



Planning Commission Minutes

Note: Anyone wishing to speak at any Planning Commission meeting is encouraged to do so. If you wish to speak, please rise and, after you have been recognized by the Chair, give your name and complete address for the record. You will then be allowed to speak. Please note the public testimony may be limited by the Chair.

January 27, 2026

**Planning Commission, City Council, and Housing & human Services Advisory Committee
Joint Study Session
Minutes**

I. CALL TO ORDER:

Chair Verner called the joint meeting to order at 7:01 p.m. at the Civic Center Council Chambers, 1175 E. Main Street.

Commissioners Present:

Lisa Verner
Eric Herron
Jay Lininger
John Maher
Susan MacCracken Jain

Councilors Present:

Tonya Graham
Eric Hansen
Bob Kaplan
Derek Sherrell

Committee Members Present:

Noah Werthaiser
James Dykstra
Montana Hauser
John Maher

Absent Commissioners:

Kerry KenCairn
Russell Phillips

Absent Councilors:

Dylan Bloom
Jeff Dahle
Gina DuQuenne

Absent Committee Members:

Ashley Laube

Council Liaison:

Jeff Dahle (absent)

Staff Present:

Brandon Goldman, Community Development Director
Derek Severson, Planning Supervisor
Linda Reid, Housing Program Manager
Michael Sullivan, Executive Assistant

II. ANNOUNCEMENTS

1. **Staff Announcements** – None
2. **Advisory Committee Liaison Reports** – None

IV. PUBLIC FORUM – None

V. DISCUSSION ITEMS

Manufactured Home Park Zoning Code Concepts





Planning Commission Minutes

Review and discuss proposed development code concepts and recommendations for establishing a new Manufactured Home Park Zone (MHPZ) designation, intended to preserve existing parks and align Ashland's code with state housing statutes and best practices. The study session will focus on key policy choices related to density, redevelopment flexibility, tenant protections, and design standards to inform direction prior to drafting hearings-ready code amendments.

Brandon Goldman, Director of Community Development, introduced the manufactured home park zoning project as one of approximately 15 strategies from the 2023 Housing Production Strategy aimed at supporting and maintaining manufactured home parks as critical housing resources. The joint session provided an opportunity for participants to learn about the project, ask questions, and identify areas needing further consideration for code amendments. Funded through a Department of Land Conservation and Development technical assistance grant, the project incorporated input from a Management Advisory Committee.

Scott Fregonese from 3J Consulting presented an overview, focusing on facilitating housing protection, affordability, and housing options (see attachment #1.) He stated that the consulting team conducted case studies of Portland, OR, Bellingham, WA, and Fort Collins, CO to identify successful approaches. Recommendations included modernizing lot standards, increasing dimensional flexibility, simplifying landscaping requirements, creating redevelopment paths, allowing community-serving uses, updating unit standards, strengthening tenant protections, clarifying procedures, and updating definitions.

Discussions arose around wildfire safety and balancing density with safety considerations. The group highlighted the importance of pathways to resident-owned communities and the necessity of considering Ashland's land costs when incentivizing new parks. There were questions about how to balance density with fire safety, particularly regarding setbacks, accessibility for emergency vehicles, and fire-resistant materials. Additionally, they discussed how annexation of parks should adhere to affordable housing requirements. It was clarified that existing parks wouldn't be required to fully comply with new standards when making limited improvements, instead using a conditional use permit process. The Planning Commission emphasized the importance of involving park residents in discussions, planning an open house to gather input.

VI. ADJOURNMENT

Meeting adjourned at 8:35 p.m.

*Submitted by,
Michael Sullivan, Executive Assistant*

Manufactured Home Park Zone



Planning Commission, City Council, and HHSAC Joint Study Session
January 27, 2026, 7:00 PM - 8:00 PM

An aerial photograph of a town with a mix of residential and commercial buildings, surrounded by trees with autumn foliage. A solid blue horizontal banner is overlaid across the middle of the image, containing the text 'Project Overview' in white. The background shows a dense residential area with houses and streets, interspersed with larger commercial buildings and parking lots. The trees are in various shades of green, yellow, and orange, suggesting a fall season. The overall scene is a typical suburban or small-town landscape.

Project Overview

Manufactured Housing Developments

Zone Designation Development

Project Background: The MHPZ is a part of Ashland's Housing Production Strategy to protect manufactured home parks from redevelopment pressures.

