



# HOUSING COMMISSION MINUTES

Regular Meeting

October 17, 2002

5:30 pm

Administrative Building Conference Room, First Floor

701 Laurel Street, Menlo Park, CA 94025-3483

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## CALL TO ORDER

Wendy McPherson called the meeting to order at 5:30 p.m. in the Administrative Building Main Conference Room.

## ROLL CALL

Members Present: Steve Bliss; Elza Keet; Wendy McPherson, Chairperson; Clarice O'Neal; Jane West; Mickie Winkler, Vice-Chairperson

Member Absent: None

Staff Present: Donald de la Pena, Gretchen Hillard, Housing and Redevelopment

## A. PUBLIC COMMENTS None.

## B. REPORTS AND ANNOUNCEMENTS

1. Housing Commission vacancy. Staff stated that applications were available for the vacancy, and that no applications had been received.
2. Staff announced that the air conditioning in the Main Conference Room was being repaired, which should make the room quieter.
3. The Housing Commission set discussion of consideration of housing in the M-2 study as an agenda item for its next meeting.

## C. BUSINESS ITEMS

### 1. Approval of August 7, 2002 Minutes

The August 7, 2002 Minutes were approved as written.  
(M/S West/O'Neal, 6-0)

### 2. Review draft of Request for Proposal for the Hamilton Avenue Park and Housing Project

Gretchen Hillard introduced the draft Request for Proposals, summarizing comments from neighborhood meetings, the Las Pulgas Committee and next steps. A Commissioner asked the cost of the mitigations for the noise from Tyco and the train. She also asked the cost of all improvements that the Agency had made in Belle Haven.

Another stated that she thought that the City should set a cost in the RFP, so that we could negotiate up rather than down.

A third Commissioner stated that she felt that no housing that is built in the project should be market rate. To ensure that the quality of the project is maintained, there should be constraints on the design and for ensuring maintenance. Another Commissioner stated that all categories of incomes should be represented, and there should be a commitment to maintain the housing. A list of incomes with occupations should be made available. It should make

clear what prices various incomes levels can typically pay for housing. A Commissioner stated that efforts should be made to prevent from bringing down property values in Belle Haven. Other neighborhoods need to pick up the projects that are all affordable. Another said that it should not be low income housing. A Commissioner said let's call it below market rate, not affordable. Another said the entry-level ownership sounds better. A poll was taken of how many member supported all entry-level housing and how many supported a mixture of market rate and entry-level housing was taken. The results were two in favor of mixed housing and four in favor of all entry-level housing.

A Member suggested condos or townhouses, because there are tremendous savings on construction, and there will be a homeowners association to ensure maintenance, and it avoids mischief areas between houses. Another suggested patio homes in a PUD, which would be more appealing for families with children. Another suggested asking developers to bring forward proposals for both types of housing.

Wendy McPherson made the motion , and Elza Keet seconded, to recommend for approval to the City Council/Agency Board the Request for Proposals for a Developer for the Hamilton Avenue Park and Housing Project. (M/S McPherson/Keet 6-0)

2. Draft of Below Market Rate Housing Program Guidelines (Discussion and Recommendation to City Council)

The Commissioners considered four issues for inclusion in the BMR Guidelines. First they considered the structure for residential in lieu fees. They reviewed the structure which they had developed in their last discussion, and agreed to retain it.

Second they considered a proposal to make current owners of homes ineligible. This proposal was introduced because of the scarcity of low cost housing and the great number of people who need it. The Commissioners agreed unanimously to support this proposal, with the understanding that it meant "had not owned a home in the previous three years."

Third, the Commissioners looked at a proposal to allow disabled or retired households living on their investments to have assets greater than the value of the BMR unit, which would be an exception to the current asset guideline. Discussion ensued. It was observed that this is a complicated subject, and the Commissioners decided to table the discussion until their next meeting on November 6. (Wendy McPherson left at 6:40 PM)

The fourth proposal was to grant preference for handicap accessible units for bona fide wheelchair users. The Commissioners were divided on their support for this proposal. Several strongly supported it, because wheelchair accessible units are rare. Others opposed it because all BMR units are rare, and many households wait years on the Waiting List for access to them, and they felt that it wouldn't be fair for someone who waited much less to have priority. The Commissioners asked staff to survey other cities with BMR programs to find out what their current practices and experiences are. They agreed to table the discussion until the next meeting.

4. Minutes of Loan Advisory Committee meeting for September 10 and 26

The Commissioners read and accepted the Loan Advisory Committee minutes for September 10 and 26.

5. Monthly Report on Housing Rehabilitation Loan Program

The report was not available.

**D. WRITTEN COMMUNICATIONS/CORRESPONDENCE**

1. Written Communications

A copy of the habitat for Humanity site plan for Terminal Avenue was circulated for Commissioners to look at. Also copies of "Sites to be Studied in Housing Element EIR 9/10/02" were distributed to the Commissioners.

**E. ADJOURNMENT** The meeting was adjourned at 7:10 p.m.  
(M/S O'Neal/West 5-0)

Respectfully submitted,

Gretchen Hillard  
Housing and Redevelopment Manager