



Meeting minutes

Meeting: Build Small Coalition
Date/time: Tuesday, Jul. 25, 2017 from 9 to 11 a.m.
Place: Metro Regional Center – 600 NE Grand Avenue, Portland, OR 97232 – Room 401

Attendees

Jill Cropp (Studio Cropp Architecture); Ernest Hayes (Metro); Alma Flores (City of Milwaukie); Joe Wykowski (Community Vision); Beth Gilden (ISS – Portland State University); Tim Miller (Enhabit); David Burdick (Earth Harmony Habitats); Elizabeth Decker (JET Planning); Madeline Kovacs (Portland for Everyone); Elspeth Tanguay-Koo (Village Coalition); Joan Grimm (Portland Alternative Dwellings); Patty Morgan (Pacific Agenda); Kol Peterson (Accessory Dwelling Strategies); Ira Bailey (Portland Housing Bureau); Emily Lieb (Metro); Frankie Lewington (Metro)

Coalition member updates

- Jill Cropp is an architect and owner of Cropp Architecture; currently, her two projects involve ADUs. Jill noted her surprise at homeowners being either confused, or simply lacking knowledge regarding the rules and policies for building ADUs in the Portland Metropolitan area. While conducting research for a client, Jill indicated that an attempt to build an ADU in Beaverton was hindered, mainly due to building codes.
- Ernest Hayes is a Policy Coordinator for Metro Councilor Sam Chase. Ernest mentioned that with the guidance of Emily Lieb, Senior Development Project Manager, he would work with Councilor Chase in formulating housing policy that relates to the work being done by the coalition. However, the policy framework was not yet decided upon, and more information would be provided later in the summer.
- Alma Flores is the Community and Economic Director for the City of Milwaukie. She noted that Metro provided Milwaukie with an equitable housing grant to analyze cottage cluster feasibility; a few components for this analysis included a building code audit and understanding how SDC's are calculated. Because of the mechanisms involving the calculation of SDC's, Alma acknowledged that only three ADU's have been built in Milwaukie.
- Joe Wykowski is the founder and Executive Director for Community Vision, an organization that aims to provide personalized support for adults and youths experiencing disabilities. Joe highlighted that Community Vision had around 200 staff assisting disabled people to live independently. He also mentioned that Community Vision was working on developing the Seven Corners Collaborative, a community space dedicated to disabled families and individuals.
- Beth Gilden is a program coordinator at the Institute for Sustainable Solutions (ISS) at Portland State University. She indicated that ISS was moving away from general exploratory research and instead was focused more on supporting initiatives that are already active. According to Beth, primary research and work by ISS staff included: ADU market research (via GIS and other tools); analysis of ADU designs (including financial tools to dissect costs of ADU development); and an ADU survey for late summer 2017.

- Tim Miller is the founder of Enhabit, a non-profit that provides consultation services for making homes more energy efficient and safe. Most of Enhabit's projects involve energy efficient retrofits, seismic improvements, radon mitigation etc. However, Enhabit is attempting to broaden its scope by including ADUs into its portfolio. Tim noted they are looking at four sites to build ADUs; groundbreaking would occur soon and they would provide housing for homeless families.
- David Burdick represents Earth Harmony Habitats (EHH). EHH is an organization that aims to encourage sustainable and affordable housing. Currently, EHH was focusing on developing a concept design for a home that would result in a net zero impact on the environment. Generally, EHH is attempting to promote a design concept for a home that is able to capture sunlight for energy, harvest water, and grow vegetables. Potentially, EHH would be able to design a home that could act as an ADU.
- Elizabeth Decker is a land use planning consultant for JET Planning. She is currently working on an equitable housing grant that Metro awarded to Oregon City. The grant is meant to establish a code audit for equitable housing types.
- Madeline Kovacs is a coordinator for Portland for Everyone. Portland for Everyone staff is currently focusing on two implementation projects: Portland's Residential Infill Project (zoning reform for Portland single family residential zones) and better housing by design (multi-family residential zone reform). The implementation projects are related to the 2035 Comprehensive Plan for the City of Portland.
- Elspeth Tanguay-Koo is a member of the Village Coalition. She indicated that the Coalition is working in Multnomah and Clackamas counties in order to create more capacity in their existing models to develop villages that provide tiny house sleeping pods. She indicated that tiny house sleeping pods are not properly integrated into infrastructure, nor are they prioritized as a mechanism to limit displacement and assist the homeless.
- Joan Grimm is a co-founder of Portland Alternative Dwellings LLC. Her organization focuses on encouraging the development of small homes with wheels. Joan expressed small homes that are easily transportable are beneficial for the homeless population, a topic relevant to the region. Joan conveyed that she, along with Patty, would provide details about the Build Small, Live Large (November 2017) later in the meeting.
- Patty Morgan is a founding partner of Pacific Agenda, a conference and meeting-planning firm. Patty is working with Joan on developing the agenda and overall framework for the Build Small, Live Large summit in November 2017.
- Kol Peterson is the owner of Accessory Dwelling Strategies, LLC. He indicated that the Accessory Dwelling Unit (ADU) Tour will occur on September 9th and 10th 2017. Another date, September 8, 2017, would be reserved for an ADU workshop from 6pm-9pm.
- Ira Bailey is a staff member at the Portland Housing Bureau. Ira mentioned that he is working on new programming to establish new home ownership and/or home ownership retention. Ira expressed that ADUs were part of the retention strategy for displaced or vulnerable families/individuals. According to Ira, the Housing Bureau is planning on building 40 ADUs in the metropolitan area in order to prevent displacement; the ADUs would be built in basements in order to compensate for costs.
- Emily Lieb is the Equitable Housing program manager at Metro. She provided a general overview of Metro's equitable housing initiative along with information about community planning grants. She also recounted that Metro inherited the Space Efficient Housing Workgroup (now the Build Small Coalition) from the Oregon Department of Environmental Quality.
- Ernest briefly mentioned that Metro Policy Advisory Committee (MPAC) would be conducting a review of SDC's in the region. The review would include an analysis of the status of SDC's in the region, and conceptualize intervention programs to address affordability issues related to SDC's.

