

Housing and Planning Commissions



SPECIAL JOINT MEETING MINUTES

Date: 5/16/2022
Time: 7:00 p.m.
Location: Zoom

A. Call To Order

Housing Commission Chair Lauren Bigelow called the joint meeting to order at 7:05 p.m.

B. Roll Call

Housing Commission

Present: Lauren Bigelow (Chair), Jackelyn Campos, Heather Leitch, Nevada Merriman, John Pimentel, Adriana Walker

Absent: Chelsea Nguyen

Planning Commission

Present: Andrew Barnes, Chris DeCardy (Chair), Linh Dan Do, Cynthia Harris (Vice Chair), David Thomas, Henry Riggs, Michele Tate

Staff: Calvin Chan, Senior Planner; Deanna Chow, Assistant Community Development Director; Nira Doherty, City Attorney; Mike Noce, Acting Housing Manager; Tom Smith, Acting Principal Planner

Senior Planner Calvin Chan provided instructions on participating in the virtual meeting.

C. Reports and Announcements

Assistant Community Development Director Deanna Chow thanked the two commissions for meeting jointly.

D. Regular Business

D1. Public Review Draft City of Menlo Park General Plan Sixth Cycle 2023-2031 Housing Element Study Session:

The Planning Commission and Housing Commission will conduct a study session to review and provide comments for the Public Review Draft City of Menlo Park General Plan Sixth Cycle 2023-2031 Housing Element, in preparation for transmittal to the California Department of Housing and Community Development (HCD) for required initial review of the Draft Housing Element. No formal action to approve the updated Housing Element or any zoning amendments is proposed at the May 16, 2022 meeting. (Staff Report #22-025-PC)

Consultant Presentation: Asher Kohn, M-Group, presented on the outreach, housing element structure and content, site inventory and analysis, goals, policies and programs and timeline. He

said the community outreach included four city council meeting, five housing commission and planning commission meetings, a citywide survey, community meetings, popup events, mailers, focus groups, and social meetings. He said community feedback included concerns about displacement, that affordable housing would be actually be built, that housing included supportive services for special needs population, that there was wide range of housing options from ADUs to high density near transit. He said the Housing Element document had 11 chapters and appendices and he reviewed each chapter title.

Mr. Kohn said in the chapter on the 5th Cycle Housing Element Review, they evaluated the accomplishments of the 2015-2023 Housing Element and identified policy and program changes from the 5th cycle for the 6th cycle, 2023 to 2031. He said the chapter "Housing Conditions and Trends" looked at the housing data and forecasts. He referred to "Site Inventory and Analysis" and reviewed 6th Cycle Regional Housing Needs Allocation (RHNA). He said the count included pipeline projects for housing developments that were underway and ADU projections to see what was needed. He said that there were with those enough units to meet above moderate needs allocation. He said the majority of pipeline projects were located in Council District 1 so their first focus was shifting sites throughout Council Districts 2 through 5. He said the city published its criteria for sites that could be developed with housing for lower income households and included parcels were .5 to 10 acres in size and located near resources and available infrastructure. He said they did a fair housing screening to look at proximity to resources and presented a slide that indicated proximity for food access as a 15 minute walk distance to a grocery store. He showed next proximity to transit including SamTrans buses and Caltrain. He showed access to parks and open space within 15-minute walking distance. He said using 2020 data in commercial areas that they mapped proximity to major employers. He showed health care access proximity and finally schools

Brittany Bendix, principal planner, M-Group, reported on the Housing Goals and Policies. She said the overarching intent of the Housing Element was to create a balanced community with a focus on affordability that would forward social justice. She indicated the 5th cycle had four goals and the upcoming 6th cycle had seven proposed goals. She said the policies that underlaid the 6th cycle goals had come from a variety of sources, including community outreach findings, issues identified through the fair housing analysis, site specific programs, policies to reduce constraints and the Association of Bay Area Governments' (ABAG) resilient housing policies.

Ms. Bendix shared slides on the seven proposed goals: H1) implementation responsibilities with focus on building local government institutional capacity and monitoring accomplishments; H2) existing housing and neighborhoods with focus on maintaining, protecting and enhancing existing housing in neighborhoods while supporting schools, services and infrastructure; H3) specialized housing needs with focus on providing housing for special needs populations and coordinating with support services; H4) affordable housing that supported the development of a diversity of housing units for people at all income levels, particularly for extremely low-, very low-, and low-income households; H5) equity that ensured equitable access to housing; H6) sustainable housing with focus on policies that implemented sustainable and resilient housing development practices; and H7) design of housing that ensured new housing was well-designed and addressed the housing needs of the City.

Ms. Bendix then reviewed how policies supported the intention behind the seven goals. She said Goal H11 *Implementation Responsibilities* was largely carried over from the current Housing Element. She said the policies reflected ongoing efforts but were in some places improved by current best practices. She said they included direction to coordinate with regional and

interjurisdictional efforts, to utilize and advertise below market housing funds, adjust local funding, increase organizational effectiveness including evaluating staff capacity, coordinate with nonprofits on housing and monitor the housing element.

Ms. Bendix said Goal H2 *Existing Housing and Neighborhoods* also was largely carried over from the current housing element. She said these policies were meant to adopt an ordinance for at-risk units, provide housing rehabilitation outreach and funding, adopt an ADU amnesty ordinance, and develop anti-displacement strategy with the community.

She said Goal H3 *Specialized Housing Needs* had both policies carried over from the 5th cycle Housing Element and new policies intended to encourage linking supportive services to housing, incentivize accessible and special needs housing, publicize rental assistance programs, allow low barrier navigation centers in residential mixed used areas, and participate in regional collaborations to address homelessness.

Ms. Bendix said Goal H4 *Affordable Housing* had both carry over and new policies that were intended to rezone for higher housing densities near downtown, allow ministerial review of 100% affordable housing, enable modifications to the affordable housing overlay, enable conversion of commercial properties to mixed-use properties, modify the below market rate inclusionary requirement and in lieu fee, modify parking requirements and facilitate ADUs/

Ms. Bendix said Goal H5 *Equity* included carryover and new policies with the intent to ensure equal housing opportunity, require community participation in planning, identify opportunities for home ownership, provide multilingual information on housing programs, and provide tenant support and protection programs including a fair chance ordinance.

Ms. Bendix said Goal H6 *Sustainable Housing* included carryover and new policies to encourage renewable energy and conservation, implement walking/biking improvements, promote resilient design and air conditioning alternatives.

Ms. Bendix said Goal H7 *Design of Housing* included carryover and new policies focused on development and residential design standards and establishing objective design standards for SB 9 projects.

Ms. Bendix said a full draft of the Housing Element was available for a 30-day public review period starting May 11, 2022. She said in June they would send the draft Housing Element onto the State Department of Housing (HCD) for an initial and preliminary review. She said at the same time the draft supplemental environmental impact report (SEIR) would be circulated. She said between July and September the final SEIR would be published and comments would be received from HCD on the draft Housing Element and the Safety and Environmental Justice elements would be ready for review. She noted that those latter two elements did not require a review period by the HCD. She said October through November the FEIR was on track to be certified and the Housing Element the submitted to HCD for final approval. She said in December the zoning ordinance changes would go to the City Council and the HCD expected to approve the Housing Element.

Housing Commission Clarifying Questions:

Housing Commission Chair Bigelow asked for clarifying questions from the Housing Commission.

Housing Commissioner Heather Leitch noted possible use of downtown parking lots for housing and asked about augmenting parking. She noted also the mention of modifying parking requirements for the downtown as that was something people would be wondering about. She asked if there was a plan to build a parking structure or another plan to address the parking that would be eliminated.

Assistant Community Development Director Deanna Chow said a number of city-owned parking lots were identified as potential sites for additional housing and particularly hopefully for affordable housing. She said one of the programs in the Housing Element was a request for proposals (RFP) to identify what some of those best uses might be. She said that would look at the best mix of land use and would include parking and where that would be located.

Housing Commissioner Nevada Merriman referred to the goal related to interjurisdictional regional efforts and asked what that might be or whether there were existing efforts the city was participating in and what targets there might be for participation.

Mr. Kohn, M-Group, said that goal was a policy included in the current Housing Element and involved policies for seeking funding for affordable housing working with the County to find solutions for special needs housing. He said much was ongoing already.

Housing Commissioner Merriman asked as a follow up whether a list might be provided of county and regional policy leadership occurring right now. She said it would be great to have staff track and have a real strategy on the City Council level for the City's participation in that effort. She then referred to H4 on extremely low-income housing that was mentioned as one of the housing levels to be provided across the spectrum and asked if that was being tracked. She said that the annual report did not include those numbers, but she thought staff had information on them. She said it might strengthen the report to include those. She said the goal was written such they should be looking at the whole spectrum of income housing needs. Acting Housing Manager Michael Noce said staff tracked those and thanked the Commissioner for the clarification.

Housing Commissioner John Pimentel referred to the question about downtown parking lots and housing. He asked for confirmation of the mention of an RFP process and if they could discuss timing, or whether in the next iteration of the Housing Element a discussion of that process and timing might be included. Ms. Chow said it was in program H4.G Consider City-owned Parking Lots to Promote Affordable Housing. She said it was to develop an RFP to explore development, including affordable housing and consideration for extremely low-income housing. She said the timeframe was for that to be completed by the end of 2025.

Replying to Housing Commission Chair Bigelow, Geoff Bradley, M-Group, said there was a defined acutely low income for households making 0 to 15 % of the area's median income for different household sizes. He said jurisdictions were required to plan for acutely low-income households and extremely low-income households but those categories in and of themselves had not been directly included in the RHNA allocations. He said in everything from ABAG and HCD it was shown as low income but included from 0 to 50% of the area's median income.

Planning Commission Clarifying Questions:

Planning Commissioner Michele Tate said she wanted to comment on Housing Commissioner Merriman's question about other jurisdictions and regional efforts. She asked if other jurisdictions had been polled or consulted, or conversed with on collaborative efforts. She said the City of San

Bruno was proposing to join other cities in San Mateo County to share housing staff to support housing trust, inclusionary zoning and 100% affordable housing and other projects. She asked if there had been conversations or anything between Menlo Park and even San Bruno or any other jurisdictions at this point. She said part of her question was she understood they all were working on housing elements and there was a regional problem that no one city could absorb all that was needed.

Ms. Chow said there had been conversations among jurisdictions with the 21 Elements group that was all 20 city jurisdictions and the County, and particularly for small cities as to whether there was a planning staff person who might be shared among different jurisdictions to help support and supplement work being done. She said one thing Menlo Park was planning as part of the upcoming budget cycle was addition of one management analyst full time to help support the housing team.

