



# City of Sebastopol

## Planning Commission Staff Report

Meeting Date: February 10, 2015  
To: Planning Commission  
From: Kenyon Webster, Planning Director  
Subject: Draft Housing Element  
Recommendation: Receive Presentation; Conduct Public Hearing; Recommend that the City Council Adopt the Draft Housing Element

Introduction: The Planning Commission is requested to consider the Revised Draft Housing Element (Attachment 1) and recommend adoption of the updated Housing Element to the City Council.

Background: State law mandates that each city and county update their Housing Element regularly, with specific deadlines being established by the State Department of Housing and Community Development (HCD). The Housing Element is one of seven mandatory elements that comprise a local agency's General Plan according to Section 65302(c) of the Government Code. The Housing Element is considered to be the primary policy document to guide the development, rehabilitation and preservation of housing for all economic segments of the local population.

On October 28, 2014, the Planning Commission reviewed the Draft Housing Element. The Draft Housing Element was subsequently revised to address Planning Commission and public comments. Revisions made to the Public Review Draft Housing Element (November 2014) included:

- Updated Chapter I to summarize comments from the GPAC and PC meetings.
- Table 11-2, Policy F-2, in Review of Effectiveness box - deleted "xxx" from the text.
- Table III.37: Changed affordable units for Two Acre Wood project (712 Robinson Road) to 2 affordable units, not 4. Fixed the table to have headers reformatted to carry over to subsequent pages.
- Policy B-4: Revised to read "Sebastopol will encourage continued operation of the privately-owned....."
- Action G-4: Revised as follows: "Review and consider revising the Zoning Ordinance to establish development standards and identify appropriate zoning districts to accommodate tiny houses. Revisions should include a clear definition of tiny houses."
- Action G-6: the action should read as follows: "Modify the Zoning Ordinance to allow second units as a permitted use consistent with State law and consider revisions to standards for second units related to unit height, minimize size, and other relevant second unit standards."

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- Policy H-2, 1st sentence: “The City shall consider retaining the services of a housing coordinator.....”
- Action C-2: Revised as follows: “Continue to administer the Inclusionary Housing Ordinance. Review the Inclusionary Housing Ordinance to ensure consistency with State law and recent case law, and update as necessary and as may otherwise be appropriate. As part of the review of the Inclusionary Housing Ordinance, encourage housing developers and stakeholders to participate in the process to ensure that potential benefits and impacts of revising the ordinance in terms of effect on housing production are fully considered.”
- Revised discussion in Chapter V to reflect the generalized approach to Action C-2

Subsequently, the Public Review Draft Housing Element was submitted to HCD for a 60-day review period in November 2014. HCD staff provided the Housing Element consultant with oral comments, requesting revisions to the Public Review Draft Housing Element, in December 2014 and January 2015. In response to HCD’s oral comments, the following revisions highlighted in green (Attachment 2) were made to the Housing Element:

- Pp. I-1 to I-3 were revised to include the list of stakeholders that were included in the outreach effort for the Housing Workshop and City meetings/hearings.
- Policy D-8 (public outreach) on p. II-8 was revised to include additional outreach information. Please note that this program will be consolidated with other outreach-related programs in order to streamline the City’s outreach efforts.
- Policy G-1 (emergency shelters) was revised to clarify that emergency shelters are allowed in the CG district with Design Review and are also allowed as a permitted use in the CD and CH districts without any additional standards or conditions.
- P. IV-2: The discussion regarding 80% capacity assumptions was expanded to address the CG and CD zoning districts. The discussion has been revised to clarify that the sites in the CG and CD zoning districts are not mixed use sites. The City’s zoning allows for these sites to be developed with affordable housing uses as residential-only sites with no mixed use requirement. Since these sites are provided to demonstrate the City’s ability to accommodate affordable housing (lower income units), the residential-only assumption was used.
- P. IV-4: Table IV-3 was renumbered to IV-2.
- Page IV-12 was revised to identify that there is capacity for homeless shelters on sites that permit emergency shelters as a permitted use.

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- Page IV-10 has been revised to clarify the discussion of farmworker housing requirements.
- Table V.2, pp. IV-4 and IV-5 was updated to identify lot coverage requirements.
- Table V.3, pp. V-10 and V-11, the table title was updated per conversation.
- P. V-20: Updated to include definition of family.
- P. VI-7: Action D-3 language was revised to "Continue to consider deferring..." and to identify that timing is ongoing, on a project-by-project basis. Action D-4 was revised to identify timing on a project-by-project basis.
- P. VI-8: Timing for Action D-8 was changed to 2016.
- P. VI-9: Actions D-12, D-13, and D-16 were revised to indicate continued implementation of these programs.
- P. VI-10 : Action E-1 was revised to describe how information will be distributed.
- P. VI-13: Policy G-2 discussion was revised to identify that reduced parking requirements apply to the Downtown area.
- P. VI-14: Action G-1 was revised to reflect language of state law regarding treating employee housing as an agricultural use.
- P. VI-15: Action G-3 was revised to include the specific definitions of transitional and supportive housing as well as target population.
- P. VI-20: Added "Preservation" units to Table VI.1 and VI.2.

Following review of the submitted revisions, HCD issued a letter on January 14, 2015 (Attachment 3) stating that the Public Review Draft Housing Element, as revised, meets the statutory requirements of State housing element law and that the revised Housing Element will comply with State housing element law when the revisions are adopted and submitted to HCD in accordance with Government Code requirements.

### **ENVIRONMENTAL REVIEW:**

The Housing Element would not result in any significant environmental impacts. Adoption and implementation of the Housing Element has been determined to be exempt from the California Environmental Quality Act as it meets with the criteria established in Section 15061(b)(3) of the CEQA Guidelines because there will be no physical changes to the environment.