



# City Council Agenda

Mayor  
Sean VanGordon

City Council  
Damien Pitts, Ward 1  
Steve Moe, Ward 2  
Kori Rodley, Ward 3  
Leonard Stoehr, Ward 4  
Marilee Woodrow, Ward 5  
Joe Pishioneri, Ward 6

**City Manager:**  
Nancy Newton  
**City Recorder:**  
AJ Nytes 541.726.3700

City Hall  
225 Fifth Street  
Springfield, Oregon 97477  
541.726.3700  
Online at [www.springfield-or.gov](http://www.springfield-or.gov)

Due to Statewide orders regarding social distancing and large gatherings, these meetings will only be available via phone and internet using Zoom. Members of the public wishing to attend these meetings electronically can call in or attend virtually by following the directions below. This information can also be found on the City’s website.

The meeting location is wheelchair-accessible. For the hearing-impaired, an interpreter can be provided with 48 hours’ notice prior to the meeting. For meetings in the Council Meeting Room, a “Personal PA Receiver” for the hearing impaired is available, as well as an Induction Loop for the benefit of hearing aid users.

To arrange for these services, call 541.726.3700.

**Meetings will end prior to 10:00 p.m. unless extended by a vote of the Council.**

All proceedings before the City Council are recorded.

November 8, 2021

5:30 p.m.

Joint Work Session with the Springfield Planning Commission

**Virtual Attendance Only**  
**COVID-19 Precautions:**

**Registration Required:**

**Attend from your computer, tablet or smartphone:**

**Zoom**

**Meeting ID: 828-2170-3365**

[https://us06web.zoom.us/webinar/register/WN\\_CMGf\\_6uSsOyjNYV6CUVhQ](https://us06web.zoom.us/webinar/register/WN_CMGf_6uSsOyjNYV6CUVhQ)

**To dial in using your phone in Listen Only Mode:**

**Dial 1 (971) 247-1195**

**Toll Free 1 (877) 853-5247**

**Oregon Relay/TTY: 711 or 800-735-123**

*(Council work sessions are reserved for discussion between Council, staff and consultants; therefore, Council will not receive public input during work sessions. Opportunities for public input are given during all regular Council meetings)*

CALL TO ORDER

ROLL CALL – Mayor VanGordon\_\_\_, Councilors Pitts \_\_\_\_, Moe\_\_\_, Rodley\_\_\_, Stoehr\_\_\_, Woodrow \_\_\_\_, and Pishioneri\_\_\_.

ROLL CALL – Chair McGinley \_\_\_\_, Vice Chair Landen \_\_\_\_, Koivula \_\_\_\_, Gill \_\_\_\_, Bergen \_\_\_\_, Buck \_\_\_\_, and Salazar\_\_\_.

1. Discussion Questions  
[Sandy Belson] (20 Minutes)
2. Overview of Citizen Involvement  
[Sandy Belson] (20 Minutes)
3. Development Code Update Project – Check In  
[Mark Rust] (10 Minutes)

ADJOURNMENT

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**AGENDA ITEM SUMMARY**

**Meeting Date:** 11/8/2021  
**Meeting Type:** Work Session  
**Staff Contact/Dept.:** Sandy Belson/DPW  
**Staff Phone No:** 541-736-7135  
**Estimated Time:** 20 min  
**Council Goals:** Foster an Environment that Values Diversity and Inclusion

**SPRINGFIELD  
CITY COUNCIL & PLANNING COMMISSION**

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**ITEM TITLE:** DISCUSSION QUESTIONS

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**ACTION REQUESTED:** Foster mutual understanding and ensure a consistent approach to land use policy

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**ISSUE STATEMENT:** The Mayor and City Council appoint members of the Planning Commission to make decisions on land use matters and to advise the Council. The Council and Planning Commission meet every few years to have an opportunity to discuss items of current interest.

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**ATTACHMENTS:** None.

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**DISCUSSION/  
FINANCIAL  
IMPACT:** In preparing for this joint work session, the Mayor asked the Planning Commission Chairperson to identify some questions for discussion.

1. Introductions: Name, term, something you're proud of from the past year

2. Public Meetings: (After staff's presentation on public outreach) This past year of public meetings has looked really different due to COVID-19. What is something that you think went well and something that you'd like to see improve this coming year?

3. Springfield Oregon Speaks

For Commissioners: The Planning Commission was one of the groups chosen to pilot the use of Springfield Oregon Speaks. How has your experience been using Springfield Oregon Speaks?

