

# **CITIZEN INVOLVEMENT PLAN (CIP)**

for

## **Accessory Dwelling Unit Code Amendments**

**Approved by the Committee for Citizen Involvement on October 3, 2017**

### **Project Background**

In October 2016 the Springfield City Council began its analysis of housing affordability in Springfield and started developing options to increase affordable housing within the City. According to the data analysis presented to Council on October 10, 2016, the City of Springfield is currently experiencing a housing shortage. The housing supply is limited at all levels and rental vacancy rates are very low, less than 1%, with the lowest vacancy rates for small rental units. (Generally, a 5% vacancy rate is thought to be healthy.) Housing costs in Springfield are increasing faster than household incomes.

The City Council has been developing a strategy in response to this problem. Among the options presented to Council at work sessions on November 28, 2016, February 13, 2017, April 10, 2017, and May 1, 2017, a program to encourage infill development and bolster Springfield's housing stock through accessory dwelling units (ADUs) was one of the most immediately actionable steps that could be taken.

ADUs can increase housing density within areas zoned Low Density Residential. This increased density will increase the housing available to Springfield residents without expanding the Springfield Urban Growth Boundary or up-zoning or drastically altering the character in LDR zoned neighborhoods. This infill development via ADUs will help to answer the demand for market-rate rental housing in Springfield while preserving the character of Springfield's existing neighborhoods.

Council finds that accessory dwelling units provide a number of public policy benefits, including:

- A. Increasing the number and type of affordable housing units without consuming land in the city's limited inventory of undeveloped land; in particular, accessory dwelling units increase the supply of small rental units for which the vacancy rate is lowest;
- B. Increasing the density in existing neighborhoods and taking advantage of the existing infrastructure;
- C. Creating opportunities for intergenerational living and on-site caretakers/assistants;

- D. Diversifying the demographics of an existing neighborhood;
- E. Providing financial benefit to property owners; and
- F. Triggering economic development at a local scale by providing work to local builders and contractors;

The Springfield ADU Program seeks to increase the presence of ADUs within the City of Springfield through waiver of SDCs<sup>1</sup>, increased public awareness of the possibilities for ADUs, and the reduction in regulatory hurdles in the Springfield Development Code. Council has identified areas where the code could be amended to reduce regulatory barriers and expand the opportunities for ADUs. This Citizen Involvement Plan (CIP) explains how the City will garner public input regarding proposed Development Code Changes.

### **Goal of Citizen Involvement Plan**

To provide citizens the opportunity to participate in the preparation and adoption of amendments to the Springfield Development Code.

### **Input Desired**

Springfield Development Code section 5.4-100 addresses what constitutes an accessory dwelling unit, its purpose, the zones in which it can be constructed, and applicable design parameters. The amendments to the development code will require consideration of how to achieve the following two objectives:

#### *REDUCING REGULATORY CHALLENGES TO NEW ADU CONSTRUCTION*

The core aim of amending the Springfield Development Code is to encourage development of ADUs within the City by reducing regulatory hurdles to new development. As such, developers, home builders and home owners should advise on how to reduce regulation to spur development.

#### *MAINTAINING NEIGHBORHOOD CHARACTER*

The Springfield Development Code, in part, is intended to protect the character of existing neighborhoods within the City. Given that, it is important to retain these protections while reducing regulations on ADU construction. Those interested in the topic can provide insight into how home owners and renters view changes to ADU regulation in their neighborhoods.

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<sup>1</sup> On June 5, 2017, the City Council temporarily waived the city's Systems Development Charges (SDC) for new ADU construction. The SDCs assessed by the Willamalane Park and Recreation District and Metropolitan Wastewater Management Commission are still in effect.

## **Citizen Involvement Strategies**

### **GENERAL PUBLIC OUTREACH**

General public outreach will utilize the media and the internet to reach a broad population.

- Media coverage – The city will prepare periodic press releases.
- City website – A page on the City’s website will provide information about the proposed code amendments, specific information about how to provide input on the code amendments, and contact information for the project manager.
- City’s Facebook page and Twitter – Posts will alert viewers about the code amendment process.
- Springfield Connection - The City’s email newsletter will contain articles about the code amendment process.
- Interested Parties Mailing List – As people express interest, the City will develop an interested parties list in order to maintain contact with those who want to follow the land use process. This list will include people from the developer interest groups, the community interest groups, and the general public.
- Open House – The City will host an Open House to explain and gather input on the proposed development code changes. People will also be able to learn more about the temporary system development charge waiver and talk with staff about how to build an ADU on their property. The Open House will be advertised at one of the sites on the BRING Home and Garden Tour, in various community calendars, as well as through all the outreach efforts listed above.

### **COMMUNITY GROUPS OUTREACH**

Staff will send notice of the Open House and public hearings to the following organizations: Home Builders Association of Lane County, Springfield Board of Realtors, Renter Owners Association, affordable housing providers, the Washburne Neighborhood Association, Chamber of Commerce, City Club, the League of Women Voters and additional groups that could have an interest in the project.

### **COMMITTEE FOR CITIZEN INVOLVEMENT**

The CCI reviewed the Draft Citizen Involvement Plan on June 20, 2017 and will review it again on October 3, 2017. These reviews are conducted in public meetings. The agenda packets for these meetings are posted on the city’s website and emailed to the Planning Commission mailing list, including the local media.

## **PLANNING COMMISSION WORK SESSIONS**

The Planning Commission will hold at least two work sessions to consider Council's direction for potential code amendments and to review and incorporate staff and public input. All work session agenda packets are posted on the city's website and emailed to the Planning Commission mailing list, including the local media.

## **HISTORIC COMMISSION MEETING**

The Planning Commission requested that the Historic Commission provide a recommendation on whether or not to allow ADUs within the Washburne Historic District. As such, the Historic Commission will meet to discuss this matter in a regular meeting that is advertised through the city's website and the Historic Commission email list, including the local media.

## **PUBLIC HEARINGS**

Pursuant to Springfield Development Code 5.1-140(B), notice of all public hearings pertaining to amending the Springfield Development Code will be published in the Register-Guard newspaper. Notices will also be sent to the list of interested parties and the agenda packets sent to the Planning Commission and City Council's respective mailing lists. Both the Planning Commission and the City Council will hold public hearings on the proposed legislative code amendments.

## **NOTICE TO DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT**

The State of Oregon Department of Land Conservation and Development (DLCD) will be notified of development code amendments prior to the Springfield Planning Commission public hearing on proposed changes. DLCD will be notified after these amendments have been adopted by the Springfield City Council.

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