Sausalito 2009-2014 Housing Element
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Item 4-- Revised Draft Housing Element
(Clean Copy- No Track Changes Shown)

CHAPTER I – INTRODUCTION

A. Sausalito Community Context

Considered one of the most charming cities in Northern California, Sausalito is nestled between the bay and the mountains. The City is well known for its beautiful waterfront with sweeping views of the bay, a historic downtown with numerous restaurants and shops, and its proximity to the Golden Gate Bridge. The City has roughly 7,000 residents within its densely populated 2.2 square miles and attracts a large number of visitors all year round.

Sausalito accommodates a variety of housing types that respects its natural setting: a mix of single family residences, cottages, accessory dwelling units, and small scale multi-family units in the wooded glens and flats; residential units above ground-floor commercial businesses in the downtown; houseboats and liveaboards along the waterfront; and view estates and several larger multi-family complexes stepped down the hillsides. This Housing Element seeks to protect and enhance the best aspects of the community's historic patterns of development, while permitting a balanced, low impact approach to accommodating incremental growth.

This Housing Element acknowledges Sausalito's unique demographics and identifies solutions that address those trends and demographics, including the very high percentage of single-person households, an aging population, and a special needs population of marine workers. These distinctive and inherent community characteristics have resulted in unique housing types in the community, and have driven the consideration of housing development potential and housing policies in this Housing Element.

B. Housing Element Overview and Purpose

Every jurisdiction in California is required to have a Housing Element in its General Plan, to ensure that appropriate long-range planning measures are in place in response to the community's housing conditions and needs.

The purpose of the Housing Element is to achieve an adequate supply of safe, affordable housing for all economic segments of the community, including individuals with special housing needs. The desirability of the Bay Area and Marin County in particular has made it one of the most expensive housing markets in the country, rendering the availability of affordable housing increasingly scarce. Housing affordable to more modest income households often requires public assistance, of which there are several successful examples in Sausalito, including Bee Street Housing (6 very low income units), Rotary Place (10 very low income units), Sausalito Rotary Senior Housing (22 very low income units), and Galilee Harbor (35 rent and income restricted berths). The shortage of affordable housing has its impacts: it becomes more difficult for employers to recruit and retain employees; roadways become congested with workers traveling longer distances; and many young families, longtime residents and other community members may relocate because they can no longer afford to live in the community.

The housing supply for all economic segments and special groups in Sausalito needs to be addressed by looking at the unique features of the community, and development constraints and opportunities. As Sausalito is compact and built out, large tracts of land for new development are not available, but many opportunities exist for infill in smaller parcels throughout the community. Additional factors must be considered when looking at sites with housing potential, including steep slopes, soil stability issues, poor drainage, and narrow roads limiting access and parking in certain neighborhoods. Sausalito's proximity to the waterfront has also influences the types of housing needed in the community. Community members have expressed a strong desire to preserve the existing small-town character of the community through the goals and policies of the Housing Element.

Therefore, the goals and policies of this Housing Element recognize the unique housing opportunities in Sausalito, and enhance the diversity of income and community groups that comprise the existing community character.

The Housing Element is divided into four chapters:

- Chapter 1 contains introductory material to the Housing Element, including State Laws and requirements;
- Chapter 2 contains the Housing Plan, including housing goals and objectives, policies and implementing programs;
- Chapter 3 contains a summary of the community's existing and future housing needs; and
- Chapter 4 contains an analysis of available sites for housing, and resources available to assist in the implementation of Sausalito's housing programs.

Sausalito's last approved Housing Element was for the planning period ending in 1998. Thus, the City's Housing Element is required to fulfill the Regional Housing Needs Allocation (RHNA) for both the current (2007-2014) and prior (1999-2006) RHNA planning periods. With the exception of this prior RHNA, this Housing Element covers the 2009-2014 Housing Element cycle as defined by statute for jurisdictions in the Bay Area.

C. Housing Element Law and Changes to State Requirements

The Housing Element is one of the seven elements of the general plan required by California Government Code. State Housing Element law enacted in 1969, requires local governments to adequately plan to meet the existing and projected housing needs of all economic segments of the community. This law acknowledges that, in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulations which provide opportunities for, and do not unduly constrain, housing development. As a result, housing policy in the State rests largely upon the effective implementation of local general plans and, in particular, local housing elements. Housing Element law also requires that the California Department of Housing and Community Development (HCD) review local housing elements for compliance with State law and to report its written findings to the local government. If HCD finds that the housing element substantially complies with State Housing Element law, HCD "certifies" the housing element. If a housing element has been certified by

HCD, State Housing Element law states that there shall be a "rebuttable presumption of validity of the element" in any court challenge to the validity of the housing element.

Components of the housing element required by State Housing Element law include a "Residential and Mixed Use Sites Inventory", identifying where housing potential is present in the jurisdiction. Housing Element law, as amended by Senate Bill (SB) 2 in 2007, requires local governments to support homeless persons in obtaining shelter and services. Specifically, SB 2 requires cities to identify a zoning district (or districts) where emergency shelters are allowed as a permitted use, without a conditional use or other discretionary permit. The bill also requires local governments to add transitional and supportive housing and emergency shelters to its provisions for very low, low, or moderate income households. While the previously-certified housing element addressed homeless issues, this housing element contains updates which address the requirements of SB 2.

Assembly Bill (AB) 1866 passed in 2002 facilitates the creation of second units, or Accessory Dwelling Units, through ministerial approval procedures. It also clarifies Housing Element law to allow identification of realistic capacity for second units, based on development trends of second units in the jurisdiction.

Senate Bill (SB) 375 passed in 2008, requires the annual submission of reports to the HCD monitoring the Housing Element, and outlines consequences for the failure to adopt a Housing Element.

Another recent law that affects this Housing Element is the requirement of "reasonable accommodation" procedures. This is a federal mandate that is implemented in the Housing Element, in order to accommodate persons with disabilities in the provision of housing.

D. Relationship to the General Plan

The General Plan serves as the "constitution" for development in a jurisdiction. It is a long-range planning document that describes goals, policies and programs to guide decision-making. All development-related decisions must be consistent with the General Plan. If a development proposal is not consistent with the General Plan, the proposal must be revised, or the General Plan itself must be amended. State law requires a community's General Plan to be internally consistent. This means that the Housing Element, although subject to special requirements and a defined timetable of updates, must function as an integral part of the overall General Plan, with consistency between it and the other General Plan elements. This Housing Element is consistent with Sausalito's General Plan.

E. Community Participation Summary

In 2009, the City Council established a Housing Element Committee, which subsequently was transformed into the Housing Element Task Force in 2011. The Task Force was composed of City Council representatives, Planning Commission representatives, and City residents. Over 45 public meetings were held, including three community workshops, to engage community residents and property owners in the discussion of topics related to the update of the Housing Element.

The three workshops were devoted to educating and soliciting feedback from the community. The first workshop was aimed at explaining the background of the Housing Element and new State laws influencing the update. The second workshop reviewed options to meet the Housing Element State law, and the third workshop reviewed and solicited feedback on the goals, policies and implementing programs of the Housing Element.

Community concerns raised at the workshops included the impact of the Housing Element policies on the development patterns and density in Sausalito, and how the Housing Element might affect current property values. Residents also expressed interest in the RHNA calculation, clarifying Housing Element procedures, and suggesting additional issues for analysis and discussion in the Housing Element. Throughout the community workshops and Task Force meetings, residents were particularly concerned about potential rezoning and other measures that would negatively impact the existing small-town character of Sausalito. Community members offered constructive suggestions on the implementation and operation of affordable housing.

In addition to the City's direct efforts, Sausalito residents forwarded concerns regarding the potential impacts of specific strategies proposed in the Housing Element. More details on community participation are provided in Appendix E.





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CHAPTER II – HOUSING PLAN

The Housing Plan contains the goals, policies and implementing programs of the Housing Element. The 1999-2014 Housing Plan, which has been drafted with community and decision-maker input, identifies housing needs, resources and constraints and is based upon experience gained from implementation of the former Housing Element adopted in 1995. The first section of the Housing Plan sets forth the Element's goals and policies, followed by the second section, which establishes the implementing programs. Each of these two sections is organized around the following seven goals of the Element:

- **Preserving housing and neighborhood assets.**
  Goal 1.0: Maintain and enhance the quality of existing housing and ensure that new residential development is compatible with Sausalito's small town character.

- **Encouraging diversity in housing.**
  Goal 2.0: Provide opportunities for a range of housing types in a variety of locations and densities to meet the diverse needs of the Sausalito community.

- **Enhancing housing affordability.**
  Goal 3.0: Expand and protect opportunities for households of all income levels to find housing in Sausalito and afford a greater choice of rental and homeownership opportunities.

- **Reducing governmental constraints.**
  Goal 4.0: Reduce governmental constraints on the maintenance, improvement and development of housing while maintaining community character.

- **Promoting equal housing opportunities.**
  Goal 5.0: Promote equal housing opportunities for all residents, including Sausalito's special needs populations, so that residents can reside in the housing of their choice.

- **Implementing environmental sustainability.**
  Goal 6.0: Promote environmental sustainability through support of existing and new development which minimizes reliance on natural resources.

- **Promoting community involvement.**
  Goal 7.0: Promote the active participation of citizens, community groups, and governmental agencies in housing and community development activities.

A. Goals and Policies

The following Housing Element goals and policies will guide the City's actions pertaining to housing during the planning period.

Preserving Housing and Neighborhood Assets

Goal 1.0: Maintain and enhance the quality of existing housing and ensure that new residential development is compatible with Sausalito's small town character.

Policies

Policy 1.1 Housing Design. Review proposed new housing and accessory dwelling units to achieve excellence in development design. Encourage design that enhances neighborhood identity with sensitive transition of scale and building bulk, is compatible to the surrounding neighborhood, and uses quality building materials.

Implementing Programs:
Program 4 – Residential Design Review

Policy 1.2 Historic Preservation. Support efforts to identify and preserve historic structures. Ensure the compatibility of infill development in the context of Sausalito's historic resources.

Implementing Programs:
Program 3 – Historic Design Guidelines and Preservation Incentives

Policy 1.3 Maintenance and Management of Quality Housing. Support good management practices and the long-term maintenance and improvement of existing housing through code enforcement and housing rehabilitation programs.

Implementing Programs:
Program 1 – Code Enforcement;
Program 2 – Residential Rehabilitation Loan and Energy Retrofit Programs

Policy 1.4 Rental Housing Conservation. Continue to conserve the existing rental housing stock by limiting the conversion of rental units to ownership or non-residential uses.

Implementing Programs:
Program 5 – Condominium Conversion Regulations

Policy 1.5 Protection of Existing Affordable Housing. Ensure the continued affordability of income-restricted housing for lower and moderate income households.

Implementing Programs:
Program 6 – Preservation of Existing Affordable Rental Housing

Policy 1.6 Neighborhood Services. Promote neighborhood vitality and reduced reliance on the automobile by supporting the provision of neighborhood serving uses, such as grocery stores.

Ensuring Diversity in Housing

Goal 2.0: Provide opportunities for a range of housing types in a variety of locations and densities to meet the diverse needs of the Sausalito community.

Policies

Policy 2.1 Variety of Housing Choices. Encourage diversity in the type, size, price and tenure of residential development in Sausalito, while maintaining quality of life goals.

Implementing Programs:
Program 8 – Mixed Use Zoning in Commercial Districts;
Program 9 – Non-Traditional Housing Types
Program 10a – Accessory Dwelling Units – Adoption of Regulations to Encourage New ADUs
Program 10b – Accessory Dwelling Units – Registration and Amnesty of Existing ADUs
Program 11 – Liveaboard Housing

Policy 2.2 Adequate Sites. Provide adequate housing sites through appropriate land use and zoning designations, consistent with Sausalito's regional housing growth needs.

Implementing Programs:
Program 7 – Residential and Mixed- Use Site Inventory

Policy 2.3 Adaptive Reuse.
Support innovative strategies for the adaptive reuse of commercial and other structures to provide for a wide range of housing types and residential uses.

Implementing Programs:
Program 8 – Mixed Use Zoning in Commercial Districts

Policy 2.4 Legalization of Existing Accessory Dwelling Units.
Establish an amnesty program for existing accessory dwelling units by establishing a period of time for owners of un-permitted units to register their units and make them legal.

Implementing Programs:
Program 10b – Accessory Dwelling Units – Registration and Amnesty of Existing ADUs

Policy 2.5 Creation of New Accessory Dwelling Units.
Enable the construction and/or creation of new accessory dwelling units in residential zoning districts to increase the supply of affordable housing and address a portion of Sausalito's regional housing needs. Ensure accessory dwelling units are designed to be compatible with the surrounding neighborhood.

Implementing Programs:
Program 4 – Residential Design Review
Program 10a – Accessory Dwelling Units – Adoption of Regulations to Encourage New ADUs

Policy 2.6 Liveaboard Housing.

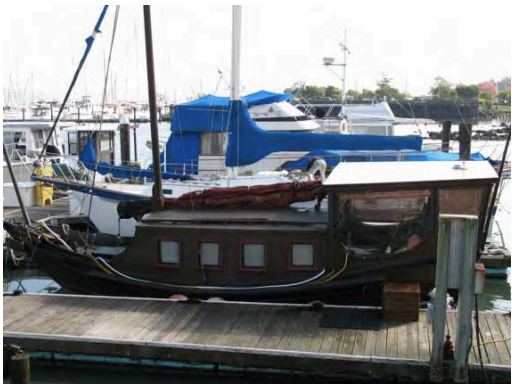
Protect liveaboards as a source of affordable housing and officially recognize them as part of the community's housing stock. Work with residents, marine operators and owners, agencies and non-profit groups to identify ways to assist in the long-term affordability and maintenance of this unique form of housing in Sausalito.

Implementing Programs:

Program 11 – Liveaboard Housing









Enhancing Housing Affordability

Goal 3.0: Expand and protect opportunities for households of all income levels to find housing in Sausalito and afford a greater choice of rental and homeownership opportunities.

Policies

Policy 3.1 Incentives.

Facilitate the development of affordable housing through site assembly, financial assistance, and regulatory incentives. Implement new models and approaches in the provision of affordable housing.

Implementing Programs:

Program 12 – Affordable Housing Development Assistance;

Program 13 – Local Affordable Housing Fund

Policy 3.2 Partnerships.

Explore collaborative partnerships with nonprofit organizations, developers, governmental agencies and the business community to develop, rehabilitate and preserve affordable housing.

Implementing Programs:

Program 14 – Partnerships for Affordable Housing

Policy 3.3 Homeownership Assistance.

Encourage the provision of financial assistance to low and moderate income first-time homebuyers through County and State programs.

Implementing Programs:

Program 15 – Homebuyer Assistance

Policy 3.4 Rental Assistance.

Support and publicize available rental assistance programs for lower income and special needs households.

Implementing Programs:

Program 16 – Section 8 Rental Assistance

Policy 3.5 Inclusionary Housing.

Evaluate requiring new residential developments and residential land divisions above a certain size to provide a percentage of affordable units, or contribute proportionately to the development of affordable units.

Implementing Programs:

Program 17 – Inclusionary Housing Regulations

Reducing Governmental Constraints

Goal 4.0: Reduce governmental constraints on the maintenance, improvement and development of housing while maintaining community character.

Policies

Policy 4.1 Regulatory Incentives for Affordable Housing.

Support the use of various incentives to offset the costs of affordable housing while ensuring that potential impacts are addressed.

Implementing Programs:

Program 18 – Fee Deferrals and/or Waivers for Affordable Housing;
Program 19 – Density Bonus and Other Incentives for Affordable Housing

Policy 4.2 Flexible Development Standards.

Provide flexibility in development standards to accommodate new models and approaches to providing housing, such as transit-oriented development, mixed use, co-housing and live/work housing.

Implementing Programs:

Program 8 – Mixed Use Zoning in Commercial Districts;
Program 9 – Non-Traditional Housing Types;
Program 10a – Accessory Dwelling Units – Adoption of Regulations to Encourage New ADUs;
Program 12 – Affordable Housing Development Assistance

Policy 4.3 Efficient Use of Multi-Family Zoning.

Encourage the sustainable use of land and promote affordability by encouraging development of two-family and multi-family housing within the City's multi-family zoning districts (R-2-5, R-2-2.5, R-3).

Implementing Programs:

Program 21 – Multi Family Development in Multi-Family Zones

Policy 4.4 Development Review.

Explore continued improvements to the entitlement process to streamline and coordinate the processing of development permits, design review and environmental clearance.

Implementing Programs:

Program 3 – Historic Design Guidelines and Preservation Incentives

Policy 4.5 Zoning for Special Needs.

Provide for transitional and supportive housing, emergency shelters, and single room occupancy uses, consistent with State law.

Implementing Programs:

Program 23 – Zoning Text Amendments for Special Needs Housing

Promoting Equal Housing Opportunities

Goal 5.0: Promote equal housing opportunities for all residents, including Sausalito's special needs populations, so that residents can reside in the housing of their choice.

Policies

Policy 5.1 Fair Housing.

Seek to ensure that individuals and families pursuing housing in Sausalito do not experience discrimination on the basis of race, color, religion, marital status, disability, age, sex, familial status, national origin, sexual preference or other arbitrary factors, identified in the Fair Housing Act.

Implementing Programs:

Program 24 – Fair Housing Program

Policy 5.2 Senior Housing.

Support development and maintenance of affordable senior rental and ownership housing and supportive services to facilitate maximum independence and the ability of seniors to remain in their homes and/or in the community.

Implementing Programs:

Program 6 – Preservation of Existing Affordable Rental Housing;
Program 12 – Affordable Housing Development Assistance;
Program 25 – Sausalito Village Senior Services;
Program 26 – Home Sharing and Tenant Matching Opportunities

Policy 5.3 Family Housing.

Support families by encouraging the development of larger rental and ownership housing units for families with children, and the provision of family support services such as childcare and after-school care.

Implementing Programs:

Program 12 – Affordable Housing Development Assistance

Policy 5.4 Housing for Persons with Disabilities.

Address the special housing needs of persons with disabilities through provision of supportive housing, homeowner accessibility grants, zoning for group housing, and adoption of reasonable accommodation procedures.

Implementing Programs:

Program 2 – Residential Rehabilitation Loan and Energy Retrofit Programs;
Program 23 – Zoning Text Amendments for Special Needs Housing;
Program 27 – Reasonable Accommodation Procedures;
Program 28 – Universal Design/Visitability

Policy 5.5 Housing for Marine Workers.

Support affordable housing options for persons employed in Sausalito's waterfront to allow them to live in the community in which they work.

Implementing Programs:

Program 11 – Liveaboard Housing;

Program 29 – Housing for Marine Workers

Policy 5.6 Homeless Housing and Services.

Work cooperatively with Marin County and other applicable agencies to provide a continuum of care for the homeless, including emergency shelter, transitional housing, supportive housing and permanent affordable housing.

Implementing Programs:

Program 30 – Homeless Continuum of Care





Implementing Environmental Sustainability

Goal 6.0: Promote environmental sustainability through support of existing and new development which minimizes reliance on natural resources.

Policies

Policy 6.1 Green Building.
Develop a local Green Building Program to implement practices focused on reducing Sausalito's greenhouse gas emissions and consumption of natural resources.

Implementing Programs:
Program 31 – Local Green Building Regulations

Policy 6.2 Sustainable Construction.
Promote the use of sustainable construction techniques and environmentally sensitive design for housing.

Implementing Programs:
Program 31 – Local Green Building Regulations

Policy 6.3 Alternative Energy.
Promote the use of alternative energy sources such as solar energy, cogeneration, and non-fossil fuels.

Implementing Programs:
Program 32 – Climate Action Plan

Policy 6.4 Transportation Alternatives.
Incorporate transit and other transportation alternatives such as walking and bicycling into the design of new development.

Implementing Programs:
Program 31 – Local Green Building Regulations

Policy 6.5 Jobs/Housing Balance.
Encourage a closer link between housing and jobs in the community, including housing opportunities for Sausalito workers.

Implementing Programs:
Program 8 – Mixed Use Zoning in Commercial Districts;
Program 32 – Climate Action Plan;
Program 33 – Contribution towards Employee Housing

Promoting Community Involvement

Goal 7.0: Promote the active participation of citizens, community groups, and governmental agencies in housing and community development activities.

Policies

Policy 7.1 Community Participation.
Take an active role in fostering community participation from all economic segments and special needs groups in the formulation and review of housing needs, issues and programs.

Implementing Programs:
Program 34 – Ongoing Community Education and Outreach

Policy 7.2 Public Review of Development.
Encourage public awareness and involvement in housing development proposals to facilitate the design of new housing that fits within the neighborhood context.

Implementing Programs:
Program 34 – Ongoing Community Education and Outreach

Policy 7.3 Housing Element Implementation.
Ensure the timely follow through of actions identified in the Housing Element.

Implementing Programs:
Program 35 – Housing Element Monitoring/Annual Report;
Program 36 – Association of Bay Area Governments (ABAG) Housing Needs Process;
Program 37 – Staff Affordable Housing Training and Education

B. Implementing Programs

The goals and policies contained in the Housing Element are implemented through a series of housing programs. The housing programs described on the following pages include existing programs, as well as new measures and programs developed to address identified needs. The overall strategy for addressing housing needs is structured around the Element's seven goals, addressing the following themes:

- Preserving housing and neighborhood assets
- Ensuring diversity in housing
- Enhancing housing affordability
- Reducing governmental constraints
- Promoting equal housing opportunities
- Ensuring environmental sustainability
- Promoting community involvement

The Summary Table 2.1 located near the end of this section specifies the following for each implementing program: program summary, 2009-2014 program objective; funding sources; entities responsible for implementation; and implementation time frame.

Goal 1.0: Preserving Housing and Neighborhood Assets

1. Code Enforcement and Public Information

(Existing Program – Expanded; Highly recommended)
(Policy 1.3 Maintenance and Management of Quality Housing)

The existing code enforcement program seeks to protect and preserve the existing housing stock and the overall quality of neighborhoods. Enforcement of regulatory codes is fundamental to the protection of life safety within the community. Coordination of housing, building and fire code compliance can streamline compliance and improve living conditions. The opportunity exists to move beyond a pure compliance approach and begin to offer information on how qualifying property owners can utilize existing resources for improving housing conditions.

Coordination with *Marin Housing* and PG&E would be increased under this program. The purpose of this implementation program is to expand the City's current Code Enforcement program to include the offering of useful referral information. The City will provide information to property owners on rehabilitation assistance available through the *Marin Housing* for lower income homeowners, and energy retrofit programs available through PG&E. This will also include information about community service clubs and other organizations that provide volunteer labor assistance housing improvement programs for homeowners physically or financially unable to maintain their homes. The City will support such programs through public outreach and coordination.

***2009-2014 Objectives**: Develop informational handouts on available rehabilitation assistance and energy retrofit programs for distribution as part of the normal code enforcement process. Provide information about volunteer labor organizations on the City's website.*

2. Residential Rehabilitation Loan and Energy Retrofit Programs

(Existing Program – Expanded; Highly recommended)
(Policy 1.3 Maintenance and Management of Quality Housing, Policy 5.4 Housing for Persons with Disabilities)

As a participating city in Marin County's Community Development Block Grant (CDBG) program, very low income Sausalito residents are eligible to participate in the Residential Rehabilitation Loan Program administered by *Marin Housing*. This program provides technical assistance to homeowners and makes low interest property improvement loans of up to $35,000 for correction of substandard conditions, elimination of health and safety hazards, energy conservation measures, and accessibility improvements. Loans are available for owner-occupied single-family homes, accessory dwelling units, and houseboats and liveaboards in approved berths. Applicants apply directly through *Marin Housing*.

Sausalito homeowners and renters are eligible for a variety of financial incentives through PG&E for making energy efficiency improvements to their homes. The Energy Savings Assistance Program provides free minor home improvements and replacement of old space and water heating systems for income-qualified residents. PG&E also offers rebates on hundreds of energy efficient appliances and products.

***2009-2014 Objectives:** Pro-actively publicize the* Marin Housing *Residential Rehabilitation Loan Program and PG&E energy retrofit programs on the City's website and through brochures at City Hall and other community locations, and strive to assist five households during the planning period. Specifically promote available rehabilitation assistance among the liveaboard community in permitted marinas.*

3. Historic Design Guidelines and Preservation Incentives

(Existing Program – Expanded; Optional)
(Policy 1.2 Historic Preservation, Policy 4.4 Development Review)

The City places a strong emphasis on preserving its historic resources and maintaining a unique sense of place and community. Preservation of historic buildings contributes to the high standards of the community's housing and neighborhoods. The City staff, Historic Landmarks Board, Planning Commission and City Council all work closely with property owners to preserve historic buildings. The City's Historic Overlay Zoning District provides the following incentives for preservation:

- Design Review application fees may be waived;
- The City utilizes the State of California Historic Building Code;
- Exceptions to development standards including setbacks, height, parking, coverage and FAR may be granted; and
- Uses otherwise not allowed may be approved through a conditional use permit.

The City will update the Historic Preservation regulations based on the recently adopted Historic Design Guidelines. The City will utilize the recently obtained Certified Local Government status to pursue funds for historic preservation, including funding for preservation of historic wooden boats being used as housing.

> ***2009-2014 Objectives:*** *Update the Historic Preservation regulations contained within the Zoning Ordinance. Provide a brochure on available sources of funds including loans and grants for historic preservation.*

4. Residential Design Review

(New Program – Existing Practice; Optional)
(Policy 1.1 Housing Design, Policy 2.5 Creation of New Accessory Dwelling Units)

The City is committed to maintaining its small-town character The Design Review process ensures proposed projects and modifications to existing buildings are consistent with the General Plan, Zoning Ordinance, and design guidelines. The Design Review process also checks whether the proposed development is compatible with its surroundings and the neighborhood.

> ***2009-2014 Objectives:*** *Continue to provide design review to ensure that new projects and modifications of existing buildings are consistent with the small-town character of Sausalito.*

5. Condominium Conversion Regulations

(Existing Program – Expanded; Recommended)
(Policy 1.4 Rental Housing Conservation)

As a means of maintaining the supply of rental units and preserving the affordable housing stock, multi-family rental units proposed for conversion to condominium ownership are subject to Condominium Conversion regulations (Zoning Ordinance Chapter 10.66). These regulations set forth a series of tenant protections including tenant noticing, relocation compensation and right of first purchase, and prohibit the eviction of senior citizen tenants and conversion of low and moderate income rentals. The regulations limit the number of conversions to no greater than 5% of the City's potentially convertible rental stock in any given year. Conversions involving five or more units are subject to a 15% low and moderate income inclusionary requirement (with not less than one affordable unit provided), with resale restrictions to assure long-term affordability.

In recent years, the primary requests for condominium conversions have involved small projects (e.g., projects with four or fewer units). In order to mitigate the loss of rentals from these smaller projects, the City will evaluate strengthening its current regulations to extend the low and moderate income inclusionary requirement to projects with 3 and 4 units, providing smaller projects an option to pay an in-lieu housing fee as supported by a nexus study. In order to assure that long-term homeowners of small projects are not adversely affected, relief may be provided to projects which are primarily homeowner occupied. The City will also evaluate prohibiting conversions when the rental vacancy rate falls below a certain level (e.g., 5%).

> ***2009-2014 Objectives:*** *Continue to assure that the requirements of the Condominium Conversion regulations are met. Evaluate strengthening the current regulations by extending inclusionary requirements to projects with 3 or 4 units and prohibiting conversions during periods of low rental vacancy rates. Examine options for providing relief for condominium conversion projects with 3 or 4 units which are primarily occupied by long-term homeowners.*

6. Preservation of Existing Affordable Rental Housing

(Existing Program; Recommended)

(Policy 1.5 Protection of Existing Affordable Housing, Policy 5.2 Senior Housing)

Currently three income-restricted affordable rental projects are located in the City: Bee Street Housing (6 very low income units); Rotary Place (10 very low income units); and Sausalito Rotary Senior Housing (22 very low income units). In addition, of the 38 berths in Galilee Harbor, a minimum of 70% are provided to low income households and 20% to moderate income houseboat and liveaboard tenants at affordable rents. In total, 71 rent-restricted affordable housing opportunities are available, none of which are at risk of conversion to market rate.

> ***2009-2014 Objectives:*** *Ensure the preservation of 38 very low income, 26 low income and 7 moderate income housing opportunities. Require long-term affordability controls on all future affordable housing projects.*



Goal 2.0: Ensuring Diversity in Housing

7. Residential and Mixed-Use Site Inventory

(New Program; Required)
(Policy 2.2 Adequate Sites)

As part of this Housing Element, a detailed analysis of all vacant and underutilized residential and commercial parcels in Sausalito was conducted. The analysis used the Marin Map GIS system and was confirmed by review of aerial photographs and site visits. A number of filters were applied in order to identify only those parcels that truly have realistic development potential. The analysis determined that under existing zoning designations, approximately 100 additional units can be accommodated within the City's residential zones and approximately 50 units within the City's commercial zones. Only limited vacant sites remain, with the majority of future residential development opportunities on underutilized parcels that are more challenging to develop.

> ***2009-2014 Objectives:*** *Maintain a current inventory of vacant and underutilized residential sites, and mixed-use sites within the City's commercial districts. Provide the site inventory and available development incentives information to interested developers.*

8. Mixed Use Zoning in Commercial Districts

(Existing Program – Expanded; Highly Recommended)
(Policy 2.1 Variety of Housing Choices, Policy 2.3 Adaptive Reuse, Policy 4.2 Flexible Development Standards, Policy 6.5 Jobs/Housing Balance)

With approximately one-third of the City's residential infill potential occurring within its commercial districts, it will be important that the City's standards facilitate residential mixed use. The following provisions currently encourage the integration of residential use within the CC, CR and CN commercial zoning districts:

- Requirements for residential housing on upper stories, up to the City's height restriction of 32 feet, with commercial uses at ground level;
- Prohibition against conversion of existing residential uses to commercial;
- Allowances for commercial and residential users to share their parking with a conditional use permit (CUP); and
- Allowances for tandem parking with a CUP.

The current zoning regulations require a CUP for upper story residential of four or more units. Review of the residential site inventory identifies several underutilized commercial parcels with capacity for four residential units; increasing the CUP threshold to five or more units would serve to better facilitate residential infill on these parcels. Similarly, replacing the current CUP requirement for shared/joint use parking and tandem parking with a Minor Use Permit would better encourage mixed use development.

2009-2014 Objectives: *Initiate zoning text amendments to raise the Conditional Use Permit threshold for residential in commercial districts to five or more units, and to allow shared and tandem parking through approval of a Minor Use Permit. Evaluate the use of compact parking spaces.*

9. Non-Traditional Housing Types

(Existing Program – Expanded; Optional)
(Policy 2.1 Variety of Housing Choices, Policy 4.2 Flexible Development Standards)

The community recognizes the changing housing needs of its population, including a growing number of non-family households, aging seniors in need of supportive services, and single-parent families in need of childcare and other services. To address such needs, the City can support the provision of non-traditional and innovative housing types to meet the unique needs of residents, including co-housing, shared housing, and assisted living for seniors, among others.

Co-housing is an innovative type of collaborative housing originated in Denmark in the 1960s. Co-housing communities consist of individually owned, private homes clustered around common facilities and amenities in a walkable, sustainable environment. Common features may include a community garden, recreational areas, and a common house where day care and meals can be shared. The communities are managed by the residents who have chosen to live in a close-knit neighborhood. Hundreds of co-housing communities currently exist throughout the country in a variety of settings, including communities in Berkeley, Oakland, Pleasant Hill, Cotati, Grass Valley, Davis and Santa Barbara.

Given the economic downturn, shared housing living situations are becoming more common. Homeowners are taking in renters, and renters are advertising for roommates to share in housing costs. Bringing in a tenant can be particularly helpful to the community's elderly homeowners to provide the necessary support to allow them to remain in their homes. The City supports these types of shared living situations.

Assisted living facilities are designed for elderly individuals needing assistance with certain activities of daily living - such as eating, bathing, and transportation - but desiring to live as independently as possible. Such facilities bridge the gap between independent living and nursing homes. With 7% of Sausalito's population over the age of 75, assisted living can help meet the housing and supportive service needs of the community's more frail senior residents. The Zoning Ordinance currently provides reduced parking standards for senior housing facilities.

2009-2014 Objectives: *Facilitate the development of alternative housing models suited to the community's housing needs by modifying zoning regulations to allow for such additional housing types.*

10. Accessory Dwelling Units

An accessory dwelling unit (ADU) is a self-contained living unit with cooking, eating, sleeping, and full sanitation facilities, either attached to or detached from the primary residential unit on a single lot. ADUs offer several benefits. First, they typically rent for less than apartments of comparable size, and can offer affordable rental options for seniors and single persons. Second, the primary homeowner receives supplementary income by renting out the ADU, which can help many modest income and elderly homeowners afford to remain in their homes. ADUs can offer an important opportunity to help Sausalito address its regional housing needs while maintaining the community's small town character.

The City adopted regulations in 1984 prohibiting the development of ADUs in all residential zoning districts. As part of the current Housing Element update, the City conducted a survey of residential property owners which indicated 15% of the 700+ survey respondents had an ADU on their property, and another 19% of respondents would be inclined to build an ADU if the City's regulations permitted. The community has come to recognize ADUs as a low impact approach to addressing a portion of the community's very low and low income housing needs, and the Housing Element thus establishes the following programs to both allow new ADUs and legalize existing ADUs built without permits.

10a. Adoption of Zoning Regulations to Encourage New ADUs

(New Program; Required)

(Policy 2.1 Variety of Housing Choices, Policy 2.5 Creation of New Accessory Dwelling Units, Policy 4.2 Flexible Development Standards)

In compliance with AB 1866 adopted by the State in 2002, the City will establish a ministerial approval process for accessory dwelling units (ADUs) within residential districts. The City will use an advisory body to recommend development standards, which both facilitate the provision of ADUs and promote quality design and neighborhood compatibility. The advisory body will specifically evaluate the following ADU incentives:

- Flexible development standards including exemption of ADUs from floor area and/or building coverage limits;
- Discounted building permit fees; and
- Parking reductions if near transit.

The City will work with architects and residents to prepare stock ADU building plans appropriate for local neighborhoods, and will develop a brochure to provide information on the City's ADU standards, and promote their development. Public education on ADUs will also be provided via the ADU amnesty program, described in Program 10b.

> ***2009-2014 Objectives:*** *Adopt accessory dwelling unit (ADU) regulations in 2012 to facilitate the provision of ADUs for seniors, caregivers, and other lower and extremely low income households. Develop a brochure and make information available to the public on the City's website, at the City Hall public counter, and through other community resources. Seek to create 48 ADUs during the remaining 2012-2014 planning period. Monitor the City's progress in conjunction with the Annual Housing Element Report.*

10b. ADU Registration and Amnesty Program

(New Program; Required)

(Policy 2.1 Variety of Housing Choices, Policy 2.4 Legalization of Existing Accessory Dwelling Units)

The City recognizes the existence of numerous ADUs in the community built illegally which may or may not meet basic health and safety guidelines. The City's goal is to legalize these units, bring them into the City's official housing stock to contribute towards meeting regional housing needs allocation (RHNA), and make them safe and sanitary for current and future tenants. To achieve this goal, the City will implement an ADU amnesty program to allow property owners with ADUs not currently recognized as "units" in the U.S. Census the opportunity to register these units with the City without facing fines for non-permitted construction. As an incentive to property owners to apply for an amnesty permit, the City will offer certain modified standards to accommodate existing buildings; property owners will not be penalized for ADUs which do not meet certain amnesty requirements, with the exception of basic defined health and safety requirements. In addition to the standards for new ADUs defined in Program 10a above, the following incentives to legalize existing non-permitted ADUs should be explored:

- Waiver of parking requirements;
- Exemption of ADUs from building coverage and floor area limits; and
- Significant discounts in building permit fees.

To receive an ADU amnesty permit, all health and safety code violations must be corrected based on City building inspections of the unit. For purposes of crediting the ADU towards the RHNA, property owners will be required to demonstrate that the unit did not have an individual address as of the 2000 census and did not have a building permit of record.

Marin County and Mill Valley have had highly successful ADU amnesty programs, which the City and its ADU advisory body will build upon in establishing its program. Both of these jurisdictions received a 50% reduction in water connection fees from the Marin Municipal Water District during the ADU amnesty period; the City will contact the Water District to establish a similar fee reduction.

> ***2009-2014 Objectives:*** *Develop and begin implementation of an ADU registration and amnesty program in 2012. Seek to legalize a minimum of 26 ADUs during the remaining 2012-2014 planning period, bringing them into the City's official housing stock and crediting them towards the RHNA. Monitor progress in conjunction with the Annual Housing Element Report and report to HCD in 2013. To the extent there is a shortfall in the number and affordability of legalized ADUs to address the RHNA, the City will amend the Housing Element to identify additional site strategies.*

11. Liveaboards and Houseboats

(Existing; Required)

(Policy 2.1 Variety of Housing Choices, Policy 2.6 Liveaboard Housing, Policy 5.5 Housing for Marine Workers)

Sausalito has a well-established and vibrant marine culture that plays an important role in shaping the character of the community. There are eight marinas in the City where many boat owners reside in their boats as permanent housing. The San Francisco Bay Conservation and Development Commission (BCDC)[1] and Sausalito Zoning Ordinance both allow for up to 10% of marina berths to be used as liveaboard housing. Liveaboards provide a valuable source of affordable housing in Sausalito, offering one of the few local housing options for marine workers employed in Sausalito's waterfront. Both the Environmental Protection Agency and the National Oceanic and Atmospheric Administration support the provision of liveaboards in well-managed marinas as an environmentally sustainable housing option.

The Housing Element recognizes liveaboards as a low impact approach to addressing a key segment of the City's affordable housing needs, and establishes the following actions to maintain and enhance liveaboards as a permanent form of housing in the community:

- Maintain zoning provisions which allow up to 10% of berths in recreational marinas in the C-W and W Zoning Districts to be occupied by liveaboards and houseboats subject to a conditional use permit (CUP).
- While six marinas have recorded permits with BCDC authorizing 152 liveaboards, several of these marinas do not have a CUP on file with the City. The City will contact these marina operators and facilitate any necessary City permitting as a means of bringing liveaboards into the City's official housing stock.
- Zoning Ordinance Section 10.44.170.H regarding liveaboards states: "As vacancies occur, marina operators shall give preference to qualified low and moderate income tenants until such tenants constitute at least 50% of the liveaboard vessels in the marina." The City will establish monitoring and enforcement of these provisions as part of the CUP.
- The majority of the City's liveaboard community was not counted as part of the 2000 census and do not receive mail on-site. The City will coordinate with marine operators to establish a bulletin board at each marina for the posting of public notices, and pursue the establishment of mailboxes for liveaboard tenants.

  2009-2014 Objectives: *Contact marina operators and facilitate any local permitting consistent with current BCDC permits for liveaboards. Establish procedures for monitoring and enforcement of local low and moderate income occupancy requirements. Pursue means to improve mail service and public communication with the liveaboard community.*

[1] While Sausalito fronts on Richardson's Bay and its waterfront is subject to regulation by the San Francisco Bay Conservation and Development Commission (BCDC), the City does not fall within the California Coastal Zone.

Goal 3.0: Enhancing Housing Affordability

12. Affordable Housing Development Assistance

(New Program; Highly Recommended)
(Policy 3.1 Incentives, Policy 4.2 Flexible Development Standards, Policy 5.2 Senior Housing, Policy 5.3 Family Housing)

The City can play an important role in facilitating the development of quality, affordable housing in the community through provision of regulatory incentives; and direct financial assistance. By utilizing various tools to facilitate infill development, the City can help to address the housing needs of its extremely low, very low, low and moderate income households. The following are among the types of incentives that may be provided:

- Reduction in development fees
- Flexible development standards
- Density bonuses
- City support in affordable housing funding applications
- Financial assistance through future Affordable Housing Fund resources *(refer to following program)*

> ***2009-2014 Objectives:*** *Provide financial and regulatory incentives to private developers for the development of high quality affordable housing for families and seniors.*

13. Local Affordable Housing Fund

(New Program; Highly Recommended)
(Policy 3.1 Incentives)

Because Sausalito does not have a Redevelopment Agency and has limited access to state and federal housing resources, the City faces practical and financial constraints in its ability to facilitate the construction of affordable housing. To create a more viable funding source, the City proposes to establish an Affordable Housing Fund that will be used to construct or help leverage construction of affordable housing. Potential Fund resources include: in-lieu fees from an Inclusionary Housing Program; in-lieu fees on small condominium conversions (three to four units); in-lieu fees for development of single-family units in multi-family zones; and commercial in-lieu fees. Implementing regulations will be established to manage the Fund and establish parameters for allocation of funds towards projects. This program will move forward once a funding source has been identified, and will coincide with the collection of fees.

> ***2009-2014 Objectives:*** *Upon adoption of a program that generates in-lieu housing fees, establish a dedicated Affordable Housing Fund for deposit of in-lieu fee revenues. Consult with Marin County on their Housing Fund, and establish implementing regulations to govern Fund oversight and expenditures.*

14. Partnerships for Affordable Housing

(Existing Program – Expanded; Optional)
(Policy 3.2 Partnerships)

The Bay Area is home to numerous nonprofit housing developers who have produced thousands of high-quality affordable housing projects over the past 40 years. In Sausalito, two non-profits have a track record of developing and managing successful affordable housing projects – Rotary Housing and the Ecumenical Association for Housing (EAH). The key to the success of non-profits lies in three areas: 1) their ability to access a diversity of funding sources; 2) their commitment to working cooperatively with the local community; and 3) their long-term dedication to their projects. The Nonprofit Housing Association of Northern California serves as a resource organization for affordable housing developers in the Bay Area.

> ***2009-2014 Objectives:*** *Explore partnerships with a variety of affordable housing providers, utilizing the Nonprofit Housing Association of Northern California as a resource to identify nonprofits with experience in developing small scale infill projects consistent with Sausalito's character.*

15. Homebuyer Assistance

(Existing Program – Promote)
(Policy 3.3 Homeownership Assistance)

First-time homebuyers in Sausalito have access to several homebuyer assistance programs offered through *Marin Housing*.

The Mortgage Credit Certificate (MCC) program administered by *Marin Housing* provides qualified first time homebuyers with a federal income tax credit of up to 15% of the annual interest paid on the homebuyer's mortgage. This enables homebuyers to have more disposable income available to qualify for a mortgage loan and make the monthly mortgage payments. Eligibility includes maximum household incomes of approximately $100,000 (for 2 person household), and sales price limits of approximately $400,000.

Marin Housing also administers a Below Market Rate (BMR) first-time homebuyer program on behalf of jurisdictions in the County with inclusionary housing requirements. The BMR program includes over 300 affordable ownership units within the unincorporated County and seven participating cities. Any inclusionary units generated through Sausalito's condominium conversion regulations or potential future inclusionary housing regulations could also be administered by *Marin Housing*, thereby reducing the administrative burden to the City.