For Councilors: The City Council is not using Springfield Oregon Speaks. Are there questions about how this platform could work for Council?

4. Development Code Update

We're in the midst of implementing an overhaul of the Development Code. For Commissioners: What is your takeaway from the first phase of the Code rewrite? What questions do you have for City Council?

For Councilors: This is a time for the City to make some policy decisions around middle housing. Where is the Council with respect to "allow", "encourage", or "maximize" middle housing?

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**SPRINGFIELD  
CITY COUNCIL & PLANNING COMMISSION**

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**ITEM TITLE:** OVERVIEW OF CITIZEN INVOLVEMENT

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**ACTION REQUESTED:** Review the attached report and offer recommendations for future public engagement.**ISSUE STATEMENT:** The Committee for Citizen Involvement (CCI) has the same members as the Springfield Planning Commission. Per the City's adopted Citizen Involvement Program, the CCI's role is to ensure adequate opportunity for citizens to be involved in all phases of the land use planning process.

This joint meeting of the City Council and CCI is an opportunity to present an annual report that summarizes citizen involvement in land use planning over the past year. The City Council and the CCI may review, analyze, and evaluate processes used to encourage citizen involvement during the formation and adoption of major policies, legislation, and subsequent involvement when those policies or legislation are implemented.

**ATTACHMENTS:** ATT1 – Council Briefing Memorandum  
ATT2 – Main Street Safety Outreach Summary  
ATT3 – Development Code Update Outreach Summary  
ATT4 – Natural Resource Inventories & Protections for Urban Growth Boundary Expansion Areas Outreach Summary**DISCUSSION/  
FINANCIAL  
IMPACT:** Funding for citizen involvement efforts, including staff time, is incorporated into the Community Development Division's program and project budgets. The Community Development Division funds a 0.5 FTE Communications Coordinator position to enable communications/public affairs staff to support community engagement for comprehensive planning projects and development code updates, as well as other Division communications.

This past year, many public engagement activities that typically would have taken place in-person went virtual to help prevent additional spread of the novel coronavirus. The City invested significant funds in technology to support virtual engagement, which also allowed for people to determine where and when to engage in the process. As the City looks to return to more in-person activities, it is prudent to maintain expanded access to the public process created through these new technologies. Entering the hybrid context (in-person and virtual) will create a new set of challenges as well as opportunities.

This work session is an opportunity to assess what has worked well this past year, identify areas for improvement, and determine priorities for use of limited financial and staff resources to provide people the opportunity to shape comprehensive land use planning decisions.

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**MEMORANDUM**

City of Springfield

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**Date:** 11/8/2021  
**To:** Nancy Newton **COUNCIL**  
**From:** Sandy Belson, Interim Planning Manager **BRIEFING**  
Tom Boyatt, Community Development Director  
**Subject:** Overview of Citizen Involvement **MEMORANDUM**

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**ISSUE:** The Committee for Citizen Involvement (CCI) has the same members as the Springfield Planning Commission. Per the City’s adopted Citizen Involvement Program, the CCI’s role is to ensure adequate opportunity for citizens to be involved in all phases of the land use planning process.

This joint meeting of the City Council and CCI is an opportunity to present an annual report that summarizes citizen involvement in land use planning over the past year. The City Council and the CCI may review, analyze, and evaluate processes used to encourage citizen involvement during the formation and adoption of major policies, legislation, and subsequent involvement when those policies or legislation are implemented.

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**COUNCIL GOALS/****MANDATE:**

Foster an Environment that Values Diversity and Inclusion

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**BACKGROUND:**

Over the past year, the Planning Section of the Community Development Division has managed large and small comprehensive planning projects and processed numerous land use applications that provide opportunities for the public to engage and comment.

**Planning Commission and Committee Meetings**

The Planning Commission and other planning-related committees have been holding virtual meetings via Zoom. Additionally, in response to the pandemic, the City launched [Springfield Oregon Speaks](#), a platform that allows for asynchronous meeting participation and creates a single place for meeting materials for both future and past meetings. Asynchronous means “not happening at the same time.” The entire public meeting is moved to an online format with capacity for pre-recorded presentations and agenda materials viewable on demand. The site handles questions from Commissioners and the public and takes public comment on selected agenda items. Commissioners read the comments on their own time with deliberations and voting occurring during the Zoom meeting. This format has been particularly useful for the public hearings that the Planning Commission holds on quasi-judicial and legislative land use matters. Over the past year, about half the comments that people submit for public hearings have been through the Springfield Oregon Speaks platform, with most of the others coming through email and a few by regular mail.

