

ACTION MINUTES  
**DALY CITY PLANNING COMMISSION**

Regular Meeting  
Tuesday, May 4, 2010  
Council Chambers, Daly City

Chair Crump called the meeting to order at 7:00 p.m.

ADMINISTRATION OF OATH OF OFFICE TO NEW COMMISSIONER: Mayor Michael Guingona administered the oath of office to new Commissioner Laurie Rose Lubiano.

ROLL CALL: Present: Edelman, Crump, Bautista and Lubiano  
Absent: Kelly  
Staff Present: Schott, Mothershead, Van Lonkhuysen, Berger, and Courtney

APPROVAL OF MINUTES: Moved by Commissioner Edelman, seconded by Commissioner Bautista, to approve the minutes of April 6, 2010. Motion carried 5-0.

**STAFF COMMUNICATIONS:**

**20. Revised Draft Housing Element (RDHE)**

Staff report presented by: Michael Van Lonkhuysen, Senior Planner

Mr. Van Lonkhuysen presented a preliminary review of the City's Draft Housing Element (DHE) which the Steering Committee has been working on since spring 2009. Mr. Van Lonkhuysen stated the Residential Resale Program was removed in its entirety prior to the DHE submittal to the State Department of Housing and Community Development in October 2009. The State reviewed the DHE and the modified document is now referred to as the *Revised* Draft Housing Element (RDHE). Any comments or concerns raised here tonight will be included the RDHE for review during the City Council RDHE workshop later this summer. Approximately 300 members of the public on the City's DHE mailing list will receive workshop notification.

Since the Planning Commission last reviewed the DHE in September 2009, the RDHE includes a number of significant changes in addition to the removal of Residential Resale and Inspection Program. Mr. Van Lonkhuysen said the most substantive change is the addition of a new Adequate Sites Inventory and Analysis section, replacing the Potential Housing Sites Inventory. Under the Background Section, the State requires discussion on housing for very low-income households and proposes an expansion of the City's existing second unit program to allow the potential for additional second units throughout the city. Revisions to the Policy Section primarily contain zoning and density changes.

The Commissioners briefly discussed with staff projected housing needs, secondary units and inclusionary housing. Mr. Van Lonkhuysen anticipates the Housing Element will be ready for adoption sometime in the fall or winter of this year. Mr. Berger commented the demand for affordable housing is overwhelming.

There were no speakers.

**ADJOURNMENT:**

Meeting adjourned by Chair Crump at 7:25 p.m.

Respectfully submitted,

Richard Berger  
Director of Economic and Community Development