Build Small, Live Large Update

Patty gave an in-depth overview of the Build Small, Live Large Summit, scheduled for November 3-5, 2017 at Portland State University. Patty mentioned that each day of the summit will have a different focus: November 3rd - Sessions and presentations; November 4th - ADU and tiny house village tours; and November 5th - Workshops. Other updates include:

- Patty conveyed that interested parties will be able to choose what day(s) they are interested in attending. As for pricing, Patty indicated that the professionals' rate would be \$250 per person, and the individual rate would be \$175 per person. The tours and workshop have additional rates/fees. Online registration would likely open during early August and scholarship information would be available on the summit website as well, along with other updates.
- She indicated there was still someone needed to present at the design and innovation slam. The presentation will be a quick visual representation showcasing the details about ADU development and small housing in general; details about the presentation were not yet finalized.
- Joan provided a brief overview of the target audience, including policy developers, architects, designers, and financial experts. Some of the session topics include aging in place, ADUs housing policy, and ADU development were examples of a few topics for the summit.

2017 Work Plan

Frankie gave a brief summary of how the work plan was developed, noting how coalition members had provided several rounds of input during and in between the course of previous meetings. With that input, Frankie indicated that there were three main focus areas for the coalition in 2017-18:

Catalyze development of ADU development beyond Portland

- Frankie described that a code audit analyzing regulations that affect smaller housing types in all Metro jurisdictions would take place this summer and would be completed by fall 2017. Following the code audit, workshops will be held for interested local jurisdictions to help them strategize and develop code that better facilitates the development of ADUs. This work will start shortly.

Research the economic and equity potential of ADU's to inform development of private financial tools and public incentives.

- Emily described Metro and PSU ISS' coordinated research effort, noting that the research would be informed by the results of the ADU owner/occupant survey that PSU will be sending out this fall. Anticipated components of the research include:
 - ADU owner/occupant survey
 - Analysis of existing ADUs
 - Market research
 - Financing tools/barriers
 - Pilot program case studies
 - Focus groups
- This work is anticipated to begin in fall 2017.

Expand educational awareness from public policy developers to commercial developers and general homeowners.

- Frankie summarized the final focus area, noting that education and outreach would be a large effort of the coalition over the next year and a half. Anticipated education and outreach efforts include:

- Informational sessions and focus groups with homeowners outside of Portland
 - Case studies and tours of ADUs outside of Portland
 - ADU and small home infographics
 - Build Small, Live Large
- The group agreed that more information about building ADUs and understanding market demands were foundational concepts that would help promote the spread of ADU awareness and development in the region.

Frankie noted that the projects associated with the focus areas wouldn't be the only projects that the coalition would be involved with over the next year and a half. Rather, he articulated the importance of focusing the energy of the coalition on a few work streams while also having the flexibility to respond to other issues/projects/ ideas when they come up.

Frankie conveyed that the next meeting would take place sometime in September.

Respectfully submitted,

Amaanjit Singh