



MEMORANDUM

DATE: August 23, 2010
TO: Housing Element Committee (HEC)
FROM: Lilly Schinsing, Associate Planner 
SUBJECT: Evaluation of the Previously-Adopted Housing Element Section

The State requires that the City reviews the housing policies and programs of the most recently approved Housing Element regarding the effectiveness in achieving the stated goals and objectives therein. The City's existing Housing Element was last certified in 1995.

Requisite Analysis

The State requires analysis in three areas as follows:

1. **Effectiveness of the element** – A description of the actual results or outcomes of the prior element's goals (i.e., what happened), objectives, policies, and programs. The results should be quantified where possible (e.g., number of units rehabilitated) and may be qualitative where necessary (e.g., mitigation of governmental constraints).
2. **Progress in implementation** – For each program, the analysis should compare significant differences between what was projected or planned in the earlier element and what was achieved. Analyze the differences to determine where the previous housing element met, exceeded, or fell short of what was anticipated.
3. **Appropriateness of goals, objectives, policies and programs** – A description of what has been learned based on the analysis of progress and effectiveness of the previous element. A description of how the goals, objectives, policies, and programs in the updated element are being changed or adjusted to incorporate what has been learned from the results of the previous element.

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Evaluation of 1995 Housing Element

HEC REVIEW DRAFT – 8-23-10

Housing Element Law requires that a jurisdiction review its previously-adopted Element to determine what accomplishments occurred in the intervening years, and to consider modifications that might be necessary in order to make the new Element more effective. Specifically, a jurisdiction is required to review its prior Element along three main themes:

- “Effectiveness of the element” (Section 65588(a)(2)): a review of the actual results of the previous element’s goals, objectives, policies and programs. The results should be quantified where possible (e.g., mitigation of governmental constraints).
- “Progress in implementation” (Section 65588(a)(3)): an analysis of the significant difference between what was projected or planned in the previous Element and what was achieved.
- “Appropriateness of goals, objectives and policies” (Section 65588(a)(1)): a description of how the goals, objectives, policies and programs of the updated Element incorporate what has been learned from the results of the previous element.

Objective H-1.0 Provide Active City Participation in Meeting Housing Needs. Ensure accountability and success of Housing Element programs by taking an active leadership role in implementing housing policies and programs, encouraging public review and participation in housing matters and taking action when needed to eliminate discrimination in the local housing market.

Policy H-1.1 Housing Goals. Facilitate the achievement of Housing Element objectives and policies by establishing realistic goals.

A. Program H-1.1.1 Housing Program Monitoring. Monitor housing program targets as described in the Background section of the Housing Element and submit a report to the City Council as may be required which outlines the City and other agency achievements in meeting stated housing objectives and which recommend needed additional actions.

Effectiveness: This program is an effective way to track the progress of the Housing Element and keep the City informed on housing issues.

Progress: Quarterly reports to the City Council and Planning Commission describe progress on meeting planning objectives and general plan goals, including housing element issues

Appropriateness: It is appropriate that the City continues to monitor the progress of Housing Element programs and periodically report on additional needed actions as they arise.

B. Program H-1.1.2 ABAG Housing Needs. Review and comment on ABAG’s draft Housing Needs Determinations numbers to assure that the numbers are reflective of the City’s development capabilities.

1 *Effectiveness:* Participation in review process is essential in order to be sure local
2 circumstances are properly reflected.

3
4 *Progress:* Community Development Department staff served on ABAG's Housing
5 Methodology Committee which derived the methodology used to allocate Regional
6 Housing Needs Allocations (RHNA) to Bay Area jurisdictions. In addition, City staff
7 reviewed and requested ABAG to make downward revisions of the RHNA for the 2007-
8 2014 planning period. ABAG declined to revise the City's RHNA.

9
10 *Appropriateness:* This is an appropriate program and should be continued.

11
12 **C. Program H-1.1.3 Housing Element Update.** Periodically update the Housing
13 Element as appropriate to incorporate updated ABAG Housing Needs Determinations,
14 consistent with state law requirements.

15 *Effectiveness:* This program has been effective.

16
17 *Progress:* The City prepared, but did not adopt an updated Housing Element which
18 reflected the RHNA for the 1999-2006 time period. The RHNA for the 2007-2014 time
19 period are reflected in this updated Housing Element, in addition to the carry-over RHNA
20 from the 1999-2006 time period, as required by State law.

21
22 *Appropriateness:* This is an appropriate program that will be continued.

23
24 **Policy H-1.2 Implementation of Housing Programs.** Establish local mechanisms to
25 facilitate implementation of the programs identified in the City's Housing Element.

26
27 **A. Program H-1.2.1 Housing Committee.** Establish a Housing Committee to assist in
28 implementing the City's Housing Element programs.

29
30 *Effectiveness:* A Housing Committee was appointed by the City Council to guide the
31 selection of goals and policies which were included in a draft Housing Element. The
32 Committee was retired in 2006 when the draft Element was not adopted. A new
33 Housing Element Committee was appointed by the City Council in 2009-10 to guide
34 development of this Element.

35
36 *Progress:* The Housing Element Committee evaluated the City's housing needs and
37 recommended policies and programs to encourage appropriate housing solutions for
38 Sausalito.

