

-
6. **Review of Housing Needs**
 - a. Existing Housing Needs
 - b. Special Housing Needs

Associate Planner Schinsing distributed a copy of the draft Housing Needs Analysis Chapter for the HEC's review on March 8, 2010.

-
7. **Calendar**
 - a. Next Meeting Dates

The HEC, by consent, agreed to meet the second and fourth Mondays of every month. The next HEC meeting will be on Monday, March 8, 2010.

Michael Rex asked if there were any current vacancies on the HEC. Staff indicated that there were three vacancies.

8. **Communications**

- a. Staff
 - Associate Planner Schinsing distributed a memo on Housing Element Compliance
 - CD Director Graves indicated that there are some funds available for the Housing Element Update activities and suggested that the HEC discuss this as a future agenda item. The HEC, by consensus agreed to add it as a future agenda item.
 - Michael Rex indicated that the NonProfit Housing Associates in San Francisco are a non-profit law firm who may be able to assist the City in presenting any adopted Housing Element to HCD.
- b. HEC Members
 - Committee Member Leone indicated that he spoke with the Director of the Legal Aid of Marin, who is willing to give a presentation at an upcoming HEC meeting if the HEC is interested.
 - Committee Member Leone indicated that Staff should review housing elements from other Marin jurisdictions for good examples of policies and programs the HEC could look at.

9. **Agenda Topics for Next Meeting**

- Discussion regarding inviting the Marin Housing Authority and/or Legal Aid of Marin to give a presentation at a future HEC meeting
- HEC Funds

10. **Adjourn – 7:01pm**



DRAFT
HOUSING ELEMENT COMMITTEE MINUTES
Monday, March 8, 2010
City Council Conference Room
City Hall at 420 Litho Street

1. **Call to Order- 5:35 p.m.**
All present, except as noted
Chair Linda Pfeifer (City Council Rep) Vice-Chair Joan Cox (Planning Commission Rep)
Jonathan Leone (City Council Rep)* Stan Bair (Planning Commission Rep)*
Steve Flahive (City Resident)* Chris Visher (City Resident)
Vacant (City Resident)* Vacant (City Resident)*
Vacant (City Resident)*
*Absent

As there was not a quorum for this meeting no formal actions were taken

2. **Public Comment on Items Not on Agenda- None**
3. **Approval of Minutes – February 10, 2010**
HEC members made initial comments on the February 10, 2010 minutes. No action.
4. **Review of Housing Needs Analysis Chapter (40 minutes; end at 6:20 pm)**
The HEC discussed the first page of the draft Housing Needs Analysis Chapter. The HEC requested additional background information on the ABAG population projections.
5. **Discussion Regarding Presentations by Non-Profits**
– Inviting the Marin Housing Authority and/or Legal Aid of Marin to give a presentation to the HEC
The HEC discussed forming a subcommittee of the HEC to meet with housing non-profits
6. **Communications**
a. Staff- Work Breakdown Structure (Liveboards, Second Units, Apartments)
Staff distributed a draft work breakdown structure on how to analyze existing second units

b. HEC Members
The HEC discussed advertising for the three vacant HEC positions
7. **Agenda Topics for Next Meeting**
– Review of Housing Needs Analysis Chapter
– ABAG projection methodology
8. **Adjourn – 6:55 p.m.**



DRAFT

HOUSING ELEMENT COMMITTEE MINUTES

Date: Monday, March 22, 2010

Time 5:30 p.m.

City Council Conference Room

City Hall at 420 Litho Street

1. **Call to Order--5:35 p.m.**

All present, except as noted

Chair Linda Pfeifer (City Council Rep)

Jonathan Leone* (City Council Rep)

Steve Flahive* (City Resident)

Vacant (City Resident)

Vacant (City Resident)

**Absent*

Vice-Chair Joan Cox (Planning Commission Rep)

Stan Bair (Planning Commission Rep)

Chris Visher (City Resident)

Vacant (City Resident)

