



APPROVED
HOUSING ELEMENT COMMITTEE MINUTES
Monday, July 26, 2010
5:30 p.m.
City Council Conference Room
City Hall at 420 Litho Street

1. **Call to Order- 4:42pm, all present except as noted**
Chair Linda Pfeifer (City Council Rep) Vice-Chair Joan Cox (Planning Commission Rep)*
Mike Kelly (City Council Rep)* Stan Bair (Planning Commission Rep)*
Steve Flahive (City Resident) Chris Visher (City Resident)
Carolyn Kiernat (City Resident)* Joel Paul (City Resident)
Kim Stoddard (City Resident)
*Absent
2. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA - None**
3. **APPROVAL OF MINUTES - No action**
4. **SUBCOMMITTEE REPORTS AND PUBLIC OUTREACH STRATEGY**
 - a. **Liveboards** (Pfeifer, Cox)
Chair Pfeifer indicated that the subcommittee has interviewed all appropriate marinas and the next step is to contact the San Francisco Bay Conservation and Development Commission
 - b. **Accessory Dwelling Units in Single Family Districts** (Schinsing, Platt, Visher)
Planning Intern Platt indicated that 211 ADU questionnaires had been returned (a 22% response rate), and the comments provided have been helpful. The subcommittee anticipates distributing a draft results report in the late August timeframe.
 - c. **Vacant Land** (Kelly, Kiernat)
None
 - d. **Underdeveloped Parcels/Apartment Conversions/Accessory Dwelling Units in Multifamily Districts** (Flahive, Bair, Stoddard)
Committee Members Flahive and Stoddard distributed the draft ADU questionnaire for two-family and multi-family property owners. The HEC decided that all comments should be forwarded to Associate Planner Schinsing by August 2, 2010.
 - e. **Additional Communication**
None

Public Comments:

 - *Chuck Donald stated that he represented the friends of Dunphy Park and he would be interested in how liveboards at Dunphy Park are addressed.*
 - *Ulla Davis suggested that Question 29 on the questionnaire be revised.*
5. **LEGAL ANALYSIS** (Paul—10 minutes; end at 6:05pm)
Committee Member Paul briefly reviewed the recent Pleasanton case and stated that he would be giving a presentation at an upcoming HEC meeting on relevant housing litigation in order to provide some sense of a City's vulnerability to legal action with regard to housing element law.

6. **SCHEDULING PUBLIC WORKSHOPS AND OUTREACH** (10 minutes; end at 6:15pm)
Chair Pfeifer stated that the HEC had deferred the initial public outreach to the subcommittees and anticipates beginning broached public outreach in the Fall. The HEC asked how public outreach would be conducted. Chair Pfeifer indicated that workshops would be advertised In-The-Loop and the HEC mailing list would be utilized.
 7. **HOUSING ELEMENT PROGRESS REPORT** (Staff—5 minutes; end at 6:20pm)
Associate Planner Schinsing presented the housing element progress report bar chart dated July 21, 2010.
 8. **COMMUNICATIONS** (5 minutes; end at 6:25pm)
 - Staff
 - a. Notes from Housing Element Planner's Lunch (Schinsing)
Associate Planner Schinsing presented highlights from a recent Marin County Planner's meeting in San Rafael.
 - b. 7/27/10 City Council Housing Element Status Report (Schinsing)
Associate Planner Schinsing distributed copies of the City Council Housing Element Status Report to the HEC.
 - c. AB 2348 HCD Memo (Schinsing)
Associate Planner Schinsing presented a brief report on AB 2348, which amended State housing element law in 2004 to clarify the land inventory requirements
 - HEC Members- *None*
 9. **AGENDA TOPICS FOR NEXT MEETING**
Chair Pfeifer suggested on behalf of the Underdeveloped Parcels/Apartment Conversions/ Accessory Dwelling Units in Multifamily Districts subcommittee that the "Underdeveloped Parcels/Apartment Conversions/ Accessory Dwelling Units in Multifamily Districts" subcommittee be renamed to "Underdeveloped Parcels/Multi-Unit Parcel Opportunities"
 10. **ADJOURN** – *(Motion: Paul / Second: Visher) 6:55pm*
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