license will be posted):

204 S Water

City:

Silverton

Zip Code:

97381

County:

Marion

Business phone number:

503-989-9658

Business email:

Emeraldeventssilverton@gmail.com

Business mailing address (where we will send any items by mail as described in [OAR 845-004-0065\[1\]](#)):

9193 S Alder Creek Ln

City:

Canby

State:

OR

Zip Code:

97013

Does the business address currently have an OLCC liquor license? Yes No

Does the business address currently have an OLCC marijuana license? Yes No

APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.

Application Contact Name:

Shamila Salem

Phone number:

503-989-9658

Email:

Emeraldeventssilverton@gmail.com

LIQUOR LICENSE APPLICATION

Page 3 of 4

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands OAR 845-005-0311 and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
 2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
 3. The licensed premises at the premises street address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
 4. The licensed premises at the premises street address either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

LIQUOR LICENSE APPLICATION

Page 4 of 4

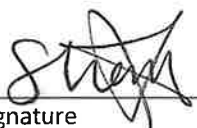
Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

• Each applicant listed in the "Application Information" section of this form has read and understands OLCC 845-006-0362 and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.


I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

<u>Shamila Salem</u> Applicant name	<u></u> Signature	<u>12/4/2023</u> Date
_____ Applicant name	_____ Signature	_____ Date
_____ Applicant name	_____ Signature	_____ Date
_____ Applicant name	_____ Signature	_____ Date

Applicant/Licensee Representative(s): If you would like to designate a person/entity to act on your behalf you must complete the Authorized Representative Form. You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.

**SILVERTON CITY COUNCIL STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCILORS**

	Agenda Item No.:	Topic:
	6.2	Civic Center Change Order Request Ratification
	Agenda Type:	
	Consent	
	Meeting Date:	
January 8, 2024		
Prepared by:	Reviewed by:	Approved by:
Jason Gottgetreu	Kathleen Zaragoza	Cory Misley

Recommendation:

Ratify the City Manager amendments to the construction contract with Corp Inc. from \$15,258,578.09 to \$15,305,288.24, an increase of \$46,710.15.


Background:

As noted during the August 7, 2023, City Council meeting, the City Council adopted modified purchasing policies for the Civic Center project to allow contract modifications of up to \$60,000 to be staff approved. The intent moving forward is to have the contract amendments ratified by Council each month rather than the previous practice of informing the Council through the Community Development Department Monthly Report.

The Civic Center is under construction. The exterior walls are framed, and exterior sheathing is complete. The interior framing is installed on the first floor and second floor. Mechanical, electric, and plumbing are generally finished on the first floor and second floor. Insulation and drywall are installed on the first floor and second floor. The lobby floor polish finish is complete. Site concrete work has begun and is mostly complete. Roadwork on N Water St is complete for the season. Road paving on A Street and within the driving area occurred mid-October. Sidewalks around the site are installed. Site walls are being installed. The windows are installed. Painting of the interior is underway. Tile work in the bathrooms is complete on the first floor and is in progress on the second floor. Landscape irrigation is complete, and plants are being planted. The City of Silverton Public Works crew graded and seeded the southern portion of the site. Casework is being installed. Flooring is being installed.

The construction contract amount was initially \$14,750,000. There have been several Change Order Requests as part of the project that to date have added an additional \$555,288.24 to the contract for a new contract total of \$15,305,288.24, a 3.76% increase. This increase is \$46,710.15 from the December Council report. As of the November payment requests total \$13,269,528.35 and there is a \$1,989,049.74 remaining balance.

Budget Impact	Fiscal Year	Funding Source
\$46,710.15	2023-2024	Civic Center Project Fund

	Agenda Item No.:	Topic:
	6.3	Approve the Contract with Hazen Sawyer, DPC Subject to Legal Revisions and Authorize the City Manager to Sign
	Agenda Type:	
	Consent	
	Meeting Date:	
	January 8, 2024	
Prepared by:	Reviewed by:	Approved by:
Brad Jensen	Travis Sperle	Cory Misley

Recommendation:

Approve the Contract with Hazen Sawyer, DPC Subject to Legal Revisions and Authorize the City Manager to Sign.

Background:

In December the Water Quality Division put out a Request for Proposals for the design of the Primary Pump Station. This station will be designed to build a redundant feed pump for Primary Sludge to the Gravity Thickener and Digester and will give Operators ample space to do Maintenance on the feed pumps.

A \$100,000 projected cost estimate was included in the FY 2023-24 budget. There are sufficient funds in the Capital Sewer Contingency Fund to pay for the additional expenditure.

Budget Impact	Fiscal Year	Funding Source
\$126,915	2023-24	Sewer Capital Fund 330-330-85010

Attachments:

1. Scope of Work/Quote

**CITY OF SILVERTON
PROFESSIONAL SERVICES AGREEMENT
WWTP PRIMARY SLUDGE PUMP DESIGN SERVICES
PROJECT PN23 – 1078**

THIS AGREEMENT ("Agreement") is made and entered into as of the date first indicated on the signature page, by and between the City of Silverton, Oregon, (hereinafter referred to as the "City"), and Hazen and Sawyer, DPC, (hereinafter referred to as "Provider").

WHEREAS, City requires services which Provider is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, Provider represents that it is qualified on the basis of specialized experience and technical competence and prepared to provide such services as City does hereinafter require;

NOW, THEREFORE, in consideration of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

1. Term

The term of this Agreement shall be from the date of execution by both parties until tasks required hereunder are complete and accepted, unless terminated earlier in accordance herewith.

2. Provider's Services

The scope of Provider's services and time of performance under this Agreement are set forth in the proposal, attached Exhibit A. All provisions and covenants contained in Exhibit A are hereby incorporated by reference and shall become a part of this Agreement as is fully set forth herein. Any conflict between this Agreement and Provider's proposal (if any) shall be resolved first in favor of this written Agreement. Provider will, in the rendering of its services to City, use its best efforts and due diligence and provide such personnel as are necessary to successfully provide the services covered under this Agreement and Exhibit A.

3. City's Responsibilities

The scope of City's responsibilities including those of its Project Manager, are set forth in this agreement. Project Manager duties include but are not limited to:

- 3.1. Reviewing and approving invoices from Provider in a timely manner.
- 3.2. Reviewing and approving deliverables from Provider.
- 3.3. Coordinating communications between Provider and City.
- 3.4. Coordinating with other agencies and receiving appropriate permit approvals.
- 3.5. Putting the project out to bid and completing the bid process.