Commissioner Tate said years back the Housing Commission actually petitioned for additional staff in their department and were successful. She asked whether having one additional person was really enough to help monitor all of the process and support everything that was happening to make a difference. She said she hoped the city gave serious thought about either additional staff or some collaborations if there was a way to share staff and resources. She asked if taking another look at the City Center was an option. She noted changes in the region since that were evaluated and top concerns from the 21 Elements group were affordable housing, equity, housing cost, and diversity. She asked with those universal concerns whether they could take another look at developing housing at the Civic Center as there was a different Council and the climate in the community was definitely different from when that was last evaluated.

Mr. Bradley said during the process beginning last May there was a lot of focus on site selection and that drew a lot of interest. He said the idea came up at some of the community meetings and questions were asked about including the Civic Center site. He said in checking in with the City Council during that process they shared that input but did not get any interest from the Council to pursue it.

Housing Commission Chair Bigelow opened public comment.

Public Comment:

- Naomi Goodman said in addition to updating the Housing Element to promote more construction, Menlo Park was also embarking on an update to the safety plan. She said those two efforts could be used to promote construction of additional housing in a way less disruptive to the city residents than filling in parking lots and displacing small businesses. She said throughout Menlo Park there were many apartment complexes with soft story construction such as residential units over carports. She said in a major earthquake such buildings could collapse with a potential loss of lives and a significant decrease in housing units. She said she did a survey and found approximately 240 parcels containing one or more potentially soft story buildings. She said she did not count units but based on the typical building size those likely represented more than 1,000 housing units. She said the greatest number of those buildings were located on Coleman Avenue, Linfield Drive, in the downtown both north and south of Santa Cruz Avenue. She noted structural retrofits, such as those done in Palo Alto and Berkeley through financial incentives to property owners to replace them with taller apartment buildings with more units that would increase public safety and housing stock.

- Karen Grove said the programs and policies in a lot of cases needed more clarity and robustness, and that metrics were needed to be successful. She said she loved the conversation about monitoring low-income, extremely low-income and acutely-low income separately. She said in addition to monitoring progress, they needed to be clear about which programs achieved which types of housing. She said she loved the idea of housing at the Civic Center as there were buildings there upon which housing could be added. She said also she would like the number of accessible units available to people living with disabilities monitored. She said when a milestone was for five years after housing element adoption that she wanted the city to adopt some internal milestones to ensure the long-term five-year milestones were reached. She said it was very important to consider city-owned land for deeply affordable housing as they controlled that land. She said she supported the idea of ministerial review of 100% affordable housing but as written now it seemed contingent on adopting universal design standards for residential homes in every zoning district, which were many. She said she would like sort of a sunset on that contingency so that if universal design standards were not adopted within three years, the city could still adopt ministerial review of 100% affordable housing with perhaps some default design standards. She said tenant protections needed to be made more robust and achieved in a shorter timeframe as the best time to have done tenant protection was 10 years prior so the next best time was now. She said additional community outreach was indicated but impacted communities had already said what they needed and the City Council had said no. She said they needed rent control or rent caps, and just case for eviction. She said she was glad they had done funding for emergency rent and mortgage assistance and hoped they would continue that.
- Ken Kershner, Menlo Park resident, asked when ABAG and HCD would first see the draft Housing Element Plan and how would the impact on the Transportation Master Plan be incorporated. He said it was generally understood that land use, housing and transportation needed to be planned together to create a safer, more walkable community. He said he was advocating for the Complete Streets Commission to formally be included in this timeline.
- Adina Levin, Menlo Park resident, said the Civic Center location was very well site for transit and services and thought that should be looked at. She said there was a housing element site tour and some of the sites based on comparable land value did not seem likely for affordable housing development. She said having a city-owned land that was centrally located would be a strong addition to this housing element. She said she was glad to see the multimodal item in the transportation section but it was quite general whereas other cities in the region had much more specific and robust transportation policies so she thought it should be more specific. She said it was great to see specific goals north of Highway 101 but the more general item was slated for several years in the future which was puzzling as the city had a Transportation Master Plan. She suggested setting goals to build out the transportation master pan was good. She wanted to echo Ms. Grove's comments about tenant protection and funding for BMR housing with the commercial linkage fee and any other funding.
- Susan Arrington, Menlo Park resident, said she believed in affordable housing and in a sense of community. She referred to site 38 and said make it a home for people and not make it 270 units as that was a jail for people and a disservice. She said they needed sites and projects that had a sense of community. She suggested 47 or 50 units with a front yard, a backyard, and a sense of something bigger than just having a place to live. She said one of her student's family had 13 people in a two-bedroom apartment and lived with no sense of community and no outdoor area. She said transportation was a huge concern, a way in and out of the community was a huge concern. She said children in Ravenswood had to go over the walking bridge and that was not

fair they had to be in their car going all the way over and did not make sense to her. She said this was not the right makeup for what was going on and they were making a grave mistake because they were not thinking this through for the soul of a person.

- Pam Jones, Menlo Park, said she fully supported housing on the City's main campus and that would be a good opportunity to rebuild the library. She said base requirement for affordable housing should be 20% as how it was now, they would not get to their targets. She said currently there was no real intention of building low-income housing unless it was put in Belle Haven, which seemed to be what was being said. She said housing on all parking lots with the parking below and apartments above using the highest density they could manage would revitalize the downtown and serve two purposes in that resources were walkable. She said there was a proposal already from two of the commissioners; one a housing commissioner and the other a planning commissioner so part of the work had been done already. She said her greatest concern was that the housing would not be buildable anywhere else in Menlo Park as there was resistance and fear that low-income housing would bring. She said she could see all of those units being built on the remaining lots up zoned in the M2 and as she said before if that happened all the low income required to be built would be put there in the same place in the same buildings. She said they needed to be careful how they moved forward, careful about the messaging and a constant need to help people understand there was a process before anything was built anywhere.
- Michal Bord (SP?), Allied Arts, said the housing element document was overwhelming at 700 pages. He said the question was how the city would get the target 1,500 affordable units built in the next eight years. He said 100% affordable developments tended to be one-acre and 8,200 units would require 12 developments or sites for developers over next eight years. He said over the last seven years he thought there had only been one such site. He said they needed property owners to want to do this, developers who would be willing to do it, and the financing to make it possible. He said he wondered how many of the sites they had met those three conditions or even had a chance of meeting those. He said if they did not have the 12 sites identified he questioned how those would materialize and asked commissioners and consultants to test the assumptions being made and what would actually happen, and see how many of the sites had landowner and developer interest and a source of financing to bring the affordable units needed.
- Kirk Connor, Menlo Park, said the California Department of Finance recently reported that both the Bay Area and the state had lost population over the last two years with the Bay area decreasing by .7% and that was twice the decline of the state's population at .3%, and that 42.9% of the state's population decline happened in the Bay area. He said the presumption of the plan and the element was on how the Bay area would keep growing in population and perhaps that was not a correct presumption. He said the Wall Street Journal, May 14, reported that large tech companies were "hitting pause on hiring," and that the Facebook Meta platform announced the previous week that they would "sharply slow its hiring." He said he was a landlord for apartments in Menlo Park and the vacancy rate was quite high for the last few years since the beginning of the pandemic and remained so. He said the shortage of housing might not be as dire as it might appear given the exodus of people from the state and Bay area in particular.

Housing Commission Chair Bigelow closed the public comment period.

Commission(s) Comments: Housing Commission Chair Bigelow said as staff suggested they would organize their comments and discussion around the chapters of the draft housing element. She said they would receive comments first from Housing Commissioners and then Planning Commissioners

Chapters 1 through 6-Introduction through Energy Chapter

Housing Commissioner Leitch referred to Chapter 2 and partnerships for the unhoused and a comment regarding removal of a large encampment near Ravenswood Avenue. She said she was glad to see something to address the matter, noting that while the city did not have a tremendous population of unhoused individuals it had gotten worse.

Housing Commissioner Merriman said regarding the 5th cycle evaluation that she wanted to comment more on the characterization of the very low-income home. She said more information was needed as it was not just a technical term noting that in the Bay area, they had had several years where median income had jumped 10% in a single year and that had happened over and over again. She said in looking when they started the 5th Cycle in 2015 a very low income for a family of four would have been an income of \$58,600 and now in 2021, they were talking about for low income for the family of four it was \$91,350. She said it was important to recognize in today's dollars that they did not really account for in their annual reporting or policies families that were earning less than \$90,000 a year. She said the definition of very low income was misleading because of that trend of exponential growth in that area. She said she wanted to see more context there. She said in addition with the definition of very low income there was pending legislation that probably would pass in 2023 to try to track very low-income units. She said that was important to talk about even though it was not a goal in the coming RHNA as the report could be changed. She suggested staff look at that and anticipate it and understand why here in Menlo Park more than anywhere else in California that was so important as they were leaving out families that made less than \$91,000 which was approximately three times the minimum wage and it was exaggerated because of how high the incomes were here. She referred to the evaluation of the last cycle and said it was great they had hit the number of homes required but it was clear to her for awhile at how much they overproduced the moderate level. She said they hit the numbers but not in the right levels of affordability. She said it was worth mentioning that while that happened up and down the peninsula the 700% for that category was not a proportion that she saw anywhere else. She said she would like to see that addressed in the report or staff report that gave that more context and urgency.

Housing Commission Chair Bigelow said she appreciated how thoroughly the housing constraints were looked at and the fee structures. She said regarding the site inventory and analysis that she liked how they qualified everything and broke it out so the number of units being produced were clear and that it was over 50% for affordable units so the city had accountability in that regard.

Planning Commissioner David Thomas referred to a comparison between table 2.1 to table 7.1 and summarized those for listeners. He said the first for 2015 through 2023 contained the allocation by income level and how that was met in this cycle. He said he noticed they did well in the very low-income production and were way over production in the above moderate-income category. He said they had not been doing so well in the low to moderate income categories, hitting 70% of the target for the low-income category and only 15% of the target for the moderate-income category. He said more housing across the board was great and tonight there seemed to be a focus on the lower end of the income spectrum but he was curious why there was a gap in the other part of the spectrum. He referred to table 7.1 and allocation for the upcoming cycle. He said low income and moderate

income were about 20% of the total allocation. He asked if there was a good sense of why this was happening and was something being done so the gap did not occur in the next cycle too.

