



HOUSING COMMISSION

# Agenda

Regular Meeting

May 12, 2022, 6 p.m.

Council Chamber  
1200 Carlsbad Village Dr.  
Carlsbad, CA 92008

## Welcome to the Housing Commission Meeting

We welcome your interest and involvement in the city's legislative process. This agenda includes information about topics coming before the Housing Commission and the action recommended by city staff. You can read about each topic in the staff reports, which are available on the city website.

### How to watch

#### In Person



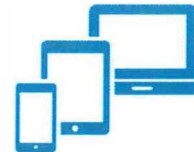
Community Development Block Grant Committee Meetings take place at City Hall, 1200 Carlsbad Village Drive

#### On TV



Watch replays on Charter Spectrum channel 24 and AT&T U-verse channel 99

#### Online



Watch the livestream and replay past meetings on the city website, [carlsbadca.gov/residents/communication/city-tv-channel](https://carlsbadca.gov/residents/communication/city-tv-channel)

### How to participate

If you would like to provide comments to the Housing Commission meeting, please:

- Fill out a speaker request form, located in the foyer.
  - Submit the form to the Clerk before the item begins.
  - When it's your turn, the Clerk will call your name and invite you to the podium.
  - Speakers have three minutes, unless the presiding officer (usually the chair) changes that time.
  - You may not give your time to another person, but groups can select a single speaker as long as three other members of your group are present. Group representatives have 10 minutes unless that time is changed by the presiding officer or the commission.
- **In writing:** Email comments to [todd.henderson@carlsbadca.gov](mailto:todd.henderson@carlsbadca.gov) Comments received by 3 p.m. the day of the meeting will be shared with the committee prior to the meeting. When e-mailing comments, please identify in the subject line the agenda item to which your comments relate. All comments received will be included as part of the official record.

### Reasonable accommodations

Persons with a disability may request an agenda packet in appropriate alternative formats as require by the Americans with Disabilities Act of 1990. Reasonable accommodations and auxiliary aids will be provided to effectively allow participation in the meeting. Please contact the City Manager's Office at 442-339-2821 (voice), 711 (free relay service for TTY users), 760-720-9461 (fax) or [manager@carlsbadca.gov](mailto:manager@carlsbadca.gov) by noon on the Thursday before the meeting to make arrangements.

**CALL TO ORDER:**

**ROLL CALL:**

**APPROVAL OF MINUTES:** Minutes of the Regular Meeting held on Feb. 10, 2022

**PUBLIC COMMENTS:** *The Brown Act allows any member of the public to comment on items not on the agenda. Please treat others with courtesy, civility, and respect. Members of the public may participate in the meeting by submitting comments as provided on the front page of this agenda. The Committee will receive comments in the beginning of the meeting. In conformance with the Brown Act, no action can occur on these items.*

**DEPARTMENTAL REPORTS:**

1. **Affordable Housing Presentation** Receive a public presentation on affordable housing in the City of Carlsbad. (Staff contact: Todd Henderson, Interim Housing Services Manager)

Recommendation: Receive the presentation

**COMMISSIONER COMMENTS:**

**STAFF COMMENTS:**

**ADJOURNMENT:**

<b>CERTIFICATE OF POSTING</b>	
I do hereby certify that a copy of the foregoing was posted at the entrance to the Council Chamber at	
5:30pm on Thursday	
5/5/2022	<i>Cynthia Vigeland</i>
Date	Signature



## HOUSING COMMISSION

# Minutes

**MEETING OF:** HOUSING COMMISSION  
**DATE OF MEETING:** FEBRUARY 10, 2022  
**TIME OF MEETING:** 6:00 P.M.  
**PLACE OF MEETING:** VIA ZOOM

---

**CALL TO ORDER:** Chairperson John Nguyen-Cleary called the Meeting to order at 6:25 p.m.

**ROLL CALL** was taken as follows:

**Present:** COMMISSIONER COLE  
COMMISSIONER MANZANO  
CHAIR NGUYEN - CLEARY  
**Absent:** COMMISSIONER TORRES- CORTES

**APPROVAL OF MINUTES:**

Chair recommends for amendment of September 9, minutes to reflect the full motion that was voted on by City Council.