39
40 *Appropriateness:* This is an appropriate program and should be continued.

41
42 **Policy H-1.3 Public Participation.** Encourage and support public participation from the
43 community in the formulation and implementation of City housing objectives, policies and
44 programs.

45
46 **A. Program H-1.3.1 Resident Outreach.** Conduct special outreach to all resident
47 groups through targeted mailings and public meetings at the onset of future Housing
48 Element updates.

1 *Effectiveness:* This ensures that the policies and programs of the Housing Element are
2 well designed to suit the varying needs of all Sausalito residents.

3
4 *Progress:* For this Housing Element update, City staff participated in meetings held on a
5 County wide basis, to discuss housing needs. In addition, a Housing Element
6 Committee was appointed by the City Council to review and recommend policies and
7 programs for this Housing Element update, Finally, the City solicited public feedback on
8 housing issues at multiple public workshops, meetings, publicly-noticed hearings.

9
10 *Appropriateness:* This is an appropriate program that will be continued.

11
12 **Policy H-1.4 Fair Housing.** Promote fair housing opportunities for all people.

13
14 **A. Program H-1.4.1 Fair Housing Information.** Continue to provide public information
15 on fair housing laws and state and federal anti-discrimination laws and to refer all
16 complaints to the appropriate agency, as follows:

- 17
18 a. Refer discrimination complaints to Marin Mediation Services or its equivalent
19 service.
20 b. Have fair housing pamphlets available at City Hall to provide to citizens on
21 demand.
22 c. Have the Housing Committee write periodic news releases/articles to be
23 published in the local newspaper.
24 d. Establish a City contact person in the Community Development Department for
25 Countywide groups concerned with discrimination.

26
27 *Effectiveness:* The above methods are effective ways in which to inform the public about
28 their housing rights as well as the City's progress to address housing needs.

29
30 *Progress:* The City has provided direction and information to citizens with questions on
31 fair housing or with discrimination complaints.

32
33 *Appropriateness:* The City will continue to provide information to citizens regarding fair
34 housing. Pamphlets and brochures from Marin County will to be displayed at the
35 Community Development Department. The City will publish housing information in the
36 *Sausalito Community Magazine*, which is distributed free throughout the City and
37 surrounding areas.

38
39 **Policy H-1.5 Housing Assistance Information.** Provide information on sources of housing
40 assistance from Government agencies to private developers and to the public.

41
42 **A. Program H-1.5.1 Housing Assistance Information.** Maintain a current file of
43 available housing agencies and other housing related services at City Hall.

44
45 *Effectiveness:* Informing the public on available resources for housing assistance is an
46 effective means of disseminating information.

47
48 *Progress:* A list of agencies and services providing housing assistance is publicly
49 available at City Hall.
50

1 *Appropriateness:* This program is appropriate and should be expanded to provide
2 assistance for online research as well.

3
4 **Objective H-2.0 Provide an Adequate Supply of Housing.** Maintain an adequate supply of
5 housing that provides a diverse range of housing choices.

6
7 **Policy H-2.1 Housing Objectives.** Strive to achieve Sausalito's objective of 85 units
8 between 1988 and 1997, with 34 units available to low and moderate income households
9 within the City Limits.

10
11 **A. Program H-2.1.1 Development Applications.** Continue to review and process
12 development applications to meet Sausalito's fair share of regional housing needs.

13
14 *Effectiveness:* This program is an effective way to reinforce the need for housing when
15 reviewing development applications. Since the Housing Element was adopted in 1995
16 the City has processed applications to add approximately 55 new units, with 22 of the
17 units available to very low and one unit available to moderate households.

18
19 *Progress:* This on-going program is fully in place.

20
21 *Appropriateness:* This is an appropriate program that will be continued.

22
23 **Policy H-2.2 Residential/Commercial.** Retain existing and encourage new residential units
24 in the Downtown and the Caledonia Street commercial areas.

25
26 **A. Program H-2.2.1 Contact CR and CN Property Owners.** Include contact of all
27 property owners in the CR and CN zones to promote 2nd level residential uses in the list
28 of tasks for the Housing Committee.

29
30 *Effectiveness:* The Housing Committee formed in 2002 was discontinued prior to
31 implementation of the program.

32
33 *Progress:* No progress

34
35 *Appropriateness:* The Zoning Ordinance promotes second level residential uses and has
36 replaced the need for this program.

37
38 **B. Program H-2.2.2 Zoning Ordinance (Shared Parking).** Amend the Zoning
39 Ordinance to allow shared parking for residential and commercial uses on the same lot.

40
41 *Effectiveness:* This is an effective program to encourage the maximum use of a property
42 by allowing flexible parking standards for mixed-use properties.

43
44 *Progress:* The City adopted a revised Zoning Ordinance in 2003 which allowed the City
45 to reduce the number of required parking spaces for mixed-use projects with approval of
46 a Conditional Use Permit.

47
48 *Appropriateness:* With the adoption of the amended Zoning Ordinance, this program has
49 been completed.

1 **C. Program H-2.2.3 Zoning Ordinance (Caledonia Area).** Revise the current zoning
2 district name in the Caledonia Street area to reflect the intended mix of residential and
3 local/resident serving commercial uses.

