



REGULAR MEETING MINUTES

Date: 6/7/2023
Time: 6:30 p.m.
Location: Teleconference and
Arrillaga Recreation Center, Oak Room
700 Alma St, Menlo Park, CA 94025

A. Call To Order

Chair Nguyen called the meeting to order at 6:35 p.m.

B. Roll Call

Present: Campos, Nguyen, Portillo, Walker
Absent: Merriman, Pimentel, Leitch
Staff: Interim Housing Manager Eren Romero, Management Analyst Adam Patterson,
Planning Manager Kyle Perata, Contract Planner Payal Bhagat

C. Public Comment

- Alheli spoke in support of smoke-free multi-unit housing.

D. Regular Business

- D1. Approve minutes for the Housing Commission meetings on April 3, 2023 and May 3, 2023 (Attachment)

ACTION: Motion and second (Walker/ Campos), to approve the minutes of the Housing Commission meetings on April 3, 2023 and May 3, 2023, passed 4-0 (Merriman, Pimentel, Leitch absent).

- D2. Recommend a Below Market Rate Housing In-Lieu Fee for the proposed research and development project located at 1125 O'Brien Drive (Staff Report #23-003-HC)

Contract Planner Payal Bhagat introduced the item.

The Commission received clarification on in-lieu fees.

ACTION: Motion and second (Campos/ Walker), to recommend a Below Market Rate Housing In-Lieu Fee for the proposed research and development project located at 1125 O'Brien Drive, passed 4-0 (Merriman, Pimentel, Leitch absent).

- D3. Recommend draft Below Market Rate Housing Agreements and Below Market Rate Housing Agreement Term Sheet with The Sobrato Organization for the proposed housing development project located at 123 Independence Drive Project (Staff Report #23-004-HC)

Contract Planner Payal Bhagat introduced the item.

The Commission received clarification on the proposed commercial space, the distribution of rental and ownership units, and on the relationship between agenda items D3 and D4.

Peter Tsai from The Sobrato Organization and Maureen Sedonaen and Constanza Asfura-Heim from Habitat for Humanity Greater San Francisco made a presentation (Attachment).

The Commission received clarification on the independent completion timelines for the Below Market Rate (BMR) units and market rate units, how the BMR units and market rate units compare, how these units will be marketed and distributed, and on the Habitat for Humanity homeownership process and requirements.

- Virginia spoke in support of making the development nature-friendly.

The Commission received clarification on the development's environmental review process and on the energy sources of the development.

- Alheli requested clarification on whether the homes will be smoke-free.
- Pam Jones spoke in support in support of the project.

The Commission spoke in support of community outreach regarding this project.

The Commission received clarification on the scope of the recommendation of this item.

ACTION: Motion and second (Walker/ Portillo), to recommend draft Below Market Rate Housing Agreements and Below Market Rate Housing Agreement Term Sheet with The Sobrato Organization for the proposed housing development project located at 123 Independence Drive Project, passed 4-0 (Merriman, Pimentel, Leitch absent).

D4. Presentation by Habitat of Greater San Francisco on its notice of funding availability (NOFA) application

Item D4 was included in the presentation of item D3.

E. Reports and Announcements

E1. Commissioner updates

Commissioner Campos spoke on an upcoming community resource fair at the Belle Haven Library.

E2. Future agenda items

None.

E3. Staff updates and announcements

Staff reported that the July Housing Commission meeting will be canceled.

Staff reported on upcoming Housing Element Update public meetings.

F. Adjournment

Chair Nguyen adjourned the meeting at 7:42 p.m.

Adam Patterson, Management Analyst II