Building on that success of the Planning Commission’s use of Springfield Oregon Speaks, the Historic Commission, Bicycle and Pedestrian Advisory Committee, and the Community Development Advisory Committee have all started using this platform, as well.

## Major Comprehensive Planning Projects

For each City project that involves adoption or revision of a land use plan or development code, the CCI must approve a Community Engagement Plan that identifies tactics that will provide the opportunity for the public to participate in the development of technical information, and the preparation and adoption of policies, plans, and implementing ordinances, including amendments to the Springfield Development Code.

This memorandum features the outreach and engagement efforts for three comprehensive planning projects over the past year (October 2020 thru October 2021). See attached tables for each of these projects that identify the target audience, tactics used, and participation levels. Most of the outreach materials listed are available on the project websites or can be made available by contacting the project manager.

1 – Main Street Safety Project; [Main Street Safety Project \(mainstreetsafety.org\)](http://mainstreetsafety.org)

2 – Development Code Update; [Springfield Development Code Update Project - City of Springfield Oregon \(springfield-or.gov\)](http://springfield-or.gov)

3 – Natural Resource Inventories and Protections for Urban Growth Boundary Expansion Areas; <https://springfield-or.gov/wetland-riparian-inventories-for-ugb-expansion-areas/>

In addition to these three projects, the City recently applied the Drinking Water Protection Overlay Zone to the Urban Growth Boundary Expansion Areas and is in the middle of the public hearing process to update the Floodplain Overlay District code requirements.

## Lessons Learned when Reflecting on Past Year's Outreach

1. Community members appreciate confirmation that their concerns have been heard.
  2. Not everyone is comfortable with a remote meeting format:
    - Lack of access to computer, internet
    - Uneasiness/unfamiliarity using electronic meeting tools
    - Desire for anonymity
  3. Holding virtual meetings (committees, focus groups) can save on staff time and resources and allow for broader participation. However, in-person outreach can be effective when initially engaging new stakeholders.
    - Shift to electronic meeting format after relationships had been established.
  4. A virtual open house allows community members to participate at their convenience and without any time restrictions. The virtual open house format, especially one using a story map, provides a good opportunity for community members to connect with project staff with comments and concerns.
  5. The online outreach surveys incorporated into the virtual open houses received higher participation levels than typically achieved with in-person events.
  6. In a world of many engaging virtual tools, simple strategies can still be powerful and effective, particularly when reaching groups with limited interest or capacity for electronic communications. Continue using:
    - Posters or flyers
    - Letters/postcards
    - Prepaid return envelope to encourage recipients to provide written comments
  7. There are myriad reasons community members choose not to engage in particular forums (last minute circumstances, lack of interest, other priorities, online format, varying levels of
-

- agency trust), but that should not keep us from attempting to inform and engage a range of stakeholders through a variety of methods as it is hard to know which method will ‘stick’.
8. Consider ways to reach and connect with people in a culturally respectful way. Specifically, “cold call” e-mails may prove ineffective, especially if a relationship might not yet be established.
  9. Podcasts may enable a project to reach audiences outside the typical group of participants.
  10. It is important to close the feedback channel as soon as possible to help reduce misinformation being shared among community members. While this will not prevent it entirely, it does show that we are listening and do care about their participation and feedback.
  11. Phase I of the Development Code Update Project has a fast timeline as it is required to meet the mandated state deadline of June 30, 2022 for the implementation of House Bill 2001. The aggressive timeline and the Covid-19 pandemic have both had an impact on community outreach. Since House Bill 2001, as well as more recent legislation, will bring significant changes to Springfield’s housing code standards, more time to engage community members via in-person and virtual events would have been beneficial.

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**RECOMMENDED ACTION:** Discuss information presented and offer thoughts for future public engagement.

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The Main Street Safety Project’s Community Engagement Plan, adopted in September 2018, describes activities the City and ODOT will implement to assure that interested and affected parties have adequate opportunities to provide meaningful input to the Facility Plan. The last year (October 2020-2021) included two major rounds of community engagement covering the ‘recommend solutions’ and ‘draft plan and policies’ stages of the project. The table below provides an overview of community outreach and participation during this timeframe. Note also that while there were no media releases this year, the project earned media attention following community comments, resulting in one tv story.