4
5 *Effectiveness:* Specifically stating the mix of commercial and residential uses allowed on
6 Caledonia is an effective way of promoting mixed development.

7
8 *Progress:* The Caledonia Street area is zoned "Commercial-Residential District," which
9 reflects the mixed-use intent.

10
11 *Appropriateness:* This program has been completed.

12
13 **D. Program H-2.2.4 Street Level Uses.** Amend the Zoning Ordinance to require that
14 commercial parcels locate local/resident serving retail and service outlets at the street
15 level.

16
17 *Effectiveness:* Keeping ground floor retail uses is an effective way to retain existing
18 structures to provide desirable services to the residents of the mixed use areas.

19
20 *Progress:* The City adopted a revised Zoning Ordinance in 2003 which requires approval
21 of a Conditional Use Permit to replace existing retail uses or residential uses with office
22 uses.

23
24 *Appropriateness:* With the adoption of the amended Zoning Ordinance, this program has
25 been completed.

26
27 **E. Program H-2.2.5 Traffic Initiative.** Continue to implement the objectives of the 1985
28 Traffic Initiative pertaining to the prohibition against conversion of existing residential
29 uses to commercial uses.

30
31 *Effectiveness:* As implemented in the Zoning Ordinance, the 1985 Traffic Initiative limits
32 new above-ground level uses in the Mixed Commercial and Residential (CR) Zoning
33 District to residential uses (unless a Conditional Use Permit is authorized). Additionally,
34 the 1985 Traffic Initiative requires that residential uses existing as of December 1, 1984
35 may not be converted into any other uses. Continuing to apply this standard prohibits the
36 conversion of residential uses in the Caledonia Street areas and encourages the
37 development of new above-ground residential uses.

38
39 *Progress:* This on-going program is fully in place.

40
41 *Appropriateness:* This is an appropriate program that will be continued.

42
43 **F. Program H-2.2.6 Above Street Level Commercial Uses.** Amend the Zoning
44 Ordinance to require that commercial properties have residential uses on all levels
45 above the street unless commercial uses are permitted by a Conditional Use Permit.

46
47 *Effectiveness:* This program is an effective way to ensure that above street commercial
48 uses do not replace or preclude residential units where they are appropriate.

1 *Progress:* The City adopted a revised Zoning Ordinance in 2003 which requires approval
2 of a Conditional Use Permit to replace existing retail uses or residential uses with office
3 uses.

4
5 *Appropriateness:* With the adoption of the amended Zoning Ordinance, this program has
6 been completed.

7
8 **Policy H-2.3 Existing Second Units.** Maintain affordable housing stock while preserving
9 the basic density and character of single-family areas.

10
11 **A. Program H-2.3.1 Second Unit Ordinance (Existing Units).** Adopt an ordinance for
12 legalizing existing second units where prescribed standards, elaborated in the
13 Background section of this Plan, can be met.

14
15 *Effectiveness:* Accessory Dwelling Units (a.k.a. second units) can be an effective way to
16 provide additional and affordable housing.

17
18 *Progress:* Since the Zoning Ordinance does not yet allow Accessory Dwelling Units, this
19 program has not been implemented.

20
21 *Appropriateness:* This program is appropriate to continue since adoption of Accessory
22 Dwelling Unit (a.k.a. second unit) regulations will be create provided additional
23 opportunities for affordable housing.

24
25 **B. Program H-2.3.2 Safe and Affordable Second Units.** Undertake an enforcement
26 and abatement program of existing second units that do not meet the minimum health
27 and safety standards.

28
29 *Effectiveness:* This is an effective program to maintain safe housing within the City.

30
31 *Progress:* Since the Zoning Ordinance does not yet allow Accessory Dwelling Units, this
32 program has not been implemented.

33
34 *Appropriateness:* This program is appropriate to continue since adoption of Accessory
35 Dwelling Unit (a.k.a. second unit) regulations will give property owners the opportunity to
36 legalize existing accessory dwelling units which meet health and safety standards.

37
38 **C. Program H-2.3.3 Standards Incentives.** Include provisions in the ordinance for
39 existing second units which permit exceptions from the prescribed standards if rents are
40 affordable to households earning less than 80 percent of median for the area.

41
42 *Effectiveness:* This is an effective program to encourage accessory dwelling units which
43 are provided as affordable housing.

44
45 *Progress:* Since the Zoning Ordinance does not yet allow Accessory Dwelling Units, this
46 program has not been implemented.

47
48 *Appropriateness:* State law concerning accessory dwelling units has been amended and
49 the proposed Accessory Dwelling Unit regulations will need to be reviewed for
50 compliance.

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Policy H-2.4 New Second Units. Consider allowing new second units in single-family areas of the City where prescribed standards can be met. In that analysis, prime consideration should be given to the creation of additional affordable housing as balanced by the actual increase in density that would result from the second unit legalization ordinance and the expected increase in density resulting from a new second unit ordinance.

A. Program H-2.4.1 Second Unit Ordinance (New Units). Adopt a Second Unit Ordinance for new second units which acknowledges specific neighborhood conditions and concerns if it is found to be appropriate based on an analysis of the impact of legalizing existing second units.