Mr. Bradley, M-Group, said regarding the relative scarcity of the moderate-income homes produced during the current cycle under the existing housing element that it was a pattern seen throughout the Bay area and best described that moderate or market rate housing was well served by the private real estate development industry exceeding the target by almost 90% as called out by another commissioner. He said the majority of private developers were seeking to serve those households with enough income to pay fair market value either for rent or for sale. He said in reaction to that almost a whole separate industry and discipline and group of professionals had banded together around the idea of providing affordable housing, normally through a nonprofit organization taking in multiple forms of financing to achieve project fiscal viability. He said some for-profit developers also did affordable housing such as mixing in some percentage of affordable housing with market rate developments but this sort of split sector had resulted in a lack of moderate-income housing also known as the missing middle and that could refer also to the price point as it was higher than that of the lower income category affordability levels but lower than what pure market rate prices would be. He said it was also the missing middle from a density perspective that urban architects and designers had noticed and started to address. He said as a practical matter a lot of cities would actually try to over produce in the very low-, and low-income categories, knowing that those lower units of housing could also carry forward into the higher income categories in terms of just complying with the state regulations. He said that did not address the practical reality that there were people at those moderate-income categories that need housing suitable for their means. He said he would refer the second part of Commissioner Thomas' question regarding actions being taken to address to Mr. Kohn.

Mr. Kohn remarked while trying to pull up a relevant document on screen that they were getting a substantial amount of ADU units. He said there was also a first-time homebuyers program that could help people with moderate incomes looking to buy their first home. He said in providing very low income and low-income housing with supportive services and having onsite living units for staff and family who tended to be moderate income level was another way those were provided.

Mr. Bradley said they also saw moderate income units coming as a result of the inclusionary housing ordinance that required a percentage of market rate units to set aside affordable units typically in the low- and moderate-income categories.

Planning Commissioner Thomas said housing stock at the higher end of the income spectrum would make its way down the spectrum so housing across the spectrum today would solve problems in the future. He said he would like to see this piece of the distribution addressed in line with the other pieces of distribution, both at the low end that received a lot of attention as it should and at the higher end that had more private market incentive. He referred to page 140 and a sentence that regionally half of the people make more than 100% AMI. He said if he understood correctly AMI was a median and suggested the sentence might be reworked. Mr. Kohn said the AMI was based on San Mateo County, which was thought to be more affluent than the region or the Bay area. He agreed the sentence could be written better to make that clear but it was pointing out that the AMI of Menlo Park was in a sense dealing from a higher floor than the Bay area. Planning Commissioner Thomas said also the phrase "roughly half" was not a particularly informative statement and suggested using a percentage to be precise. Planning Commissioner Thomas said on page 503, Fair Housing, was parks coverage. He said in his network of people starting families he heard from them that parks were an incredible resource and as density increased more pressure would be placed on the parks

so they should really be the last resort for more housing sites. He said almost the entire city was within 15 minutes' walk from parks. He said elsewhere in the report was a statement around smaller units were more effective for some of the goals, but what caught his attention was that 15% of Hispanic households in their district experienced overcrowding so they might be disproportionately impacted by a lot of the housing stock for the lower income levels having fewer bedrooms. He said the document indicated 13% of Menlo Park residents also worked in the city and 4% lived in the city. He asked how that was taken into account with housing and whether that was treated as acceptable and assumed as the status quo or were they trying to raise housing so less people needed to commute outside the city.

Housing Commission Chair Bigelow asked Planning Commissioner Thomas if he was talking about Housing Conditions and Trends, the data points in Chapter 3. Planning Commissioner Thomas confirmed it was Chapter 3.

Mr. Bradley said he believed one of the main goals of the housing element process was to ensure that people who worked in the community could afford to live in the community.

Planning Commissioner Harris said looking at 3-6 Jobs it indicated there were 52,830 and that 96% of people commuted into Menlo Park. She asked if that meant over 50,000 workers commuted to Menlo Park.

Mr. Kohn said workers were defined in confusing ways that made it difficult to make what should be very simple transitive declarations such as the one Ms. Harris just made. He said that was a frustrating thing with labor data. Housing Commission Chair Bigelow said the reference was to 3.3 in courtesy to the public listening. Planning Commissioner Harris asked if it was jobs in the jurisdiction and that did not mean people were coming into Menlo Park then what did it mean and how they could at the least have an estimate of how many people were commuting. Mr. Kohn said he believed the county had a VMT analysis done in the past few years that had a good sense of commuter level data. He showed a page onscreen noting that it combined full time jobs like a 9 to 5 commute to a desk or shop and also part time work, more casual work such as selling things online, or working at a daycare that would not necessarily be a commute but would be a job. He said they had precise numbers and it made perfect sense to draw a conclusion such as Commissioner Harris had asked about but more to the point, they were saying a lot of people were commuting and that was something all would like to see decrease, and they were looking at ways to do that. He said it would be much trickier to say that they were going from 96% to 75% for example. Planning Commissioner Harris said it was easy to commute from Atherton to Menlo Park or even from Mountain View to Menlo Park but they did not have a sense for the VMT and suggested to the extent that could be added it would be helpful to get a handle on it especially as they found ways to reduce it and get workers here. She said she wanted to highlight page 3-24 speaking on seniors and figure 3-21. She said in adding up those numbers it appeared there were currently 1,000 low-income seniors cost burdened and that seemed to her a high number. She said there were a number of places in Chapter 3 where she calculated the number based on the percentage and if the numbers were wrong that way it would be helpful to see what the numbers were.

Housing Commissioner Merriman asked if Ms. Chow could help her understand what some of the triggers were in Menlo Park that necessitated a development application to have to do a full blown EIR. She said she thought the number of trips that triggered the EIR relative to neighboring cities was low and in places where she had worked in development. She said this document showed applicants had certain procedures that added time for review. She said the EIR was kind of the

biggest one with 52 weeks of additional time. She said there were a few places where the city's triggers were so low that more time was required for the application process and staff review time. She asked if those could be looked at to lessen governmental constraint.

Ms. Chow referred to the chart that indicated an EIR was needed that triggered a minimum of a year process. She said for development review the California Environmental Quality Act (CEQA) required that each project go through some level of environmental review and that ranged from a categorical exemption or to an EIR. She suggested Housing Commissioner Merriman might be referring to the level of service (LOS) trigger and potentially the .8 seconds of delay, which was kind of a low threshold to potentially trigger an impact. She said with the move to VMT they did a different sort of analysis but they still as part of the General Plan analysis consistency finding did LOS analysis, which was not a CEQA finding. She said they would see in projects that both VMT potential impacts were identified as well as LOS from a general plan conformance perspective but the latter were not mitigation measures that might trigger an EIR. Housing Commissioner Merriman asked if they were finding fewer or more projects with VMT. Ms. Chow said the goal with VMT was putting housing near job employment so as they were starting to develop housing near employment centers, they were starting to see fewer impacts from a transportation perspective. She said a number of Bayfront projects had an EIR because of a settlement agreement. She said for housing opportunity sites coming out of the Housing Element process they were doing a supplemental EIR as noted in the presentation. She said projects were evaluated on a case-by-case basis for CEQA. She noted changes to CEQA such as categorical exemptions for infill type projects so they would need to explore how a project might fit within some of those different buckets.

Housing Commission Chair Bigelow said that was regarding table 5-8 on page 5-33 she believed.

Chapter 7 – Site and Analysis

Housing Commissioner Leitch noted mention of the SRI project on page 7-5 as one of the pipeline projects. She said she understood it would be mixed-use and asked for some clarification on what the proposal was and where it was in the process. Ms. Chow said the pipeline projects in 7-4 table were projects that had been approved and those were projects A, B, C and D and projects at various stages of the building permit process were E, F, G and H still under review. She said the state allowed jurisdictions to count projects not yet occupied or as pending as part of the pipeline projects that could be attributed to their RHNA cycle. She said the SRI project was in the beginning stages of the development review and the Planning Commission conducted a study session on it a month or so ago and the City Council conducted a study session on it last Tuesday. She said comments made at both study sessions suggested adding more housing at the site and in particular using one acre for affordable housing. She said SRI was also conducting its own master plan process including complex entitlements including a zoning district specific to the site.

Housing Commissioner John Pimental said there had been discussion about developing Flood School as a potential teacher housing site and asked if that was appropriate to include in the Housing Element as discussion with whatever constraints or study requirements the City might want to place on that, specifically how the transportation might affect the Suburban Park community and specific mitigation to alleviate that traffic concern, and/or the number of housing units that might be placed there. He said there seemed to be confusion in public discourse as to what the Ravenswood School District might be proposing versus what an R2 designation might enable.

Mr. Bradley referred to site numbered 38 that was called the former Flood School site to avoid confusion about Flood Park itself. He said it was about a 2.5-acre site and was one of two vacant sites in the housing opportunity site inventory. He said they identified it as eligible for base zoning or recommending a base zoning of 30 units per acre. He said it currently was zoned R1 and for the housing mentioned up zoning would be required. He said as a policy the Housing Element recommended that every housing opportunity site was eligible for 100% affordable housing projects to go up to 100 dwelling units per acre. He said that was what neighbors were understanding correctly and were concerned about. He said there was a dedicated community meeting with over 100 attendees that voiced that concern to the project team in early May. He said that was totally separate from the Housing Element at least procedurally. He said the school district through its own governance was pursuing reuse of the site and talking about 100% affordable housing focused on teachers and staff of that school district of about 90 units but there had been no formal application. He said it could not be treated as a pipeline project at this point, which was perhaps creating the disconnect in the community. Housing Commissioner Pimental suggested that might be called out in the discussion for this document so both sides continued communication and planning could be done to address neighborhood needs and new housing for teachers.

Housing Chair Bigelow said for those following along this referenced page 7-17 or in the appendix 7-5 and the site sheets for site number 38.

Housing Commissioner Merriman referenced the fair housing maps and said she found the one regarding transportation access illuminating. She asked if it was possible to do something similar looking at the universe of sites and properties in Menlo Park that could potentially access AB 763. She said it was about the transparency of some of the key information here as in subsequent chapters AB763 came up as an alternative to the affordable housing overlay. She said it was a pretty powerful tool for increasing density adding three stories and unlimited density within a half mile of transit and taking parking down to .5. spaces per unit. She said it was a tool that the City of San Mateo embraced to use on a publicly owned site. She said while the designation of 30 units per acre was accurate there were state changes and other tools that might mean not reaching that and suggested some analysis on other tools that might create a different outcome.

Housing Commission Chair Bigelow said the affirmatively furthering fair housing or FFH maps were in appendix 7-2 and illustrated what Commissioner Merriman was saying.

Housing Chair Bigelow said she appreciated how the pipeline projects were laid out and the realistic capacity discussion. She said it was useful to know that under that approach they could increase the capacity of affordable and market rate units. She said she was particularly interested in those being in resource rich environments and noted how those had been called out.

