



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.

April 28, 2026
STUDY SESSION
Minutes

I. CALL TO ORDER:

Chair Verner called the meeting to order at 7:00 p.m. at the Civic Center Council Chambers, 1175 E. Main Street.

Commissioners Present:

Lisa Verner
Jay Lininger
Susan MacCracken Jain
Eric Herron
John Maher
Kerry KenCairn

Staff Present:

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

Absent Members:

Russell Phillips

Council Liaison:

Jeff Dahle (absent)

II. ANNOUNCEMENTS

1. Staff Announcements:

Community Development Director Brandon Goldman made the following announcements:

- The City is conducting a strategic planning community survey, open through early June, available at ashlandoregon.gov/strategicplan.

2. Advisory Committee Liaison Reports – None

III. PUBLIC FORUM – None

IV. DISCUSSION ITEMS

Manufactured Home Park Zone Amendments Update and Discussion

Mr. Goldman outlined amendments for a Manufactured Home Park Zone (MHPZ) under the City's Housing Production Strategy with consultant 3J Consulting's assistance, with the initiative





Planning Commission Minutes

undergoing review by various City Committees. Seven parks were identified, three outside city limits but within the Urban Growth Boundary (UGB). Key parks include Wingspread Park, Tolman Creek, and Upper Pines. Proposed changes include raising density limits, removing interior space dimension minimums, eliminating minimum unit size, and introducing a Conditional Use Permit for phased compliance. Staff recommended aligning landscaping standards with R-2 zoning (65% lot coverage/35% landscaping) over the draft's 50% of unbuilt area (see attachment #1).

Public Comments

Rich Rohde and Dolores Nims expressed support for the ordinance.

Discussion

The Commission debated the adequacy of a 120-day notice period and zoning classifications for Upper Pines and Jackson Wells Springs. There were calls for consistent terminology in nonconforming standards and a review to allow density increases to fund site improvements.

The Commission's comments and recommendations are to be incorporated into a final draft ordinance for a public hearing scheduled for May 26, 2026.

V. OPEN DISCUSSION

Commissioner Herron reminded Commission to complete their annual ethics filings to avoid daily fines. Commissioner Lininger inquired about the status of the ODOT contract for the Transportation Plan revision; staff indicated no update was available but committed to follow up with the project lead.

VI. ADJOURNMENT

Meeting adjourned at 8:29 p.m.

*Submitted by,
Michael Sullivan, Executive Assistant*

Manufactured Home Park Zone



Planning Commission Study Session

April 28, 2026, 7:00 PM

An aerial photograph of a suburban neighborhood with a mix of green and autumn-colored trees, houses, and a central commercial area. A solid blue horizontal banner is overlaid across the middle of the image, containing the text 'Project Overview' in white. The bottom portion of the image shows a different angle of the same area, including a large green field and a road.

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.