Effectiveness: This program would strive toward reducing the impact of new accessory dwelling units in neighborhoods with constrained conditions such as limited parking.

Progress: Since the Zoning Ordinance does not yet allow Accessory Dwelling Units, this program has not been implemented.

Appropriateness: State law concerning accessory dwelling units has been amended and the proposed Accessory Dwelling Unit regulations will need to be reviewed for compliance.

B. Program H-2.4.2 Information on Affordable Construction. Include public information releases which promote the construction of affordable second units in the list of tasks for the Housing Committee in areas where new second units are found to be appropriate.

Effectiveness: Unknown.

Progress: No progress has been made on program.

Appropriateness: Reconsider following adoption of related code amendments.

Policy H-2.5 Liveboard Housing. Recognize the existence of liveboard boats in recreational marinas.

A. Program H-2.5.1 Liveboard Zoning. Amend the Zoning Ordinance to permit marina management to allow up to 10% of berths in all recreational marinas to be occupied by liveboards.

Effectiveness: Liveboard housing is an effective program for affordable housing that takes advantage of the community's waterfront location and marine oriented uses.

Progress: The Zoning Ordinance amendments adopted in 2003 includes an allowance for 10 percent of marina berths to be liveboard housing.

1 *Appropriateness:* With the adoption of the amended Zoning Ordinance, this program is
2 complete and no longer needed.
3

4
5 **Policy H-2.6 Manufactured Housing.** Recognize manufactured housing as a viable
6 housing type and allow the installation of manufactured housing on permanent foundations
7 subject to the same design considerations which apply to site built housing and consistent
8 with state law requirements.
9

10 **A. Program H-2.6.1 Building and Development Codes.** Review building and
11 development codes to assure safety considerations are addressed if a proposal is
12 received.
13

14 *Effectiveness:* This is an effective program to ensure safety if manufactured housing is
15 proposed.
16

17 *Progress:* The City reviews all building permit applications for compliance with the
18 California Building Code.
19

20 *Appropriateness:* This activity is consistent with state law and does not need to be
21 continued.
22

23 **Objective H-3.0 Increase the Supply of Affordable Housing.** Maintain and increase the
24 supply of low and moderate income housing in the community.
25

26 **Policy H-3.1 Non-Profit Housing Projects.** Encourage non-profit affordable housing
27 project sponsors in efforts to acquire and renovate existing multi-family structures, in the
28 building of new housing or in mixed use projects.
29

30 **A. Program H-3.1.1 Technical Assistance.** Provide technical assistance in project
31 processing and City regulations.
32

33 *Effectiveness:* This is an effective program to assure that local regulations and
34 requirements are understandable to new housing applicants and that new development
35 is not discouraged.
36

37 *Progress:* The City worked with the Rotary Club of Sausalito and to successfully process
38 an application for a 22-unit senior housing facility. The facility has been constructed and
39 occupied.
40

41 *Appropriateness:* This is an appropriate program that will be continued.
42

43 **B. Program H-3.1.2 Non-Profit Project Funding.** Contact non-profit affordable housing
44 sponsors in Marin County and inform them of the City Staff's and the Housing
45 Committee's availability in helping to identify funding sources for rental and for-sale
46 affordable housing including the possibility of equity sharing with the City, as well as
47 assisting non-profits in establishing public-private partnerships.
48

49 *Effectiveness:* This is an effective program for the City to work directly with local non-
50 profit organizations to meet the housing need.

1
2 *Progress:* Substantial progress has not been maintained on this program.

3
4 *Appropriateness:* This is an appropriate program for encouraging the provision of
5 affordable housing in the City.
6

7
8 **Policy H-3.2 Expedited Processing.** Expedite processing and reduce or subsidize fees for
9 projects which provide at least 15% of the total proposed housing units as low and moderate
10 income housing units available for 40 years or as long as legally possible.

11
12 **A. Program H-3.2.1 Fee Schedule.** Develop a fee schedule based on the number of
13 affordable units provided and the level of affordability of those units.

14
15 *Effectiveness:* This is an effective program to reduce costs to developers of affordable
16 housing.

17
18 *Progress:* The City waived the standard application fees for the approved Rotary Senior
19 Housing project.

20
21 *Appropriateness:* This is an appropriate policy that will be continued.

22
23 **Policy H-3.3 Housing Opportunity Sites.** Seek out potential housing opportunity sites
24 where lower cost housing can be maintained or developed.

25
26 **A. Program H-3.3.1 Housing Committee Review of Potential Sites.** Establish as an
27 ongoing responsibility of the Housing Committee (see Program H-1.2.1) the review and
28 assessment of potential housing opportunity sites that can meet the City's housing
29 needs.

30
31 *Effectiveness:* Reviewing potential housing opportunity sites is an effective way to
32 determine how local housing needs can be met, however very few sites are available
33 within the City.

34
35 *Progress:* Through the Housing Element update process, housing opportunity sites have
36 been identified and reviewed.

37
38 *Appropriateness:* Due to the limited number of sites available, on-going reviews are not
39 needed.