Planning Commissioner Thomas said one thing about the inventory that surprised him were the number of proposed repurposed parking lots. He asked if there was risk doing that and noting "Several jurisdictions in San Mateo and western Santa Clara County have redeveloped downtown parking lots into affordable housing notably Redwood City and the City of San Mateo." He asked if there was a history of successful conversions of this type in Menlo Park and asked about specific examples in Redwood City and the City of San Mateo. He said this was to consider and ensure that too much emphasis was not being put on parking lot repurposing should that not come to fruition.

Chair Bigelow said for those following that was page 7-20.

Mr. Bradley said he tended to think of parking lots in a suburban community like Menlo Park where most properties had already been developed to some extent as mostly nonvacant properties. He said a pattern they had seen over time was using parking lots for buildings. He said they did not have a lot of good choices for housing and they had nearly ruled out taking down existing residential units because of the equity and displacement issues that created and they needed to deal with available land resources. He said they saw in Redwood City, San Mateo and Burlingame the use of city-owned land and mostly taking parking lots and replacing with infill housing development and also sometimes replacing the parking through structured parking. He said they occasionally saw private properties taking a portion of the site that was overparked, close to transit, where a portion of the parking lot could be used more productively such as for housing.

Chair Bigelow said anecdotally at some Housing Commission meetings both advocates and developers had publicly commented over the years on what was being done with the parking lots.

Planning Commissioner Harris said her concern for the record was that many of the sites were unlikely to develop into housing and especially affordable housing. She said she understood they were required to provide substantial evidence that the sites might develop and her concern was the housing element might fail its HCD review if they did not have adequate substantial evidence and especially on some of the sites like the two Safeway sites, the Robin Hood headquarters, Sand Hill offices, which were a sizable portion of the total housing listed. She said they would meet the target for market rate housing but affordable was the biggest issue. She asked what substantial evidence they had now or expected to have before the document was submitted to the state, and if submitted and did not pass, then what happened.

Chair Bigelow asked if there was a definition for proof of substantial evidence.

Mr. Bradley provided examples of what HCD approved. He said if you could point to a pattern within the community or even nearby region and surrounding communities of similar things happening and you were able to describe and be accurate about what was happening in the marketplace between developers and property owners and the patterns seen of buildings taken offline from historic traditional use and replaced with a new use such as 100% housing, 100% affordable housing, mixed use development with a mix of commercial and residential that was the type of evidence HCD was looking for and not necessarily a signed affidavit from a property owner and developer. He said it was painting a persuasive picture of trends happening, types of elements housing, and the conditions under which they happen such as density, parking requirements, processing times, EIR or no EIR. He said if you could show the city was proactively and methodically dealing with each of those possible impediments and moving possible impediments was the kind of evidence sought by HCD. He said also negative things could be shown such as long-term leases that took a property out of the frame of being developed within the next eight years. He said property owner support or not supporting in and of itself was not a deciding factor. He said HCD and city planners knew that occasionally properties changed ownership, although not a lot under Prop 13, but nonresidential properties occasionally changed ownership or the city changed something about the underlying density, the development framework controlling that property, and people got fresh ideas and saw things differently about their properties. He said it was a mosaic of facts, circumstances and specific things they could point to that justified the inclusion of certain properties

Planning Commission Chair Chris DeCardy said public speaker Pam Jones' comment on this section was about 95% of what he would like to say. He said also he wanted to pick up on the theme Commissioner Harris spoke on and the question of credibility and whether housing would actually

get built. He said the document would be put into place and for the next eight years be the de facto thing the city was doing for affordable housing and they would come back to it again and again. He said in some ways that was a shame as they were doing this for a mandate but it was not actually all they should be doing as a community around affordable housing. He said as they did not know what would happen in the next eight years and that incredibly something like Quadrus at Sand Hill Road might turn over and become affordable housing was the same reason he thought they should go back and include the stuff that was actually more likely which was where you could reduce costs. He said those were the land costs and that was what they already owned as a city. He said that got back to the Civic Center question from Commissioner Tate tonight. He said the same logic should include looking at the Civic Center or looking at the potential for density at a former school that was already scraped clean. He said they needed to look at all the options that made sense and should not take them off the table right now as that would hamper the community over the next eight years.

Housing Commission Chair Bigelow said she echoed much of what Planning Commission Chair DeCardy said. She hoped some of the details would become clear as they went through this process and they would be able to turn to this document over and over again over the next eight years.

Planning Commissioner Henry Riggs said this document existed because the city was required to provide it. He said the city was not eager to increase traffic, water and energy use. He said his two main concerns were how they could provide a missing level of housing effectively and productively as well as maintain and hopefully improve the quality of life for city residents. He said as volunteers they were serving the existing 36,000 city residents. He said in talking about organizing for social betterment it was easy to forget these residents. He said one thing they succeeded in doing and should perhaps examine was that they enabled construction of upper market housing and in some cases packaged that as an enablement of office space to the benefit of development and investors in that development. He said if they were missing predominantly affordable units. He commented that people became excited with projects building housing but very little of it was affordable housing. He said this housing element was likely to produce more high profit market rate housing ultimately. He said as others had said that they needed to use city owned property as the land value was adjustable. He said the city's parking lots were available land and in at least three instances other cities on the peninsula had developed parking lots using a third-party maintaining parking that supported their retail and required parking for housing. He said he disagreed with reconsidering the Civic Center as that was open and public space. He said parking lots were different. He said looking at these sites they looked at quality of life which for the city and for some neighborhoods more than others involved traffic. He said housing developed on sites with no transportation infrastructure added traffic and use of water and other natural resources. He said as an architect he had done multiple ADUs and that most ADUs were used to supplement paying high mortgages for property in Menlo Park. He said he expected over seven years that more than 85 ADUs would be built even if a proportionate number were not built in 2021 as there was a lot of interest in ADUs. He said he would echo a comment made a couple of times at Planning Commission meetings that while they backed the concept of 100% affordable projects, they seemed to collect people in specific or lower economic groups in one project. He said the ability to purchase an entry level unit was very important socially and economically. He said that was one of the strongest recommendations he could make when it came to housing. He said that might not directly relate to the choice of housing site but it did to policy.

Housing Commission Chair Bigelow asked if parking lots were included in the other land use quantification and site strategy. Mr. Bradley said it was. Housing Commission Chair Bigelow said they talked about table 7-15 the projected housing summary. She said with all of these including the

parking lots and modifying El Camino Real Downtown Specific Plan would result in only 621 units. Mr. Bradley said that did not sound correct and asked which table again. Housing Commission Chair Bigelow said table 7-15 on page 7-38, and that the 5th column there were other land use strategies. She said it showed they only got 621 units of all above moderate income units from those strategies. Mr. Bradley said table 7-15 showed four major categories and the first one was the 6th cycle opportunity sites and that was the main producer of units at all income categories and was almost 3,400 units. He said they got about 25 ADUs per income category except for above moderate. He said ADUs had a really good distribution based on very detailed survey work that was already accepted by HCD that was done on a regional basis with the 21 Elements group. He said the pipeline projects was the biggest category at over 3,600 units and then the other land use strategies were 621 units. Mr. Kohn replying to Mr. Bradley referred to page 7-37. He said as part of the zoning update happening concurrently with this housing element the city was looking to modify the El Camino Real Downtown Specific Plan to rezone commercial only sites and modify R3 zoning around the downtown but the reason why those 621 units were additional and above moderate income was because they were not sure which parcels would necessarily apply to as the changes were zoning district wide. He said they had to have specific sites and site inventory in the downtown specific plan or in R3 in commercial areas to do detailed specific analysis. He said you could see in the site sheets they discussed that if they made those changes, it would have effects and they could not predict how they would affect parcels citywide so they put it into the above moderate category as they knew they could not demonstrate to HCD like they could with the site inventory the lower income housing. Mr. Bradley said those were citywide zoning changes that would encourage some increased housing development but it was totally separate from the housing opportunity sites themselves.

Planning Commissioner Andrew Barnes said he would intertwine comments on sites and policies as there was an opportunity for policy on sites. He referred to the SRI site and said they needed both deeply affordable housing and homeownership housing. He said in this housing element they needed to get to both of those. He said he thought homeownership often got lost in the discussion and in talking about equity which was policy 4.5 he thought that they would not want to create societies where people rented in perpetuity as that was not a healthy model for wealth creation and ownership of a community. He said they needed to pay attention to every opportunity to zone purposely for homeownership and provide densities for townhome opportunities. He said that was a policy issue they talked about with the Downtown Specific plan. He said they needed to look at opportunities to create denser homeownership opportunities in the housing element and he would take a specific look at that as they worked through it. He said trying to get to meaningful levels of deeply affordable housing through market rate BMR was not working and they could not get there numerically that way. He said the issue of equity came up there also, Willow Village aside, when more than 15% BMR was levied in effect they were taxing the person paying full rent. He said inversely how could they create deeply affordable housing that allowed for deeper subsidies through tax credits. He said there were also operating subsidies for the 50 years or length a unit was rented below market rate. He asked how was the cost of lesser rent could be distributed throughout the community so all were responsible and suggested that was through deeply affordable developments that received subsidies as opposed to getting there through BMR as it never got there. He suggested they needed to create policies or financing mechanisms with the city to fund, to match and get such financing sources that would allow for capital stacks and funding opportunities. He said he viewed the parking lots as a wonderful opportunity to develop upon and should be structured as a no cost opportunity for a developer to replace the parking and building on top of it. He said he did not support the same at City Center as he thought it was the town square and fundamentally different from a parking lot. He said he could see a lifelong learning center that had been discussed

being there and housing either next to it or on top of it but he did not see a wholesale conversion of the site for housing. He said policy 4.2 referenced schools. He said when they added housing, they needed to account for impacts on the community noting the relationship between housing and schools and the educational responsibility they had to make sure when enrollment grew there were offsets for facilities and operating budgets. He said there was a structural deficit from Prop 13 and for everyone added to a school district it was a structural deficit.

Chapter 8 – Goals, Policies and Programs

Housing Commissioner Leitch referred to the Fair Chance ordinance. She said the idea was to not hold someone's past transgressions against them and asked to hear more. Housing Commission Chair Bigelow confirmed she was talking about the Renter Protection Fair Chance Ordinance. Mr. Kohn said it was on page 334, 8-26. Housing Commissioner Leitch read: "Adopt a fair chance access to housing ordinance which would prohibit housing providers from inquiring about or using criminal history or criminal background as a factor." She said that sounded fair and asked about limits or qualifying factors. Mr. Kohn referred to the website fairchanceforall.org. He said the general idea was that many rental applications nationwide required checking a box saying you had been convicted of a crime, and if checked, what was the crime. He said this ordinance would not allow that box to be used in rental applications in Menlo Park. Housing Commission Chair Bigelow said she had studied the ordinance and while it did not allow a housing provider to ask initially on the physical application, they could have a conversation with a person and talk about what their experiences were. She said basically it removed the blanket ban on anyone who had a history of incarceration which they now knew disproportionately impacted people inequitably.

