



Jefferson County/City of Port Townsend Housing Action Plan

Housing Action Plan Network Advisory Group



Minutes

November 14, 2007

Housing Action Plan Network

Pope Marine Building, 100 Madison Street, Port Townsend

Members Present: Michelle Sandoval, Al Cairns, Kees Kolff, Sandy Hershelman, Susan Miller, Steve Emery, David Rymph

Staff: Judy Surber, Joel Peterson

Guests: Joe Breskin, Kathy McKenna

Scribe: Judy Surber

Topic	Recommendation/Action	Follow-up (if needed)
Minutes	Approved 9-26-07 minutes with minor edit	Staff to final and post
R-III Minimum Density	Motion to recommend adoption of the proposed revisions to the City’s Comprehensive Plan and Development Regulations. Motion carried 6 in favor, 2 abstaining, 0 in opposition	Staff to provide documentation in record before Planning Commission and City Council
Criteria for Support of Private Projects	<p>Kolff and Cairns presented draft criteria for review of private projects requesting HAPN support (10-28-07)</p> <p>Purpose is to demonstrate to Hearings Examiner that the proposal is supported.</p> <p>Discussion: Does HAPN agree with the City and County definitions of affordable housing?</p> <p>McKenna stated Median income for Jefferson County is \$54,500 per the HUD website.</p> <p>Mixed-use and mixed rate projects appear more successful and more desirable yet still challenging financially. Need for tax credits.</p> <p>It was suggested that criteria be weighted. Also to reconsider “endorsement” and instead review a proposal and state that it meets or does not meet adopted criteria, similar to HPC process. This would</p>	<p>Staff to research adopted definitions in City/County Comp Plans for further discussion.</p> <p>Subcommittee to continue working on the draft criteria.</p>

	<p>speak directly to housing and avoid the potential of endorsing a proposal that may have other non-housing related impacts (e.g., fill a wetland).</p>	
<p>Public Outreach Committee Report</p>	<p>Sandoval and Hershelman joined this subcommittee. Committee is gathering information and video footage. Hershelman noted, “report on impact of building industry on local economy is due in December.”</p>	
<p>Emergency Declaration (ED)</p>	<p>Members asked why the ED included adoption of ESHB 2894? Sandoval stated importance of announcing ED in concert with the plan “what we are going to do?” - Timing critical. Surber suggested ED be linked to public outreach, presentations include “Poised to declare ED, here’s what we are doing, here’s what we can do with your support”. Kolff suggested ED was premature and thus it was too early to ask San Juan to join in.</p>	<p>Staff to review WA Digest records for sales and mortgages vs. MLS</p> <p>Subcommittee to rethink ED timing and related actions.</p>
<p>Public Comment</p>	<p>McKenna noted property in floodplains being purchased, the structures/modulars, could be transferred to Jefferson County Housing Authority or other entity for use.</p> <p>December 13 is annual sale of surplus property – need to get familiar with this process.</p>	<p>Add to “Ideas list”</p> <p>Contact Judy Morris, County Treasurer (guest speaker?)</p>
<p>Next Steps</p>	<p>Go back to low-hanging fruit and determine how to move each item forward.</p> <p>Begin planning our report to Council/ BoCC</p>	<p>Staff to prepare for next meeting</p>