4. Compensation and Payment

- 4.1. Compensation. City agrees to pay Provider at the times and in the amount(s) set out and in accordance with Exhibit A.
- 4.2. Overtime. Any person employed on work under this Agreement, other than a person subject to being excluded from the payment of overtime pursuant to either ORS 653.010 to 653.261 or 29 USC §201 to 209, shall be paid at least time and a half for all overtime worked in excess of forty (40) hours in any one week.
- 4.3. Withholdings from Compensation. Should Provider elect to utilize employees on any aspect of this Agreement, Provider shall be fully responsible for payment of all withholdings required by law, including but not limited to taxes, including payroll, income, Social Security (FICA) and Medicaid. Provider shall pay to the Oregon Department of Revenue all sums withheld from employees pursuant to ORS 316.167.
- 4.4. Medical Care for Employees. Provider shall make payment of all sums to any person, co-partnership, association or corporation, furnishing medical, surgical and/or hospital care incident to the sickness or injury of Provider's employee(s), all sums which Provider agrees to pay for such services and all monies and sums which Provider collected or deducted from the wages of employees pursuant to any law, contract or contract for the purpose of providing or paying for such service (ORS 279B.230).
- 4.5. Contributions to the Industrial Accident Fund. Provider shall pay all contributions or amounts due the Industrial Accident Fund from Provider incurred in the performance of this Agreement, and shall ensure that all subcontractors pay those amounts due from the subcontractors (ORS 279B.220).
- 4.6. Payment Within Thirty (30) Days. Except for amounts withheld by City pursuant to this Agreement, Provider will be paid for services for which an itemized bill is received by City within thirty (30) days. City is not responsible for compensating Provider for costs or work performed in excess of scope of services as described in Exhibit A unless City has agreed in writing to a change in the scope of services as provided in Section 5 below.
- 4.7. Fees. City shall be responsible for payment of required fees, payable to governmental agencies including, but not limited to plan checking, land use, zoning and all other similar fees resulting from this project, and not specifically covered in the Request for Proposals and Exhibit A.
- 4.8. Payment of Claims by the City. If Provider fails, neglects, or refuses to make prompt payment of any claim for labor or services furnished to Provider by its subcontractor by any person in connection with this Agreement as the claim becomes due, the City may pay the claim to the person furnishing the labor or services and charge the amount of the payment against funds due or to become due to Provider pursuant to this Agreement. The City's payment of a claim under this section shall not relieve Provider or Provider's surety, if any, from responsibility for those claims.

5. Change in Scope of Services

If at any time during the term of this Agreement Provider anticipates a change in the scope and/or timing of services as provided in Exhibit A, Provider shall immediately notify City in writing of the anticipated changes in scope, reasons for the change in scope, and additional costs associated with the

change(s) in scope. The City's Project Manager or designee must authorize in writing any changes in the scope of services provided under this Agreement prior to the commencement of such changes in scope of services. The City is not responsible for additional costs associated with a change in scope of services, whether foreseen or unforeseen, unless written authorization is obtained from the City.

6. Document Authorization

All written documents, drawings, and plans submitted by Provider and intended to be relied on for the project shall bear the signature, stamp or initials of Provider or Provider's authorized Project Manager. Any documents submitted by Provider which do not bear Provider's signature, stamp or initials or those of the Provider's authorized Project Manager or its subconsultants shall not be relied upon by City. Interpretation of the Project Scope and answers to questions covering Scope given by Provider or Provider's Project Manager need not be put in writing unless requested by the City and may be relied upon by the City.

7. Project Managers

City's Project Manager is Brad Jensen, Water Quality Supervisor. Provider Project Manager is Daniel Garbely. Each party shall give the other prompt written notification of any change in their respective Project Manager.

8. Project Information

City shall provide full information regarding its requirements for the project. Provider agrees to share all project information and to fully cooperate with all corporations, firms, contractors, public utilities, governmental entities, and persons involved in or associated with the project. No information, news or press releases related to the project, whether made to representatives of newspaper, magazines or television and radio stations, shall be made without the authorization of City's Project Manager.

9. Intentionally Left Blank

10. Provider is Independent Contractor

Provider shall be and herein declares that it is an independent contractor for all purposes and shall be entitled to no compensation other than compensation expressly provided for in this Agreement. Provider hereby expressly acknowledges and agrees that as an independent contractor, Provider is not entitled to indemnification by the City or the provision of a defense by the City under the terms of ORS 30.285. This acknowledgment by Provider shall not affect Provider's independent ability (or the ability of Provider's insurer) to assert the monetary limitations found at ORS 30.270, the immunities listed at ORS 30.265, or other limitations affecting the assertion of any claim under the terms of the Oregon Tort Claims Act (ORS 30.260 to ORS30.300).

11. Discrimination Prohibited

No person shall be denied or subjected to discrimination in receipt of the benefits of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed, marital status, age, disability or national origin. Any violation of this provision shall be grounds for cancellation, termination or suspension of the Agreement in whole or in part by the City.

12. Indemnity and Insurance

12.1. Indemnity: Except with respect to claims of professional negligence, which shall be addressed in 12.1.1, Provider shall indemnify and hold harmless revisions City for any and all liability, settlements, loss, costs, expenses, action, suit, or claim to the extent caused by Provider's negligent acts, errors, and omissions in the course of performing Provider's work under this Agreement.

12.1.1 Professional Liability. Provider shall hold City harmless from and indemnify City against all liability, claims, suits or actions of whatsoever nature, loss or expenses, including reasonable attorney fees, to the extent arising out of the professionally negligent acts or omissions of the Provider or its Sub-contractors, agents, or employees under this Agreement.

12.2. Liability Insurance: Provider shall maintain occurrence form commercial general liability and automobile liability insurance for the protection of Provider, City, its Councilors, officers, agents and employees. Coverage shall include personal injury, bodily injury (including death) and broad form property damage caused by Provider's negligent operations, in an amount not less than Two Million Dollars (\$2,000,000.00) combined single limit per occurrence and in the aggregate. Such insurance shall name City as an additional insured.