40
41 **B. Program H-3.3.2 Donation of Property.** Establish an education program to inform
42 residents of the City's Donation of Property program as a first task of the Housing
43 Committee to be appointed immediately after the adoption of the 1995 General Plan.

44
45 *Effectiveness:* Unknown.

46
47 *Progress:* This program was not implemented.

48
49 *Appropriateness:* Since number of sites in Sausalito is very limited it is unlikely that
50 property suitable for development of affordable housing would be donated.

1
2 **Policy H-3.4 Innovative Housing Design.** Encourage innovative approaches in the design
3 of low and moderate income housing units that reduce costs or meets the needs of special
4 groups.

5
6 **A. Program H-3.4.1 Work with Non-Profits.** Establish a liaison in the Community
7 Development Department with the Housing Committee and non-profits active in Marin
8 County to make them aware of opportunities for innovative housing which arise through
9 land use changes in the City.

10
11 *Effectiveness:* This is an effective program to keep non-profit agencies directly informed
12 of the potential for new housing within the City.

13
14 *Progress:* The City worked with the Sausalito Rotary Housing organization to identify an
15 adequate site for senior housing.

16
17 *Appropriateness:* This is an appropriate program that will be continued.

18
19
20 **Policy H-3.5 Density Bonus.** Provide the opportunity for density bonuses or other
21 incentives for low and moderate income housing consistent with California Government
22 Code sections 65915 to 65918.

23
24 **A. Program H-3.5.1 Density Bonus Zoning.** Amend the Zoning Ordinance to include
25 criteria for implementing the density bonus program as described in the background
26 section of the housing element.

27
28 *Effectiveness:* This is an effective program to provide developers with incentives to
29 construct affordable units.

30
31 *Progress:* The 2003 Zoning Ordinance amendments incorporated density bonuses for
32 affordable housing projects. Subsequent amendments [verifyxx] to State Density Bonus
33 requirements have not been incorporated into the Zoning Ordinance.

34
35 *Appropriateness:* This is an appropriate program that will be continued.

36
37 **Policy H-3.6 Eligibility Priorities.** Consistent with state and federal fair housing laws,
38 establish eligibility priorities for inclusionary housing units which emphasize people working
39 in the City, seniors and the physically disabled.

40
41 **A. Program H-3.6.1 Eligibility Guidelines.** Develop Eligibility Guidelines based on the
42 established priorities.

43
44 *Effectiveness:* This program could discourage housing development by regional non-
45 profits.

46
47 *Progress:* This program was not implemented although the Rotary Club requires a local
48 sponsor for residents of their projects.

49
50 *Appropriateness:* This program is unlikely to stimulate housing development.

1
2 **Policy H-3.7 Purchase Assistance.** Support and take maximum advantage of federal,
3 state, and local housing purchase assistance programs for first-time very low, low, and
4 moderate income home buyers.

5
6 **A. Program H-3.7.1 Housing Authority Programs.** Continue to participate in the Marin
7 County Housing Authority Mortgage Credit Certificate Program.

8
9 *Effectiveness:* Mortgage Credit Certificates, which are restricted to purchasers of Below
10 Market Rate Units, can be an effective way to provide housing assistance.

11
12 *Progress:* According to the Marin County Housing Authority, during this current Housing
13 Element no Sausalito residents have participated in this program.

14
15 *Appropriateness:* This is an appropriate program and will be continued.

16
17 **Policy H-3.8 Rental Assistance.** Support and take maximum advantage of federal, state,
18 and local rental housing assistance programs for very low and low income households.

19
20 **A. Program H-3.8.1 Housing Authority Programs.** Continue to work with the Marin
21 County Housing Authority to ensure full use of the Section 8 and Project Independence
22 rental assistance programs in Sausalito.

23
24 *Effectiveness:* This is an effective program to provide assistance with the cost of renting
25 housing.

26
27 *Progress:* According to the Marin County Housing Authority thirteen families in Sausalito
28 are receiving Section 8 assistance [verifyxx number].

29
30 *Appropriateness:* This is an appropriate program and will be continued.

31
32 **B. Program H-3.8.2 Rebate for Marin Renters.** Continue to contribute to the Rebate for
33 Marin Renters program at a level which maintains the average contribution over the past
34 five years.

35
36 *Effectiveness:* This is an effective program to provide assistance with the cost of renting
37 housing.

38
39 *Progress:* Since 2000 Sausalito has contributed \$11,357 to the Rebate for Marin Renters
40 program, with an average contribution of \$1,135 per year. According to the Marin County
41 Housing Authority this program has served 22 Sausalito households since the fiscal year
42 2002/2003 [Update dataxx].

43
44 *Appropriateness:* This is an appropriate program and will be continued.

45
46 **Policy H-3.9 Condominiums.** Encourage the retention of single-family homes in the City
47 and enhance the availability of rental units to low and moderate income and senior citizen
48 tenants by controlling condominium conversions and construction.

1 **A. Program H-3.9.1 Conversion Ordinance-Tenant Considerations.** Amend the
2 Zoning Ordinance to require maintenance of adequate rental stock and special
3 considerations for senior citizen and low and moderate income tenants for all
4 condominium conversions.