DLCD Grant: Ashland received a technical assistance grant from the Oregon Department of Land Conservation and Development (DLCD) to fund the creation of the MHPZ ordinance.

Consultant Engagement: 3J Consulting has been contracted to conduct a code audit, review existing regulations, and draft the new MHPZ ordinance.

Design Standards: The ordinance will set standards for density, lot size, setbacks, utilities, and more to preserve existing parks and possibly allow higher-density development and smaller unit sizes.

Public Engagement: The process will involve public meetings, advisory committee input, and hearings before the Housing and Human Services Advisory Committee, Planning Commission, and City Council.

Manufactured Housing Developments

Project Purpose

- **Facilitate housing production, affordability, and choice.**
- **Prepare development code amendments to comply with and exceed housing statutes.**
- **Create a new zoning designation for Manufactured Home Parks in accordance with House Bill 2001.**
- **Develop a new Manufactured Home Parks zone intended to preserve existing parks**
- **Explore allowances for higher manufactured home densities.**

Housing production Strategies (<https://www.ashland.or.us/hps>)



- Encourage development of low- and moderate-income affordable rental housing
- Increase opportunities for affordable homeownership
- Encourage development of income-restricted affordable housing units
- Preserve existing of low- and moderate-income affordable housing

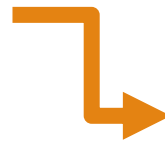
Manufactured Housing Park Zone

Key Project Tasks

1. Code Audit & Code Concepts



2. Draft Code Amendments



3. Final Code Amendments



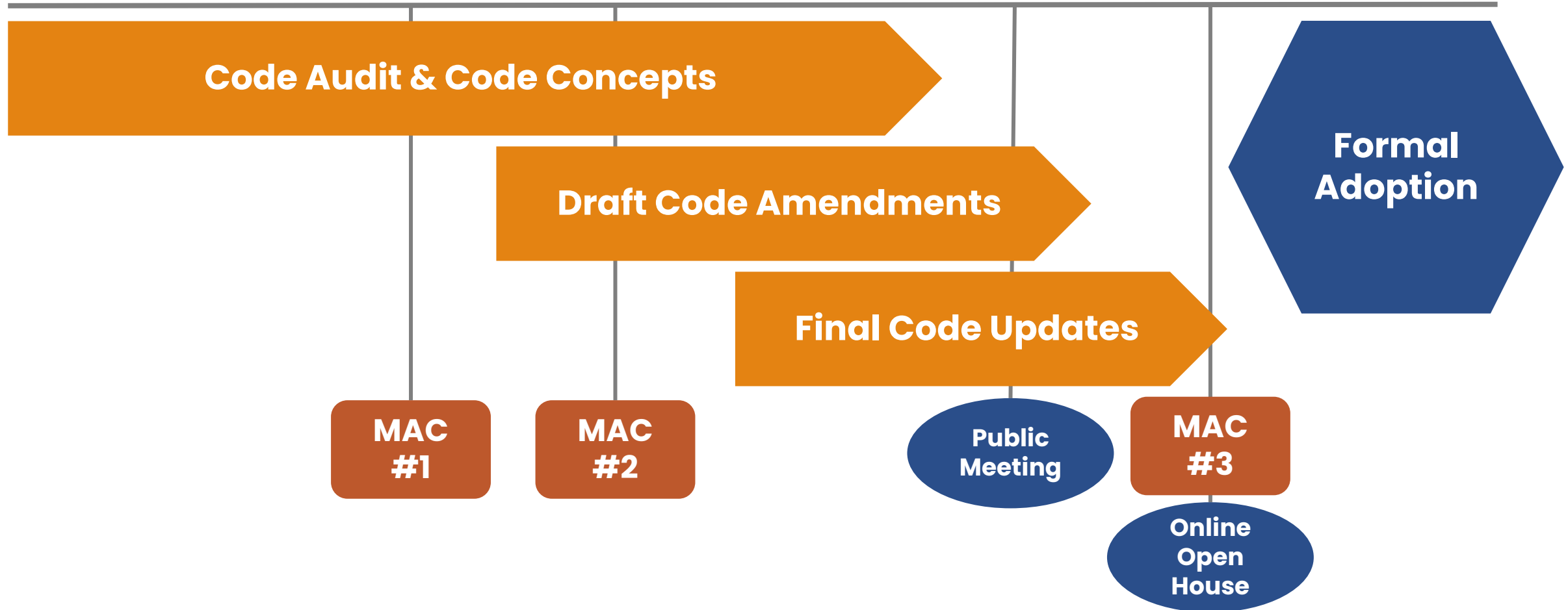
4. Formal Adoption Process



Manufactured Housing Park Zone

Project Schedule

2025
July August September October November December 2026
January February March



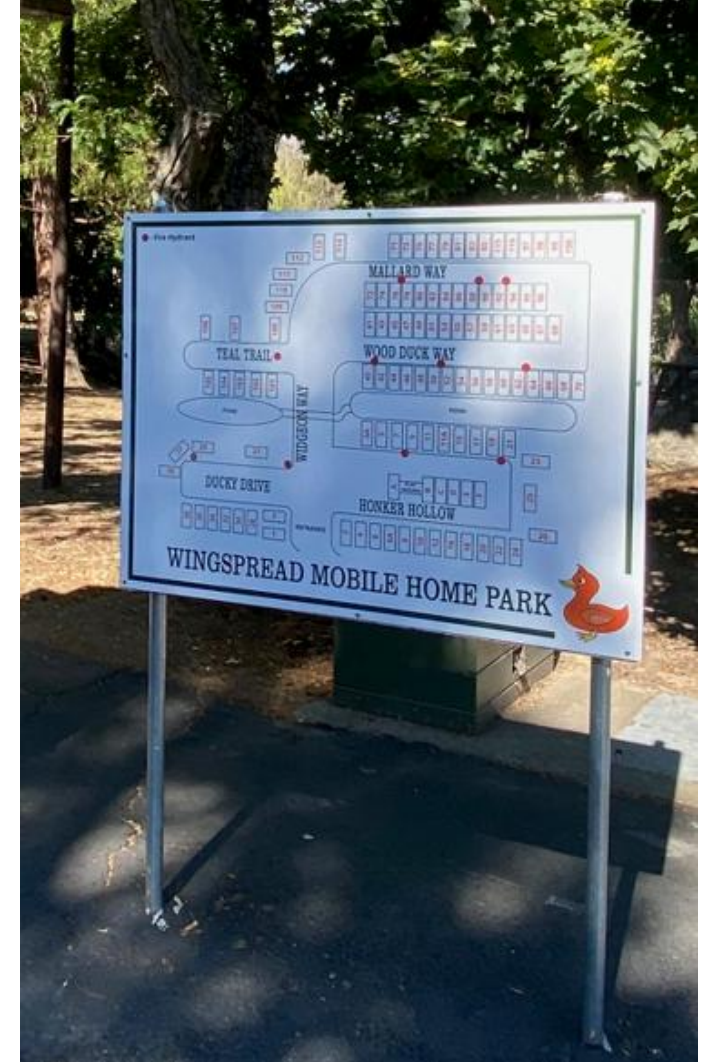


Existing Manufactured Home Parks



Existing Manufactured Home Parks – Wingspread

321 Clay St
20.4 acres
~ 116 units
Zoned: Zoned R-2



Existing Manufactured Home Parks – Tolman Creek



215 Tolman Creek Rd
38 Units
6.6 Acres
Zoned: Zoned R-1-3.5

Existing Manufactured Home Parks – The (Upper) Pines



1565 Siskiyou Blvd

- 51 Units
- 2 commercial buildings on Ashland St.
- 1 small commercial building on Siskiyou Blvd.