12.3. Workers' Compensation Coverage: Provider certifies that Provider has qualified for State of Oregon Workers' Compensation coverage for all Provider's employees who are subject to Oregon's Workers' Compensation statute, either as a carrier insured employer as provided by ORS 656.407, or as a self -insured employer. Provider shall provide to City within ten (10) days after contract award a certificate of insurance evidencing coverage of all subject workers under Oregon's Workers' Compensation statutes insured by an insurance company satisfactory to City, if any. The certificate and policy shall indicate that the policy shall not be terminated by the insurance carrier without thirty (30) days advance written notice to City. A copy of the certificate of self -insurance issued by the State shall be provided to City if the Provider is self-insured.

12.4. Professional Errors and Omissions: Provider shall provide City with evidence of professional errors and omissions liability insurance for the protection of Provider and its employees, arising out of or resulting from Provider's negligent acts or omissions in an amount not less than One Million Dollars (\$1,000,000.00) per claim and in the aggregate.

12.5. Certificates: Provider shall furnish City certificates evidencing the date, amount, and type of insurance required by this Agreement. All policies will provide for not less than thirty (30) days written notice to City before they may be canceled.

12.6. Primary Coverage: The coverage provided by insurance required under this Agreement shall be primary, and any other insurance carried by City shall be excess.

13. Provider's Standard of Care

In the performance of its professional services, the Provider shall use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession practicing in the State of Oregon at the time services are performed. The Provider will re-perform any services not meeting this standard without additional compensation.

Provider's re-performance of any services, even if done at City's request, shall not be considered as a limitation or waiver by City of any other remedies or claims it may have arising out of Provider's failure to perform in accordance with the applicable standard of care or this Agreement.

14. Breach of Contract

14.1 Provider shall remedy a material breach of this Agreement within a reasonable time after Provider first has actual notice of the breach or City notifies Provider of the breach, whichever is earlier. If Provider fails to remedy a breach in accordance with this section, City may terminate that part of the Agreement affected by the breach upon written notice to Provider, may obtain substitute services in a reasonable manner, and may recover from Provider the amount by which the price for those substitute services exceeds the price for the same services under this Agreement.

14.2 If the breach is material and Provider fails to remedy the breach in accordance with this section, City may declare Provider in default and pursue any remedy available for a default.

14.3 Pending a decision to terminate all or part of this Agreement, City unilaterally may order Provider to suspend all or part of the services under this Agreement. If City terminates all or part of the Agreement pursuant to this section, Provider shall be entitled to compensation only for services rendered prior to the date of termination, but not for any services rendered after City ordered suspension of those services. If City suspends certain services under this Agreement and later orders Provider to resume those services, Provider shall be entitled to reasonable damages actually incurred, if any, as a result of the suspension.

14.4 To recover amounts due under this section, City may withhold from any amounts owed by City to Provider.

15. Mediation/ Trial without a jury

15.1 Should any dispute arise between the parties to this Agreement it is agreed that such dispute will be submitted to a mediator prior to any litigation and the parties hereby expressly agree that no claim or dispute arising under the terms of this Agreement shall be resolved other than first through mediation and only in the event said mediation efforts fail, through litigation. Any litigation arising under or as a result of this Agreement shall be tried in the Marion County

Circuit Court without a jury. Each party agrees to be responsible for payment of its own professional fees, including attorneys' fees.

- 15.2 The parties shall exercise good faith efforts to select a mediator who shall be compensated equally by both parties. Mediation will be conducted in Silverton, Oregon, unless both parties agree in writing otherwise. Both parties agree to exercise good faith efforts to resolve disputes covered by this section through this mediation process. If either party requests mediation and the other party fails to respond within ten (10) days, or if the parties fail to agree on a mediator within ten (10) days, a mediator shall be appointed by the presiding judge of the Marion County Circuit Court upon the request of either party.

16. Early Termination

- 16.1 This Agreement may be terminated prior to the expiration of the agreed upon terms:

16.1.1 By mutual written consent of the parties; or

16.1.2 By City upon at least five (5) days written notice for any reason within its sole discretion, effective upon delivery of written notice to Provider by mail or in person.

- 16.2 If City terminates the Agreement in whole or in part due to default or failure of Provider to perform services in accordance with this Agreement, City may procure, upon reasonable terms and in a reasonable manner, services similar to those so terminated as stated in Section 14.1.

- 16.3 If City terminates the Agreement for its own convenience, Provider shall be entitled to compensation for all services rendered prior to actual notice of the termination or the receipt of the City's written notice of termination, whichever is earlier.

- 16.4 Termination under any provision of this section shall not affect any right, obligation or liability of Provider or City which accrued prior to such termination. Provider shall surrender to City items of work or portions thereof, referred to in the Scope of the Project for which Provider has received payment, or City has made payment. City retains the right to elect whether or not to proceed with actual execution of the project.

17. Suspension of Work

City may suspend, delay or interrupt all or any part of the work for such time as the City deems appropriate for its own convenience by giving at least five (5) days written notice thereof to Provider. An adjustment in the time of performance or method of compensation shall be allowed as a result of such delay or suspension unless the reason for the delay is within the Provider's control. City shall not be responsible for work performed by any subcontractors after notice of suspension is given by City to Provider. Should the City suspend, delay or interrupt the work and the suspension is not within the Provider's control, then the City shall extend the time of completion by the length of the delay and the method of compensation shall be adjusted to reflect the Provider's increase or decrease in its standard hourly rates.

18. Successors and Assignments

- 18.1. Each party binds itself, and any partner, successor, executor, administrator, or assign to this Agreement.
- 18.2. Neither City nor Provider shall assign or transfer their interest or obligation hereunder this Agreement without the written consent of the other party. Provider must seek and obtain City's written consent before subcontracting any part of the work required of Provider under this Agreement. Any assignment, transfer, or subcontract attempted in violation of this subsection shall be void.

19. Access to Records

City shall have access upon request to such books, documents, receipts, papers and records of Provider as are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of four (4) years unless within that time City specifically requests an extension. This clause shall survive the expiration, completion or termination of this Agreement.