Housing Commission Chair Bigelow said she appreciated the emphasis on implementation and trying to have metrics as that made accountability easier. She said policy H1.1 said City Council supported affordable housing as a priority and that was great as was policy H1.4. She said she loved the program H1.H on page 8-6 and it was important again to hold themselves accountable and see how far they had come in meeting RHNA goals and not necessarily having to wait until the annual reviews. She said given the import that HCD was placing on affirmatively furthering fair housing she appreciated policy H2.7 on page 8-7 "Developing and Enforcing an Anti-displacement Strategy." She said it was talked about in Program H2.E where there was overlap from the policy to the program. She said it was nice to see who would be responsible for it and how it would be paid for, and that it would be done within three years of the housing element. She said with the work she had done for both affordable housing developers and direct service nonprofits that the pandemic exacerbated much of the already deep divides within the community but they also found when people knew about rental housing assistance programs, they would actually use them and that kept them housed which helped homelessness issues and public health issues so she appreciated seeing that referenced. She said she liked the modification of the Specific Plan and the design standards for parking lots. She said she had slight concern about the identification of an SB10 site as it looked like that would be one of their last priorities as it was proposed to be done within five years of housing element adoption. She encouraged looking at that again.

Planning Commissioner Do referred to policy H6.6 on program 6E Multimodal Improvements. She said community members commenting on the proposed Parkline project expressed numerous concerns about traffic on Laurel Drive and children biking. She said similar to the Flood School site many of the comments were on the safety of what were now quiet neighborhood streets for people to scooter, bike and walk so she was excited to see how far they could change, reduce and eliminate parking requirements. She said the opposition was not to people but to cars. She said she

was excited to see relevant policies and programs and how far as a community they could push themselves to change expectations around parking.

Housing Commission Chair Bigelow said people tended to not realize that people with restricted income often did not have cars because of the associated expenses so there were not necessarily increases in car traffic from those projects.

Planning Commissioner Harris said in general there were some great goals, policies and programs in the chapter. She said reading them she was struck by the responsibilities required to both develop and implement those programs and those mostly fell to the planning and housing divisions. She said those both were stretched given the number of acting and open positions in them, and the number of active projects in Menlo Park. She said she was concerned about increasing staff capacity and along those lines understanding what would happen first. She said some of them were squishy and she would like tighter parameters around some of the programs. She said she would like a master timeline showing all of the programs laid out in a chart so they could understand whether they could do the things in the order as laid out and understand what was needed and/or how many people needed to hire or consultants to help. She said a policy she would like to pull forward and think through was the design standards as she understood they had been taking about those for a while. She said if they had those and ministerial review, more projects could move a lot faster with fewer staff involved. She said an issue they were having was how long it took to build in Menlo Park. She asked if those items could happen sooner in the process and that they were sequenced correctly. She said as far as the other programs and policies H1-4 that they needed to evaluate staff capacity and additional resources to monitor and implement affordable housing policies and projects. She asked who would be looking into that. She referred to H2-A, At Risk Units, and asked if the language might be tighter. She said the program stated the city would inform tenants of any assistance available. She suggested revision to say they had available assistance and how could they ensure that assistance was available, that they could get it to the tenants at risk proactively or quickly. She suggested what was needed was a rental registry to be able to contact tenants and landlords as necessary. She said she thought Samaritan House had been helping and outsourcing with that and if they were the ones helping perhaps that should be more concretely noted in the document. She said that was in H2. She said Palo Alto had a no loss policy for housing and asked if the city had anything in its rules besides what the state required.

City Attorney Nira Doherty said she did not believe that the city had any net loss provisions in the municipal code. She said any of those provisions now with the adoption of the Housing Crisis Act would be preempted to a large extent. She said it was something the city could look at as a policy but that portion of the Housing Crisis Act was fairly prescriptive and she thought they would run into some preemption issues.

Planning Commissioner Harris referred to H3.H that said part of the development review process encouraged increasing the number of accessible units. She questioned what encourage meant and if it could be defined more concisely and that could either be a question or a comment of something they could work on. Mr. Bradley said they could work on that. Planning Commissioner Harris referred to H6 and that she agreed with Planning Commissioner Do to see how far they could push to reduce personal automobile usage. She said in increasing housing stock significantly they would need to work hard on identifying multimodal improvements. She said she hoped they might be more prescriptive on how that could be accomplished. She suggested some budget for consultants to work on that and bring different new ideas as she thought it would help greatly. She said to that end

she was very in favor of eliminating parking minimums especially talking about 100% affordable, and some other accessible or senior housing.

Commissioner Tate referred to H2.D and the ADU amnesty program. She asked if that meant an ADU did not comply with current building and planning codes but was not a threat for health and safety that it would be grandfathered in. Ms. Chow said current state law allowed for a deferral of building code enforcement and planning department standards for the ADU if it was not necessarily current for health and safety. She said regarding the ADU amnesty program H2.D they needed to further define what the specific would be for that and whether it was a continuation of what was under state law today or something more or indifferent. She said they did not necessarily have the standards defined today but it was recognizing that there were AUDS built without the benefit of a permit, and how they would seek to provide amnesty for them as they provided needed housing. She said there was a state provision that allowed that for five years. Commissioner Tate said illegal ADUs were in District 1, her community, and asked if there was a way to move the timeframe up to one year rather than three years to provide some home security for people who might be living in such units. She noted a problem historically with code enforcement going onto people's property and discovering they had illegal units and that could displace a whole family such as the public comment about a one-bedroom apartment housing 13 people. She said moving the timeframe sooner would provide some sense of security for people.

Replying to Housing Commission Chair Bigelow, Ms. Doherty said the law allowed for a deferral of standards in the building code that were currently not up to compliance in existing ADUs and allowed the building official to provide for such deferral for the applicant to maintain the ADU and permit it with a building permit at a future time.

Planning Commissioner Tate said the concern was the timeframe was within three years of Housing Element adoption and it would be great if that could be moved up to within one year. Ms. Doherty said that would not be inconsistent with state law so there would not be any issues with the proposed revision.

Commissioner Tate said ADUs could supply different levels of income housing. She said they did not really know how many ADUs in the city were used for housing. She said in a Planning Commission discussion they recognized such spaces being used as offices, play areas or an extension of the house rather than being rented out. She said those were being counted as ADUs when they had no real way of knowing if they were actually part of the housing stock. She asked if there was some way to have more accurate numbers related to ADUs.

Housing Commission Chair Bigelow said when she was doing BMR administration for another city they tried to administer programs to use the ADUs as lower income housing and ran into how did you administer that day to day, what it looked like and how to keep compliant with it.

Planning Commissioner Harris referred to H2.B, subpoint "e" that read: consider rezoning of properties for consistency to match and protect their existing residential uses. She asked what the intent of that was. Housing Commission Chair Bigelow said that was page 8-8 for those following along. Mr. Bradley pointed out that the text before A, B, C, and D talked about addressing residential displacement impacts. He said the intention was to protect existing residential uses from being displaced. Planning Commissioner Harris said her concern with how it was written as she would not want any down zoning based on it. Ms. Chow said they could look at that. She said it was intended

to ensure if a residential property was on a commercially zoned lot that it would be resolved to maintain its residential use and not convert to a nonresidential use.

Planning Commissioner Harris said she agreed the ADU amnesty program needed to occur sooner than in three years. She referred to H2.E, page 8-9 and displacement strategy, and going into neighborhoods and talking to people but she felt like that had been done already and she did not support asking the same people the same questions again. She said she would prefer they just worked on preventing evictions and increasing housing quality. Housing Commission Chair Bigelow said she agreed that working with neighborhood and community groups did seem like things they had said and done. She asked for the difference between the policy and the program. Mr. Bradley said the policy was shorter and said what needed to happen and the program went into more detail as to how that would happen. Replying further to Housing Commission Chair Bigelow that he read the program as keeping the dialogue open and that tied into the environmental justice portion of the project as well and to the capacity to engage effectively with all segments of the community. He said he did not think it enough to say they had done this already and take what we know and implement it with all the details that involved. He said the program held the city to task to keep dialogue open and share the decision-making process with community members. Planning Commissioner Harris said she agreed with keeping dialogue open but they had heard numerous times what was needed and she thought they needed to do it. Housing Commission Chair Bigelow suggested bringing to the community some of the solutions they had heard in the past and asking if those still met needs or not.

Mr. Noce said he wanted to highlight the housing assistance program the city currently coordinated with Samaritan House as well as an upcoming program that would be a homeownership preservation program with Habitat for Humanity in the Belle Haven neighborhood. He said hopefully the program would launch this summer.

Housing Commission Chair Bigelow referred to program H1.I and BMR housing funds and asked if it was offered every two years. Mr. Noce said in the last Notice of Funding Available (NOFA) they made a note in the application that they would take over the counter applications potentially that would come into the city and dependent upon the amount of funding in the fund during the two-year period. He said they were expecting funding increases as development moved forward. He said \$5.5 million was awarded to HIP Housing for accusations of 6 and 8 Coleman Place in the 2020 NOFA release. Housing Commission Chair Bigelow said she knew how important local funding was for the development of housing so she hesitated that it was every other year but was hearing a rolling opening for NOFA within a marketing push every two years.

Commissioner Riggs said on the ADU discussion that besides helping people do ADUs he had assisted at least two different property owners whose ADUs were reported as nonconforming and were shut down, and the tenants left. He said it took a year and a half to resolve the issues in one case as when noncompliant to code it was necessary to try to conform to 700 pages of building code and a separate fire code. He said his client he believed was the first to try to take advantage of the amnesty and in the end the deferment of code enforcement. He said the property owner concluded that under no conditions would he ever apply for either deferment or amnesty again, and that it was better business decision to be under the radar and stay there unless you had to sell the property. He said the idea of the ADU amnesty was good but the city was not able to put it into practice. He said one reason why the city might actually be limited to 85 ADUs over the next seven years was whatever the intentions of Menlo Park to occupy an ADU you had other agencies you had to clear. He said the most expensive was the Fire District noting that fire divisions did not have any oversight

in the state. He said the longest part of the schedule was PG&E. He said one thing the city and other peninsula cities might do was lobby state senators and assembly members to modify the oversight of those two agencies so they were in sync with efforts to provide housing at a lower cost in a mutually beneficial way on existing property.

