



Planning Commission

Agenda

Study Session

September 12, 2016

Noon

Lausmann Annex — Room 151–157
200 S. Ivy Street, Medford, Oregon

- 10. Introductions**
- 20. Discussion item**
 - 20.1 **GF-16-046** Transitional Housing
- 30. Adjournment**



MEMORANDUM

Subject Code amendment proposals for Transitional Housing
To Planning Commission
From John Adam, Principal Planner
Date September 7, 2016 *for 9/12 study session*

BACKGROUND

Council initiated a code amendment on 8/18 to address site plan review considerations and appropriate zones for transitional housing villages. The Council is authorized under ORS 446.265 to site two such villages anywhere in the city, but they would like the Planning Commission to develop standards for their consideration.

The purpose of this memo is to outline staff’s initial thoughts on development standards so the Commission can discuss and give direction.

PROPOSALS FOR DISCUSSION

Classification

Staff began by asking itself how these villages are like existing uses. As the Commission knows, the Code uses the Standard Industrial Classification (SIC) to provide a list of uses that are either permitted or not in the various zoning districts. A use listed in the SIC that has similar characteristics would provide a start point for thinking about development regulations for the transitional housing villages.

The industry group “Camps and Recreational Vehicle Parks” shares many characteristics of transitional housing villages (THVs): a permanent emplacement that serves a population that is always changing; permanent communal sanitary facilities; designated spots for tents or RVs; parking for bikes and cars. Two notable differences are that a THV would have a kitchen (communal?) and a community center.

Staff also looked at “Individual & Family Social Services” (832), which includes several different social service uses, but the type of use being considered is more about habitation than it is a location for providing social services.

Location

“Camps and Recreational Vehicle Parks” are allowed in the C-R and C-H zoning districts. Staff proposes allowing THVs in those districts and in I-L as well. The Commission may want to discuss allowing them in the C-C district.

Density

The density capacity of a piece of land is difficult to gauge without investigating comparable uses. Lacking those, staff considered using the lot coverage limits of the zoning districts.

Zoning district	C-C	C-R	C-H	I-L
Max. coverage (%)	40	40	60	50

Every structure under a roof has to fit within those coverage factors, including sanitary, cleaning, and kitchen facilities. On a half-acre lot in the C-R district, the maximum coverage factor would enable a developer to place a 300-square-foot bathroom unit, a similarly sized shower unit, a 1000-square-foot kitchen/warming shelter, and have room for up to 60 units (about 100–120 square feet).

The proposal on the 0.3-acre lot at North Front and East Third Streets included 14 units, which was based on the permitted density in the C-C district. The layout for that village included separation between each unit, which is another design factor to consider that would place a further limit the number of units.

Setbacks and Landscaping

Using the Type-A bufferyard standard (see 10.790.E)—without the masonry wall requirement—along shared lot lines would provide a 10-foot landscaped setback. Setbacks along street sides could use the zone standards or be set at 10 feet since this would be a residential use instead of a commercial or industrial use. In lieu of the masonry wall, a six-foot chain-link fence or a solid wooden fence could provide security. Plantings would be as required in the Type-A bufferyard standard, which would include trees that grow to a sight-obscuring canopy up to 20 feet within 10 years, plus shrubs to provide privacy.

Process

There are a couple of options for gathering public input during review of THV proposals. One could be to make it an administrative review where Planning sends out notice to neighbors and invites them to comment before a decision is rendered. That would not be advisable given the high profile on this topic and the likely unpopularity of such a proposal. The other is to hold a hearing before either the Planning Commission (as a conditional use permit application) or Site Plan and Architectural Commission (as a site

plan review). Staff does not recommend using the CUP option. If adequate development standards are in place there should not be a reason to make a proposal go above and beyond in order to be approved.

ATTACHMENT

The proposal from Rogue Retreat is included to give the Commission an idea of how one of these villages might operate and look like.

RECEIVED
MAR 31 2016
PLANNING DEPT.

A Tiny House Village Proposal

For the Medford City Council
From the Hope Village Steering Committee

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April 2016

HOPE VILLAGE

Medford's First Tiny House Village

A Proposal To Medford City Council

The growth in homelessness in the U.S. has reached a near-crisis level. No section of the country has escaped the problem. At the request of the Medford City Council we are presenting this proposal to create Hope Village tiny house community for people experiencing homelessness.

This proposal comes from the Hope Village Steering Committee, a consortium of the Jackson County Homeless Task Force, Rogue Retreat, St. Vincent de Paul and others. We are proposing a Tiny House village, much like Opportunity Village in Eugene, Oregon, be created on a small (0.34 acre) City-owned property at Front and Third Streets. We ask to lease the land from the City of Medford for \$1.00 per year. We realize no single remedy will solve the problem in Medford, but we believe we need to start addressing the homeless issue with possible solutions.