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

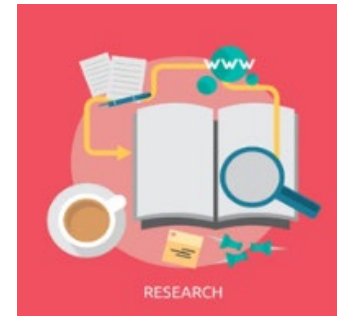
Manufactured Housing Park Zone

Key Project Tasks

1. Code Audit & Code Concepts



2. Draft Code Amendments



3. Final Code Amendments



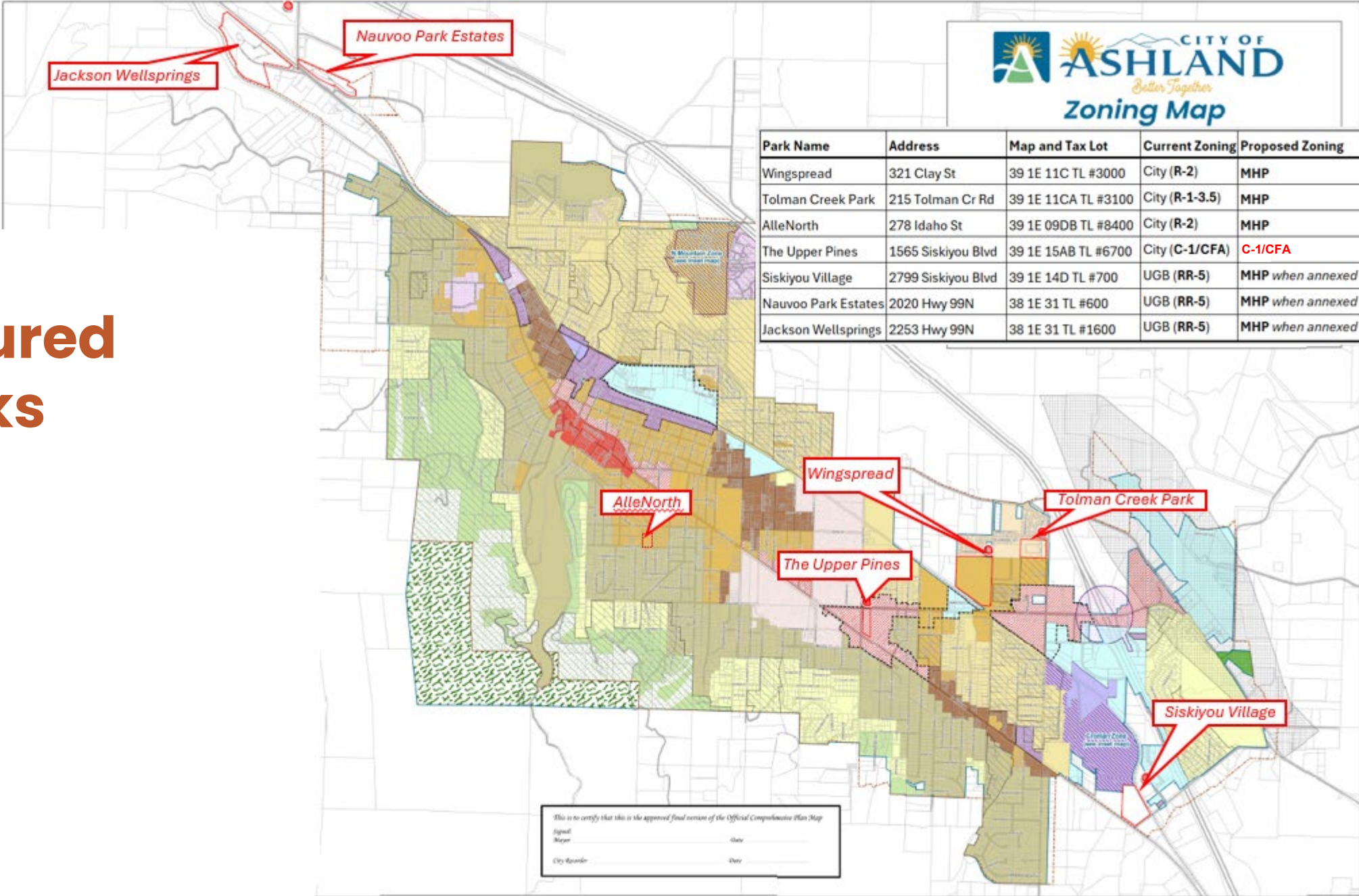
4. Formal Adoption Process



An aerial photograph of a residential neighborhood with a blue banner overlay. The banner contains the text "Existing Manufactured Home Parks" in white, bold, sans-serif font. The background shows a dense residential area with many houses and trees, some with autumn foliage. A road and a large open field are visible in the lower portion of the image.

Existing Manufactured Home Parks

Existing Manufactured Home Parks



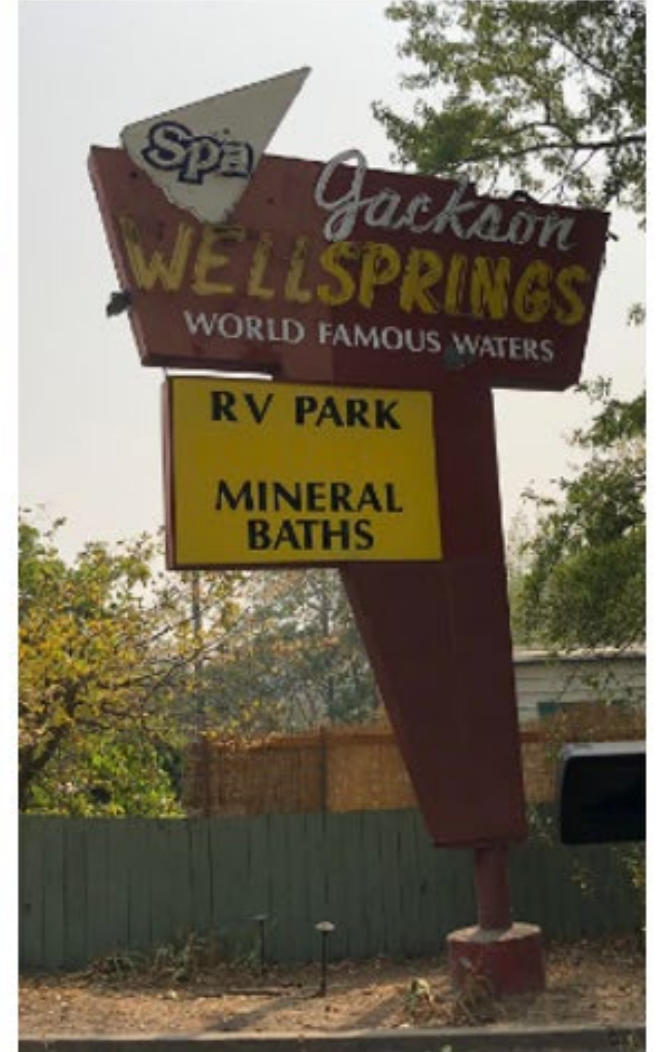
Park Name	Address	Map and Tax Lot	Current Zoning	Proposed Zoning
Wingspread	321 Clay St	39 1E 11C TL #3000	City (R-2)	MHP
Tolman Creek Park	215 Tolman Cr Rd	39 1E 11CA TL #3100	City (R-1-3.5)	MHP
AlleNorth	278 Idaho St	39 1E 09DB TL #8400	City (R-2)	MHP
The Upper Pines	1565 Siskiyou Blvd	39 1E 15AB TL #6700	City (C-1/CFA)	C-1/CFA
Siskiyou Village	2799 Siskiyou Blvd	39 1E 14D TL #700	UGB (RR-5)	MHP when annexed
Nauvoo Park Estates	2020 Hwy 99N	38 1E 31 TL #600	UGB (RR-5)	MHP when annexed
Jackson Wellsprings	2253 Hwy 99N	38 1E 31 TL #1600	UGB (RR-5)	MHP when annexed

