



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: April 21, 2025		Subject: Housing Our Future	
		Staff Members: Kimberly Rybold, AICP, Senior Planner	
		Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		Comments: N/A	
Staff Recommendation: Review and provide comment on the draft Housing Needs and Capacity Analysis and Housing Production Strategy.			
Recommended Language for Motion: N/A			
Project / Issue Relates To:			
<input checked="" type="checkbox"/> Council Goals/Priorities: Increase housing opportunities for all and reach functional zero homelessness	<input checked="" type="checkbox"/> Adopted Master Plan(s): Comprehensive Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

The project team will present the draft Housing Needs and Capacity Analysis (HNCA) and draft Housing Production Strategy (HPS), seeking City Council feedback on the documents.

EXECUTIVE SUMMARY:

The purpose of the Housing Our Future project is to analyze Wilsonville's housing capacity and need followed by creating strategies to meet housing needs. The City's last Housing Needs Analysis was adopted in 2014. Since that time the City has taken a number of follow-up actions related to housing including completing Town Center and Frog Pond master plans and adopting the Equitable Housing Strategic Plan. The current project builds on these past housing initiatives and newly adopted policies. The project is required for continued compliance with Statewide Planning Goal 10 (Housing) under House Bill 2003 adopted by the Oregon legislature in 2019. Having begun in early 2023, the City anticipates final adoption of the project documents in June 2025.

The project includes two primary work products – the Housing Needs and Capacity Analysis (HNCA) and the Housing Production Strategy (HPS). The HNCA identifies unmet housing need in Wilsonville over the next 20 years, focusing on issues related to land need, as well as demographic change and housing affordability. The Planning Commission reviewed an initial draft of the HNCA at a joint work session with City Council in July 2024, and feedback from that work session was incorporated into the final draft HNCA (Attachment 1). Using the recommended actions of the 2020 Equitable Housing Strategic Plan (EHSP) as a starting point, the draft HPS (Attachment 2) proposes actions that Wilsonville can take to help address the unmet housing needs.

At the February 20 work session, City Council reviewed an assessment of the potential impact and key considerations for proposed HPS actions, along with the project team's recommendations of which actions would be best suited to include within the HPS. In making recommendations, City Council considered which actions would meet the City's identified housing needs while being able to be implemented within the six-year period of the HPS, considering funding and staffing limitations. Based on this input, the draft HPS includes the following actions:

- **Planning Work Program Actions:** Actions A (rezoning land), B (housing variety), C (administrative review), D (accessibility incentives and requirements), and E (preserve affordability) generally involve policy decisions related to the Comprehensive Plan and/or Development Code. These actions can be accommodated within the Planning Division's work program during the next six years, either as standalone projects or within other upcoming projects. Taken together, these actions would support the production of a variety of housing types at various price points, along with the preservation of existing affordable housing units.
- **Foundational Actions for the Future:** Actions F (housing specialist) and G (funding source for housing) set the stage for a more comprehensive and robust approach to the City's housing actions in the future. Several of the actions evaluated for consideration in the HPS indicated the need for additional housing-specific staff capacity and funding tools that the City does not currently have and would take time to develop. As several of these

actions were broadly supported by the Task Force, Planning Commission, and City Council, it is critical to implement Actions F and G in this six-year HPS period. Action F, which involves creating position requirements for a housing specialist, was a primary focus of the Task Force's discussion of the proposed actions as it was seen as an essential action to enabling the City to implement additional desired actions in the future. Action G would provide a dedicated source of funding for this position and future housing initiatives, reducing reliance on the City's General Fund.

The draft HPS includes a timeline for implementation of the actions along with a set of metrics that can be used to monitor the City's progress in implementing the HPS. Halfway through the six-year HPS cycle, the City will submit a report to the Oregon Department of Land Conservation and Development (DLCD) that includes a summary of the actions taken by that time and information on the collected metrics. At its final meeting on March 18, the Task Force provided additional input on implementation steps, timeline, and monitoring metrics for the HPS actions. The project team incorporated feedback from this meeting into the draft HPS.

Through this process, the Task Force and City Council identified four additional actions as priorities for future consideration. Creating a rental housing inspection program, expanding land disposition efforts, working with a community land trust, and supporting homebuyer assistance were not included in the HPS due to the need for dedicated staff and funding, but they remain important strategies for addressing the City's housing needs. These actions depend on establishing a Housing Specialist (Action F) and a Funding Source for Housing (Action G). Rather than being part of this HPS, the City may revisit them in a future HPS or housing-related process. The City is not required to report on progress for these actions as a part of this HPS.

Planning Commission held a work session on the draft HNCA and HPS on April 9. The project team will share input from the Planning Commission at this work session.

At this meeting, the project team seeks feedback from City Council on the following question:

- What, if any, additional feedback does City Council have on the draft HNCA and HPS documents?

EXPECTED RESULTS:

Receiving Council feedback on the HNCA and HPS documents prior to adoption hearings in May and June.

TIMELINE:

The project team will incorporate feedback from the Planning Commission and City Council and present a final HNCA and HPS for Planning Commission recommendation in May 2025, with City Council considering adoption in June 2025.

CURRENT YEAR BUDGET IMPACTS:

A portion of City staff time in FY 2024-25 is funded by a \$40,000 grant from the Oregon Department of Land Conservation and Development (DLCD). Phase 3 consultant costs are funded directly by DLCD for a total estimated project cost of \$115,000. Additional project outreach costs of approximately \$10,000 are funded by the Planning Division's professional services budget.

COMMUNITY INVOLVEMENT PROCESS:

The Housing Our Future project has been guided by an inclusive public outreach process. Engagement included creation of a project task force, participation in a variety of public events, interviews, distribution of a housing conversation guide, and engagement through *Let's Talk, Wilsonville!* Outreach has been focused on engaging those most impacted by the high costs of housing, particularly those who are typically underrepresented in these conversations. A summary of the project's outreach is included in Attachment 2, Appendix C.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

As a result of this project, the City will have a clearer understanding of housing needs for the next 20 years and analysis to confirm if there is sufficient land area for the City to accommodate these needs. Creation of a HPS will provide an opportunity to assess the City's progress in implementing recommendations contained within the 2020 Equitable Housing Strategic Plan and prioritize additional actions the City should undertake to meet future housing needs of the community. Pursuit of strategies resulting from this project will continue Wilsonville's efforts to make housing more affordable and attainable for City residents and employees, helping ensure Wilsonville has housing opportunities for different household compositions, ages, abilities, and income ranges.

ALTERNATIVES:

City Council may suggest edits or modifications to the draft documents, including additional refinements to the implementation steps for actions in the HPS.

ATTACHMENTS:

1. Draft Wilsonville Housing Needs and Capacity Analysis – March 2025
2. Draft Wilsonville Housing Production Strategy – April 2025