

APPROVED MINUTES

April 16, 2020

6th Cycle Housing Element Task Force Virtual Meeting

Jas Grewal Chair - Chair
Tracy Martinez - Vice Chair
Karen Lare - Secretary

Task Force Attendees: Jill Gartman, Karen Lare, Tracy Martinez, Jas Grewal, Julie Kawasaki, Bud Emerson, Shirley King – present Don Countryman - absent

Council Liaisons: Terry Gaasterland - present
Dwight Worden - present

City of Del Mar Staff: Shaun McMahon, Amanda Lee, Joseph Smith - present

The meeting is being held via zoom and will be recorded and posted on the web-site for playback. Participants (non-Staff and Task Force Members) are allowed to listen in and were asked to submit comments or questions in writing prior to the meeting.

1. CALL TO ORDER (3:00pm)

Meeting called to order (via zoom) at 3:00pm

2. ROLL CALL

All present except Don Countryman

3. APPROVAL OF MINUTES

a. 2-29-20 and 3-5-20 Meetings

Jill commented on page the meeting for the 5th, on page 4 it should be Tracy not Jill Gartman

Bud moves for approval and Karen seconds. Minutes approved by unanimous consent with the one change.

4. CITY COUNCIL LIAISON COMMENTS

Dwight Worden - the Council met and cancelled all non-urgent Committee meetings. They have left meetings for the Planning Commission, DRB and this Task Force in place.

Council has sent a note to HCD for an extension on the deadline to file our 6th Cycle Housing Element. We have not heard a formal extension and do not have an allowance at this time.

The decision has been made to cancel the Fair for this year. David Watson has resigned from the Fairgrounds Board and Lee Haydu was not re-appointed for another term. Don Mosier remains on the board. It is unfortunate

as these two were good for the City and our desire to work with the Fairgrounds Board on housing. Lee's seat was filled by someone who Dwight was not familiar with. There is one position still open at this time. The City has the opportunity to suggest someone to the Governor for the open seat.

Terry Gaasterland – she gave a suggestion for how we could streamline the voting process while on-line and echoed Dwight's comments about the Fair being cancelled and voiced concerns about the revenue for the City and noted that we have heard that the track may only run with horses and not with anyone in the stands. It is possible they may open it for the final day of racing. This will dramatically impact the City's revenue for this year as we receive a lot of revenue from the Fair and the Track. Terry mentioned that we are the first Advisory Committee to meet and she knows that other committee members are anxious to get back to their role with the City.

5. ORAL COMMUNICATIONS (NON-ACTION ITEM)

No oral comments from the public.

6. TASK FORCE MEMBER AND STAFF UPDATES

a. Overview of Packet Materials (Staff) - Shaun went through the handouts that were included in the packet.

b. Community Survey Open (3-16-20 through 4-20-20) i. www.delmar.ca.us/HousingElement

Shaun let the group know that 207 participants to date (as of 4-15-2020) have taken the survey. They are happy with the responses. The consultants said that this is the highest number they have seen yet and that includes a similar survey done for the City of Encinitas who has 60,000 residents.

7. ACTION ITEMS:

a. Review Recommended Programs from Public Workshop #1

Shaun is going to give us a re-cap in summary form and then validate their findings with the Task Force Members to be sure we all agree on the top items from our recollection of the event and discussions with the attendees.

There were 3 separate stations set up in the Town Hall. Each is summarized below:

1. What creative way can Del Mar Provide Housing?

- Limit or prohibit owners from building single dwelling units in multi dwelling zones
- Allow(incentivize) mixed use in the downtown village (residential above commercial)
- Promote new ADUs and legitimizing existing unpermitted ADUs and JrADUs

There was a lot of discussion about the wording for the first one and it was decided to use disincentivize instead of prohibit.

2. What type of Community Assistance Programs can the City Provide to Facilitate Housing?

Everyone agreed that they the ones listed by Shaun were accurate

3. How should the City Incorporate Public Lands into the Housing Element Strategy?

Shaun listed them and then it was further agreed to add in additional language about emergency homeless shelter and also add in a general comment about the opportunity to look at lands outside the City Boundaries that might provide opportunities. All agreed on the changes.

b - Review and Recommendations on 5th Cycle Housing Element Programs to include in 6th Cycle Housing Element.

The group referred to the list of on-going programs that was provided for our review. Shaun went over the objectives on the 5th element for housing and discussed each of the 6 areas as follows:

- 6 areas
- 60 program objectives
- 33 completed
- 22 on-going
- 4 currently underway
- 1 not yet implemented

The group reviewed the current status of the 5th Cycle Tasks and let us know that he will be sending an updated report to the City Council on each of these items for Mondays City Council Meeting.

Shaun laid out how we will do the review and approval of the different items. We are going to go through each one and if anyone has questions or concerns they can voice it if not we will move forward to the next one.

#1A – Yes

#1E – question about potentially increasing the fees charged for mitigation. Current fees are housing reduction fee, sub-division mitigation fee and the condo conversion fee. Suggested a note being added that City should continue to review fees to be sure they are adequate and appropriate.

#1H – Yes

#1K – ok with additional wording to review, monitor and revise. Combine #1K with #1E into one item.

#2A – Yes with updates for language and dates as appropriate.

#2M – Yes – group discussion about the goals of this program.

#2P – Yes - this is State Law so it is required. So it should be revised and changes should be made to the code. This may not be appropriate as a program.

#3A – No decision / tabled - discussed the origins of this program and the language of the program. Currently we have 4 units. Group discussed it in detail and determined to table this

item for our next meeting where Shaun will present all of the data around the program. Lots of time spent on this item.

It was agreed that the rest of the items would be discussed at our next meeting.

c. Discussion of EIR Status and Analysis

We ran out of time and did not cover this item

8. SUBCOMMITTEE REPORT OUTS

- Housing Production and Preservation

Tracy let the group know that we have been spending quite a bit of time on our work for this sub-committee. To date we have met with council liaisons and staff to learn about prior work and options, visited open parcels, and sought creative ideas and ways to leverage several sites together, as follows:

- Met with Council Liaisons Worden, Gaasterland & Staff McMahon to gain insight and history on the city's affordable housing initiatives and to understand the potential options / solutions available.
- Spent considerable time understanding the various potential housing options available at the Fairgrounds and received feedback from Worden & McMahon on each.
- Reviewed maps and documents provided by McMahon that show each City-owned parcel and its current uses.
- Conducted walking tours of sites to review them first hand.
- Reviewed City-owned parcels and considered; Could we build? Should we build? And how many units?
- Discussed re-zoning with McMahon and Liaisons on several of the City-owned parcels.
- Attended a Tiny Homes Symposium to understand regulatory challenges and advances in utilizing Tiny Homes as affordable housing units.
- Spent significant time discussing creative solutions amongst ourselves, McMahon, Liaisons and some residents.

With the knowledge gained, we ranked each City-owned parcel and Fairground option by adhering to the best use of land principal and the timeline required for completion.

Karen added, due to the Covid -19 pandemic and its implications on City revenue, we made appropriate changes to ensure financial viability for each recommended option.

We expect to have our report finalized and out to the Task Force soon.

- Communications Committee

They worked on the survey and Bud proactively put a few items in the Sandpiper in support of the survey

- Community Assistance Programs

Julie and Shirley – nothing new to report

9. ITEMS FOR NEXT AGENDA (4-30-20)

- a. Continued discussion of action items for the 6th cycle

b. Discussion on Sub-committee Reports

c. Update on EIR Work Effort

d. Continued Discussion on Potential 6th Cycle Housing Programs

10.ADJOURNMENT