> ***2009-2014 Objectives:*** *Contact* Marin Housing *regarding participation in the Mortgage Credit Certificate (MCC) program and potential future participation in the Below Market Rate program. As MCCs become available on an annual basis, actively publicize availability through local media and on the City's website.*

16. Section 8 Rental Assistance

(Existing Program)
(Policy 3.4 Rental Assistance)

The Section 8 Rental Assistance Program extends rental subsidies to very low-income households (50% area median income or AMI[2]), including families, seniors, and the disabled. The Section 8 Program offers a voucher that pays the difference between the current fair market rent (FMR) and what a tenant can afford to pay (i.e. 30% of household income). The voucher allows a tenant to choose housing that costs above the payment standard, provided the tenant pays the extra cost. Given the significant gap between market rents and what very low income households can afford to pay for housing, Section 8 plays a critical role in allowing such households to remain in the community, and is a key program to address the needs of extremely low and very low income households. The City will offer tenants information regarding Section 8 rental subsidies and referrals to *Marin Housing* for assistance. The City will also encourage landlords to register units with the Housing Authority by providing informational brochures to rental property owners.

> ***2009-2014 Objectives:*** *The City will continue to provide information regarding Section 8 to extremely low to very low-income tenants and refer inquiring parties to* Marin Housing *for assistance, and encourage landlords to register their units with the Housing Authority by providing informational brochures to rental property owners,*

17. Inclusionary Housing Regulations

(New Program; Recommended)
(Policy 3.5 Inclusionary Housing)

Inclusionary zoning is a tool used by cities to integrate affordable units within market rate developments. One-third of cities in California have adopted some form of inclusionary zoning, requiring a stated percentage (typically 10 to 20%) of affordable units to be provided within newly constructed housing projects. The majority of these regulations allow for payment of a housing in-lieu fee as an alternative to providing the required affordable units on-site. Within Marin, seven cities and the county have adopted inclusionary zoning requirements to help address local affordable housing needs and contribute towards housing element production requirements.

The City will pursue adoption of inclusionary housing regulations to require a minimum percentage of units within new residential development above an established size threshold to be price-restricted as affordable to lower and moderate income households.[2] The City will conduct an Inclusionary Housing Nexus Study to document the relationship between residential development and demand for affordable housing, and to determine both the maximum

[2] Freddie Mac, Glossary of Finance and Economic Terms, http://www.freddiemac.com/smm/a_f.htm
[2] Current case law *(Palmer/Sixth Street Properties v. City of Los Angeles)* limits the application of inclusionary requirements to: 1) rental projects receiving financial or regulatory assistance from the City subject to a written development agreement; and 2) for-sale housing projects.

supportable and recommended in-lieu fee amount. In-lieu fees generated from the program will be placed in an Affordable Housing Fund to support affordable housing activities.

> ***2009-2014 Objectives:*** *Conduct an Inclusionary Housing Nexus and In-Lieu Fee Study including an analysis of alternative strategies to address inclusionary requirements, such as the provision of an ADU above a detached garage. Based on the Study's findings, develop and adopt inclusionary housing regulations structured to offer incentives to help offset the cost of providing affordable units.*

Goal 4.0: Reducing Governmental Constraints

18. Fee Deferrals and/or Waivers for Affordable Housing

(Existing Program; Recommended)
(Policy 4.1 Regulatory Incentives for Affordable Housing)

The City collects various fees from development projects to cover the costs of processing permits and providing services and facilities. While these fees are assessed on a pro rata share basis, they are an element in the cost of housing and could potentially constrain the provision of affordable housing. The deferral, reduction or waiver of City fees can lower the production costs of affordable housing.

The City will continue to offer a reduction in City fees as an incentive for affordable housing.

In addition, the California legislature passed AB 641 in 2007, which helps to address the cash flow challenges inherent in many affordable housing projects during the construction phase. For affordable housing developments in which at least 49 percent of the units are affordable to low or very low-income households, AB 641 prohibits local governments from requiring the payment of local developer fees prior to receiving a certificate of occupancy.

> ***2009-2014 Objectives:*** *Provide information to the affordable housing community that fee deferrals, reductions and waivers may be requested for affordable housing projects.*

19. Density Bonus and Other Incentives for Affordable Housing

(Existing Program - Expanded; State Housing Element Mandate)
(Policy 4.1 Regulatory Incentives for Affordable Housing)

Under Government Code section 65915-65918, for housing projects of at least five units cities must grant density bonuses ranging from 5% to 35% (depending on the affordability provided by the housing project) when requested by the project sponsor, and provide up to three incentives or concessions unless specific findings can be made. Local jurisdictions are required to adopt regulations that specify how compliance with the State's density bonus law will be implemented. The City is also required to establish procedures for waiving or modifying development and zoning standards that would otherwise inhibit the utilization of the density bonus on specific sites. These procedures must include, but not be limited to, such items as minimum lot size, side yard setbacks, and placement of public works improvements.

> ***2009-2014 Objectives:*** *Amend the Zoning Ordinance text to comply with current State requirements, including permit processing procedures as well as regulatory concessions and incentives.*

[Program 20 – Evaluate Modifications to Parking to Promote Sustainability – deleted per Task Force recommendation]

21. Multi-family Development in Multi-family Zones

(New Program – In Progress; Highly Recommended)

(Policy 4.3 Efficient Use of Multi-Family Zoning)

Program Summary: Encourage two-family and multi-family development in R-2-5, R-2-2.5 and R-3 zoning districts.

Encourage two-family and multi-family development on R-2-5, R-2-2.5 and R-3 residentially-zoned sites by evaluating the establishment of minimum density thresholds and/or varied development standards for multiple units on a sliding scale (e.g., reduced Floor Area Ratio or Lot Coverage Ratio for projects with a lower density). These would apply except where there are physical or environmental constraints, or significant incompatibility with neighborhood character. Evaluate options for provision of an ADU or payment of an in-lieu housing fee as an alternative to developing multi-family units. *(This measure is currently under study by a Planning Commission subcommittee)*

> ***2009-2014 Objectives:*** *Develop standards within the Zoning Ordinance that promote and incentivize the development of two-family and multi-family developments within the multi-family zoning districts.*

[Program 22 – CEQA Exemptions for Infill Projects – deleted per Task Force recommendation]

23. Zoning Text Amendments for Special Needs Housing

(New Program; State Housing Element Mandate)

(Policy 4.5 Zoning for Special Needs, Policy 5.4 Housing for Persons with Disabilities)

Program Summary: Achieve consistency with SB 2 by specifying language in the Zoning Ordinance for emergency shelters, transitional and supportive housing and Single-Room Occupancy buildings.

Consistent with Senate Bill 2 (Government Code sections 65582, 65583 and 65589.5) the City will specify transitional and supportive housing to be treated as a residential use under the Zoning Ordinance, identify a zoning district where emergency shelters will be permitted by right, and specify provisions for Single-Room Occupancy buildings. The City will establish procedures to encourage and facilitate the creation of emergency shelters and transitional housing, by:

- Add transitional housing and supportive housing to the Zoning Ordinance's definition section, and regulate as a permitted use within residential zoning districts;
- Add single room occupancy (SRO) facilities within the Zoning Ordinance's definition section, and conditionally allow within the CC, CR and CN-1 commercial zoning districts; and
- Identify emergency shelters as a permitted use in the Public Institutional Zoning District.

Emergency shelters will be subject to the same development and operational standards as other permitted uses in the Public Institutional Zoning District. However, the City will develop written, objective standards to regulate the following, as permitted under SB 2:

- The maximum number of beds or persons permitted to be served nightly by the facility;
- Off-street parking based on demonstrated need, but not to exceed parking requirements for other residential or commercial uses in the same zone;
- The size and location of exterior and interior onsite waiting and client intake areas;
- The provision of onsite management;
- The proximity of other emergency shelters, provided that emergency shelters are not required to be more than 300 feet apart;
- The length of stay;
- Lighting; and
- Security during hours that the emergency shelter is in operation.

2009-2014 Objectives: *Adopt text amendments to the Zoning Ordinance to make explicit provisions for a variety of special needs housing. Develop objective standards to regulate emergency shelters as provided for under SB 2.*

Goal 5.0: Promoting Equal Housing Opportunities

24. Fair Housing Program

(Existing Program, Federal Mandate)
(Policy 5.1 Fair Housing)

Fair Housing of Marin (FROM) is the designated provider of fair housing and tenant-landlord information in Marin County. FROM provides fair housing investigation and coordinates referral services to assist individuals who may have been the victims of discrimination. Many of the people who contact FROM have basic questions about landlord and tenant rights and responsibilities; FROM's housing counselors provide clients with comprehensive information to help resolve tenant/landlord issues. FROM conducts extensive fair housing education and outreach throughout Marin County, and is a certified HUD Foreclosure Counseling agency.

> ***2009-2014 Objectives:*** *Continue to promote fair housing practices, and refer fair housing complaints to Fair Housing of Marin. As a means of furthering fair housing education and outreach in the local community, the City will publicize the fair housing program through placement of fair housing services brochures at the public counter, on the City's website and in other community locations.*

25. Sausalito Village Senior Services

(Existing Program)
(Policy 5.2 Senior Housing)

Sausalito Village, and its parent Marin Village, is a non-profit membership organization dedicated to providing resources and assistance to enable seniors to remain in their own homes as they age. Since its establishment in October 2010, Sausalito Village has been recruiting a growing team of Sausalito volunteers to help members with occasional transportation assistance, household tasks, home visits and phone check-ins. In addition to home support services, Sausalito Village hosts social events, cultural programs, and educational and fitness classes to support seniors in remaining active and connected to their community. The organization publishes a weekly on-line newsletter and maintains a community calendar of meetings and events, which can be accessed at http://www.marinvillage.org/sausalito.

> ***2009-2014 Objectives:*** *Support the efforts of Sausalito Village to allow seniors to age in place and utilize as a resource to help promote available housing assistance programs for seniors.*

26. Home Sharing and Tenant Matching Opportunities

(Existing Program – Expanded; Optional)
(Policy 5.2 Senior Housing)

"Home Connection of Marin" is a free shared housing program which matches very low income home seekers with home providers interested in sharing their homes. Housing counselors interview each potential roommate and obtain references and background checks, leaving the decision to the potential roommates whether to make a match. Sharing a home promotes independent living, provides additional income for the provider, an affordable rent for the seeker, and the potential for deeper relationships for both. The average age of community members in Sausalito is growing older, and over 330 seniors currently live alone in single-family homes in the City. Shared housing promotes the efficient use of the housing stock, and can help address the housing needs of seniors in our community.

> ***2009-2014 Objectives:*** *Implement a homesharing/matching program for homeseekers and single-family homeowners with excess space. Collaborate with* Marin Housing *and Sausalito Village Senior Services to actively promote "Home Connection of Marin" within Sausalito.*

27. Reasonable Accommodation Procedures

(New Program, Federal Mandate)
(Policy 5.4 Housing for Persons with Disabilities)

It is the policy of the City to provide reasonable accommodation for persons with disabilities seeking fair access to housing in the application of its zoning and building regulations. Depending on the nature and extent of a requested accessibility modification, the City would accommodate such requests either through a building permit, an administrative adjustment, or a zoning permit. While Sausalito has not identified any constraints on the development, maintenance or improvement of housing for persons with disabilities, the City does not have in place specific procedures for requesting and granting a reasonable accommodation. As a means of facilitating such requests and removing constraints for persons with disabilities, the City will develop specific written reasonable accommodation procedures.

> ***2009-2014 Objectives:*** *Amend the Zoning Ordinance and develop written procedures to allow the Community Development Director to authorize reasonable accessibility accommodations with respect to zoning, permit processing, and building regulations. Procedures will specify who may request an accommodation, time frame for decision-making and modification provisions.*

28. Universal Design/Visitability

(New Program; Optional)
(Policy 5.4 Housing for Persons with Disabilities)

As the community's population continues to age, providing housing that is accessible to people of all abilities becomes increasingly important. The majority the City's housing stock was built prior to 1991 when current ADA accessibility standards took effect, and thus it is important for the City to facilitate the retrofit of existing housing to provide greater accessibility, as well as to promote accessibility in new construction. The goal of universal design is to accommodate a wide range of abilities including children, aging populations, and persons with disabilities by providing features in residential construction that enhance accessibility. Examples of universal design features include:

- Entrances without steps that make it easier for persons to enter the home;
- Wider doorways that enhance interior circulation and accommodate strollers and wheelchairs;
- Lever door handles that are easier to use, especially by parents with an infant or persons with arthritis; and
- Light switches and electrical outlets that are located at a height more convenient and accessible to the elderly.

Housing that is "visitable" is accessible at a basic level, enabling persons with disabilities to visit the homes of their friends, relatives, and neighbors. Visitability can be achieved at little cost by utilizing two simple design standards: (1) providing a 32-inch clear opening in all interior and bathroom doorways; and (2) providing at least one accessible means of ingress and egress for each unit.

> ***2009-2014 Objectives:*** *Develop guidelines encouraging principles of universal design and visitability, and provide to residential development applicants.*

29. Housing for Marine Workers

(New Program; Optional)
(Policy 5.5 Housing for Marine Workers)

Marine workers are an integral part of Sausalito's history and the community's working waterfront. Marine-related occupations including boat builders and boat repair workers, sailmakers, canvas workers, marine surveyors, harbor masters, ship mates, captains and merchant marines, among others. Many of Sausalito's marine workers reside on liveaboards, and the majority is lower income. The Galilee Harbor co-op was specifically established to provide an affordable liveaboard community for Sausalito's artists and maritime workers, and since the opening of its new marina in 2003, has provided 38 rent- and income-restricted berths. Support of similar and other affordable housing options would help workers to live near work opportunities, and showcase the skills of local marine workers.

2009-2014 Objectives: *Support liveaboard and other affordable housing options, which address the housing needs of local marine workers and allow them to live in the community in which they work.*

30. Homeless Continuum of Care

(Existing Program; State Housing Element Mandate)
(Policy 5.6 Homeless Housing and Services)

Support Countywide programs and the Marin Continuum of Care in the provision of resources to address the needs of the homeless and persons at risk of homelessness, including emergency shelter, transitional housing, supportive housing and permanent housing. Provide flyers and information on the City's website about the emergency 211 toll-free call system for information and referral.

2009-2014 Objectives*: Support implementation of the Homeless Countywide Continuum of Care and publicize the emergency 211 call system.*

Goal 6.0: Ensuring Environmental Sustainability

31. Local Green Building Regulations

(New Program; State Mandate)
(Policy 6.1 Green Building, Policy 6.2 Sustainable Construction, Policy 6.4 Transportation Alternatives)

Green building is also known as green construction or sustainable building, and refers to using environmentally responsible and resource-efficient processes throughout the life cycle of a building, from its conceptual phases to deconstruction. Local Green Building regulations (e.g., Marin County "Green Building, Energy Retrofit, & Solar Transformation" or BERST) aim to reduce the overall impact of the built environment on human health, the environment, and resources.

Community Development Department staff will be tasked with the development of local Green Building regulations consistent with the State Green Building Code, to require and encourage residents and the development sector to build green.

Examples of green regulations include:

- Incorporating sustainable materials in new construction or remodels;
- Creating healthy indoor environments with minimal pollutants; and
- Landscaping that utilizes native plants to reduce water usage.

The City will include community participation by residents and the construction sector in the preparation of the Green Building regulations, and market the information upon completion.

> ***2009-2014 Objectives:*** *The City will adopt local Green Building regulations, including appropriate policies and programs. The preparation process will include community input from City residents and the construction sector. The completed documents will be provided to residents, developers, and architects who wish to build in Sausalito.*

32. Climate Action Plan

(Program in Progress, State Mandate)
(Policy 6.3 Alternative Energy, Policy 6.5 Jobs/Housing Balance)

As the State of California continues to develop environmental laws (such as Assembly Bill 32 and Senate Bill 375) and increased mandatory reporting requirements of greenhouse gas emissions, the City would benefit from integrating greenhouse gas reduction measures into its General Plan and City infrastructure. The City Council adopted Resolution No. 4935 in 2008, to join ICLEI – Local Governments for Sustainability (International Council for Local Environmental Initiatives) as a full member, and participation in the Cities for Climate Protection Campaign. As a participant, the City pledged to take a leadership role in promoting public awareness about the causes and impacts of climate change.

The City has completed a municipal Greenhouse Gas Emissions Inventory, and aims to complete a baseline Community-wide Greenhouse Gas Emissions Inventory. These inventories give an accounting of greenhouse gases emitted by residents and businesses, as well as the City's municipal operations. It also establishes a baseline for tracking the community's emission trends.

The Climate Action Plan will encourage and require, to the extent required by State law, the City, its residents, and businesses, to reduce greenhouse gas emissions in many sectors and aspects of their daily activities. The Plan would identify emission reduction targets and strategies to accomplish those targets. These areas include building energy use, transportation, land use, green purchasing, waste and water use. Energy use, in particular, may be significantly reduced in the community by defining emissions reduction strategies related to building construction and operation. The mandatory and encouraged measures would include the local Green Building regulations, to achieve a wider net reduction in emissions.

> ***2009-2014 Objectives:*** *Complete the Community-wide Greenhouse Gas Emissions Inventory, and adopt and implement the Climate Action Plan. Provide community outreach and education to residents and the development sector to include their inputs on sustainability in new and existing building structures.*

[Program 33 – Contributions Toward Employee Housing – deleted per Task Force recommendation]

Goal 7.0: Promoting Community Involvement

34. Ongoing Community Education and Outreach

(Existing Program – Expanded; Optional)
(Policy 7.1 Community Participation, Policy 7.2 Public Review of Development)

In late 2009, the City Council appointed the Housing Element Task Force, comprised of City Council and Planning Commission representatives, as well as City residents. The Task Force has held over 45 public meetings, including three publicly noticed Community Workshops to engage residents and property owners in the decision-making process.

In addition to the City's direct efforts, Sausalito residents have also formed grassroots organizations to forward their concerns with regards to the potential impacts of specific strategies proposed in the draft Housing Element.

After the adoption of the Housing Element, several programs would begin implementation through City staff work and initiatives by various agencies. The public meetings held by the Planning Commission and City Council would continue to serve as platforms for residents to comment and provide input on specific items discussed for implementation, and the annual progress report would be presented at City Council meetings as well where public comment may be given.

As part of an effective implementation program, City staff members will post information and assistance programs on affordable housing on the City's website to provide resources for homeowners, renters, and property owners.

> ***2009-2014 Objectives:*** *Continue to include residents and community organizations in the implementation of this Housing Element and the development of the next Housing Element, by publicizing public meetings through the local newspapers, City website, and email lists, and taking public comment and feedback at such meetings. When the Housing Element is adopted, various programs and efforts will be publicized in the community through online information and the direct distribution of educational handouts to relevant parties.*

35. Housing Element Monitoring/Annual Report

(New Program; State Mandate)
(Policy 7.3 Housing Element Implementation)

The Community Development Department will be responsible for establishing the regular monitoring of the Housing Element, and preparing an Annual Progress Report for review by the public, City decision-makers and submittal to State HCD, by April 1 of each year.

The reports need to show:

- A report of Sausalito's annual building activity, including moderate, low, and very low-income units and mixed-income multi-family projects;
- A report summary for above moderate income units;
- Progress on the Regional Housing Needs Allocation; and
- The implementation status of various programs.

2009-2014 Objectives: *The Community Development Department will review the Housing Element annually and provide opportunities for public participation, in conjunction with the submission of the City's Annual Progress Report to the State Department of Housing and Community Development by April 1st of each year.*

36. Association of Bay Area Governments (ABAG) Housing Needs Process

(Existing Program – Expanded; Recommended)
(Policy 7.3 Housing Element Implementation)

Actively monitor and participate in ABAG's future Regional Housing Needs Allocation (RHNA) planning process, and provide ongoing reporting to Council.

The City Council has appointed an ABAG delegate, and has participated at the ABAG RHNA planning meetings for the next housing planning cycle to bring perspective and actual data from Sausalito for ABAG's consideration, and will continue to provide reports to the City Council on the projected and confirmed RHNA numbers, until the end of the planning cycle.

2009-2014 Objectives: *The City Council's ABAG delegate will continue to monitor, participate and provide reports to the City Council on the preparation and confirmation of the RHNA for the next Housing Element planning cycle.*

37. Staff Affordable Housing Training and Education

(New Program; Optional)
(Policy 7.3 Housing Element Implementation)

In order to effectively administer available housing programs to residents, designated City staff needs to be responsible for providing information, responding to questions, and making referrals to appropriate programs. A budget should also be set aside for the designated staff to receive training. Training could include attendance at relevant sessions held by public agencies, or meetings with local organizations such *Marin Housing*, to gain familiarity with the implementation of existing and new offered programs.

2009-2014 Objectives: *Designated City staff members shall attend training sessions and provide on-going assistance to homeowners, renters, and developers by posting information on the City's website and taking public queries.*

Table 2.1: Implementing Programs – Summary 2009-2014

Implementing Program	Program Summary	2009-2014 Objective	Funding Source	Responsible Entity	Time Frame
PRESERVING HOUSING AND NEIGHBORHOOD ASSETS					
1. Code Enforcement and Public Information *(Existing – Expanded; highly recommended)*	Expand the City's current Code Enforcement program to include the offering of useful referral information from Marin Housing, P&E, and community service clubs.	Develop and distribute informational handouts on available rehabilitation and energy retrofit assistance. Provide information on volunteer service organizations on City website.	General Fund	Community Development Department	Begin publicizing in 2012.
2. Residential Rehabilitation Loan and Energy Retrofit Programs *(Existing – Expanded; highly recommended)*	Provide financial assistance for home repairs to very low income households.	Publicize the *Marin Housing* Rehab program and PG&E energy retrofit programs on City website and through brochures at City Hall and other community locations. Seek to assist five very low income households.	County CDBG funds; PG&E	Community Development Department; *Marin Housing*; PG&E	Begin publicizing in 2012.
3. Historic Design Guidelines and Preservation Incentives *(Existing – Expanded; Optional)*	Preserve and maintain historic structures, and revitalize older housing and neighborhoods. Pursue state grants for historic preservation actions.	Provide a brochure on funding sources for historic preservation. Update Historic Preservation regulations in Municipal Code and Zoning Ordinance.	General Fund	Community Development Department	Brochure by mid 2013, regulation update by end 2013.
4. Residential Design Review *(New – Existing Practice; Optional)*	Ensure future development projects maintain the small-town character of the community.	Continue to provide design review to ensure that new projects and modifications of existing buildings are consistent with the small-town character of Sausalito.	Fees	Community Development Department; Planning Commission	Ongoing.

Implementing Program	Program Summary	2009-2014 Objective	Funding Source	Responsible Entity	Time Frame
5. Condominium Conversion Regulations *(Existing – Expanded; recommended)*	Provide protections for tenants in apartments proposed for conversion to condominiums.	Evaluate strengthening regulations to extend inclusionary requirements to smaller projects and prohibit conversions during periods of low rental vacancy rates. Examine relief options for long-term homeowners.	General Fund; Potential In-Lieu Fee revenues	Community Development Department; Planning Commission; City Council	Evaluate Zoning Ordinance text amendments in 2013.
6. Preservation Existing Rental Housing *(Existing – Expanded; recommended)*	Maintain affordability in income-restricted housing for low and moderate income households.	Preserve 38 very low income, 26 low income and 7 moderate income housing opportunities. Require long-term affordability controls in future affordable housing projects.	General Fund	Community Development Department	Within 2009-2014 planning period.
ENSURING DIVERSITY IN HOUSING					
7. Residential and Mixed Use Site Inventory *(New; required)*	Provide adequate sites to meet Sausalito's share of regional housing needs.	Maintain site inventory. Provide inventory and development incentive information to developers.	General Fund	Community Development Department	Within 2009-2014 planning period.
8. Mixed Use Zoning in Commercial Districts *(Existing – Expanded; highly recommended)*	Protect existing housing in mixed use areas and provide opportunities for new housing within commercial districts.	Initiate zoning text amendments to raise the CUP threshold for residential to 5 or more units, and to allow shared and tandem parking through approval of a Minor Use Permit. Evaluate the use of compact parking spaces.	General Fund	Community Development Department; Planning Commission; City Council	Initiate zoning text amendments in 2013.

Implementing Program	Program Summary	2009-2014 Objective	Funding Source	Responsible Entity	Time Frame
9. Non-Traditional Housing Types *(Existing – Expanded; Optional)*	Support the provision of non-traditional, innovative housing types to meet unique needs.	Offer flexible zoning and other incentives to foster alternative housing types.	General Fund	Community Development Department; Planning Commission; City Council	Within 2009-2014 planning period.
10a. Accessory Dwelling Units – Adoption of Regulations to Encourage New ADUs *(New; required)*	Provide a streamlined process for property owners to establish ADUs on their property.	Adopt regulations to facilitate new ADUs and conduct educational campaign to promote. Seek to achieve 48 new ADUs during the remaining 2012-2014 planning period.	General Fund	Community Development Department; Planning Commission; City Council	Adopt new ADU regulations in 2012, prepare educational materials and publicize. Seek to achieve 48 new ADUs during the remaining 2012-2014 planning period.
10b. Accessory Dwelling Units – Registration and Amnesty of Existing ADUs *(New; required)*	Provide a process to legalize existing, non-permitted ADUs, making them safe and sanitary, and acknowledge their contribution to community's housing supply.	Develop and initiate ADU registration and amnesty program. Seek to legalize at least 26 units. Monitor progress and report to HCD. If shortfall, amend Housing Element to identify additional sites.	General Fund	Community Development Department; Planning Commission; City Council	Begin amnesty in 2012. Legalize at least 26 ADUs in remaining planning period 2012-2014. Report to HCD in 2013, and amend the Element as necessary.
11. Liveaboard Housing *(Existing; required)*	Maintain and enhance liveaboards as a permanent form of affordable housing in Sausalito.	Contact marina operators and facilitate necessary local permitting. Establish monitoring procedures for local low/mod income occupancy requirements. Pursue improved mail service and communication with liveaboard residents.	General Fund	Community Development Department	Facilitate local permitting process beginning in 2012.

Implementing Program	Program Summary	2009-2014 Objective	Funding Source	Responsible Entity	Time Frame
ENHANCING HOUSING AFFORDABILITY					
12. Affordable Housing Development Assistance *(New; highly recommended)*	Facilitate development of high quality affordable housing with financial and regulatory incentives.	Provide financial and regulatory incentives to private developers for the development of high quality affordable housing for families and seniors.	Potential Affordable Housing Fund revenues	Community Development Department; City Council	Within 2009-2014 planning period.
13. Local Affordable Housing Fund *(New; highly recommended)*	Establish a local fund to receive monies which will be used to provide affordable housing.	Upon adoption of a program that generates in-lieu housing fees, establish a dedicated Affordable Housing Fund. Consult with Marin County in developing Regulations to govern Fund oversight and expenditures.	Potential Affordable Housing Fund revenues	Community Development Department; City Council	Upon adoption of program generating in-lieu housing fees.
14. Partnerships for Affordable Housing *(Existing – Expanded; Optional)*	Partner with affordable housing developers to leverage their expertise and access to funds.	Explore partnerships with a variety of affordable housing providers, utilizing the Nonprofit Housing Association of Northern California as a resource.	Potential Affordable Housing Fund revenues	Community Development Department; City Council	Contact NPH in 2012.
15. Homebuyer Assistance *(Existing – Promote)*	Explore financial assistance programs for low and moderate income homebuyers.	Contact *Marin Housing* regarding participation in MCC and BMR programs. Publicize MCCs as they become available.	Federal funds	Community Development Department; *Marin Housing*	Publicize MCCs and BMR programs in 2012.

Implementing Program	Program Summary	2009-2014 Objective	Funding Source	Responsible Entity	Time Frame
16. Section 8 Rental Assistance *(Existing)*	Assist extremely low and very low income households with rental payments.	Provide information and refer tenants to *Marin Housing* for Section 8 assistance. Provide handout for distribution to rental property owners to encourage them to register units with *Marin Housing*.	HUD Section 8	Community Development Department; Marin Housing Authority	Within 2009-2014 planning period.
17. Inclusionary Housing Regulations *(New; recommended)*	Utilize local zoning to require affordable units within market rate development and/or generate in-lieu housing fees.	Prepare an Inclusionary Housing Nexus and In-Lieu Fee Study and develop and adopt incentive-based inclusionary housing regulations.	General Fund; In-Lieu Fee revenues	Community Development Department; Planning Commission; City Council	Initiate Nexus Study in 2013.
REDUCING GOVERNMENTAL CONSTRAINTS					
18. Fee Deferrals and/or Waivers for Affordable Housing *(Existing; recommended)*	Reduce production costs of affordable housing.	Provide information to affordable housing community regarding fee deferrals, reductions, and waivers.	Fees	Community Development Department; City Council	By mid 2013.
19. Density Bonus and Other Incentives for Affordable Housing *(New; State Housing Element Mandate)*	Grant density bonuses for projects of at least 5 units, according to State law, and reduce barriers for utilizing density bonuses.	Amend Zoning Ordinance to comply with State Density Bonus law requirements.	General Fund	Community Development Department; Planning Commission; City Council	By end of 2013.

Implementing Program	Program Summary	2009-2014 Objective	Funding Source	Responsible Entity	Time Frame
21. Multi-Family Development in Multi-Family Zones *(New - In Progress; highly recommended)*	Encourage two-family and multi-family development in R-2-5, R-2-2.5 and R-3 zoning districts.	Develop standards in Zoning Ordinance to promote two-family and multi-family developments in two-family and multi-family zoning districts. Evaluate alternatives.	General Fund	Community Development Department; Planning Commission; City Council	Currently ongoing; to be completed by 2013.
23. Zoning Text Amendments for Special Needs Housing (New; State Housing Element Mandate)	Achieve consistency with SB 2 by modifying language in the Zoning Ordinance for emergency shelters, transitional and supportive housing and Single-Room Occupancy buildings.	Adopt Zoning Ordinance text amendments specifying provisions for emergency shelters, transitional and supportive housing and Single-Room Occupancy buildings.	General Fund	Community Development Department; Planning Commission; City Council	By end of 2013.
PROMOTING EQUAL HOUSING OPPORTUNITIES					
24. Fair Housing Program *(Existing; Federal Mandate)*	Promote fair housing practices and prevent housing discrimination.	Refer fair housing complaints to Fair Housing of Marin. Publicize the fair housing program.	General Fund; CDBG	Community Development Department; Fair Housing of Marin	2009-2014
25. Sausalito Village Senior Services *(Existing)*	Support Sausalito Village programs for seniors, including support services and volunteers.	Support the efforts of Sausalito Village to allow seniors to age in place and promote housing assistance for seniors.	General Fund	Community Development Department	Beginning in 2012.
26. Home Sharing and Tenant Matching Opportunities *(Existing – Expanded; Optional)*	Facilitate homesharing and tenant matching programs for seniors and other single person households.	Collaborate with *Marin Housing* and Sausalito Village Senior Services to implement and actively promote "Home Connection in Marin" within Sausalito.	General Fund; CDBG	Community Development Department; Fair Housing of Marin; Sausalito Village Senior Services	Beginning in 2012.

Implementing Program	Program Summary	2009-2014 Objective	Funding Source	Responsible Entity	Time Frame
27. Reasonable Accommodation Procedures *(New; Federal Mandate)*	Ensure accessible housing is available to persons with disabilities.	Amend Zoning Ordinance and develop procedures to allow reasonable accessibility accommodations.	General Fund	Community Development Department; Planning Commission; City Council	By end of 2013.
28. Universal Design / Visitability *(New; Optional)*	Increase accessibility in housing through Universal Design and Visitability.	Develop Universal Design and Visitability Principals brochure, and provide to residential development applicants.	General Fund	Community Development Department	Develop brochure by 2013.
29. Housing for Marine Workers *(New; Optional)*	Recognize the special housing needs of local marine workers.	Support liveaboard and other affordable housing options which address the housing needs of local marine workers.	General Fund; Potential Affordable Housing Fund revenues	Community Development Department; City Council	2009-2014
30. Homeless Continuum of Care *(Existing; State Housing Element Mandate)*	Support the homeless and persons at risk of homelessness in obtaining shelter and services.	Support implementation of the Homeless Countywide Continuum of Care and publicize the emergency 211 call system.	General Fund	Community Development Department	2009-2014
ENSURING ENVIRONMENTAL SUSTAINABILITY					
31. Local Green Building Regulations *(New; State Mandate)*	Update the local building regulations to require sustainable and building practices.	Adopt local Green Building regulations, including appropriate policies and programs.	General Fund	Community Development Department; City Council	By end of 2012.
32. Climate Action Plan *(Program in Progress; State Mandate)*	Track City's greenhouse gas emissions and implement strategies to reduce emissions.	Complete the Community-wide Greenhouse Gas Emissions Inventory, and adopt and implement the Climate Action Plan.	General Fund	Community Development Department; Planning Commission; City Council	Initiate within planning period 2009-2014.

Implementing Program	Program Summary	2009-2014 Objective	Funding Source	Responsible Entity	Time Frame
PROMOTING COMMUNITY INVOLVEMENT					
34. Ongoing Community Education and Outreach *(Existing - Expanded; Optional)*	Ensure ongoing community involvement in the implementation of the housing element through dissemination of information after the Housing Element is adopted.	Continue to include residents and community organizations in the implementation of this Housing Element and the development of the next Housing Element through multiple means.	General Fund	Community Development Department	Ongoing.
35. Housing Element Monitoring/ Annual Report *(New; State Mandate)*	Provide monitoring and annual reporting of the Housing Element implementation progress, in compliance with State law.	The Community Development Department will review the Housing Element annually, provide opportunities for public participation, and submit an annual report to the State.	General Fund	Community Development Department	Through the end of the planning cycle in 2014.
36. Association of Bay Area Governments (ABAG) Housing Needs Process *(Existing - Expanded; recommended)*	Actively monitor and participate in ABAG's future Regional Housing Needs Allocation (RHNA) planning process, and provide ongoing reporting to Council.	The City Council's Sausalito ABAG delegate will continue to monitor and provide reports to the City Council on the preparation and confirmation of the RHNA for the next Housing Element cycle.	General Fund	City Council	Through the end of the planning cycle in 2014.
37. Staff Affordable Housing Training and Education *(New; Optional)*	Designate City staff responsible for addressing housing issues and administering housing programs.	Designated City staff members shall begin training sessions and provide on-going assistance to homeowners, renters, and developers.	General Fund	Community Development Department; City Council	Beginning in 2012.

Summary of Quantified Objectives: 2009-2014

The following table summarizes the City's quantified objectives for the 2009-2014 Housing Element planning period. The City's new construction objectives reflect Sausalito's regional housing needs allocation (RHNA) for 2009-2014, plus the carryover from the prior 1999-2006 planning period (i.e., 165 units + 207 units = 372 units); the rehabilitation objectives reflect *Marin Housing*'s Rehabilitation Loan Program; and the conservation objectives reflect conserving affordable units within the three affordable rental projects and conserving the 35 rent and income-restricted berths in Galilee Harbor. The Area Median Income (AMI) is the midpoint in the family-income range for Marin County and is used as the basis to stratify incomes into very-low, low, moderate and above moderate ranges.

Table 2.2: Quantified Objectives for Sausalito's 2009-2014 Housing Element planning period

Income Level	New Construction Objectives	Rehabilitation Objectives	Conservation Objectives
Extremely Low* (0-30% AMI)	41	--	5
Very Low (31-50% AMI)	40	5	33
Low (51-80% AMI)	47	--	26
Moderate (81-120% AMI)	84	--	7
Above Moderate (>120% AMI)	160	--	--
Totals	**372**	**5**	**71**

*Of the City's total 81 unit very low income RHNA allocation, half is allocated to extremely-low income households, and half to very low income households.

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CHAPTER III – HOUSING NEEDS SUMMARY

A. Existing Housing Needs

State Housing Element Law requires the City to consider a wide range of factors that have an impact on housing supply, demand, and affordability, such as population and employment growth, the condition of the housing stock, and the needs of segments of the population with special needs, such as the elderly, persons with disabilities, and large families or single parent households. This chapter summarizes the key points of the City's existing housing needs; additional information is available in Appendix A – Housing Needs Assessment.

1. Population Projections and Employment Trends

Sausalito's population has remained relatively constant from 7,338 people in 1980 to 7,330 people in 2000. The age breakdown of community's population in 2008 was strongly skewed towards those aged 25 and older. According to the Marin Commission on Aging projections, the greatest increases in population age groups in Marin County over the next 10 years are expected to be the elderly and young adult households, which tend to have the lowest income levels. One third of Marin residents are projected to be 60 years of age or older, and three quarters of those aged 85 and older are expected to be women.

In 2007, ABAG projections indicated that the working population of Sausalito in 2008 was made up 70% of Sausalito's residents, with two thirds of the working population in professional, management, business or financial occupations. Other sectors include service, sales and office, farming, fishing, and forestry, construction, extraction and maintenance, production, transportation and material moving. The majority of the working population in Sausalito were employed by for-profit organizations or self-employed.

The 2007 ABAG projections also projected a slowing rate of job growth in Sausalito, and a higher jobs/housing balance ratio by the year 2020. The ratio of jobs per households is expected to increase in Sausalito from 1:1.6 in 2000 to 1:1.7 in 2020. A highly skewed ratio often implies that workers must commute far from where they live, although a balanced ratio towards 1:1 does not necessarily guarantee a reduction in commute trips. Therefore, one focus of the Housing Element is to address the issue of matching housing costs and types to the needs and incomes of the community's workforce.

2. Housing Availability

a. Housing Conditions

According to the California Department of Finance, Sausalito had almost exactly the same number of housing units in single-family and multi-family structures in 2008, making up a total of 4,567 housing units. While the percentage increases for both single-family structures and multi-family structures from 2000 – 2008 were only 2% and 1% respectively, the greatest additions came from detached single-family units, and multi-family units of over five units, the latter entirely due to an affordable senior housing project built by Rotary Housing in 2003. There was also a slight decrease in multi-family housing of two to four units.

From 2000 to 2007, 2,052 homes were sold in Sausalito, following countywide sales trends in terms of the number of homes sold per year. During this period, the median sale price of a home (including single-family and multi-family) in Sausalito increased by over 20%, from about $490,000 to about $740,000.

b. Household Characteristics

The US Census defines a household as all of the people who occupy a housing unit as their usual place of residence and a housing unit *as* "a house, an apartment, a mobile home or trailer, a group of rooms, or a single room occupied as a separate living quarters, or if vacant, intended for occupancy as separate living quarters". Persons living in licensed facilities or dormitories are not considered households.

In 2000, there were 4,280 households in Sausalito. Almost half of those households consisted of people living alone. This proportion of single-person households is far higher in comparison to the countywide proportion. In 2008, 52% of Sausalito's households were in owner-occupied housing, and 48% was in renter-occupied housing. In comparison, Marin County has 63% renters to 37% owners. In 2008, Sausalito's average household size was 1.7 persons, whereas Marin County's average household size was 2.4 persons.

Rental vacancy rates in Sausalito have fluctuated in response to housing prices. In 2008 the rental vacancy rate in Sausalito was 2.95%. Housing experts consider a five percent rental vacancy rate as necessary to permit ordinary rental mobility. In a housing market with a lower vacancy rate, tenants tend to have difficulty locating appropriate units, and the strong market pressure tends to inflate rents. In addition, the lower the vacancy rate, the greater the tendency for landlords to discriminate against potential renters.

3. Housing Affordability

Income is defined as wages, salaries, pensions, social security benefits, and other forms of cash received by a household. Housing costs include rent or mortgage principal and interest; property taxes and insurance; utilities; homeowner association fees; and any other costs associated with owning or renting; but not food. The relationship between household income and housing costs determines the affordability of housing. It is generally expected that households can afford to pay about 30% of the gross household income on housing.

Income categories are defined as a percentage of the countywide median household income for four person households. The California Department of Housing and Community Development (HCD) maintains and annually updates information on household income by household size for each county. Data from the 2009 State Income Limits states the median income for Marin County is $96,800. **Table 3.1** below shows the maximum income for each income category based on this median income.

Table 3.1: Income Categories in Marin County 2009

Extremely-Low Income	<35% of median	0-$33,880
Very-Low Income	<50% of median	$33,881-$48,400
Low Income	<80% of median	48,401-$77,440
Moderate Income	<120% of median	$77,441-116,160
Above Moderate Income	>120% of median	over $116,161

The State requires all jurisdictions to include measures for accommodating persons in the extremely-low income category (<35% of county median income). In virtually all cases, the only housing choice for extremely low-income households is rental housing. For individuals, single-room occupancy units are also an affordable solution. Deed-restricted rentals, often with supportive services, frequently are the best housing option for extremely-low income families or individuals. Measures to preserve lower income (i.e., extremely-low, very-low, and low income) housing stock and provide for emergency shelters, transitional and supportive housing and single-room occupancy buildings, are further discussed in the Housing Plan in Chapter II.

There is a gap between affordable housing costs and actual housing costs for all lower income groups in Marin County. Households on an extremely-low income budget can afford less than 10 percent of the median sales price of a single family home and just less than half the rent of a two bedroom apartment. In addition, the median sale price for a single family home in Sausalito is affordable only to households earning considerably more than a moderate income in the County.

The median price for a single-family detached home in Sausalito in 2008 was $1,382,550, requiring an income over $300,000 per year to qualify for a loan. The median price of a townhome or condominium rose from $493,750 in 2003 to $780,000 in 2008. The required income to afford the median townhome or condominium rose from $109,000 to over $171,000. In 2008, the average rental price for a one-bedroom, one-bathroom apartment in Sausalito was $1,482, a two bedroom, two bathroom apartment was $1,817 and a three-bedroom, two bathroom apartment was $1,915. Based on the 2009 median income figures, a four-person household at the very low-income level could afford a maximum monthly rent of $1,571, and a four-person household at the extremely low-income level could afford a maximum monthly rent of $943.

Housing overpayment refers to spending more than 30 percent of income on housing; severe overpayment is spending greater than 50 percent. Overpayment remains a critical problem for lower and moderate-income households, who are disproportionately affected by this burden compared to other households.

The foreclosure crisis beginning in 2008 had a relatively smaller impact on Marin than the Bay Area region or the State as a whole; nonetheless, the price of housing is still not affordable to lower income households and those that work in Marin-based industries.

In order to maintain a housing stock that includes units affordable to residents in the lower income categories, State Housing Element law requires all jurisdictions to include a study of all lower income housing units which may at some future time be lost to the affordable inventory by the expiration of some type of affordability restrictions. This is discussed in the Housing Plan in Chapter II.