Target Audience	Tactic	Outreach	Participation	Notes
Committees	Technical Advisory Committee (TAC)	2 meetings	13 members	Held meetings on 8/12/20, 7/27/21, 9/14/21.
	Strategic Advisory Committee (SAC)	3 meetings	32 members	Held meetings on 12/3/20, 9/27/21.
	Planning Commission (PC)	1 meeting	7 members	Presented at 4/6/2021 Work Session.
Adjacent Business and Property Owners	Local Access Forums	612 postcards	13 participants, 10 additional conversations	Mailed postcards inviting recipients to forums, to watch orientation video, and review forum materials in Jan '21; held two virtual forums in Feb. '21 and had subsequent conversations/meetings with property owners.
	Online Comment Map		160 pins	Documented site usage & access concerns for specific locations received from adjacent business and property owners during Transit Study and Safety Project (on-going).
	Draft Facility Plan Mailer	887 postcards	4 comments received**	Announced release of draft Facility Plan for review and feedback in Sept. '21.
Title VI*	Focus Groups	3 group meetings	49 participants	Presented in collaboration with Timber Point Assisted Living, LCOG Disability Services Advisory Council, Downtown Languages in winter '21.
Broader Community	Website			Managed and updated project information with opportunities to communicate with project team (on-going).
	Fact Sheets	3 fact sheets		Created and disseminated Fact Sheets #4, #5, and #6 (on-going).
	E-Updates	9 emails	Approx. 800 recipients each	Provided notice of upcoming meetings, feedback summaries, and other key project information (on-going).
	Social Media	2 posts	68 engagements	Announced release of draft Facility Plan for review and feedback on Facebook and Twitter on 9/20/2021.
	Civic Groups	6 group meetings	268 participants	Presented in collaboration with Chamber Government Issues Committee, Twin Rivers Rotary, Springfield Rotary, Springfield City Club, Springfield Board of Realtors in winter '20-'21 and fall '21.
	Podcast	1 episode	60 audio plays	Participated in Spent the Rent episode on 10/16/2021.

\*Title VI Communities of Concern are defined by the Central Lane MPO as concentrations of one or more key socioeconomic factors.

\*\*While we can specifically attribute these comments to the mailer, it is possible that other comments submitted during this round of engagement result from the mailer, as well.





The Community Engagement Plan for the Development Code Update Project was first approved on December 18, 2018, with revisions in October 2019 and March 2021. The Project launched its online Virtual Open House at the beginning of summer 2021 where community members could engage and learn about the Project or connect with the city staff with questions or comments. Additionally, the virtual open house outreach included a survey where community members were invited to participate and provide feedback on the Development Code Update – Phase I Middle Housing HB 2001. The following table provides an overview of community outreach and participation done during the last year.

Target Audience	Community Engagement Strategy	Outreach	Participation	Notes
Committees	Housing Technical Advisory Committee	4 meetings	13 members	Includes participant representing various housing interests. Meetings held between 1/12/21 - 2/9/21
	Employment Lands Technical Advisory Committee	6 meetings	8 members	Includes participants representing a broad spectrum of interests. Meetings held between 2/12/21 - 5/6/21
	City Staff Technical Advisory Committee	7 meetings	11 members	Includes city staff with expertise in different areas depending on the code topic. Meetings held between 12/17/20 - 5/7/21
	Governance Committee	1 meeting	4 members	Members include 2 city councilors & 2 planning commissioners. Meeting held 1/20/21
	Planning Commission	14 meetings	7 members	Planning commission representing Springfield residents with various expertise. Meetings held between 10/6/20 – 11/2/21
	City Council	7 meetings and 1 communication memo	6 members	Council members representing different wards of the city. Meetings held between 10/5/20 – 9/7/21
Broader Community	Project webpage			Provide easily accessible project information in one location.
	E-update(s)	8 updates via emails	More than 400 recipients	Provide notice of upcoming meetings and online open houses, feedback summaries, and other key project information.
	Factsheet/FAQ's	3 Factsheets		Information focused on Middle Housing and House Bill 2001.
	Presentations	3 presentations conducted		Springfield Chamber of Commerce (6/21), Springfield Board of Realtors (5/21), Lane Council of Governments (LCOG) Board (2/21)
	Podcast	1 episode		KLCC's Oregon Grapevine: Housing in Springfield (07/21)
	Social Media Campaign	2 social media campaigns		2 Social Media Posts to the City's Facebook, Instagram, and Twitter pages occurred on 08/21, 07/21
	Virtual Open House	Open House in a Storymap format	280 total visits	Project introduction and public information about the significance of the project. Aims to connect and gather feedback from the community.
	Public Survey	1 Public Outreach Survey	80 people responded	Online Public Outreach Survey for Middle Housing Implementation conducted in July 2021.