20. Work is Property of City

All work, including but not limited to documents, drawings, papers and photographs, performed or produced by Provider under this Agreement shall be the property of City. Provider shall have no liability for the reuse of the work discussed in this Section that is contrary to the intended purpose of this project. Notwithstanding the above, instruments of service does not include any document, drawing, software or data of any kind that pre-existed the services, or this Agreement or was otherwise relied upon by Provider to develop the work, which was not provided by City to Provider, (collectively the "Background Technology"). All Background Technology shall remain the property of Provider.

21. Errors

Provider shall perform such additional work as may be necessary to correct errors due to Provider's negligence in the work under this Agreement within the time period agreed to by the parties and without additional cost.

22. Law of Oregon

This Agreement shall be governed by the laws of the State of Oregon. Venue shall be in Marion County, Oregon.

23. Adherence to Law

Provider shall adhere to all applicable federal and state laws, including but not limited to laws, rules, regulations, and workers' compensation, and minimum and prevailing wage requirements. Any certificates, licenses or permits which Provider is required by law to obtain or maintain in order to perform work described on Exhibit A, shall be obtained and maintained throughout the term of this Agreement.

24. Modification

Any modification of the provisions of this Agreement, in addition to those provided for in Section 5 of this Agreement, shall not be enforceable unless reduced to writing and signed by both parties.

25. Integration

This Agreement, including but not limited to Exhibits and Provider's proposal submitted to City, contains the entire and integrated agreement between the parties and supersedes all prior written or oral discussions, representations or agreements. In case of conflict among these documents the provisions of this Agreement shall control.

26. Payment for Labor or Materials.

Provider shall make prompt payment of any claim for labor, materials or services furnished to the Provider as stated in Section 4.8. Provider shall not permit any lien or claim to be filed or prosecuted against the City on account of any labor or material furnished to or on behalf of the Provider. If the Provider fails, neglects or refuses to make prompt payment of any such claim, the City may pay such claim to the person furnishing the labor, materials or services and charge the amount of the payment against funds due or to become due the Provider under this Agreement.

27. Miscellaneous / General

27.1. Force Majeure. Neither party shall be responsible for damages or be deemed to be in default of Agreement by reason of delays in performance due to acts of God; strikes, lockouts, or industrial disturbances; acts of public enemies; orders of the government of the United States, or the State of Oregon, or their departments, agencies, political subdivisions, or officials; acts of any civil or military authority; riots; epidemics; and similar occurrences outside the control of Provider. In the case of such an event happening, the time of completion shall be extended accordingly.

27.2. Intentionally Left Blank

27.3. Conflict of Interest. Except with City's prior written consent, Provider shall not engage in any activity, or accept any employment, interest or contribution that would, or would reasonably appear, to compromise Provider's professional judgment with respect to this Project.

27.4. No Waiver of Legal Rights. A waiver by a party of any breach by the other shall not be deemed to be a waiver of any subsequent breach.

27.5 Neither **City** nor **Provider** shall be liable to the other for any special, incidental, indirect or consequential damages whatsoever arising out of or relating in any way to this Agreement.

The PROVIDER and the CITY hereby agree to all provisions of this AGREEMENT.

IN WITNESS WHEREOF, the parties by their signatures below enter into this Agreement this _____ day of _____, 2024.

PROVIDER:

Name of Firm

By _____
Typed or
Printed Name: _____

Title: _____

Mailing
Address: _____


Employer I.D. No. _____

CITY OF SILVERTON:

By _____
Cory Misley
City Manager

Mailing
Address:
306 S. Water Street
Silverton, OR 97381

**SILVERTON CITY COUNCIL STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCILORS**

	Agenda Item No.:	Topic:
	6.4	Authorize The City Manager To Amend the Contract with Firwood Design Group for \$30,000 and amend the Contract with ML Houck for \$233,000 for the Second Street Improvement Project.
	Agenda Type:	
	Consent	
	Meeting Date:	
January 8, 2024		
Prepared by:	Reviewed by:	Approved by:
Evan Clark/Travis Sperle	Kathleen Zaragoza	Cory Misley

Recommendation:

Authorize the City Manager to amend the contract with Firwood Design Group for \$30,000 and amend the contract with ML Houck for \$233,000 for the Second Street Improvement Project.

Background:

The City approved the Second Street Improvement Project budget in the 2022-2023 fiscal year (FY) to complete reconstruction of Second Street with pedestrian improvements and associated utility improvements from Lincoln Street south to where the sidewalk ends south of Whittier. The project also includes sidewalk improvements on the west side of Mill Street and realignment of the Mill and Whittier Street Intersection. The construction contract was awarded to M.L. Houck Construction Co at the June 5, 2023, meeting for a not to exceed amount of \$2,112,680.75.

Due to unforeseen circumstances that caused the road base to fail and to require additional excavation and new material so the road base will meet compaction requirements. The unforeseen issues will have the following impact.

M.L.Houck original construction contract:	\$1,962,680.75
Contract changes to date from contingency	102,830.89
Remaining contingency	<u>47,169.11</u>
Subtotal	\$2,112,680.75
Requested change to complete	<u>233,000.00</u>
Amended not to exceed amount	\$2,345,680.75
Firwood Design Group Engineering contract:	\$ 20,000.00
Requested change to complete	<u>30,000.00</u>
Amended not to exceed amount	\$ 50,000.00

These changes do not require and transfer of funds as the appropriation authority within the fund is sufficient to cover the unforeseen expenditure. The total appropriation authorized for the Second Street Improvement Project by City Council was \$2,496,863 and the approved contracts and amendments will equal \$2,395,680.75 leaving an unobligated amount of \$101,182.25.

The Unforeseen Expenditures is due to the road base failing and requiring additional excavation and material to be removed. This will allow new base rock to be installed to meet compaction

**SILVERTON CITY COUNCIL STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCILORS**

requirements. After determination that the road subgrade base was not sufficient for completion in current state, a cost to cover securing the road base was established. The amount of new material to be contingent upon amount of current material that can be salvaged. Overall costs associated with increase to account for engineering services as well as geotechnical services as needed.

Budget Impact	Fiscal Year	Funding Source
\$263,000	2023-24	Second Street Improvement Project Fund

Attachments:

1. Contract Amendment 1
2. Project Cost



Contract Amendment-1

DATE: December 29, 2023

JOB #: FDG E22-057 2nd St. Improvements Project-Construction Services

Client: City of Silverton, Travis Sperle, City Engineer

As requested, Firwood Design Group (FDG) has prepared a budget estimate to complete the Construction Period Services in response to increased engineering efforts regarding the failure of sub-base. If agreeable, please sign and return this document to our office and this document will serve as contact amendment to our previous agreement dated July 6, 2023 (attached) for construction period services.