4. Housing Adequacy

A common measure of housing adequacy and quality is the age distribution of the housing stock. Over 85% of the 4,533 housing units in Sausalito in 2000 were built before 1980. Of these units, more than 50% were built before 1960 and 25% were built before 1940. As a result, Sausalito's housing stock is old. A general rule in the housing industry is that structures over 30 years typically begin to show signs of deterioration and require reinvestment to maintain or upgrade their quality. However, despite the advanced age of the housing stock in Sausalito, the general condition of the units is very good due to ongoing repairs, maintenance, rehabilitation, and reconstruction.

The incidence of overcrowded housing is another general measure of whether there is an available supply of adequately sized housing units. The State defines an overcrowded unit as one occupied by more than 1.01 people per room excluding bathrooms and kitchens. A unit with more than 1.5 people per room is severely overcrowded. In Sausalito in 2000, only 1.43% percent (61 households) of all households were considered overcrowded, and of these, 65 percent were severely overcrowded.



5. Special Needs Households

Certain segments of the community may have particular difficulties in finding decent, affordable housing because of their special needs and circumstances. In Sausalito, these special needs groups include seniors, persons with disabilities, single-parent and female-headed households, large households, farmworker households, marine workers, and the homeless.

a. Seniors

Seniors are a significant special needs group in Sausalito, with a total population of 1,111 in the year 2000, according to Census data. With the overall aging of society and the community in Sausalito, the need for affordable and specialized housing for older residents will grow. The particular housing needs of this group include the need for smaller and more efficient housing, for barrier-free and accessible housing, and for a wide variety of housing with health care and/or personal services, including the provision of a continuum of care as elderly households become less self-reliant. Typical forms of housing to meet the needs of seniors include smaller attached or detached housing for independent living (both market rate and below-market rate); "granny" or "in-law" ADUs and housing where an in-home care-giver may reside; shared housing; age-restricted subsidized rental developments; congregate care facilities; licensed facilities; and skilled nursing homes.

Society's increasing longevity and the increasing number of seniors will create additional need for affordable housing and specialized housing for older residents. This has the following implications:

- Given the limited supply of vacant residential land, senior projects will compete with non-age-restricted housing for development sites, potentially conflicting with housing efforts aimed at meeting other important housing needs.
- Senior households on fixed incomes have limited resources for home improvements to maintain or rehabilitate older housing. The need for rehabilitation assistance programs may increase.
- Many seniors can become "trapped" in large houses due to upkeep expenditures and house payment increases that would result from moving into a smaller housing unit. This creates new information and assistance needs for local housing programs (Strategic Plan Data Focus Report 2004-2014, Division of Aging, Marin Health and Human Services)

Low- and very-low-income seniors often cannot afford the cost of licensed facilities in Marin. According to the Marin County Division of Aging, the average basic rent in 2009 was between $3,500 to $4,000 per month for a single bed (room, bathroom, and three meals a day). Personal care was an additional cost above the basic housing charge.

Sausalito has three facilities for very-low income seniors, one owned by the non-profit housing corporation and managed by the Ecumenical Association for Housing (EAH) and the other two owned by the Rotary Housing Corporation. The three facilities provide 38 affordable rental housing units for very-low income seniors.

b. Persons with Disabilities

According to 2000 Census data there are 1,728 persons in Sausalito with disabilities (i.e., sensory, physical, mental and self-care disabilities), the majority of which are aged 16-64. Depending on the type and severity of disabilities, as well as personal preference and lifestyle, this group requires a wide range of housing types to serve its needs. The design of housing, accessibility modifications, proximity to services and transit, and group living opportunities represent some of the considerations and accommodations important in serving this need group. Incorporating barrier-free design in all new multifamily housing is especially important to provide the widest range of choice, and is required by the State of California and Federal Fair Housing laws.

c. Large Households

Large households, defined as households with five or more persons, have special housing needs. Large households tend to have difficulty purchasing housing because large housing units are rarely affordable for lower income families and rental units with three or more bedrooms are not common. While it is likely that large households in Sausalito, and Marin County in general, would have a difficult time finding affordable, appropriately sized housing, the 2000 Census data shows that there are 28 large families within Sausalito, which amounts to 2 percent of the special needs households in Sausalito, and only 0.7 percent of the total households in Sausalito.

d. Single Parent and Female-Headed Households

Single parent and female-headed households, like large households, may have difficulty finding appropriately sized housing and need affordable housing with day care and recreation programs on-site or nearby, in proximity to schools and with access to services. Also, despite fair housing laws, discrimination against children may make it more difficult for this group to find adequate housing. Women in the housing market, especially the elderly, lower and moderate income individuals, and single-parents, face significant difficulties finding housing, and both ownership and rental units are extremely expensive relative to the incomes of many people in this population category. In 2000 there were 148 single-female headed householders, which amounted to 3.5 percent of the total number of households in Sausalito. However, none of the single-female headed householders had incomes below the poverty line in 2000.

e. Farmworker (and fishery worker) Households

State law requires that jurisdictions evaluate the need for farmworker housing in the housing element. According to the US Census, the “farmworker” occupational category includes those working in the farming, fishing and forestry industries. In Sausalito, farmworkers are reflective of persons working in the fishing industry, and overlaps with the community’s marine industry. Although the most recent regional needs determination did not assess the regional need for additional farmworker housing in the Bay Area, the 1988 needs determination concluded that there is no regional need for additional farmworker housing in the Bay Area. There are no agricultural uses in Sausalito and, because lots tend to be small, the demand for landscape maintenance workers is small. There was no migrant worker housing identified in Sausalito in the 1990 Census, but the 2000 Census identified 491 farmworkers in Sausalito, which were likely those working within the fishing industry. Sausalito has a diversity of housing types, including houseboats and liveaboards that could serve the needs of this special needs group.

f. Marine workers

Marine workers are an integral part of the community's history and the working waterfront. Marine-related occupations including boat builders and boat repair workers, sailmakers, canvas workers, marine surveyors, harbor masters, ship mates, captains and merchant marines, among others. Many of Sausalito's marine workers reside on liveaboards, and the majority are lower income. The Galilee Harbor co-op was specifically established to provide an affordable liveaboard community for Sausalito's artists and maritime workers, and since 2003 has provided 38 rent- and income-restricted berths. Support of similar and other affordable housing options would help workers to live near work opportunities, and showcase the skills of local marine workers.

g. Individuals and Families who are Homeless

In order to comply with Senate Bill 2 (SB 2)[1], the City must analyze the housing needs of its homeless population, including the need for emergency shelter, transitional and supportive housing. According to the State Department of Housing and Community Development, emergency shelter is defined as housing that offers minimal supportive services, limits occupancy to six months or less, and is provided at no cost to the family or individual.

Homeless individuals and families have perhaps the most immediate housing need of any group. They also have one of the most difficult sets of housing needs to meet, due to both the diversity and complexity of the factors that lead to homelessness, and to community concern regarding the siting of housing that serves homeless clients. Statistics regarding homelessness reflect everyone who does not have a permanent home of their own including people who are staying with friends or family, living in their cars, staying in shelters as well as those who are on the street.

The Marin Homeless Point in Time Count, was conducted by the Marin Health and Human Services in January 2011. The Community Count total for Marin County, including sheltered, unsheltered, and other homeless populations was 1,220. The number of precariously housed persons was 4,179 (i.e., at risk of becoming homeless if they are about to lose housing, unable to obtain permanent housing, frequent moving due to economic conditions, or living in severely overcrowded housing). On the day of the count, there were unsheltered 574 persons in Marin County, who were not in emergency shelters or transitional housing programs. Of this group, 30 persons were counted in Sausalito.

Of the 1,220 homeless persons counted, 972 were adults. 20% of those counted were under the age of 18. The data also showed that 47%, nearly half, of the adults counted had been homeless for one year or more**.** Of this group, 10% had been homeless for 10 years or more. The primary reasons (not mutually exclusive) stated for cause of homelessness was a loss of job, lack of affordable housing and lack of income. These were also cited as the top reasons for homelessness in 2009.

56% of adults counted reported having at least one type of disabling condition such as a physical or developmental disability, chronic illness or substance abuse problem. 11% suffered from two or more illnesses or conditions. 14% of adults counted reported experiencing domestic violence. Veterans comprised 8% of the adults counted.

[1] Government Code Sections 65582, 65583, and 65589.5 of State Housing Element Law

This data is consistent with national studies that have found high levels of disability among homeless people, suggesting that both health and behavioral health services are needed to assist this population, and that homeless adults consist of a number of veterans includes and persons experiencing domestic violence issues.

h. Inventory of Resources Available and Unmet Needs

SB 2 also requires that the Housing Element include an inventory of the homeless housing resources available within the community, including emergency shelters, transitional housing and supportive housing. Currently Sausalito does not have a dedicated emergency shelter, transitional housing or supportive housing within its jurisdictional boundary. Additionally, there is not currently any emergency shelter, transitional housing or supportive housing project in the development pipeline in Sausalito. This is further discussed in the Housing Plan in Chapter II. Currently, the Citizens Housing Corporation maintains 50 beds at the Fireside Affordable Housing site in nearby Mill Valley, approximately 0.8 miles away from Sausalito's city limits.

There is no data presently available documenting the increased level of demand for shelter in Marin County during particular times of the year. Due to the relatively mild climate, the only time of year when increased demand appears to be a factor is during the winter months (December to February). The biannual homeless count always takes place in the last week of January, which is a period when demand for shelter typically is at its highest. Since the year-round need described above is based on that biannual count, the seasonal need for emergency shelter is no likely greater than the year-round need.

In Sausalito, the counted 30 unsheltered homeless individuals create an unmet need of 30 emergency shelter beds.

B. Future Housing Needs

State Housing Element law[2] requires that each city and county develop local housing programs to meet its respective "fair share" of existing and future housing needs for all income groups, as determined by the jurisdiction's council of governments. This "fair share" allocation concept seeks to ensure that each jurisdiction accepts responsibility for the housing needs of its resident population across all income categories, as well as the jurisdiction's projected share of regional housing growth. Regional growth needs are units that need to be added in each jurisdiction to accommodate the forecasted number of households, as well as the number of units that would need to be added to compensate for anticipated demolitions and changes to achieve an "ideal" vacancy rate.

The "fair share" allocations for Sausalito and other Bay Area jurisdictions, are determined by the Association of Bay Area Governments (ABAG), based upon a regional housing need projection established by the State for the 2007-2014 Housing Element cycle. Using the state's projection, ABAG distributed "fair share" allocations by income categories to each jurisdiction in the Bay Area. These allocations are referred to as the Regional Housing Needs Allocation (RHNA). The RHNA represents the minimum number of housing units each jurisdiction is required to accommodate. The jurisdiction needs to demonstrate in its housing element that is has "adequate sites" to accommodate its RHNA. The adequate sites analysis is one of the primary criteria necessary to achieve certification of a housing element by the State Department of Housing and Community Development (HCD).

Sausalito's RHNA for the 2007-2014 planning cycle was established by ABAG at 165 housing units (refer to **Table 3.2**), allocated among the four income categories. State Housing Element law also requires an estimate of the future housing needs of "extremely low income households" (0-30% AMI) as a subset of very low income households (0-50% AMI). Extremely low income households comprise an estimated half of Sausalito's very low income households, translating to 22 extremely low income housing units.

Table 3.2: City of Sausalito Regional Housing Needs Allocation 2007-2014

Income Level	Percent AMI	Housing Unit Growth Needs
Very Low*	0-50% AMI	45
Low	51-80% AMI	30
Moderate	81-120% AMI	34
Above Moderate	120%+ AMI	56
TOTAL		165

[2] Government Code 65580 et seq.

Assembly Bill 1233, which took effect on January 1, 2006, requires local governments to "carry over" RHNA allocations if a housing element fails to identify or make adequate sites available in a prior planning period. Since Sausalito did not adopt housing element for the prior 1999-2006 planning period, the City must carry-over the RHNA allocation from the prior planning period into the current 2007-2014 planning period. Furthermore, any rezoning necessary to address the shortfall in sites from the prior planning period must be completed within the first year of the new housing element. As presented in **Table 3.3** below, Sausalito has a carry-over of 207 units from the prior 1999-2006 planning period.

Table 3.3: City of Sausalito Regional Housing Needs Assessment 1999-2006

Income Level	Percent AMI	Housing Unit Growth Needs
Very Low*	0-50% AMI	36
Low	51-80% AMI	17
Moderate	81-120% AMI	50
Above Moderate	120%+ AMI	104
TOTAL		207

As detailed in the Sites Inventory analysis in Chapter IV, a sufficient supply of sites zoned at appropriate densities is available to accommodate the carry-over RHNA of 207 units from the prior planning period, as well as the current RHNA of 165 units. As such, no rezoning is required to address the identified RHNA carry-over from the prior planning period. **Table 3.4** summarizes how the prior RHNA carry-over is met through: a) units constructed during the prior planning period, and b) the sites inventory.

Therefore, the City's aggregate RHNA for both the 1999-2006 and 2007-2014 housing element planning periods is 372 housing units. This is reflected in **Table 3.5**.

Table 3.4: RHNA Compliance for Prior Planning Period 1999-2006

	Very Low	Low	Moderate	Above Moderate	Totals
Prior 1999-2006 RHNA	**36**	**17**	**50**	**104**	**207**
Units constructed 1999-2006	**22**	**--**	**--**	**20**	**42**
Site Inventory	**42**	**42**	**52**	**35**	**171**
R-1 District Capacity	--	--	--	19	19
R-2-5 District Capacity	--	--	--	16	16
R-2-2.5 District Capacity	6	6	39	--	51
R-3 District Capacity	19	19	--	--	38
Commercial District Capacity	17	17	13	--	47
Totals	**64**	**42**	**52**	**55**	**213**

Table 3.5: RHNA for 1999-2006 and 2007-2014 Planning Periods

	Very Low	Low	Moderate	Above Moderate	Totals
1999-2006 RHNA	36	17	50	104	207
2007-2014 RHNA	45	30	34	56	165
Aggregate RHNA 1999-2014	**81**	**47**	**84**	**160**	**372**









CHAPTER IV – HOUSING RESOURCES

A. Availability of Sites for Housing

This chapter documents the methodology used to demonstrate the capacity of the City's land supply for the 1999 – 2014 Housing Element planning period. The methodology recognizes Sausalito's unique small-town character and the residents' strong desire to preserve and strengthen the community's history, character and overall sense of place.

The methodology for meeting the City's regional housing needs allocation (RHNA) employs a balanced approach utilizing the full range of options allowed under State Housing Element law. Additionally, a "buffer" is provided above the required RHNA. The State Department of Housing and Community Development (HCD) recommends that jurisdictions provide extra capacity in their site inventory to offset sites that may be developed at lower densities. The 1999-2006 planning period has a 2% buffer, and the 2007-2014 planning period has a 33% buffer.

Sausalito's sites strategy includes housing units built or issued building permits during the planning period, accessory dwelling units, liveaboards, and potential housing units on vacant and under-utilized parcels.

This strategy acknowledges the built-out, dense development pattern of the City, its unique demographics (very high percentage of single-person households), and significant physical constraints to the development of new residential and mixed-use projects (e.g., steep slopes, small lots, proximity to watercourses). **Tables 4.1, 4.2**, and **4.3** summarize the potential housing units and provide a comparison with the RHNA. These tables include a summary for the 1999-2014 planning period, and breakdowns for the 1999-2006 and 2007-2014 planning periods. A list of sites with potential housing units is provided in Appendix C – Residential Sites Analysis.

Table 4.1: Potential Housing Units during 1999-2014 Planning Period

Income Levels	Very Low	Low	Moderate	Above Moderate	TOTALS	
RHNA TARGETS	**81**	**47**	**84**	**160**	**372**	
Approved/Built	22	0	1	29	**52**	12%
R-1 District Capacity	0	0	0	19	**19**	4%
R-2-5 District Capacity	0	0	0	16	**16**	4%
R-2-2.5 District Capacity	6	6	38	0	**50**	12%
R-3 District Capacity	19	19	0	0	**38**	9%
Commercial District Capacity	17	17	13	0	**47**	11%
Existing Liveaboards	12	64	0	0	**76**	18%
Future Liveaboards	0	59	0	0	**59**	14%
New Accessory Dwelling Units	14	27	7	0	**48**	11%
Existing Accessory Dwelling Units	7	15	4	0	**26**	6%
TOTALS	**97**	**207**	**63**	**64**	**431**	
Percentage Over Target	**20%**	**340%**	**-25%**	**-60%**	**16%**	**BUFFER**
Difference	**16**	**160**	**-21**	**-96**	**60**	

Table 4.2: Potential Housing Units during 1999-2006 Planning Period

Income Levels	Very Low	Low	Moderate	Above Moderate	TOTALS	
RHNA TARGETS	**36**	**17**	**50**	**104**	**207**	
Approved/Built	22	0	0	20	**42**	20%
R-1 District Capacity	0	0	0	19	**19**	9%
R-2-5 District Capacity	0	0	0	16	**16**	8%
R-2-2.5 District Capacity	6	6	38	0	**50**	24%
R-3 District Capacity	19	19	0	0	**38**	18%
Commercial District Capacity	17	17	13	0	**47**	22%
Existing Liveaboards	0	0	0	0	**0**	0%
Future Liveaboards	0	0	0	0	**0**	0%
New Accessory Dwelling Units	0	0	0	0	**0**	0%
Existing Accessory Dwelling Units	0	0	0	0	**0**	0%
TOTALS	**64**	**42**	**51**	**55**	**212**	
Percentage Over Target	**78%**	**147%**	**2%**	**-47%**	**2%**	**BUFFER**
Difference	**28**	**25**	**1**	**-49**	**5**	

Note: As the ADU and Liveaboard policies are not yet in place for the prior 1999-2006 planning period, all of the units under those strategies are placed in the calculations for the current 2007-2014 planning period.

Table 4.3: Potential Housing Units during 2007-2014 Planning Period

Income Levels	Very Low	Low	Moderate	Above Moderate	TOTALS	
RHNA TARGETS	**45**	**30**	**34**	**56**	**165**	
Approved/Built	0	0	1	9	**10**	5%
R-1 District Capacity	0	0	0	0	**0**	0%
R-2-5 District Capacity	0	0	0	0	**0**	0%
R-2-2.5 District Capacity	0	0	0	0	**0**	0%
R-3 District Capacity	0	0	0	0	**0**	0%
Commercial District Capacity	0	0	0	0	**0**	0%
Existing Liveaboards	12	64	0	0	**76**	35%
Future Liveaboards	0	59	0	0	**59**	27%
New Accessory Dwelling Units	14	27	7	0	**48**	22%
Existing Accessory Dwelling Units	7	15	4	0	**26**	12%
TOTALS	**33**	**165**	**12**	**9**	**219**	
Percentage Over Target:	**-27%**	**450%**	**-65%**	**-84%**	**33%**	**BUFFER**
Difference:	**-12**	**135**	**-22**	**-47**	**54**	

1. Units Built or Approved within the Planning Period

The City issued building permits for 52 housing units during the two Housing Element planning periods (July 1999 – December 2011). As illustrated in **Table 4.1**, 22 of these units were affordable to very low income households (Rotary Village senior housing); one unit was affordable to moderate income households (a residential unit above commercial); and 29 units were affordable to above moderate income households. Built units represent 12% of Sausalito's total 1999-2014 housing unit capacity.

2. Vacant and Underutilized Land

State Housing Element law requires local governments to prepare an inventory of land suitable for residential development, including vacant sites and sites having the potential for redevelopment, and an analysis of the relationship of zoning and public facilities and services to these sites. The inventory of land suitable for residential development must be used to identify sites that can be developed for housing within the planning period. In terms of evaluating the adequacy of these sites to address the affordability targets established by the RHNA, State Housing Element law provides for use of "default densities" to assess affordability. Based on its population, Sausalito falls within the default density of 20 units/acre for providing sites affordable to very low and low income households. For moderate income households, a threshold of 12 units/acre is used to reflect a reasonable density for achieving moderate income development.

Table 4.4: Acreage and Number of Parcels by Zoning District

Land Use Category	Zoning	No. of Parcels	Acreage	Average Density	Projected Dwelling Units
VACANT RESIDENTIAL SITES					
Very Low Density Residential	R-1-20	13	5.58	3.3 du/acre	13
Low Density Residential	R-1-8	1	0.22	4.6 du/acre	1
Medium Low Density Residential	R-1-6	5	0.65	7.8 du/acre	5
Medium Density Residential	R-2-5	1	1.90	8.4 du/acre	16
Medium High Density Residential	R-2-2.5	7	0.91	17.5 du/acre	14
High Density Residential	R-3	1	0.41	26.7 du/acre	11
Subtotal		**28**	**9.66**		**60**
UNDERUTILIZED TWO-FAMILY & MULTI-FAMILY SITES					
Medium High Density Residential	R-2-2.5	25	3.66	18.6 du/acre	36
High Density Residential	R-3	15	2.33	27.0 du/acre	27
Subtotal		**40**	**6.00**		**63**
UNDERUTILIZED MIXED USE SITES					
Neighborhood Commercial	CN-1	10	1.35	17.5 du/acre	21
Mixed Residential & Commercial	CR	9	1.12	25.3 du/acre	26
Subtotal		**19**	**2.47**		**47**
TOTAL		**87**	**18.13**		**170**

a. Residential Infill Sites

A review of all parcels within the City with residential zoning in place yields a total of **68** parcels that are considered good candidates for infill residential development (refer to **Table 4.4**). On these parcels, it is estimated that **123** new residential units could be built in the future under existing zoning regulations. On average these potential housing developments would consist of 1.80 units per parcel. This small-scale level of potential development is consistent with the constraints and character of Sausalito.

In order to assure a meaningful analysis, a number of filters were developed in order to identify only those properties that truly have realistic development potential. The filters indicate parameters below which development would likely be challenging and less feasible. Please see Appendix C – Vacant and Underutilized Sites Analysis for a more detailed explanation of each filter.

- Parcels of 40% average slope or more were excluded for R-2 and R-3 Districts as steeper slopes create more development constraints;
- All landlocked parcels were removed as access would be a challenge;
- Underutilized parcels with existing homes built after 1980 were removed;
- All parcels less than 3,000 square feet (s.f.) in size were removed as parcels that are too small present challenges meeting development standards;
- All parcels on the City's List of Noteworthy Historic Structures were removed;
- All parcels on the City's list of Constructed and Approved projects were removed to avoid double-counting;
- All parcels that could take on only one additional unit were included if there was relatively straightforward development potential. Lots that were included had underutilized portions, or had existing buildings where another floor could be added without conflicting with development standards, or had existing buildings that were dilapidated or abandoned;
- All parcels that had obvious parking constraints preventing the addition of units were removed; and
- Visual checks were made using Google Earth and Google Streetview, and site visits were made to all parcels listed, to ascertain the actual build out and visual conditions of buildings.

The City allows a fairly dense development pattern through the application of the zoning regulations which allow floor area ratios of 35% and 50%, front yard setbacks of zero feet (including corner lots), five foot side yard setbacks typically, and a height limit of 32 feet.





b. Commercial Infill Sites

The existing zoning regulations allow for residential uses on upper floors of commercially-zoned property. This form of mixed-use infill development is an ideal way for the City to utilize its existing stock of parcels currently served by existing roads and utilities. Residents over ground floor commercial provide passive security for the area, provide a built-in customer base, and create increased activity and vitality within commercial areas. This form of traditional mixed-use enhances the historic development pattern found in the commercial areas of the City where a number of apartments and flats exist above street level retail spaces. Similar to the residential parcels, commercially zoned sites result in very small infill projects of 2.47 dwelling units per parcel on average.

Parcels with residential development potential in the CC, CN-1, CR, CN-2 Zoning Districts were identified based on the following filters (please also see footnotes 3 to 9 under Residential Infill Sites):

- Parcels of 40% slope were excluded as steeper slopes create more development constraints;
- All landlocked parcels were removed as access would be a challenge;
- All parcels less than 3,000 square feet (s.f.) in size were removed as parcels that are too small present challenges meeting development standards;
- All parcels that were deemed infeasible due to size, age and condition of existing buildings were removed;
- All parcels on the City's List of Noteworthy Historic Structures were removed;
- All parcels that had obvious parking constraints preventing the addition of units were removed;
- All parcels that were on the City's list of Constructed and Approved projects were removed to avoid double-counting; and
- Visual checks were made using Google Earth and Google Streetview, and site visits were made to all parcels listed, to ascertain the actual build out and visual conditions of buildings.

As depicted in **Table 4.4**, **19** parcels were identified as good candidates for mixed-use development under existing zoning designations. Some sites would support adding new residences by converting existing commercial space, constructing new upper levels, or above existing buildings, where other sites would involve a redevelopment of the site by demolishing existing buildings and erecting new buildings. There are **47** units in this category, which represents **11%** of the total housing units planned.

An additional visual survey of all commercial parcels in the City showed that there are currently at least 8 existing upper-floor commercial units with lease signs, and are suitable for conversion into housing.

None of the Commercial Infill Sites are located within the Marinship. Changes in land use within the Marinship are subject to the Fair Traffic Initiative, which would require a city-wide vote.







3. Liveaboards

Sausalito has a long-standing tradition as a working waterfront with a vibrant marine culture that has defined the community for over 100 years. There are eight marinas in the City with over 1,500 vessels where several hundred boat owners reside on their boats as permanent "liveaboard" housing. In recognition of the important role liveaboards play in providing affordable housing for the community's marine workers and other modest income residents, the San Francisco Bay Conservation and Development Commission (BCDC) and Sausalito Zoning Ordinance both allow for up to 10% of marina berths to be used as permanent liveaboard housing. The Environmental Protection Agency and the National Oceanic and Atmospheric Administration support the provision of liveaboards in well-managed marinas as an environmentally sustainable housing option.

In order to document the nature and affordability of liveaboards in Sausalito, the City conducted an anonymous survey of liveaboard tenants in Sausalito's marinas in 2009. A total of 42 written surveys were completed, providing the following insights into Sausalito's liveaboard population[1]:

- Liveaboard residents are generally not transient and tend to stay on their boats for extended periods of time. The average tenure of those surveyed was over 10 years, with 73% of respondents living on their boats at least the last five years.
- The overwhelming majority of liveaboards consider themselves permanent residents of their boats, and when asked whether they would prefer to spend their money on a boat or an apartment, 94% expressed a preference for living on board.
- In addition to lifestyle preference, many liveaboard tenants earn modest incomes and are only able to afford to live in Sausalito by living on their boats. The survey documents a median income of $42,500 among liveaboards and the median cost of a berth at $660, well below the $1,900 average rent for a one-bedroom apartment in Sausalito.
- While the majority (62%) of liveaboards are single-person households, 33% of survey respondents are two person households, and 5% and are three person households. Roommates, couples and single-parent households typify Sausalito's multi-person liveaboards.

[1] The complete results of the survey are published in the *Liveaboard Technical Report* dated May 25, 2011 and available at the Community Development Department and on the City's website under the Housing Element link.

- A large number of liveaboard residents are employed in marine-related occupations, and include boat builders and repair, sail makers, restorers of historic boats, maritime artists, marine surveyors, harbor masters, shipmates and boat captains, among others. Living on the water allows these marine workers to showcase their skills and to live near work opportunities.

For purposes of the Housing Element site inventory, the following methodology is utilized to quantify the number of existing and future liveaboards that can be credited towards Sausalito's RHNA:

1. Document the number of liveaboards counted in the 2000 census and thus already reflected in ABAG's count of existing units in Sausalito in the 2009-2014 RHNA;
2. Document the number of existing "legal" liveaboards in each census block with permits from the San Francisco Bay Conservation and Development Commission (BCDC);
3. Quantify the number of permitted liveaboards not counted by the 2000 census by census block and apply towards the City's RHNA;
4. Conduct a follow-up survey with the marina operators to confirm berth rents, liveaboard fees and other monthly housing costs to assess affordability, and;
5. Identify future liveaboard "sites" based on any unused liveaboard capacity within each marina and credit towards the RHNA.

a. 2000 Census Count of Liveaboards

The U.S. Census defines a housing unit as "a living quarters in which the occupant or occupants live separately from any other individuals in the building and have direct access to their living quarters from outside the building or through a common hall." The Census further states that "nontraditional living quarters such as boats, RVs, and tents are considered to be housing units only if someone is living in them and they are the occupant's usual residence or the occupant has no usual residence elsewhere. These nontraditional living arrangements are not considered to be housing units if they are vacant."

Sausalito's legally permitted liveaboards represent a permanent form of housing which conforms to the Census definition of a housing unit. The liveaboard survey documents the non-transient nature of Sausalito's liveaboard residents, with three-quarters of survey respondents living on their boats for at least five years. Furthermore, housing elements for two other jurisdictions – Marin County and Redwood City - recognize liveaboards as permanent housing, and have utilized liveaboards to address a portion of their respective RHNAs.

Table 4.5 compares the 2000 Census count of liveaboards by census block with the actual number of existing "legal" liveaboards as authorized by BCDC. As indicated by this table, the 2000 Census identifies 76 housing units[2] within the three census blocks which encompass the City's eight marinas. In contrast, 152 existing liveaboards with BCDC permits are located within these census blocks, reflecting a Census undercount of 76 liveaboard units. Most of the City's marinas do not provide on-site mailboxes for liveaboard residents, and thus many liveaboards

[2] The Census does not break down housing units by type of unit at the block level. However, the three census blocks which contain the City's eight marinas coincide with the City's waterfront and contain no housing units on land.

do not receive census forms, as well as other public notices, thus contributing to the Census undercount.[3]

Table 4.5: Comparison of Existing Permitted Liveaboards and 2000 Census

Census Block (Tract 1302, Block Group 1)	Census Housing Unit Count	Marina	Existing Liveaboards with BCDC Permits	Census Undercount of Permitted Liveaboards
1000	8	Pelican Harbor	9	32
		Sausalito Yacht Harbor	31	
1001	10	Galilee Harbor*	38	44
		Schoonmaker Marina	16	
		Sausalito Marine Ways	--	
1020	58	Clipper Yacht Harbor	52	0
		Marina Plaza	6	
		Sausalito (Arques) Shipyard	--	
Totals	**76 units**		**152**	**76 units**

Source: 2000 U.S. Census; San Francisco Bay Conservation and Development Commission (BCDC) December 2011; City of Sausalito *Liveaboard Technical Report*, May 25, 2011.
*Note: As the new Galilee Harbor opened as a legally permitted marina in 2003, it is assumed none of the 10 units counted in 2000 in census block 1001 are attributable to Galilee Harbor.

b. Liveaboard Affordability

In order to assess the affordability of liveaboard rents, the City compiled data on monthly berth rents as reported in the survey of liveaboard residents, and conducted follow-up interviews with marina operators to more precisely define total monthly housing costs (liveaboard, parking and storage fees; utility costs; and pump out charges).[4] Adding these additional housing costs to the berth rents identified in the liveaboard surveys results in total monthly housing costs ranging from $825-$1,415 for one person households, and from $1,000-$1,675 for two person households. As indicated in **Table 4.6** below, these total liveaboard housing costs fall well within the levels affordable to low income households in Marin County.

[3] As a means of better integrating liveaboards within the community, Housing Element Implementing Program 11 includes coordination with marina operators to establish a bulletin board at each marina for the posting of public notices and the potential establishment of mailboxes for liveaboard tenants.
[4] Mortgage costs were not included as the majority of liveaboards own their boats, as confirmed by the liveaboard survey which documents 90% of respondents own their boats.

Table 4.6: Liveaboard Rents and Affordability

Household Size	Total Monthly Housing Costs (e.g., berth rent, liveaboard fee, parking, storage, pump out, and utilities)		Max Affordable Housing Cost to Low Income
	Range	Median	
1	$825 - $1,415	$1,000	$1,500
2	$1,000 - $1,675	$1,500	$1,710

Source: City of Sausalito *Liveaboard Technical Report*, May 25, 2011;
State Income Limits for 2011 (Marin County).
Note: Does not include rent restricted berths in Galilee Harbor.

One of the City's marinas – Galilee Harbor – is a member-run cooperative maintained as an affordable housing community with rent and income restrictions. The Galilee Harbor Community Association (GHCA) was formed in 1980 by boatworkers and artists who lived in vessels on and near the historic Napa Street Pier in response to development proposals which would uproot their long-term liveaboard community. After prolonged negotiations, GHCA received BCDC and City permits for a live-aboard marina providing low-cost housing to artists and maritime workers, thereby helping to preserve the working Sausalito waterfront. Member boats moved in to the 38-slip marina in 2003.

Income and affordability restrictions at Galilee Harbor are governed by the Memorandum of Understanding between GHCA, BCDC and the City, as well as affordability restrictions imposed by the various sources of public funds used to build the marina, including Federal Home Loan Bank AHP funds, Marin County CDBG funds, and Marin Community Foundation funds. In aggregate, the income restrictions at Galilee are as follows:

Minimum 5 berths – extremely low income (<30% AMI)
Minimum 7 berths – very low income (<50% AMI)
Minimum 15 berths – low income (<80% AMI)
Up to 7 berths – moderate income (<120% AMI)
Up to 4 berths - unrestricted

While 11 of Galilee's 38 berths are not restricted to low income occupancy (either moderate income or unrestricted income), based on discussions with Galilee's marina manager and market rents at other marinas, rent levels still fall within levels affordable to low income households. The non-profit housing corporation EAH conducts annual income certification of tenants in Galilee to ensure continued compliance with the Memorandum of Understanding.

Zoning Ordinance Section 10.44.170.H regarding liveaboards states: "As vacancies occur, marina operators shall give preference to qualified low and moderate income tenants until such tenants constitute at least 50% of the liveaboard vessels in the marina." The liveaboard program in the Housing Element calls for monitoring and enforcement of these provisions as part of the liveaboard Conditional Use Permit.

c. Future Liveaboard Capacity

Similar to residential sites capacity under zoning, several marinas have additional capacity for liveaboards as authorized by BCDC and the City. As illustrated in **Table 4.7**, BCDC has authorized

211 liveaboards within six marinas in the City whereas 152 permitted liveaboards currently exist in these marinas, providing capacity for 59 additional liveaboards. Given the rent structure in these marinas, it can be assumed future liveaboards would continue to provide affordability to low income households.

Table 4.7: Additional Liveaboard Capacity in Permitted Marinas

Marinas with BCDC Permits	Authorized Liveaboards under BCDC Permit	Existing Permitted Liveaboards	Additional Liveaboard Capacity
Pelican Harbor	9	9	0
Sausalito Yacht Harbor*	62	31	31
Galilee Harbor	38	38	0
Schoonmaker Marina	20	16	4
Clipper Yacht Harbor	72	52	20
Marina Plaza	10	6	4
Totals	**211**	**152**	**59**

Source: San Francisco Bay Conservation and Development Commission (BCDC) December 2011; City of Sausalito *Liveaboard Technical Report*, May 25, 2011.
*BCDC indicates that current authorized liveaboards of 5% (31) can be increased to 10% (62) upon owner's request and demonstration of compliance with SF Bay Plan marina policies.

d. Summary of Liveaboard RHNA Credits

Based on the preceding analysis, **Table 4.8** summarizes the number and affordability of liveaboards which can be credited towards the RHNA:

Table 4.8: Existing and Future Liveaboards RHNA Credits

	Total Liveaboard Units	Affordability Category		
		Extremely Low	Very Low	Low
2000 Census Undercount of Permitted Liveaboards	76	5	7	64
Additional Liveaboard Capacity	59			59
Totals	**135**	**5**	**7**	**123**

4. New and Existing Accessory Dwelling Units

The Housing Element allows and encourages the creation of new accessory dwelling units (ADUs) as a form of small scale, contextual infill development that will provide an affordable housing type throughout the City. Due to the City's very high percentage (47%) of single person households, this strategy is ideally suited to Sausalito.

a. Existing Accessory Dwelling Units

ADUs, also referred to as second units, are small, self-contained dwelling units that provide a kitchen, bathroom and sleeping area. The unit can be attached to the main home with a separate entrance or can be a small detached unit located in the rear yard or above a garage. ADUs can provide affordable rental options for smaller households, such as caregivers or the elderly parents of the primary homeowner, and can provide rental income for the primary homeowner.

While the City adopted a zoning regulation in 1984 prohibiting the development of ADUs in all residential zone districts, the City recognizes the existence of hundreds of ADUs in the community illegally built without permits. In order to collect information on the extent and nature of ADUs for the Housing Element, in 2010 the City mailed surveys to all 3,200+ residential property owners in the City. A total of 715 of these postage-paid, anonymous questionnaires were completed and returned to the City.[5] The results of the ADU survey can be summarized as follows:

Property Owners with an Existing ADU

- 108 survey respondents (15% of total) indicated they currently have an ADU on their property
- Nearly half (46%) of respondents with an ADU said they would apply for amnesty if the City adopted an amnesty program to legalize unpermitted ADUs, 6% said they would not apply for amnesty, 26% said they were not sure, and 22% said amnesty did not apply (ADU likely built prior to the 1984 regulation prohibiting ADUs)
- Two-thirds of respondents indicated their ADU was currently occupied, and three-quarters of respondents indicated their ADU was rented to a tenant.
- 97 respondents provided information on the rents charged for the ADU. 28% of rents were within the level affordable to very low income households, 57% were affordable to low income households, and 15% were affordable to moderate income households.

Table 4.9: ADU Rents and Affordability

Bedrooms	*Very Low Income*		*Low Income*		*Moderate Income*	
	Max Affordable Rent	**# ADUs**	***Max Affordable Rent***	**# ADUs**	***Max Affordable Rent***	**# ADUs**
Studio/One	$935	26	$1,500	52	$2,135	13
Two	$1,070	1	$1,710	3	$2,440	2
Total		**27**		**55**		**15**
ADU Rent Distribution		**28%**		**57%**		**15%**

[5] The complete results of this survey are published in the *ADU Single-Family Technical Report* and *ADU Multi-family Technical Report*, both dated March 28, 2011, and available at City Hall and on the City's website under the Housing Element link.

Property Owners without an Existing ADU

- 606 survey respondents indicated they do not currently have an ADU on their property.
- 62 (10%) of respondents indicated they have an existing structure on their property that could potentially be converted into an ADU.
- 186 respondents (31%) indicated they have at least 500 square feet of undeveloped space on their lot which could potentially accommodate an ADU.
- 115 respondents said they would be inclined to build an ADU if City regulations permitted, representing 19% of non-ADU property owners.
- Among those respondents who had considered building an ADU or incorporating one into their house, the primary reason was for extra income, followed by having a location for relatives to live. Other responses included having space for a live-in caregiver and space for relatives visiting from out of town.

In summary, the community has come to recognize ADUs as a low impact approach to addressing a portion of the community's lower income housing needs, and the Housing Element thus establishes programs to both allow new ADUs and legalize existing ADUs which were built without permits. The following describes how each of these approaches will contribute towards the City RHNA.

b. New Construction of Accessory Dwelling Units

The City's survey indicates a strong interest by property owners in building an ADU, and illustrates the physical capacity of adding a detached unit on nearly one-third of respondents' parcels. Given the City's very high percentage (47%) of single person households, combined with the high incidence of senior households (26%), ADUs are a good match for the City's housing needs. The City's goal will be to establish development standards, which both encourage and facilitate the provision of ADUs and promote quality design and neighborhood compatibility. The following ADU incentives will be evaluated for inclusion in the updated regulations:

- Flexible development standards including exemption of ADUs from floor area and/or building coverage limits;
- Discounted building permit fees; and
- Parking reductions if near transit.

The Community Development Department will work with architects and residents to prepare "stock" ADU building plans appropriate for local neighborhoods. The intent is to provide applicants with designs, elevations and floor plans that comply with the City's ADU standards, thereby expediting permit approval.

Extensive public education and outreach will be provided in conjunction with development of the ADU regulations and amnesty program. Once adopted, the City will develop a brochure describing the new ADU standards and incentives to promote their development.

The City is proceeding with preparation of updated ADU regulations in conjunction with the Housing Element, with the goal of adopting both the regulations and Housing Element in mid

2012. Given the strong demand for ADUs, the demonstrated capacity to provide such units, and the incentives to be adopted to encourage their development, the City's objective will be to achieve the creation of 48 new ADUs during the balance of the 2007-2014 planning period. This 48 unit goal has been derived based on the following findings from the City's ADU survey:

- The ADU survey demonstrated that 19% of residential property owners without an ADU would be inclined to create a new ADU if City regulations permitted.
- Applying this 19% to all 2 bedroom or more units (3,000 units) yields 570 potential new ADUs.
- Assuming one-third of these property owners had the physical site capacity to provide an ADU and parking (or were able to qualify for a parking waiver) yields 190 ADUs.
- Assuming that one-quarter of these 190 property owners would take advantage of creating an ADU within the 2012-2014 planning period yields 48 ADUs.
- The affordability of these 48 ADUs is based on rent levels from the City's ADU survey as follows:

Table 4.10: 2012-2014 Objectives for New Accessory Dwelling Units

	Total	Income Category		
		Very Low	Low	Moderate
Number of New ADUs	48	14	27	7
% by Income Category	--	28%	57%	15%

c. Registration and Amnesty for Existing Accessory Dwelling Units

Given the existence of possibly hundreds of accessory dwelling units in the community built illegally which may or may not meet basic health and safety guidelines, the City's goal is to legalize these units, bring them into the official housing stock to contribute towards meeting regional housing needs allocation (RHNA), and make them safe and sanitary for current and future tenants. To achieve this goal, the City will implement an amnesty program to allow property owners with ADUs not currently recognized as "units" in the Census the opportunity to register these units with the City without facing fines for non-permitted construction.

Both Marin County and Mill Valley have had highly successful ADU amnesty programs, with legalization of over 100 unpermitted ADUs in each jurisdiction. Sausalito will follow the model these amnesty programs used to build public trust, conducting extensive community outreach to reassure the public that applicants will not be penalized for illegal construction and explaining the benefits of legalization (increase in property value, allowance for relaxed development standards, reduced fees, opportunity to register unit without facing fines).

As an incentive to property owners to apply for an ADU amnesty permit, the City will offer certain modified standards to accommodate existing buildings. In addition to the flexibility in development standards identified for *new* ADUs, the following additional incentives have been identified for evaluation to encourage legalization of *existing* ADUs:

- Waiver of parking requirements;
- Exemption of ADUs from building coverage and floor area limits;
- Significant discounts in building permit fees; and

Both Marin County and Mill Valley received a 50% reduction in water connection fees from the Marin Municipal Water District during the amnesty period of their highly successful ADU amnesty programs. Sausalito will contact the Water District to establish a similar fee reduction.

To receive an ADU amnesty permit, all health and safety code violations must be corrected based on City building inspections of the unit. For purposes of crediting the ADU towards the RHNA, property owners will be required to demonstrate that the unit did not have an individual address as of the 2000 census and does not have a building permit of record, and thus has not been accounted for in the count of existing units in the City's 2009-2014 RHNA. Acceptable documentation may include:

- Written affidavits from current and/or former owners, tenants, or neighbors, signed and notarized under penalty of perjury;
- County Assessor records;
- Rental contracts and/or receipts;
- Income tax records; and
- Utility bills.

