



County of Santa Cruz

HOUSING ADVISORY COMMISSION

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DRAFT MINUTES

HOUSING ADVISORY COMMISSION

September 1, 2021 Regular VIRTUAL Meeting

REGULAR AGENDA

1. Roll Call, Call to Order

Chair Geisreiter called the meeting to order at 1:00 pm.

Commissioners Present: Bud Carney, Bryan Chambers, John Flaniken, Reed Geisreiter (Chair), Tom Honig, Rose Marie McNair, Sibley Simon, (Vice-Chair)

Commissioners Excused: None

Commissioners Absent: John Skillicorn, Kent Washburn

Staff Present: Suzanne Isé, Principal Planner; Porcila Wilson and Tracy Cunningham, Housing Specialists; Carolyn Burke, Senior Civil Engineer, Planning Dept.

Public: Several members of the public participated in the virtual meeting

2. Corrections To Agenda: None

3. Oral Communications: None

CONSENT AGENDA

4. Approval of July 7, 2021, Meeting Minutes

Action: Approved Minutes as Presented.

Motion: Geisreiter **Second:** Simon

Motion Passed: 7 – 0—2

SCHEDULED AGENDA

5. Update on Creation of Unified Permit Center (Oral Report)

Senior Civil Engineer Carolyn Burke gave a presentation on the status of the Unified Permit Center (UPC). The UPC will include staff from several County departments and reviewing agencies, such as Planning, Public Works, and Environmental Health.

A remodel of the fourth floor lobby and front counter area and portions of the Planning and Public Works offices is being planned to create space for the UPC. Ms. Burke noted that her team will conduct a survey of UPC customers and constituents, and will include the HAC in that survey.

6. Consider Revisions to the Affordable Housing Guidelines (Attachment II)

Staff provided a presentation of the proposed revisions with additional background and explanation of the proposed revisions. Commissioners discussed and asked questions of staff. Two members of the public commented on the Guidelines, both generally supportive of the proposed changes. One commenter requested a change to a portion of the proposed ADU guidelines (modification #2 below). After some discussion, a motion and vote, the Commission took the following action:

Action: Recommend that the Board approve the Draft Revised Affordable Housing Guidelines with modifications specified by the Commission, as follows:

1. *Modification to Asset Limits (p. 56 of Draft Guidelines, Table B, bottom row)*

Modify asset limits for Senior Unit buyers to exclude *any* General Assets (i.e., liquid, non-retirement assets), that the applicant uses to buy the home, from the applicant's total assets subject to the Program's limits (not just proceeds from a recent home sale), as follows:

Senior Units (age 62+)	Limit for General Assets: \$240,000**
	** If Applicant is selling a home in order to purchase the affordable home, a <u>Any net sales proceeds general assets</u> used to purchase the affordable home are not counted toward the Asset limit.

and;

2. *Modification to Proposed Guidelines related to Conversion ADUs/JADUs in Measure J or other Affordable Homeownership Units (p. 36 of Draft Guidelines, Section 8.c)*

Delete the proposed text providing the Administering Agency the discretion and authority to require homeowners with conversion ADUs/JADUs to put the portion of the home and/or garage (where the conversion ADU was created) back into its original state before selling the home, if the Agency determines it is necessary to ensure saleability, as follows:

c) **Administering Agency Approval:** Requires documentation of Homeowner's receipt of items a) and b) above, and homeowner's execution and recording of a J/ADU amendment to the Homeowner's current affordable housing deed restriction, in a form provided by the Agency. This amendment will require that the

J/ADU be rented to a low-income tenant and/or occupied by an extended family member or dependent of the Homeowner(s), and will subject the J/ADU to the low income rent limits provided in Exhibit 3 to these Guidelines. J/ADUs that increase the total number of permitted bedrooms on the property will be eligible for a maximum resale price calculation based on the new total number of bedrooms. Other than that adjustment, the home's resale price will not be increased due to the cost of developing the ADU or any potential increased value attributed to the J/ADU. ~~Conversion J/ADUs: Upon resale of the affordable home, Agency may require homeowner to put the home and/or garage back into its original configuration prior to resale of the home, at the homeowner's expense, if this is deemed necessary to restore home to a saleable condition. Any costs associated with developing a conversion J/ADU, and/or restoring the home or garage back to its original configuration prior to resale, will not be eligible for increasing the home's resale price.~~

Motion: Simon **Second:** Flaniken
Motion Passed: 7 – 0—2

7. Housing Advisory Commission Meeting Format Preferences (Discussion)

The Commissioners agreed to keep the HAC meeting format virtual (on Teams) instead of in-person, for now, until conditions allow for safe in-person meetings and/or hybrid meetings.

8. Housing Activities Update (Oral Report)

Suzanne Isé, Housing Principal Planner, announced that two Habitat homes were sold to income-eligible buyers this week in Habitat's Rodeo Creek development on Harper Street.

WRITTEN CORRESPONDENCE

9. Correspondence from Clerk of the Board dated August 20, 2021, regarding "A Santa Cruz Like Me" Survey of Commissioners (Attachment III)

No Action

ADJOURNMENT

Chair Geisreiter adjourned the meeting at 2:40 pm.

Next Regular Meeting date: November 3, 2021, at 1:00 pm