Construction Services

The previous agreement had an initial budget of \$20,000 for construction period services to be conducted on an on-call, as requested, time and material basis. Due to issues with the failing sub-base the City has requested additional engineering and geotechnical support. FDG first became aware of the failing sub-base issues on December 8th, 2023. To date FDG has attended three on-site meetings with City staff and the contractor, coordinated with geotechnical engineers, provided quantity estimates, and communications and recommendations. City staff have also requested FDG to conduct a weekly walkthrough of the construction site with City personnel.

FDG also contacted an expert geotechnical engineer, Krey Younger with Central Geotechnical, who was the original geotechnical engineer for this project but has since changed firms for initial recommendations. FDG also contacted NV5 geotechnical to provide services as the project's geotechnical engineer of record. To date, NV5 has attended the site visit meeting and provided a memorandum stating their observations and recommendations. NV5 has provided a proposal (attached) to provide geotechnical supervision of the project to completion. The amount of effort required is yet to be determined and will depend on contractor abilities, rate of construction, and weather.

Remaining FDG tasks includes the following:

1. Begin weekly construction site walkthroughs with City staff. (Budget assumes 8 more weeks of construction)
2. Coordination with Geotechnical Engineer, City staff, and contractor.
3. Attend Meetings as requested.
4. Provide As-builts plans upon project completion. Marked up plans to be provided by the City and/or contractor. Assumes a post construction survey will not be needed.

Below is budget summary:

FDG Services

Initial Construction Services Budget	\$ 20,000.00
FDG Effort to Date (12-27-2023)	<u>\$ 14,737.50</u>
Budget remaining	\$ 5,262.50

FDG Estimate to Complete	\$ 11,010.00
--------------------------	--------------

FDG Additional Services	\$ 5,747.50
-------------------------	-------------

Additional Geotechnical Services:

Krey Younger-Central Geotechnical	\$ 2,250.00 (Estimate)
NV5 Geotechnical	<u>\$ 21,500.00 (Proposal Estimate)</u>
Total Geotechnical	\$ 23,750.00

Additional Amount Requested in this Contract Amendment	\$ 29,497.50
New Contract Total Amount	\$ 49,497.50

Approved by **CLIENT:**

FIRWOOD DESIGN GROUP:

By _____

By  _____

Title _____

Title Principal _____

Date _____

Date 12/29/2023 _____

Attachment 2

SILVERTON CITY COUNCIL STAFF REPORT TO THE HONORABLE MAYOR AND CITY COUNCILORS

Attachments:

Original Contract Amount	Change Order Amounts	Revised Contract Amount	Contingency Fund Remaining
\$1,962,680.75			\$150,000
<i>Change Order 1</i>	\$26,988.82	\$1,989,669.57	\$123,011.18
<i>Change Order 2</i>	\$14,725.93	\$2,004,395.50	\$108,285.25
<i>Change Order 3</i>	\$19,126.80	\$2,023,522.30	\$89,158.45
<i>Change Order 4</i>	\$4,716.41	\$2,028,238.71	\$84,442.04
<i>Change Order 5</i>	\$9,617.32	\$2,037,856.03	\$74,824.72
<i>Change Order 6</i>	\$2,979.02	\$2,040,835.05	\$71,845.70
<i>Change Order 7</i>	\$8,279.31	\$2,049,114.36	\$63,566.39
<i>Change Order 8</i>	\$9,952.68	\$2,059,067.04	\$53,613.71
<i>Change Order 9</i>	\$6,444.60	\$2,065,511.64	\$47,169.11

Documents the amounts that follow, subject to adjustment under the Contract:

SPEC.	#	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
210	1	MOBILIZATION	1	LS	\$163,000	\$163,000.00
225	2	TEMPORARY WORKZONE TRAFFIC CONTROL	1	LS	\$16,000	\$16,000.00
280	3	EROSION CONTROL	1	LS	\$11,000	\$11,000.00
305	4	CONSTRUCTION SURVEY WORK	1	LS	\$34,000	\$34,000.00
310	5	REMOVAL OF STORM DRAIN INLETS	2	EA	\$856.00	\$6,848.00
310	6	REMOVAL OF 10-12" CONCRETE CULVERT PIPE (2.4 FT DEPTH)	100	LF	\$16.00	\$24,976.00
310	7	RELOCATE EXISTING FENCE TO BEHIND RIGHT-OF-WAY, 1206 N. 2 ND ST.	1	LS	\$3,600.00	\$3,600.00
310	8	RELOCATE EXISTING FENCE TO BEHIND RIGHT-OF-WAY, 1404 N. 2 ND ST.	1	LS	\$3,600.00	\$3,600.00
310	9	RELOCATE EXISTING FENCE TO BEHIND RIGHT-OF-WAY, 1508 N. 2 ND ST.	1	LS	\$3,600.00	\$3,600.00
415	10	MAINLINE VIDEO INSPECTION	1946	LF	\$3.75	\$7,297.50
415	11	SERVICE LINE LATERAL VIDEO INSPECTION (SANITARY AND STORM SEWER)	9	EA	\$214.00	\$1,926.00
445	12	12 INCH STORM SEWER PIPE, 0-5 FT DEPTH	272	LF	\$96.00	\$26,112.00
445	13	12 INCH STORM SEWER PIPE, 5-10 FT DEPTH	412	LF	\$104.00	\$42,848.00
445	14	18 INCH STORM SEWER PIPE	257	LF	\$211.00	\$54,227.00
445	15	21 INCH STORM SEWER PIPE	298	LF	\$203.00	\$60,494.00
445	16	24 INCH STORM SEWER PIPE	331	LF	\$217.00	\$71,827.00
445	17	30 INCH STORM SEWER PIPE	302	LF	\$303.00	\$91,506.00
445	18	12 INCH DUCTILE IRON PIPE, 0-5 FT DEPTH	74	LF	\$204.00	\$15,096.00
445	19	4" STORM DRAIN LATERALS WITH CLEANOUTS	174	LF	\$125.00	\$21,750.00
445	20	6" STORM DRAIN LATERALS WITH CLEANOUTS (1301 AND 1404 2 ND ST)	36	LF	\$121.00	\$4,356.00
445	21	6" STORM DRAIN LATERAL CONNECTING TO EXISTING PUMP SUMP AT TJ LANE	23	LF	\$158.00	\$3,634.00
445	22	PERFORATED PIPE FRENCH UNDERDRAIN SYSTEM	290	LF	\$151.00	\$43,790.00
445	23	NEW 6-INCH SANITARY LATERAL WITH CLEANOUT (STA 2+52)	11	LF	\$467.00	\$5,137.00
445	24	RE ROUTE EXISTING 6-INCH SANITARY SERVICE LATERAL (STA 10+48)	33	LF	\$185.00	\$6,105.00
470	25	CONCRETE STORM SEWER MANHOLES, 48 INCHES DIAMETER 0-5 FT DEEP	1	EA	\$5,410.00	\$5,410.00
470	26	CONCRETE STORM SEWER MANHOLES, 48 INCHES DIAMETER 5-10 FT DEEP	3	EA	\$5,600.00	\$19,800.00