Commissioner Tate referred to program H2.E, the anti-displacement strategies and asked why the timeframe for that whole section was three years to implementation from adoption of the housing element as three years from now there might not be anybody left. She said she respected staff's time and current staff shortages but that was a long time. She asked if it could be moved to one year implementation.

Ms. Chow said she thought there was a recommendation to have a timeline that looked holistically at how all the programs and implementations fit with one another and what would happen at one, two, three years through the eight year cycle. She said that would give a better sense of prioritization and the amount of staff time needed. She said there were things programmed in the first year that might be more of a mandate so those items were prioritized. She said they certainly could reevaluate on what some of the priorities of our commissions were and see if they could advance some things. She said they were currently facing staff shortages and were in the process of hiring but that took time as well as staff capacity to implement effectively and efficiently. Planning Commissioner Tate said she hoped there was a way to move that up as three years was a long time. She said in the last year and three months they had definitely seen the displacement so it would be great if there was a way to prevent it from going too much further. She said that was a plug for the shared person in San Mateo County being paid among the 21 Elements cities to look at programs like this and implement.

Housing Commission Chair Bigelow said she agreed a master timeline would be wonderful to see what the actual priorities were. She said HCD called out renter protections as an anti-displacement strategy that affirmatively furthered fair housing so that seemed where they could start working as it was important to the housing element.

Housing Commission Chair Bigelow adjourned the joint meeting at 10:48 p.m.

Staff Liaison: Deanna Chow, Assistant Community Development Director

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on August 29, 2022



City of Menlo Park

Planning Commission / Housing Commission
Study Session

May 16, 2022

Outline

Outreach

Housing Element Structure and Content

Site Inventory and Analysis

Goals, Policies and Programs

Time line

Outreach



Outreach



MenloPark.org/ HousingElement

Outreach Highlights

Community Feedback

- Concerns over displacement
- Ensure affordable housing will actually be built
- Housing should include supportive services for special needs populations
- Wide range of housing options, from ADUs to high-density near transit

5

Housing Element Structure and Content



Housing Element Chapters

1. Introduction
2. 5th Cycle Housing Element Review
3. Housing Conditions and Trends
4. Affirmatively Furthering Fair Housing
5. Actual and Potential Constraints to Housing
6. Energy
7. Site Inventory and Analysis
8. Goals, Policies and Programs
9. Definitions of Key Housing Terms
10. Appendices

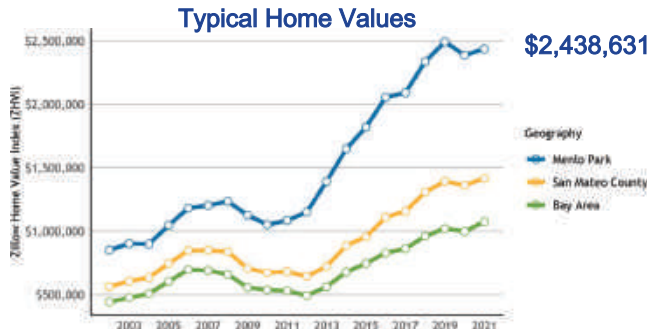
5th Cycle Housing Element Review

- Evaluated accomplishments of the 2015-2023 Housing Element
- Identified policy/program changes for the 6th Cycle Housing Element

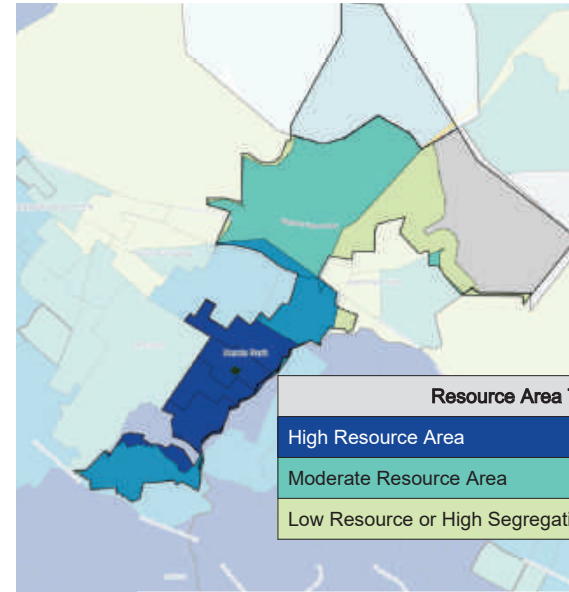
8

Housing Conditions and Trends

Purchasing a home is out of reach for many working and middle-class families



Menlo Park by Resource Area



Resource Area Type	% of Population
High Resource Area	80%
Moderate Resource Area	17%
Low Resource or High Segregation and Poverty Area	3%

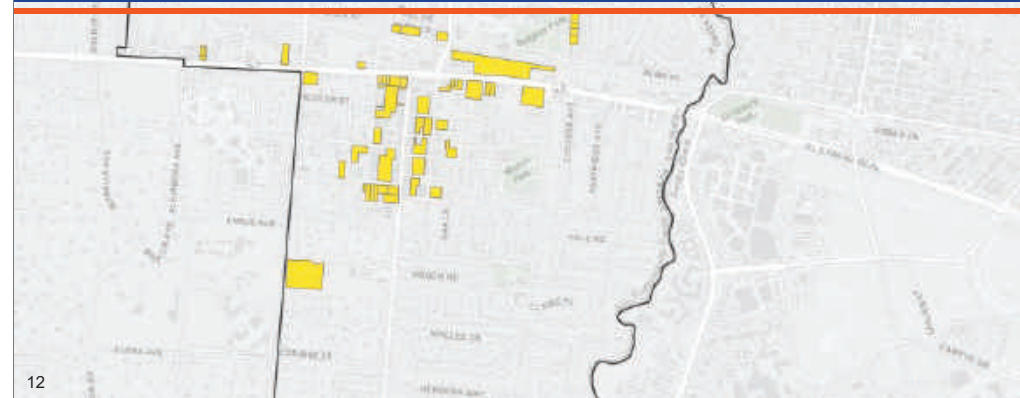
TCAC/HCD Opportunity Areas (2021)

Race by Resource Area

	White	Black	Asian/API	Hispanic	Multiple Race/ Other Race
High	70%	2%	16%	7%	5%
Moderate	11%	16%	14%	56%	3%
Low	19%	4%	10%	64%	3%

TCAC/HCD Opportunity Areas (2021)

Site Inventory and Analysis



Introduction

Net RHNA

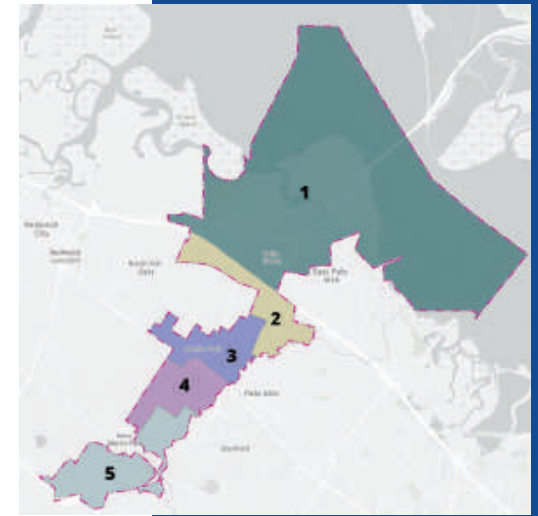
	Very Low	Low	Moderate	Above Moderate	Total Units
	(0 - 50%)	(51 - 80%)	(81 - 120%)	(above 120%)	
6 th Cycle RHNA	740	426	496	1,284	2,946
30% Buffer	222	128	149	385	884
6 th Cycle RHNA with 30% Buffer	962	554	645	1,669	3,830
6th Cycle RHNA Credit					
Pipeline Projects	119	399	97	2,766	3,381
ADUs	26	25	26	8	85
Subtotal	145	424	123	2,774	3,466
Total Net New Units Needed	817	130	522	0	1,469

1,469 affordable units

Opportunity Sites

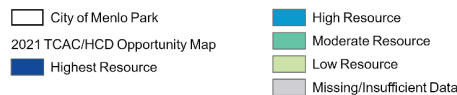
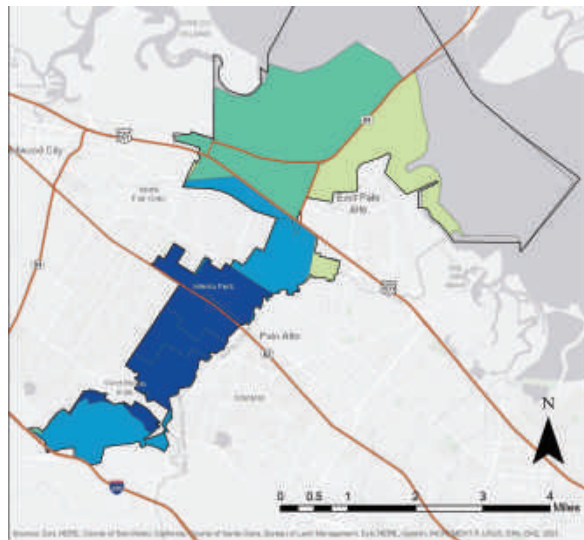
Council District 1 has several large residential projects that have been approved/under review.

