



Housing Commission Minutes [SUBJECT TO APPROVAL]

May 19, 2022 – 7:00 p.m.

*This meeting was conducted in accordance with Governor Newsom's
Executive Orders N-20-20 and N-35-20 and COVID-19 pandemic protocols*

CALL TO ORDER

Chair Galvin called a teleconference meeting of the Housing Commission to order at 7:00 p.m.

Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

ROLL CALL

Commissioners Present: Commissioners Sharon Chillinsky, Neil Kripalani, Tony Soby, and Chairperson Jay Galvin. (Commissioner Vivek Mohan joined the meeting late.)

Commissioners Absent: Karline Fischer.

Staff Present: Steve Hernandez, Housing Manager. (Transcribing by Edith Caponigro, Recording Secretary).

AGENDA AMENDMENTS

None.

MINUTES

1. Approve Regular Meeting Minutes of March 17, 2022

Motion made by Commissioner Soby, seconded by Commissioner Mohan, to approve the March 17, 2022 meeting minutes as corrected. **The motion approved unanimously.**

MEETING OPEN TO THE PUBLIC

2. Introductions / Awards / Recognitions

Mr. Hernandez introduced new Commissioner Sharon Chillinsky to the commission advising she was recently installed as a member of the Housing Commission by Mayor Brown. He noted that Commissioner Chillinsky is an Alternate Member of the commission.

Commissioner Chillinsky advised she moved to Pleasanton in 2019 after many years visiting and hoped to make it her home for a long time. She indicated this was her first time getting involved in anything political and was looking forward to spending time as a member of the commission and learning from other commissions.

Chairperson Galvin welcomed Commissioner Chillinsky and advised that Commissioners Kripalani and Mohan were also first term members on the commission.

3. Public Comment from the audience regarding items not listed on the agenda

None.

MATTERS BEFORE THE COMMISSION

4. Review and Recommendation to City Council for Allocation of Alameda County Measure A1 Housing Bond Funds to Tri-Valley REACH to Assist in the Construction of Two Accessory Dwelling Units to Provide Affordable Housing to Residents with Developmental Disabilities

Mr. Hernandez introduced Jennifer Duffy, Hello Housing President, Rachel Ginis, Senior Construction Project Manager with Hello Housing, Darin Lounds, Executive Director for Housing Consortium of the East Bay (HCEB), and Kay King with Tri-Valley REACH. He advised commissioners that what was before them today was an item for them to consider a recommendation to City Council for the allocation of Alameda County Measure A1 Housing Bond funds to be provided for Tri-Valley REACH to be able to construct two Accessory Dwelling Units (ADU) that would enable them to provide affordable housing to residents with developmental disabilities.

Mr. Hernandez informed commissioners that attending representatives would be providing a short presentation that includes floor plans and elevations for the proposed units and there was an expenditure deadline for allocating these funds and any Measure A1 funds unused by the deadline would need to be returned to Alameda County by December 31, 2022. He noted that Tri-Valley REACH is a great partner for the City of Pleasanton, and their entire mission is to provide affordable homes for adults with developmental disabilities.

Commissioners were informed by Mr. Hernandez that all the agencies presenting at this meeting have agreed to contract with each other to complete the accessory dwelling units in the required timeframe. He noted that a change has been made for the date this item is to be presented to City Council from June 7 to June 21, 2022.

Ms. Duffy indicated Hello Housing was pleased to have the opportunity to collaborate with the team on this project that will provide the opportunity to provide additional housing for people with unique needs. She reviewed with commissioners a PowerPoint presentation providing details about the Tanager Drive property, the closeness to public transit services, views of the property location, and proximity to adjoining properties.

Commissioners were advised by Ms. Duffy that the proposed placement of the ADU fits within setback parameters established by the State as well as current information for the City of Pleasanton. She noted that placement of the ADU was driven by significantly-sized Cypress tree that is close to the rear fence line, and the team is currently working with an arborist to ensure the tree is protected.