**SILVERTON CITY COUNCIL STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCILORS**

SPEC.	#	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
470	27	CONCRETE STORM SEWER MANHOLES, 60 INCHES DIAMETER	2	EA	\$7,400.00	\$14,800.00
470	28	CONCRETE STORM SEWER MANHOLES; 72 INCHES DIAMETER	2	EA	\$9,800.00	\$19,600.00
470	29	CONCRETE INLETS, STANDARD SIDE INLET	15	EA	\$4,200.00	\$63,000.00
470	30	CONCRETE INLETS, STANDARD 6" CURB-INLET CATCH BASIN	8	EA	\$4,400.00	\$35,200.00
470	31	CONCRETE INLETS, CUSTOM POURED IN PLACE 4" CURB-INLET CATCH BASIN	2	EA	\$4,500.00	\$9,000.00
470	32	CONCRETE DITCH INLET	1	EA	\$4,900.00	\$4,900.00
490	33	30' STORM PIPE CONNECTION TO EXISTING STRUCTURE	1	EA	\$4,400.00	\$4,400.00
490	34	MINOR ADJUSTMENT OF MANHOLES	8	EA	\$760.00	\$6,080.00
495	35	TRENCH RESURFACING-ASPHALT	1,250	SQYD	\$34.00	\$42,500.00
641	36	1"-0 AGGREGATE BASE (ALL AREAS EXCEPT TRENCH BACKFILL)	3050	TON	\$50.00	\$152,500.00
744	37	LEVEL 2, 1/2 INCH DENSE ACP (ROADWAYS AND DRIVEWAYS)	2250	TON	\$133.00	\$299,250.00
759	38	4" CONCRETE CURBS, CURB AND GUTTER	764	LF	\$54.00	\$41,256.00
759	39	6" CONCRETE CURBS, CURB AND GUTTER	1940	LF	\$36.00	\$69,840.00
759	40	CONCRETE WALKS, 4" THICKNESS	7509	SQFT	\$10.25	\$76,967.25
759	41	EXTRA FOR OVERSIZED CURB AT BACK OF SIDEWALK (STATION 1+00+/-)	13	LF	\$119.00	\$1,547.00
759	42	CONCRETE DRIVEWAYS, 6" THICKNESS	1390	SQFT	\$25.00	\$34,750.00
759	43	CONCRETE DRIVEWAYS, REINFORCED (1301 2 ND)	161	SQFT	\$33.50	\$5,393.50
759	44	EXTRA FOR CURB RAMPS	16	EA	\$1,845.00	\$29,520.00
759	45	TRUNCATED DOMES ON NEW SURFACES	232	SQFT	\$50.00	\$11,600.00
865	46	LONGITUDINAL PAVEMENT MARKINGS – THERMOPLASTIC, SPRAYED, SURFACE, NON-PROFILED, 4" YELLOW LINES	2345	LF	\$3.25	\$7,621.25
865	47	LONGITUDINAL PAVEMENT MARKINGS – THERMOPLASTIC, SPRAYED, SURFACE, NON-PROFILED, 8" WHITE BIKE LANE LINES	2960	LF	\$5.50	\$16,280.00
867	48	PAVEMENT LEGEND, TYPE B-HS: BICYCLE LANE STENCIL	10	EA	\$348.00	\$3,480.00
867	49	PAVEMENT (STOP) BAR TYPE B-HS: 1' WHITE	66	SF	\$18.00	\$1,188.00
867	50	PAVEMENT BAR, STAGGARD CONTINENTAL CROSSWALK 2' WHITE BARS	918	SF	\$18.00	\$16,524.00
905	51	REMOVE EXISTING SIGNS	1	EA	\$438.00	\$438.00

