



REGULAR MEETING MINUTES

Date: 4/11/2018
Time: 6:30 p.m.
Arrillaga Family Recreation Center – Cypress Room
700 Alma St., Menlo Park, CA 94025

A. Chair Tate called the meeting to order at 6:32 p.m.

B. Roll Call

Present: Sally Cadigan, Juliana Dodick, Nevada Merriman, Meg McGraw-Scherer, Michele Tate
Absent: Karen Grove, Camille Kennedy
Staff: Housing and Economic Development Manager Jim Cogan, Community Development Director Mark Muenzer, Associate Planner Kaitie Meador

C. Public Comment

There was no public comment.

D. Regular Business

D1. Approve minutes for the Housing Commission meeting of March 14, 2018 (Attachment)

ACTION: Motion and second (Cadigan/McGraw-Scherer) to approve the March 14, 2018, Housing Commission meeting minutes, passed (5-0-2; Grove and Kennedy absent).

D2. Consider recommending approval of a Below Market Rate (BMR) housing agreement term sheet with Peninsula Arts Guild for 949 El Camino Real (Staff Report #18-004-HC)

Community Development Director Mark Muenzer provided the staff report and offered corrections on Page 2 of the staff report regarding proposed building (non-office areas) to be changed from 10,622 to 10,662 sq. ft., and Attachment A, Item 6, existing buildings (non-office areas) component fees changed from (\$28,514) to (\$38,514), and proposed building (non-office areas) changed from 10,622 to 10,662 sq. ft.

Drew Dunlevie project applicant, provided additional details on the project.

ACTION: Motion and second (McGraw-Scherer/Dodick) to approve Below Market Rate housing agreement term sheet with Peninsula Arts Guild for 949 El Camino Real, passed (5-0-2, Grove and Kennedy absent).

D3. Consider recommending approval of a Below Market Rate (BMR) housing agreement term sheet with Chasen Rapp, 500 SC Partners, LLC and 556 SC Partners, LLC, for 1125 Merrill St., 506 Santa Cruz Ave. and 556 Santa Cruz Ave. (Staff Report #18-005-HC)

Community Development Director Mark Muenzer provided the staff report and highlighted two BMR units at the 1162-1170 El Camino Real property noting, once it is redeveloped, will be utilized to satisfy the 0.9 unit residential unit obligation of the 506 Santa Cruz Ave./556 Santa Cruz Ave./1125 Merrill St. project.

Ken Hayes, project applicant, provided additional details on the project and referred to the staff report's identification of the existing structures at 1162-1170 El Camino Real as possible historic resources, expressing that it does not meet state or federal status as historically eligible. Staff will review the historical status of 1162-1170 El Camino Real.

ACTION: Motion and second (Cadigan/Merriman) to approve Below Market Rate housing agreement term sheet with Chasen Rapp, 500 SC Partners LLC and 556 SC Partners LLC for 1125 Merrill St., 506 Santa Cruz Ave. and 556 Santa Cruz Ave. passed (5-0-2; Grove and Kennedy absent).

- D4. Consider recommending approval of a Below Market Rate housing agreement term sheet with Michal Smulski for 409 Glenwood Ave., 417 Glenwood Ave. and 1357 Laurel St. (Staff Report #18-006-HC)

Associate Planner Katie Meader provided the staff report and noted the sensitivity of the historic structure currently located on the property as well as inclusion of one BMR unit.

ACTION: Motion and second (Cadigan/McGraw-Scherer) to approve Below Market Rate housing agreement term sheet with Michal Smulski for 409 Glenwood Ave., 417 Glenwood Ave. and 1357 Laurel St. passed (5-0-2; Grove and Kennedy absent).

- D5. Consider recommending that the City Council adopt an ordinance updating the community amenities requirement for bonus level development in the residential mixed-use zoning district (Staff Report #18-007-HC)

Housing and Economic Development Manager Jim Cogan provided the staff report.

Andrew Morcos, director of development for Greystar Real Estate Partners, LLC, explained how possible changes to the R-MU zoning requirements might affect future development.

ACTION: Motion and second (McGraw-Scherer/Merriman) to approve the recommendation that City Council adopt an ordinance updating the community amenities requirement for bonus level development in the residential mixed-use zoning district, passed (5-0-2; Grove and Kennedy absent).

- D6. Consider recommending that the City Council amend the Below Market Rate housing impact fee (Staff Report #18-008-HC)

Staff Cogan recognized the work and analysis of the Nexus Fee Study Subcommittee to provide recommendation to the commission and recommended the subcommittee be present at future City Council meetings.

ACTION: Motion and second (Cadigan/McGraw-Scherer) to recommend that the City Council

amend the Below Market Rate housing impact fee and authorize the Nexus Fee Study Subcommittee to speak, as needed, at future City Council meeting on behalf of the Housing Commission. Motion passed (5-0-2; Grove and Kennedy absent).

E. Informational Items

E1. City Council Work Plan Transmittal and CIP memo

Staff Cogan clarified that the memo is provided for the Housing Commission's reference.

F. Reports and Announcements

F1. Subcommittee reports (10 minutes):

Notice of Funding Availability Subcommittee: McGraw-Scherer reported that the committee submitted recommendation to staff.

Nexus Fee Study Subcommittee: No report.

Below Market Rate Guidelines Subcommittee: Staff reported the proposed guidelines would return to the Housing Commission in May 2018.

Housing Policy Subcommittee: Tate reported on downtown density, BMR guidelines and homeless policies. Staff Cogan noted the upcoming review of the El Camino Real/Downtown specific plan being presented to City Council at the upcoming meeting.

F2. Commissioner reports

Merriman reported on upcoming events for affordable housing week.

F3. Staff updates and announcements

Staff Cogan updated the commission on upcoming City Council agenda items.

H. Adjournment

Chair Tate adjourned the meeting at 8:28 p.m.