5
6 *Effectiveness:* Considering the availability of rental units prior to approving a
7 condominium conversion is an appropriate mechanism to maintain rental stock.
8 Demands for conversion are dependent upon the economy and housing market.

9
10 *Progress:* The City requires consideration of vacancy rates for rental units prior to
11 approving a condominium conversion. The update of the Zoning Ordinance added
12 consideration of adequate housing for "all segments of the community."

13
14 *Appropriateness:* This is an appropriate program and will be continued.

15
16 **B. Program H-3.9.2 Conversion Ordinance-Bulk Regulations.** Amend the Zoning
17 Ordinance to provide some flexibility in waiving bulk regulations (height, setbacks, floor
18 area and coverage) in the Conditional Use Permit (CUP) process, while continuing to
19 meet all other current City requirements.

20
21 *Effectiveness:* This is an effective program to allow the conversion of existing buildings
22 to condominium housing without potentially high costs to the applicant for remodeling
23 additions to comply with the bulk regulations.

24
25 *Progress:* The update of the Zoning Ordinance provided flexibility with bulk regulations in
26 the review and approval of condominium conversions.

27
28 *Appropriateness:* With the adoption of the amended Zoning Ordinance, this program is
29 complete and no longer needed.

30
31 **C. Program H-3.9.3 New Condominiums.** Encourage new condominium construction
32 where there is clear beneficial joint or multiple use of property and discourage such
33 construction where condominiums are simply a device for effective "de facto" lot splitting.

34
35 *Effectiveness:* This program is not effective as it does not affect the amount of available
36 housing.

37
38 *Progress:* This program has not played a role in the analysis of condominium
39 applications.

40
41 *Appropriateness:* This program does not create additional housing and will not be
42 continued.

43
44 **Policy H-3.10 Relocation Assistance.** Require that relocation assistance be provided to
45 low and moderate income households when private redevelopment of land occurs.

46
47 **A. Program H-3.10.1 Relocation Ordinance.** Develop an ordinance amendment which
48 requires relocation assistance.
49

1 *Effectiveness:* This is program, which would provide assistance to displaced low and
2 moderate income households, may discourage private redevelopment activities and
3 investment in residential construction.

4
5 *Progress:* Relocation assistance regulations have not been pursued.

6
7 *Appropriateness:* This program would provide financial assistance to displaced low and
8 moderate income households and will be continued.

9
10 **Policy H-3.11 Potential Governmental Constraints to Housing.** Remove governmentally
11 imposed constraints to the provision of housing.

12
13 **A. Program H-3.11.1 Zoning Ordinance (Residential CUP).** Amend the Zoning
14 Ordinance to eliminate the requirement for a conditional use permit for projects which
15 propose more than 3 residential dwelling units in the high density area.

16
17 *Effectiveness:* This is an effective program to encourage multi-family dwellings by
18 reducing discussion over the appropriateness of the proposed use.

19
20 *Progress:* The update of the Zoning Ordinance included an amendment which allows
21 residential dwellings of more than 3 units as a permitted use in the high density
22 residential district.

23
24 *Appropriateness:* With the update of Zoning Ordinance, this program is complete and no
25 longer needed.

26
27 **Objective H-4.0 Meet the Special Housing Needs in the Community.** Provide housing that
28 addresses the special housing needs of senior citizens, the disabled, the homeless, female
29 head of household and large families.

30
31 **Policy H-4.1 Senior Housing.** Encourage programs which increase housing opportunities
32 for senior citizens in Sausalito.

33
34 **A. Program H-4.1.1 New Senior Housing.** Help identify housing resources through the
35 Housing Committee and a liaison in the Community Development Department.
36 Specifically, when approached by community groups for new senior housing, the
37 Housing Committee could assist by reviewing real estate publications to identify potential
38 properties that are on the market and review City property files for specific site details
39 (building suitability). Other related programs include identifying local, state or federal
40 funding assistance programs.

41
42 *Effectiveness:* This program is effective.

43
44 *Progress:* The City has successfully worked with the Rotary Senior Housing non-profit
45 organization resulting in approval of a 22-unit senior housing development.

46
47 *Appropriateness:* This is an appropriate program that will be continued.

48
49 **B. Program H-4.1.2 Residential Care/Skilled Nursing Facilities.** Amend the Zoning
50 Ordinance to include criteria for the provision of residential care and skilled nursing

1 facilities for seniors, including the appropriate measure of density and other development
2 standards.

3
4 *Effectiveness:* This is an effective program to encourage housing for special needs
5 groups.

6
7 *Progress:* The updated Zoning Ordinance included an amendment that allows residential
8 care facilities within the residential zones.

9
10 *Appropriateness:* With the adoption of the updated Zoning Ordinance, this program is
11 complete and no longer needed.

12
13 **C. Program H-4.1.3 Senior Housing Information.** Continue to direct seniors to
14 programs and housing opportunities provided by countywide agencies and other cities in
15 Marin.

16
17 *Effectiveness:* This program is an effective way to provide needed housing information to
18 seniors.

19
20 *Progress:* The Community Development Department has provided program information
21 regarding senior housing as questions have arisen.

22
23 *Appropriateness:* This program is an appropriate means of informing residents and will
24 be continued.