2nd Street Improvements

5/24/23

**SILVERTON CITY COUNCIL STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCILORS**

SPEC.	#	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
905	52	REMOVE AND REINSTALL EXISTING STOP AND STREET NAME SIGNS	5	EA	\$940.00	\$4,700.00
940	53	NO PARKING SIGNS	24	EA	\$545.00	\$13,080.00
940	54	PEDESTRIAN CROSSING SIGN	8	EA	\$650.00	\$5,200.00
940	55	SIDEWALK ENDS SIGN	2	EA	\$741.00	\$1,482.00
1030	56	PERMANENT SEEDING	7800	SF	\$0.54	\$4,212.00
1040	57	IMPORTED TOPSOIL	45	CY	\$107.00	\$4,815.00
1140	58	10-INCH POTABLE WATER PIPE, FITTINGS, AND COUPLINGS WITH RESTRAINED, JOINTS AND CLASS B BACKFILL.	823	LF	\$101.75	\$83,740.25
1140	59	8-INCH POTABLE WATER PIPE, FITTINGS, AND COUPLINGS WITH RESTRAINED, JOINTS AND CLASS B BACKFILL.	22	LF	\$126.00	\$2,772.00
1140	60	6-INCH POTABLE WATER PIPE, FITTINGS, AND COUPLINGS WITH RESTRAINED, JOINTS AND CLASS B BACKFILL. (HYDRANT LEADS)	44	LF	\$137.00	\$6,028.00
1140	61	10-INCH CONNECTION TO 8-INCH EXISTING MAIN. STATION 0+60.33	1	LS	\$4,657.00	\$4,657.00
1140	62	10-INCH CONNECTION TO 8-INCH EXISTING MAIN AT WHITTIER ST.	1	LS	\$5,550.00	\$5,550.00
1140	63	10-INCH CONNECTION TO 8-INCH EXISTING MAIN AT CHESTER ST.	1	LS	\$6,000.00	\$6,000.00
1140	64	10-INCH CONNECTION TO EXISTING 4-INCH FIRE SERVICE. STATION 06+40	1	LS	\$5,000.00	\$5,000.00
1140	65	10-INCH CONNECTION TO 10-INCH EXISTING MAIN AT WASHINGTON ST.	1	LS	\$5,000.00	\$5,000.00
1140	66	FILLING ABANDONED IN PLACE 6" STEEL WATERLINE WITH CDF OR SAND	815	LF	\$10.00	\$8,150.00
1150	67	10-INCH GATE VALVES	5	EA	\$3,500.00	\$17,500.00
1150	68	8-INCH GATE VALVES	1	EA	\$2,200.00	\$2,200.00
1150	69	4-INCH GATE VALVES	1	EA	\$1,400.00	\$1,400.00
1160	70	HYDRANT ASSEMBLIES	2	EA	\$9,200.00	\$18,400.00
1170	71	1-1/2 INCH WATER SERVICE LINE	88	LF	\$290.00	\$25,520.00
1170	72	RELOCATE WATER METER ASSEMBLY	1	EA	\$2,500.00	\$2,500.00
1170	73	NEW WATER METER BOX	2	EA	\$7,500.00	\$15,000.00
1040	74	RELOCATE LANDSCAPING IN RIGHT-OF-WAY AT 1507 N. 2 ND ST.	1	LS	\$3,200.00	\$3,200.00
330	75	UNSTABLE SUBGRADE MATERIAL EXCAVATION	1	CY	\$1,000.00	\$1,000.00
		TOTAL BID AMOUNT	--	--		\$1,962,680.75

2nd Street Improvements

5/24/23

COMMUNITY DEVELOPMENT DEPARTMENT MONTHLY REPORT

For The January 8, 2024 City Council Meeting

Planning Division

- The Civic Center is under construction. The steel frame is erected roof installed and the second floor has been poured. The exterior walls are framed, and exterior sheathing is complete. The steel re-work has been completed on the second floor. The interior framing is installed on the first floor and second floor. Mechanical, Electric, and Plumbing is generally finished on the first floor and second floor. Insulation and drywall are installed on the first floor and second floor. Interior mason work for the holding cells and armory is complete. The lobby floor polish finish is complete. Site concrete work is mostly complete. Roadwork on N Water St is complete for the season. Road paving on A Street and within the drive area occurred mid-October. Sidewalks around the site are installed. Site walls are being installed. The windows are installed. Painting of the interior is underway. Tile work in the bathrooms is completed on the first floor and is in progress on the second floor. Landscape irrigation is completed and plants are being installed. The City of Silverton Public Works crew graded and seeded the southern portion of the site. Casework is being installed. Flooring is being installed.

The construction contract amount was initially \$14,750,000. There have been several Change Order Requests as part of the project that to date have added an additional \$476,987.57 to the contract for a new contract total of \$15,258,578.09, a 3.45% increase. As of the November payment request, \$12,949,733.34 of work has been done with a \$2,308,844.75 balance to finish.

- The Affordable Housing Task Force met on December 19th and reviewed the Request for Proposals for a potential Affordable Housing Development on the Westfield property and are recommending two teams be put on the short list to be invited to submit a proposal.
- The Silverton Urban Renewal Advisory Committee survey for public input on a Main Street Project is underway with over 500 respondents so far.
- The Planning Commission will meet on January 9th to review:
 - An appeal of a Minor Partition approval to divide 216 Cherry Street, a 0.45 acre parcel, into three parcels with parcel 1 containing 5,092 square feet, parcel 2 containing 6,646 square feet, and parcel 3 containing 7,248 square feet. The parcels will be accessed via a 20' shared access and utility easement off Cherry Street..
- Staff approved a Minor Partition application to partition tax lot 3500 into two parcels with parcel 1 containing 6,599 square feet and parcel 2 containing 6,600 square feet with a concurrent adjustment to allow a 10% deviation from minimum lot size and width standards.
- The Parks and Recreation Master Plan Update Project Advisory Committee held an Open House on December 5th at the Silverton Senior Center from 6 p.m. to 8 p.m. with 65 people attending and will review the results at their January 2nd meeting.

**City of Silverton
Public Works Department**



MEMO

DATE: December 20, 2023
FROM: Travis Sperle, Public Works Director
TO: Cory Misley, City Manager; City Council Members
RE: **Public Works Department January 8, 2024, City Council Meeting Update**

ENGINEERING | ADMINISTRATION DIVISION

Public Projects:

- Silver Creek Intake | Supply Line (EDA Grant): Pumps have been installed. Waiting for electrical to be completed.
- **ASR Study: Water Resources Commission approved a \$250,000 grant for this study at their June 15-16 meeting. The agreement between the City and OWRD is with the City Manager and has been signed.**
- WWTP Screw Press Project: Is moving forward.
- Civic Center: Project under construction and being reviewed by City Staff. Contractor working on new curb and sidewalk. Final paving is set for spring of 2024 for Water Streets.
- 2nd Street Reconstruction: Majority of underground utilities installed, road currently being excavated, and sub graded, curb and sidewalk install to commence.
- WWTP Blowers Project: Contractor has started work on instrumentation portion of project. Blowers are not expected to arrive until December.
- Silverton Overlay Project: Project is completed.
- WWTP UV Screen Project: bar screen at the WWTP upstream of the UV units is moving forward.
- Sewer CIPP Project: Project to slip line 4, Project to start in **December and January** .

Programs:

- Banner reservations calendar full for the entirety of January and February.

Private Projects:

Residential (# of lots)

- Pioneer Village Phase VI **(38)**: PGE has completed streetlight installation.
- Habitat for Humanity Development **(18)**: Contractor has begun work on development. The site has been cleared and grubbed and rock base placed on road sections. A new plan for install of storm line approved to minimize residential and existing utility impact.
- Paradise Village Subdivision **(39)**: Contractor has completed utility installation on interior streets. Sanitary sewer and storm sewer utilities on James Street started on 5/31/23. Sewer and Storm lines have passed all mandrel and vacuum testing. James Street paved and open, dry utilities being installed, prepping for final PW walkthrough.