The City is proceeding with development of the ADU amnesty program in combination with creation of the updated regulations for new ADUs, with the goal of adopting both in conjunction with the Housing Element in mid-2012. The City anticipates the accessory dwelling unit amnesty program will, at a minimum, bring 26 previously unpermitted units not previously recorded by the Census into the City's official housing stock during the balance of the 2007-2014 planning period, as supported by the following findings from the City's ADU survey:

- The ADU survey demonstrated that 15% of residential property owners have an existing ADU on their property.
- Applying this 15% to all 2 bedroom or more units (3,000 units) yields 450 existing ADUs.
- Approximately 25% of owners indicated their ADUs were constructed without building permits. Applying this 25% to the estimated 450 existing ADUs yields 112 existing illegal ADUs.
- The survey documents that half of nearly half (46%) of respondents with an ADU would apply for amnesty, equating to 52 of the estimated 112 illegal units.
- Assuming that one-half of these 52 property owners would take advantage of legalizing their ADU within the 2012-2014 planning period yields 26 ADUs.
- The affordability of these 26 ADUs is based on rent levels from the City's ADU survey as follows:

Table 4.11: 2012-2014 Objectives for Existing Accessory Dwelling Units under Amnesty Program

	Total	Income Category		
		Very Low	Low	Moderate
Number of Existing ADUs Legalized	26	7	15	4
% by Income Category	--	28%	57%	15%

5. Residential Development Potential Compared to the RHNA

As detailed earlier in **Table 4.1**, the City's residential development potential during the planning period is comprised of the following:

- 52 units issued residential permits during the 1999-2006 and 2007-2014 planning periods to be credited towards the RHNA,
- 123 residential units from unmet capacity in residential zoning districts, within the current General Plan and zoning framework,
- 47 residential units from unmet capacity in mixed-use zoning districts, within the current General Plan and zoning framework,
- 76 existing liveaboards undercounted in the 2000 Census,
- 59 liveaboards from the remaining capacity in marinas with BCDC permits,
- 48 future Accessory Dwelling Units projected to be constructed, and
- 26 existing unpermitted Accessory Dwelling Units to be permitted under an amnesty program.

In total, the City's site inventory provides for 431 units. In terms of evaluating the adequacy of these sites to address the affordability targets established by the RHNA, affordability for vacant and underutilized sites is based on "default densities" of 20 units/acre for very low and low income households and 12 units/acre for moderate income households; affordability for liveaboards is based on the surveys of liveaboard tenants and marina rents; and affordability for accessory dwelling units is based on rents levels documented in the City's ADU survey. As summarized in **Table 4.12** below, the City has provided adequate sites to address its aggregate RHNA of 372 units for all income categories, providing a 16% buffer above its minimum RHNA requirement. The City aims to further encourage and facilitate the production of affordable units throughout the community through implementation of the policies and programs set forth in Chapter II – Housing Plan.

Table 4.12 Comparison of RHNA and Site Inventory

	Very Low	Low	Moderate	Above Moderate	TOTALS
1999-2014 RHNA	**81**	**47**	**84**	**160**	**372**
Residential Site Inventory	**97**	**207**	**63**	**64**	**431**
Buffer	**16** (20%)	**160** (340%)	**-21** (-25%)	**-96** (-60%)	**59** (16%)

6. Availability of Infrastructure and Public Services

Sausalito is an urbanized community therefore land designated for residential use can be linked up to the existing infrastructure grid easily, including sewer and water lines, streets, storm drains, telephone, electrical and gas lines. The Sausalito-Marin City Sanitary District provides the City's sewer needs, and Bay Cities Refuse serves the garbage removal function, with fees based on volume. The Marin Municipal Water District provides Sausalito with its water supply, with most of the water coming from rainfall collected in Marin reservoirs. There is no shortfall anticipated during the 2009-2014 planning period in the ability of these districts to provide these necessary public services.

However, Sausalito's sewer infrastructure system is old and in need of repair. The City has over 27 miles of sewer pipe, some over 60 years old. In recent years, the antiquated pipes have caused sewage spills, releasing raw sewage into Richardson's Bay. In April 2008, the U.S. Environmental Protection Agency (EPA) issued an Administrative Order mandating that the City assess, repair, or replace its aging sewer pipes. In addition, the City was sued by Northern California River Watch for violations under the Clean Water Act. In November 2008, the City reached a settlement with River Watch. The City is implementing plans to upgrade its antiquated sewer system, complying with terms laid out by EPA and River Watch. To fund the estimated $7.6 million upgrade, sewer fees were increased in 2009.

In addition to improving the City's sewer lines, the City must also explore strategies to hasten the repair of private lateral sewer pipes on private property. Every residence has a private lateral sewer line connecting to a city sewer line. Unfortunately, many of these private laterals are also in need of repair, and add stress to the current sewer system.

The City has put various programs in place, such as assessment and mandated repair of private sewer lateral lines when a property is sold. Still, by some estimates this strategy alone would take 60 years or more to adequately address the private lateral sewer line problem. As a result, the City continues to explore additional programs and options for private lateral sewer pipe repair.

Research is also on-going regarding the sanitation conditions and practices of marinas in the City. Detailed documentation on these practices is not readily available at the time of writing, however, the City recognizes the importance of preventing pollution to the waterways and the Bay, and will continue working with relevant agencies such as BCDC to ensure that the marina and harbor activities remain sustainable. Direct discharge of effluent into Richardson's Bay is a misdemeanor. There are also organizations that seek to provide environmentally clean facilities to the boating community and protect waterways from pollution. The Richardson's Bay Regional Agency (RBRA), in co-operation with the Department of Boating and Waterways, operates sewage pump-out services for Richardson's Bay area marinas and anchored vessels. Another example is Clean Marina, and the Clipper Yacht Harbor is a certified Clean Marina under their program. It is in the City's interest to ensure that the new implementing program to permit the marinas would involve conditions for meeting certain sanitary standards.

B. Financial Resources

The extent to which the City can achieve its Housing Element goals and objectives is due in some part to the availability of financial resources for implementation. Below is a summary of major sources of existing and potential funding available to carry out housing activities.

1. Local Programs

a. Affordable Housing Fund
Chapter II of the Housing Element sets forth an implementing program to establish an Affordable Housing Fund that will be used to construct or help leverage construction of affordable housing. Potential Fund resources include: in-lieu fees from an Inclusionary Housing Program; in-lieu fees on small condominium conversions (three to four units); in-lieu fees for development of single-family units in multi-family zones; and commercial in-lieu fees. Implementing regulations will be established to manage the Fund and establish parameters for allocation of funds towards projects. This program will move forward once a funding source have been identified, and will coincide with the collection of fees.

b. Marin Workforce Housing Trust
The Marin Workforce Housing Trust is a public/private partnership that has been created to meet the challenges of housing affordability for workers in Marin County. Through a revolving loan fund, the Trust provides low-interest rate loans to nonprofit and for-profit developers who are constructing homes affordable to lower income families, as well as special needs populations. Every dollar that is contributed to the Housing Trust is matched by both the Marin Community Foundation and the County of Marin, thereby tripling the value of each donation.

c. Community Development Block Grant (CDBG)
Sausalito is a participating city in Marin County's Community Development Block Grant (CDBG) program, and is thus income qualified residents are eligible for participation in several of the County's CDBG programs, including the Residential Rehabilitation Loan Program and Home Connection of Marin matching services for home seekers and people interested in sharing their homes.

d. Section 8 Rental Assistance Program
The Section 8 Rental Assistance Program extends rental subsidies to very low-income households (50% AMI), offering a voucher that pays the difference between the current fair market rent and what a tenant can afford to pay (i.e., 30% of household income). The program is administered by *Marin Housing*. Given the significant gap between market rents and what very low income households can afford to pay for housing in the City, Section 8 plays a critical role in allowing such households to remain in the community. Several of liveaboard residents receive Section 8 assistance.

2. State Programs

The State Department of Housing and Community Development (HCD) administers more than 20 programs that award loans and grants for the construction, acquisition, rehabilitation and preservation of affordable rental and ownership housing, homeless shelters and transitional housing, public facilities and infrastructure, and the development of jobs for lower income workers Most of these programs award points for jurisdictions with an adopted housing element found in substantial compliance by HCD. The following highlights several of the State's programs with potential relevance in Sausalito:

a. Building Equity and Growth in Neighborhoods (BEGIN) Program
The BEGIN Program is a homeownership program providing grants to local governments that reduce regulatory constraints to housing. Grants are provided for down payment assistance to low- and moderate-income first-time homebuyers.

b. Infill Incentive Grant (IIG) Program
The IIG Program provides funds for infrastructure improvements necessary to facilitate new infill housing development.

c. HOME Investment Partnership Programs (HOME)
The HOME Program provides grants to cities, counties, and Community Housing Development Organizations (CHDOs) for housing rehabilitation, new construction, and acquisition and rehabilitation for both single-family and multi-family housing projects serving lower income renters and owners.

d. Housing Enabled by Local Partnerships (HELP) Program, California Housing Finance Agency
The HELP Program and the Residential Development Loan Program (RDLP) offer reduced rate loans to local government entities for locally determined affordable housing activities and priorities (acquisition, construction, rehabilitation, single-family homeownership, or preservation of multi-family and special needs units).

e. Local Housing Trust Funds (LHTF)
State funding is available to assist existing and new Local Housing Trust Funds (LHTFs). The State will provide matching grant funds to LHTFs. Approved activities include development of affordable multi-family rental and ownership housing and emergency shelters. New Local Housing Trust Funds that are in a county with a population of less than 425,000 persons will be given priority for receiving funding during each of the NOFA rounds.

f. Multifamily Housing Program (MHP)
Provides deferred payment loans to assist the new construction, rehabilitation and preservation of permanent and transitional rental housing for lower income households. The conversion of non-residential structures to rental housing are also eligible.

C. Administrative Resources

The Bay Area is home to numerous nonprofit housing developers who have produced thousands of high-quality affordable housing projects over the past 40 years. These non-profit agencies can serve as resources in helping Sausalito to address its housing needs, and in the implementation of its Housing Element programs.

In Sausalito, two non-profits have a track record of developing and managing successful affordable housing projects – Rotary Housing and EAH. The recently incorporated Sausalito Village can also serve as a resource to the City in implementing its senior-oriented housing programs. The Nonprofit Housing Association of Northern California (NPH) serves as a local networking agency, advocacy group and resource organization for affordable housing developers in the Bay Area.

The key to the success of non-profit developers lies in three areas: first, in their ability to draw upon a diversity of funding sources and mechanisms to make their developments work financially; second, in their commitment to working cooperatively and constructively with the local community, including local officials as well as neighborhood residents; and third, in their long-term commitment to ensuring excellence in design, construction and management of their developments, creating assets that are valued by the people who live in the developments as well as their neighbors and others in the community.

D. Opportunities for Energy Conservation

Conventional building construction, use and demolition along with the manufacturing of building materials have multiple impacts on our environment. Nationwide, the building industry accounts for:

- ✓ 65 percent of electricity consumption
- ✓ 30 percent of greenhouse gas emissions
- ✓ 30 percent of raw materials use
- ✓ 30 percent of landfill waste
- ✓ 12 percent of potable water consumption

Interest in addressing these impacts at all levels of government has been growing. In 2004, the State of California adopted legislation requiring LEED (Leadership in Energy and Environmental Design) certification for new and renovated public buildings. Some local jurisdictions have not only adopted similar standards for their public buildings, but have also required LEED certification for larger commercial and residential developments.

LEED certification building standards are one piece of a coordinated green building program. In an effort to promote green buildings, cities are adopting green building programs. Most local building standards already consider energy and stormwater issues. In addition, many jurisdictions have programs related to energy, recycling, water conservation, stormwater management, land use, and public health. However, these programs are often overlapping and

uncoordinated. One of the primary goals behind establishing a green building program is to create a holistic and integrated design approach to green building.

A green building program considers a broad range of issues, including community and site design, energy efficiency, water conservation, resource-efficient material selection, indoor environmental quality, construction management, and building maintenance. The end result will be buildings that minimize the use of resources, are healthier for people, and reduce harm to the environment.

Both the public and private sectors currently offer grants, refunds, and other funding for green building. In addition, developments built to green standards assist both the owners and tenants with energy and maintenance costs over time. The following presents a variety of ways in which Sausalito can promote energy conservation and green building:

- ✓ Develop green (energy-efficient and environmentally-sensitive) building standards for public buildings.
- ✓ Provide incentives, such as expedited plan check, for private developments that are building green.
- ✓ Encourage higher densities and mixed use development within walking distance of commercial, thereby reducing vehicular trips and reducing greenhouse gas emissions.
- ✓ Promote financial resources available through the California Energy Commission for use of solar panels.
- ✓ Provide resource materials and training opportunities regarding green building and energy conservation.
- ✓ Apply green building criteria to rehabilitation of single and multi-family buildings.

As part of the Housing Element, Sausalito will implement green building regulations consistent with the State Green Building Code, and complete a Climate Action Plan that would have programs for ensuring more efficient energy use in the lifespan of buildings. The adoption of these measures emphasizes the City's leadership role in encouraging "green" building techniques. In addition, the community's emphasis on liveaboards and accessory dwelling units create a reduced environmental footprint in comparison to larger types of housing, and are recognized by the Environmental Protection Agency and the National Oceanic and Atmospheric Administration as environmentally sustainable housing options.

1. Energy Conservation Programs Offered through Local Utilities and Organizations

Utility rebate programs and energy audits are available through Marin County and Pacific Gas and Electric, particularly connected to housing rehabilitation programs. Lower-income households are also eligible for State sponsored energy and weatherization programs. The City will be pro-actively publicizing these programs on the City's website to promote rehabilitation assistance in the City, and also among the liveaboard community in permitted marinas.

Some non-profit organizations also provide free energy audits. Berkeley-based Rising Sun Energy organization offers free home energy audits to Marin County residents. This program hires youth professional Energy Specialists to conduct the audits and offer tips and suggestions for improving energy efficiency.

2. Pacific Gas & Electric

Pacific Gas & Electric (www.pge.com) provides both natural gas and electricity to residential consumers in Marin County, including Sausalito. The company provides a variety of energy conservation services for residents and PG&E also participates in several other energy assistance programs for lower-income households, which help qualified homeowners and renters conserve energy and control electricity costs. These include the following:

- **The California Alternate Rates for Energy (CARE) Program –** Provides a 20 percent monthly discount on gas and electric rates to income qualified households, certain non-profits, facilities housing agricultural employees, homeless shelters, hospices and other qualified non-profit group living facilities.

- **The Relief for Energy Assistance through Community Help (REACH) Program –** Provides one-time emergency energy assistance to low income customers who have no other way to pay their energy bill. REACH aims to assist who are in jeopardy of losing their electricity services, particularly the elderly, disabled, sick, working poor, and the unemployed, who experience severe hardships and are unable to pay for their necessary energy needs. Customers who have experienced an uncontrollable or unforeseen hardship may receive an energy credit up to $200.

- **The Balanced Payment Plan (BPP) –** Designed to eliminate big swings in a customer's monthly payments by averaging energy costs over the year. On enrollment, PG&E averages the amount of energy used by the household in the past year to derive the monthly BPP amount. PG&E checks the household's account every four months to make sure that its estimated average is on target. If the household's energy use has increased or decreased dramatically, PG&E will change the amount of monthly payment so that the household does not overpay or underpay too much over the course of a year.

- **The Low-Income Home Energy Assistance Program (LIHEAP) Block Grant –** Funded by the federal Department of Health and Human Services, it provides two basic types of services. Eligible low-income persons, via local governmental and nonprofit organizations, can receive financial assistance to offset the costs of heating and/or cooling dwellings, and/or have their dwellings weatherized to make them more energy efficient. This is accomplished through these three program components:

    - The Weatherization Program provides free weatherization services to improve the energy efficiency of homes, including attic insulation, weather-stripping, minor home repairs, and related energy conservation measures.
    - The Home Energy Assistance Program (HEAP) provides financial assistance to eligible households to offset the costs of heating and/or cooling dwellings.
    - The Energy Crisis Intervention Program (ECIP) provides payments for weather-related or energy-related emergencies.

- **The Family Electric Rate Assistance (FERA) Program** – PG&E's rate reduction program for large households of three or more people with low- to middle-income. It enables low income large households to receive a Tier 3 (131 percent to 200 percent of baseline) electric rate reduction on their PG&E bill every month.

- **Medical Baseline Allowance Program –** PG&E offers additional quantities of energy at the lowest (baseline) price for residential customers that have special medical or heating/cooling needs.

In addition, PG&E launched a campaign to hand out one million compact fluorescent light bulbs (CFLs) as part of Energy Star's "Change a Light, Change the World" campaign in October 2007 (http://www.pge-cfl.com/). PG&E is also educating its customers on how to work directly with manufacturers and retailers to discount the bulbs at the point of sale and are working with state and local governments to promote fluorescent lamp recycling through the California Take-It-Back Partnership (http://www.dtsc.ca.gov/TIB/index.cfm).

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APPENDIX A – HOUSING NEEDS ASSESSMENT

A. Introduction

The Regional Housing Needs Allocation (RHNA) is a state-mandated process which determines the quantity and affordability of housing for which a community must plan. The California Department of Housing and Community Development assigned the Bay Area a housing needs allocation of 214,500 for the 2007-2014 planning period. Of this figure, 4,882 units were allocated to Marin County for the planning period (roughly 690 a year) through distribution formula developed by The Association of Bay Area Governments. Of this figure, 165 units were allocated to the City of Sausalito.

Assembly Bill 1233, which took effect on January 1, 2006, requires local governments to "carry-over" RHNA allocations if a housing element fails to identify or make adequate sites available in a prior planning period. Since the City of Sausalito did not adopt an updated housing element in the 1999-2006 planning cycle to address the 1999-2006 RHNA allocations, the city must carry-over the housing needs allocation from the 1999-2006 planning period into the 2007-2014 planning period. Therefore, the combined housing needs allocation is 372 units, and just over a third of these must be affordable to lower income households (see **Table A.1**).

Table A.1: Sausalito RHNA Allocations (Planning Cycles 1999-2006 and 2007-2014)

Housing Income Limits and Needs (Based on Median Income of $95,000)			
	Allocation 1999-2006 Planning Cycle	Allocation 2007-2014 Planning Cycle	**Total Allocation**
Very Low (<50% Median Income)	36	45	**81**
Low (<80% Median Income)	17	30	**47**
Moderate (<120% Median Income)	50	34	**84**
Above Moderate	104	56	**160**
Total Allocation	**207**	**165**	**372**

It should be stressed that Sausalito is required to demonstrate that 372 units in various income categories can be accommodated. In developing its plan the city is required to consider a wide range of factors that have an impact on housing supply, demand, and affordability, such as population and employment growth, the condition of the housing stock, and the needs of segments of the population with special needs, such as the elderly, persons with disabilities, and large families or single parent households.

Much of the data in this report is taken from the 2000 US Census and subsequent projections and estimates by the Association of Bay Area Governments (ABAG). Some projections extend 25 years into the future, to 2035. The Housing Element Committee has chosen to limit the time horizon to the year 2020, since this is well past the 2014 horizon for the present planning period and the Committee believes that projections farther in the future have little reliability or bearing on the issues before it.

B. Existing Housing Need

1. Population and Employment

a. Population Projections

The population of Sausalito has remained relatively constant from 1980-2000 (see Table A.2).

Table A.2: Sausalito's Population from 1980-2000

1980 Population	1990 Population	2000 Population
7,338	7,152	7,330

While Marin County's population is projected to grow at a slightly faster pace in the next 10 years than it has in the past decade, the growth will be uneven, so in some jurisdictions growth will be slower or, as in Sausalito's case, remain flat. See Table A.3 below for the population figures and projected annual growth rates for 2000 to 2020.

Table A.3: Projected Countywide Annual Growth Rate (2000-2020)

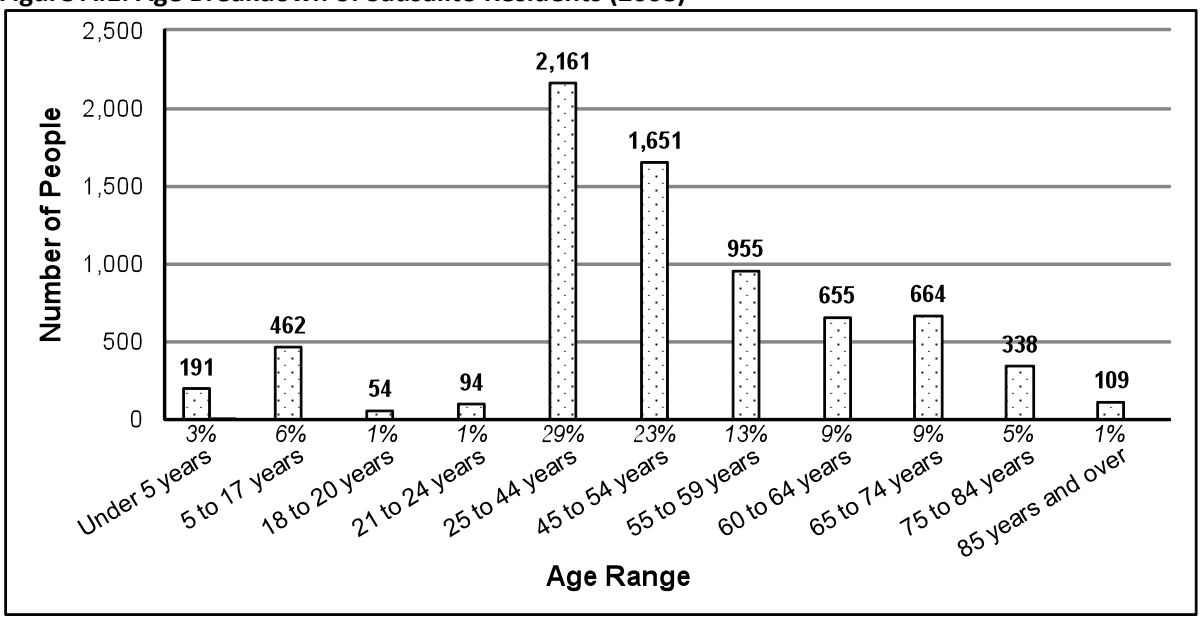
Jurisdiction	2000 Population	2010 Population	2020 Population	2000-2010 Growth Rate	2010-2020 Growth Rate
Belvedere*	2,125	2,150	2,200	0.1%	0.2%
Corte Madera**	9,242	9,800	10,300	0.6%	0.5%
Fairfax**	8,548	8,700	8,900	0.2%	0.2%
Larkspur**	24,804	25,200	27,200	0.2%	0.8%
Mill Valley**	18,486	19,000	19,700	0.3%	0.4%
Novato**	50,359	55,800	59,300	1.1%	0.6%
Ross**	2,329	2,450	2,500	0.5%	0.2%
San Anselmo**	14,740	14,900	15,100	0.1%	0.1%
San Rafael**	68,582	66,000	69,700	-0.4%	0.6%
Sausalito**	7,615	7,700	7,800	0.1%	0.1%
Tiburon**	10,758	11,100	11,300	0.3%	0.2%
Unincorporated	29,701	35,600	36,700	2.0%	0.3%
Countywide	247,289	258,400	270,600	0.4%	0.5%

*City **City Sphere of Influence

Source: ABAG Projections, 2007

Sausalito's age distribution is strongly skewed towards those 24 and older. Figure A.1 below provides the breakdown based on an estimated 2008 total population of 7,503 people.

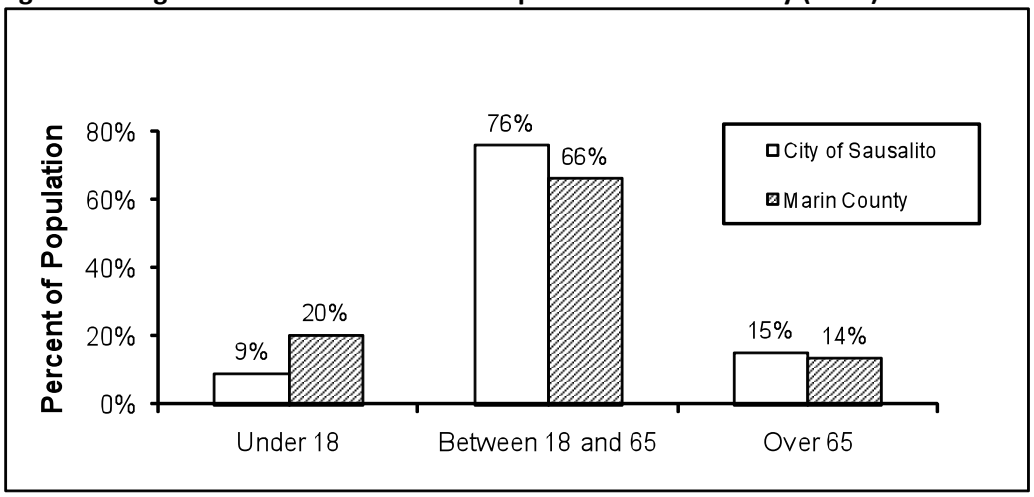
Figure A.1: Age Breakdown of Sausalito Residents (2008)



Source: Claritas (2008)

Sausalito's percentage of persons under 18 is 11 points lower than the Marin County figure, while the percentage for people between 18 and 65 is about 10 points higher. The percentage of people over 65 is about the same (see Figure A.2).

Figure A.2: Age of Sausalito Residents Compared to Marin County (2008)



Source: Claritas (2008)

The greatest increases in population age groups over the next 10 years are expected to be the elderly and young adult households, which tend to have the lowest income levels. By the year 2020, according to the Marin Commission on Aging (MCA), one out of every three Marin residents will be 60 year of age or older. MCA predicts this age group will nearly double in size from 40,000 to 74,000 persons by 2020. Three of four individuals of the "oldest old," 85 years of age or greater, are expected to be women.

b. Employment Trends

The 2007 ABAG projections indicate that in 2010 Sausalito is projected to have 5,290 employed residents (i.e. the working population of Sausalito). In 2008 two-thirds of the employed residents in Sausalito were employed in professional, management, business or financial occupations (see Table A.4). The services, agricultural, construction and transportation industries combined employ less than one-eighth of the working population, or 617 people.

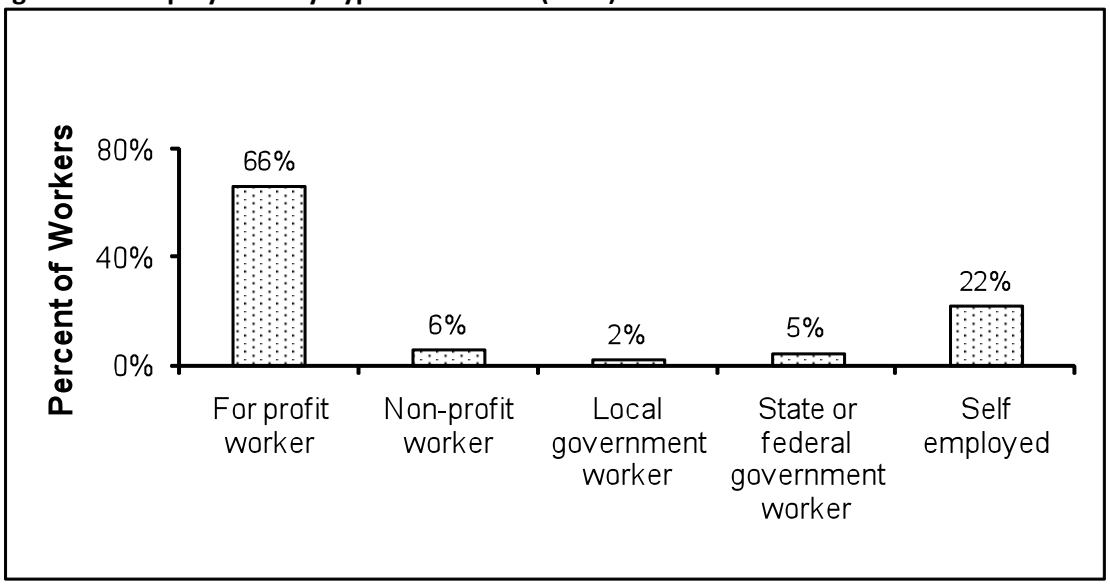
Table A.4: Occupation by Type in Sausalito

Occupation	Number of Employed Sausalito Residents	Percent
Management, Business, and Financial Operations	1,654	32%
Professional and Related Occupations	1,763	35%
Service	386	8%
Sales and Office	1,063	21%
Farming, Fishing, and Forestry	8	0%
Construction, Extraction and Maintenance	152	3%
Production, Transportation and Material Moving	71	1%
Total	5,097	100%

Source: Claritas (2008)

The 2007 ABAG projections indicate that in 2010 there will be 7,580 total jobs (the number of jobs in Sausalito).In 2008 the overwhelming major of those in the workforce in Sausalito are employed by for-profit organizations or self-employed. Government workers at all levels account for only 7% of all workers (see Figure A.3).

Figure A.3: Employment by Type in Sausalito (2008)



Source: Claritas 2008

According to the Department of Finance figures, the median annual salary of a job based in Marin was $37,000 in 2007. Typical Marin County wages are listed below in Table A.5 below.

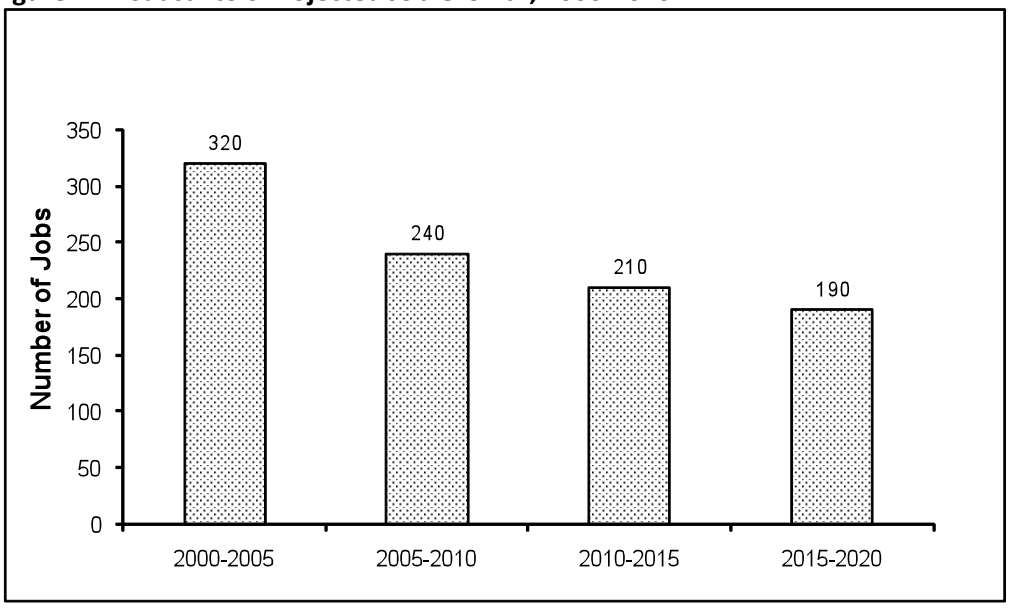
Table A.5: Typical Marin County Wages

Occupation	Wages in 2008
Retail Salespersons	$26,852
Postal Service Clerks	$45,676
Paralegals and Legal Assistants	$60,758
Middle School Teachers	$62,079
Electricians	$73,259
Computer Systems Analysts	$87,373
Dentists	$141,007

Source: CA Employment Development Department

According to ABAG projections, the decline in the rate of job growth seen in Sausalito in the past decade will continue to 2020, falling from an average of 56 new jobs per year over the past 10 years to only 40 per year for the next 10 years. See Figure A.4 for Sausalito's projected job growth through 2020.

Figure A.4: Sausalito's Projected Job Growth, 2000-2020

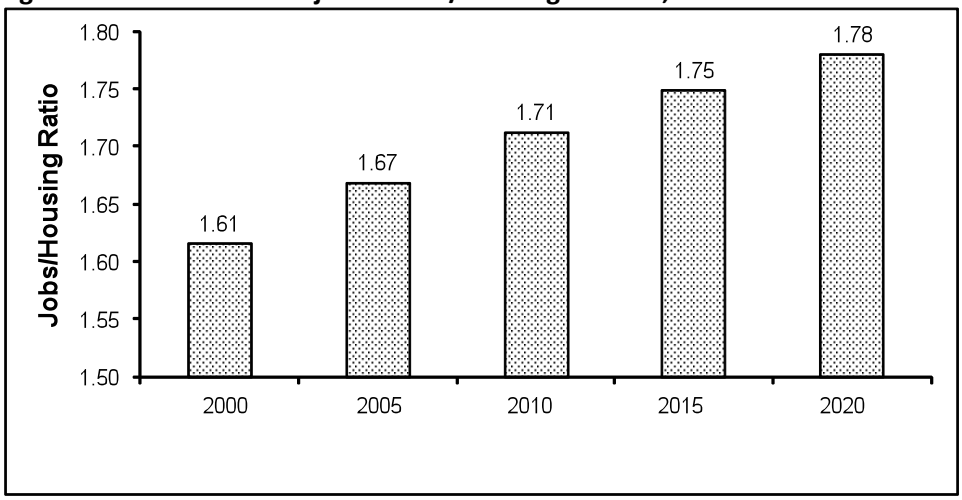


Source: ABAG Projections 2007

In general, jobs/housing balance is an in indicator of how many vehicle miles workers must commute to their jobs. A highly skewed ratio often means workers must commute far from where they live. The ratio of jobs per households is expected to increase in Sausalito from 1:1.6 in 2000 to 1:1.7 in 2020 (see Figure A.5). Generally, it is desirable to have a balance of jobs and workers in order to reduce commute times. However, a 1:1 ratio between jobs and employed residents does not guarantee a reduction in commute trips. Although Sausalito is expanding its

job base, many residents still commute elsewhere to work, while many of the people who work in Sausalito are living in other communities due to high housing costs (in comparison to level of pay), limited housing availability, or personal lifestyle choices. A simplified ratio measurement does not take these factors into account. Therefore, one focus of the Housing Element is to address the issue of matching housing costs and types to the needs and incomes of the community's workforce.

Figure A.5: Sausalito's Projected Jobs/Housing Balance, 2000-2020



Source: ABAG Projections 2007

2. Housing Condition

a. Housing Types and Production

Surprisingly, Sausalito has almost exactly the same number of housing units in single family as in multi-family structures. Table A.6 below shows the details and summarizes the change in housing types in Sausalito from 2000 to 2008.

Table A.6: Change in Housing Types in Sausalito, 2000-2008

	2000		2008		2000-2008 Change	
Unit Type	**Number**	**Percent**	**Number**	**Percent**	**Number**	**Percent**
Single-Family						
Detached	1,706	38%	1,743	38%	37	2%
Attached	423	9%	427	9%	4	1%
Subtotal Single-Family	*2,129*	*47%*	*2,170*	*48%*	*41*	*2%*
Multi-Family						
2-4 units	1,353	30%	1,346	29%	-7	-1%
5+ Units	805	18%	827	18%	22	3%
Mobile Home and Other	224	5%	224	5%	0	0%
Subtotal Multi-Family	*2,382*	*53%*	*2,397*	*52%*	*15*	*1%*
Totals	4,511	100%	4,567	100%	56	1%

Source: Department of Finance E-5

b. Age and Condition of the Housing Stock

Sausalito's housing stock is old. Well over 85% of the 4,533 housing units in Sausalito in 2000 were built before 1980, more than 50% were built before 1960, and about 25% are pre-1940's structures (see Table A.7). Only a net of 56 units were added to the stock between 2000 and 2008, which is not enough to make a significant change in the percentage of units in the various age categories.

Table A.7: Age of Units Built in Sausalito and Marin County

Year Built	Number of Units Built in Sausalito	Percentage of Units Built in Sausalito	Number of Units Built in Marin County	Percentage of Units Built in Sausalito
1999 to March 2000	37	1%	998	1%
1995 to 1998	76	2%	2,693	3%
1990 to 1994	136	3%	3,698	4%
1980 to 1989	289	6%	9,887	10%
1970 to 1979	810	18%	20,006	20%
1960 to 1969	851	19%	23,181	23%
1940 to 1959	1,189	26%	27,144	27%
1939 or earlier	1,145	25%	13,043	13%
Total	4,533	100%	100,650	100%

Source: US Census, 2000

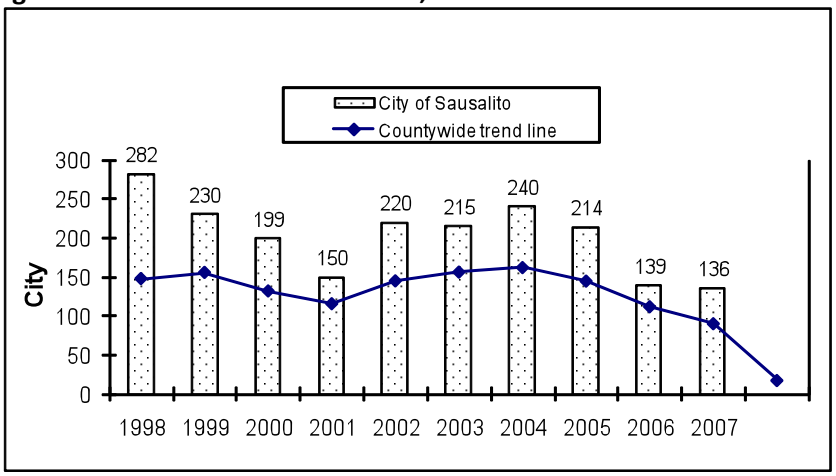
Despite the advanced age of the housing stock in Sausalito, the general condition of the units is very good due to ongoing repairs, maintenance, rehabilitation, and reconstruction. Land values in Sausalito are very high so the cost of even extensive renovations is often minor in comparison to the cost of the property. As a result, properties tend to be well maintained and frequently

updated. The City's Building Official has reported that there are five dwellings in Sausalito that are in need of repair and not currently under permit.

c. Construction prices and trends

From 2000 to 2007 2,052 homes were sold in Sausalito (see Figure A.6). During the same period 45,478 homes were sold countywide (Dataquick). Although the number of homes sold varied per year, the figure followed the countywide trend.

Figure A.6: Homes Sold in Sausalito, 1998-2007



Source: DataQuick

From 2000 to 2008, the median sale price of a home (single family and multifamily) in Sausalito increased by over 20%, from about $490,000 to about $740,000 (see Table A.8). Compared to the county as a whole, median sales prices in Sausalito rose by a higher percentage than all other jurisdictions besides Ross.

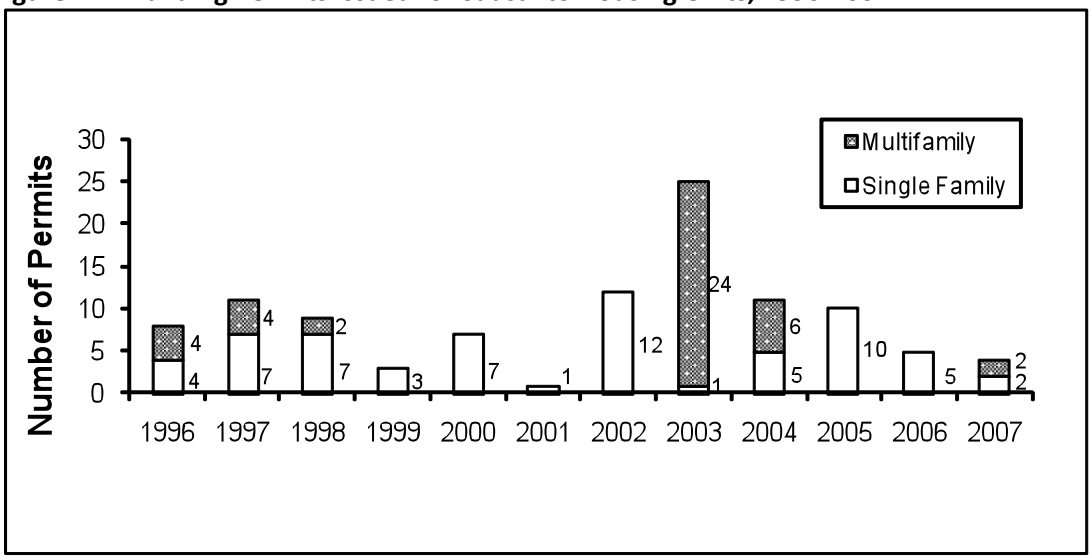
Table A.8: Regional Median Sale Price 2000-2008 (2007 dollars)

	2000	2002	2004	2006	2008
Belvedere/Tiburon	$1,123,268	$1,462,094	$1,630,150	$1,805,528	$1,531,457
Corte Madera	$657,320	$703,628	$800,324	$796,556	$885,678
Fairfax	$499,230	$579,838	$605,160	$668,399	$684,450
Larkspur	$873,300	$895,050	$1,018,130	$1,207,500	$1,230,000
Mill Valley	$748,845	$862,902	$1,005,322	$1,012,512	$999,297
Novato	$457,628	$532,257	$603,647	$597,594	$636,539
Ross	$1,476,889	$1,370,965	$2,239,092	$1,663,918	$2,661,826
San Anselmo	$626,534	$725,805	$801,837	$828,419	$855,563
San Rafael	$557,474	$626,183	$724,679	$743,453	$757,002
Sausalito	$494,238	$628,225	$779,144	$729,292	$742,628

Source: DataQuick

From 1996 through 2008 the number of building permits issued for housing units in Sausalito fluctuated. On average, about five building permits for single family units and about four building permits for multifamily units were issued per year (see Figure A.7).

