***DRAFT***
**HOUSING ELEMENT TASK FORCE MINUTES**
**September 26, 2011**
**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 Stan Bair (Planning Commission Rep)
Mike Kelly (City Council Rep)
Susan Cleveland-Knowles (City Resident)
Kim Stoddard (City Resident)
Ray Withy (City Resident)
** absent*

Vice-Chair Joan Cox (Planning Commission Rep)
Vacant (City Council Rep)
Steve Flahive (City Resident) *
Chris Visher (City Resident)

**2. PUBLIC COMMENT ON ITEMS NOT ON AGENDA**

**Burt Drobnis** spoke about high density rezoning. **Chuck Donald** raised a question about the Task Force minutes. **Veronique Stamets** expressed interest in attending the field trip on October 8. **Brunel Larner** stated that parking should be required for Accessory Dwelling Units.

**3. APPROVAL OF MINUTES** – None

**4. INTRODUCTION OF M-GROUP AS THE CITY'S HOUSING ELEMENT CONSULTANT**

Community Development Director Jeremy Graves introduced M-Group staff Geoff Bradley (Principal), Karen Warner (Housing Consultant), Heather Hines (Principal Planner) and Karen Hong (Associate Planner). Karen Warner briefly stated her background and made the following key points:

- The California Department of Housing and Community Development (HCD) has advised that Sausalito would not be able to subtract the previously included Marin City Sphere of Influence (SOI) area from their Regional Housing Needs Assessment (RHNA) numbers.
- The City has several vacant and underutilized R-3 sites, which meet the State's default density threshold of 20 units/acre and may be credited towards the City's lower income RHNA needs without rezoning.
- Similarly, as the City's commercial zones allow for second story residential uses at R-3 densities, vacant and underutilized commercial sites can also be used to address the City's lower income RHNA without any necessary rezoning.
- For any sites the City does rezone to address a shortfall in meeting the RHNA, housing element statutes require rezone sites to be large enough to accommodate a minimum of 16 units.

**5. DRAFT MEETING SCHEDULE – OCTOBER 2011 – JANUARY 2012**

a. Chair Bair clarified that the meeting with HCD on October 10th is only for the Task Force Subcommittee, City staff, and M-Group consultants. The schedule was unanimously approved by the Housing Element Task Force.

b. Vice-Chair Joan Cox and Member Susan Cleveland-Knowles were appointed to the HCD Meeting Subcommittee.

**6. LIVEABOARD ASSUMPTIONS**

a. Task Force Members requested for a recommendation from M-Group regarding the liveaboard assumptions. M-Group stated that a houseboat co-op in Marin County was counted towards the County's RHNA, and that example will be looked at in greater detail.

Task Force Members also made the following key points:

- Residents of liveaboards are interested in legalizing their liveaboards, and the Task Force should try not to jeopardize current liveaboard arrangements.
- It may be better to treat the legalization of liveaboards as legalizing 4 out of 4 Marinas and not 92 out of 92 liveaboards.

- What were the conditions under which HCD approved other liveaboards in other jurisdictions?
- What was the ratio of other liveaboards in other Housing Elements?
- Which of the liveaboard strategies (light, medium, high) is the most realistic?

b. Staff and M-Group consultants confirmed receipt of correspondence regarding liveaboards from resident Gerry Fait.

Public Comments included the following key points:

- Could Galilee Harbor be counted as low income housing towards this RHNA cycle? The harbor's major reconstruction received building permits after 2000.
- Could the City look into considering marine workers as special needs group in the Housing Element?
- Could 10% of the potential 1700 berths be counted as liveaboards, instead of 10% of 920 existing berths?

**7. OTHER OPTIONS TO CONSIDER**

Task Force Members made the following key points:

- Consider adding more strategies to reduce the overall impact of each strategy.
- Consider other tools that have not yet been mentioned.

Public Comments included the following key points:

- Sausalito residents want a solution that is unique to Sausalito.
- Sausalito residents wish to satisfy the RHNA without changing the character of the community.
- Sausalito residents do not wish to dilute the history of the town.
- Is Fort Baker a federal site and can it be counted towards the RHNA?
- Could Sausalito offset its RHNA numbers against another community that needs more housing, as in the case of Woodside and Redwood City?
- Could the City target "slum areas" instead of targeting prime areas?
- Residents voiced concerns that Valhalla is not a first choice as a housing solution, and has too much history to be converted into affordable housing.
- Residents would like to understand the logic or criteria for certain properties being considered for affordable housing above others.
- If Accessory Dwelling Units (ADU) were considered for affordable housing, residents had concerns about parking ratios in relation to the ADUs.
- Some residents stated that they did not want low-income housing and "poorer people" in the community, as they see it as a special community.
- Some residents stated that they did not wish to see affordable housing placed on the waterfront or sites with prime views.
- Residents wanted clarity on exactly how many affordable units were needed, how many under each income category, and clarification of what each of those income categories really looked like.
- Residents generally stated an aversion towards "high density" housing in Sausalito.

**8. DRAFT NOTICE TO NEIGHBORS AND PROPERTY OWNERS OF CANDIDATE SITES**

Task Force Member Cleveland-Knowles asked for clearer indication in the notice that the housing sites addressed would also be considered for affordable housing. A subcommittee of Members Stoddard and Visher was formed to work with staff on the notice.

**9. STAFF COMMUNICATIONS**

None

**10. TASK FORCE MEMBER COMMUNICATIONS**

None

**11. AGENDA TOPICS FOR NEXT MEETING**

Staff presented the preliminary agendas for the October 8 and October 10, 2011 Task Force meetings.

**12. ADJOURN**

Chair Bair moved and Vice Chair Cox seconded a motion to adjourn. The motion passed unanimously and the meeting was adjourned at 7:40 p.m.

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