Hope Village will offer housing that is safe, sanitary, gated and supervised. There will be case management (professional coaching and peer-to-peer mentoring) for the residents to break the cycle of poverty and homelessness. Residents will be living in a group environment, sharing the responsibility for keeping the village tidy and observing self-governing behavioral rules. Village rules like no stealing, fighting, drug or alcohol use on the premises, or other unacceptable behavior will be monitored by the village council. Consistent and full participation in village activities is a requirement of living in Hope Village.

Potential residents will be screened and interviewed by a panel of volunteers and homeless leaders to be accepted as a village resident. We estimate this small lot will house 14 Tiny Houses. Each unit will hold up to two people, so the population of this initial project will be 14 to 28 residents at a time.

Hope Village will be built in a temporary and/or portable fashion and can be removed if the City eventually needs the property for other uses. The site has access to water, electricity and sewage and we plan to use those to keep the site comfortable and sanitary. The site is already fenced. Privacy slats will be added to the chain link fencing to benefit residents and neighbors. The camp will be secured, with access limited to current residents. It will be a gated community, not a hangout for the homeless.

We are proposing that the City of Medford, as property owner, partner with us in paying for the utility hook ups and permit fees. We have budgeted \$15,000 for utility hook ups and another \$10,000 for permits.

The Tiny Houses are 8' x10' with a 4' covered porch, are less than 120 square feet, and have a small 8' x 14' footprint. Each structure is insulated, has a locking front door, an egress window and interior loft storage. There is no electricity or plumbing, with no

candles, smoking or other sources of ignition allowed. The units are built portable so they can be easily moved.

Hope Village will consist of up to 14 Tiny Houses, a central community center/tent to provide light, heat and a meeting place, a portable restroom trailer, a portable shower/laundry trailer, a portable kitchen trailer, a community garden, picnic tables to provide outdoor seating and an onsite garbage dumpster.

Experience at other camps has shown that once these projects are approved by the City and become well known within the community, there have been numerous public pledges and donations, to fund building of the Tiny Houses and other equipment needed. We are currently projecting a start-up budget of \$150,300 and a monthly operating budget of \$4,750. Monthly expenses will be covered by residents paying \$2.00 per night per unit with grants and community donations covering the balance.

Rogue Retreat, as the sponsoring non-profit, will provide all leadership, financial and legal oversight and add Hope Village to its overall insurance coverage.

Hope Village will not be considered a permanent destination for the homeless. Rather, with mentoring and life coaching, goals will be created for each resident focusing on assisting them with social and self-management skills, job searches and completing applications for more permanent housing assistance, education and training. As residents are able to move on the village will be able to help the next on the waiting list.

Community fears surrounding the homeless are understood as we begin this project. Some people have common misconceptions about what Hope Village will be. Some fear this village will be a hang-out for drugs, alcohol, criminal behavior trash collection, unsightly camping and more. All village residents are screened and interviewed and must agree to and sign a comprehensive community agreement that establishes rules and expectations of living in the village community. Violations of this agreement can and will result in immediate eviction from the village. Under the planning and oversight of the Jackson County Homeless Taskforce, Rogue Retreat and the Hope Village Community Council these fears will not come to fruition.

HOPE VILLAGE

Proposed Start Up Expenses

Population 14-28

Preparation Work

Permit Process	10,000
Improvements (water, sewer, electricity)	15,000
City Grant for Improvements/Permits	-25,000
Electric Contractor	2,500
Plumbing Contractor	2,500

Tiny House Village Buildout

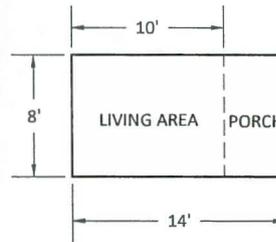
Fencing (Privacy)	2,500
Ground Cover	2,500
Tiny Houses (14 x \$2,500)	35,000
Gathering Facility	15,000
Tables/Chairs/Furniture	Donated
Cook Trailer	Donated
Cooking Canopys (2 @ 150)	300
BBQ's	Donated
Shower, Laundry Trailer	30,000
Restroom Trailer	30,000
Watchman Hut	On Hand
Miscellaneous (Ex: Smoke Dectors/Fire Exst. Etc)	5,000
Total	125,300

Monthly Ongoing Expenses

Administration (includes insurance)	1,500
Case Management	1,500
Propane (BBQ/Cook/Shower/Laundry)	400
Water/Sewer	150
Electricity	200
Maintenance	800
Miscellaneous	200
Total	4,750

Income

House Rent (14 x \$2 day x 30)	840
Grants and Contracts	4,000
Donations	100
Total	4,940



CONCEPTUAL SITE PLAN FOR HOPE VILLAGE

FRONT & 3RD
MEDFORD, OR

Site Details

Zoning: C-C (Comm. Commercial)

Lot Size: 0.34 Acres NET

0.52 Acres Gross

Allowable Housing Density: 30 D.U.

per acre = 15 units

Proposed: 15 Units

Portable Bathrooms and Showers

Outdoor cooking and eating area

Potential Gardening

Each Unit will have a separate

smoke detector and fire

extinguisher

What Eugene City Leaders Have Said ...

