MEMORANDUM

DATE: September 26, 2011

TO: Housing Element Task Force

FROM: Lilly Schinsing, Associate Planner

SUBJECT: Candidate Site Notice

At the August 22, 2011 Housing Element Task Force meeting the Task Force directed Staff to prepare a draft notice which would be sent to neighbors within 300 feet of the candidate sites prior to the field trip to visit each site. Attached are the following:

- A draft notice to be sent to all property owners and occupants within 300 feet of each candidate site. The notice would be revised for each candidate site (i.e., the street name and map would be modified).
- A draft notice to be sent to the property owner of each candidate site. The notice would be revised for each candidate site (i.e., the street name and map would be modified).

Staff recommends that the Task Force revise the documents as appropriate and direct staff to send out the notices prior to the scheduled field trip to the candidate sites.

Attachments
1- Draft Neighbor Notice
2- Draft Property Owner Notice

I:\CDD\Boards & Committees\HETF\Memos\9-26-11 - Candidate Site Notice.docx

Item 8
(3 Pages)

Discussion of Potential Rezoning of Property in your Neighborhood

Information on Upcoming Meetings on the City of Sausalito's Housing Element Update

Get Involved--Upcoming Meetings

All meetings will be at Council Chambers, Sausalito City Hall unless otherwise noted. These dates and topics are **tentative**. Always check the meeting calendar at www.ci.sausalito.ca.us **or request to join the email notification list by sending an email to LSchinsing@ci.sausalito.ca.us**

Housing Element Task Force Meetings

Candidate Site Tour
October 8, 2011,
9:30am, Meet at City Hall parking lot for guided visits of each candidate site. Must provide own transportation.

Discuss Candidate Sites
October 10, 2011, 5:30pm

Discuss Overall Strategy
October 25, 2011, 5:30pm

Discuss Goals, Policies, Programs and Sites Strategy
November 21, 2011, 5:30pm

Discussion of Community Workshop
December 5, 2011, 5:30pm

Presentation and Review of Goals, Policies, Programs and Sites Strategy Document
December 12, 2011, 5:30pm

Recommendation of Draft Housing Element
January 9, 2012, 5:30pm

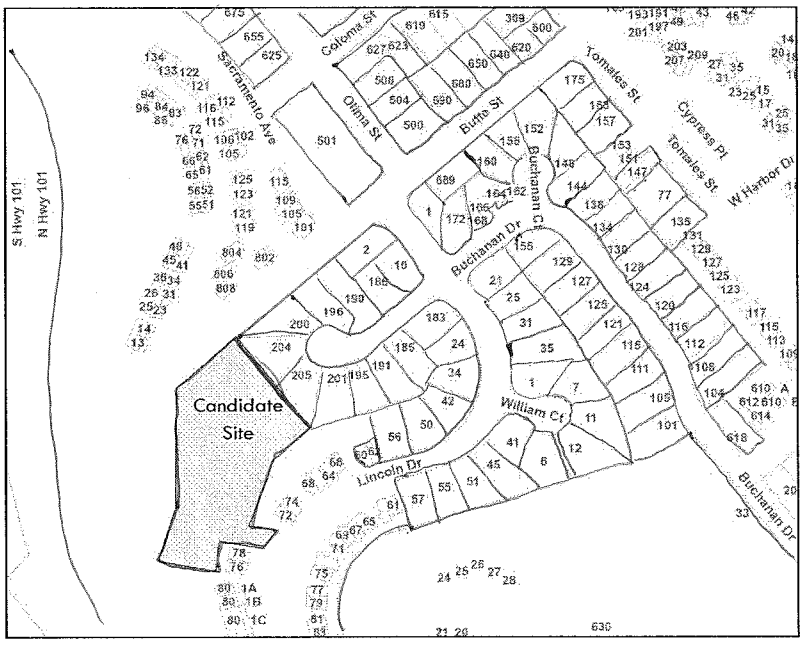
Community Workshop

Saturday December 3, 2011, 9:30am,
[Place TBD]

Planning Commission and City Council Meeting on Draft Housing Element

January 2012– Date TBD
(check the City's website)

You are receiving this notice because you own or occupy property which is near the vacant property along Butte Street identified in the map below. This site is currently under consideration as a future affordable housing site.



The City of Sausalito is preparing an update of its Housing Element in accordance with State law. The State requires that the City address a Regional Housing Needs Allocation (RHNA), which establishes the number of new housing units needed by various income groups (from very low to upper income) in each California jurisdiction. The RHNA for the City of Sausalito was established at 372 units for the two planning periods of 1999-2006 and 2007-2014. The Housing Element describes various programs the City will continue or establish to address its regional housing need. Cities are not required to actually build the housing—rather, they must demonstrate to the State that the opportunity to build the housing has been created.

In order to address the RHNA, the City is required to identify specific sites that potentially could be available for housing. The City is considering residentially zoned properties, either vacant or able to accommodate additional units. The City is also reviewing sites, both residential and non-residential, that might be suitable to accommodate residential development at an increased density.

The vacant property along Butte Street has been identified as a site with potential for rezoning to allow residential development at an increased density. The site was chosen due to its size, current use, and potential for future residential development. Although identified as a *potential* housing site, it is important to emphasize that no property owner would be obligated to develop his or her property for such purpose as part of any adopted Housing Element.

This site will be a topic of discussion at a series of meetings and the City welcomes your input. Please see the sidebar for more information regarding upcoming meetings or contact Lilly Schinsing, Associate Planner, at (415) 289-4134 or LSchinsing@ci.sausalito.ca.us. More information can be found on the City's website at: http://ci.sausalito.ca.us/Index.aspx?page=703.

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Discussion of Potential Rezoning of Property You Own on Butte Street

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Planning Commission and City Council Meeting on Draft Housing Element

January 2012– Date TBD
(check the City's website)

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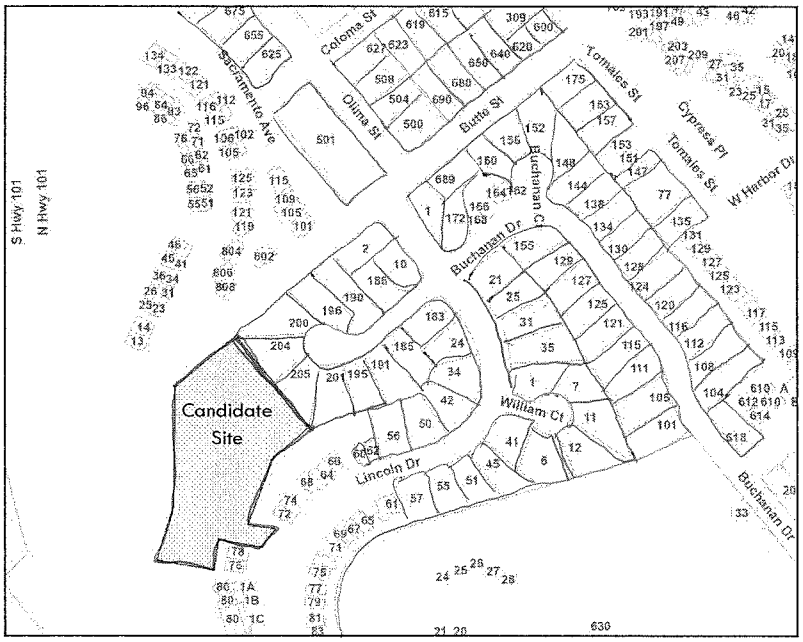

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