Since the State’s acknowledgement of Springfield’s urban growth boundary (UGB) expansion in 2019, Springfield is putting plans into action for its UGB expansion areas. One of the first steps is to identify, evaluate, and protect locally significant natural resources in these areas—the key product of the project. In 2020, this project initially set out to address locally significant wetlands and riparian corridors. The scope has recently broadened to include wildlife assessments and Water Quality Limited Watercourses. The project’s Community Engagement Plan (CEP), with updates approved in December 2020, provides the framework for: (1) learning from experts with local and technical knowledge and from the general community, and (2) incorporating that input into work products and decisions as appropriate. In 2021, the primary engagement activity sought feedback on the draft Inventory and Assessment Report for wetlands and riparian corridors.

Target Audience	Tactic	Outreach	Participation	Notes
Broader Community	Website	documents, story map, etc.	435 story map views	Updated with opportunities to review/comment on documents and to communicate with project team (ongoing). Data on overall webpage use are general and may skew interpretation of level of use, as staff also use the site.
	Media Releases	2 media releases	-	The first introduced the project, and the second announced the draft inventory/assessment results were ready for review and feedback.
	E-Updates	2 e-mails	51 recipients	Shared project progress and opportunities for feedback along the way. The number of recipients represents the current subscription list—grown over time.
	E-Intros/Direct Announcements	2 e-mails to 15 stakeholder groups	-	In Nov. 2020, introduced the project to additional stakeholders, which ranged from environmental to economic organizations as identified in the CEP. In Jan. 2021, announced the availability of the draft inventory/assessment results.
	Social Media	3 posts	22 engagements	Announced release of draft inventory/assessment results for review and feedback on the City’s, Willamalane Park & Recreation District’s, and Lane County’s social media accounts on Jan. 21, 2021.
	Survey	1 questionnaire, open 3 weeks	45 responses	Asked participants about the accuracy of the draft inventory/assessment results and asked for general input on protection options. Responded to several email and phone inquiries during and immediately following the review period.
	Posters	11 posters	65 scans	Invited participation in the survey with a QR code for the project webpage. Installed at park and trail locations at and near project areas and at City Hall.
	Article Feature	1 interview	-	The project had a small feature in the Free for All News article about the Willamette River. This opportunity did not originate from the media release.
Adjacent Properties	All tactics for the Broader Community and:	489 letters	At least 5 participants*	Sent letters to owners and occupants within 300 ft. of the project area describing several options for reviewing and commenting on the draft inventory/assessment results. Letters noted a Spanish-speaking staff contact as a resource and the availability of Library computers.
Property Owners in Project Area	All tactics for above groups and tactics to right/below:	11 letters/ 2 e-mails	3 written responses/ additional phone calls	Sent letters to property owners and provided an option for them to respond by writing directly on maps and to return comments to staff with prepaid postage.
	Virtual (Online) Meetings	17 appointment slots	2 bookings/ additional phone calls	Created this tool for property owners to meet with the environmental consultants one-on-one in place of in-person events.

\*Known participation reflects individuals who contacted staff. A portion of these 5 participated in the survey. More than 5 letter recipients may be on the e-mail list.

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**AGENDA ITEM SUMMARY****JOINT SPRINGFIELD  
CITY COUNCIL AND  
PLANNING COMMISSION****Meeting Date:** 11/8/2021  
**Meeting Type:** Work Session  
**Staff Contact/Dept.:** Mark Rust  
**Staff Phone No:** 541-726-3654  
**Estimated Time:** 10 Minutes  
**Council Goals:** Encourage Economic  
Development and  
Revitalization through  
Community Partnerships

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**ITEM TITLE:** DEVELOPMENT CODE UPDATE PROJECT – CHECK IN

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**ACTION  
REQUESTED:** Council and Planning Commission input or feedback on the Development Code  
Update Project. Staff will be providing an update on the project status.

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**ISSUE  
STATEMENT:** The Purpose of the Development Code Update Project is to change the Springfield  
Development Code to support efficient, timely, and clear development review. The  
updated Development Code will support Springfield’s economic development  
priorities and will honor Springfield’s hometown feel now and in the future.

The City Council and Planning Commission meeting jointly presents an opportunity  
to discuss the Development Code Update Project and how new state legislation is  
impacting the Development Code and how staff is working to integrate the new state  
legislation into the update process.