Commissioners reviewed with Ms. Duffy the floor plan for the unit, and she noted that the plan is for a two-bedroom unit about 743 square feet in size with access being from the side yard gate. She advised that the bedrooms will be located on either side of the common living space with access to a full kitchen and bathroom. Wheelchair accessibility will also be possible.

Ms. Ginis felt that the architect had done an excellent job integrating all the desired goals and that the bedrooms are a generous size, and the independent living area is very functional and central with a great deal of light.

Chairperson Galvin asked about codes relating to distance requirements between the ADU and the main property. Ms. Duffy and Ms. Ginis provided information about established setback requirements.

Ms. Duffy provided information about elevations noting the goal of the project was to adhere to City of Pleasanton architectural goals of maintaining a similarity between the main home and the ADU. She noted the plan is to also install solar panels and meet California Energy Code requirements. Ms. Ginis brought attention to the fact that the main home had an older style clay tile roof and to keep this unit as affordable as possible and easier to install, the solar the plan was to go with an asphalt shingle roof on the ADU. Additional details were provided regarding the distances between the main property and the ADU unit.

Ms. Duffy advised that the second ADU project is for the Hansen Drive property which is another single- family home that has been in operation for a number of years. She noted it is four-bedroom three- bathroom home on a lot that is over 8,000 square feet. Like the Tanager property it is close to public transit.

Commissioners reviewed with Ms. Duffy placement for the ADU, its relationship to the existing home, and the floorplan. Ms. Duffy advised that the goal is to create a very accessible space for the residents with bedrooms on either side of the common space, a full kitchen and two bathrooms, and that will be able to accommodate someone with mobility challenges and uses a wheelchair. She noted that again the team will be working within the confines of the city's codes making sure the ADU matches the design of the existing home. Commissioners were advised that solar panels will also be installed that meet California code.

Ms. Duffy noted that one thing she had not indicated for both projects is that each of the bedrooms will have sliding doors leading out to small patio, and six-foot fencing will be installed where elevations require.

Commissioner Soby questioned whether neighbors of the properties had been involved in the process for adding the ADUs. Ms. Duffy advised that a courtesy notification will be sent to the neighbors prior to issuance of building permits. She discussed how Tri-Valley REACH finds it especially important being good neighbors and are 100% onboard with conversing with neighbors and how Hello Housing has focused the past several years on putting in place ADUs and has drafted a program that supports homeowners in all phases of projects.

Chairperson Galvin asked Mr. Lounds to provide information about the Housing Consortium of the East Bay (HCEB). Ms. Lounds advised that HCEB is providing property management contract work for Tri-Valley REACH that includes the two homes being consider and were the organization that introduced REACH to Hello Housing.

Commissioner Soby asked for confirmation that the ADUs were not modular homes, and that Hello Housing was going to be doing all the design work, permit requirements, etc. Ms. Duffy confirmed that was correct and that all building would take place on site and Hello Housing would be working with the architect to draft the plans and then presenting the project to City Council for approval.

Commissioner Soby questioned if the available funding was going to be sufficient to do the projects. Ms. Duffy indicated it was enough to get going and tie the project into construction which could take anywhere from four to eight months. She felt it would be helpful to move the projects forward providing leverage for additional financing to be augmented from the private sector.

Commission Soby asked if information was available for what the final costs might be for these projects. Ms. Duffy advised that information would not be available until all information was received from the Building and Planning departments then they would go out to bid. She discussed with

Commissioner Soby the current increases for building and materials.

Ms. King noted that Tri-Valley REACH has had many discussions about the additional financing required advising that everything moving forward with regards to fundraising with have this project in mind, since rehabilitation on all other properties has been completed. She noted that REACH has an incredibly good relationship with Fremont Bank, and a game plan is in place advising they would never begin a project without having a clear sight on how to complete it.