2.6 Acres

Zoned: C-1



Existing Manufactured Home Parks - Siskiyou Village



2799 Siskiyou Blvd ~ 49 units



Existing Manufactured Home Parks – Nauvoo Park Estates

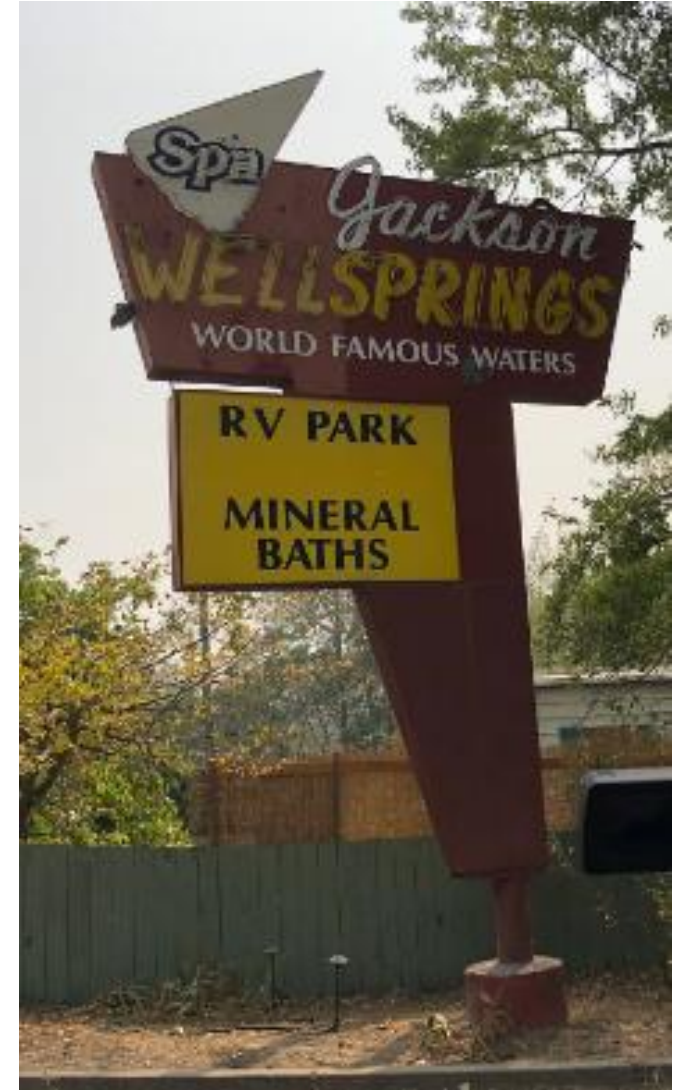


2020 Hwy 99 ~ 42+ units

Existing Manufactured Home Parks – Jackson Wellsprings



2253 Hwy 99 ~ 16 'permanent' units





Case Studies



Manufactured Housing Park Zone

Case Studies

Introduction

- These case studies give examples of other cities that have successfully increased manufactured homes densities and/or implemented a zone that is specific to Manufactured Homes.

Portland, Oregon



Bellingham, Washington



Fort Collins, Colorado



Manufactured Housing Park Zone

Case Studies

Summary Conclusions

- These case studies suggest several options for Ashland to Consider.
- Portland emphasizes flexibility, density incentives, and integration with affordable housing goals.
- Bellingham focuses on long-term preservation and tenant rights, creating strict land use controls through a protective overlay and a structured sale notification process.
- Fort Collins prioritizes land use consistency and design standards, embedding preservation directly into the zoning framework while allowing limited compatible uses.

An aerial photograph of a town with a mix of residential and commercial buildings, surrounded by trees with autumn foliage. A solid blue horizontal banner is overlaid across the middle of the image, containing the text 'Stakeholder Interviews' in white, bold, sans-serif font.

Stakeholder Interviews

Stakeholder Interviews

- **2 interviews conducted with park owners or representatives**

Key Themes

- **Support Modernization Without Penalizing Upgrades**
- **Increase Flexibility for Nonconforming Sites**
- **Balance Protection with Practical Incentives**



Potential for a New Manufacture Housing Zone

Stakeholder Interviews

Generally, no support for a new Manufacture Housing Park Zone

- Owners and managers prefer to keep the existing base zoning and not explore a zone change

Incentives don't outweigh the flexibility of the base zone

- Additional density, allowance of other affordable housing types, relaxed standards

Owners and managers, all plan to continue to operate as a Manufacture Housing Park

- Explored redevelopment options like apartments but it was not financially feasible
- For the most part the parks are profitable

Potential for a New Manufacture Housing Zone

Stakeholder Interviews

Improvements are necessary to modernize and streamline the existing code

- Needs to meet or exceed housing statutes, make it easier for staff and owners to navigate

There is still path forward with or without a new zone

- Either way we'll be modifying the existing zone

The Initial Code Audit Findings will outline some of the recommendations for the current and/or new zone

- There are many ways to improve the code





Code Audit Key Themes



Code Audit

Key Themes

Theme 1

Density and Lot Standards: Current code includes minimum and maximum density limits that may constrain redevelopment and park expansion.

Theme 2

Setbacks and Dimensional Flexibility: Existing setback standards vary across parent zones, creating unnecessary complexity.

Theme 3

Landscaping and Open Space: Landscaping and open space standards may act as development barriers.

Code Audit

Key Themes

Theme 4

Redevelopment and Nonconforming Parks: Many older manufactured home parks face challenges modernizing due to nonconforming status or aging infrastructure.

Theme 5

Use and Design Flexibility: Allowing limited nonresidential and community-serving uses (daycare, office, coffee shop, clubhouse) within manufactured housing parks would support livability and integration.