Figure A.7: Building Permits Issued for Sausalito Housing Units, 1996-2007



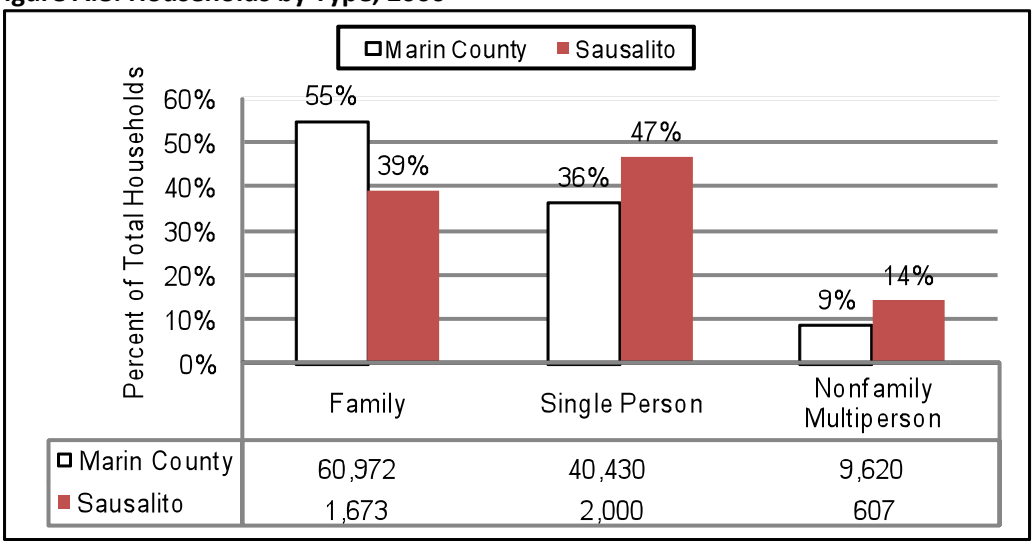
Source: Construction Industry Research Board, Building Permit Summary

3. Household Characteristics

a. Household Type and Tenure

The US Census defines a household as all of the people who occupy a housing unit as their usual place of residence and a housing unit *as* "a house, an apartment, a mobile home or trailer, a group of rooms, or a single room occupied as a separate living quarters, or if vacant, intended for occupancy as separate living quarters. Persons living in licensed facilities or dormitories are not considered households. In 2000 there were 4,280 households in Sausalito. Almost half of those households consisted of people living alone. Sausalito's percentage of people living alone is far higher than Marin County's. See Figure A.8 for a comparison of households by type in Sausalito and Marin County in 2000.

Figure A.8: Households by Type, 2000

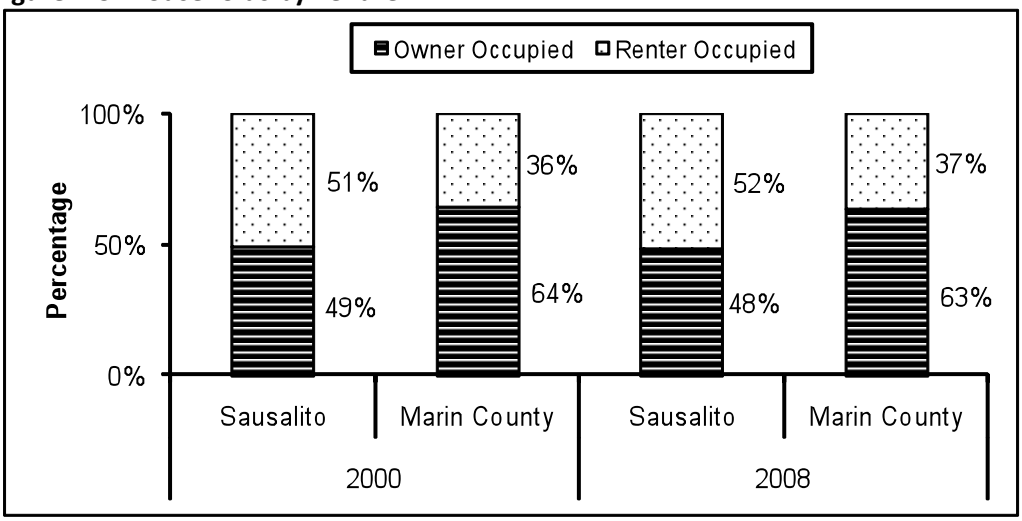


Source: US Census 2000

b. Housing Tenure

Tenure refers to whether a housing unit is rented or owned. Sausalito's housing units are almost equally divided between owners and renters, in marked contrast to the county, where the percentage of home ownership is considerably higher. See Figure A.9 for a comparison of owner and renter occupied households in Sausalito and Marin County.

Figure A.9: Households by Tenure



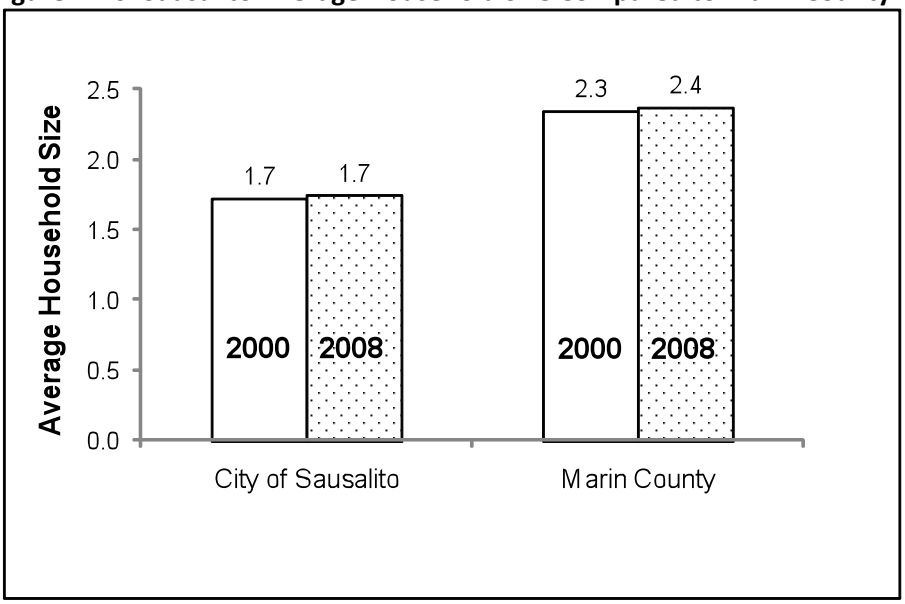
Source: US Census, 2000; Claritas, 2008

c. Average Household Size

The average household size in Marin County in 2000 was 2.3 persons and the average household size in Sausalito was 1.7 (US Census 2000). By 2008 the average household size in Marin County had increased slightly to 2.4 while Sausalito's average household size remained the same

(Department of Finance E5). See Figure A.10 for a comparison of Sausalito's average household size in 2000 and 2008 compared to Marin County.

Figure A.10: Sausalito Average Household Size Compared to Marin County

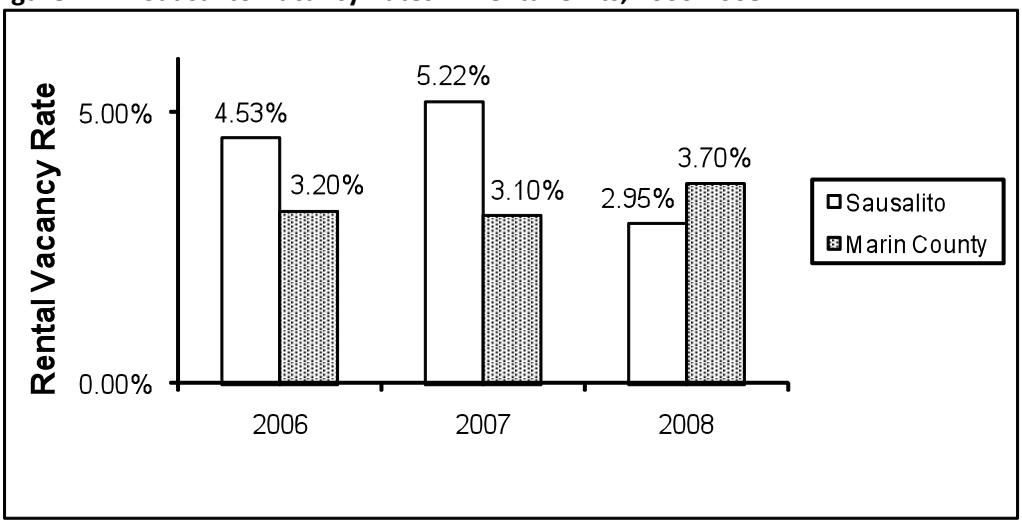


Source: US Census 1990 and 2000, Department of Finance E5 Report (DoF E5)

d. Vacancy Rate Trends

As housing prices have risen, rental unit vacancy rates have fallen (RealFacts). From 2006 to 2008 vacancy rates in rental units have slightly risen from 3.2 percent to 3.7 percent in Marin County. In Sausalito rental vacancy rates fluctuated from 2006 to 2008, with the vacancy rate just under 3 percent in 2008 (see Figure A.11).

Figure A.11: Sausalito Vacancy Rates in Rental Units, 2006-2008



Source: RealFacts

Housing experts consider a five percent rental vacancy rate as necessary to permit ordinary rental mobility. In a housing market with a lower vacancy rate, tenants will have difficulty locating appropriate units and strong market pressure will inflate rents. In addition, the lower the vacancy rate the greater the tendency for landlords to discriminate against potential renters. Fair Housing of Marin is a civil rights agency that investigates housing discrimination, including discrimination based on race, origin, disability, gender and children. Their caseload consists almost entirely of renters. The organization receives approximately 1,200 inquires a year, of which about 250 are discrimination complaints that are fully investigated. Fair Housing of Main also educates landowners on fair housing laws, provides seminars in English, Spanish and Vietnamese on how to prepare for a housing search and recognize discrimination, and education programs on the importance of community diversity in schools, which includes an annual "Fair Housing" poster contest.

4. Housing Costs, Household Income and Ability to Pay for Housing

a. Household Income

Income is defined as wages, salaries, pensions, social security benefits, and other forms of cash received by a household. Non-cash items, such as Medicare and other medical insurance benefits, are not included as income. It is generally expected that people can afford to pay about 30% of their gross income on housing. Housing costs include rent or principal, interest, property taxes and insurance, but not utilities, food, etc. It is therefore critical to understand the relationship between household income and housing costs to determine how affordable—or unaffordable—housing really is.

Information on household income by household size is maintained by the U.S. Department of Housing and Urban Development (HUD) for each county and is updated annually. Income categories are defined as a percentage of the countywide median household income for four person households: (1) Extremely Low Income—below 35% of median income; (2) Very-Low Income—below 50% of median income; (3) Low Income—50-80% of Marin County median income; (4) Moderate Income—80-120% of Marin County median income; and (5) Above-Moderate Income—120% and above. Income limits for all income categories are adjusted for household size so that larger households have higher income limits than smaller households. For all income categories, the income limits for household sizes other than four persons are calculated using the four-person income limit as the base. Data from the 2009 State Income Limits states the median income for Marin County is $96,800. The maximum income for each income categories based on this median income are as follows:

Extremely Low Income	*(<35% of median)*	*0-$33,880*
Very-Low Income	*(<50% of median)*	*$33,881-$48,400*
Lower Income	*(<80% of median)*	*48,401-$77,440*
Moderate Income	*(<120% of median)*	*$77,441-116,160*
Above Moderate Income	*(>120% of median)*	*over $116,161*

In 2008 approximately 400 Sausalito households (9%) earned less than $25,000 per year, 185 households (4%) earned between $25,000 and $34,999 per year, 316 households (7%) earned between $35,000 and $49,999 per year, 564 households (13%) earned less than $50,000 to $74,999 per year, and 2,833 households (66%) earn over $75,000 per year. Although recent data is not available for the proportion of owner or renter households within each of the income categories, Table A.9 shows a breakdown of the year 2000 households in Sausalito by tenure and income category (using four-person household income data). In 2000 the median county income was $74,900. Thus, at the time, 35% of median was $25,900, 50% of median was $37,450, 80% of median was $59,920 and 120% of median was $89,880.

Table A.9: Household Tenure by Income in Sausalito, 2000

	Renters		Owners		Total	
Census Category	***Number***	***Percent***	***Number***	***Percent***	***Number***	***Percent***
Less than $5,000	92	4%	41	2%	133	3%
$5,000 to $9,999	16	1%	43	2%	59	1%
$10,000 to $14,999	32	1%	39	2%	71	2%
$15,000 to $19,999	59	3%	67	3%	126	3%
$20,000 to $24,999	90	4%	31	1%	121	3%
$25,000 to $34,999	88	4%	109	5%	197	5%
$35,000 to $49,999	241	11%	194	9%	435	10%
$50,000 to $74,999	465	21%	262	12%	727	17%
$75,000 to $99,999	285	13%	269	13%	554	13%
$100,000 to $149,999	369	17%	314	15%	683	16%
$150,000 or more	446	20%	728	35%	1174	27%
Total:	2,183	100%	2,097	100%	4,280	100%

Source: US Census 2000

b. Extremely Low Income (ELI) Housing Needs (<35% of county median income)

In virtually all cases the only housing choice for extremely low income households is rental housing. For individuals, single-room occupancy units are also an affordable solution. Deed restricted rentals that target these income categories, often with supportive services, can be the best housing solution for extremely low income families or individuals.

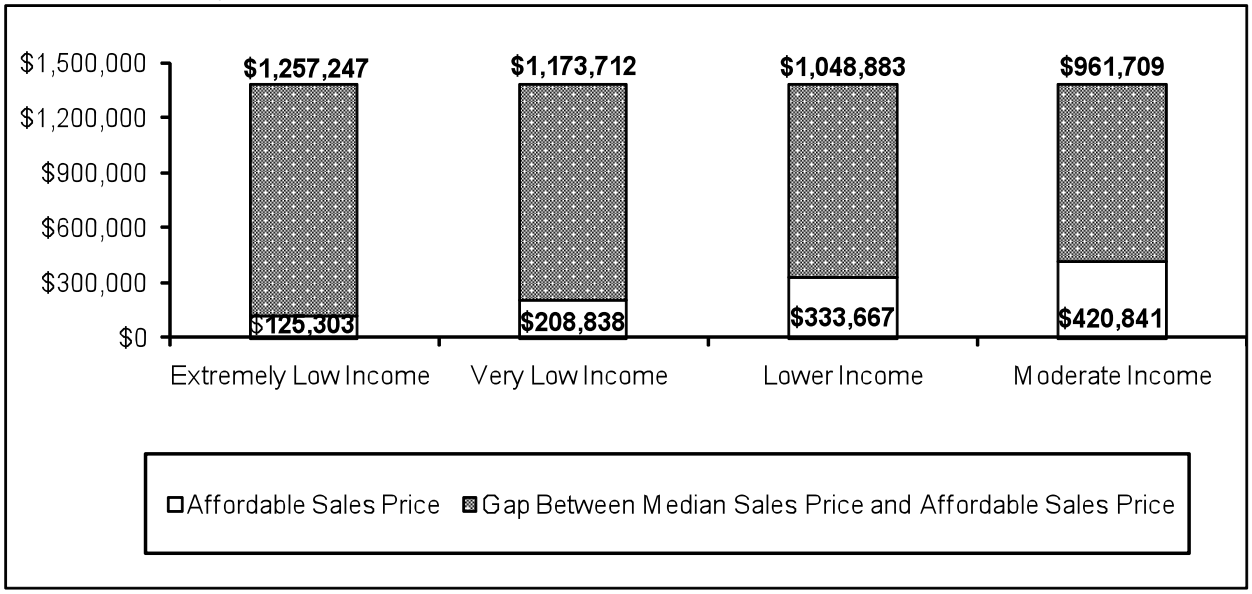
c. Sales Prices, Rents and Ability to Pay for Housing

There is a gap between affordable housing costs and actual housing costs for all lower income groups in Marin County. Households on an extremely low income budget can afford less than 10 percent of the median sales price of a single family home and just less than half the rent of a two bedroom apartment. In addition, the median sale price for a single family home in Sausalito is affordable only to households earning considerably more than a moderate income in the County.

In 2003, the median price for a single-family detached home in Sausalito was $1,075,000. Assuming a 6.5% interest rate, a 30-year fixed loan, and a 20% down payment, an income over

$230,000 per year would be needed to qualify for a loan for a single-family detached home. As housing costs and incomes have continued to increase, the issue of affordability has become more pronounced for Marin residents on the lower end of the income spectrum. The median price for a single-family detached home in Sausalito in 2008 was $1,382,550, requiring an income over $300,000 per year to qualify for a loan (see Figure A.12). The cost of multi-family homes has also increased, and to a greater degree. The median price of a townhome or condominium rose from $493,750 in 2003 to $780,000 in 2008. The required income to afford the median townhome or condominium rose from $109,000 to over $171,000.

Figure A.12: Gap between Affordable Sales Price and Median Sales Price of Single Family Home in Sausalito, 2008



Source: Marin County Assessor's Office. Affordable sales price based on the following assumptions: 6.5% interest rate, 30-year fixed loan, 20% down-payment and no additional monthly payments or funds available.

Assuming 30% of gross monthly income is spent on rent, very low income four-person households can afford a maximum monthly rent of $1,571 in Sausalito, based on the 2009 median income figure. Likewise, extremely low income four-person households can afford a maximum monthly rent of $943. In 2008 the average rental price for a one-bedroom, one-bathroom apartment in Sausalito was $1,482, a two bedroom, two bathroom apartment was 1,817 and a three-bedroom, two bathroom apartment was $1,915 (Real Facts, 2008). Average priced rental accommodation may be affordable to households with lower or moderate income, but is still unaffordable to households with very low or extremely low income in Sausalito.

Programs like Section 8 or units built with affordability controls can help meet the needs of lower income households. To meet this need it may be important to provide deeper levels of subsidy or housing with supportive services.

d. Overpaying

The 2000 Census indicates that overpayment remains a critical problem for lower and moderate-income households, who are disproportionately affected by this burden compared to other households. Affordability problems occur when housing costs become so high in relation to income that households have to pay an excessive proportion of their income for housing, or are unable to afford any housing and are homeless. Housing overpayment refers to spending more than 30 percent of income on housing; severe overpayment is spending greater than 50 percent.

Three quarters of lower income families in Sausalito, those with incomes under 80% of the county median, over overpay for housing, meaning that more than 30% of their income goes to housing. For families lower down on the income scale the housing burden is worse. Three out of four extremely low income households devote more than half of their income to housing.

The percentage of Sausalito's lower income population with high housing cost burdens is show in Table A.10 below.

Table A.10: Housing Cost Burden by Tenure and Household Size in Sausalito

	Total Renters	Total Owners	Total Households
Extremely Low Income	169	149	318
% with any housing problems	73.4%	100%	85.8%
% Cost Burden >30% (Overpayment)	73.4%	86.6%	79.6%
% Cost Burden >50% (Severe Overpayment)	73.4%	73.2%	73.3%
Very low income	159	105	264
% with any housing problems	100%	76.2%	90.5%
% Cost Burden >30% (Overpayment)	100%	76.2%	90.5%
Lower Income	249	210	459
% with any housing problems	88%	64%	77%
% Cost Burden >30% (Overpayment)	82%	64%	74%

Source: State of the Cities Comprehensive Affordability Strategy (CHAS)

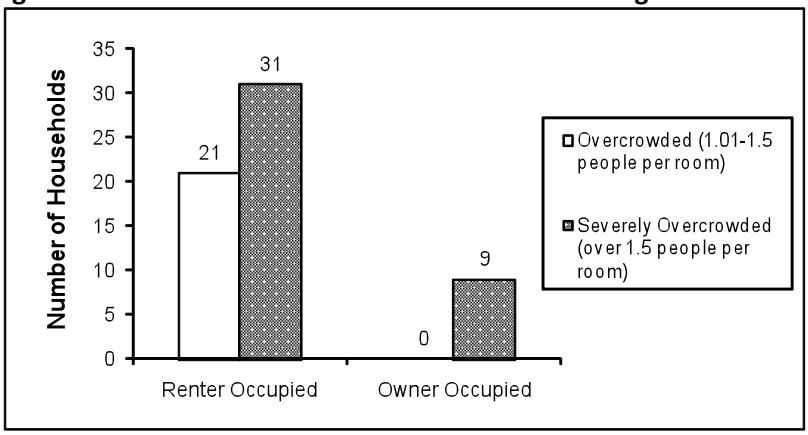
e. Overcrowding

The State defines an overcrowded unit as one occupied by more than 1.01 people per room excluding bathrooms and kitchens. A unit with more than 1.5 people per room is severely overcrowded. The incidence of overcrowded housing is a general measure of whether there is an available supply of adequately sized housing units. In Sausalito in 2000, only 1.43% percent

(61 households) of all households were considered overcrowded, and of these, 65 percent were severely overcrowded.

In Sausalito, tenure makes a significant difference in the rate of overcrowding. Of the 2,079 owner-occupied households in 2000, 0.43 percent were overcrowded. Overcrowding is much more prevalent in rental housing. Of the 2,183 rented units in Sausalito in 2000 2.38 percent of households were overcrowded and of these, 60 percent were severely overcrowded. See Figure A.13 for the number of households in Sausalito living in overcrowded units.

Figure A.13: Number of Households in Sausalito Living in Overcrowded Units



Source: US Census 2000

f. Foreclosure

As of January 2008, California had the nation's second-highest foreclosure rate (RealtyTrac.com). The foreclosure crisis has had a relatively smaller impact on Marin than the Bay Area region or the State as a whole; nonetheless, the price of housing is still not affordable to lower income households and those that work in Marin-based industries. On January 7, 2009, the Marin Independent Journal reported, "Marin foreclosures more than tripled in 2008". In December 2008, 1 in 148 homes in California was in foreclosure. In Marin County, 1 in 528 homes was in foreclosure. Between 2007 and 2008, foreclosure rates rose in most jurisdictions throughout the Bay Area and the State. Many rates were high; however, this was frequently due to the very low rates in 2007 when a small increase would result in a high percentage change. In contrast, the median change in the Bay Area as a whole was approximately a 50% increase.

However, the crisis has impacted public perception. The idea that the need for new construction is obsolete because affordable homes are available due to the foreclosure crisis is widespread and may increase community opposition to new construction of affordable homes. Because Marin has one of the lowest foreclosure rates in the State, Marin is not eligible for funds such as the Neighborhood Stabilization Program (NSP) through HUD.

Another useful indicator of foreclosure trends is the proportion of housing stock at risk of foreclosure; a home is termed at risk (or "under water") when it is worth less than the amount the owner still owes on the original mortgage. Owners who owe more than their homes are worth have a higher frequency of foreclosure. There were 205 foreclosure notices in Marin

County in December of 2008, of which 5 occurred in Sausalito. The number of foreclosure notices in Marin County was widely distributed from jurisdiction to jurisdiction, for example, in December of 2008 there were 3 foreclosure notices in Larkspur compared to 83 in Novato.

g. Assisted Developments at Risk of Conversion

California housing element law requires all jurisdictions to include a study of all lower income housing units which may at some future time be lost to the affordable inventory by the expiration of some type of affordability restrictions.

Sausalito has a total of 38 affordable rental housing units. Bee Street Housing, Inc., owns a six-unit senior housing property at 408 Bee Street which is managed by EAH Housing. The maximum income for a one person household at the Bee Street Housing property is $39,600 annually and for a two person household is $45,250 annually. The units were built on a 20-year HUD 202 contract which was renewed by HUD until 2025.

The Sausalito Rotary (a 501.c.3 non-profit) owns and manages the remaining 32 affordable units in Sausalito. Rotary Place is a 10 unit senior housing property on Bee Street and Rotary Village is a 22 unit senior housing development on Olima Street. The Rotary Housing projects were built without restrictive loans and are maintained as affordable projects as part of the organization's community service.

5. Special Needs Housing

In addition to overall housing needs, every jurisdiction must make a special effort to facilitate the development of housing for special need groups. To meet the community's special housing needs (including the needs of seniors, people living with physical and mental disabilities, single parent and female-headed households, large families, farmworkers, and individuals and families who are homeless), Sausalito must be creative and look to new ways of increasing the supply, diversity and affordability of this specialized housing stock. Table A.11 and Table A.12 provide the number of households and people in Sausalito within the various special needs groups.

Table A.11: Estimate of Special Needs Households in Sausalito, 2000

Special Needs Households	Total
Elderly (65+)	1,111
Large Family	28
Single-Female Headed	148
Total	1,287

Source: Census 2000, Claritas 2008

Table A.12: Estimate of Special Needs Persons in Sausalito, 2000

Special Needs Persons		
Persons with disabilities:	1,728	
16-64 years		*1,221*
65+ years		*507*
Farmworkers	491	
Permanent		*245*
Seasonal (less than 150 days)		*246*
Total	2,219	

Source: Census 2000, Claritas 2008

Special needs housing includes a variety of housing types and living arrangements, from independent living (owning or renting), to assisted living (licensed facilities), to supportive housing, transitional housing, and emergency shelter. Further, the vast majority of special needs housing is service enriched. In other words, services are offered to residents to help them maintain independent living as long as possible.

It is anticipated that liveaboards and second dwelling units are a significant potential for providing affordable housing in Sausalito. There are eight marinas in the City with over 1,500 vessels where several hundred boat owners reside on their boats as permanent "liveaboard" housing. In recognition of the important role liveaboards play in providing affordable housing for the community's marine workers and other modest income residents, the San Francisco Bay Conservation and Development Commission (BCDC) and Sausalito Zoning Code both allow for up to 10% of marina berths to be used as permanent liveaboard housing. One of the marinas in the City, Galilee Harbor is owned by a co-op and is primarily occupied by households with below moderate incomes. The 2000 Census identifies a total of 76 housing units[1] within the three census blocks which encompass Sausalito's eight marinas. In contrast, a total of 152 existing liveaboards with BCDC permits are located within these census blocks, reflecting a census undercount of 76 liveaboard units. Also, BCDC has authorized 211 liveaboards within six marinas in Sausalito whereas 152 permitted liveaboards currently exist in these marinas, providing capacity for 59 additional liveaboards that can be fulfilled in the future.

While the City of Sausalito adopted an ordinance in 1984 prohibiting the development of accessory dwelling units (ADUs) in all residential zone districts, the City recognizes the existence of hundreds of ADUs in the community built illegally without permits. In order to collect information on the extent and nature of ADUs for the Housing Element, in July and August 2010 the City mailed a survey to all 3,200+ residential property owners in Sausalito. A total of 715 of these postage-paid, anonymous questionnaires were completed and returned to the City.[2] In summary, the community has come to recognize ADUs as a low impact approach to addressing a

[1] The Census does not break down housing units by type of unit at the block level. However, the 3 census blocks which contain Sausalito's eight marinas coincide with the City's waterfront and contain no housing units on land.

[2] The complete results of this survey are published in the *ADU Single-Family Technical Report* and *ADU Multi-family Technical Report*, both dated March 28, 2011, and available at City Hall and on the City's website under the Housing Element link.

portion of Sausalito's lower income housing needs, and the Housing Element thus establishes programs to both allow new ADUs and legalize existing ADUs built without permits.

a. Persons with Disabilities

According to 2000 Census data, there is a total of 1,728 persons in Sausalito with disabilities (i.e., sensory, physical, mental and self-care disabilities), the majority of which are aged 16-64 (see Table A.12). People living with disabilities represent a wide range of different housing needs, depending on the type and severity of their disability as well as personal preference and lifestyle. The design of housing, accessibility modifications, proximity to services and transit, and group living opportunities represent some of the types of considerations and accommodations that are important in serving this need group. Incorporating barrier-free design in all new multifamily housing is especially important to provide the widest range of choice, and is required by the State of California and Federal Fair Housing laws.

Special consideration should also be given to the issue of income and affordability, as many people with disabilities may be in fixed income situations. As the population ages, the need for housing for people with disabilities will increase. Consideration can be given to dwelling conversion (or adaptability) and appropriate site design.

b. Seniors

As demonstrated in Table A.11, seniors are a significant special needs group in Sausalito, with a total population of 1,111. With the overall aging of society, the senior population (persons over 65 years of age) will increase in most communities, including Sausalito. Consequently, the need for affordable and specialized housing for older residents will grow. The particular housing needs of this group include the need for smaller and more efficient housing, for barrier-free and accessible housing, and for a wide variety of housing with health care and/or personal services, including the provision of a continuum of care as elderly households become less self-reliant. Typical forms of housing to meet the needs of seniors include smaller attached or detached housing for independent living (both market rate and below market rate); second units; shared housing; age-restricted subsidized rental developments; congregate care facilities; licensed facilities; and skilled nursing homes.

As people reach 75 years of age there is a dramatic increase in dementia, and in Marin County there is a significant need for dementia facilities or opportunities for seniors to remain with their family, such as in a "granny" or "in-law" second unit. There is also a need for housing where an "in-home" care-giver can reside.

The increasing longevity of people and the increasing number of seniors will create additional need for affordable housing and specialized housing for older residents. This has the following implications:

- Given the limited supply of vacant residential land, senior projects will compete with non-age-restricted housing for development sites, potentially conflicting with housing efforts aimed at meeting other important housing needs.

- Senior households on fixed incomes have limited resources for home improvements to maintain or rehabilitate older housing. The need for rehabilitation assistance programs may increase.
- Many seniors can become "trapped" in large houses due to upkeep expenditures and house payment increases that would result from moving into a smaller housing unit. This creates new information and assistance needs for local housing programs (Strategic Plan Data Focus Report 2004-2014, Division of Aging, Marin Health and Human Services)

Low- and very low-income seniors often cannot afford the cost of licensed facilities in Marin. According to the Marin County Division of Aging, the average basic rent is currently between $3,500 to $4,000 per month for a single bed (room, bathroom, and three meals a day). Personal care is an additional cost above the basic housing charge.

As discussed in Paragraph 4g (Assisted Developments at Risk of Conversion) above, Sausalito has three facilities for very-low income seniors, one owned by the non-profit housing corporation and managed by the Ecumenical Association for Housing (EAH) and the other two owned by the Rotary Housing Corporation. The three facilities provide 38 affordable rental housing units for very-low income seniors.

c. Large Households

Large households, defined as households with five or more persons, have special housing needs. Large households tend to have difficulty purchasing housing because large housing units are rarely affordable for lower income families and rental units with three or more bedrooms are not common. It is likely that large households in Sausalito, and Marin County in general, would have a difficult time finding affordable, appropriately sized housing. However, given the low incident of overcrowding, the high proportion of single-person households in Sausalito, and the high cost of housing in general, it is likely that the number of large households seeking housing in Sausalito is fairly limited. This is supported by Table A.11 above that shows, based on 2000 Census data, that there are 28 large families within Sausalito, which amounts to 2 percent of the special needs households in Sausalito and only 0.7 percent of the total households in Sausalito.

d. Single Parent and Female-Headed Households

Single parent and female-headed households, like large households, may have difficulty finding appropriately sized housing and need affordable housing with day care and recreation programs on-site or nearby, in proximity to schools and with access to services. Also, despite fair housing laws, discrimination against children may make it more difficult for this group to find adequate housing. Women in the housing market, especially the elderly, lower and moderate income individuals, and single-parents, face significant difficulties finding housing, and both ownership and rental units are extremely expensive relative to the incomes of many people in this population category. In 2000, there were 148 single-female headed householders, which amounted to 3.5 percent of the total number of households in Sausalito. However, none of the single-female headed householders had incomes below the poverty line in 2000 (2000 Census SF 3: P10 and P90).

e. Farmworkers

State law requires that housing elements evaluate the need for farmworker housing in the local jurisdiction. Although the most recent regional needs determination did not assess the regional need for additional farmworker housing in the Bay Area, the 1988 needs determination concluded that there is no regional need for additional farmworker housing in the Bay Area. There are no agricultural uses in Sausalito and, because lots tend to be small, the demand for landscape maintenance workers is small. There was no migrant worker housing identified in Sausalito in the 1990 Census. Table A.11 above indicates that in 2000 there were 491 farmworkers in Sausalito, which were likely people working within the fishing industry. Sausalito has a diversity of housing types including houseboats and liveaboards that could serve the needs of this special needs group.

f. Individuals and Families who are Homeless

In order to comply with Senate Bill 2 (SB 2), the City must analyze the housing needs of its homeless population, including the need for emergency shelter, transitional and supportive housing. According to the State Department of Housing and Community Development, emergency shelter is defined as housing that offers minimal supportive services, limits occupancy to six months or less, and is provided at no cost to the family or individual. Homeless individuals and families have perhaps the most immediate housing need of any group. They also have one of the most difficult sets of housing needs to meet, due to both the diversity and complexity of the factors that lead to homelessness, and to community concern regarding the siting of housing that serves homeless clients. Statistics regarding homelessness reflect everyone who does not have a permanent home of their own including people who are staying with friends or family, living in their cars, staying in shelters as well as those who are on the street.

i. Number of Homeless People

The best source of data for estimating the daily average number of homeless people is the 2011 Marin Homeless Point in Time Count, which was conducted by the Marin Health and Human Services on January 27, 2011. The data was gathered from 50 organizations serving homeless people and included a count of both unsheltered homeless people (those living on the streets) and those who were sheltered (living in emergency shelters and transitional housing) on the night before the count. The count reports numbers of sheltered and unsheltered homeless people to the U.S. Department of Housing and Urban Development (HUD), according to HUD's definition of homelessness.

The count found a total of 1,220 homeless persons (unsheltered, sheltered, and other homeless populations). The total number of adults was 972. The unsheltered homeless count is broken down by jurisdiction in Table A.13.

Table A.13: Marin County Unsheltered Homeless, 2011

City (Location on the day of the count) "What city/area did you stay last night?"	Unsheltered Homeless Count	Percentage
Bolinas	30	5.2%
Belvedere	0	0.0%
Corte Madera	6	1.0%
Fairfax	15	2.6%
Forest Knolls	2	0.3%
Greenbrae	4	0.7%
Inverness	1	0.3%
Kentfield	3	0.2%
Lagunitas	2	0.7%
Larkspur	3	0.3%
Marin City	10	1.7%
Mill Valley	6	1.0%
Novato	83	14.5%
Olema	2	0.3%
Out of area	4	0.7%
Pt. Reyes	14	2.4%
Ross	1	0.2%
San Anselmo	6	1.0%
San Geronimo	3	0.5%
San Rafael	257	44.8%
Sausalito	**30**	**5.2%**
Stinson	**1**	**0.2%**
Tiburon	2	0.3%
West Marin	1	0.2%
Woodacre	2	0.3%
Not stated	86	15.0%
Total	**574**	**100%**

Source: County of Marin Homeless Point in Time Count 2011

As shown above, the count found that there were 30 unsheltered homeless in Sausalito. Data is not available on the breakdown of the sheltered homeless population by jurisdiction, and since the vast majority of Marin's emergency shelters and transitional housing are located in either San Rafael or Novato, it is likely that most of the sheltered homeless people were residing in one of those two jurisdictions on the night of the count.

On top of the homeless count, there were 4,179 persons who were precariously housed on the same day. A person is considered precariously housed and at risk of homelessness if they are about to lose housing and have no other place to live, or are housed but living temporarily with friends or family because they lack the resources or support networks to retain or obtain permanent housing and/or are housed but have moved frequently due to economic reasons and/or are living in severely overcrowded housing.

ii. Homeless Subpopulations and Service Needs

In addition to estimating the daily average number of homeless people, SB2 requires that jurisdictions include in their Housing Elements a description of the percentage of subpopulations of homeless people in the community, including data that identifies specific service needs (e.g. mental illness, substance use, developmental disability, emancipated foster youth). The best source for estimating homeless subpopulations and service needs is the 2011 Marin Homeless Point in Time Count. As part of the 2011 count, data was gathered on how many homeless people had particular disabilities or other special needs. See Table A.14 below for a county-wide summary of these needs.

Table A.14: Health Issues of the Homeless Community in Marin County, 2011

"Do you have any of the following health issues?"	Number	Percentage
Physical Disability	220	18%
Not Stated	112	9%
Multiple Disabilities	140	11%
Mental Illness	216	18%
HIV	16	1%
Drug Use	215	18%
Developmental	36	3%
Co-occurring	119	10%
Chronic Health Condition	196	16%
Alcohol Use	228	19%

Source: County of Marin Homeless Point in Time Count 2011

This data demonstrates that homeless people in Marin County are likely to have at least one disability. 56% of adults counted reported having at least one type of disabling condition such as a physical or developmental disability, chronic illness or substance abuse problem. 11% suffered from two or more illnesses or conditions. The survey found that 229 persons, or 25%, were chronically homeless, meaning they had a disability and had been homeless continuously for 12 months or had experienced four episodes of homelessness over a three year period. This data is consistent with national studies that have found high levels of disability among homeless people and suggests that both health and behavioral health services are needed to assist this population. Consistent with what has been found nationally, 14% of adults counted reported experiencing domestic violence, and veterans comprised 8% of the adults counted.

iii. Inventory of Resources Available

SB 2 also requires that the Housing Element include an inventory of the homeless housing resources available within the community, including emergency shelters, transitional housing and supportive housing. Currently Sausalito does not have a dedicated emergency shelter, transitional housing or supportive housing within its jurisdictional boundary. Additionally, there is not currently any emergency shelter, transitional housing or supportive housing project in the development pipeline in Sausalito. However, the Citizens Housing Corporation maintains 50 beds at the Fireside Affordable Housing site in nearby Mill Valley, approximately 0.8 miles away from Sausalito's city limits.

Iv. Unmet Need for Emergency Shelter, Transitional and Supportive Housing

There is no data presently available documenting the increased level of demand for shelter in Marin County during particular times of the year. Due to the relatively mild climate, the only time of year when increased demand appears to be a factor is during the winter months (December to February). The biannual homeless count always takes place in the last week of January, which is a period when demand for shelter typically is at its highest. Since the year-round need described above is based on that biannual count, the seasonal need for emergency shelter is no likely greater than the year-round need.

In Sausalito, the estimated 30 unsheltered homeless individuals determined by the 2011 Marin Homeless Point in Time Count creates an unmet need of 30 emergency shelter beds.

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APPENDIX B – HOUSING CONSTRAINTS

A. Constraints and Opportunities

Section 65583(a) of the Government Code requires a discussion of constraints to the development of housing. Such constraints include both governmental and non-governmental constraints. Governmental constraints include potential and actual constraints upon the maintenance, improvement or development of housing for all income levels, and for persons with disabilities as a result of land use controls, codes and their enforcement, site improvements, fees and other exactions, and local processing and permit procedures. Non-governmental constraints include potential and actual constraints upon the maintenance, improvement or development of housing for all incomes such as availability of financing, the price of land, and the cost of construction. State housing law requires the identification of these constraints so that where possible, such constraints may be addressed and removed. An inventory of land suitable for residential development is also required, including vacant sites and sites having the potential for redevelopment, and an analysis of the relationship of zoning and public facilities and services to these sites. In addition, the analysis must include the identification of a zone or zones where emergency shelters are allowed as a permitted use without a conditional use or other discretionary permit.

B. Governmental Constraints

Like all local jurisdictions, the City of Sausalito has a number of procedures and regulations it requires any developer to follow, and fees to pay. There are many locally imposed land use and building requirements that can affect the type, appearance, and cost of housing built in Sausalito. These local requirements include zoning standards, permitting fees, parking requirements, subdivision design standards, and design review. Other building and design requirements enforced by Sausalito follow state laws, such as the California Building Code, Subdivision Map Act, and energy conservation requirements.

1. Endangered and Threatened Species

The City of Sausalito is 2.2 square miles total, of which 1.9 square miles is land, and the remaining 0.3 is water (Source: Census Bureau). Sausalito's 1.9 square miles of land is bound by sensitive eco-habitat for endangered and threatened species. The city's small size and proximity to endangered and threatened species habitat is a constraint when considering construction; birds, plants, and insects do not distinguish property lines.

The city's geographical constraints include: (1) Richardson's Bay (water) running the length of the city's base, and (2) Sausalito's Marin Headlands' Golden Gate National Recreation Area (GGNRA) running the length of the city's upper most ridge. The GGNRA also serves as the city's southern border.

Sausalito's Marin Headlands (GGNRA) is:

- Located at the center of the California Floristic Province, one of only five regions in the world with a Mediterranean climate. This climate promotes high floral diversity and unique assemblages rivaled only by the equatorial rainforests.

- Provides habitat for the endangered mission blue butterfly, one of the first species ever listed on the endangered species list, as well as the California red-legged frog, and migratory insects such as the monarch butterfly.

- Home to thirty-eight rare or special status plant species, of which 9 are Federally Endangered, 1 is Federally Threatened, 13 are Federal Species of Concerns, and the remaining 15 species are included or proposed for inclusion by the California Native Plant Society."

- Lies in the middle of the Pacific Flyway. Every year, hundreds of migratory bird species use the area as a rest and refueling space (National Parks Service).

Sausalito's waterfront provides a habitat for "zostera marina", or eelgrass. According to a recent Sausalito study of the marinship area and Sausalito waterfront (5/18/2010), "Eelgrass provides foods, shelter, and spawning grounds for many bay fish and invertebrates." Richardson's Bay, the major body of water forming Sausalito's northern waterfront, is a major subtidal spawning area for Pacific herring. The report also notes that "Eelgrass is also vital to bird species that forage on the fauna associated with eelgrass, such as the California least tern. Further degradation of eelgrass bed health will have a negative impact on bay fish, invertebrates, and some bird species as well as potential financial impacts on fisherman." The Sausalito General Plan notes that Richardson's Bay is especially susceptible to water pollution due to its enclosed shape, shallowness, and minimal tidal flushing action.

According to the California Department of Fish and Game's Natural Diversity Data Base (NDDB), two threatened or endangered plant species and four animal species are located within the Sausalito planning area. Plant species include the Point Reyes Bird's Beak and the white-rayed Pentachaeta. Animal species include the California Clapper Rail, California Black rail, the Salt March Harvest Mouse, and the Mission Blue Butterfly.

2. Sausalito's Sewer System

Many cities in California have sewer infrastructure challenges, but Sausalito's situation is unique and especially urgent. The City of Sausalito has over 27 miles of sewer pipe, some over 60 years old. Many of these aging pipes are cracked, broken, or literally crumbling; some are made of clay. In recent years, Sausalito's antiquated pipes have caused several sewage spills releasing millions of gallons of raw sewage into Richardson's Bay.

One of the hardest hit areas for environmental contamination is Sausalito's Marinship area, located to the north and built from landfill and bayfill during World War II. The sewer system and storm drains, constructed hastily during wartime, are old and substandard. According to a

recent Sausalito task force study of the Marinship area and Sausalito waterfront (May 18, 2010), the Marinship endures environmental contamination from seawater intrusion and storm water run-off year-round. In the Marinship, since the end of World War II, there has been no coordinated effort to maintain or upgrade various portions of the public infrastructure system. The City has not assumed the overall responsibility of the infrastructure and has not uniformly required development projects to provide off-site general improvements. Except where recent development has occurred, most of the utility systems are approaching obsolescence. Sewer pipe joints have been disconnected in multiple areas because of uneven settling of the ground. Sewer lines are prone to both leaking sewage out and leaking groundwater and seawater in. Raw sewage also leaks into broken storm drains and straight into the bay. The storm sewer systems cannot handle the storm volumes and back-up during high tides.
Sausalito's current sewer system is so inadequate that in April 2008 the U.S. Environmental Protection Agency (EPA) issued an Administrative Order mandating that the city of Sausalito assess, repair, or replace its aging sewer pipes within a specific timeframe. The EPA called for aggressive action and long-range plans to stop chronic sewage spills into Richardson's Bay.

In addition to the EPA mandate, the city of Sausalito was sued by Northern California River Watch for violations under the Clean Water Act. In November 2008 Sausalito reached a settlement with River Watch. Sausalito is now creating and implementing plans to address its antiquated sewer system, complying with terms laid out by EPA and River Watch.