Opportunity sites have been distributed primarily through Council Districts 2 - 5



Opportunity Sites

Higher Resource Areas are generally located south of Highway 101

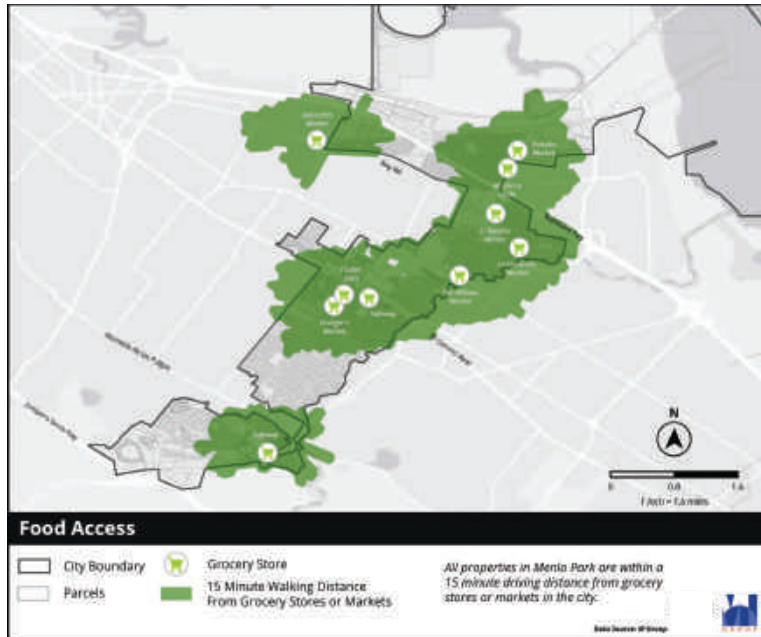


Opportunity Sites

Initial Screening using HCD Housing Site Criteria

- Parcels generally considered appropriate for lower income RHNA if between 0.5 – 10 acres
- Proximity to resources for equity
- Infrastructure availability

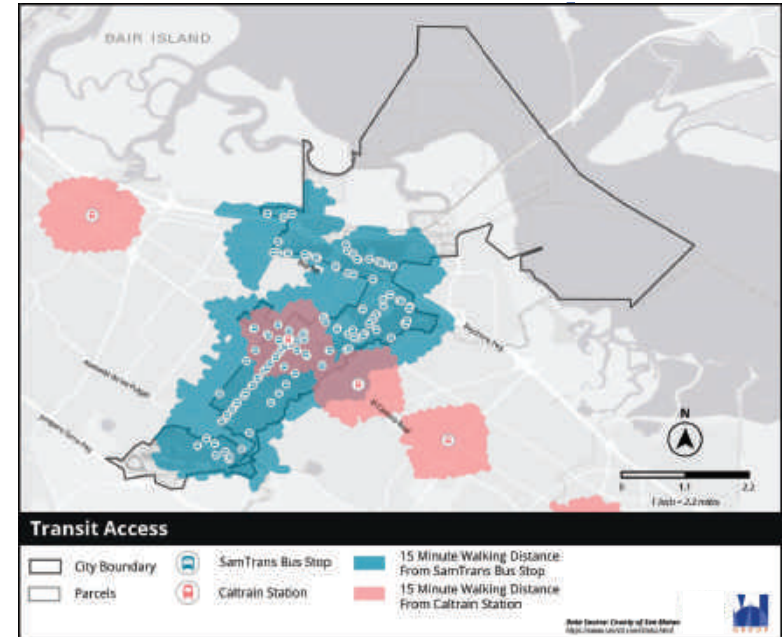
Fair Housing: Food Access



17

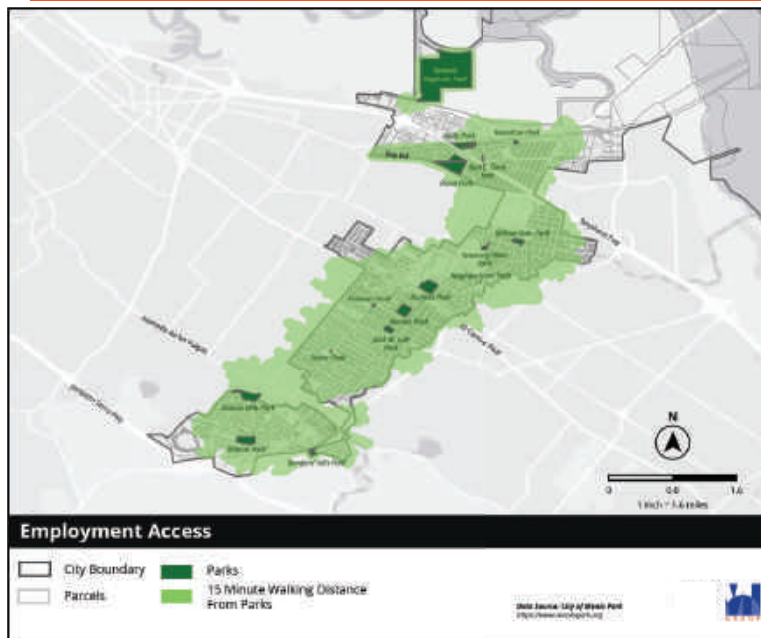
Fair Housing: Transit

*Note that some bus stops identified are for school-use only



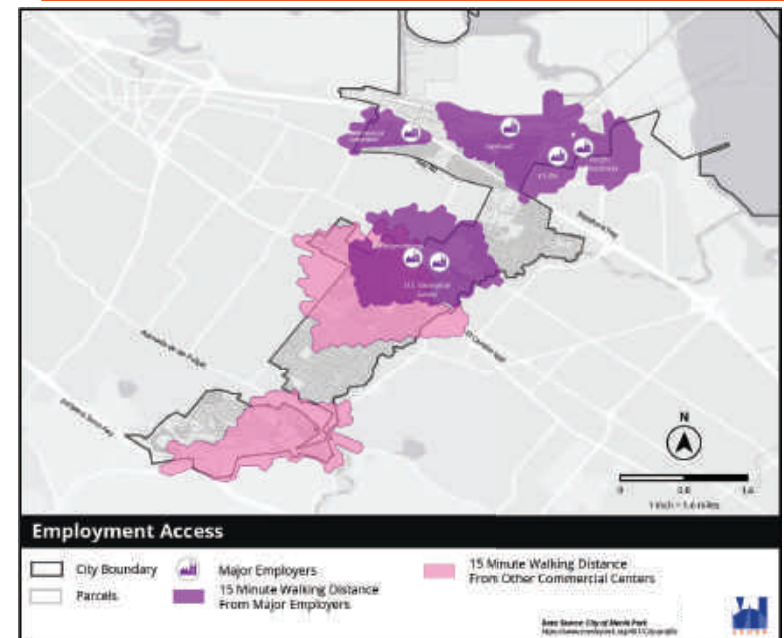
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Fair Housing: Parks Access



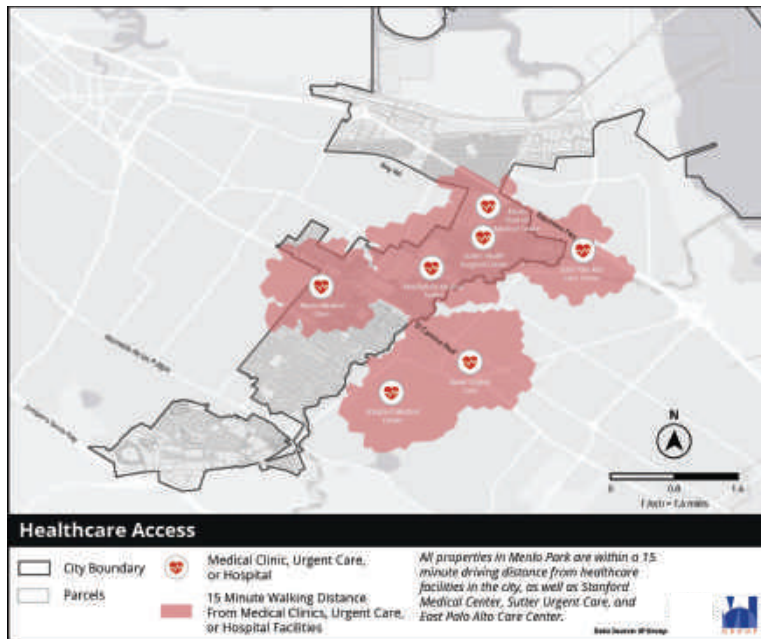
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Fair Housing: Employment Access



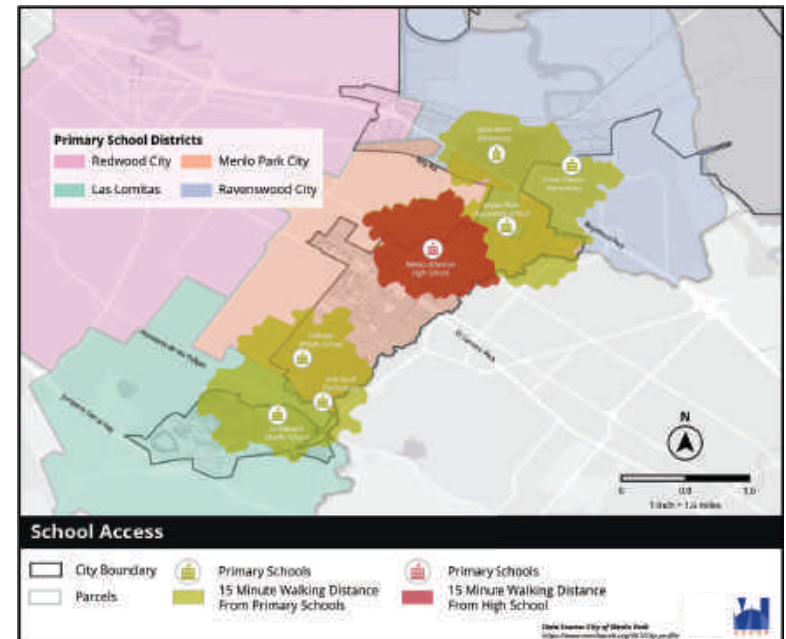
20

Fair Housing: Health Care Access



21

Fair Housing: School Access



22

Site Sheets

73 Opportunity Sites were identified

Existing Use: Parking Lot

HCD Housing Opportunity Site Criteria

Within 1/2 Mile of Major Transit Stop:	Yes
Development Opportunity Style:	Built on Vacant/Parking
Proposed Allowable Density:	30 Du/Ac
AFFH Score:	6

Carveout to Promote Housing Production:	No	
Market-Rate Development with BMR Requirement:	Total Units: 30	Min. Rq'd Aff. Units: 5
Proposed 100 du/ac Allowance for 100% Affordable Projects:	Max. Affordable Units: 100	Max. Realistic Affordable Units: 100