This is to certify that this is the approved final version of the Official Comprehensive Plan Map

Mayor _____ Date _____

City Manager _____ Date _____

Existing Manufactured Home Parks – Jackson Wellsprings



2253 Hwy 99 ~ 16 'permanent' units – County

Existing Manufactured Home Parks – Nauvoo Park Estates



2020 Hwy 99 ~ 42+ units - County

Existing Manufactured Home Parks – AlleNorth



270 Idaho St ~ 28 mixed units – 1.39 acres R-2
Zone

Existing Manufactured Home Parks – Tolman Creek



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

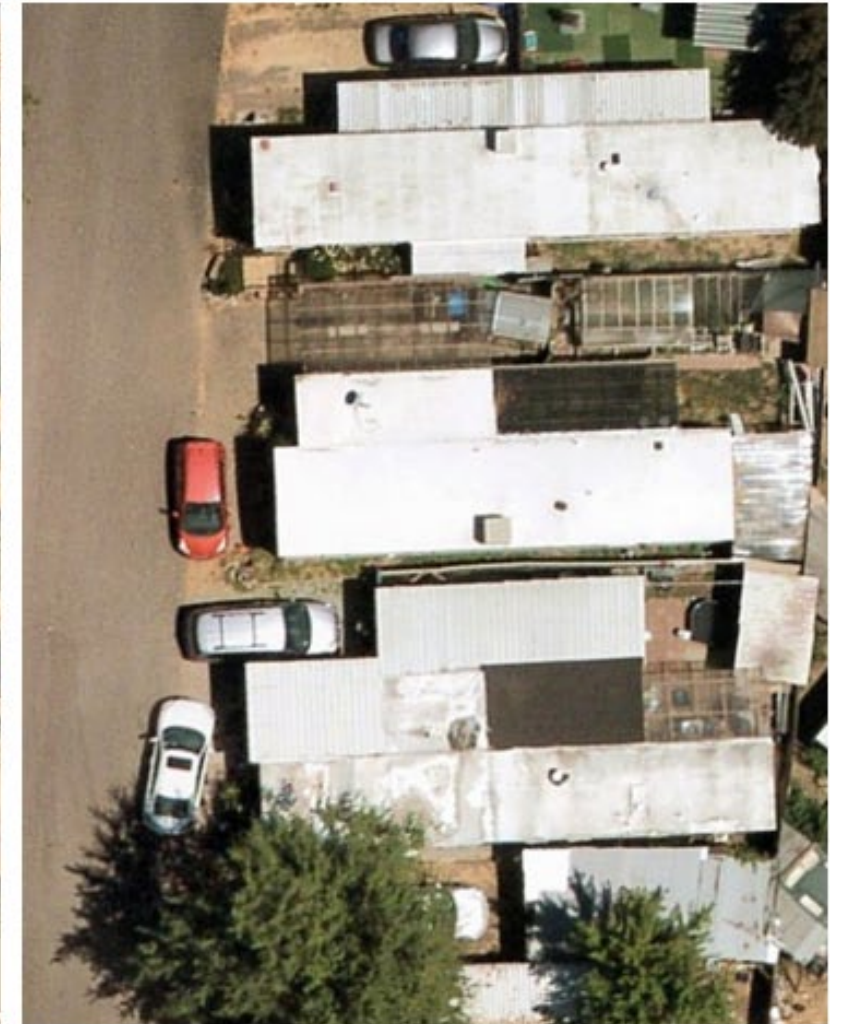
Existing Manufactured Home Parks – Wingspread



