

**UNOFFICIAL MINUTES
OF THE
SALINAS PLANNING COMMISSION**

March 1, 2017

The meeting was called to order at 3:32 p.m. in the City Council Chamber Rotunda.

ROLL CALL

PRESENT: Chairperson Meeks, Commissioners Giffin, Griffin, Lutes, and Nohr

ABSENT: Commissioners Anzo and Huerta

STAFF: Director of Community Development, Megan Hunter; Planning Manager, Courtney Grossman; Senior Deputy City Attorney, Anais Aquino; Administrative Secretary Jordynne Chacon; Advanced Planning Project Manager, Jennifer Coile; Community Development Analyst, Christopher Valenzuela; City Attorney, Christopher Callihan

COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

None

APPROVAL OF THE MINUTES: December 21, 2016 and January 18, 2017

Approval of minutes from December 21, 2016 meeting.

Commissioner Nohr motioned to approve the minutes of December 21, 2016 meeting. Commissioner Griffin seconded this motion.

AYES: Chairperson Meeks, Commissioners Giffin, Griffin, Lutes, and Nohr

NOES: None

ABSTAIN: None

ABSENT: Commissioners Anzo and Huerta

The motion passed with a 5:0 vote.

Approval of minutes from January 18, 2017 meeting.

Commissioner Nohr motioned to approve the minutes of January 18, 2017 meeting. Commissioner Griffin seconded this motion.

AYES: Chairperson Meeks, Commissioners Giffin, Griffin, Lutes, and Nohr

NOES: None

ABSTAIN: None

ABSENT: Commissioners Anzo and Huerta

The motion passed with a 5:0 vote.

PUBLIC HEARINGS

None

COMMISSION CONSIDERATIONS

Jennifer Coile, Advanced Planning Project Manager, Jennifer Coile, presented a PowerPoint presentation with highlights of the 2016 Housing Element Annual Progress Report to the State Department of Housing and Community Development. This presentation is on file at the Community Development Department.

Commissioner Lutes questioned the following: (1) that Monterey County Housing Authority appeared to lose an affordable housing property, (2) how to increase the numbers of Section 8 Housing Choice vouchers, and (3) and asked if the Planning Commission could receive a report about the number of successful foreclosure preventions for seniors last year, funded by Community Development Block Grant (CDBG) funds.

Christopher Valenzuela, Community Development Analyst, responded that affordable housing developments typically are supported with three to seven funding sources, each with varying lengths of time to restrict the units to low income households. In the case of the Lakeview Apartments on Natividad Road, perhaps the affordability expired for a portion of the funding sources. Ms. Coile noted that Monterey County Housing Authority was the manager of the project, but may not have been the owner, and therefore would not have been able to control the conversion of the units to market-rate.

Ms. Coile explained that Section 8 is a federal program and its funding has been declining. A state or local program to supplement the federal funds has not been implemented. Mrs. Hunter clarified that there has also been a transition from the type of Housing Choice voucher that can be used to rent a unit owned by any qualifying landlord to vouchers that are "project-based," tied to a particular affordable housing project.

Mrs. Hunter mentioned that she will seek to report the statistics about successful foreclosure prevention in CDBG-funded programs at the next meeting.

Commissioner Lutes commended the City of Salinas Community Development Department for the staff's work in taking on the responsibility of administering more than \$600,000 to fund homeless services in Monterey County and San Benito County that would have otherwise been lost.

Commissioner Nohr asked how many applications have been received for the Mills Act. Mrs. Hunter explained the application period for the Mills Act opens in May and closes in July with a \$100,000 cap. Staff will be publicizing the availability of the program in the months leading up to the opening of the application period.

Commissioner Nohr expressed concern that the construction of 93 housing units in 2016 would not be enough for affordable housing. Mrs. Hunter explained the challenges are availability of vacant land and a new federal administration with potential changes to the tax credit program that is often a key source of financial support to projects.

Commissioner Griffin questioned if accessory dwelling units are being tracked. Mrs. Hunter responded that the TRAKiT system allows the Community Development Department to track all permits related to accessory dwelling units.