- Pioneer Village Phase VII **(6)**: Sewer system being installed. Rough grading of road completed. Sewer laterals installed, storm and waterline installation to commence.

Commercial

- Silvertown Hospital Expansion: ROW work ongoing. New ADA ramp on east side of Fairview completed this month. Sidewalk and driveways along Phelps, Cherry, and Center streets completed this month. Old sewer laterals capped and abandoned, several more to be completed.
- 115 S James Street **(apartments)**: Contractor has installed new storm pond on north side of building that accepts roof drains. New water services to building and apartments in the back completed so existing 3" line could be abandoned. Work includes ½ width improvements on James and new sidewalk on James and Silver Streets. New sidewalks and curbs completed. Road improvements on James and Silver completed.

MAINTENANCE DIVISION

Street

- Monthly street sweeping.
- Responded to damaged street signs.
- Pothole patching
- Gravel road maintenance as weather allows.

Sewer

- Responded to customer sewer related calls.
- Worked with contractors on new sewer service installations.
- Service lateral replacements or repairs.

Water

- Installed and changed out water meters for new construction and failed meters.
- Completed monthly water meter reading routes.
- Installed new water services for new construction.

Facilities

- Maintenance on buildings and grounds including equipment maintenance and vegetation management.
- Pre-planning for new Civic Center needs.

Parks

- Maintenance on buildings and grounds including mowing and vegetation management.
- Graffiti removal.

WATER QUALITY DIVISION

Water Treatment Plant

- General Cleanup at water treatment plant under way. Usage has been about the same
- Routine Quarterly Sampling
- Abiqua Creek around 11cfs Water Plant Flow around 3.5cfs
- New Emergency lighting installed on buildings and parking area.

Wastewater Treatment

- Treatment plant flows averaging less than 1 MGD,
- Oregon Garden New VFD Project is a work in process. Waiting on a few crucial parts to complete project.
- Blower Project. Still waiting for the new blowers to arrive. Instruments have been installed and are working, programming into SCADA still needed at this time.
- UV Bar Screen Project is underway. Parts and equipment have been ordered.
- Screw Press Project is underway. Reviewing of Submittals, parts and equipment are ordered.
- DEQ Required Independent Study almost complete. Council Presentation of the report coming in December
- NO VIOLATIONS

Community Swimming Pool

- Construction of the new Silver Creek raw water intake is underway.
- Pool Cover installed the week of Oct 16-20

SILVERTON POLICE ACTIVITY REPORT

Nov-23

CALLS FOR SERVICE	NOV	YTD	ARRESTS	NOV	YTD	CITATIONS	NOV YTD		
							NOV	YTD	
Arson	0	1	Arson	0	2	Traffic Crimes			
Assist Other Agency	17	244	Assault/Harassment	4	37	DUII	1	53	
Attempt to Locate	8	151	Burglary	0	7	DWS-Misd./Felony Level	3	26	
Auto Theft/Including Attempt	3	14	Drug	1	10	Traffic Violations			
Burglary	4	17	Forgery/Fraud/Counterfeit	2	7	All Other	155	1283	
Deaths/Natural	2	14	Juv-Curfew	0	0	Warnings	65	521	
Emotionally Disturbed Person	3	53	Runaway	0	1	Violations			
Disturbance	9	94	Kidnap	0	0	MIP Alcohol	0	3	
Family Disturbance	15	94	Furnishing Liquor	0	1	MIP Marijuana	1	3	
Fraud/Forgery/Counterfeit	3	44	Menacing	0	6	PCS Schedule I-IV	0	2	
Harassment/Assault	3	71	Murder/Criminal Death	0	0	Civil Infractions			
Ordinance Violations	48	390	Rape	0	2	Dogs-Noise/Leash/Vicious	0	5	
Prowler/Trespass	9	132	Robbery	0	0				
Public Assist	42	435	Sex Crimes/Other	0	7	TOTAL CITATIONS ISSUED	225	1898	
Rape	0	2	Stalking	0	0				
Robbery/Including Attempts	0	1	Theft	6	45				
Runaway	0	23	Trespassing	0	19				
School Resource	32	301	UUMV	1	2	3 YEAR COMPARISON	2021	2022	2023
Sex Crimes	2	16	Vandalism	0	19	Arson	1	0	1
Shots Fired	1	6	Violation of Court Orders	14	234	Auto Theft/Include Attempts	35	53	14
Stalking	0	1	Weapons Violations	0	14	Burglary	15	13	17
Suicide/ Including Attempts	4	36	Misc./Other Crimes	15	202	School Resource	114	225	301
Suspicious	59	728				Sex Crimes	17	19	16
Theft/Including Attempts	15	139				Rape	1	1	2
Weapons	0	0	JUVENILE ARRESTS	5	36	Robbery	0	1	1
Vandalism	5	72	ADULT ARRESTS	38	608	Vandalism	54	56	72
Misc./Other	439	3932	TOTAL ARRESTS	43	645				
						CALLS FOR SERVICE	4633	4848	7050
TOTAL CALLS FOR SERVICE	723	7050				TOTAL ARRESTS	427	485	645
						TOTAL CITATIONS	1290	3030	1898



CITY OF SILVERTON POLICE DEPARTMENT

306 S. Water Street | Silverton, Oregon 97381
 Jim Anglemier, Chief of Police

November

2023 Monthly Statistics: Calls For Service Misc./Other Breakdown

911 Investigation	4
Alarm – Burglary	9
Area Check	72
Bar Tavern Check	2
Civil Situation	7
Crash – Hit and Run	7
Crash – Injury	5
Crash – Non Injury	5
DHS Referral	2
DUII	2
Elude	2
Emergency Message	1
Extra Patrol	7
Field Interview	20
Fireworks	1
Follow Up	1
Foot patrol	2
Insecure Premise	24
Missing – Child/Elder	1
Narcotic Investigation	3
Property – Lost/Found	9
Reckless Driving	7
Restraining Order Violation	1
Traffic Assist	6
Traffic Stop	218
Warrant Service	9
Welfare Check	12