



April 9, 2026

Dear City Council and Staff,

Menlo Together appreciates the February 10th update on Housing Element Program H4.G and the plan to develop deeply affordable homes on the city-owned downtown parking lots. We appreciate staff’s work to compare the three proposals and present a timeline for next steps. The Feb 10 timeline presents dates and “sequential timing” and the result is a time range of November 2026 - April 2027 for approval of the DDA.

Unfortunately, we note that it is the second week of April and the first milestone on the timeline, a Community Open House walk-through event with display stations of each proposal, to be scheduled in “March 2026” has not been scheduled.

We request a revised timeline with updated interim milestones that avoids delaying the end goal to achieve DDA approval by November 2026 - April 2027.

The need for these new affordable homes is urgent and the consequences of further delay will be felt in the short and long term, by the entire city if the city falls out of Housing Element compliance, and by people in our community who need an affordable place to live.

For reference, our Housing Element commitment to the state was to complete entitlements (aka DDA) by the end of 2025.

**Table 1: Tentative schedule**

Date/Sequential Timing	Activity/Action	Details
March 2026	Community open house	Walk-through event with individual developer display stations
Late March/Early April 2026	City Council meeting	Developer presentations
April/May 2026	City Council meeting	Direction on preferred proposal
30-45 days	City Council meeting	Adoption of Surplus Land Act (SLA) resolution
1 day	Notification to HCD	Provide resolution to state and complete required 30-day period before entering into exclusive negotiating agreement (ENA)
45-60 days	City Council meeting	Approve ENA
60-120 days	Planning Commission meeting	General Plan conformity determination required by SLA; recommendation on disposition and development agreement (DDA)
30-90 days	City Council meeting	Approve DDA

Thank you for your dedication.

Karen Grove, on behalf of Menlo Together