

## Memorandum

Date: February 21, 2024

To: Committee for Community Involvement

From: Darren Wyss, Planning Manager

Subject: HPS Project Working Group

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At its February 27, 2024 meeting, the Committee for Community Involvement (CCI) will review and discuss proposed membership of the Project Working Group for the City's Housing Production Strategy effort. The Project Working Group will review materials and make recommendations to City staff and the project consultant team prior to the final draft Housing Production Strategy being taken to City Council for adoption.

The Housing Production Strategy (HPS) is the second component of [House Bill 2003 \(HB2003\)](#), adopted by the State Legislature in 2019. The first component of HB2003 was adopting a Housing Capacity Analysis (HCA), which projected needed housing units in the City over the next 20 years and identified any deficiencies in available buildable land to meet those needs. [City Council adopted the HCA](#) and zone changes to meet the City's projected multi-family housing needs in October 2023. The HPS follows up the HCA effort and will identify strategies the City will implement over the next six years to help meet the projected needed housing in the community. Prior efforts resulted in the consultant team developing a [Housing Strategies Report](#), which are focused on land supply, policy and code, incentives, and funding sources. The Project Working Group will meet four times over the next eight months.

The role of the CCI in the process is to recommend a purpose, goals, and a list of appointees to City Council for approval. Staff has drafted a purpose statement, goals, and a list of proposed organizations/individuals for the group as a starting point for the CCI discussion. The proposed membership is focused on folks who construct or fund housing development to glean their expertise on strategies that help provide on-the-ground results. Based upon CCI feedback, staff will contact the organizations/individuals and return to the CCI with working group member names at the March 2024 CCI meeting.

### Draft Purpose for HPS Project Working Group

Provide input on the City's Housing Production Strategy by reviewing, discussing, and recommending strategies for City Council to consider.

Draft Goals for HPS Project Working Group

1. Review draft documents and make recommendations
2. Facilitate meetings to be efficient and effective
3. Review final draft Housing Production Strategy document
4. Make recommendation to City Council on final Housing Production Strategy

Proposed Membership of HPS Project Working Group

1. City Councilor
2. Planning Commissioner
3. Neighborhood Association Presidents Group
4. Clackamas County Health, Housing, and Human Services
5. Fair Housing Council of Oregon
6. Habitat for Humanity
7. Affordable Housing Provider
8. Local Development Representative
9. Home Builders Association of Metro Portland

If you have questions about the meeting or materials, please feel free to email or call me at [dwyss@westlinnoregon.gov](mailto:dwyss@westlinnoregon.gov) or 503-742-6064. As always, please submit questions before the meeting to increase the efficiency and effectiveness of the discussion as it allows staff to prepare materials and distribute them for your consideration. Thank you and hope to see everyone on the 27<sup>th</sup>.