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**ATTACHMENTS:** Attachment 1 – Council Briefing Memorandum  
Attachment 2 – Public hearing timeline

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**DISCUSSION/  
FINANCIAL  
IMPACT:** The City Council and Planning Commission meeting jointly presents an opportunity  
to discuss the Development Code Update Project. There are several new state laws  
that were recently passed in the 2021 legislative session that staff is evaluating and  
assessing if integration into the Development Code is needed.

In January the Development Code Project will begin the public hearings and adoption  
phase with the first joint meeting of the Lane County and Springfield Planning  
Commissions scheduled for January 4, 2022.

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**MEMORANDUM**

City of Springfield

**Date:** 11/8/2021**COUNCIL & PLANNING  
COMMISSION BRIEFING  
MEMORANDUM****To:** Nancy Newton, City Manager**From:** Mark Rust, AICP, Current Planning Supervisor  
Tom Boyatt, Community Development Director**Subject:** Development Code Update Project –Check In

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**ISSUE**

The Purpose of the Development Code Update Project is to change the Springfield Development Code to support efficient, timely, and clear development review. The updated Development Code will support Springfield’s economic development priorities and will honor Springfield’s hometown feel now and in the future.

The City Council and Planning Commission meeting jointly presents an opportunity to discuss the Development Code Update Project and how new state legislation is impacting the Development Code and how staff is working to integrate the new state legislation into the update process.

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**COUNCIL GOALS/  
MANDATE**

Encourage Economic Development and Revitalization through Community Partnerships

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**BACKGROUND**

Staff last presented to the City Council on this project at the regularly quarterly work session on September 7, 2021. Staff has been meeting with the Planning Commission on a regular basis in work session to review the draft development code sections. The most recent Planning Commission work session was held on November 2, 2021.

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**DISCUSSION**

The City Council and Planning Commission meeting jointly presents an opportunity to discuss the Development Code Update Project. There are several new state laws that were recently passed in the 2021 legislative session that staff is evaluating and assessing if integration into the Development Code is needed. Below is a summary of many of these new laws that are being evaluated.

**Senate Bill (SB) 458 – Middle Housing Land Division**

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/SB458>

Description: Creates a land division process based on the existing expedited land division process to divide new middle housing dwelling units into separate lots or parcels. The City participated in workgroup meetings to discuss amendments and submitted testimony that shared our concerns that the bill had the potential to add confusion/complexity to the regulatory system and to cause confusion between the definitions of duplex, triplex, fourplex and townhome and could make things more difficult for builders/developers.

Effective Date: January 1, 2022

Recommended implementation:

- Incorporate expedited land division procedures directly into the development code in section 5.12 for land divisions, as new subsection series 200. (Rather than retain current code’s reference to state statutes only)

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- Add new tentative land division code for middle housing land divisions in same section as new expedited land division code
  - Adopt language for approval criteria and conditions as close to the statutory language as possible
  - Specify right of way improvement standards that must be met, as anticipated in the Department of Land Conservation and Development’s Frequently Asked Questions on SB 458 but not specifically identified in statute
  - Incorporate special appeal requirements into new proposed procedures sections, including reference to state statutes where state requirements are detailed

Status of implementation: proposed code changes are drafted, Planning Commission discussion possibly on 11.16.21

**House Bill (HB) 2583 – Defining Family and Occupancy Limits**

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/HB2583>

Description: Prohibits local governments from establishing or enforcing maximum occupancy limits in residential dwellings based on familial or nonfamilial relationships among occupants.

Effective Date: January 1, 2022

Recommended implementation:

- Incorporate changes into code update project. During gap between effective date (Jan 2022) and residential code update adoption (June 2022), do not take enforcement action based on current occupancy limits, which are all based upon relationship status in the current code.
- In code update draft, adopt definition of a single dwelling to have occupancy limit of 2 persons per bedroom, plus one additional person.
- Adopt new definition of “bedroom” based loosely on building code requirements, accounting for fact that existing homes’ bedrooms may not meet current egress requirements (because window heights too high, etc.).
- Remove special regulations for “boarding houses” and regulate under occupancy limits of the dwelling only. Consider combining “rooming house” and “bed & breakfast” regulations.

