

## Housing Affordability Code Task Force — Executive Summary

### April 2, 2026

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Review of the Code Amendment Tracking spreadsheet and status of several code text amendments. The bicycle parking code text amendment the Task Force wanted to move through to City Council as previously written was scheduled for first reading at the March 16, 2026, City Council meeting. This item was pulled and brought back to the TF for additional discussion. ***TF members are asked to review the staff recommendation for short term parking and information in the draft ordinance and provide comments.***

The Detention Pond draft ordinance and staff report was also pulled from the Planning Commission agenda and brought back to the TF for review and discussion. ***Ron Abeloe, Dillon Foster, Mark Austin, and Ivan Geer will review the Detention Ponds information and provide comments.***

Again, there was discussion about the Planning Commission exploring removal of parking minimums. The TF supports the concept but emphasized moving forward on a separate track from bicycle parking and the larger policy implications that may require deeper review.

Priority code amendments in progress include Bicycle Parking, Certified Irrigation Designer, Significant Trees, Detention Ponds, Revocable Permits.

Limited discussion regarding the Zoning Board of Appeals including the current structure resulting in staffing/availability issues. The proposed solution is to have City Council appoint any Planning Commission member as needed to ensure the board can be convened when required.

### **Code Cleanup & Clarifications**

Community Development staff continues to identify code language that is minor but necessary to fix in order to eliminate conflicts, unclear language. Some of these are not urgent as projects are not being held up but changes will improve the usability of the code.

### **Additional Priority Topics**

- Minimum lot size and width (ongoing internal analysis)
- Alternative landscape plan (delayed due to staffing)
- Retaining walls / fences

### **Policy & Strategic Discussions**

Housing Needs Assessment + Strategy (state-mandated, ongoing)  
Comprehensive Plan update targeted for 2027

- Required additions:
  - Water element
  - Strategic growth plan

Redevelopment area incentive policy needs renewal/update

### **Internal Process Improvements**

Tamra provided an update on process improvements including Bluebeam implementation (digital review and signatures), Energov workflow improvements, website and checklist updates, and Planner-of-the-day system (reducing meeting load).



Tamra will provide a summary of the process improvements at the first meeting in May. A key challenge for Community Development is staffing shortages.

Feedback from the TF on the review process includes delays due to holding comments until all comments are complete. TF members are requesting Community Development release comments as they are received (especially engineering comments) as these take the longest from the applicant side to address. The TF is also interested in shared Bluebeam review sessions.

Community Development staff are open to exploring improvements but is concerned about conflicting comments and subsequent comments in later reviews.

### **Housing Needs Assessment Discussion**

The TF briefly discussed the Housing Needs Assessment emphasizing their concern that the current process is over-focused on subsidized housing. The TF believes the Housing Needs Assessment needs to address the full housing spectrum (market-rate included). It was acknowledged that the Housing Needs Assessment is a state requirement and is required in order to receive funding.

Several listening sessions have been scheduled with the HNA Consultant (2 sessions for Developers and 2 sessions for Service Providers). Staff also emphasized the importance of TF engagement during the strategy phase which comes later in the HNA process.

The TF agreed to move back to biweekly meetings rather than monthly meetings and discussed having one meeting dedicated to code amendment discussions and the other meeting dedicated to policy level discussions.

### **Action Items**

- TF review short term bicycle code language and provide feedback to city staff.
- Subcommittees to continue work on:
  - Survey issues
  - TEDS Scoping & Updates
- Evaluate:
  - Minimum lot size/width direction (staff-led, Task Force review)
- Determine feasibility of:
  - Early release of review comments
  - Bluebeam shared review sessions
- Continue housing needs assessment process:
  - Participate in focus groups
  - Prepare for strategy phase input
  - Engage in housing strategy development (high priority)