On a motion by Commissioner Cole and Seconded by Chair Nguyen – Cleary the amended minutes of the following meeting were unanimously approved:

Minutes of the Special Meeting held September 9, 2021.  
Minutes of the Meeting held November 18, 2021

**PUBLIC COMMENT:**

None

**PUBLIC HEARINGS:**

1. APPROVAL OF THE CARLSBAD PUBLIC HOUSING AGENCY (PHA) ANNUAL PLAN FOR FISCAL YEAR 2022-23

**Staff Recommendation:** Approve.

**PUBLIC COMMENT:**

None

Mandy Mills, Director of Housing & Homeless Services, gave a brief explanation and introduced Todd Henderson, Interim Housing Services Manager, to give the presentation.

The Commissioners asked questions of staff, then discussed the request.

**ACTION:** On a motion by Chair Nguyen – Cleary to adopt resolution recommending community development commission accept the staff report

**AYES:** COLE, MANZANO AND NGUYEN-CLEARY

**NAYS:** NONE

**ABSENT:** CORTES-TORRES

2. RECOMMENDING APPROVAL OF 2021 HOUSING COMMISSION WORK PLAN ANNUAL REPORT AND 2022 HOUSING COMMISSION WORK PLAN

**Staff Recommendation:** Approve.

**PUBLIC COMMENT:**

None

Interim Housing Services Manager Todd Henderson gave the presentation.

The Commissioners discussed:

Director Mills clarified that the work plan and annual report is asked by the City Council to confirm alignment with City Council strategic goals.

Commission requested discussion in advance of future work plans. The Commission is interested in educational seminars, community engagement and public forums. Amendments to the work plan are allowed if something comes up.

**ACTION:** On a motion to approve the work plan and approve annual report that recommend the 2022 work plan to City Council.

**AYES:** COLE, MANZANO AND NGUYEN-CLEARY

**NAYS:** NONE

**ABSENT:** CORTES-TORRES

3. APPROVAL OF THE PROPOSED REVISIONS TO THE CITY'S INCLUSIONARY HOUSING POLICIES AND IN-LIEU FEE



Director Mandy Mills introduced Community Development Director Jeff Murphy and consultant Paul Marra. The was split up into two segments based on the amount of content.

Part one: Inclusionary Housing Program

**Public Comment:**

Kelly Batten representing the Building Industry of San Diego spoke. The BIA was generally supportive of the revised alternative means of compliance language, however, there were a few areas they had concerns, relating to offsite compliance, and other alternative mean of compliance They also asked for a five-year phase in of new regulations and fees.

**Commissioners discussed:**

Chair Nguyen - Cleary suggested they discuss part one into two segments. First, they addressed the single unit recommendation and moved to the per square foot recommendation. Director Murphy explained why we did not recommend a different fee for the Village-Barrio area. Then Director Murphy confirmed, this is increasing the 1996 rate to make it current based on costs and gaps. There were questions and a robust discussion related to the choice of CPI as the preferred escalator factor. Commissioners discussed the CPI and how relevant it is to just housing. Chair Nguyen - Cleary, had an issue with the choice of the CPI as the escalating measure, the general inflation rate is far reduced compared to the actual increase in cost of housing over time and he is concerned that using the CPI is the incorrect exculpatory measure to be used. He asked if there are any alternative measures. Mr. Marra explained they did a study that summarized a history of the building cost index BCI, construction costs index, CCI and consumer price index CPI. They were very similar on an annual average. The City's view is the escalator needs to be basic metrics, so the fee does not become stale. Chair Nguyen - Cleary expressed concern that the CPI is sufficient as a measure and is not inclined to support this recommendation. Chairman shared a report by the Center for Economic and Policy Research and recommended using more specifically the shelter component of the CPI. Mr. Mara explained it will not reflect Carlsbad housing cost increases since it is countywide. Chair Nguyen - Cleary still would like measures in place that are more representative of the increased cost of housing over CPI alone. Commissioner Manzano thinks this resolution is a reasonable solution and takes care of both residents, people who need housing and developers.

In developing a Commission recommendation, Chair Nguyen-Cleary raised concern about the staff recommendation of \$15/square foot as too minimal. He recommended phased in rate from \$15-\$20/square foot over five years, then increased annually by a chosen escalator factor to be chosen by the City Council.

**ACTION:** As discussed: The Commission was fine with the recommended amount in the single-family rate, but wanted the City Council to consider an appropriate escalator annually (#3, Part A), and decided to amend #3, B of the Resolution be modified such that the per market unit rate

be established at \$20 per square foot of net building area for each market unit with a five-year phase-in with the City Council to consider an appropriate escalator annually thereafter

**AYES:** COLE, MANZANO AND NGUYEN-CLEARY  
**NAYS:** NONE  
**ABSENT:** CORTES-TORRES

The Commission asked questions and discussed thresholds for paying an in-lieu fee. Because lowering the threshold requires a Municipal Code change, it will not be a part of the current set of recommendations.

