

**APPROVED MINUTES OF THE SPECIAL MEETING OF  
THE HOUSING COMMISSION HELD ON MAY 16, 2019**

**CALL TO ORDER**

Chair Zhao opened the meeting at 9:01am.

Commissioner Daruwalla joined the meeting at 9:09am.

**ROLL CALL**

Commission Members present:      John Zhao, Chair  
    Nina Daruwalla, Vice Chair  
    Sue Bose, Commissioner  
    Connie Cunningham, Commissioner

Commission Members absent:      None

Staff present:                              Kerri Heusler, Housing Manager  
    Piu Ghosh, Planning Manager

**APPROVAL OF MINUTES**

1. Minutes of the April 11, 2019 Housing Commission meeting were approved as written. Commissioner Bose made a motion and Commissioner Cunningham seconded the motion.

APPROVE: Zhao, Bose, Cunningham

ABSENT: Daruwalla

ABSTAIN:

VOTE: 3-1-0

**ORAL COMMUNICATIONS**

Public comments were received from Jennifer Griffin and Janet Van Zoeren.

**WRITTEN COMMUNICATIONS**

None

**OLD BUSINESS**

2. Receive an update from the January 10, 2019 presentation regarding proposed changes to Municipal Code Amendments to Title 19: Zoning, of the Cupertino Municipal Code to further facilitate the development of Accessory Dwelling Units.

The Commission accepted a presentation from staff member Ghosh. Staff member Ghosh answered questions from the Commissioners and members of the public. Public comments were received from Jennifer Griffin and Janet Van Zoeren.

The Commission proposed the following changes:

- Explore the creation of an ADU Loan Program in exchange for regulatory agreement
- Consider increasing the size 1,200 square feet
- Increase public outreach
- Revisit parking requirements for single family homes to encourage garage conversions
- Moratorium on additional fees for the first 3-5 years
- Restriction of use to not allow short-term rentals

## **NEW BUSINESS**

### **3. FY 2019-20 Community Development Block Grant (CDBG) Annual Action Plan**

The Commission accepted a presentation from staff member Heusler. Staff member Heusler answered questions from the Commissioners. Commissioner Cunningham made a motion and Commissioner Bose seconded the motion.

APPROVE: Zhao, Daruwalla, Bose, Cunningham

ABSENT:

ABSTAIN:

VOTE: 4-0-0

### **4. Housing Commission FY 2019-20 Work Program**

The Commission accepted a presentation from staff member Heusler. Staff member Heusler answered questions from the Commissioners and members of the public. Public comments were received from David Fung, Janet Van Zoeren, Kitty Moore, and Jennifer Griffin.

The Commission proposed the following Housing Commission FY 2019-20 Work Program:

#### *City FY 2019-20 City Work Program*

1. Housing Strategies
2. Homelessness
3. Engage with Philanthropic Organizations to find a way to build ELI housing units for Developmentally Disabled and Engage with Habitat for Humanity (or other nonprofit) to build ownership housing at 10301 Byrne Avenue
4. BMR Linkage Fees
5. Incentives to Build Accessory Dwelling Units (ADUs)
6. Short-Term Rentals (STRs)

#### *Additional Work Program Items*

7. Identifying a list of City owned parcels to be considered for affordable housing (APN, lot size, land use)
8. Invite community groups to present affordable housing topics

Vice Chair Daruwalla made a motion and Commissioner Bose seconded the motion.

APPROVE: Zhao, Daruwalla, Bose, Cunningham

ABSENT:

ABSTAIN:

VOTE: 4-0-0

**STAFF AND COMMISSION REPORTS:**

Vice Chair Daruwalla reported back from the monthly Mayor's meeting. Commissioner Cunningham reported back on attendance at community events.

Staff member Heusler provided information about the following items:

1. Affordable Housing Week
2. Housing Commission recruitment

**ADJOURNMENT:**

The meeting was adjourned at 11:11am to the next regularly scheduled Housing Commission meeting.

Respectfully submitted:

/s/Kerri Heusler

Kerri Heusler

Housing Manager