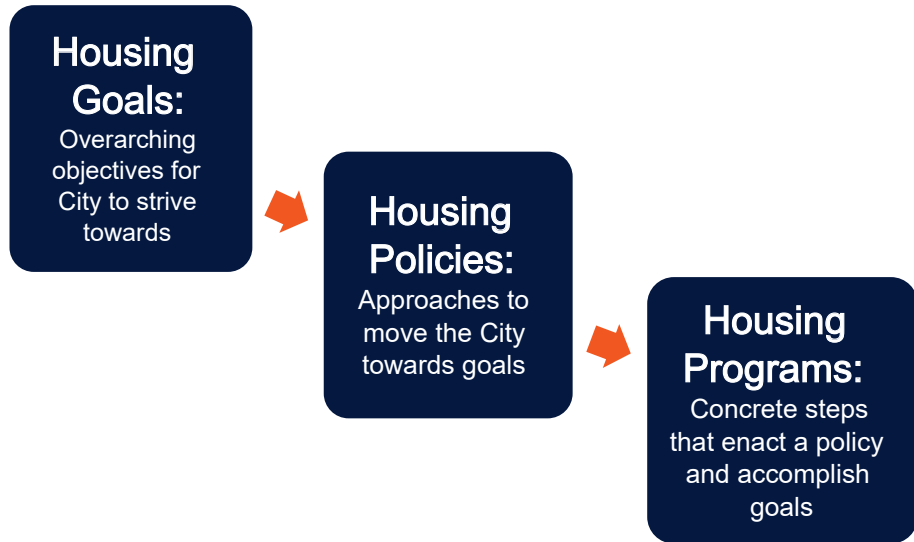
23

Housing Goals and Policies



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Housing Goals and Policies



Housing Goals and Policies

- **Overarching Intent:**
 - Create a balanced community
 - Focus on affordability
 - Forward social justice
- **4 existing goals (2015 -2023 Cycle)**
- **7 proposed goals (2023 -2031 Cycle)**

Policy Development

- Community outreach findings
- Fair housing issues
- Site-specific programs
- Reducing constraints to housing
- ABAG’s Resilient Housing Policies

Housing Goals and Policies

HOUSING GOALS	
GOAL H1	IMPLEMENTATION RESPONSIBILITIES Continue to build local government institutional capacity and monitor accomplishments to effectively respond to housing needs.
GOAL H2	EXISTING HOUSING AND NEIGHBORHOODS Equitably maintain, protect and enhance existing housing and neighborhoods, while also supporting quality schools, city services, and infrastructure.
GOAL H3	SPECIALIZED HOUSING NEEDS Provide housing for special needs populations that is coordinated with support services.

Housing Goals and Policies

HOUSING GOALS

GOAL H4	AFFORDABLE HOUSING Support the development of a diversity of housing types for people at all income levels, particularly for extremely low-, very low-, and low-income households.
GOAL H5	EQUITY Ensure equitable access to housing.
GOAL H6	SUSTAINABLE HOUSING Implement sustainable and resilient housing development practices.
GOAL H7	DESIGN OF HOUSING Ensure new housing is well-designed and addresses the housing needs of the city.

Housing Goals and Policies

Goal H1 IMPLEMENTATION RESPONSIBILITIES

Continue to build local government institutional capacity and monitor accomplishments to effectively respond to housing needs.

- Coordinate with regional and inter-jurisdictional efforts
- Utilize and advertise BMR funds
- Augment local funding
- Increase organizational effectiveness, including evaluating staff capacity
- Coordinate with non-profits on housing
- Monitor housing element

Largely carried over from current Housing Element (2015/2023)

Housing Goals and Policies

Goal H2 EXISTING HOUSING AND NEIGHBORHOODS

Equitably maintain, protect and enhance existing housing and neighborhoods, while also supporting quality schools, city services, and infrastructure.

- Ordinance for at-risk units
- Provide housing rehabilitation outreach and funding
- Adopt ADU amnesty ordinance
- Develop anti-displacement strategy with the community

Largely carried over from current Housing Element (2015/2023)

Housing Goals and Policies

Goal H3 SPECIALIZED HOUSING NEEDS

Provide housing for special needs populations that is coordinated with support services.

- Encourage linking supportive services to housing
- Incentivize accessible and special-needs housing
- Publicize rental assistance programs
- Allow low barrier navigation centers in residential mixed-use areas
- Regional collaboration to address homelessness

Some policies carried over from current Housing Element (2015/2023)

Housing Goals and Policies

Goal H4 AFFORDABLE HOUSING

Support the development of a diversity of housing types for people at all income levels, particularly for extremely low -, very low -, and low - income households.

- Rezone for higher housing densities near downtown
- Allow ministerial review of 100% affordable housing
- Modifications to affordable housing overlay
- Convert commercial to mixed-use
- Modifications to below-market inclusionary requirement and in-lieu fees
- Modify parking requirements
- ADUs

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Some policies carried over from current Housing Element (2015/2023)

Housing Goals and Policies

Goal H5 EQUITY

Ensure equitable access to housing.

- Ensure equal housing opportunity
- Require community participation in planning
- Identify opportunities for homeownership
- Multilingual information on housing programs
- Provide tenant support and protection programs, including a fair chance ordinance

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Some policies carried over from current Housing Element (2015/2023)

Housing Goals and Policies

Goal H6 SUSTAINABLE HOUSING

Implement sustainable and resilient housing development practices.

- Encourage renewable energy and conservation
- Implement walking/biking improvements
- Promote resilient design and air conditioning alternatives

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Some policies carried over from current Housing Element (2015/2023)

Housing Goals and Policies

Goal H7 DESIGN OF HOUSING

Ensure new housing is well designed and addresses the housing needs of the city.

- Develop residential design standards
- Objective design standards for SB 9 projects

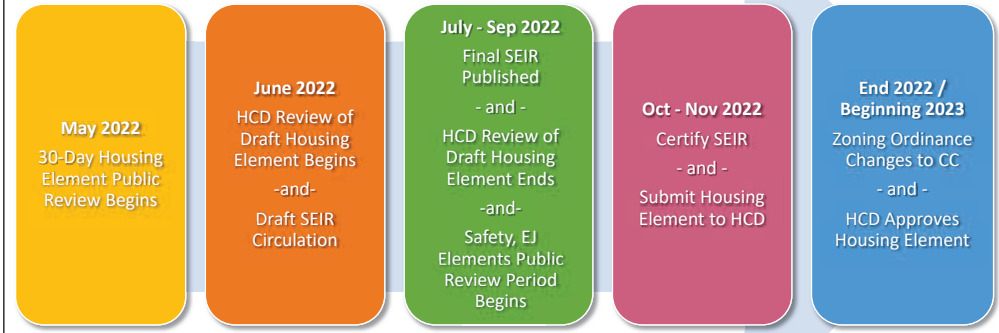
36

Some policies carried over from current Housing Element (2015/2023)

Timeline



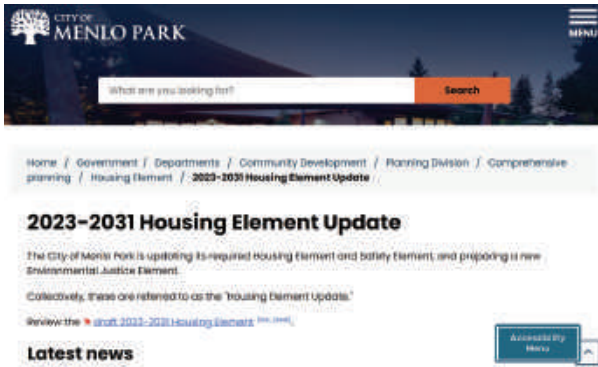
Timeline



*Tentative dates subject to modification

Next Steps

The Public Review Draft is available for public comment on the City's website!



- Online web form to provide comments closes on June 10, 2022
- Council Study Session in late May / early June

Thank you for your time!



Questions

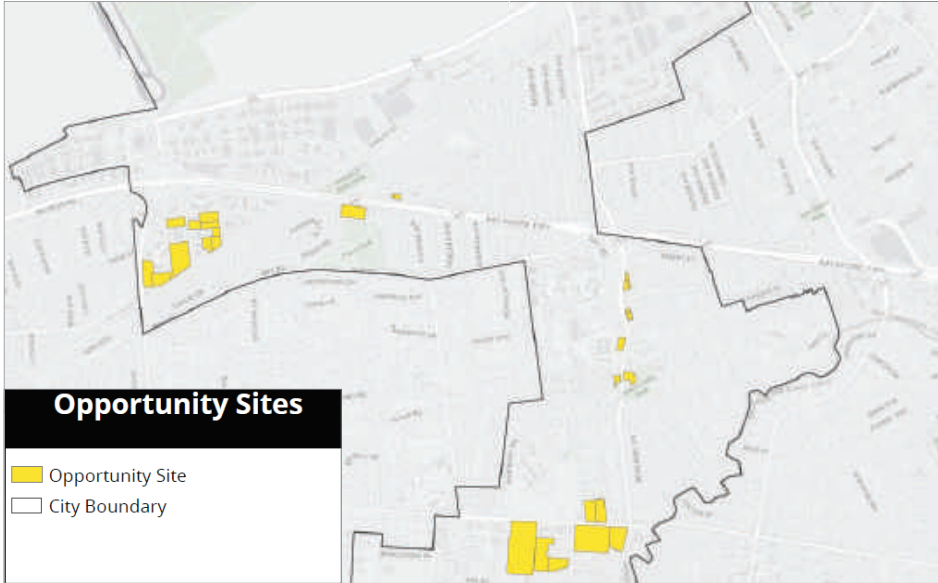


Comments

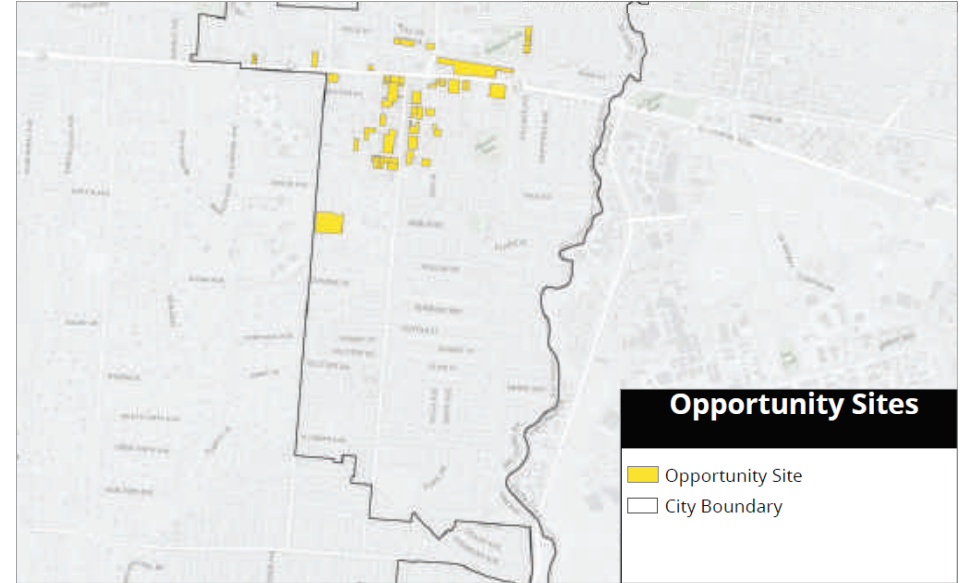
MenloPark.org/HousingElement



Site Inventory



Site Inventory



Site Inventory