25
26 **Policy H-4.2 Single Parents and Large Families.** Encourage housing that meets the
27 special needs of low and moderate income single parents and large families of 5 or more
28 persons.

29
30 **A. Program H-4.2.1 New Family Housing.** Help identify housing resources through the
31 Housing Committee and a liaison in the Community Development Department.
32 Specifically, when approached by community groups for new family housing, the
33 Housing Committee could assist by reviewing real estate publications to identify potential
34 properties that are on the market and review City property files for specific site details
35 (building suitability). Other related programs include identifying local, state or federal
36 funding assistance programs.

37
38 *Effectiveness:* This can be an effective way to assist proposed housing developments.

39
40 *Progress:* No family housing projects were proposed.

41
42 *Appropriateness:* The Community Development Department will continue to assist
43 community groups for new housing by reviewing City property files and providing
44 development assistance, however few vacant sites are available in the City.

45
46 **Policy H-4.3 Disabled Persons.** Encourage the development of housing accessible to
47 disabled persons.

48
49 **A. Program H-4.3.1 Building Code.** Continue to enforce state and federal building code
50 requirements for accessibility of newly constructed housing.

1
2 *Effectiveness:* The City has enforced building code requirements for accessibility with
3 newly constructed housing.

4
5 *Progress:* This is an on-going program which is fully in place.

6
7 *Appropriateness:* This is an appropriate program which will be continued.

8
9 **B. Program H-4.3.2 Rehabilitation Accessibility. Continue to refer eligible**
10 **residents who wish to** rehabilitate existing homes to the Marin County Rehabilitation
11 Loan program.

12
13 *Effectiveness:* This is an effective means of providing needed loan information, as
14 inquiries arise, to those wishing to rehabilitate their homes.

15
16 *Progress:* This is an on-going program which is fully in place.

17
18 *Appropriateness:* This is an appropriate program which will be continued.

19
20 **C. Program H-4.3.3 Project Independence.** Continue to work with the Marin County
21 Housing Authority to ensure full use of rental assistance programs in Sausalito.

22
23 *Effectiveness:* This is an effective means of providing needed rental assistance
24 information as inquiries arise.

25
26 *Progress:* This is an on-going program which is fully in place.

27
28 *Appropriateness:* This is an appropriate program which will be continued.

29
30 **Policy H-4.4 Housing for the Homeless.** Support efforts to provide temporary shelter to
31 homeless persons.

32
33 **A. Program H-4.4.1 County Homeless Programs.** Continue to participate in the
34 Countywide Homeless Working Group in preparing and implementing recommendations
35 to the Board of Supervisors, other appointed bodies and municipalities regarding plans
36 for providing emergency housing, halfway houses and homes with supervised care.

37
38 *Effectiveness:* The Marin County Housing Authority is the local body that maintains a list
39 of organizations providing services to the homeless. Since Marin County is small, as are
40 its cities, it is appropriate that this effort be done on a countywide basis.

41
42 *Progress:* The City has provided program information regarding emergency housing as
43 questions have arisen.

44
45 *Appropriateness:* This is an on-going program that will be continued.

46
47 **B. Program H-4.4.2 Local Support Services.** Establish the task of coordinating with
48 existing local service organizations, especially churches, to provide assistance to the
49 homeless as one of the responsibilities of the Housing Committee.

1 *Effectiveness:* Local service and religious organizations in the community, with City
2 support, provide assistance to homeless individuals and households. Establishment of a
3 parallel City program to provide assistance would be an inefficient use of resources.

4
5 *Progress:* This is an on-going program.

6
7 *Appropriateness:* This is an appropriate program which will be continued.

8
9 **C. Program H-4.4.3 Zoning Ordinance (Homeless Shelters).** Amend the Zoning
10 Ordinance to provide for Homeless Shelters as a permitted use in the Commercial
11 Residential and Neighborhood Commercial zones; Transitional Housing for 6 or fewer
12 persons as a conditionally permitted use in all single family areas as a small group
13 home, and Transitional Housing for more than 6 persons as a conditionally permitted
14 use in the R-3, R-2-2.5, and R-2-5 zones.

15
16 *Effectiveness:* This is an effective program to allow facilities providing transitional
17 housing services to locate in the City, and provide care for the homeless community.

18
19 *Progress:* The update of the Zoning Ordinance allowed Residential Care Homes
20 (including halfway houses) with up to 6 people in all residential zones. It was
21 determined that homeless shelters would not be an appropriate use in the Commercial
22 Residential and Neighborhood Commercial Zoning Districts. The adoption of Senate Bill
23 SB 2 requires local jurisdictions to take additional actions to address the needs of
24 homeless individuals and families. To date, the City has not amended the Zoning
25 Ordinance to address the requirements of SB 2.

26
27 *Appropriateness:* Adoption of the updated Zoning Ordinance satisfied the program
28 requirements for transition (aka, halfway housing). The requirements for homeless
29 shelters have not been completed.

30
31 **Policy H-4.5 Neighborhood Outreach.** Encourage early communication between
32 neighborhood residents and providers of permanent or temporary emergency shelters and
33 residential care facilities.