Implementation status: proposed code changes are drafted, Planning Commission review on 11.2.21

**Senate Bill (SB) 8 – Affordable Housing in Commercial and Industrial Zones**

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/SB8>

Description: Restricts local governments from denying or limiting the approval of affordable housing applications within areas zoned for commercial and industrial use, subject to certain zoning and property ownership conditions. The measure establishes density standards and conditions under which local governments must approve affordable housing applications.

Effective Date: January 1, 2022

Recommended implementation:

- Draft a new special standards section in 4.7 for “Affordable Housing Development” that implements affordable housing requirements to qualify under SB 8, reflects density bonuses that are allowed in residential districts
- In special standards section, specify and adopt an “authorized density level” for commercial/industrial zones (authorized height level should be same as underlying zone)

Implementation status: need to draft proposed code changes

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**House Bill (HB) 2008 – Affordable Housing by Religious Nonprofit Corporations**

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/HB2008>

Description: Limits local government restrictions on affordable housing provided by religious nonprofit corporations to health, safety, habitability, and infrastructure concerns, and local governments are required to approve affordable housing developments on any parcels zoned other than industrial or that are contiguous with residential zoned parcel without requiring those parcels be rezoned as residential.

Effective Date: September 25, 2021

Recommended Implementation:

- Draft a new special standards section in 4.7 or combine with SB 8 special standards.
- Advise current planning staff that bill is currently effective and will have to be applied directly if/when there is a qualifying application prior to implementation in the code.

Implementation status: special standards need to be drafted

**House Bill (HB) 3261 – Affordable Housing Through Conversion of Hotels**

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/HB3261>

Description: Requires local governments to allow the conversion of a property from use as a hotel or motel for use as an emergency shelter or affordable housing. These projects apply only within the urban growth boundary. Additionally, local governments may impose standards related to natural disaster or hazard mitigation

Effective Date: May 6, 2021

Recommended implementation:

- Draft a new special standards section in 4.7 or combine with SB 8 special standards. This bill affects non-residential properties only because hotels/motels are not a permitted residential use currently, so it can be delayed if Phase 2 goes forward after Phase 1. Consider whether aspects should be adopted into municipal code.
- Advise current planning staff that bill is currently effective and will have to be applied directly if/when there is a qualifying application prior to implementation in the code.

Implementation status: proposed changes need to be drafted

**House Bill (HB) 3109 – Childcare Facilities**

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/HB3109>

Description: HB 3109 preempts the City from imposing any standards in residential and commercial zones on "family child care homes" beyond what applies to other residences in those districts. Special standards for family child care homes would merely serve to recite the state's certification or registration requirements, which will apply regardless of what is in Springfield's land use regulations. Removing the special standards also means that the City will not need to amend the code (or change the draft code) if the state regulations change in response to HB 3109.

HB 3109 also preempts City regulation of larger "child care facilities" in commercial zones, and requires the City to allow them in light and medium industrial zones. The City can apply reasonable conditions to child care centers in industrial zones, which will be needed to ensure that children can be cared for safely in these locations.

Effective Date: January 1, 2022

Recommended Implementation:

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- Remove special standards for family child care homes in residential zones, which complies with the requirement to apply only standards that apply to other residential uses/dwellings in that zone (Phase 1)
  - Revise schedule of use categories to allow family child care centers in all commercial zones, and child care centers in all commercial and Light-Medium Industrial (LMI)/Campus Industrial (CI) zones. Specify in code the standards and reasonable conditions that apply to industrial zones. (Phase 2)

Implementation status: changes to residential, commercial, industrial schedule of uses have been drafted; changes to 4.7-125 to apply to industrial properties have been drafted.

**House Bill (HB) 2884 – Final Plat After Validation of Unit of Land**

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/HB2884>

Description: Extends the time for a property owner to record the partition plat following a validation of the land from 90 to 365 days and allows all existing validated permits to become lawfully established parcels if recorded by December 31, 2022.

Effective Date: January 1, 2022

Recommended Implementation:

- City Attorney's Office memo to current planning and surveying staff describing extended timeline for lot validation final plat process, follow up training if needed. Extension is temporary because does not apply after December 31, 2022, and so no code changes are needed.

Implementation status: Not started yet

**House Bill (HB) 2312 – Legal Lots Created Through Court Judgment**

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/HB2312>

Description: Provides that lawfully created units of land with property lines that have been relocated pursuant to a circuit court judgment may also remain intact without additional validating procedures and prohibits denying permits because of the judicial boundary change. Under current Oregon law, a lawfully created lot or parcel of real property remains intact unless it is subdivided, or relevant lot lines are vacated.