Commissioner Giffin inquired how Code Enforcement is involved in projects mentioned in this report. Mrs. Hunter responded Code Enforcement ensures housing is safe and livable. Ms. Coile also explained that Code Enforcement staff refers eligible low-income homeowners to the City of Salinas Housing Services Program for rehabilitation loans and grants to resolve code compliance issues.

Chairperson Meeks opened the meeting to receive public comments at 4:27 p.m. and the following comments were received:

David Lutes, resident of District 6, asked if there is an Inclusionary fund that developers are paying into if not building "brick and mortar" units, and which Department oversees that funding.

Mr. Valenzuela stated that the Inclusionary Housing Ordinance 2451 adopted in 2005 offers an option to provide in lieu fees, but due to the slowdown in residential construction since then, limited fees have accrued in that account. The proposed update to the Inclusionary Housing Ordinance also addresses in lieu fees.

Chairperson Meeks closed public comments at 4:30 p.m.

Commissioner Giffin motioned to approve the 2016 Housing Element Annual Progress Report resolution, recommending City Council approval of the Report and authorizing transmittal to the California Department of Housing and Community Development and Office of Planning and Research. Commissioner Lutes seconded this motion.

AYES: Chairperson Meeks, Commissioners Giffin, Griffin, Lutes, and Nohr

NOES: None

ABSTAIN: None

ABSENT: Commissioners Anzo and Huerta

This motion passed with a 5:0 vote.

OTHER BUSINESS

Design Review Board

Christopher Callihan, City of Salinas Attorney, explained City Council is currently reviewing Uniform Bylaws for City of Salinas Commissions, Committees, and Boards. In these Bylaws, Mr. Callihan stated the Design Review Board is returning.

Commissioner Nohr stated the Design Review Board is a benefit, but may be a burden for staff to generate more staff reports and create more hearings increasing staff's workload.

Commissioner Lutes commented the Design Review Board could be modeled after nearby cities and could implement CPTED (Crime Prevention Through Environmental Design) and Green Building principles.

Commissioner Griffin suggested the board consist of members with experience in building and development.

Mr. Callihan stated that he accepts this feedback and will use it in consideration for City Council.

Election of Officers

Mr. Callihan summarized the Uniform Bylaws for City Commissions, Committees, and Boards to the Commissioners and staff. This document is on file at the Community Development Department.

Chairperson Meeks questioned if the Chairperson is elected every year and if the Vice Chairperson succeed the position for a new term. Mr. Callihan stated it was a vote for the Commission to decide today.

Commissioner Giffin expressed concern regarding appointees assigned to serve a District in which the appointee does not reside.

Commissioner Nohr stated he would like a new election of Chairperson and Vice Chairperson in July for Planning Commission.

Commissioner Giffin motioned to keep Chairperson Meeks as Chairperson until July. Commissioner Lutes seconded this motion.

AYES: Chairperson Meeks, Commissioners Giffin, Griffin, Lutes, and Nohr

NOES: None

ABSTAIN: None

ABSENT: Commissioners Anzo and Huerta

This motion passed with a 5:0 vote.

Commissioner Lutes motioned to appoint Commissioner Nohr as Vice Chairperson. Commissioner Giffin seconded this motion.

AYES: Chairperson Meeks, Commissioners Giffin, Griffin, Lutes, and Nohr

NOES: None

ABSTAIN: None

ABSENT: Commissioner Anzo and Huerta

This motion passed with a 5:0 vote.

FOLLOW UP REPORTS

Commissioner Nohr requested an update on the Future Growth Area.

FUTURE AGENDA ITEMS

Mr. Grossman stated there is an alcohol license in the Acosta Plaza area and a ministorage on Martella Street coming in April.

Mrs. Hunter mentioned an Inclusionary Ordinance coming to Planning Commission on March 15, 2017.

Mrs. Hunter stated the Housing Element report approved today is going to City Council later this month.

COUNCIL CONSIDERATIONS

The alcohol license on Monterey Street was appealed to the City Council and will be considered on March 7, 2017.

ATTENDANCE AT NEXT MEETING

The next meeting is scheduled on March 15, 2017. Chairperson Meeks and Commissioners Giffin and Nohr stated they could attend.

ADJOURNMENT

The meeting was adjourned at 5:02 p.m.

JOHN MEEKS
Chairperson

COURTNEY GROSSMAN
Executive Secretary