To fund the estimated $7.6 million required to meet the EPA mandates, in 2009 Sausalito residents accepted a large sewer fee increase, with some property owners receiving up to a 67% rate fee hike.

In addition to improving the city's sewer lines, Sausalito must also explore strategies to hasten the repair of private lateral sewer pipes on private property. Every home in Sausalito has a private lateral sewer line connecting to a city sewer line. Unfortunately, many of these private laterals are also in need of repair, and add stress to the current system.

The City has put various programs in place, such as point-of-sale assessment and mandated repair of private lateral lines when a property is sold. Still, by some estimates this strategy alone would take 60 years or more to adequately address the private lateral sewer line problem. As a result, the city continues to explore additional programs and options for private lateral sewer pipe repair.

3. Density

Sausalito's density per square mile ranks 6th among Marin County's 14 cities (see Table B.1).

Table B.1: Marin County Jurisdiction's Density Ranked High to Low

Marin County Jurisdiction	Density per Square Mile
San Anselmo	4,584.4/sq mi
Belvedere	3,935.2/sq mi
Larkspur	3,833.7/sq mi
Fairfax	3,485.2/sq mi
San Rafael	3,352.3/sq mi
SAUSALITO	3,331.8/sq mi
Corte Madera	2,870.7/sq mi
Mill Valley	2,833.3/sq mi
Kentfield/Green Brea	2,117/sq mi
Novato	1,683/sq mi
Ross	1,461.5/sq mi
Stinson Beach	683/sq mi
Tiburon	656.5/sq mi
Muir Beach	590/sq mi

Source: http://en.wikipedia.org/wiki/Sausalito,California
Note: Another source, realestate.yahoo.com, raised Sausalito's density to 3,813.
http://realestate.yahoo.com/California/Sausalito/neighborhoods

Sausalito's current high density is above average for Marin County and would pose a constraint under the best circumstances. However, factoring in the current state of Sausalito's situation, with miles of crumbling sewers, narrow, winding roads, and the city's close proximity to sensitive ecosystems, the prospect of increasing density becomes especially challenging.

4. Federal and State Regulations regarding Hazardous / Toxic Waste

Housing located near toxic and hazardous waste dumps or collection and processing services, and housing located on landfill/bayfill could struggle to receive mortgage financing per new federal regulations. On June 12th, 2009 the FHA announced a new approval process to insure mortgages on individual units in condominium projects under Section 203(b) of the National Housing Act in accordance with the passage of the Housing and Economic Recovery Act (HERA) of 2008. The FHA states, in *Item IV. General Requirements, D. Environmental Review Requirements,* that

> "…the lender must avoid or mitigate the following conditions before completing its review process....The property is located within 3000 feet of a dump or landfill, or of a site on an EPA Superfund (NPL) list or equivalent state list, or a Phase I Environmental Site Assessment indicates the presence of a Recognized Environmental Condition or

recommends further (Phase II) assessment for the presence of contaminants that could affect the site...."

Large flat land sections within as well as outside and adjacent to the Marinship were used as dumping sites for toxic and hazardous waste (lead, paint, oil, etc.). Since this dumping occurred during wartime and under a state of emergency, toxic and hazardous waste was not subject to monitoring or environmental review.

Today, the Marinship area of Sausalito is home to federal and state agencies that conduct dredging, toxic waste, and hazardous waste collection and processing for the bay area. As such, the Marniship area is subject to a complex overlay of federal, state, and local land use and water use regulations. Federal and State Health and Safety Codes also apply.

The U.S. Army Corps of Engineers has a Base Yard facility in Sausalito's Marinship area and operates hazard collection boats that patrol for debris and toxic hazards throughout the bay, removing approximately 90 tons a month[1].

The Dredged Material Management Office (DMMO) dredges Sausalito's "Raccoon Straights", the body of water running the length of the Marinship waterfront. DMMO consists of representatives from the San Francisco District US Army Corps of engineers (COE), the U.S. Environmental Protection Agency (EPA), and San Francisco Bay Conservation and Development Commission (BCDC), the San Francisco Bay Regional Water Quality Control Board (RWQCB), and the state Lands Commission (SLC). In addition to these agencies, wildlife agencies lend advise and expertise to the DMMO process. These wildlife agencies include the National Marine Fisheries Service, the US Fish and Wildlife Service, and the California Department of Fish and Game; the agencies offer advice and expertise to the DMMO process.

In addition to historic and modern-day activities involving toxic and hazardous waste in northern Sausalito and, specifically, the Marinship area, flooding caused by landfill/bayfill subsidence, antiquated sewer systems, sea level rise, and cyclical tidal actions pollute sidewalks, streets, and structures with environmental contaminants such as nitrogen, herbicides, insecticides, oil, grease, toxic chemicals from urban runoff including the nearby 101 freeway, and sediment from improperly managed construction sites and erosion.

5. Land Use Controls

The 1995 "Land Use and Growth Management Element" in Sausalito's General Plan includes density standards ranging from up to 2.2 dwelling units per acre to 29 dwelling units per acre, with an average density of about 13 dwelling units per acre (see Table B.2). One third is designated for 'medium-low' development at 7.3 dwelling units per acre while another third is designated for 'medium-high' at 17.4 dwelling units per acre.

[1] http://www.spn.usace.army.mil/hazard_removal/index.html

Table B.2: Sausalito's Residential Density Standards

Land Use	General Plan Designation	Maximum Allowed Density (dwelling units per acre)
Single Family	Very Low Residential (R-1-20)	2.2
	Low Density Residential (R-1-8)	5.4
	Medium Low Density Residential (R-1-6)	7.3
	Arks (A)	0.35
	Houseboats (H)	4.35
Two Family	Medium Density Residential (R 2-5)	8.7
	Medium High Density Residential (R-2-2.5)	17.4
Multifamily	Planned Development High Density Residential (P-R)	22.3
	High Density Residential (R-3)	29.0

Source: Sausalito Zoning Ordinance

As an older city, there are numerous lots in Sausalito that were created prior to the current standards and are less than 5,000 square feet in area. In the R-2-2.5 (Two-Family) Zoning District Sausalito's Zoning Ordinance allows lots that were subdivided prior to 1963 (the majority of existing lots) with an area of 3,000 square feet to have two units. These are fairly high densities for land with topography as steep as what is prevalent in Sausalito.

Table B.3 lists the basic development standards for all of Sausalito's residential zones. The development standards regulating bulk and mass (floor area ratio and lot coverage) increase for the two-family and multi-family zones to allow for more units and greater design flexibility. In addition, the City of Sausalito does not have a required setback from the front property line, which gives owners greater flexibility in developing their properties.

Table B.3: Residential Development Standards

Development Requirement	R-1			R-2		P-R	R-3	H	A
	R-1-6	R-1-8	R-1-20	R-2-2.5	R-2-5				
Min. parcel size	6,000 sf	8,000 sf	20,000 sf	5,000 sf	10,000 sf	20,000 sf	5,000 sf	10,000 sf	1,500 sf
Min. lot width	50'	50'	50'	50'	50'	50'	50'	50'	30'
Max. Density (du/parcel)	1du/ parcel	1du/ parcel	1du/ parcel	1 du/ 2,500 sf	1 du/ 5,000 sf	1 du/ 1,980 sf	1 du/ 1,500 sf	1du/ 10,000 sf	1 du/ 1,500 sf
Max. Floor Area Ratio	0.45	0.40	0.35	0.65	0.40	0.65	0.8	0.25	0.30
Max. Building Coverage	35%	30%	30%	50%	35%	50%	50%	25%	30%
Minimum Setbacks									
Front	0'	0'	0'	0'	0'	0'	0'	0'	0'
Side	5'	5'	10'	5'	5'	5'	5'	varies	0'
Rear	15'	15'	20'	15'	15'	15'	15'	15'	0'
Max. Height	32'	32'	32'	32'	32'	32'	32'	25'	12'

Source: Sausalito Zoning Ordinance

6. Building Codes and Enforcement

The City is built on a tree-covered 980 foot slope with an average grade of 22 percent. Sausalito is bound by Richardson's Bay (water) at its base, Highway 101 to the north, and the Golden Gate National Recreation Area (GGNRA) at the south and along its ridgeline. The national recreation area includes highly combustible grass, brush and trees. Strong gale-force winds blow over the City from the Golden Gate National Recreation Area throughout the year. This fire danger is exacerbated by the fact that most of the city consists of frame structures, many over 100 years old, which are built on small lots with little or no side yard setbacks. In addition, the streets are narrow, steep and winding making access for firefighting difficult.

In response to these challenges, the City requires Class A roofing on all new buildings and on all re-roofs where more than 50 percent of the roofing material is replaced and fire sprinklers are required for all new construction and major remodels. Additional erosion control and encroachment permit requirements have also been added in response to the slope and right-of-way requirements.
The Building Inspector is responsible for enforcement of a substandard housing ordinance which is aimed at ensuring that housing in the city is safe and sanitary. The standard used is that provided by the State Health and Safety Code and is not a constraint to the development of affordable housing. Typically, enforcement is triggered either on a complaint basis or from in-field citations by the Building Inspector.

7. Parking

Sausalito is a city with narrow, winding roads and steep terrain. Many houses were built before private ownership of cars was common and on lots where it is difficult to provide on-site parking. As a result parking throughout the city is at a premium and it is necessary that on-site parking be provided for new development wherever possible. The Zoning Ordinance requires two on-site parking spaces be provided per dwelling unit for new single-family dwellings, two-family dwellings and two or more bedroom multi-family units. A half-space reduction is provided for new multi-family studios or one-bedroom units. Tandem parking for two-family and multi-family uses is allowed through the Conditional Use Permit process.

Table B.4 and Table B.5 below compare the parking requirements for jurisdictions within Marin County. In addition to having lower requirements in the amount of parking spaces required, Sausalito provides greater flexibility in that parking spaces are not required to be covered.

Table B.4: Parking Requirements for Single Family Dwellings

Sausalito's Requirement	Least Restrictive Requirement (other Marin jurisdictions)	Most Restrictive Requirement (other Marin jurisdictions)	Most Common	Common Additional Requirements
2 spaces/dwelling- none are required to be covered	2 spaces/ dwelling	4 spaces/ dwelling	2 spaces/ dwelling	1 or all spaces covered

Source: Marin Workbook, 2009

Table B.5: Parking Requirements for Multi-Family Dwellings

Unit Type	*Sausalito's Requirement**	Least Restrictive Requirement (other Marin jurisdictions)	Most Restrictive Requirement (other Marin jurisdictions)	Most Common	Common Additional Requirements
Studio	*1.5*	0	3	1	
1 bedroom	*1.5*	1	3	1.5	
2 bedrooms	*2*	1.25	3	2	
3 bedrooms+	*2*	2	3	2	1 covered space

*No requirement to provide covered parking

Source: Marin Workbook, 2009

8. Sausalito Roads and Related Constraints

Sausalito's streets are narrow, in fact much narrower than the public right-of-way. The steep hilly, winding terrain generally makes widening impractical. Many streets are not easily accessible by fire engines.

The concrete streets in the southern region of Sausalito are estimated to be over 80 years old, as are the streets in Sausalito's downtown resident's business district (Caledonia). Many hillside streets in the central section and southern neighborhoods are 15-20 years old, and many of the Hillside streets in the northern section of Sausalito are over 20 years old.

While past city efforts have focused on pavement maintenance, the city is now recommending a comprehensive street rehabilitation strategy, given the state of roads and the extent of needed repairs. City staff has determined that street facilities are "generally past their service life".

In addition to the aging streets, the condition of the Storm Drain network is largely unknown. Numerous segments around the City are known to be in a failed state of condition and do not contain flows inside the sewer pipe.

In the Marinship, the public streets include approximately the northern 200 feet of Marinship Way, all but the eastern end of Harbor Drive, Gate 5 Road, Coloma Street and one block of Heath Way. All other roadways are privately owned. There are a series of access easements

granted to downstream property owners and, in some cases, the public. No methods of maintenance have been established for these private roads and traffic laws are not routinely enforced, which could lead to increasing personal injury and property damage. Many of these roadways are ill defined. Amenities such as sidewalks, street lights, street trees and site furniture are generally lacking on both the private and public streets in the Marinship. Many of them do not even meet minimum city street standards.

9. Historic Preservation

Incorporated in 1893, Sausalito is an older California city. There are several mechanisms in place to preserve and maintain the older structures in the City. First, any exterior modification to any structure proposed in the City's Downtown Historic Overlay District or on the local register must undergo Design Review at a joint meeting with the Historic Landmarks Board and Planning Commission. Next, any structure older than fifty years in age subject to discretionary permitting must be evaluated by the Historic Landmarks Board to determine its historical significance. The Historic Landmarks Board uses several criteria in evaluating the historic nature of a property, including events that may have made a significant contribution to the broad patterns of the history or cultural heritage of Sausalito, California, or the United States, association with the life or lives of one or more important people, embodiment of the distinctive characteristics of a type, period, region, or method of construction, or representative of the work of an important creative individual. The City is in the midst of preparing Historic Design Guidelines to assist with the review of applications to modify historic structures and ensure that they are compatible with the existing historic fabric of the City.

10. Permit Processing and Fees

The City of Sausalito strives to process permits as quickly as possible while providing the opportunity for appropriate public input. However, the development review process for discretionary permits required by the Zoning Ordinance can act as a constraint to the production of affordable housing. Below is a description and analysis of the current residential development review process in the City. The analysis addresses properties that allow housing development, both in residential zones and in commercial zones.

In all of Sausalito's Zoning Districts, a discretionary Design Review permit is required to construct single family and/or multi-family housing. The required Design Review findings for approval are issues such as the provision of adequate light and air to surrounding residences, architectural compatibility within the neighborhood, protection of public and private views, and minimization of site degradation. The Planning Commission acts on Design Review applications following a public hearing and will simultaneously review any other discretionary applications associated with the project. If the decision of the Planning Commission is appealed to the City Council, the Council will hold an appeal hearing and make the final decision on the application. The Design Review process typically has the following elements and timeline (see Table B.6).

Table B.6: Typical Design Review Permit Timeline

Task	Time
Application filed	--
Project sponsor submits completed application forms, drawings, supporting documents and fees	
Completeness review	30 days
The application is routed to applicable local, regional, state and federal agencies and departments to determine whether additional information is required to process the application, and for recommended conditions of approval	
Incomplete Notification	Varies
If the application is incomplete, the applicant will be required to submit follow-up information as requested. The time to complete this task is determined by the project sponsor. If the application was initially found to be complete, this step is skipped	
Environmental Review	1 day-6 months
The application is reviewed to determine whether the project is exempt from the requirements of the California Environmental Quality Act (CEQA) or if an Initial Environmental Study is required. Most projects are found to be exempt from CEQA. If a Negative Declaration is prepared, environmental review may take the full 6 months allowed by law	
Staff Report	15 days-3 months
A detailed evaluation of the application is conducted by staff and a written report is prepared for public review	
Public Hearing	10 days
A hearing notice is sent at least 10 days before the meeting to property owners and occupants within 300 feet of the property. The Planning Commission conducts a public meeting and takes action on the application	

In terms of cost of development, however, fees can be a more significant addition than processing time. Particularly since Proposition 13, cities are concerned with the need to recover processing costs. Sausalito has a fixed fee system, which is based upon average costs of typical projects. Use of a fixed fee approach may lead to disparity between controversial projects, which due to the amount of community input, Planning Commission discussion, and staff time, may not pay their full costs, while less controversial projects with features addressing community and neighborhood concerns may pay more than their share. In 2009, the cost of a Design Review Permit for a new structure was $5,297.

With the exception of the Construction Traffic Road Fee the City of Sausalito has no development impact fees, and in addition, does not collect impact fees for the local school district. The Construction Traffic Road Fee, instituted in 2003 to recover costs from developers for accelerated wear and tear to the City's roads as a result of construction projects, is paid at the time of building permit issuance. Building permit fees are determined by the estimated cost of construction (labor and materials), which can vary dramatically in Sausalito based on the

project location. In 2009 a typical building permit and processing fee for a new single-family home was $11,000, and $21,000 for a two-family home.

These fees, some of which are substantial, could act as a constraint to the development of affordable housing. The Municipal Code includes a provision that allows the City Council to waive permitting fees for any non-profit organization, public body, district or agency of federal, state, county or municipal government or under other circumstances that the City Council in its discretion justifies such a waiver. In the early 2000's, the City waived over $5,000 in building permit fees for the multi-family Rotary Housing Corporation project. The Corporation was also allowed to use the City's bonding capabilities to secure a low loan rate.

11. On- and Off-Site Improvements

Improvement requirements for development in Sausalito are very limited. As the City is fully subdivided, streets and utilities are in place. For new residential development the City requires standard utility connections, for sewer, water and stormwater runoff. Since most streets in Sausalito are narrow with inadequate room to add sidewalks these off-site pedestrian improvements may not be required. Sausalito also requires the undergrounding of overhead utilities. However, the Undergrounding Committee has the authority to grant variances to this requirement for reasons of financial hardship.

12. Prehistoric Cultural Resources

In 1907 UC Berkeley researcher N.C. Nelson recorded four prehistoric site locations in Sausalito, three of which fall within the city's borders, though it is probable that more sites exist under landfill and bay fill. For example, in 2009, Indian bones were uncovered during construction of a restaurant in Sausalito along Bridgeway ('Likely American Indian Burial Site Stops Construction in Sausalito" Marin IJ, 2/26/09).

Native American burial grounds are protected under the California environmental Quality Act, and state-wide law protects these locations. According to the Sausalito General Plan, three sensitivity sites include:

Zone 1: The shoreline at El Portal Park extending to the south to South Street. Prehistoric sites could be found extending from the shoreline itself up to and into the mouths of the drainages, approximately at Third Street in this area.

Zone 2: Area from El Portal Park to the west, approximately ending at Napa street. Archeological site placement could again range from the old shoreline to the upper reaches of the drainages running down from the south; Bonita Street, at least on its eastern end, probably marked the line of extension. Further to the west the actual toe of the hills drops lower down to the vicinity of Caledonia Street near Bee Street.

Zone 3: Area from the original shoreline between Dunphy Park and Martin Luther King School The construction of the Marinship facility to build supply ships during World War II caused a

massive filling of the marshlands found on the bay side of Bridgeway in this area. Bridgeway, which occupies high ground from its intersection with Napa Street to the west as far as approximately the instersection of Bridgeway and Nevada Street probably marked the extension of any aboriginal site placement. From Nevada Street to the Martin Luther King school site, archeological site placement may have continued in as far as Tomales Street behind the former distillery, now an area of hosuign (Willow and Cypress Lanes).The city of Sausalito dictates specific requirements, such as subsurface archaeological testing, for any future development on recorded archaeological sites identified by the Northwest Information Center. The California Environmental Quality Act requires assessment of potential impact that development may have on prehistoric archaeological resources, and requires environmental assessment of historical archaeological resources.

13. Housing for Persons with Disabilities

A goal of the Fair Housing Act is to ensure that a City's development regulations and Zoning Ordinance do not create barriers to housing for persons with disabilities. In Sausalito, where the majority of residential properties are developed, this means allowing for building modifications that will adapt a home to meet the special housing needs of persons with disabilities.

Given the steep topography of Sausalito, access to homes can be difficult to those persons with disabilities. To compound the issue, due to the steep terrain, it is often difficult for sites in Sausalito to be developed with a single-level only residence. To address these potential constraints on housing the Planning Commission has demonstrated a willingness to grant variances to setbacks to accommodate for the construction of ADA (American with Disabilities Act) compliant ramps and "hillavators." In addition, many new or substantially remodeled homes have been constructed with elevators to provide access between floors. The City of Sausalito does not discourage the construction of elevators; the area used for elevator shafts is not counted toward the allowable floor area ratio (FAR).

The City of Sausalito presently permits transitional housing and group homes by right in all single-family residential zones. Within all Residential Zones residential care homes with six or fewer clients are permitted by right. Within the R-3 (Multi-Family Residential) zone, residential care homes with seven or more clients can be allowed through a Conditional Use Permit granted by the Planning Commission through a public hearing process. The Zoning Ordinance does not require special findings for approving a Conditional Use Permit for these facilities and does not restrict their siting, such as requiring a certain distance between facilities. The City's residential parking standards apply to care home facilities and, as with all projects, a parking reduction could be considered by the Planning Commission. Historically, there has been little or no demand for such housing in Sausalito. However, the Zoning Ordinance definition for residential care facilities needs to be updated. Presently, the ordinance refers to this type of housing as "facilities providing residential social and personal care for children, the elderly, and people with some limits on their ability for self-care, but where medical care is not a major element. Includes: children's homes; halfway houses; orphanages; rehabilitation centers' self-help group homes."

C. Non-Governmental Constraints

State law requires an analysis of potential and actual non-governmental constraints to the maintenance, improvement, and development of housing for all income levels. The Housing Element must identify these constraints and ways, if any, to reduce or overcome these constraints in order to meet the City's housing needs.

1. Flooding, Subsidence and Seismic Considerations

The Sausalito waterfront, particularly in the northern "light industrial" area known as the Marinship, was created with landfill/bayfill and is subject to liquefaction. Liquefaction occurs when water in ground soil – especially fill – is agitated during the shaking of an earthquake. This water rises and literally makes the soil liquid. Buildings built on liquefaction can literally shake apart because the soil cannot support their structure. According to research conducted since the 1989 Loma Prieta earthquake, U.S. Geological Survey (USGS) and other scientists predict a 62% probability of at least one magnitude 6.7 or greater quake, capable of causing widespread damage, striking the San Francisco Bay region before 2032. The San Andreas fault lies approximately 6.5 miles southwest of Sausalito in the Pacific Ocean. Other faults near Sausalito include the Hayward fault and Rodgers Creek fault 13 miles east and 22 miles northeast of Sausalito.
The "Marinship" was created from landfill / bayfill during World War II and used for ship-building. In just 3 months, 2,000 workers converted bay mud and marsh into a 210 acre shipyard. An estimated 838,763 cubic yards of earth and rock, excavated from nearby areas, was spread over the shoreline and tidal mudflats. 26,000 pilings were driven into bay mud to create the shipways and support for the new warehouses and fabrication workshops. As a result of its hasty construction during war time, today sections of the Marinship are sinking at a rate of between ½ to ¾ inches per year.

Flooding is a concern in Sausalito, mostly for the low-lying areas east of Bridgeway. The National Flood Insurance program indicates that the flooding risk is high in this area. In addition, sea level rise, caused by melting land-based ice and the expansion of seawater by thermal warming, is another constraint for Sausalito. The Bay Conservation and Development Commission (BCDC) has determined that areas of Sausalito are expected to experience a 16 inch rise in sea level by 2050 and a 55 inch rise by the end of the century.

2. Land Costs

Vacant land within the City of Sausalito is extremely limited and the City's location, for many reasons including the views and proximity to San Francisco, is very desirable. Additionally, development costs in Sausalito are higher than in many other parts of the Bay Area because of steep slopes, irregular topography, bay mud or slide-prone areas. The technical and engineering costs of mitigating these factors are very high. Development costs vary both between and within jurisdictions based on factors such as the desirability of the location and the permitted density.

Two other major factors contribute to high land costs: Marin County is considered a desirable place to live and available land is in short supply.[2]

In Sausalito, a 3,614 square foot vacant parcel with approved plans for a single family home has recently sold for $508,980 The major contributors to the cost of land are the amount of land available, the density of residential use allowed, location, "buildability", availability of community services, and attractiveness of the neighborhood. The upward pressures on land value are so strong that it more than off-sets the extra costs involved in building on Sausalito's steep terrain.

For Marin County, land costs average around 15-20 percent of construction costs for multifamily developments. Even though land costs for single family homes vary widely throughout the county, the costs (as a percentage) are significantly higher than for multifamily developments.

3. Geographical Constraints

Sausalito is a town of steep terrain, built on a 980 foot slope with an average grade of 22 percent. Landslides are a recurrent problem in Sausalito, and can result where excavations (cut slopes) are made into hillsides, triggering instability. Underground springs, seasonal and permanent creeks and streams also exist in Sausalito, limiting the availability of developable land.

4. Construction Costs

Multifamily Developments. Construction costs include both hard costs, such as labor and materials, and soft costs, such as architectural and engineering services, development fees and insurance. For multifamily homes in Marin County, hard costs account for 60-70 percent of the building cost and soft costs average around 15-20 percent (the remaining 15-20 percent is land costs). Based on recent multifamily developments in the county, hard costs are currently between $250 and $400 per square foot for a multifamily unit (EAH).

With all construction costs and land costs are included, total multifamily unit development costs rise to $300 to $500 per square foot, or between $400,000 and $500,000 per unit. These high costs reflect the high cost of land and the expensive finishes which are typical in Marin County.

Single Family Homes. For single family homes, hard costs often are roughly 40 percent of the total construction cost, soft costs are 20 percent and land is the remainder. In the region, single family homes cost roughly $125 per square foot for a two story house and $160 for a three story home. According to the Association of Bay Area Governments, wood frame construction at 20-30 units per acre is generally the most cost efficient method of residential development.

[2] According to the Marin Economic Commission's Marin Profile 1999: A Survey of Economic, Social and Environmental Indicators, 84 percent of land area in Marin is designated for agriculture, park lands and open space and watershed. Of the remaining land, 11 percent is developed and five percent is listed as potentially developable development.

However, local circumstances affecting land costs and market demand will impact the economic feasibility of construction types.

One factor affecting costs is the use of prevailing wage labor. Construction costs for a typical apartment complex in the region (45 units per acre, structured parking, 800 square units), are around $200,000 a unit for prevailing wage labor and $175,000 a unit for non-prevailing wage labor. Projects receiving public subsidies, such as affordable housing developments, often must pay prevailing wages. Costs can change dramatically over time. From 2000-2007 construction costs were rising faster than inflation. In late 2007 they leveled off and have since been declining (EAH). In late 2008 and early 2009, construction costs dropped roughly ten percent.

5. Financing

Home Financing. Until mid-2008, home mortgage financing was readily available at attractive rates throughout Marin County and California. Rates vary, but ranged from around 6.25 percent to seven percent between 2006 and 2008 for a 30 year fixed rate loan (HSH Associates Financial Publishers). However, rates have been as high as ten or 12 percent in the last decade.

Starting in late 2008, it became harder to get a home purchase loan, but the average interest rate has fallen to around five percent. In particular, people with short credit history, lower incomes or self-employment incomes, or those with other unusual circumstances, have had trouble qualifying for a loan or were charged higher rates.

Small changes in the interest rate for home purchases dramatically affect affordability. A 30-year home loan for $400,000 at five percent interest has monthly payments of roughly $2,150. A similar home loan at seven percent interest has payments of roughly 20 percent more, or $2,660.

Construction Financing. Construction loans for new housing are difficult to secure in the current market. In past years, lenders would provide up to 80 percent of the cost of new construction (loan to value ratio). In recent years, due to market conditions and government regulations, banks require larger investments by the builder.

Many builders are finding it nearly impossible to get construction loans for residential property at the current time. Complicated projects, like mixed use developments, are often the hardest to finance. Non-profit developers may find it especially difficult to secure funding from the private sector.

Affordable housing developments face additional constraints in financing. Though public funding is available, it is allocated on a highly competitive basis and developments must meet multiple qualifying criteria, often including the requirement to pay prevailing wages. Smaller developments with higher per unit costs are among the hardest to make financially feasible. This is because the higher costs result in a sale price that is above the affordability levels set for many programs. Additionally, smaller projects often require significant inputs of time by developers, but because the overall budget is smaller and fees are based on a percentage of total costs, the projects are often not feasible (Marin Environmental Housing Collaborative).

6. Community Resistance to New Housing

Another common constraint to housing production in Marin County is community resistance to new developments. There are a number of concerns that are often expressed at meetings, including: 1) new developments will cause increased traffic, 2) additional housing or density will adversely affect the community character, 3) affordable housing will impact property values, and 4) valuable open space will be lost.

Sources:

- Affordable Housing Finance Basics, Marin Environmental Housing Collaborative, November 2007.
- Inclusionary Zoning Ordinance In-lieu Fee Analysis, Submitted to Marin County, March 2008. Prepared by Vernazza Wolfe Associates, Inc.
- Ecumenical Association for Housing (EAH)
- Development Advisory Services, Inc.
- North Bay Family Homes

APPENDIX C: VACANT AND UNDERUTILIZED SITES ANALYSIS

The housing element is required to identify specific sites or parcels that are available for residential development in the planning period in a land inventory. The land inventory is required to include an inventory and analysis of vacant parcels (i.e., those parcels which do not contain residential units and could potentially accommodate units based on the current General Plan and zoning regulations) and an inventory and analysis of underdeveloped parcels (i.e., those parcels which are not "built-out" and could potentially accommodate additional units based on the current General Plan and zoning regulations).

A. Data Sources

Parcel data for the City of Sausalito was retrieved from Marin Map, the Geographic Information System (GIS) for Marin County, California. The parcel dataset was published by the County of Marin Community Development Agency beginning in 1994. Attribute data (such as owner's name, average slope, construction year for existing units, parcel size, etc.) is updated on a weekly basis, and the geometry of parcels is updated on a monthly basis, with new available data from the Marin County's Assessor-Recorder's office. The data used for its analysis was first retrieved for a study on vacant and underutilized sites, initiated by the City in early 2011. Subsequently, detailed supplementary data for each parcel was retrieved in October 2011.

B. Methodology and Considerations for Development Constraints

City staff had completed a *Vacant and Underdeveloped Land Technical Study* for the Housing Element update, identifying vacant and underutilized parcels from the Marin County Assessor's Office using attribute data. Additional parameters were applied to assess realistic potential development, considering factors such as slope and parcel size. Site visits and aerial imagery checks were made to assess site conditions and build-out.

Table C.1: Applied parameters to assess realistic development potential

Zoning District and Type	Applied parameters to assess realistic potential development
Vacant Single-Family Districts[1] (R-1-20, R-1-8, R-1-6)	- Using MarinMaps data, vacant parcels were located. If there was a structure on the parcel, but the improvement value was less than $200,000 and was not being coded as having a living unit, the parcel was inventoried as being vacant. - Parcels of all slope degrees were included; - All landlocked parcels were removed; - All parcels less than 3,000 square feet (s.f.) in size were removed; - All parcels on the City's List of Noteworthy Historic Structures were removed; - All parcels that were on the City's list of Constructed and

[1] Single-Family parcels are not identified as only one unit is allowed on every lot. Regardless of the size of the lot, a single unit on a lot would render it "built out", and not vacant or underutilized.

	Approved projects were removed; - All parcels that had parking constraints preventing the addition of units were removed; and - Visual checks were made using Google Earth and Google Streetview, and site visits were made to all parcels listed, to ascertain the actual build out and visual conditions of buildings.
Vacant and Underutilized Two-Family and Multi-Family Districts (R-2-2.5, R-2-5, R-3)	- Using MarinMaps data, vacant parcels were located. If there was a structure on the parcel, but the improvement value was less than $200,000 and was not being coded as having a living unit, the parcel was inventoried as being vacant. - Using MarinMaps data, the lot size, maximum density and number of existing units on each parcel were analyzed to determine underutilized parcels. See Table C.2 for maximum densities in different zoning districts. - Parcels of 40% slope or more were excluded; - All landlocked parcels were removed; - Parcels with buildings built after 1980 were removed; - All parcels less than 3,000 square feet (s.f.) in size were removed; - All parcels on the City's List of Noteworthy Historic Structures were removed; - All parcels that were on the City's list of Constructed and Approved projects were removed; - All parcels that could take on an additional unit were included if the lot had an underutilized portion, or the existing building could add another floor without conflicting with development standards, or if the existing building was dilapidated and abandoned; - All parcels that had obvious parking constraints preventing the addition of units were removed; and - Visual checks were made using Google Earth and Google Streetview, and site visits were made to all parcels listed, to ascertain the actual build out and visual conditions of buildings.
Underutilized Commercial Districts (CR, CC, CN-1, CN-2)	- The residential unit potential of commercial properties was determined by taking the difference between the maximum number of units allowed on each lot by maximum density, and the number of existing units. See Table C.2 for maximum densities in different zoning districts. - For parcels in the CN-1 zone, the maximum number of potential units were calculated using the maximum Floor Area Ratio, as this was more restrictive than the maximum density. An average of 800 square feet was assumed for

	residential units. - Parcels of 40% slope or more were excluded; - All landlocked parcels were removed; - All parcels less than 3,000 square feet (s.f.) in size were removed; - All parcels on the City's List of Noteworthy Historic Structures were removed; - All parcels that were on the City's list of Constructed and Approved projects were removed; - All parcels that had obvious parking constraints preventing the addition of units were removed; and - Visual checks were made using Google Earth and Google Streetview, and site visits were made to all parcels listed, to ascertain the actual build out and visual conditions of buildings.
Other Zoning Districts	Other zones such as Public Facilities, Open Space, and Industrial were not considered for this analysis, as sites in those districts would require rezoning.

Table C.2: Existing Zoning Densities

Zoning District	Maximum Density allowed
R-3	29 dwelling units / acre (du/ac)
R-2-2.5	17.4 du/ac
R-2-5	8.7 du/ac
R-1-6	7.3 du/ac
R-1-8	5.4 du/ac
R-1-20	2.2 du/ac
Commercial zones that allow residential (CC, CR, CN-1)	29 du/ac

C. Inventory of Sites

This list shows parcels in the City of Sausalito with the potential to support additional housing units. This list includes commercial and residential sites within the City. This list is intended to demonstrate in detail that the City has capacity for housing units within its current zoning designations. This capacity is one of the proposed strategies that work towards fulfilling planned housing for the Housing Element for planning cycles 1999 – 2006 and 2007 – 2014.

This list is not intended to:

- suggest or promote any sites for sale or lease.
- suggest that any sites are pre-approved or "fast tracked" for development.

- suggest or propose the rezoning of any sites within the City for the purposes of housing.
- suggest the value of any property, or any changes in current property values.
- indicate that any existing or future residential units are automatically designated at the income levels determined through default density. Actual rents and future development would be determined by individual property owners. The default density is a planning tool to ensure that the Housing Element plans for housing across various income levels.
- highlight any non-conformity with the City's zoning ordinance and development standards.

Each parcel listed would be subject to the normal development review process by the City, including environmental review under the California Environmental Quality Act.

Table C.3: Inventory of Sites

	APN	Address (or approximate address for vacant sites)
1	065-267-37	107 SECOND ST
2	065-238-41	217 SECOND ST
3	064-141-05	1901 BRIDGEWAY BLVD
4	064-141-06	510 EASTERBY ST
5	064-135-28	2015 BRIDGEWAY BLVD
6	064-135-24	BRIDGEWAY AND OLIVE
7	064-135-29	2007 BRIDGEWAY BLVD
8	064-141-01	1919 BRIDGEWAY BLVD
9	064-135-26	2005 BRIDGEWAY BLVD
10	065-238-25	203 SECOND ST
11	065-052-03	209 CALEDONIA ST
12	065-053-05	326 PINE ST
13	065-056-02	41 CALEDONIA ST
14	065-055-06	42 CALEDONIA ST
15	065-052-23	201 CALEDONIA ST
16	064-166-04	302 CALEDONIA ST
17	064-167-27	333 CALEDONIA ST
18	065-055-02	1103 BRIDGEWAY BLVD
19	065-055-03	JOHNSON ST
20	064-274-03	WOLFBACK RIDGE ROAD
21	064-276-23	3 WOLFBACK RIDGE ROAD
22	200-240-10	WOLFBACK TERRACE ROAD
23	200-240-23	WOLFBACK TERRACE ROAD
24	200-310-01	WOLFBACK RIDGE ROAD
25	200-310-03	WOLFBACK RIDGE ROAD
26	200-310-04	WOLFBACK RIDGE ROAD

	APN	Address (or approximate address for vacant sites)
27	200-310-05	WOLFBACK RIDGE ROAD
28	200-310-06	WOLFBACK RIDGE ROAD
29	200-310-08	WOLFBACK RIDGE ROAD
30	200-310-09	WOLFBACK RIDGE ROAD
31	200-310-12	CLOUDVIEW TRAIL
32	200-310-16	WOLFBACK RIDGE ROAD
33	065-222-05	105 CRESCENT AVE
34	064-204-03	PLATT AVE
35	064-204-35	CAZNEAU AVE
36	064-213-22	CAZNEAU AVE
37	064-243-22	GEORGE LANE
38	064-242-10	GEORGE LANE
39	064-135-06	522 SPRING ST
40	064-141-10	530 EASTERBY ST
41	064-201-01	35 MARIE ST
42	064-141-18	518 EASTERBY ST
43	065-261-04	107 FOURTH ST
44	064-137-03	107 PEARL ST
45	064-142-30	515 EASTERBY ST
46	065-264-12	110 FOURTH ST
47	064-062-14	175 TOMALES ST
48	064-062-15	163 TOMALES ST
49	064-135-03	510 SPRING ST
50	064-141-17	511 SPRING ST
51	064-342-07	20 BUCHANAN DR
52	064-342-11	11 TOMALES ST
53	064-181-24	812 SPRING ST
54	064-138-02	254 WOODWARD AVE
55	065-082-06	30 GIRARD AVE
56	065-231-17	211 WEST ST
57	065-236-04	209 FOURTH ST
58	064-192-02	141 WOODWARD AVE
59	064-062-19	TOMALES STREET
60	064-181-01	21 GORDON ST
61	064-182-06	38 GORDON ST
62	064-136-03	155 WOODWARD AVE
63	064-142-29	EASTERBY STREET
64	064-131-07	OLIVE STREET
65	064-135-23	511 OLIVE STREET
66	065-252-64	37-39 CRESCENT AVE
67	065-253-02	MAIN STREET THROUGH TO CRESCENT AVE
68	064-163-06	BONITA STREET
69	064-163-07	417 BONITA ST

	APN	Address (or approximate address for vacant sites)
70	065-301-05	115 SOUTH STREET
71	064-141-13	523 SPRING ST
72	064-321-01	BUTTE STREET
73	065-072-12	10 READE LN
74	065-063-08	911 BRIDGEWAY BLVD
75	064-151-06	1733 BRIDGEWAY BLVD
76	065-071-22	30 EXCELSIOR LN
77	065-063-07	925 BRIDGEWAY BLVD
78	064-151-02	1757 BRIDGEWAY BLVD (U-3)
79	065-267-41	104 THIRD ST
80	065-238-15	214 THIRD ST
81	065-241-10	210 RICHARDSON ST
82	065-056-07	416 JOHNSON ST
83	064-167-21	411 LITHO ST
84	065-235-46	303 SECOND ST
85	065-241-12	214 RICHARDSON ST
86	064-167-03	408 LOCUST ST
87	065-052-26	419 LOCUST ST
88	064-151-16	412 NAPA ST

APPENDIX D - EVALUATION OF HOUSING ELEMENT ACCOMPLISHMENTS

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.*

A. Summarized Evaluation of 1995 Sausalito Housing Element

Sausalito received certification for its last Housing Element in 1995. This section provides an overview of key policies and objectives attained and unattained.

Programs that were successfully implemented:

- Continued implementation of objectives of the 1985 Traffic Initiative;
- Amendment of Zoning Ordinance to permit marina management to allow up to 10% of berths in all recreational marinas to be occupied by liveaboards;
- Successful processing of application, including fee waiver, for a 22-unit senior housing facility and subsequent construction; and
- Amendment of the Zoning Ordinance to allow residential care facilities within residential zones.

Although required as part of the 1995 Housing Element, the following programs have been ineffective or have not yet been memorialized in the City's ordinances:

- The consideration by ABAG of Sausalito's significant developmental constraints and existing density in allocating Regional Housing Needs Allocation;
- The selection by Sausalito officials of a Housing Element Committee in a timely manner to prepare Housing Element updates;
- Resident outreach through targeted mailings and public meetings at the onset of future Housing Element updates;
- Encourage new residential units in the Downtown and Caledonia Street commercial areas; and
- Adoption of an ordinance for legalizing existing second units where prescribed standards can be met.

B. Detailed Evaluation of Housing Objectives, Policies and Programs of the 1995 Housing 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.

Effectiveness: Participation in review process is essential in order to be sure local circumstances are property reflected.

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

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

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

Effectiveness: This program has been effective.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Progress: A list of agencies and services providing housing assistance is publicly available at City Hall.

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

Objective H-2.0 Provide an Adequate Supply of Housing.

Maintain an adequate supply of housing that provides a diverse range of housing choices.

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

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

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

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

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

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

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

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

Progress: No progress

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

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

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

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

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

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

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

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

Appropriateness: This program has been completed.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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.

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 Liveaboard Housing. Recognize the existence of liveaboard boats in recreational marinas.

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

Effectiveness: Liveaboard 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 liveaboard housing.

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

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

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

Effectiveness: This is an effective program to ensure safety if manufactured housing is proposed.

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

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

Objective H-3.0 Increase the Supply of Affordable Housing.

Maintain and increase the supply of low and moderate income housing in the community.

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

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

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

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

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

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

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

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

Appropriateness: This is an appropriate program for encouraging the provision of affordable housing in the City.

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

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

Effectiveness: This is an effective program to reduce costs to developers of affordable housing.

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

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

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

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

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

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

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

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

Effectiveness: Unknown.

Progress: This program was not implemented.

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

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

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

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

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

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

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

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

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

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

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

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

A. Program H-3.6.1 Eligibility Guidelines. Develop Eligibility Guidelines based on the established priorities.

Effectiveness: This program could discourage housing development by regional non-profits.

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

Appropriateness: This program is unlikely to stimulate housing development.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Appropriateness: This program does not create additional housing and will not be continued.

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

A. Program H-3.10.1 Relocation Ordinance. Develop an ordinance amendment which requires relocation assistance.

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

Progress: Relocation assistance regulations have not been pursued.

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

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

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

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

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

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

Objective H-4.0 Meet the Special Housing Needs in the Community.

Provide housing that addresses the special housing needs of senior citizens, the disabled, the homeless, female head of household and large families.

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

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

Effectiveness: This program is effective.

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

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

B. Program H-4.1.2 Residential Care/Skilled Nursing Facilities. Amend the Zoning Ordinance to include criteria for the provision of residential care and skilled nursing facilities for seniors, including the appropriate measure of density and other development standards.

Effectiveness: This is an effective program to encourage housing for special needs groups.

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

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

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

Effectiveness: This program is an effective way to provide needed housing information to seniors.

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

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

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

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

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

Progress: No family housing projects were proposed.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Progress: This is an on-going program.

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

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

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

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

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

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

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

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

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

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

Objective H-5.0 Preserve the Existing Housing Stock.

Preserve the useful economic and shelter life of the existing housing stock.

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

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

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

Progress: This is an on-going program.

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

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

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

Progress: This is an on-going program.