Director Jeff Murphy gave the next segment of the presentation, which covered policies that address the alternative means of compliance.

The commissioners discussed each enumerated item. Item one-On the ability to provide an ADU on a single-family lot, staff clarified that the minimum affordability restriction in the Municipal Code is 30 years.

Item two -On the inclusionary affordability requirement and credit adjustment. Commissioners had general questions which were all thoroughly answered by both Directors Mills and Murphy.

Item three - Use of accessory dwelling units. Commissioners had a brief discussion agreeing with staff recommendations.

Item four- Combined inclusionary housing offsite compliance. Commissioners agreed with staff recommendations.

Number five - Affordable housing credit purchase program. Commissioners had a robust conversation about how and why credits are determined. There was clarifying discussion around the original intent and credit price calculation. Director Mills and Murphy answered questions and concerns. Chair Nguyen – Cleary has an alternative to the credit amount to tie the dollar amount, more to the gap analysis.

Number six and seven, the alternative means of compliance. Commissioners had a brief conversation and agreed with staff recommendation.

**ACTION:** Motion to recommend to counsel adoption of the staff recommendation, with a follow up recommendation that when there is an ordinance modification to the eligibility for participation in the in-lieu fee that projects up to 20 units be able to pay. The modification to the credit bank purchase values be established at \$177,000 per unit across all available credit bank units, as supported by the Kaiser Marston gap analysis.

**AYES:** COLE, MANZANO AND NGUYEN-CLEARY  
**NAYS:** NONE  
**ABSENT:** CORTES-TORRES



4.

APPROVAL OF THE 2022 REGULAR HOUSING COMMISSION MEETING CALENDAR

Director Mills went over the schedule of future Housing Commission Meetings.

Chair John Nguyen – Cleary asked, since City Council voted for in person meetings will that flow down to the Commission. Chair recommended changing the phrase “until further notice,” we replace it with “as may be necessary.” Chair also recommended changing the text to “may” be held electronically in case meetings change location the wording is more inclusionary.

**ACTION:** Motion to approve with the edit moved by Commissioner Manzano  
**AYES:** COLE, EVANS, MANZANO AND NGUYEN-CLEARY  
**NAYS:** NONE  
**ABSENT:** CORTES-TORRES

**ANNOUNCEMENTS:**

Director Mills announced the work plan that the Commissioners approved tonight will be going forward with City Council. The housing element sites are going forward to the City Council for their review. They are not going to be approving any sites, they are literally selecting which maps to do an environmental analysis on. The CDBG Committee, as well as the Growth Management Committee will be starting their meetings soon. The Point in Time count is February 24<sup>th</sup>. This is the annual count of the census of persons living on the street or in their car. The Housing Commission appointment will be taken to City Council March 15<sup>th</sup>.

**ADJOURNMENT:**

By proper motion, the Meeting of February 10, was adjourned at 9:41 p.m.

---

**Mandy Mills**  
**Director of Housing & Homeless Services**

Minutes Clerk

**MINUTES ARE ALSO RECORDED AND KEPT ON FILE UNTIL THE WRITTEN MINUTES ARE APPROVED.**



## HOUSING COMMISSION

# Staff Report

**Meeting Date:** May 12, 2022

**To:** Housing Commission

**From:** Todd Henderson, Housing Services Manager

**Staff Contact:** Todd Henderson, Housing Services Manager  
Todd.Henderson@carlsbadca.gov, 442-339-2935

**Subject:** Affordable Housing Presentation

### Recommended Action

Receive a public presentation regarding the City of Carlsbad's affordable housing efforts.

### Executive Summary/Discussion

The City of Carlsbad Housing Commission's mission is to promote housing security and affordability for all segments of our community, including lower income families and people with special housing and supportive service needs. Additionally, one of the Commission's 2022 Work Plan goals calls for an improved understanding of housing programs, policies, and laws and suggests participation in a best practices session on addressing affordable housing needs and homelessness.

### Fiscal Analysis

This is an informational report, and no funding is being requested.

### Environmental Evaluation (CEQA)

This action does not require environmental review because it does not constitute a project within the meaning of the California Environmental Quality Act under California Public Resources Code Section 21065 in that it has no potential to cause either a direct physical change or a reasonably foreseeable indirect physical change in the environment.

### Public Notification and Outreach

This item was noticed in keeping with the state's Ralph M. Brown Act and available for public viewing and review at least 72 hours before the scheduled meeting date.