

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION
OF THE CITY OF BRADBURY, HELD ON OCTOBER 22, 2014 AT 7:00 PM
IN THE BRADBURY CIVIC CENTER**

- Meeting Called to Order and Pledge of Allegiance:** The meeting of the Planning Commission of the City of Bradbury was called to order by Chairman Hernandez at 7:00 p.m. Chairman Hernandez led the pledge of allegiance.
- Roll Call:** PRESENT: Chairman Hernandez, Vice-Chairperson Dunst, Commissioners Esparza and Novodor
ABSENT: Commissioner Kuba
STAFF: City Manager Keith, City Planner McIntosh, City Clerk Saldana and Management Analyst Kearney
- Approval of Agenda:** Commissioner Novodor made a motion to approve the agenda as presented. Vice-Chairperson Dunst seconded the motion, which carried.
- Approval of August 27, 2014 Minutes:** Vice-Chairperson Dunst made a motion to approve the minutes of the August 27, 2014 Planning Commission meeting. Commissioner Esparza seconded the motion, which was carried by the following roll call vote:

AYES: Chairman Hernandez, Vice-Chairperson Dunst, Commissioners Esparza and Novodor
NOES: None
ABSENT: Commissioner Kuba
- Compliance with California Political Reform Act:** In compliance with the California Political Reform Act, each Commissioner has the responsibility to disclose direct or indirect potential for a personal financial impact as a result of participation in the decision making process concerning development applications. The Commissioners disclosed the following information relative to the items contained on the agenda:
- Public Hearing:** 6.A – Housing Element Update 2014-2021
Citywide
- Motion to Receive and File Report:** Commissioner Novodor made a motion to receive and file the report as presented. Commissioner Esparza seconded the motion, which carried unanimously.
- Housing Element Update 2014-2021:** City Planner McIntosh stated that the Planning Commission is being asked to review the latest Draft Housing Element once again prior to adoption by the City Council and final submittal to the State of California, Department of Housing and Community Development. The Commission most recently conducted a hearing on the draft Element in January 2014. In April, a copy of that draft was sent to the State for comment, some amendments have been made, and now the Commission will conduct another public hearing on the Final Draft document.

Background:

The City is required to update the Housing Element of the General Plan on a regular basis according to a schedule promulgated by the State of California. The most recent update was required this year. Due to delays in adopting the General Plan update, the Housing Element is behind schedule. However, most of the work is done and the State Office of Housing and Community Development (HCD) provided a final comment letter, dated July 11, 2014.

At the August 19, 2014 City Council meeting, the Council provided direction on the policy changes that have been included in this draft. A copy of the draft document has been put on the City's website. In order to meet the requirement for extensive public review, staff took two actions:

1. A postcard was mailed to every household in the City; and
2. A letter was sent to local/regional housing providers asking for comment.

After tonight's meeting, the draft Housing Element will be scheduled for a public hearing and adoption before the City Council in November.

Six Chapters of Housing Element:

The draft Housing Element is comprised of the following six (6) chapters:

- Chapter 1 – Introduction
- Chapter 2 – Demographic Characteristics
- Chapter 3 – Housing Needs Assessment
- Chapter 4 – Housing Constraints and Resources
- Chapter 5 – Review of Housing Element Performance
- Chapter 6 – Housing Policies, Programs and Quantified Objectives

Analysis:

The City Council reviewed and gave direction on the following specific sections of the Housing Element:

Bradbury's 2014-2021 Fair Share Estimate

In this section, the City of Bradbury's allocation of new housing for the eight-year Housing Element period is two (2) units – one extremely low-income and one low-income.

Emergency Shelter

The City was required to accommodate Emergency Shelters in the 2008 Housing Element update. Section 9.03.010.020 of the Bradbury Development Code was amended to contain the following definition:

"Emergency Shelter is defined in Section 50801 of the California Health & Safety Code as housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay."

In May 2008, after the last Bradbury Housing Element was adopted, the State Senate enacted SB 2, a statute that strengthens the requirements for the provision of emergency shelters. Every jurisdiction is required to identify a zone in which emergency shelters are deemed approved, without any discretionary review. Staff is proposing that the City Hall site on Winston be that approved location. The policy is listed in Chapter IV and the implementation program that would enact the policy (using an overlay zone on only the City Hall site within the A-1 District) is stated in Chapter IV.

Transitional and Supportive Housing

As stated in point 1 of the July 22, 2014 letter from HCD, the City must be clear that transitional and supportive housing is treated like any other housing in the zone it is located in.

Multiple-Family Rental Housing

Another significant change in State Law since the last Housing Element update is that the City accommodates a range of housing types including attached multiple-family and rental housing. The City Council discussed a couple of options to address this. The directed staff to include the option that is currently in this draft. It will require a code amendment to allow attached rental housing of between two and five units in the A-1, A-2 and A-5 zoning districts as accessory to single-family homes. The actual text amendment will be brought back for Commission review and Council adoption in 2015.

Recommendation: It is recommended that the Commission recommend adoption of the Housing Element Update 2014-2021 as proposed.

Public Hearing Opened: Chairman Hernandez opened the Public Hearing and ask those speaking in favor or opposition to come forward and be heard.

Public Hearing Closed: There being no public comments, Chairman Hernandez declared the public hearing closed.

Discussion: Chairman Hernandez inquired if the City Council is good with this draft. City Planner McIntosh replied yes and that it was the Planning Commission's job to conduct a public hearing, even though no one was here to speak.

Motion: Commissioner Novodor made a motion to recommend that the City Council adopt the Housing Element Update 2014-2021 as proposed. Vice-Chairperson Dunst seconded the motion, which was carried by the following roll call vote:

Approved: AYES: Chairman Hernandez, Vice-Chairperson Dunst, Commissioners Esparza and Novodor
NOES: None
ABSENT: Commissioner Kuba

Public Comment: None

**Reports and Items for
Future Agendas:**

Commission Members: Vice-Chairperson Dunst inquired about the City having a translation service for Chinese residents who don't speak English and to help staff dealing with code enforcement issues on vacant properties. City Manager Keith stated that most properties are not purchased by a person, but by companies, and the City often does not have a contact person. These companies are not required to leave a contact name and number with the City.

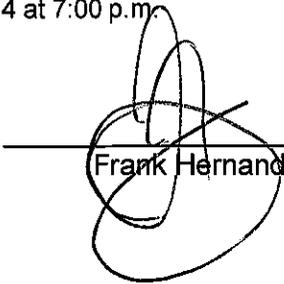
Commissioner Novodor stated that the sandbags at one of the Mount Olive Drive projects are no longer full of sand. City Manager Keith stated that Tony from RKA can take a look at it.

City Manager: Nothing to report.

City Planner: City Planner McIntosh distributed the Monthly Project Status Report. Ms. McIntosh also stated that staff has received and is working on nine (9) Conditional Plan Reviews.

Adjournment:

At 7:45 p.m. Chairman Hernandez adjourned the meeting to Wednesday, December 3, 2014 at 7:00 p.m.



Frank Hernandez – Chairman

ATTEST:


Claudia Saldana - City Clerk