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

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

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

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

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

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

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

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

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

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

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

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

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

Effectiveness: Promoting energy conservation programs are an effective way to reduce housing costs.

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

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

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

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

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

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

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

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

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

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

APPENDIX E – COMMUNITY PARTICIPATION

In late 2009, the City Council appointed the Housing Element Task Force, comprised of City Council, Planning Commission representatives, and City residents. The Task Force has held over 45 public meetings, including three publicly noticed Community Workshops, to engage Sausalito residents and property owners in the discussion of topics related to the Housing Element Update.

In addition to the City's direct efforts, Sausalito residents also formed grassroots organizations to forward their concerns with regards to the potential impacts of specific strategies proposed in the draft Housing Element.

City staff and consultants have also received correspondence from the community through email throughout the update process, and responded to any questions raised. These emails were forwarded to the Task Force for their information.

Summaries of questions, comments and concerns raised by the community at the three Community Meetings are included in this Appendix.

A. First Community Workshop, February 26, 2011, Introduction to Housing Element

1. Summary of Presentation by Staff and Consultants

- The General Plan and its relationship to the Housing Element
- Timeframe of Housing Element planning cycle and review by HCD
- Components of a Housing Element: Background Report and Policy Document
- Regional Housing Needs Allocation
- Addressing affordable housing needs in Sausalito
- What is affordable housing and why affordable housing matters
- Consequences of Non-Compliance
- New Housing Element legislation
  - Persons with Disabilities
  - Accessory Dwelling Units
  - Density Bonus
  - Emergency Shelters (SB 2)
  - Sustainability Planning (SB 375)
- Housing Needs and Population Characteristics
  - Population Projections
  - Age Distribution
  - Household Characteristics
  - Income Distribution in Sausalito
  - What affordability looks like
  - Special Needs Households
- Housing Constraints (Governmental and Non-governmental)

2. General Public Comments and Questions

The community asked general questions regarding the housing element update. Questions were focused on the process to update a housing element, what affordability means in Sausalito and if rezoning would be required. Additionally, specific questions included: if deed-restrictions were required as a part of a housing element update; how the City was allocated the RHNA; how SB 375 affects a housing element update; if affordable housing is mandated to be rental housing; if Sausalito could consider the Marin City area as a part of the update; how the City could partner with Rotary to provide affordable housing; and what criteria HCD uses to judge a draft housing element.

B. Second Community Workshop, July 16, 2011, Review of Options to Meet State-Mandated Housing Requirements

1. Summary of Presentation by Staff and Consultants

- Overview of RHNA
    - Broken down into Income Categories
    - Density versus Affordability
- Overview of Sites Inventory Requirements
    - Inventory of units built
    - Inventory of vacant and underdeveloped land for residential development
- Strategies for Meeting the RHNA
    - Light, Medium, Heavy approaches
    - ADUs (adopt regulations and capacity for future ADUs, amnesty program)
    - Liveaboards (undocumented and incentives for affordable liveaboards)
    - Rezoning of certain sites for housing
    - Ranking of Strategies

2. Comments and Questions from the Community

a. Questions and concerns about RHNA numbers and State regulations

- Questions and concerns about ABAG projections and RHNA numbers passed to Sausalito.
- Community feels that State Housing Element regulations are imposed on the community.
- Clarifications about levels of affordability required as part of the RHNA.
- Members of the community stated a desire to challenge the RHNA and State laws.
- Clarifications were made about Sausalito's jurisdictional boundaries, whether Marin City and Waldo Point are included.

b. Questions about sites for housing

- Questions about Marinship as a location for viable housing.
- Questions about housing types.

c. Questions on rezoning and Affordable Housing Overlay District (AHOD)

- Clarifications on who would decide on implementing the AHOD.
- Concerns regarding lots proposed for rezoning:
    - Parking issues were a particular concern.
    - Questions about Affordable Housing Overlay District and limitations on potential development of sites.
    - Concerns about concentration of future units in certain parts of the City.
- Questions about ministerial approval and loss of control by City to have oversight of future development.

d. Discussion on strategies for fulfilling the RHNA in the Housing Element

- Members of the community asked if an approach using only ADUs and Liveaboards would be accepted by HCD, however staff and consultants stated that HCD is looking for a multi-faceted approach.

e. Areas that the community wants to learn more about and include in the analysis and discussion for the Housing Element

- Benefits of affordable housing to the community should be explained as well.
- Families need to be served as well; therefore a mix of housing types is required.
- Inclusionary standards and in-lieu endowment funds were suggested, these are used throughout other jurisdictions in the Marin County.
- Suggested feasibility study to show that smaller units of affordable housing in Sausalito are more suitable than a 16-unit minimum for affordable housing projects (requiring a rezone).
- Need more analysis for potential units in mixed-use zones.
- Need more education on the process of the Housing Element.

f. Concerns about maintaining the character of Sausalito

- Concerns about changes to the character of Sausalito.
- Spreading affordable units throughout town would be more implementable than larger projects.
- Members of the community want to see that the Housing Element speaks to the needs of the community, such as the needs of the aging population.
- Affordable housing should fit right in the town character.
- Parking issues: current and proposed parking regulations may be unrealistic and could negatively impact the town.

g. Questions on implementing and operating affordable housing

- Questions were asked on how affordability would be enforced, and on deed restrictions.
- Clarification that affordable housing cannot provide for current residents, considered to be discriminatory.
- Questions about property taxes for affordable housing.

h. Specific speakers and their viewpoints:

- “Minority Opinion” document was distributed. Main points include:

    - The City can meet the state mandates without "high-density multi-unit construction".
    - Two Rotary projects were completed without a certified Housing Element. These projects are low impact and were worked out with the community.
    - Prefers strategies with minimal impact to Sausalito.
    - There is a de facto muti-faceted approach, by using 55 already approved or built units on top of the ADU and liveaboard strategies.

- A representative from Rotary stated that:
    - Both support and angry opposition was experienced when project was proposed.
    - Some neighbors moved for fear of decline in property values, although property values did not fall.
    - Two projects were completed in 1990 and 2000 (22 units) with the goals of bringing people into Sausalito, creating housing that allows people to stay in Sausalito, and maintaining affordability.

C. Third Community Workshop, December 3, 2011, Goals, Policies and Implementing Programs

1. Summary of Presentation by Staff and Consultants

- Contextual overview
    - Background of Housing Element
    - Where the City is at in the process
    - Sites inventory
- Overview of Goals and Policies

The consultants gave an introduction to the goals and policies, and meeting participants were broken into groups to discuss the implementing programs under each goal topic. After the groups gave a summary report, staff and consultants conducted an open question and answer session.

2. Summary of Community Input by Goal Topic

a. Goal 1: Housing and Neighborhood Assets

Policies

- **Policy 1.1: Housing Design**
- **Policy 1.2: Historic Preservation**
- **Policy 1.3: Maintenance and Management of Quality Housing**
- **Policy 1.4: Rental Housing Conservation**
  Policy language "limiting conversion of rental units to ownership or non-residential uses" sounds like it is discouraging conversions when there are benefits that come with ownership for investment in Sausalito. The idea should be to maintain, but not discourage.

- **Policy 1.5: Protection of Existing Affordable Housing**

Implementation Measures

- **Measure 1: Code Enforcement and Public Information**
  No concerns. Information could be put on the City's website.

- **Measure 2: Residential Rehab and Energy Loan Programs**
  No concerns.

- **Measure 3: Historic Design Guidelines and Preservation Incentives**
  No concerns. The Historic Design Guidelines have been adopted.

- **Measure 4: Residential Design Review**
  Look at adopting Build It Green or BERST regulations and encourage those to be incorporated during the design phase of projects.

- **Measure 5: Condominium Conversion Regulations**
  This implementation measure should be removed. There should be a larger comprehensive discussion regarding inclusionary zoning and in-lieu fees. The discussion of fees should not start at condo conversions.

- **Measure 6: Preservation of Existing Affordable Housing**
  Expand this to all affordable housing, not limited to public subsidies. Consider preserving affordable housing in perpetuity, not limited to 30 years.

b. Goal 2: Housing Diversity

Policies - No specific comments on the policies.

- **Policy 2.1: Variety of Housing Choices**
- **Policy 2.2: Adequate Sites**
- **Policy 2.3: Adaptive Reuse**
- **Policy 2.4: Live/Work Opportunities**
- **Policy 2.5: Legalization of Existing Accessory Dwelling Units**
- **Policy 2.6: Creation of New Accessory Dwelling Units**
- **Policy 2.7: Liveaboard Housing**

Implementation Measures

- **Measure 1: Residential and Mixed Use Sites Inventory**
  There was concern about parcels on the sites list and whether it would impact property values and/or open the door for development. It was explained that the sites list identifies all properties in the city that meet objective criteria for having some level of additional development potential under current zoning – there is no obligation for a private property owner to develop. These criteria will be documented in the Housing Element.

- **Measure 2: Mixed Use Zoning in Commercial Districts**
  General support for facilitating residential in commercial areas. Clarification was made that the program suggestion to allow residential in addition to the maximum FAR would not reduce commercial floor area.

- **Measure 3: Non-Traditional Housing Types**
  Residents asked if zoning would allow co-housing, and if there would be roadblocks such as parking limits and configurations. Explanation that purpose of this program was to evaluate zoning to identify and remove any potential roadblocks.

- **Measure 4: Accessory Dwelling Units (ADUs): - Adoption of Regulations to Encourage New ADUs**
  Provide careful consideration of amnesty and new Accessory Dwelling Unit (ADU) programs. Concerns (including concerns from other groups) include:
  - Neighborhood Character
  - Relaxed parking standards is a source of concern.
  - As some houses have many cars, perhaps there could be a limitation on number of on-street parking permits or limits on parking configurations. However, this could become a roadblock for ADUs.
  - Architectural detailing
  - Housing configurations
  - Residential parking permit program
  - Traffic
  - Allowable sizes
  - Incentives, such as the Mill Valley example
  - Create model plans to show what ADUs would look like

- Use State mandate as a basis.
- Look at examples from other communities for guidance.

- **Measure 5: Accessory Dwelling Units: - Registration and Amnesty Program for Existing Unpermitted ADUs**
  Mill Valley and Marin County had successful ADU amnesty programs.

- **Measure 6: Liveaboard Housing: - Zoning for Liveaboards and Houseboats**
  Sanitation is a real issue and should be addressed through permitting processes.

  With regards to counting units towards the total potential for housing capacity, it was noted that up to 105 existing liveaboards could be counted. Houseboats in unincorporated Marin County waters would not be counted as these are not within City limits, and anchor-outs within Sausalito city limits would not be counted as they are not considered legally permitted housing units.

- **Measure 7: Liveaboard Housing: - City Permitting for Marinas with Liveaboards**
  10% of berths in permitted marinas may be permitted for permanent housing (105 existing liveaboards that were not already counted in the 2000 census meet this criteria and may be counted towards the City's RHNA).

  The 10% is a Bay Conservation and Development Commission (BCDC) limitation, and is also reflected in Sausalito's zoning provisions for liveaboards. To date, BCDC reports that six marinas have the required permits to have liveaboards. There is also additional capacity within two of these marinas for 22 additional liveaboards. Enforcement and eviction is not part of the approach.

c. Goal 3: Housing Affordability

Policies – no specific comments on the policies.

- **Policy 3.1: Incentives**
- **Policy 3.2: Partnerships**
- **Policy 3.3: Homeownership Assistance**
- **Policy 3.4: Rental Assistance**

Implementation Measures

- **Measure 1: Land Assembly and Write-Down**
  Residents asked how land write-down would be applied, and how land would be assembled. The City should look more at infill parcels and smaller lots scattered throughout the City, rather than larger vacant parcels.

- **Measure 2: Local Affordable Housing Trust Fund**
  No specific comments.

- **Measure 3: Partnerships for Affordable Housing**
  With more information, the City and residents could state preferences for working with specific local affordable housing developers or organizations.

- **Measure 4: Homebuyer Assistance**
  The City could market this existing measure and other similar assistance programs to younger families, as trends seem to point towards an increasingly aged population and not enough is being done to bring younger families to the City. Schools could be lacking, and data from schools could be applied to understand the needs of these families better.

- **Measure 5: Section 8 Rental Assistance**
  The City could market this to younger families as noted above for Measure 4.

d. Goal 4: Remove Governmental Constraints

Policies – no specific comments on the policies.

- **Policy 4.1: Regulatory Incentives for Affordable Housing**
- **Policy 4.2: Flexible Development Standards**
- **Policy 4.3: Efficient Use of Multi-Family Zoning**
- **Policy 4.4: Development Review**
- **Policy 4.5: Zoning for Special Needs**

Implementation Measures

- **Measure 1: Fee Deferrals and/or Waivers for Affordable Housing**
  This measure seems to be unfair to homeowners. While developers would be able to take advantage of such fee deferrals or waivers, homeowners would not be able to do the same.

- **Measure 2: Density Bonus and Other Incentives for Affordable Housing *(State Mandate)***
  No concerns.

- **Measure 3: Zoning to Promote Live/Work**
  No concerns.

- **Measure 4: Evaluate Modifications to Parking to Promote Sustainability**
  The group was concerned that parking reductions to already narrow streets would cause congestion and delays in response times by emergency providers.

- **Measure 5: Multi-Family Development in Multi-family Zones**

- **Measure 6: CEQA Exemptions for Mixed Use Infill Projects**
  Some group members were concerned that CEQA exemptions would remove the necessary protection for Sausalito's wildlife and vegetation. Another group member stated that development control is ultimately with the Planning Commission and City Council, and if such issues are anticipated, environmental analysis could be required.

- **Measure 7: Zoning Text Amendments for Special Needs Housing *(State Mandate)***
  No concerns.

e. Goal 5: Equal Housing Opportunities and Special Needs

Policies – no specific comments on the policies.

- **Policy 5.1: Fair Housing**
- **Policy 5.2: Senior Housing**
- **Policy 5.3: Housing for Persons with Disabilities**
- **Policy 5.4: Housing for Marine Workers**
- **Policy 5.5: Homeless Housing and Services**

Implementation Measures

- **Measure 1: Fair Housing Program *(Federal Mandate)***
  No concerns.

- **Measure 2: Sausalito Village Senior Services**
  No concerns.

- **Measure 3: Home Sharing and Tenant Matching Opportunities**
  No concerns.

- **Measure 4: Housing Accessibility Assistance**
  No concerns.

- **Measure 5: Reasonable Accommodation Procedures *(State Mandate)***
  The community should be able to review the reasonable accommodation procedures. The regulations should address specifically which accommodations might be abated when the person with the disability vacates the property, and not continue indefinitely. There should also be a notice to neighbors, and appeal rights.

  The accommodations should still allow the neighborhood to maintain its character, and not be in conflict with zoning regulations. The regulations should also be written such that the City has control to make decisions.

- **Measure 6: Universal Design/Visitability**
  The accommodations should still allow the neighborhood to maintain its character, and not be in conflict with zoning regulations.

- **Measure 7: Housing for Marina Workers**
  Residents asked how many marine workers are in Sausalito.

- **Measure 8: Homeless Continuum of Care *(State Mandate)***
  This measure does not make "emergency shelter" an allowed use in any Zoning District (see Goal 4, Measure 7 for emergency shelter zoning).

f. Goal 6: Environmental Sustainability

Policies – no specific comments on the policies.
Some members indicated the Housing Element should not address sustainability issues; other members indicated that the Housing Element should address sustainability issues.

- **Policy 6.1: Green Building**
- **Policy 6.2: Sustainable Construction**
- **Policy 6.3: Alternative Energy**
- **Policy 6.4: Transportation Alternatives**
- **Policy 6.5: Jobs/Housing Balance**

Implementation Measures

- **Measure 1: Local Green Building Regulations *(State Mandate)***
  Some members felt that the Green Building Regulations did not belong to the Housing Element, whereas others felt that Green Building regulations did belong in the Housing Element.

- **Measure 2: Climate Action Plan *(State Mandate)***
  Some members felt that the Climate Action issues did not belong to the Housing Element, whereas others felt that Climate Action issues did belong to the Housing Element

- **Measure 3: Contributions Towards Employee Housing**
  The group felt that this measure was problematic in principle.

g. Goal 7: Community Involvement

Policies – no specific comments on the policies.
In general the group had no issues with the topic.

- **Policy 7.1: Community Participation**
- **Policy 7.2: Public Review of Development**
- **Policy 7.3: Implementation**

Implementation Measures

- **Measure 1: Ongoing Community Education and Outreach**
  No concerns.

- **Measure 2: Inter-Jurisdictional Collaboration**
  No concerns.

- **Measure 3: Housing Element Monitoring/Annual Report *(State mandate)***
  No concerns.

- **Measure 4: Association of Bay Area Governments (ABAG) Housing Needs Process**
  The City should "participate" instead of "monitor" ABAG's future RHNA planning process.

- **Measure 5: Staff Affordable Housing Training and Education**
  No concerns.

h. Comments and Questions from the Community

Concerns about specific sites and zones

- Concerns about open spaces zoned as residential (i.e. Woodward and Butte sites)
- Concerns about being on the sites inventory, want to see criteria listed clearly. It was explained that site owners are not under obligation to develop.
- Concerns about where an emergency shelter would be.
- Clarification on whether certain areas (such as Fort Barry and parts of the Marin Headlands) belong to Sausalito. Some places have a Sausalito address and are under Sausalito's School District, but may not be under Sausalito's jurisdiction.
- Focus on infill rather than large vacant lots, and lots deemed as open space.

Concerns about Housing Types

- Encourage certain housing types to accommodate (young) families.
- Small size of ADUs is unlikely to accommodate families, the Housing Element should emphasize that the mixed-use and infill housing projects include a larger number of units that can accommodate multiple bedrooms.
- The standard size of ADUs was suggested to be 640 square feet, 700 to 750 square feet is more standard and livable.
- It's important to provide a balance of rental units, but condominiums should not necessarily be discouraged or restricted.
- Caution on wording for housing programs for marine workers, so as not to conflict with fair housing laws.
- Consider anchor-outs for interesting, new floating affordable housing typologies.

Concerns about Long Term Housing Affordability

- Affordable units should remain affordable for a certain number of years.

Concerns about Fees

- Consider requiring in-lieu fees only when it is infeasible to provide affordable units on specific project sites, as the funds take a long time to accrue. Also, in-lieu fees could add on to a project cost and the cost could be passed on to homebuyers or renters at moderate and above-moderate incomes.
- In-lieu fees should go in a trust fund rather than the City's General Fund.

Concerns about Impacts

- Residents were concerned that parking, traffic, safety and environmental impacts (due to affordable housing, ADU-related programs, and CEQA exemptions) would ruin Sausalito's small town charm and quality of life with high density housing.
- Want more discussion on neighborhood assets as those can influence a neighborhood.

Concerns about Rights and Controls

- Residents asked if they were able to vote on land considered for housing.
- It was clarified that development control is ultimately with the PC and CC.
- Residents asked if the State or County had authority to rezone properties for the Housing Element.

- More methods of streamlining the development approval process were suggested.

Communication of Information

- Residents felt that education would play a big role in helping residents understand what affordable housing means.
- Some residents felt that they did not have a good grasp of key facts or numbers at the meeting.
- Housing Element terminology should be explained as frequently as possible to reduce fear in the minds of residents. A glossary is always needed.
    - E.g. 'affordable housing', 'low-income', 'developer'
- Clarifications on terminology such as land assembly and write-down.
- ADU survey should explain better to address fears of residents (fear of non-compliance and fines).
- The Housing Element should address misconceptions of the loss of community design control.
- Specific information on Section 8 programs should be made public to the residents.

Clarifications on Housing Element Procedures

- Clarifications about these two planning cycles and the future cycle.
- Clarifications about reusing unbuilt units in the sites inventory.
- Clarifications on Housing Element process and timeline.
- Residents felt that broader discussions were needed for certain topics.
- Residents suggested broader, City-wide discussions on specific topics

Characteristics and Trends in the Community

- Where are the homeless people?
- How many marine workers are in the City?
- Resident asked if decrease in population would influence future RHNA.
- Actual rents in Sausalito should be discussed in the Housing Element.
- Comment that currently built affordable housing is not fully rented out (Olima Village)
- It was clarified that the latest 2011 count for homeless persons in Sausalito was 30.
- Consider bicycle and pedestrian traffic issues and plan for these uses in the Housing Element.

Questions about examples from other communities

- What is the turnover rate and income mix at the Fireside housing community in Mill Valley (by Rotary housing)?

D. List of Meeting Dates for the Housing Element Update Process

2012
January 31 – Joint Planning Commission/City Council meeting
January 16 – Task Force meeting
January 9 – Task Force meeting

2011
December 19 – Task Force meeting
December 5 – Task Force meeting
December 3 – Third Community Workshop
November 21 – Task Force meeting
October 25 – Task Force meeting
October 10 – Task Force meeting
October 8 – Candidate Site Tour (Saturday)
September 26 – Task Force meeting
September 13 – City Council Meeting (to select Housing Element consultant)
August 22 – Task Force meeting
July 25 – Task Force meeting
July 16 – Joint meeting with City Council – Second Community Workshop
June 27 – Task Force meeting
May 23 – Task Force meeting
April 25 – Task Force meeting
March 28 – Task Force meeting
February 28 – Task Force meeting
February 26 – Joint meeting with City Council – First Community Workshop
January 31 – Task Force meeting

2010
December 13 – Task Force meeting
November 22 – Task Force meeting
November 8 – Task Force meeting
October 25 – Task Force meeting
October 11 – Task Force meeting
September 27 – Task Force meeting
September 20 – Special Meeting
September 13 – Task Force meeting
August 23 – Task Force meeting
August 9 – Task Force meeting
July 26 – Special Meeting
July 12 – Task Force meeting
June 28 – Task Force meeting
June 14 – Task Force meeting
May 24 – Task Force meeting
May 10 – Task Force meeting
April 26 – Task Force meeting

April 12 – Task Force meeting
April 5 – Special Meeting
March 22 – Task Force meeting
March 8 – Task Force meeting
February 10 – Task Force meeting
February 3 – California Department of Housing and Community Development
January 27 – Special Meeting

2009
December 15 – Task Force meeting

APPENDIX F – HOUSING ELEMENT GLOSSARY

(Excerpted from *the City of Sausalito Zoning Ordinance, and A Citizen's Guide to Planning, A Glossary of Planning Terms, http://ceres.ca.gov/.*)

A. Abbreviations

AMI: Area Median (Household) Income
BMR: Below-market-rate dwelling unit
CASA: Community Assisted Shared Appreciation second mortgage loan
CDBG: Community Development Block Grant
CEQA: California Environmental Quality Act
CHFA: California Housing Finance Agency
EIR: Environmental Impact Report
FAR: Floor Area Ratio
GMI: Gross Monthly Income
HCD: Housing and Community Development Department of the State of California
HUD: U.S. Dept. of Housing and Urban Development
MCC: Mortgage Credit Certificate
PUD: Planned Unit Development
SRO: Single Room Occupancy

B. Definitions

Access way. A portion of a parcel of land which because of its size and shape and its relationship to the street and the balance of the property, is suitable only for providing vehicular or pedestrian access to the balance of the property.

Accessory Dwelling Unit: (see Secondary Dwellings).

Accessory Structure or Building: A detached building or structure which is subordinate to, substantially smaller than, and the use of which is customarily incidental to, that of the main building, structure, or use on the same lot.

Acres, Gross: The entire acreage of a site. Most communities calculate gross acreage to the centerline of proposed bounding streets and to the edge of the right-of-way of existing or dedicated streets.

Acres, Net: The portion of a site that can actually be built upon. The following generally are not included in the net acreage of a site: public or private road right-of-way, public open space, and flood ways.

Affordability Requirements: Provisions established by a public agency to require that a specific percentage of housing units in a project or development remain affordable to very low- and low-income households for a specified period.

Affordable Housing: Housing capable of being purchased or rented by a household with very low, low, or moderate income, based on a household's ability to make monthly payments necessary to obtain housing. Housing is considered affordable when a household pays less than 30 percent of its gross monthly income (GMI) for housing including utilities.

Agency: The governmental entity, department, office, or administrative unit responsible for carrying out regulations.

Alley: A narrow service way, either public or private, which provides a permanently reserved but secondary means of public access not intended for general traffic circulation. Alleys typically are located along rear property lines.

Annex*, v*: To incorporate a land area into an existing district or municipality, with a resulting change in the boundaries of the annexing jurisdiction.

Apartment: (1) One or more rooms of a building used as a place to live, in a building containing at least one other unit used for the same purpose. (2) A separate suite, not owner occupied, which includes kitchen facilities and is designed for and rented as the home, residence, or sleeping place of one or more persons living as a single housekeeping unit.

Architectural Control; Architectural Review: Regulations and procedures requiring the exterior design of structures to be suitable, harmonious, and in keeping with the general appearance, historic character, and/or style of surrounding areas. A process used to exercise control over the design of buildings and their settings. (See "Design Review.")

Area; Area Median Income: As used in State of California housing law with respect to income eligibility limits established by the U.S. Department of Housing and Urban Development (HUD), "Area" means metropolitan area or non-metropolitan county. In non-metropolitan areas, the "Area Median Income" is the higher of the county median family income or the statewide non-metropolitan median family income. The Area Median Income referred to in this Housing Element is that of Marin County.

Article 34 Referendum: Article 34 of the Constitution of the State of California requires passage of a referendum within a city or county for approval of the development or acquisition of a publicly financed housing project where more than 49 percent of the units are set aside for low-income households.

Assisted Housing: Generally multifamily rental housing, but sometimes single-family ownership units, whose construction, financing, sales prices, or rents have been subsidized by federal, state, or local housing programs including, but not limited to Federal Section 8 (new construction, substantial rehabilitation, and loan management set-asides), Federal Sections 213, 236, and 202, Federal Section 221(d)(3) (below-market interest rate program), Federal Section 101 (rent

supplement assistance), CDBG, FmHA Section 515, multifamily mortgage revenue bond programs, local redevelopment and in lieu fee programs, and units developed pursuant to local inclusionary housing and density bonus programs. All California Housing elements are required to address the preservation or replacement of assisted housing that is eligible to change to market rate housing within 10 years.

Attached: Buildings and structures in Sausalito are considered attached if they share a common roof system and/or building walls.

Below-market-rate (BMR) Housing Unit: (1) Any housing unit specifically priced to be sold or rented to low- or moderate-income households for an amount less than the fair-market value of the unit. Both the State of California and the U.S. Department of Housing and Urban Development set standards for determining which households qualify as "low income" or "moderate income." (2) The financing of housing at less than prevailing interest rates.

Blight: A condition of a site, structure, or area that may cause nearby buildings and/or areas to decline in attractiveness and/or utility. The Community Redevelopment Law (Health and Safety Code, Sections 33031 and 33032) contains a definition of blight used to determine eligibility of proposed redevelopment project areas.

Building: Any structure used or intended for supporting or sheltering any use or occupancy.

Building Height: The vertical distance from the average contact ground level of a building to the highest point of the coping of a flat roof or to the deck line of a mansard roof or to the mean height level between eaves and ridge for a gable, hip, or gambrel roof. The exact definition varies by community. For example, in some communities building height is measured to the highest point of the roof, not including elevator and cooling towers.

Buildout or Build-out: Development of land to its full potential or theoretical capacity as permitted under current or proposed planning or zoning designations.

California Environmental Quality Act (CEQA): A State law requiring State and local agencies to regulate activities with consideration for environmental protection. If a proposed activity has the potential for a significant adverse environmental impact, an **Environmental Impact Report (EIR)** must be prepared and certified as to its adequacy before taking action on the proposed project. An Environmental Assessment may be prepared for housing elements, leading to a Declaration of No Environmental Impact, Negative Declaration, or Mitigated Negative Declaration.

California Housing Finance Agency (CHFA): A State agency, established by the Housing and Home Finance Act of 1975, which is authorized to sell revenue bonds and generate funds for the development, rehabilitation, and conservation of low-and moderate-income housing.

Capital Improvements Program (CIP) : A program, administered by a city or county government and reviewed by its planning commission, which schedules permanent improvements, usually for a minimum of five years in the future, to fit the projected fiscal capability of the local jurisdiction.

The program generally is reviewed annually, for conformance to and consistency with the general plan.

Census: The official decennial enumeration of the population conducted by the federal government.

Character: Special physical characteristics of a structure or area that set it apart from its surroundings and contribute to its individuality.

City: City with a capital "C" generally refers to the government or administration of a city. City with a lower case "c" may mean any city or may refer to the geographical area of a city (e.g., the properties in the city.)

Clustered Development: Development in which a number of dwelling units are placed in closer proximity than usual, or are attached, with the purpose of retaining an open space area.

Community Care Facility: Elderly housing licensed by the State Health and Welfare Agency, Department of Social Services, typically for residents who are frail and need supervision. Services normally include three meals daily, housekeeping, security and emergency response, a full activities program, supervision in the dispensing of medicine, personal services such as assistance in grooming and bathing, but no nursing care. Sometimes referred to as residential care or personal care. (See "Congregate Care.")

Community Development Block Grant (CDBG): A grant program administered by the U.S. Department of Housing and Urban Development (HUD) on a formula basis for entitlement communities, and by the State Department of Housing and Community Development (HCD) for non-entitled jurisdictions. This grant allots money to cities and counties for housing rehabilitation and community development, including public facilities and economic development.

Community Redevelopment Agency (RDA): A local agency created under California Redevelopment Law, or a local legislative body that has elected to exercise the powers granted to such an agency, for the purpose of planning, developing, re-planning, redesigning, clearing, reconstructing, and/or rehabilitating all or part of a specified area with residential, commercial, industrial, and/or public (including recreational) structures and facilities. The redevelopment agency's plans must be compatible with the adopted community general plan, including the housing element.

Compatible: Capable of existing together without conflict or ill effects.

Conditional Use Permit: The Conditional Use Permit process in Sausalito allows Planning Commission level of review for selected land use proposals. Conditional Use Permits are required for uses which may be suitable only in specific locations in a zoning district, or which require special consideration in their design, operation or layout to ensure compatibility with surrounding uses.

Condominium: Condominiums in Sausalito include "community apartments" (developments where an undivided interest in the land is coupled with the right of exclusive occupancy of any apartment located thereon) and "stock cooperative". Condominiums also include an estate in real property consisting of an undivided interest in common in a portion of a parcel of real property developed for marina or yacht harbor purposes, together with a separate interest in a berthing space in such marina or yacht harbor.

Condominium conversion: The conversion of existing real estate and/or structures to separate, salable condominium units, potentially involving new construction and/or improvements.

Congregate Care: Apartment housing, usually for seniors, in a group setting that includes independent living and sleeping accommodations in conjunction with shared dining and recreational facilities. (See "Community Care Facility.")

Consistent: Free from variation or contradiction. Programs in the General Plan are to be consistent, not contradictory or preferential. State law requires consistency between a general plan and implementation measures such as the zoning code.

County: County with a capital "C" generally refers to the government or administration of a county. County with a lower case "c" may mean any county or may refer to the geographical area of a county (e.g., the county's 15 cities).

Covenants, Conditions, and Restrictions (CC&Rs): A term used to describe restrictive limitations that may be placed on property and its use, and which usually are made a condition of holding title or lease.

Criterion: A standard upon which a judgment or decision may be based. (See "Standards.")

Density: The measure of the ratio of population to the area of land occupied by that population, which is expressed as dwelling units per acre. "Gross density" is the number of lots derived from dividing the area of a site by the area required for each lot or dwelling unit. "Net density" is the number of lots resulting from subtracting the area required for streets (in the case of a subdivision) from the total area of the undivided site, and then dividing the remaining area by the area required for each lot.

Density Bonus (Residential): An increase in the density (number of dwelling units allowed per acre or parcel), above that normally allowed by the applicable zoning district, in exchange for a public benefit (e.g., provision of affordable housing or senior housing).

Under California law, projects with at least 5 units may request a density bonus. Depending on the level of affordability, the bonus may be between 5% and 35% of the base density (California Government Code Section 65915 – 65918).

Density, Control of: A limitation on the occupancy of land. Density can be controlled through zoning in the following ways: use restrictions, minimum lot-size requirements, floor area ratios, land use-intensity ratios, setback and yard requirements, minimum house-size requirements,

ratios comparing number and types of housing units to land area, limits on units per acre, and other means. Allowable density often serves as the major distinction between residential districts.

Design Review; Design Control: The comprehensive evaluation of a development and its impact on neighboring properties and the community as a whole, from the standpoint of site and landscape design, architecture, materials, colors, lighting, and signs, in accordance with a set of adopted criteria and standards. "Design Control" requires that certain specific things be done and that other things not be done. Design Control language is most often found within a zoning code. "Design Review" usually refers to a system set up outside of the zoning ordinance, whereby projects are reviewed against certain standards and criteria by a specially established design review board or committee. (See "Architectural Control.")

Developable Acres, Net: The portion of a site that can be used for density calculations. Some communities calculate density based on gross acreage. Public or private road rights-of-way are not included in the net developable acreage of a site.

Developable Land: Land that is suitable as a location for structures and that can be developed free of hazards to, and without disruption of, or significant impact on, natural resource areas.

Developer: An individual who or business that prepares raw land for the construction of buildings or causes to be built physical building space for use primarily by others, and in which the preparation of the land or the creation of the building space is in itself a business and is not incidental to another business or activity.

Development: The physical extension and/or construction of urban land uses. Development activities include subdivision of land; construction or alteration of structures, roads, utilities, and other facilities; installation of septic systems; grading; deposit of refuse, debris, or fill materials; and clearing of natural vegetative cover (with the exception of agricultural activities). Routine repair and maintenance activities are exempted.

Development Fees: (See "Impact Fees.")

Development Rights: The right to develop land by a land owner who maintains fee-simple ownership over the land or by a party other than the owner who has obtained the rights to develop. Such rights usually are expressed in terms of density allowed under existing zoning. For example, one development right may equal one unit of housing or may equal a specific number of square feet of gross floor area in one or more specified zone districts. (See "Interest, Fee.")

District: (1) An area of a city or county that has a unique character identifiable as different from surrounding areas because of distinctive architecture, streets, geographic features, culture, landmarks, activities, or land uses. (2) A portion of the territory of a city or county within which uniform zoning regulations and requirements apply; a zone.

Diversity: Differences among otherwise similar elements that give them unique forms and qualities. E.g., housing diversity can be achieved by differences in unit size, tenure, or cost.

Duplex: A single residential building containing two dwelling units.

Dwelling Unit: A room or group of rooms (including sleeping, eating, cooking, and sanitation facilities, but not more than one kitchen), which constitutes an independent housekeeping unit, occupied or intended for occupancy by one household on a long-term basis. In Sausalito,

- Multi-family refers to three or more dwelling units on one lot.
- Single-family refers to one dwelling unit on one lot.
- Two-family refers to two dwelling units on one lot.

Emergency Shelter: A facility that provides immediate and short-term housing and supplemental services for the homeless. Shelters come in many sizes, but an optimum size is considered to be 20 to 40 beds. Supplemental services may include food, counseling, and access to other social programs. (See "Homeless" and "Transitional Housing.")

Encourage*, v*: To stimulate or foster a particular condition through direct or indirect action by the private sector or government agencies.

Enhance*, v*: To improve existing conditions by increasing the quantity or quality of beneficial uses or features.

Environmental Impact Report (EIR): A report required of general plans by the California Environmental Quality Act and which assesses all the environmental characteristics of an area and determines what effects or impacts will result if the area is altered or disturbed by a proposed action. (See "California Environmental Quality Act.")

Exaction: A contribution or payment required as an authorized precondition for receiving a development permit; usually refers to mandatory dedication (or fee in lieu of dedication) requirements found in many subdivision regulations.

Fair Market Rent: The rent, including utility allowances, determined by the United States Department of Housing and Urban Development for purposes of administering the Section 8 Existing Housing Program.

Family: (1) Two or more persons related by birth, marriage, or adoption [U.S. Bureau of the Census]. (2) An individual or a group of persons living together who constitute a *bona fide* single-family housekeeping unit in a dwelling unit, not including a fraternity, sorority, club, or other group of persons occupying a hotel, lodging house or institution of any kind [California].

Feasible: Capable of being done, executed, or managed successfully from the standpoint of the physical and/or financial abilities of the implementer(s). "Technically feasible" means an action is **c**apable of being implemented because the industrial, mechanical, or application technology exists.

Finding(s): The result(s) of an investigation and the basis upon which decisions are made. Findings are used by government agents and bodies to justify action taken by the entity.

Flag Lot: A lot which does not have direct frontage on a road or street, and which is connected to a road or street by a narrow fee ownership appendage that is primarily used to provide access to the building site on the lot.

Floor Area Ratio (FAR): Abbreviated as FAR, this is a measure of development intensity. FAR is the floor area of the building or buildings on a parcel divided by the net area of the parcel. For instance, a one-story building that covers an entire lot has an FAR of 1. Similarly, a one-story building that covers 1/2 of a lot has an FAR of 0.5. Sausalito has established FAR limits for each zoning districts.

Footprint; Building Footprint: The outline of a building at all of those points where it meets the ground.

Garage or Carport: A garage is a structure dedicated for the parking of vehicles that is enclosed on at least three sides; a carport is enclosed on no more than two sides.

General Plan: A statement of policies, including text and diagrams setting forth objectives, principles, standards, and plan proposals, for the future physical development of the city or county (see Government Code Sections 65300 et seq.).

Granny Unit: Typically, this refers to a second dwelling attached to or separate from the main residence that houses one or more elderly persons. California Government Code 65852.1 enables cities and counties to approve such units in single-family neighborhoods.

Group Quarters: A residential living arrangement, other than the usual house, apartment, or mobile home, in which two or more unrelated persons share living quarters and cooking facilities. Institutional group quarters include nursing homes, orphanages, and prisons. Non-institutional group quarters include dormitories, shelters, and large boarding houses.

Guidelines: General statements of policy direction around which specific details may be later established.

Handicapped: A person determined to have a physical impairment or mental disorder expected to be of long or indefinite duration. Many such impairments or disorders are of such a nature that a person's ability to live independently can be improved by appropriate housing conditions.

Historic; Historical: A historic building or site is one that is noteworthy for its significance in local, state, or national history or culture, its architecture or design, or its works of art, memorabilia, or artifacts.

Historic Preservation: The preservation of historically significant structures and neighborhoods until such time as, and in order to facilitate, restoration and rehabilitation of the building(s) to a former condition.

Home Occupation: A commercial activity conducted solely by the occupants of a particular dwelling unit in a manner incidental to residential occupancy.

Homeless: Persons and families who lack a fixed, regular, and adequate nighttime residence. Includes those staying in temporary or emergency shelters or who are accommodated with friends or others with the understanding that shelter is being provided as a last resort. California Housing element law, Section 65583(c)(1), requires all cities and counties to address the housing needs of the homeless. (See "Emergency Shelter" and "Transitional Housing.")

Houseboat: A floating boat, vessel, or industrial or commercial structure on, or in, the waters of the State, which is designed, fitted out, or used principally for residential purposes and is not principally used for active navigation.

Household: A single individual, doing his own cooking, and living upon the premises as a separate housekeeping unit, or a collective body of persons, with a legally responsible head of household, doing their own cooking and living together upon the premises as a separate housekeeping unit as distinguished from a group occupying a boarding house, lodging house, club, fraternity, sorority or hotel.

Householder: The head of a household.

Households, Number of: The count of all year-round housing units occupied by one or more persons. The concept of household is important because the formation of new households generates the demand for housing. Each new household formed creates the need for one additional housing unit or requires that one existing housing unit be shared by two households. Thus, household formation can continue to take place even without an increase in population, thereby increasing the demand for housing.

Housing and Community Development Department of the State of California (HCD): The State agency that has principal responsibility for assessing, planning for, and assisting communities to meet the needs of low- and moderate-income households.

Housing Authority, Local (LHA): Local housing agency established in State law, subject to local activation and operation. Originally intended to manage certain federal subsidies, but vested with broad powers to develop and manage other forms of affordable housing. In Sausalito, the LHA is the Housing Authority of Marin County (or Marin Housing).

Housing element: One of the seven State-mandated elements of a local general plan, it assesses the existing and projected housing needs of all economic segments of the community, identifies potential sites adequate to provide the amount and kind of housing needed, and contains adopted goals, policies, and implementation programs for the preservation, improvement, and development of housing. Under State law, Housing elements must be updated every five years.

Housing and Urban Development, U.S. Department of (HUD): A cabinet-level department of the federal government that administers housing and community development programs.

Housing Unit: The place of permanent or customary abode of a person or family. A housing unit may be a single-family dwelling, a multifamily dwelling, a condominium, a modular home, a mobile

home, a cooperative, or any other residential unit considered real property under State law. A housing unit has, at least, cooking facilities, a bathroom, and a place to sleep. It also is a dwelling that cannot be moved without substantial damage or unreasonable cost. (See "Dwelling Unit," "Family," and "Household.")

Impact: The effect of any direct man-made actions or indirect repercussions of man-made actions on existing physical, social, or economic conditions.

Impact Fees: Fees charged to developers or builders as a prerequisite to construction or development approval. The most common are: (1) impact fees (such as parkland acquisition fees, school facilities fees, or street construction fees) related to funding public improvements which are necessitated in part or in whole by the development; (2) connection fees (such as water line fees) to cover the cost of installing public services to the development; (3) permit fees (such as building permits, grading permits, sign permits) for the administrative costs of processing development plans; and, (4) application fees (rezoning, CUP, variance, etc.) for the administrative costs of reviewing and hearing development proposals.

As Proposition 13 put a cap on property taxes, limiting the main source of funding for new school facilities, California law allows school districts to impose **school impact fees** on new developments to offset their impacts on area schools.

Impacted Areas: Census tracts where more than 50 percent of the dwelling units house low- and very low-income households.

Implementation: Actions, procedures, programs, or techniques that carry out policies.

Improvement: The addition of one or more structures or utilities on a parcel of land.

Infill Development: Development of vacant land (usually individual lots or left-over properties) within areas that are already largely developed.

Infrastructure: Public services and facilities, such as sewage-disposal systems, water-supply systems, other utility systems, and roads.

In Lieu Fee: Cash payments that may be required of an owner or developer as a substitute for a dedication of land or construction of below-market-rate housing, and referred to as in lieu fees or in lieu contributions.

Institutional Use: (1) Publicly or privately owned and operated activities that are institutional in nature, such as hospitals, museums, and schools; (2) churches and other religious organizations; and (3) other nonprofit activities of a welfare, educational, or philanthropic nature that cannot be considered a residential, commercial, or industrial activity.

Interest, Fee: Entitles a land owner to exercise complete control over use of land, subject only to government land use regulations.

Issues: Important unsettled community matters or problems that are identified in a community's general plan and are dealt with by the plan's goals, policies, and implementation programs.