Theme 6

Tenant and Affordability Protections: To balance redevelopment with resident stability, tenant protection measures should be considered.



Code Audit Recommendations



Code Audit

Recommendations

Modernize Density and Lot Standards

- Remove minimum and maximum density limits, allowing other requirements to determine lot size
- Lot width: eliminate minimum width and depth requirements or reducing size requirements
- Density and lot regulations regulated instead by:
 - Fire access standards
 - Infrastructure capacity
 - Open space and circulation design
 - Lot area, height, setbacks, & minimum lot coverage

Why This Matters

- Eliminates barriers to housing production.

Code Audit

Recommendations

Increase Dimensional Flexibility

- Change minimum width from 12 feet to 10 feet
- Change setbacks to:
 - 5 feet on all internal sides or the minimum fire code standard.
- Allow encroachments for:
 - Porches and Decks if made with fire-safe materials
- Apply one uniform dimensional standard to manufactured home parks regardless of parent zone.

Why This Matters

- Reduces complexity and improves efficiency.
- Reflects multiple design options for manufactured housing design.

Code Audit

Recommendations

Remove Standards That Exceed State Law

- Eliminate minimum floor area requirements for manufactured homes on single lots to mimic single-family home requirements
- Remove roof pitch requirements
- Remove some exterior material mandates that are not mentioned in HUD regulations
- Apply same design standards as single-family residential zones to single lot manufactured homes

Why This Matters

- Improves legal compliance
- Reduces barriers to development

Code Audit

Recommendations

Simplify Landscaping and Open Space Requirements

- Landscaping:
 - 50% of unbuilt site area
- Common open space:
 - 5% of total site area
- Allow overlap between:
 - Landscaped areas
 - Passive recreation space/common open space

Why This Matters

- Prevents landscaping from functioning as a hidden density cap.
- Improves design clarity.

Code Audit

Recommendations

Create a Clear Redevelopment Path for Existing Parks

- Allow conditional use review for some nonconforming parks
- Permit phased compliance tied to:
 - Health and safety improvements
 - Infrastructure upgrades
- Allow financial hardship considerations during review

Why This Matters

- Encourages reinvestment without displacement.
- Recognizes constraints of legacy parks.

Code Audit

Recommendations

Allow Limited Non-Residential and Community Uses

- Allow non-residential community serving buildings uses up to:
 - 20,000 sq ft total; or
 - 10–15% of total site area
- Permitted community-serving uses could include:
 - Management offices
 - Community rooms
 - Childcare
 - Small cafés or service uses
- Require administrative or conditional review of uses

Why This Matters

- Supports resident's daily needs.
- Reduces vehicle trips.

Code Audit

Recommendations

Update Manufactured Home Unit Standards

- Allowing the option of two small units (<400 sq ft) per lot
- Remove mandatory patio/deck size requirements
- Allow flexibility in unit orientation and placement

Why This Matters

- Enables smaller homes that are more affordable.
- Expands affordability options.

Code Audit

Recommendations

Strengthen Tenant Stability and Anti-Displacement Measures

- Extend notice requirements for:
 - Park sale
 - Closure
 - Redevelopment
- Provide right-of-first-refusal timelines comparable to Bellingham, WA
- Encourage partnerships with:
 - CASA of Oregon
 - ROC USA

Why This Matters

- Addresses unique vulnerability of manufactured home residents.
- Aligns with best practices of other cities.

Code Audit

Recommendations

Clarify Review and Approval Procedures

- Explicitly incorporate manufactured dwelling parks into chapter 18.3.9
- Incorporate changes, calling out manufactured home parks into:
 - PSO-Overlay
- Review Procedures & Criteria:
 - Outline Plan
 - Final Plan

Why This Matters

- Improves predictability for applicants and residents.
- Reduces processing delays.

Code Audit

Recommendations

Align Definitions with State and DLCDC Model Code

- Update definitions to match DLCDC for:
 - Manufactured dwelling
 - Manufactured dwelling park
 - Prefabricated dwelling
- Update “Recreation Vehicle” definition to match Sutherlin definition
- Remove any outdated terms
- Apply definitions consistently across all code chapters

Why This Matters

- Reduces ambiguity and legal risk.
- Simplifies administration.



Next Steps





Questions or Comments?

Next Steps:

- Next Committee Meeting-February
- Incorporate feedback into Code Changes
- Redline Changes March



Thank You!