34
35 **A. Program H-4.5.1 Outreach Programs.** Assist providers or sponsors of emergency
36 shelters, transitional housing programs and community care facilities to establish
37 outreach programs within the affected neighborhoods.

38
39 *Effectiveness:* This is an effective program to address neighborhood concerns and gain
40 public support of providing emergency shelter locations where feasible.

41
42 *Progress:* The City has expressed a willingness to work with a local community group
43 that was interested in starting a program for inclement weather shelters.

44
45 *Appropriateness:* This is an appropriate program that will be continued.

46
47 **Objective H-5.0 Preserve the Existing Housing Stock.** Preserve the useful economic and
48 shelter life of the existing housing stock.

49

1 **Policy H-5.1 Existing Housing Quality.** Maintain the quality and safety of the existing
2 housing stock.

3
4 **A. Program H-5.1.1 Code Enforcement.** Investigate complaints and take appropriate
5 action on Zoning, Building and Housing Code violations.

6
7 *Effectiveness:* This is an effective program to make sure that housing stock remains in
8 good condition.

9
10 *Progress:* This is an on-going program.

11
12 *Appropriateness:* This is an appropriate program that will be continued.

13
14 **B. Program H-5.1.2 Resale Inspections.** Consider establishing regulations for a self-
15 supporting program to require inspection of all residential properties for compliance with
16 Building, Zoning and Housing Codes at the time of sale.

17
18 *Effectiveness:* Since the City's housing stock is in generally good condition, this program
19 would add cost to property resale without significant effect. Instead of a physical
20 inspection, the City requires a Residential Resale Report to be issued prior to the sale of
21 a residential home which provides new owners with permit history.

22
23 *Progress:* This is an on-going program.

24
25 *Appropriateness:* The regulations are in place and this program is no longer needed.

26
27 **Policy H-5.2 Rehabilitation Loans.** Continue to support and encourage the use of
28 rehabilitation loan subsidy programs offered by the Marin County Housing Authority.

29
30 **A. Program H-5.2.1 Rehabilitation Assistance.** Provide housing pamphlets at City Hall
31 describing the available County rehabilitation loan programs and provide assistance by
32 staff and the Housing Committee in advertising the program in Sausalito.

33
34 *Effectiveness:* This is an effective program to distribute information to residents who may
35 qualify for assistance to rehabilitate their homes.

36
37 *Progress:* The Community Development Department has obtained pamphlets on
38 rehabilitation loan assistance programs from the Marin County Housing Authority for
39 display at the public counter.

40
41 *Appropriateness:* This is an appropriate program that will be continued.

42
43 **Policy H-5.3 Retention of Diverse Housing Stock.** Allow more flexibility in reinstatement
44 of duplex and multiple family uses which have ceased involuntarily.

45
46 **A. Program H-5.3.1 Involuntary Cessation of Diverse Housing Stock.** Amend the
47 Zoning Ordinance to allow reinstatement of non-conforming residential uses in relevant
48 zoning areas through the issuance of a discretionary permit where such uses have
49 ceased involuntarily.

1 *Effectiveness:* This is an effective mechanism to preserve housing that is a
2 nonconforming use, such as a legal nonconforming duplex within a single-family zoning
3 district.
4

5 *Progress:* The Zoning Ordinance has a nonconforming section that allows the
6 reinstatement of a nonconforming use which has ceased involuntarily, within a one-year
7 period. The update of the Zoning Ordinance established a discretionary review process
8 for issuance of Nonconforming Permits to allow continuation of nonconforming uses.
9

10 *Appropriateness:* With the update of the Zoning Ordinance, this program is complete and
11 no longer needed.
12

13 **Policy H-5.4 Energy Conservation.** Promote and support energy conservation programs
14 that provide assistance for energy conservation improvements.
15

16 **A. Program H-5.4.1 Community Action Marin-Energy.** Continue to coordinate with
17 Community Action Marin-Energy to promote citizen awareness of energy conservation
18 programs.
19

20 *Effectiveness:* Promoting energy conservation programs are an effective way to reduce
21 housing costs.
22

23 *Progress:* Although the above-mentioned program no longer exists, the City has
24 participated in regional programs which promote methods to reduce energy consumption
25 and costs.
26

27 *Appropriateness:* Continued participation in the regional energy conservation programs
28 is an effective program that will be continued.
29

30 **B. Program H-5.4.2 PG&E.** Continue to coordinate with PG&E to promote citizen
31 awareness of energy conservation programs.
32

33 *Effectiveness:* This is an effective way to provide energy conservation information to the
34 general public.
35

36 *Progress:* When received, correspondence and information received from PG&E has
37 been passed on to community residents.
38

39 *Appropriateness:* This is an appropriate program that will be continued.
40

41 **C. Program H-5.4.3 Passive Solar Design.** (See Environmental Quality Program EQ
42 3.13.2).
43

44 *Effectiveness:* This is an effective program to encourage the use of solar panels and
45 reduce energy consumption and costs.
46

47 *Progress:* The City has received issued building permits to many solar panel projects.
48 These permits are reviewed and acted upon ministerially.
49

50 *Appropriateness:* This is an appropriate program that will be continued.

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Element\Evaluation- HEC draft for 8-23 meeting.doc