

**MINUTES OF THE AD-HOC COMMITTEE FOR  
HOUSING CONSTRUCTION & DEVELOPMENT SERVICES**

**SAN JOSE, CALIFORNIA**

**THURSDAY, OCTOBER 22, 2020**

*Consistent with the California Governor's Executive Order No. N-29-20, Resolution No. 79450 from the City of San José and the Santa Clara County Health Officer's March 16, 2020 Shelter in Place Order, the City Council meeting was not physically open to the public. Public comments were accepted via eComment, email, by phone/Webinar or online.*

The Committee meeting was teleconferenced from remote locations and convened at 9:00 a.m.

**PRESENT:** Councilmember Carrasco, Esparza, Davis, Peralez, Foley, Members.

**ABSENT:** All present.

**STAFF:** Deputy City Manager/Director of Economic Development Kim Walesh  
Deputy City Manager, Civic Innovation & Digital Strategy, Kip Harkness;  
Johnny Phan, Senior Deputy City Attorney; Rosalynn Hughey, Director of  
PBCE; Robert Sapien, Fire Chief; City Clerk Toni Taber, and Deputy City  
Clerk Ruth Krantz.

**REVIEW OF WORK PLAN**

Councilmember Magdalena Carrasco recommended moving the Housing Production Indicators, Item 3, to the front of the agenda.

Action: Upon motion by Councilmember Maya Esparza, seconded by Councilmember Dev Davis and carried unanimously, the agenda was accepted with Item 3 to be heard first. (5-0.)

**REPORTS TO COMMITTEE**

**1. Development Services Transformation Update.  
(Planning, Building and Code Enforcement/Public Works/Fire)**

Rosalynn Hughey, Director, Planning, Building and Code Enforcement; Product Transformation Team Chief of Staff, Alex Powell; and Deputy Fire Chief Hector Estrada provided the update, concluding with transformation teams' objectives and key results.

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**1. Development Services Transformation Update (Cont'd.)**

Rosalynn Hughey, Director, Planning, Building and Code Enforcement and the Permit Staff responded to questions regarding issuing/pulling permits on-line and working on solutions for the process, with a discussion of finding more efficient ways of accessing information. Updates will be shared at the next meeting of the Committee regarding CUP projects that have completed the process.

Action: Upon motion by Councilmember Maya Esparza, seconded by Councilmember Pam Foley and carried unanimously, the update on the assessment of the Quarter 3 and set 2020 Quarter 4 Objectives and Key Results for the Development Services Transformation including status update on technology replatforming and process improvements was accepted. (5-0.)

**2. Accessory Dwelling Unit (ADU) Process Enhancement Update. (PBCE/Public Works/Fire)**

Rosalynn Hughey, Director, Planning, Building and Code Enforcement provided an introduction, and PBCE Analyst Sarah Shull provided an update on the ADU process.

Action: Upon motion by Councilmember Maya Esparza, seconded by Councilmember Dev Davis, and carried unanimously, the verbal update on the enhancement activities to the Accessory Dwelling Unit (ADU) permit application process and the ADU Amnesty Program was accepted. (5-0.)

**3. Housing Production Indicators Update. (Economic Development/Housing)**

Rosalynn Hughey, Director, Planning, Building and Code Enforcement gave an introduction. Deputy Director of Housing Rachel VanderVeen began the presentation, which Jerad Ferguson, Housing Catalyst from OED continued.

Public Comments: Erik Schoennauer, the Schoennauer Company, opined that there is 'no good news' in these numbers since the goal of housing units not met, and suggested a need for course correction. He recommended that Council require four General Plan Hearings per year for privately-initiated applications.

Staff responded to questions, including updates on Measure A & E. Councilmember Maya Esparza asked that in the future more information be provided on financing, general bonds, and TEFRA hearings. Deputy Director of Housing Rachel VanderVeen indicated that Council has added a General Plan Amendment Cycle for affordable housing projects.

Action: Upon motion by Councilmember Maya Esparza, seconded by Councilmember Pam Foley and carried unanimously, the verbal update on the status of housing construction and progress toward the goal of 25,000 residential units by 2023, including 10,000 affordable units was accepted, with staff directed to add a financing tools piece for future discussion at the next Ad Hoc meeting. (5-0.)

**OPEN FORUM**

None provided.

**ADJOURNMENT**

Councilmember Magdalena Carrasco adjourned the meeting at 10:55 a.m.

*Approved via Email*

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Councilmember Magdalena Carrasco, Chair  
AD-HOC Committee

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