Commissioner Kripalani questioned if neighbors would be invited to provide input on the projects. Ms. Duffy indicated that they planned to be as collaborative and neighborly as possible, but many projects have been thwarted by challenges from neighbors, which is why the State has stepped in on this regarding ADUs; however, the City of Pleasanton has tried to create having a strong community by notifying neighbors about what is taking place. She also commented on the strong relationship that REACH has with the community,

Ms. Ginis noted that it was okay to build units up to 800 square feet without review by neighbors and in the case of these two ADUs both will be under 750 square feet. Chairperson Galvin felt that once permits were pulled for these projects neighbors would need to be notified and the fact these are ADUs would not be a valid reason for people to protest or appeal. Ms. Duffy agreed that this was something that made these special projects.

Commissioner Kripalani expressed concern about the cost to build the ADUs, commenting on it being somewhere in the region of \$250,000. Chairperson Galvin noted that housing units in Pleasanton were expensive, and Ms. Duffy agreed it was a huge investment but felt the ability to purchase a similarly sized home in Pleasanton would be more than \$500,000.

Commissioner Mohan questioned if these were going to be fixed price or cost-plus projects. Ms. Ginis advised they would be fixed price depending on what decisions need to be determined prior to construction and cost-plus contracts. Commissioner Mohan noted that much work for the projects has already been done and covered by the City, and Ms. Duffy commented on pre-funding provided by REACH.

Commissioner Mohan questioned if information was available about the end cost for the projects. Ms. Duffy felt that information was going to depend on several factors and did not have budget information available, but thought the gap was going to be somewhere between \$75,000 and \$150,000.

Commissioner Mohan asked if there was going to be an agreement between the team and the City of Pleasanton and was informed by Mr. Hernandez that this matter was being brought before the commission at this meeting so they can take action on it and it can then be presented to City Council, after which action would be taken on drafting loan agreements with the County to commit funding for the project.

Chairperson Galvin questioned if the action of the commission at this meeting was to apply the Measure A1 funds to this project even though final funding has not yet been determined and if not approved the funds would revert to the county.

As a result of Chairperson Galvin's comments, Commissioner Mohan asked if the city was supposed to confirm the total amount for the entire project, and Chairperson Galvin commented on the lateness for this request not allowing consideration for the funds to be used for other projects. Mr. Hernandez provided details on conversations he had had with Ms. King in trying to find a project that would meet eligibility requirements and the goal of keeping the \$550,000 in Pleasanton. He discussed the work that has been done by the team in putting together a good project and how leveraging the funds for other projects might not work out as beneficially as this project.

Ms. Duffy felt the project presented was an incredible project and was hoping the funds could remain in Pleasanton.

Commissioner Chillinsky questioned Ms. King about ownership's upgrades of the homes and the ADUs and how REACH was going to find individuals to live in the ADUs. Ms. King confirmed that REACH owns all their homes, HCEB oversees management for all their properties, and tenants are registered with the Regional Center of the East Bay who are identified as fitting all qualifications to be tenants who also have a support staff assigned to them through a service provider. She noted that REACH pays all taxes on the properties and collects a minimal rent from tenants.

Chairperson Galvin provided additional information for Commissioner Chillinsky on the other properties owned and operated by Tri-Valley REACH in Pleasanton and Livermore and Ms. King added details about home modifications completed to provide additional bedrooms. She commented on the difficulty finding affordable properties in the tri-valley and how this opportunity will allow them to provide accommodations for those with developmental disabilities.

Chairperson Galvin questioned if consideration had been given to adding second stories to any of the properties, and Ms. Duffy commented on the expense for doing such and the difficulty of tenants being able to mitigate stairs. Further discussion provided by Ms. Duffy and Ms. Ginis included information pertaining to the cost of having sprinklers in the units and providing separate water meters for them.

Commissioner Soby questioned whether electrical upgrading was going to be needed to support adding the ADUs. Ms. Duffy noted that the Tanager property already includes upgraded electrical equipment, and the Hansen property will require some work to bring it up to code.

Commissioner Soby commented on the financial gap for both properties, and Ms. Duffy advised that both properties bring different unique challenges but felt the Hansen property would be more straightforward because of its flat lot and not needing to protect heritage trees. She pointed out details of the property and access to the ADU.

