

Cupertino, CA 95014
(408) 777-3308

**DRAFT MINUTES OF THE REGULAR MEETING OF
THE HOUSING COMMISSION HELD ON February 9, 2017**

ROLL CALL

Commission Members present: Nina Daruwalla, Chair
Shirley Chu, Vice Chair
Sue Bose, Commissioner
John Zhao, Commissioner
Sanjiv Kapil, Commissioner

Commission Members absent: none

Staff present: Benjamin Fu, Assistant Director of Community Development
Kerri Heusler, Housing Planner

CEREMONIAL ITEMS:

- Election of Chair and Vice Chair: The commission elected Commissioner Daruwalla as Chair and Commissioner Chu as Vice Chair.
- Outgoing Commissioners: Staff thanked Chair Harvey Barnett for his two terms of service. Staff thanked Commissioner Rajeev Raman (absent) for his year of service.

APPROVAL OF MINUTES

- Minutes of the September 8, 2016 Housing Commission meeting were approved as written. Staff requested clarification on speaker regarding homeless services. Christine Nguyen from West Valley stated that she was the speaker. *(Staff made a correction to the vote for item 3.)*

ORAL COMMUNICATIONS:

- Ms. Kimberly Sandstrom voiced concerns about the minutes from the August 11th meeting. She shared appreciation for the correction of the vote count and stated that there are other errors that have not been corrected. She is aware that she was instructed to submit her list and didn't do so as she wanted to go over them at this meeting. She was again asked to submit her list of errors for verification by staff and said she would probably not do that as her time was limited.

POSTPONEMENTS/REMOVAL FROM CALENDAR:

None

WRITTEN COMMUNICATIONS:

None

CONSENT CALENDAR:

None

PUBLIC HEARING:

None

NEW BUSINESS:

- Accessory Dwelling Unit (ADU) presentation- Staff Gian Martire, Associate Planner, presented information on the recently updated Accessory Dwelling Unit ordinance. Commissioners asked questions of staff about the process, income limits, lot size, and utilities. Cupertino resident Kimberley Sandstrom expressed an interest in requiring these units to be included in the City's Below Market Rate (BMR) Housing program. Cupertino resident Leanne Crabtree asked questions about the number of ADUs that have been garage conversions, short term stay regulations and transportation requirements. Cupertino resident Kitty Moore shared feedback about a specific neighborhood situation regarding a living space. Members of the public were directed to follow up with staff directly on specific questions and concerns.
- BMR Housing Program, RFQ- Staff member Heusler let the Commission know that the City released the Request for Qualifications (RFQ) for FY 17/18 BMR Program Administration with a due date of February 27, 2017.

OLD BUSINESS:

None

STAFF AND COMMISSION REPORTS:

- Staff member Heusler let the Commission know that the City released the FY 17/18 Request for Proposals (RFP) / Notice of Funding Availability (NOFA) for Capital Housing Projects with a due date of March 17, 2017. Staff member Heusler updated the Commission on the Petition for Reconsideration submitted by Kimberly Sandstrom heard by City Council at the February 7, 2017 meeting and denied. Staff member Heusler shared a save the date for May 16, 2017 for the upcoming Affordable Housing Week event hosted by West Valley Community Services at City Hall. Staff member Heusler also requested input from Commissioners on future presentations they would like to receive.

ADJOURNMENT:

- The meeting was adjourned at 10:07 a.m. to next regular Housing Commission meeting on March 9, 2017, 9:00 a.m.

Respectfully submitted:

/s/Kerri Heusler

Kerri Heusler
Senior Housing Planner