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



Existing Manufactured Home Parks - Siskiyou Village



2799 Siskiyou Blvd ~ 49 units

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





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 suburban neighborhood with a mix of green and autumn-colored trees, houses, and a central commercial area. 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

- Interviews conducted with park owners or representatives

Key Themes

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





Code Audit



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 Overview

Density & Lot Standards

- Current minimum/maximum limits may constrain redevelopment

Setbacks & Dimensional Standards

- Inconsistent across parent zones; adds complexity

Landscaping & Open Space

- May function as unintended density caps

Nonconforming & Aging Parks

- Barriers to reinvestment and infrastructure upgrades

Use & Design Flexibility

- Limited allowance for small community-serving uses

Tenant & Affordability Protections

- Need balance between redevelopment and resident stability



Code Changes



Code Changes Summary

Unit
Standards:
Individual Lot

Existing Code: Exterior materials similar/superior to wood; basic skirting standards.

Audit Recommendation: Tie separation to fire/building code; encourage ignition-resistant materials.

Overall Feedback: High wildfire vulnerability; involved Fire Dept when setting standards.

Code Update: Interior setbacks per fire code; FEMA/floodplain clarified; metal skirting encouraged.

Code Changes Summary

Manufactured Home Park Design Standards

Existing Code: 8 units/acre max; 2,000 sf min lot; 35' width; 40' depth; fixed 10' front / 5' side setbacks.

Audit Recommendation: Increase to 18 units/acre; remove lot width/depth mins; rely on fire/building code for separation.

Overall Feedback: Split views on density; interest in diversity of unit types; preserve livability.

Code Update: 18 units/acre cap across zones; no min width/depth; interior setbacks per fire code; 5% open space retained.

Code Changes Summary

Manufactured Home Park Design Standards

Existing Code: 35–45% landscaping requirement depending on zone.

Audit Recommendation: Change landscaping, as it is currently functioning as an indirect density cap.

Overall Feedback: Maintain quality of life but avoid hidden barriers.

Code Update: 50% of unbuilt area landscaped + 5% common open space, landscaping must comply with wildfire safety standards, community amenities allowed & commercial uses conditional

Staff Amendment Recommendation: 65% Lot Coverage and 35% Landscaping (current standard for R-2 Zone), landscaping must comply with wildfire safety standards. 5% common open space.

Code Changes Summary

Unit Standards: Parks

Existing Code: 650 sf minimum; 12' width; patio/deck required.

Audit Recommendation: Reduce to 500 sf minimum; allow 2 small units/lot; remove patio/deck requirements; add DLCDC definitions.

Overall Feedback: Interest in modular, prefab units; with caution towards fire safety & utility impacts.

Code Update: No sf minimum; 2 units \leq 500 sf per space (0.5 unit); new definitions (Manufactured Dwelling, Prefab, RV).

Code Changes Summary

Nonconforming Developments

Existing Code: Enlargement/remodeling required full compliance; limited CUP flexibility.

Audit Recommendation: Allow phased compliance; hardship consideration.

Overall Feedback: Avoid penalizing reinvestment; protect residents from upgrade cost shocks.

Code Update: CUP pathway (<2 acres); hardship criteria; no expansion beyond legal baseline.

Code Changes Summary

MHP Notice Of Sale (*New Section*)

Resident Owned Communities (ROC)

Existing Code: Relied primarily on ORS 90 state requirements (Property Rights & Transactions).

Audit Recommendation: Add notice of sale, opportunity to purchase (referencing Bellingham example), relocation plan, anti-harassment.

Overall Feedback: : Concern 120 days may be short, although much longer than current; fear of investor purchases; support ROC models.

Code Update: 120-day proposal window and financing; required relocation plan; City notice copy; anti-harassment provisions.

Code Changes Summary

Performance Standards Option (PSO) Overlay

Existing Code: No mention of manufactured home parks.

Audit Recommendation: include manufactured home parks in reference and make consistent with section 18.2.3.180.

Overall Feedback: No questions/comments in regard to this process.

Code Update: Referenced standards in section 19.2.3.180 and included manufactured home parks and cottage clusters as reference in outline plan section.

Code Changes Summary

Annexations

Existing Code: 25% affordability + 90% minimum density for annexations.

Audit Recommendation: Could discourage annexation of existing parks.

Overall Feedback: Questions about incentives and unintended disincentives.

Code Update: MHP annexations exempt from 25% requirement; density capped at 18 units per acre.



Next Steps





Questions or Comments?

Next Steps:

➤ Adoption Schedule:

- Planning Commission Study Session - 4/28
- Planning Commission Public Hearing - 5/26
 - Code Amendment Ordinance
 - Zoning Map changes
 - Comprehensive Plan Map changes
- City Council Study Session - 6/01
- City Council Public Hearing - 7/21



Thank You!