



HOUSING COMMISSION MINUTES

Regular Meeting
November 6, 2002
5:30 pm

Administrative Building Conference Room, First Floor
701 Laurel Street, Menlo Park, CA 94025-3483

CALL TO ORDER

Mickie Winkler 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: Gretchen Hillard, Housing and Redevelopment

A. PUBLIC COMMENTS None.

B. REPORTS AND ANNOUNCEMENTS

1. Housing Commission vacancy. Staff stated that Carol Louckheim had applied for the vacancy. The appointment was on the City Council agenda for November 12. Also, because Mickie Winkler was elected to the City Council, there will be another vacancy in December.

C. BUSINESS ITEMS

1. Approval of October 17, 2002 Minutes

The October 17, 2002 Minutes were approved as written.
(M/S West/Bliss, 6-0) (McPherson arrived at 6:40 PM).

2. Discussion of possible residential uses in M-2 Zoning Study

Staff explained that the M-2 zoning study had been divided into two phases. Phase 1, which is currently being discussed, covers changing the industrial requirements in M-2 zoned areas. Phase 2 will address possible residential uses in M-2 areas.

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

Staff reviewed a memorandum updating the Commissioners on the status of the sale of BMR units at Menlo Square. Then she reviewed revisions to the BMR Guidelines which reflected lessons learned from the Menlo Square BMR unit sales process, so far.

The Commissioners reviewed the proposed guidelines addressing eligibility for the BMR program of seniors and disabled persons living on investments. The Commissioners discussed the proposal and proposed a maximum asset limit of two times the price of the BMR unit for applicants meeting these criteria. Clarice O'Neal made the motion to approve the addition of Section 6.2.1 as written, with the addition of a maximum asset limit of two times the value of the BMR unit. (M/S O'Neal/McPherson 5-1, Keet opposed).

Next the Commissioners reviewed a proposed new guidelines addressing preference for handicap accessible units for bona fide wheelchair users. One Commissioner stated that the 400 people on the Waiting List are financially handicapped. They should not have to wait longer than a physically handicapped person for a BMR unit. Another stated that she had worked with people who use wheelchairs, and that conventional housing is just plain hard for wheelchair users to get around in. Another suggested that low income people have access to grants and loans to help them modify their housing to be accessible. The second Commissioner stated that modifications never work really well.

Another Commissioner asked how many wheelchair users were on the Waiting List. Staff responded that there are two, and neither applied for the accessible one bedroom unit. It was noted that State law now requires one out of every twenty units built to be accessible for handicapped persons. It was asked what is the extent of the need. Steve Bliss made the motion to adopt the proposed guideline, with an additional requirement that staff return with more data about the extent of the problem, and about federal and State requirements for producing accessible units. (M/S Bliss/O'Neal 6-0)

4. Minutes of Loan Advisory Committee meeting for October 30
Steve Bliss reported on the Loan Advisory Committee meeting for October 30. The Commissioners accepted his report.
5. Monthly Report on Housing Rehabilitation Loan Program for September 2002

Staff summarized the report, and stated that the City was funding one rehabilitation job with County CDBG funds, and would be working on rehabilitation work at the Gateway apartments and Partridge Place.

D. WRITTEN COMMUNICATIONS/CORRESPONDENCE

1. Written Communications

"Under One Roof", TIME Bonus Section Generations, August 2002

Purchase Assistance Plan (PAL) Program flyer (updated)

Memorandum dated October 29, 2002, to Mayor and City Council from Housing and Redevelopment on Sale of BMR unit to Eric and Cristina Kinney, Re-assignment of BMR units at Park Lane Condominiums

- E. ADJOURNMENT** The meeting was adjourned at 6:55 p.m.

Respectfully submitted,

Gretchen Hillard
Housing and Redevelopment Manager