“The City Council members and I have watched with interest and appreciation as Opportunity Village was built with donated labor and supplies and the residential community took shape. The City provided the land for the Village for a year as a pilot project. Because the **work there has been so exceptional, the City Council recently approved a two-year extension** of the lease of the property. We consider it **remarkably practical and productive** to utilize this property for a self-managed village of people needing a safe place to shelter, store their possessions, and find community.”

Mayor of Eugene, Kitty Piercy

“By all counts, Opportunity Village has been **successful as a pilot project**. It has gained an **immense amount of community support and goodwill** – from citizens, from the Mayor and City Council, from the neighborhood group, and from the police department. There has also been interest and attention from people around the country – neighborhood and community leaders – who have come to visit and gain ideas and perhaps emulate the concept in their own communities.”

Eugene City Councilor, Chris Pryor

“It has gone better than I thought it would. (The Village) has **not been a burden** to the neighborhood in terms of crime impact.”

Eugene Police Lieutenant, Erik Klinko

“From everything that I have seen and heard regarding Opportunity Village Eugene, it seems to be a **great success**, in terms of their goals and the commitments they made to the residents of the village, the neighborhood and the City Council... **I have received zero complaints** regarding Opportunity Village.”

Eugene City Councilor, Claire Syrett



Rogue Retreat

History & Information

Rogue Retreat is a 501c3 non-profit organization that envisions a community where people who have been homeless have a place to call home and are empowered to strengthen the quality of their lives.

We give hope to the homeless through affordable housing, accountability and life coaching. This is accomplished through providing a combination of affordable housing, case management, housing inspections, life-skills training classes and a clean and sober living environment.

Rogue Retreat was established in 1998 in Medford Oregon to help restore lives of people recovering from many types of addictions and dysfunctions. In 2006 we shifted our focus from recovery housing and developed a Homeless Permanent Supportive Housing Program to serve the needs of community by assisting the homeless get a hand up on their journey from homelessness to stability.

Today Rogue Retreat has 44 apartments, a women's recovery home (Heather's Haven) a Thrift Shop and is actively working on creating a tiny house village (Hope Village) for the homeless.

Rogue Retreat is an active member of the Jackson County Homeless Task Force and is in partnership with the Housing Authority of Jackson County with 23 apartments.

Rogue Retreat was chose by ACCESS at their home town hero celebration to be the non-profit organization of the year in Jackson County in 2014.



ROGUE VALLEY DISTRICT COUNCIL SOCIETY OF ST. VINCENT DE PAUL

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The Rogue Valley District Council of St. Vincent de Paul was established in Medford in 1982. Since then we have steadily grown to offer a broad umbrella of services with an annual budget of \$1.4 million. Our primary source of funds is cash sales from our Thrift Store.

We are dedicated to providing compassionate support and care to the poor and needy in Jackson County, regardless of race, religion, creed, sex, sexual preference or ethnic origin. Although the Society's name is recognized around the world, each Council is locally organized, funded and staffed.

The Council is unique since it is an all-volunteer organization. We pay no salaries or benefits, saving us at least \$500,000 annually. We rely on 300+ volunteers who donated 130,000 hours of support last year.

St. Vincent's provides a 48-bed emergency family shelter, hot lunches six days a week, free groceries, showers and laundry facilities, school supplies and social services (counseling, rent, utility and prescription drug payments, help to obtain legal IDs, clothing, home furnishings, camping equipment, etc.). Through partnerships with LaClinica and Providence, we offer both dental and medical screening.

We are located at 2424 North Pacific Highway. Our campus consists of four buildings totaling 43,000 square feet on nearly four acres of property. Our main building contains our Emergency Family Shelter, Urban Rest Stop (laundry and showers), Food Pantry, Kitchen/Dining facility, Social Services and Administration Offices. Our Thrift Store is north across the parking lot.

Many of the people who come to us are homeless. As we have expanded our shower and laundry facility, we have come to know many of these individuals personally. Some of our members have pursued the idea of a homeless village for ten years or more without success. That is why we are delighted to partner with Rogue Retreat to plan and build Hope Village.

April, 2016