As there was not a quorum for this meeting no formal actions were taken

2. **Public Comment on Items Not on Agenda- None**

3. **Approval of Minutes- No action**

4. **Work Breakdown Structure (Liveboards, Second Units)**

5. **Housing Needs Analysis Chapter**

a. ABAG Projection Methodology- *The HEC asked Staff to conduct additional research on population projection analysis*

b. Review of Housing Needs Analysis Chapter- *The HEC decided to include projected data to the year 2020*

6. **Communications**

a. Staff- *None*

b. HEC Members- *Vice-Chair Cox distributed the San Francisco Chronicle article "Alameda land-use ruling could reshape state"*

7. **Agenda Topics for Next Meeting**

8. **Adjourn – 6:35pm**



DRAFT
HOUSING ELEMENT COMMITTEE MINUTES

Date: Monday, March 22, 2010

Time 5:30 p.m.

City Council Conference Room

City Hall at 420 Litho Street

1. Call to Order--5:35 p.m.

All present, except as noted

Chair Linda Pfeifer (City Council Rep)

Jonathan Leone* (City Council Rep)

Steve Flahive* (City Resident)

Vacant (City Resident)

Vacant (City Resident)

**Absent*

Vice-Chair Joan Cox (Planning Commission Rep)

Stan Bair (Planning Commission Rep)

Chris Visher (City Resident)

Vacant (City Resident)

As there was not a quorum for this meeting no formal actions were taken

2. Public Comment on Items Not on Agenda- None

3. Approval of Minutes- No action

4. Work Breakdown Structure (Liveboards, Second Units)

5. Housing Needs Analysis Chapter

a. ABAG Projection Methodology- *The HEC asked Staff to conduct additional research on population projection analysis*

b. Review of Housing Needs Analysis Chapter- *The HEC decided to include projected data to the year 2020*

6. Communications

a. Staff- *None*

b. HEC Members- *Vice-Chair Cox distributed the San Francisco Chronicle article "Alameda land-use ruling could reshape state"*

7. Agenda Topics for Next Meeting

8. Adjourn – 6:35pm



DRAFT
HOUSING ELEMENT COMMITTEE MINUTES
Monday, April 5, 2010
City Council Conference Room
City Hall at 420 Litho Street

1. **Call to Order- 5:30pm**
All present, except as noted
Chair Linda Pfeifer (City Council Rep) Vice-Chair Joan Cox (Planning Commission Rep)
Jonathan Leone (City Council Rep)* Stan Bair (Planning Commission Rep)
Steve Flahive (City Resident) Chris Visher (City Resident)
Vacant (City Resident)* Vacant (City Resident)*
Vacant (City Resident)*
**Absent*

2. **Public Comment on Items Not on Agenda**
Michael Rex requested that the City Council consider filling the vacant city resident HEC seats at the April 6, 2010 City Council meeting

3. **Assignment of Responsibilities for Review of Section 3: Housing Needs Analysis Chapter**
The HEC decided that each HEC member will send comments on the Housing Needs Analysis section to Staff by Thursday, April 8. Committee Member Visher volunteered to compile all HEC comments into one document for Staff's response

4. **April 6, 2010 Staff Presentation to the City Council on Status of Housing Element**
The HEC formed a subcommittee with Chair Pfeifer, Vice-Chair Cox, and Committee Member Visher to discuss optimization of the HEC schedule with Staff. The subcommittee will convene at 5:30pm on April 14th

5. **Communications**
 - a. Staff
 - b. HEC Members- *Staff distributed Sausalito's Population Projections Document submitted by Chair Pfeifer on March 22, 2010 and the San Francisco Chronicle article "Alameda land-use ruling could reshape state" submitted by Vice-Chair Cox on March 22, 2010*

6. **Adjourn – 6:15 pm**



City of Sausalito
Community Development Department
420 Litho Street
Sausalito, CA 94965
(415) 289-4128
www.ci.sausalito.ca.us

Jeremy Graves, **Community Development Director**
Mary Wagner, **City Attorney**
Lilly Schinsing, **Associate Planner-Project Manager**
Heidi Burns, **Associate Planner**
Alison Thornberry, **Assistant Planner**
Alberto Viana, **Administrative Aide I**

I:\CDD\Boards & Committees\HEC\Minutes\Draft\4-5-10 draft.doc