Jobs/Housing Balance; Jobs/Housing Ratio: The availability of affordable housing for employees. The jobs/housing ratio divides the number of jobs in an area by the number of employed residents. A ratio of 1.0 indicates a balance. A ratio greater than 1.0 indicates a net in-commute; less than 1.0 indicates a net out-commute.

Land Banking: The purchase of land by a local government for use or resale at a later date. "Banked lands" have been used for development of low- and moderate-income housing, expansion of parks, and development of industrial and commercial centers. Federal rail-banking law allows railroads to bank unused rail corridors for future rail use while allowing interim use as trails.

Land Use Classification: A system for classifying and designating the appropriate use of properties.

Land Use Regulation: A term encompassing the regulation of land in general and often used to mean those regulations incorporated in the General Plan, as distinct from zoning regulations (which are more specific).

Lease: A contractual agreement by which an owner of real property (the lessor) gives the right of possession to another (a lessee) for a specified period of time (term) and for a specified consideration (rent).

Leasehold Interest: (1) The interest that the lessee has in the value of the lease itself in condemnation award determination. (2) The difference between the total remaining rent under the lease and the rent the lessee would currently pay for similar space for the same time period.

Linkage: With respect to jobs/housing balance, a program designed to offset the impact of employment on housing need within a community, whereby project approval is conditioned on the provision of housing units or the payment of an equivalent in-lieu fee. The linkage program must establish the cause-and-effect relationship between a new commercial or industrial development and the increased demand for housing.

Liveaboard: A navigable vessel, regulated by Sausalito Zoning Ordinance Section 10.44.170, with liveaboard residential occupant(s) for harbor or marina security purposes.

Lot or Parcel: A portion of land shown as a unit on a recorded subdivision map or an approved minor subdivision map, parcel map or otherwise existing as of record with the Office of the Recorder of the County of Marin.

Lot of Record: A lot that is part of a recorded subdivision or a parcel of land that has been recorded at the County Recorder's office containing property tax records.

Low-income Household: A household earning less than 80% of the Marin County median income based on information provided by the United States Department of Housing and Urban Development.

Low-income Housing Tax Credits (LIHTC): Tax reductions provided by the federal and State governments for investors in housing for low-income households.

Mandatory element: A component of the General Plan mandated by State Law. California State law requires that a General Plan include elements dealing with seven subjects—circulation, conservation, housing, land use, noise, open space and safety—and specifies to various degrees the information to be incorporated in each element.

Manufactured Housing: Residential structures that are constructed entirely in the factory, and that since June 15, 1976, have been regulated by the federal Manufactured Home Construction and Safety Standards Act of 1974 under the administration of the U.S. Department of Housing and Urban Development (HUD). (See "Mobile Home" and "Modular Unit.")

Ministerial (Administrative) Decision: An action taken by a governmental agency that follows established procedures and rules and does not call for the exercise of judgment in deciding whether to approve a project.

Minor Use Permit: Minor Use Permits provide for review of discretionary land uses that generally meet the purposes of the applicable district but which require special consideration in their design or operation to ensure compatibility with surrounding uses.

Mitigate*, v* : To ameliorate, alleviate, or avoid to the extent reasonably feasible.

Mitigation Measure: The California Environmental Quality Act requires that when an adverse environmental impact or potential impact is identified, measures must be proposed that will eliminate, avoid, rectify, compensate for or reduce those environmental effects.

Mixed-use: The combination of various uses, such as office, commercial, institutional, and residential, in a single building or on a single site in an integrated development project with significant functional interrelationships and a coherent physical design. A "single site" may include contiguous properties.

Mobile Homes: A manufactured housing structure transportable in one or more sections, designed and equipped to contain not more than two dwelling units to be used with or without a foundation system. Sausalito's Zoning Ordinance Section 10.44.060 has specific use requirements applicable to mobile homes.

Moderate-income Household: A household earning 80% to 120% of the Marin County median income based on information provided by the United States Department of Housing and Urban Development.

Modular Unit: A factory-fabricated, transportable building or major component designed for use by itself or for incorporation with similar units on-site into a structure for residential, commercial, educational, or industrial use. Differs from mobile homes and manufactured housing by (in addition to lacking an integral chassis or permanent hitch to allow future movement) being subject to California housing law design standards. California standards are more restrictive than federal standards in some respects (e.g., plumbing and energy conservation). Also called Factory-built Housing and regulated by State law of that title. (See "Mobile Home" and "Manufactured Housing.")

Mortgage Credit Certificate: Under a County-operated program, gives a first-time homebuyer a federal income tax credit of up to 20 percent of the mortgage interest paid on the first mortgage loan, for each year the buyer keeps the same mortgage loan and lives in the same house. Maximum initial household income limits and maximum initial home purchase prices apply and are adjusted annually.

Multifamily Building: A detached building designed and used exclusively as a dwelling by three or more families occupying separate suites.

Municipal Code: The Sausalito Zoning Ordinance is based on the General Plan and the Marinship Specific Plan of the City of Sausalito. The Zoning Ordinance is adopted to promote and protect the public health, safety, peace, morals, comfort, convenience and general welfare. The Zoning Ordinance is intended to implement and promote the goals and policies of the Sausalito General Plan and Marinship Specific Plan, and to guide, control and regulate the future growth and development of the City of Sausalito in a manner consistent with the plans.

Need: A condition requiring supply or relief. The City or County may act upon findings of need within or on behalf of the community.

Negative Declaration : When a project is not exempt from CEQA and will not have a significant adverse effect upon the environment a negative declaration must be prepared. The negative declaration is an informational document that describes the reasons why the project will not have a significant effect and proposes measures to completely mitigate or avoid any possible effects.

Non-conforming Use: A use of land that was lawfully established, but that is no longer identified as an allowable use by the Sausalito Zoning Ordinance, and which does not conform to the regulation for the zoning district in which it is located.

Notice (of Hearing): A legal document announcing the opportunity for the public to present their views to an official representative or board of a public agency concerning an official action pending before the agency.

Objective: A specific statement of desired future condition toward which the City or County will expend effort in the context of striving to achieve a broader goal. An objective should be achievable and, where possible, should be measurable and time-specific. The State Government Code (Section 65302) requires that general plans spell out the "objectives," principles, standards,

and proposals of the general plan. “The addition of 100 units of affordable housing by 2005” is an example of an objective.

Ordinance: A law or regulation set forth and adopted by a governmental authority, usually a city or county.

Overlay: A land use designation on the Land Use Map, or a zoning designation on a zoning map, that modifies the basic underlying designation in some specific manner.

Parcel: see “Lot”.

Parking, Shared: A public or private parking area used jointly by two or more uses.

Patio Unit: A detached single family unit, typically situated on a reduced-sized lot, that orients outdoor activity within rear or side yard patio areas for better utilization of the site for outdoor living space.

Planned Community: A large-scale development whose essential features are a definable boundary; a consistent, but not necessarily uniform, character; overall control during the development process by a single development entity; private ownership of recreation amenities; and enforcement of covenants, conditions, and restrictions by a master community association.

Planned Unit Development (PUD): A description of a proposed unified development, consisting at a minimum of a map and adopted ordinance setting forth the regulations governing, and the location and phasing of all proposed uses and improvements to be included in the development.

Planning and Research, Office of (OPR): A governmental division of the State of California that has among its responsibilities the preparation of a set of guidelines for use by local jurisdictions in drafting General Plans.

Planning Area: The Planning Area is the land area addressed by the General Plan (and hence, by the Housing element). For a city, the Planning Area boundary typically coincides with the Sphere of Influence that encompasses land both within the City Limits and potentially annexable land.

Planning Commission: A group of residents appointed by the city council or board of supervisors to consider land use planning matters. The commission's duties and powers are established by the local legislative body and might include hearing proposals to amend the general plan or rezone land, initiating planning studies (road alignments, identification of seismic hazards, etc.), and taking action on proposed subdivisions.

Policy: A specific statement of principle or of guiding actions that implies clear commitment but is not mandatory. A general direction that a governmental agency sets to follow, in order to meet its goals and objectives before undertaking an action program. (See “Action Statement.”)

Poverty Level: As used by the U.S. Census, families and unrelated individuals are classified as being above or below the poverty level based on a poverty index that provides a range of income cutoffs

or “poverty thresholds” varying by size of family, number of children, and age of householder. The income cutoffs are updated each year to reflect the change in the Consumer Price Index.

Preserve, *v*: To keep safe from destruction or decay; to maintain or keep intact. (See “Maintain.”)

Principle: An assumption, fundamental rule, or doctrine that will guide general plan policies, proposals, standards, and implementation measures. The State Government Code (Section 65302) requires that general plans spell out the objectives, “principles,” standards, and proposals of the general plan. “Adjacent land uses should be compatible with one another” is an example of a principle.

Protect, *v*: To maintain and preserve beneficial uses in their present condition as nearly as possible. (See “Enhance.”)

Recognize, *v*: To officially (or by official action) identify or perceive a given situation.

Redevelop, *v*: To demolish existing buildings; or to increase the overall floor area existing on a property; or both; irrespective of whether a change occurs in land use.

Regional: Pertaining to activities or economies at a scale greater than that of a single jurisdiction, and affecting a broad geographic area.

Regional Housing Needs: A quantification by a COG or by HCD of existing and projected housing need, by household income group, for all localities within a region.

Regulation: A rule or order prescribed for managing government.

Rehabilitation: The repair, preservation, and/or improvement of substandard housing.

Residential: Land designated in the City or County General Plan and zoning code for buildings consisting only of dwelling units. May be improved, vacant, or unimproved. (See “Dwelling Unit.”)

Residential Care Homes: Facilities providing residential social and personal care for children, the elderly, and people with some limits on their ability for self-care, but where medical care is not a major element. Residential care homes include: children’s homes, halfway houses, orphanages, rehabilitation centers, self-help group homes.

Residential, Multifamily: Usually three or more dwelling units on a single site, which may be in the same or separate buildings.

Residential, Single-family: A single dwelling unit on a building site.

Restore, *v*: To renew, rebuild, or reconstruct to a former state.

Restrict, *v*: To check, bound, or decrease the range, scope, or incidence of a particular condition.

Retrofit, *v*: To add materials and/or devices to an existing building or system to improve its operation, safety, or efficiency. Buildings have been retrofitted to use solar energy and to strengthen their ability to withstand earthquakes, for example.

Reverse Annuity Mortgages: A home financing mechanism that enables a homeowner who a senior citizen to release equity from his or her home. The senior receives periodic payments that can be put to immediate use. Loans are fixed term and are paid when the house is sold or when the term expires.

Rezoning: An amendment to the map and/or text of a zoning code to effect a change in the nature, density, or intensity of uses allowed in a zoning district and/or on a designated parcel or land area.

Second Mortgage Program: The lending by a public or private agency of a portion of a required down payment to a developer or first-time homebuyer, usually with restrictions requiring that the units assisted through the program remain affordable to very low- and low-income households.

Secondary Dwellings: A second permanent dwelling that is accessory to a primary dwelling on a site. A secondary dwelling may be either a detached or attached dwelling unit that provides a complete, independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel or parcels as the primary dwelling.

Section 8 Rental Assistance Program: A federal (HUD) rent-subsidy program that is one of the main sources of federal housing assistance for low-income households. The program operates by providing "housing assistance payments" to owners, developers, and public housing agencies to make up the difference between the "Fair Market Rent" of a unit (set by HUD) and the household's contribution toward the rent, which is calculated at 30 percent of the household's adjusted gross monthly income (GMI). "Section 8" includes programs for new construction, existing housing, and substantial or moderate housing rehabilitation.

Senior Housing Projects: Multi-family residential projects where occupancy is limited to people of 55 years or older (except in the case of double occupancy of a unit where only one resident need be 55 or older) and no persons under 18 years of age are permitted as residents. Senior housing projects include Senior Independent Living Centers (referred to as SILCs) and senior apartments, as follows:

- **Senior Independent Living Centers (SILCs).** A senior housing project that consists of, but is not limited to, individual apartment units, community dining centers, and common recreation areas. The facilities must be physically accessible to elderly citizens, and the project is intended to provide a comfortable standard of living for its residents.
- **Senior Apartments.** A senior housing project designed to meet the needs of citizens of 55 years of age or older. The dwelling units are independent and self-contained, and easily accessible to elderly citizens.

Setback: An area on a lot where no buildings, structures, or additions may be located, and which thereby becomes a yard area.

Shared Living: The occupancy of a dwelling unit by persons of more than one family in order to reduce housing expenses and provide social contact, mutual support, and assistance. Shared living facilities serving six or fewer persons are permitted in all residential districts by Section 1566.3 of the California Health and Safety Code.

Significant Effect: A beneficial or detrimental impact on the environment. May include, but is not limited to, significant changes in an area's air, water, and land resources.

Single Room Occupancy (SRO): A single room, typically 80 - 250 square feet, with a sink and closet, but that requires the occupant to share a communal bathroom, shower, and kitchen.

Site: A parcel of land used or intended for one use or a group of uses and having frontage on a public or an approved private street. A lot.

Specific Plan: A plan addressing land use distribution, open space availability, infrastructure, and infrastructure financing for a portion of the community. Specific plans put the provisions of the local general plan into action.

Sphere of Influence: The probable ultimate physical boundaries and service area of a local agency (city or district) as determined by the Local Agency Formation Commission of the County.

Standards: (1) A rule or measure establishing a level of quality or quantity that must be complied with or satisfied. The State Government Code (Section 65302) requires that general plans spell out the objectives, principles, "standards," and proposals of the general plan. For example, the number of acres of park land per 1,000 population that the community will attempt to acquire and improve, or the "traffic Level of Service" (LOS) that the plan hopes to attain. (2) Requirements in a zoning code that govern building and development as distinguished from use restrictions—for example, site-design regulations such as lot area, height limit, frontage, landscaping, and floor area ratio.

Stock Cooperative Housing: Multiple-family ownership housing in which the occupant of a unit holds a share of stock in a corporation that owns the structure in which the unit is located.

Street: Right-of-way, easement, or prescriptive right-of-way dedicated to, and under the authority of, the City of Sausalito; a state highway; a private road, easement, or prescriptive right-of-way; and which is customarily used for automobile travel and for providing vehicular access to abutting property.

Structure: Anything constructed or erected on the ground, the use of which requires attachment to the ground, or over 120 square feet in area or over six feet in height, or any structure that requires a building permit, including any building, but not including fences or walls six feet or less in height, or concrete flat work such as driveways, patios, or planters less than 12 inches in height. Includes permanent tents.

Subdivision: The division of a tract of land into defined lots, either improved or unimproved, which can be separately conveyed by sale or lease, and which can be altered or developed. "Subdivision" includes a condominium project as defined in Section 1350 of the California Civil Code and a community apartment project as defined in Section 11004 of the Business and Professions Code.

Subdivision Map Act: Division 2 (Sections 66410 et seq.) of the California Government code, this act vests in local legislative bodies the regulation and control of the design and improvement of subdivisions, including the requirement for tentative and final maps. (See "Subdivision.")

Subsidize: To assist by payment of a sum of money or by the granting of terms or favors that reduce the need for monetary expenditures. Housing subsidies may take the forms of mortgage interest deductions or tax credits from federal and/or state income taxes, sale or lease at less than market value of land to be used for the construction of housing, payments to supplement a minimum affordable rent, and the like.

Substandard Housing: Residential dwellings that, because of their physical condition, do not provide safe and sanitary housing.

Substantial: Considerable in importance, value, degree, or amount.

Target Areas: Specifically designated sections of the community where loans and grants are made to bring about a specific outcome, such as the rehabilitation of housing affordable by very low- and low-income households.

Tax Credit: A dollar amount that may be subtracted from the amount of taxes owed.

Tax Increment: Additional tax revenues that result from increases in property values within a redevelopment area. State law permits the tax increment to be earmarked for redevelopment purposes but requires at least 20 percent to be used to increase and improve the community's supply of very low-and low-income housing.

Townhouse; Townhome: A one-family dwelling in a row of at least three such units in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more common and fire-resistant walls. Townhouses usually have separate utilities; however, in some condominium situations, common areas are serviced by utilities purchased by a homeowners association on behalf of all townhouse members of the association. (See "Condominium.")

Transitional Housing: Shelter provided to the homeless for an extended period, often as long as 18 months, and generally integrated with other social services and counseling programs to assist in the transition to self-sufficiency through the acquisition of a stable income and permanent housing. (See "Homeless" and "Emergency Shelter.")

Undue: Improper, or more than necessary.

Uniform Building Code (UBC): A national, standard building code that sets forth minimum standards for construction.

Uniform Housing Code (UHC): State housing regulations governing the condition of habitable structures with regard to health and safety standards, and which provide for the conservation and rehabilitation of housing in accordance with the Uniform Building Code (UBC).

Urban Services: Utilities (such as water, gas, electricity, and sewer) and public services (such as police, fire, schools, parks, and recreation) provided to an urbanized or urbanizing area.

Use: The purpose for which land or a structure is arranged, designed, or intended, or for which either land or a structure is or may be occupied or maintained.

Use, Conditional: A land use that is identified as allowed, subject to minor use or conditional use permit approval in a particular zoning district.

Use, Non-conforming: A use of land that was lawfully established, but that is no longer identified as an allowable use by the Sausalito Zoning Ordinance, and which does not conform to the regulation for the zoning district in which it is located.

Use Permit: The discretionary and conditional review of an activity or function or operation on a site or in a building or facility.

Vacant: Lands or buildings that are not actively used for any purpose.

Very Low-income Household: A household with an annual income usually no greater than 50 percent of the area median family income, based on the latest available eligibility limits established by the U.S. Department of Housing and Urban Development (HUD) for the Section 8 Housing Program. (See “Area.”)

Zoning: The division of a city or county by legislative regulations into areas, or zones, which specify allowable uses for real property and size restrictions for buildings within these areas; a program that implements policies of the General Plan.

Zoning Code: a collection of organized and numbered local (ordinances) that provide regulations for land use and development. [or something like this]

Zoning District: A designated section of a city or county for which prescribed land use requirements and building and development standards are uniform.

Zoning, Incentive: The awarding of bonus credits to a development in the form of allowing more intensive use of land if public benefits—such as preservation of greater than the minimum required open space, provision for low- and moderate-income housing, or plans for public plazas and courts at ground level—are included in a project. (Please also see “Density Bonus”.)

Zoning, Inclusionary: Regulations that increase housing choice by providing the opportunity to construct more diverse and economical housing to meet the needs of low- and moderate-income families. Often such regulations require a minimum percentage of housing for low- and moderate-income households in new housing developments and in conversions of apartments to condominiums.

Zoning Map: A map of the City of Sausalito, adopted by the City Council of Sausalito, which identified the zoning districts throughout the City.

Technical Appendix G - Vacant and Underutilized Site Inventory Chart

	APN	Status	Zoning	Category	General Plan Land Use	Max Density (du/sf)	Address	Parcel Size	Development Assessment	Visual Condition	Ave. Slope	Existing (Resid) Units	Age of Existing Units	Total Units possible based on density or FAR (whichever is lower)	Density	Income Category	Actual additional units after Visual Checks	
1	065-267-37	Underutilized	CN-1	Commercial	Neighborhood Commercial	1 du/ 1,500 sf	107 SECOND ST	9,900	One story offices with ground floor parking. To add residential units, both buildings would be reconfigured and a new structure up to three stories would be built, with ground-floor commercial and upper floor residential. As an example, the building next door has parking spaces and commercial on the ground floor partially sunk into the site.	Buildings are in satisfactory condition.	10.1	0	1967	4	17.6	Moderate	4	
2	065-238-41	Underutilized	CN-1	Commercial	Neighborhood Commercial	1 du/ 1,500 sf	217 SECOND ST	9,526	This site has infill potential. There is an existing 2-story building surrounded by parking spaces. There are also two existing units at the back and on the upper floor, and therefore only one more unit can be counted. New buildings up to 3 stories could be built adjoining the current building, and there can still be spaces reserved for parking either at the back or on the side. An example is the building just south of this site.	Building is in good condition.	14.5	2	1909	3	13.7	Moderate	1	
3	064-141-05	Underutilized	CN-1	Commercial	Neighborhood Commercial	1 du/ 1,500 sf	1901 BRIDGEWAY BLVD	6,000	Existing businesses at this address include: Integrated fitness, a coin laundry, and 7-eleven. This parcel will need to be reworked together with its parking lot on 1901 Bridgeway. The current buildings on both lots would be replaced by new buildings with ground-floor retail and residential units on the top.	Buildings are in satisfactory condition.	7.3	0	1966	2	14.5	Moderate	2	
4	064-141-06	Underutilized	CN-1	Commercial	Neighborhood Commercial	1 du/ 1,500 sf	510 EASTERBY ST	6,000	Existing businesses at this address include: Integrated fitness, a coin laundry, and 7-eleven. This parcel will need to be reworked together with its parking lot on 1901 Bridgeway. The current buildings on both lots would be replaced by new buildings with ground-floor retail and residential units on the top.	Buildings are in satisfactory condition.	8.2	0	1966	2	14.5	Moderate	2	
5	064-135-28	Underutilized	CN-1	Commercial	Neighborhood Commercial	1 du/ 1,500 sf	2015 BRIDGEWAY BLVD	6,000	Combined with Bridgeway and Olive site. There is a three-story office building on the site that appears to look like former apartments. Conversion back into apartments would be fairly straightforward. There is a total of 8 potential apartment units, 4 on each lot.	Building is in good condition.	10.0	0	NA	2	29.0	Very Low/Low	4	
6	064-135-24	Underutilized	CN-1	Commercial	Neighborhood Commercial	1 du/ 1,500 sf	BRIDGEWAY AND OLIVE	6,000	Combined with 2015 Bridgeway. There is a three-story office building on the site that appears to look like former apartments. Conversion back into apartments would be fairly straightforward. There is a total of 8 potential apartment units, 4 on each lot.	Building is in good condition.	13.6	0	1975	2	29.0	Very Low/Low	4	
7	064-135-29	Underutilized	CN-1	Commercial	Neighborhood Commercial	1 du/ 1,500 sf	2007 BRIDGEWAY BLVD	6,000	A one-story restaurant with a partial two-story portion used for office, with parking access from the back. As the parcel is unlikely to have underutilized FAR, the office space on the second floor could be converted to a residential unit. There is adequate parking on the lot.	Building is in good condition.	12.6	0	1950	2	14.5	Moderate	1	
8	064-141-01	Underutilized	CN-1	Commercial	Neighborhood Commercial	1 du/ 1,500 sf	1919 BRIDGEWAY BLVD	3,000	This is a one-storey retail building and can have an additional floor for residential use.	Building is in good condition.	4.4	0	1931	1	14.5	Moderate	1	
9	064-135-26	Underutilized	CN-1	Commercial	Neighborhood Commercial	1 du/ 1,500 sf	2005 BRIDGEWAY BLVD	3,000	One story building with a store. The roof space could be reconfigured to accommodate a residential unit above the shop space.		4.0	0	1920	1	14.5	Moderate	1	
10	065-238-25	Underutilized	CN-1	Commercial	Neighborhood Commercial	1 du/ 1,500 sf	203 SECOND ST	3,300	One story building with a dry cleaner store. More than two-thirds of the property is vacant, and additional floors could be added to the building to accommodate residential units.		13.5	0	1923	1	13.2	Moderate	1	
11	065-052-03	Underutilized	CR	Commercial	Mixed Residential & Commercia	1 du/ 1,500 sf	209 CALEDONIA ST	3,000	Both floors currently have a commercial use. The upper floor could be converted to a residential apartment. There is adequate street parking.		4.4	0	1894	2	29.0	Very Low/Low	2	
12	065-053-05	Underutilized	CR	Commercial	Mixed Residential & Commercia	1 du/ 1,500 sf	326 PINE ST	3,185	Both floors currently have a commercial use. The upper floor could be converted to a residential apartment. There is adequate parking at the back of the lot.		3.8	0	1920	2	27.4	Very Low/Low	2	
13	065-056-02	Underutilized	CR	Commercial	Mixed Residential & Commercia	1 du/ 1,500 sf	41 CALEDONIA ST	3,500	1-story restaurant. There is potential for more units to be built on top of existing buildings or at the back of the property. Parking for the new unit would require coordination with adjacent property.	Building is in good condition.	2.9	1	1927	2	24.9	Very Low/Low	1	
14	065-055-06	Underutilized	CR	Commercial	Mixed Residential & Commercia	1 du/ 1,500 sf	42 CALEDONIA ST	4,000	The site has a one story building with the potential for 2 residential units to be built on top. Adding residential floors would be in keeping with the current street character. Parking for the new unit would require coordination with adjacent property.	Building is in good condition.	2.5	0	1925	2	21.8	Very Low/Low	2	
15	065-052-23	Underutilized	CR	Commercial	Mixed Residential & Commercia	1 du/ 1,500 sf	201 CALEDONIA ST	4,200	There is one existing two-storey building on the lot, more than half of the lot is currently garden space. One more building could be added to create another unit.	Building is in satisfactory condition.	3.1	1	1912	2	20.7	Very Low/Low	1	
16	064-166-04	Underutilized	CR	Commercial	Mixed Residential & Commercia	1 du/ 1,500 sf	302 CALEDONIA ST	8,625	Offices with a parking lot taking up about one-third of the lot. There are 6 suites and 4 suites are currently empty. These suites could be converted into apartments, or a new building with first-floor parking could be built on the same lot to add units.	Building is in excellent condition.	0.0	0	1981	5	25.3	Very Low/Low	4	
17	064-167-27	Underutilized	CR	Commercial	Mixed Residential & Commercia	1 du/ 1,500 sf	333 CALEDONIA ST	12,000	2 warehouses on site with operational businesses. Both warehouses would need to be reconfigured to make way for a new three-story building with parking on the ground floor. If warehouses are not reconfigured, a new building with less units could still be erected on the Litho St side of the lot.	Buildings are in satisfactory condition.	11.5	0	1946	8	29.0	Very Low/Low	8	
18	065-055-02	Underutilized	CR	Commercial	Mixed Residential & Commercia	1 du/ 1,500 sf	1103 BRIDGEWAY BLVD	4,320	Currently a gas station, which means it could be a brownfield and could require clean-up. The site is entirely flat and could easily support redevelopment.	Building is in good condition.	0.0	0	1958	2	20.2	Very Low/Low	2	
19	065-055-03	Underutilized	CR	Commercial	Mixed Residential & Commercia	2 du/ 1,500 sf	JOHNSON ST	6,000	Currently a gas station, which means it could be a brownfield and could require clean-up. The site is entirely flat and could easily support redevelopment.	Building is in good condition.	3.4	0	1958	4	29.0	Very Low/Low	4	**47 Comm**
20	064-274-03	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	WOLFBACK RIDGE ROAD	5,700	Vacant triangular lot.	Site is currently vacant.	25.3	0	NA	1	7.6	Above Moderate	1	
21	064-276-23	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	3 WOLFBACK RIDGE ROAD	29,947	On Approved list for new SFD, no Building Permit yet.	Site is currently vacant.	41.0	0	NA	1	1.5	Above Moderate	1	
22	200-240-10	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	WOLFBACK TERRACE ROAD	20,273	Vacant site.	Site is currently vacant.	61.7	0	NA	1	2.1	Above Moderate	1	
23	200-240-23	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	WOLFBACK TERRACE ROAD	9,851	Vacant site.	Site is currently vacant.	54.6	0	NA	1	4.4	Above Moderate	1	
24	200-310-01	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	WOLFBACK RIDGE ROAD	13,407	Vacant site.	Site is currently vacant.	35.4	0	NA	1	3.2	Above Moderate	1	
25	200-310-03	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	WOLFBACK RIDGE ROAD	7,643	Vacant site.	Site is currently vacant.	16.9	0	NA	1	5.7	Above Moderate	1	
26	200-310-04	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	WOLFBACK RIDGE ROAD	6,610	Vacant site.	Site is currently vacant.	36.1	0	NA	1	6.6	Above Moderate	1	
27	200-310-05	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	WOLFBACK RIDGE ROAD	30,032	Vacant site.	Site is currently vacant.	39.0	0	NA	1	1.5	Above Moderate	1	
28	200-310-06	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	WOLFBACK RIDGE ROAD	29,166	Vacant site.	Site is currently vacant.	46.6	0	NA	1	1.5	Above Moderate	1	
29	200-310-08	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	WOLFBACK RIDGE ROAD	24,287	Vacant site.	Site is currently vacant.	52.4	0	NA	1	1.8	Above Moderate	1	
30	200-310-09	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	WOLFBACK RIDGE ROAD	17,874	Vacant site.	Site is currently vacant.	49.5	0	NA	1	2.4	Above Moderate	1	
31	200-310-12	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	CLOUDVIEW TRAIL	33,792	Vacant site.	Site is currently vacant.	59.6	0	NA	1	1.3	Above Moderate	1	
32	200-310-16	Vacant	R-1-20	Residential	Very Low Density Residential	1 unit/parcel	WOLFBACK RIDGE ROAD	14,469	Vacant site.	Site is currently vacant.	41.7	0	NA	1	3.0	Above Moderate	1	
33	065-222-05	Vacant	R-1-6	Residential	Medium Low Density Residentia	1 unit/parcel	105 CRESCENT AVE	5,040	Was approved by the City in 2011 for a new single-family residence, but no Building Permit has been applied for yet.	Site is currently vacant.	40.0	0	1961	1	8.6	Above Moderate	1	
34	064-204-03	Vacant	R-1-6	Residential	Medium Low Density Residentia	1 unit/parcel	PLATT AVE	6,624	Vacant site.	Site is currently vacant.	54.4	0	NA	1	6.6	Above Moderate	1	
35	064-204-35	Vacant	R-1-6	Residential	Medium Low Density Residentia	1 unit/parcel	CAZNEAU AVE	5,969	Vacant site on a slope.	Site is currently vacant.	57.4	0	NA	1	7.3	Above Moderate	1	
36	064-213-22	Vacant	R-1-6	Residential	Medium Low Density Residentia	1 unit/parcel	CAZNEAU AVE	5,406	Vacant site on a slope.	Site is currently vacant.	71.2	0	NA	1	8.1	Above Moderate	1	
37	064-243-22	Vacant	R-1-6	Residential	Medium Low Density Residentia	1 unit/parcel	GEORGE LANE	5,058	Vacant site.	Site is currently vacant.	56.4	0	NA	1	8.6	Above Moderate	1	
38	064-242-10	Vacant	R-1-8	Residential	Low Density Residential	1 unit/parcel	GEORGE LANE	9,546	Vacant site.	Site is currently vacant.	36.8	0	NA	1	4.6	Above Moderate	1	**19 R-1**
59	064-062-19	Vacant	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 1,500 sf	TOMALES STREET	3,000	Has a small road running through it to neighboring house. This site is owned by the City of Sausalito.	Site is currently vacant. There appears to be a garden currently on the site.	19.0	0	NA	2	29.0	Very Low/Low	2	
63	064-142-29	Vacant	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	EASTERBY STREET	5,000	The site is vacant and has direct road access.	Site is currently vacant.	19.0	0	NA	2	17.4	Moderate	2	
64	064-131-07	Vacant	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	OLIVE STREET	5,240	Site is currently vacant and has development potential.	Site is currently vacant.	22.0	0	NA	2	16.6	Moderate	2	
66	065-252-64	Vacant	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	37-39 CRESCENT AVE	8,512	Was approved by City in 2009 for 2 new detached residences, but no Building Permit has been issued yet as of 2011.	Site is currently vacant.	71.0	0		3	15.4	Moderate	2	
67	065-253-02	Vacant	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	MAIN STREET THROUGH TO CRESCENT AVE	5,330	Site is currently vacant and has development potential.	Site is currently vacant.	28.0	0	NA	2	16.3	Moderate	2	
68	064-163-06	Vacant	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	BONITA STREET	6,491	There is an easement with stairs going lengthwise through the site. The remaining area would still be able to support 2 units on the site.	Site is currently vacant.	29.0	0	NA	2	13.4	Moderate	2	
50	064-141-17	Vacant	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	511 SPRING ST	6,000	Currently empty yard and parking garage only.	Garage is in satisfactory condition.	9.9	0	0	2	14.5	Moderate	2	
39	064-135-06	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 1,500 sf	522 SPRING ST	3,000	This is a substandard lot. There is potential for an additional building to be built behind the existing building. There is adequate street parking.	Building is in good condition.	14.4	1	1930	2	29.0	Very Low/Low	1	
40	064-141-10	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 1,500 sf	530 EASTERBY ST	3,000	This is a substandard lot. There is potential for an additional building or extension to be built behind the existing building.	Building is in excellent condition.	8.0	1	1991	2	29.0	Very Low/Low	1	
41	064-201-01	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 1,500 sf	35 MARIE ST	4,056	This is a substandard lot. This property has some room for an additional building at the back of the site. Additional parking spaces on site are also	Building is in fair condition.	14.2	1	1969	2	21.5	Very Low/Low	1	
42	064-141-18	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 1,500 sf	518 EASTERBY ST	3,000	This is a substandard lot. There is potential for an additional building or extension to be built behind the existing building.	Building is in excellent condition.	14.2	1	1955	2	29.0	Very Low/Low	1	
43	065-261-04	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 1,500 sf	107 FOURTH ST	3,300	This is a substandard lot. There is potential for an additional building to be built between the existing building and the garage.	The garage is in satisfactory condition and the house is in good	9.1	1	1957	2	26.4	Very Low/Low	1	
44	064-137-03	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 1,500 sf	107 PEARL ST	3,500	This is a substandard lot. There is potential for an additional building to be built behind the existing building for a second unit on the lot. Street parking is	Building is in good condition.	14.6	1	1930	2	24.9	Very Low/Low	1	
56	065-231-17	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 1,500 sf	211 WEST ST	3,600	This is a substandard lot. This building appears to be vacant and is in a dilapidated condition. Considered to have zero existing units.	Building is in a poor condition.	26.7	0	1941	2	24.2	Very Low/Low	2	
57	065-236-04	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 1,500 sf	209 FOURTH ST	3,300	This is a substandard lot. This building appears to be vacant and is in a dilapidated condition. Considered to have zero existing units.	Building is in a poor condition.	19.9	0	1930	2	26.4	Very Low/Low	2	
45	064-142-30	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	515 EASTERBY ST	5,460	May have some room for a smaller ADU behind the existing building.	Building is in good condition.	15.9	1	1920	2	16.0	Moderate	1	
46	065-264-12	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	110 FOURTH ST	5,500	This lot has a one story building. There is space at the back for another building, or an additional floor may be built, or the existing building could be	Building is in satisfactory condition.	31.6	1	1952	2	15.8	Moderate	1	
47	064-062-14	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	175 TOMALES ST	6,000	One house on corner lot with space in backyard. Adequate driveway space for parking and street parking.	Building is in good condition.	16.5	1	1931	2	14.5	Moderate	1	
48	064-062-15	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	163 TOMALES ST	6,000	Has space at the back for another unit.	Building is in good condition.	15.4	1	1915	2	14.5	Moderate	1	
49	064-135-03	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	510 SPRING ST	6,000	Garage in front and house at the back, has potential for another building to be placed in the middle of the site.	Garage and house are in fair condition.	11.4	1	1914	2	14.5	Moderate	1	
51	064-342-07	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	20 BUCHANAN DR	6,000	The existing 1-story building could be reconfigured for 2 units.	The existing building is in fair condition.	7.9	1	1956	2	14.5	Moderate	1	
52	064-342-11	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	11 TOMALES ST	6,000	There is potential for an additional building to be built behind or in front of the existing building. It is also possible that the existing building could be reconfigured and a new house with two units built in its place.	The existing building is in fair condition.	8.8	1	1955	2	14.5	Moderate	1	
53	064-181-24	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	812 SPRING ST	6,048	Has space at the back for another unit.	Building is in good condition.	27.8	1	1920	2	14.4	Moderate	1	
54	064-138-02	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	254 WOODWARD AVE	6,240	Only one house on the property, large yard space. An additional unit is possible. Street parking is available, or the driveway could be expanded.	Building is in excellent condition.	33.9	1	0	2	14.0	Moderate	1	
58	064-192-02	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	141 WOODWARD AVE	5916	Another building could be built adjacent to the existing 1-story unit, or another floor could be added to the unit. Adequate street parking.	Building is in good condition.	12.4	1	1954	2	14.7	Moderate	1	
60	064-181-01	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	21 GORDON ST	12,675	Single house plus terraced gardens up the slope at the back. Additional units could be created in the terraced areas.	Building is in excellent condition.	35.6	1	1951	5	17.2	Moderate	4	
61	064-182-06	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	38 GORDON ST	9,600	Single-story house with a lawn. This lot could support another small structure, or have another story added. Part of the site is an easement for driveway access.	Building is in excellent condition.	16.9	1	1960	3	13.6	Moderate	2	
62	064-136-03	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	155 WOODWARD AVE	8,220	This site has a single two-story house in good condition with an undeveloped backyard.	Building is in good condition.	17.9	1	1945	3	15.9	Moderate	2	
65	064-135-23	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	2 du/ 2,500 sf	511 OLIVE STREET	6,000	There is currently one unit on the site and an additional house or ADU may be built behind the existing building.	Building is in satisfactory condition.	17.8	1	1914	2	14.5	Moderate	1	
69	064-163-07	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	417 BONITA ST	8,640	Single house plus terraced decks at the back. There is space for two more units at the back.	Building is in good condition.	30.1	1	1943	3	15.1	Moderate	2	
70	065-301-05	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	115 SOUTH STREET	6,000	On Approved List for a new Duplex/Condo, No Building Permit issued yet.	Site is currently vacant.	54.0	0		2	14.5	Moderate	2	
71	064-141-13	Underutilized	R-2-2.5	Residential	Medium High Density Residenti	1 du/ 2,500 sf	523 SPRING ST	22,592	There are 4 houses on Spring St (5 units), 1 house on Pearl St (1 unit), and parking spaces on Pearl St for the Spring St houses. The site is large and can support reconfiguration to add an additional building or two for a total of three additional units.	Buildings are in good condition.	9.5	6	0	9	17.4	Moderate	3	**50 R-2-2.5**
72	064-321-01	Vacant	R-2-5	Residential	Medium Density Residential	1 du/ 5,000 sf	BUTTE STREET	82,730	This site is vacant.	Site is currently vacant.	30.0	0	NA	16	8.4	Above Moderate	16	**16 R-2-5**
78	064-151-02	Vacant	R-3	Residential	High Density Residential	1 du/ 1,500 sf	1757 BRIDGEWAY BLVD (U-3)	17,932	The existing buildings on the site are blighted and therefore the site may be considered vacant (per HCD direction).	Current buildings blighted, therefore site considered vacant.	22.0	0	NA	11	26.7	Very Low/Low	11	
73	065-072-12	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	10 READE LN	7,980	There are 4 meters for the property, indicating that there are 4 units. Only one more unit can be added under the maximum density. There is a lot of space on the lot, and access or parking for the additional unit could come off of Reade Lane.	Building is in good condition.	20.3	4	0	5	27.3	Very Low/Low	1	
74	065-063-08	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	911 BRIDGEWAY BLVD	8,000	This site appears to have four existing units and therefore would have potential for only one more unit under the maximum density allowed.	Building is in fair condition.	34.5	4	1925	5	27.2	Very Low/Low	1	
75	064-151-06	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	1733 BRIDGEWAY BLVD	7,470	Has a house on the lot, three units currently on the site. Has roadway access. An additional unit could be built in front over the current parking spaces.	Building is in satisfactory condition.	32.4	3	0	4	23.3	Very Low/Low	1	
76	065-071-22	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	30 EXCELSIOR LN	11,000	This site has a five unit apartment building on the lot. There is space for two units to be built in a single building, with a carport on the ground floor.	Building is in good condition.	21.7	5	1955	7	27.7	Very Low/Low	2	
77	065-063-07	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	925 BRIDGEWAY BLVD	8,050	There is one building on the lot with three existing units. The undeveloped portion of the lot is in front of the existing building.	Building is in fair condition.	35.1	3	1922	5	27.1	Very Low/Low	2	
79	065-267-41	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	104 THIRD ST	6,573	Two single-story buildings on property with a backyard. Constructing new units with more stories would be in keeping with the street character.	Building is in good condition.	9.2	2	0	4	26.5	Very Low/Low	2	
80	065-238-15	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	214 THIRD ST	7,500	Combined with a strip of land at the back of this lot, which is under the same owner, this lot would add up to a 8,250 sf lot. Half of the lot is currently used for parking only and can be built on to add two residential units, inclusive of parking.	Existing building is in good condition.	13.0	3	1970	5	29.0	Very Low/Low	2	

	APN	Status	Zoning	Category	General Plan Land Use	Max Density (du/sf)	Address	Parcel Size	Development Assessment	Visual Condition	Ave. Slope	Existing (Resid) Units	Age of Existing Units	Total Units possible based on density or FAR (whichever is lower)	Density	Income Category	Actual additional units after Visual Checks
81	065-241-10	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	210 RICHARDSON ST	4,800	The back of the lot is not easily visible from the street, however Google Earth aerials shows that more than half the lot is a vacant backyard. It is possible to put another structure on the back of the lot.	Building is in excellent condition.	20.3	1	1965	3	27.2	Very Low/Low	2
82	065-056-07	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	416 JOHNSON ST	6,000	One story building in front and 2 stories at the back, with driveway and backyard. A new building could be built at the back for 2 units, and include parking spaces for existing units. Next door is a good example of infill at the rear of the lot (420, 422 Johnson St).	Building is in good condition.	9.8	2	0	4	29.0	Very Low/Low	2
83	064-167-21	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	411 LITHO ST	6,000	Single house plus lawn at the back. There is existing access to the backpart of the lot.	Existing building is in good condition.	14.3	2	1963	4	29.0	Very Low/Low	2
84	065-235-46	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	303 SECOND ST	3,300	There is potential for an additional building to be built behind the existing building for a second unit on the lot.	Building is in good condition.	25.9	1	1926	2	26.4	Very Low/Low	1
85	065-241-12	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	214 RICHARDSON ST	3,840	There is potential for an additional building to be built closer to Richardson St where the garden currently is. There is adequate space on the site for	Building is in excellent condition.	24.3	1	1986	2	22.7	Very Low/Low	1
86	064-167-03	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	408 LOCUST ST	3,000	There is potential for an additional building to be built behind the existing building.	Building is in excellent condition.	21.4	1	1951	2	29.0	Very Low/Low	1
87	065-052-26	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	419 LOCUST ST	8,053	There are 3 meters and 3 mailboxes on this property.	Buildings are in fair condition.	13.8	3	NA	5	27.0	Very Low/Low	2
88	064-151-16	Underutilized	R-3	Residential	High Density Residential	1 du/ 1,500 sf	412 NAPA ST	10,000	The existing building on this site is near the rear end of the site. Additional buildings can be built on the undeveloped portion near the front and middle of the site.	Building is in good condition.	32.0	1	1950	6	26.1	Very Low/Low	5
																	38 R-3
																Total	170