

**City of Bend
City Manager Sounding
Board to House Our Neighbors
August 18, 2021**

The meeting of the City Manager Sounding Board to House Our Neighbors was called to order at 9:00 a.m. on Wednesday, August 18, 2021, online and by phone.

City Manager Sounding Board: Homelessness Solutions: Megan Perkins, Barb Campbell, Katherine Austin, Briana Manfrass, Hans Jorgensen, Dana Richards, Stacey Witte, Erik Tobiason, Scott Winters, Jeff Payne (alt.)

Absent: Jeff Payne, Scott Winters

1. Welcome & Introductions

2. Agenda Overview, Approval of Minutes

Susanna Julber, Senior Policy Analyst, presented the following updates:

- Sounding Board update will be presented to the Community Building Subcommittee August 25, 2021
- There is a Tiny home cabin shelter model posted behind Bend Church that Chuck Hemmingway and his team will be moving forward with

Member Tobiason presented the following on the Veteran's Village:

- Community center – been delayed 4 to 5 months
- J Bar J and Heart of Oregon built the cabins
- 5 cabins have a roof and electrical completed
- All cabin framing will be completed tomorrow
- Grand opening scheduled for Veteran's Day

Minutes were not approved.

3. Overview City American Recovery Plan Act (ARPA) Funds

Carolyn Eagan, Recovery Strategy and Impact Officer, presented an overview of the ARPA Funds:

- City has a little over \$14 million in ARPA Funds – received \$7 million and will obtain the next payment in a year
- City has received \$4 million dollars in State ARPA funds that have been committed through Representative Jason Kropf and Senator Tim Knopp for two projects
 - \$2 million going to infrastructure improvements in the Core area - the midtown crossings and improvements that are needed on Greenwood and Franklin as well as the Hawthorn Pedestrian Crossing
 - \$2 million is going to the City's acquisition of the Second Street Shelter

- \$1 million will go to the City's houselessness work
- \$1.5 million is dedicated to the managed camp work
- \$1.5 million going to new staffing to support the work that needs to be done as the City recovers
- \$600 thousand is dedicated to the renovations that are going to be needed for both the Second Street and the Division Street shelters
- \$400 thousand is going to projects that were already awarded for with Affordable housing and CDBG funds
 - With the escalating costs related to housing, the City will be able to fill those gaps and those projects can move forward
- \$250 thousand is allocated for workforce development, specifically in construction
- \$200 is going to utility assistance
- \$70,000 is dedicated to downtown
- City has funds set aside to help fill gaps

4. Review of Last Meeting Progress and Actions

Julber reviewed the following progress from the last meeting:

- Paving: Shelters must meet minimum requirements of ADA for paving and circulation
- Outdoor Shelters: determine maximum number of spaces by ratio of one space or unit per each 1,000 feet of gross square footage of property; parking at 0.5 parking spaces per number of space unit
- Multi-Room Shelters: determine maximum number of rooms by using micro-unit formula, with the additional 50% affordable housing density bonus; parking at 0.25 spaces per number of rooms
- Group Shelters: use building occupancy and standards from underlying zoning district to determine occupancy maximums; parking at 0.25 spaces per bed

5. Continued Discussion of Zoning Districts, Sizing Requirements, and Parking and Paving Standards

Members discussed the following changes and updates:

- Outdoor shelter parking:
 - Scale the parking requirement:
 - 0.5 for first 16 units
 - 0.3 for units 17 and more (off-street parking can be provided adjacent to the unit, if vehicle access is provided to each unit, or in separated parking lot) – round down consistent with Bend Development Code (BDC) 3.3
 - Parking can be at designated campsite or space
- Hardship shelters:
 - Change definition of hardship shelter to include "people who lack housing" (consistent with code)
 - In residential zones with a permanent residential use (make clear associated with a residential use)

- Permissible to park in a driveway and in required off-street parking, and do not need to replace it (make it clear in the code)
- Shelter-use must cease at end of permit (RV can stay if is not being used as a shelter); manufactured structure & associated utility connections must be removed within 90 days
- Add “shelter approval” sticker with approval dates for shelter use, like approved signs
- Maximum number of renewals:
 - Two (three-year maximum duration of use)
 - Permit valid for one year, with the ability to renew two times
 - Gap and cessation of permit for six months after end of previous permit, then may re-apply
- Provide resource list with approval and application
 - Keep permit simple one-page, potential filing fee of \$10
- Temp shelters (change to “emergency shelter”?):
 - Change renewal to extension by Emergency Declaration
 - Edit 5. – use of any mobile unit, not hardship shelter
- Shelters:
 - Screening for portable toilets and garbage, in all zones
 - Keep exemption for new landscaping and multi model requirements
 - Public improvement standards:
 - Explore existing modification process – site specific
 - Explore adding additional criteria to the waiver code and carve out for houselessness shelters for offsite improvements
 - Address off-site improvement requirements
 - Could there be a Type I and clear and objective process, and an ability to choose to go to Type II for more flexibility (staff to evaluate)

6. Public Review Overview

Did not discuss due to time.

7. Public Comment

No public comment.

8. Wrap Up/ Action Items/ Set Next Meeting Date

Did not discuss due to time.

9. Adjourn: 11:15 a.m.

Respectfully Submitted,

Kayla M. Duddy
Deputy City Recorder