Commissioner Soby noted that parking was not an issue for either of the projects because tenants do not drive.

Commissioner Mohan questioned the 7- to 8-month timeline that had been discussed for permitting these projects. Ms. Duffy stated that this included the complete set of permits needed to be considered by other professionals that work with the architects. Mr. Hernandez indicated this was a question for the Planning and Building departments who need to determine all requirements are reached. He noted that he would be working with Alameda County to be sure all regulatory agreements are approved.

Commissioner Mohan asked about fees the City of Pleasanton will receive from these projects, and Mr. Hernandez stated he did not have a concrete answer for this question but assumed it depends on what the actual permit package dictates. Chairperson Galvin suggested something could be added to the motion suggesting City Council consider waiving the fees.

Commissioner Chillinsky questioned the cost difference for different roof coverings, and Ms. Ginis advised that there was a much higher labor cost to do a tile roof that sometimes also have structural engineering issues, and a more economical roof would be with asphalt shingles.

Chairperson Galvin asked if there were any further questions from commissioners and if not, he would like for a motion to be made.

Commissioner Kripalani indicated he was impressed with the professionalism of all the presenters. He made a motion to move forward with the staff recommendation for allocating the \$550,000 in Alameda County Measure A1 funds to Tri-Valley REACH to assist in the construction of two Accessory Dwelling

Units to provide affordable housing to residents with developmental disabilities. Commissioner Soby seconded the motion.

Commissioner Mohan brought forward the earlier discussion pertaining to permitting costs and timeline and Chairperson Galvin stated he would like City Council to also consider waiving the permitting fees and suggested the motion be amended to include this request. Commissioner Mohan agreed. Commissioner Kripalani questioned if such an inclusion in the motion would mean that council should waive the planning and building fees for all future projects for this organization or if it would apply only to this matter. Commissioner Soby felt this was not something to be included in the motion and could be a recommendation made to City Council by the commission.

Chairperson Galvin did not want the recommendation to be lost and questioned if there was a second to his change to the motion.

A vote was called on the original motion made by Commissioner Kripalani, seconded by Commissioner Soby to move forward with the staff recommendation for allocating the \$550,000 in Alameda County Measure A1 funds to Tri-Valley REACH to assist in the construction of two Accessory Dwelling Units to provide affordable housing to residents with developmental disabilities.

ROLL CALL VOTE:

AYES: Commissioners Chillinsky, Kripalani, Mohan, Soby, and Chairperson Galvin.
NOES: None
ABSENT: Commissioner Fischer
ABSTAIN: None

A motion was made by Commissioner Soby, seconded by Commissioner Mohan, recommending City Council consider waiving the fees for the Tri-Valley REACH construction project of two Accessory Dwelling Units to provide affordable housing to residents with developmental disabilities.

ROLL CALL VOTE:

AYES: Commissioners Chillinsky, Kripalani, Mohan, Soby, and Chairperson Galvin.
NOES: None
ABSENT: None
ABSTAIN: None

Chairperson Galvin noted that at the recent Mayor’s Award Dinner the Tri-Valley REACH organization were recognized for their many years of service in the community and presented with the Mayor’s Award for 2021. Ms. King noted this had been a beautiful surprise for REACH, and they could never achieve all they do without the support of the City of Pleasanton.

MATTERS INITIATED BY MEMBERS OF THE COMMISSION

- A. Chairperson Galvin commented on the matter raised about holding a commission workshop and asked Mr. Hernandez about scheduling something for a future meeting.

COMMISSION REPORTS

None.

FUTURE AGENDA ITEMS

Mr. Hernandez noted that the next meeting would be an in-person meeting for the commission with virtual capability for the public. He advised it would be a special meeting to review the Housing Element.

Commissioner Kripalani advised he would be out of the country on vacation the week of June 16, 2022. Mr. Hernandez confirmed with other commissions they would be able to attend this special meeting.

ADJOURNMENT

The meeting adjourned at 8:35 p.m. by unanimous consent.

