



HOUSING COMMISSION REGULAR MEETING MINUTES

February 5, 2014

5:30 pm

City Council Conference Room
City Hall Administration Building
701 Laurel Street, Menlo Park, CA 94025

The meeting was called to order by Vice Chair Dodick at 5:31 p.m. The Commission introduced and welcomed two new commissioners, Lucy Calder and Michele Tate.

ROLL CALL:

Commissioners Present: Sally Cadigan
Lucy Calder
Carolyn Clarke (Chair; arrived at 5:36 p.m.)
Julianna Dodick (Vice Chair)
Michele Tate

Staff Present: Justin Murphy, Development Services Manager
Deanna Chow, Senior Planner
Clay Curtin, Assistant to the City Manager (Commission liaison)

A. PUBLIC COMMENT

There were no public comments.

B. REGULAR BUSINESS

- B1. Recommendation of a Below Market Rate Housing In-Lieu Agreement with the Sobrato Organization for commercial linkage fees for 151 Commonwealth Drive and 164 Jefferson Drive

Justin Murphy, Development Services Manager, provided a brief report.

ACTION: *Commissioner Cadigan made a motion (seconded by Vice Chair Dodick) that the Housing Commission recommend to the Planning Commission and City Council that they approve the proposed Below Market Rate Housing In-Lieu Fee Agreement with the Sobrato Organization for commercial linkage fees for 151 Commonwealth Drive and 164 Jefferson Drive. **The motion was approved unanimously.***

- B2. Overview of the Proposed General Plan Update and Discuss and Potentially Provide Comments to the City Council on the Scope of Work

Justin Murphy, Development Services Manager, provided a report and presentation. He asked the Commission provide input on the scope of work for the General Plan Update.

ACTION: *Chair Clarke made a motion (seconded by Commissioner Cadigan) that the Housing Commission recommend to the City Council that it: "Explore the possibility of including some level of affordable housing as part of any residential rezoning considered as part of the General Plan Update." **The motion was approved unanimously.***

- B3. Approve the November 6, 2013, Meeting Minutes

ACTION: Commissioner Cadigan made a motion (seconded by Vice Chair Dodick) to approve the minutes of the November 6, 2013, Housing Commission meeting. ***The motion was approved 3-0-2 (Commissioners Calder and Tate abstaining).***

C. REPORTS AND ANNOUNCEMENTS

C1. Commission Member Updates

There were no commissioner updates.

D. INFORMATION ITEMS

Staff provided a couple of brief updates:

Justin Murphy, Development Services Manager, provided a brief update on the status of the Draft Housing Element submitted to the State Department of Housing and Community Development (HCD).

Clay Curtin, Assistant to the City Manager, requested feedback on the Commission's communications and invited the commissioners to subscribe to weekly updates from the City via the City Council Weekly Digest, which is distributed every Friday by the City Manager's office.

E. ADJOURNMENT

The meeting was adjourned at 6:41 p.m. to the March 5, 2014, Special Meeting starting at 5:30 p.m.

Minutes prepared by Clay Curtin.

Minutes approved at the March 5, 2014, Special Meeting.