Effective Date: January 1, 2022

Recommended Implementation:

- City Attorney's Office memo to current planning and surveying staff that court judgements are to be treated equivalent to a property line adjustment, follow up training as needed.

Implementation status: Not started yet

**House Bill (HB) 2006 – Emergency Shelter Approval**

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/HB2006>

Description: Requires local governments to approve applications for emergency shelters meeting certain criteria, notwithstanding local land use regulations, zoning ordinances, comprehensive, or other locally adopted plans. Decision to approve is not a land use decision. Also provides protections around designated areas relating to natural disasters or hazards. Shelter applicants must submit applications before June 30, 2022 to qualify.

Effective Date: May 12, 2021

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Recommended Implementation:

- Inform staff of this bill and direct potential applicants to the requirements in the statute.

Implementation status: Not started yet

**SB 762 – Fire Preparedness/Response**

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/SB762>

Description: Omnibus fire preparedness/response bill. Section 11 requires the Department of Land Conservation and Development (DLCD) to identify updates needed to statewide planning program, local comprehensive plans and zoning codes needed to incorporate new fire risk maps that are directed to be developed in the bill (Section 11). Section 12 requires updates to state building codes.

Effective Date: July 19, 2021; DLCD implementation deadline October 1, 2022

Recommended Implementation:

- City Attorney’s Office memo or information to planning, building, and emergency management staff
- Unknown until DLCD begins new rulemaking process. Likely to be a technical advisory committee for DLCD’s rulemaking process
- Possible approach to implement code or plan changes in conjunction with other Goal 7 updates for landslide risks, timed with Phase 3 of code update

Implementation Status: Not started yet

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**NEXT STEPS**

Staff is planning a regular quarterly update to the City Council in a work session on January 3, 2022.

Staff is conducting the next work session with the Planning Commission on November 16, 2021.

Staff is planning to conduct the first joint public hearing on the draft code amendments with the Lane County Planning Commission and the Springfield Planning Commission on January 4, 2022. A public hearing timeline is included as Attachment 2.

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**RECOMMENDED ACTION**

No formal action is needed or requested. This meeting is an opportunity for the Council and Planning Commission to provide input and feedback on the Development Code Update Project.



<b>DRAFT - Development Code Amendments Adoption Schedule</b>	
Planning Commission (PC) Work Session (WS) d	September 11, 2021 - 30 min.
PC WS on Residential Code	October 5, 2021 - 1 hour
PC WS on Residential Code	October 19, 2021 - 1 hour
PC WS on Residential Code	November 2, 2021 1 hour WS during reg.
PC WS Final Rec on code	November 16, 2021 (2 hour WS)
Measure 56 Notice mailed 20-40 days prior to PC hearing	November 25, 2021
Dept of Land Conservation and Development	November 30, 2021
<b>PC Hearing (joint with Lane County PC)</b>	<b>January 4, 2022</b>
First City only PC deliberation OR Second PC hearing date	January 18, 2022
City only PC deliberations (or joint PC delib?)	February 1, 2022
City only PC deliberation (or joint PC delib?)	<b>February 15, 2022 Optimistic for final recommendation from city PC</b>
City only PC final rec. (or joint PC decision)	February 22, 2022 Back up date for City PC final recommendation
LCPC delib and final recommenation	March 15, 2022
City Council (CC) WS - Quarterly Check-in	January 3, 2022
<b>SPRING BREAK March 21-25</b>	
Newspaper notice 14 days	April 11, 2022
Board of County Commissioners (BCC) WS	April 12, 2022
BCC 1st reading (13 days before PH)	April 12, 2022
JOINT CC/BCC WS (same ngt as hearing)	April 25, 2022
<b>CC/BCC public hearing and BCC 2nd reading</b>	<b>April 25, 2022</b>
Continued public hearnig? potential deliberation / decision BCC 3rd reading	May 2, 2022
CC/BCC deliberation and decision	May 9, 2022
Continued CC/BCC deliberation and decision	May 16, 2022
<b>CC decision*</b>	<b>May 23, 2022</b>
BCC packet done (3 weeks before BCC mtg)	May 23, 2022
<b>BCC decision</b>	<b>June 13, 2022</b>
DLCD notice (w/in 7 days of decision)	June 20, 2022
30 day effective date of city ordinance	June 22, 2022
21 day appeal period/DLCD acknowledged	July 5, 2022
<b>DEADLINE FOR ADOPTION (HB 2001)*</b>	<b>June 30, 2022</b>