CITY of BELVEDERE

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Housing Policy Department
Received on:

APR 25 2012

April 23, 2012

Linn Warren, Department Director
Housing and Community Development Department
1800 Third Street
Sacramento, CA 95811-6942

Re: ***Implementation of the City of Belvedere Housing Element Annual Report***

Dear Director Warren;

Please find attached a progress report that has been prepared to document the on-going implementation of the City of Belvedere's Housing Element.

The Housing Element report consists of five tables tracking both building permits issued and policy changes adopted by the City. The Housing Element report was presented at a public meeting of the Belvedere Planning Commission on April 17, 2012.

Please contact me if you have any questions at pmacdonald@cityofbelvedere.org

Sincerely,

Pierce Macdonald

Pierce Macdonald
Planning Manager

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Belvedere

Reporting Period 12/26/2010 - 12/26/2011

Table A

Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes: Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development: See Instructions	Deed Restricted Units: See Instructions	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
43 Belvedere Ave	SF/2nd Unit	N/A	X				1	N/A	N/A	N/A	1 - Information came from Second Unit Survey, 2009 and Belvedere General Plan
14 Pelican Point Rd	SF/2nd Unit	N/A			X		1	N/A	N/A	N/A	1 - Information came from Second Unit Survey, 2009 and Belvedere General Plan
(9) Total of Moderate and Above Moderate from Table A3 ► ►					0	4	4				
(10) Total by income Table A/A3 ► ►						4	6				
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

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Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA whichmeet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for **Moderate**	0	0	0	0	0	0	N/A
No. of Units Permitted for **Above Moderate**	4	0	0	0	0	4	N/A

* Note: This field is voluntary

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Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.			2007	2008	2009	2010	2011					Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	5											4
	Non-deed restricted						1					1	
Low	Deed Restricted	4											
	Non-deed restricted		1	1	1	1						4	
Moderate	Deed Restricted	4											3
	Non-deed restricted						1					1	
Above Moderate		4	1	1	2	3	4					11	-7
Total RHNA by COG. Enter allocation number:		17	2	2	3	4	6					17	
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

Note: units serving extremly low-income households are included in the very low-income permitted units totals.

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Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 1.1, Marin Countywide Housing Workbook	Collaborate on countywide housing efforts	On-going	Completed as part of development of current housing element and will be used for future updates.
Program 1.2, Existing Employee Housing	Efforts to support employee housing near the City	On-going	High-level employee housing is currently supported by City funding.
Program 1.3, Marin Housing Authority	Continue to support MHA	On-going	City financially supports the work of MHA.
Program 1.4, Housing Element Review	Review Housing Element progress	6/1/11	Completed herein.
Program 2.1, Enforce Condominium Conversion Ordinance	Regulate conversions of rental housing to condominium	On-going	City continues to enforce the Condominium Conversion Ordinance
Program 2.2, Preserve Rental Housing	Preserve Rental Housing	On-going	Staff continues to pursue measures to preserve rental housing and monitors existing rental units.
Program 2.3, Demolition Ordinance Amendment	Require discretionary review for removal of any housing unit.	6/1/11	Completed. New amendments to demolition regulations adopted on September 12, 2011 by the City Council.
Program 2.4, Inspect Homes Pre-sale	Inspect all residential units prior to resale	On-going	Staff continues to inspect residents at time of sale to identify possible hazards and to require their correction.
Program 3.1, Adequate Sites for Affordable Housing	Facilitate development of 4 units affordable to low income families	6/1/11	Completed. New amendments to increase permitted building size for multi-family site adopted on September 12, 2011 by the City Council.
Program 3.2a, 2nd Unit Public Education	Develop a brochure to facilitate creation of 10 second units	On-going	Not completed at this time.
Program 3.2b, 2nd Unit Amnesty Program	Develop program to allow proper permitting of existing 2nd Units.	On-going	Not completed at this time.
Program 3.2c, 2nd Unit Financial Assistance	Contact service providers and identify subsidies for 2nd Units.	6/1/11	Not completed at this time.
Program 3.3d, Remove Owner Requirement	Remove requirement that owner occupy a unit on property.	On-going	Completed. New amendments to second unit ordinance adopted on September 12, 2011 by the City Council.
Program 3.3e, Increase Max. Floor Size	Increase the maximum size of 2nd Units.	On-going	Completed. New amendments to second unit ordinance adopted on September 12, 2011 by the City Council.
Program 3.4f, Reduce Min. Lot Size	Decrease the required lot size for 2nd Units.	On-going	Completed. New amendments to second unit ordinance adopted on September 12, 2011 by the City Council.
Program 3.4g, Eliminate 2nd Unit Fee	Remove application fee for 2nd Units.	On-going	Completed. Fee resolution adopted by the City Council on April 11, 2011 removed application fee.
Program 3.3, City Limit Line	Finalize location of City Limit Line.	On-going	Not completed at this time.

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Program 3.4, Housing Issues Public Outreach	Handouts, City website, presentation materials.	On-going	Staff continues to develop public information on housing issues.
Program 3.5, Affordable Housing Fee	A fee on new housing to offset the cost of afforable housing.	6/1/11	Not completed at this time.
Program 3.6, Housing Trust Fund	A fund / operating procedure for monies for afforable housing.	On-going	Not completed at this time,
Program 3.7, Federal and State Funds	Seek federal and state funding for affordable housing.	On-going	Staff continues to seek creative fundings sources for affordable housing programs.
Program 4.1, Transitional/Supportive Housing and Emergency Shelters	Amend Zoning Ordinance.	6/1/11	Completed. New amendments to Zoning Ordinance adopted on September 12, 2011 by the City Council.
Program 4.2, Multi-jurisdictional efforts to provide emergency shelters	Assist with funding for construction of new facilities.	On-going	Not completed at this time.
Program 4.3, Neighborhood Relations for Emergency Shelters	Facilitate positive interaction between neighbors and shelters.	On-going	Not applicable at this time,
Program 4.4, Countywide Efforts to Address Homelessness	Participate in countywide effort under leadership of County.	On-going	Staff continues to work with Marin County on housing issues, including emergency housing.
Program 4.5, Homesharing and Tenant Matching	Continue support of MHA programs.	On-going	Staff continues to work with MHA and supports its homesharing and tenant matching programs.
Program 4.6, Disable Adaptable Units	Review compliance with requirements for adaptable units.	On-going	Staff continues to review Building Code requirements for adaptable units.
Program 4.7, Parking Reductions	Utilitze SC-H and Density Bonus Law.	On-going	Staff continues to make available the SC-H Zoning Overlay for parking reductions for affordable housing and senior housing.
Program 4.8, Fee Reductions	Reduce fees for affordable housing by Resolution.	On-going	Not completed at this time.
Program 4.9, Available Rental Assistance Programs	Continue support of MHA programs for rental assistance.	On-going	Staff continues to work with MHA and supports its rental assistance programs.
Program 5.1, Energy Conservation	Adopt the Belvedere General Plan Update 2030	On-going	Completed.
Program 5.2, Rehabilitation and Energy Loan Program	Program for loans for low-income property owners	On-going	Staff continues to work with MHA and PG&E to make loans available rehabilitation and alternative energy programs.
Program 6.1, Housing Discrimination	Respond to Housing Discrimination Complaints	On-going	Not applicable at this time,
Program 6.2, Reasonable Accomodation	Amend Zoning Ordinance for accomodation for disabilities.	On-going	Not completed at this time.

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General Comments:

As of March, 2012, the City of Belvedere has two pending second unit applications at 1 Belvedere Avenue and 46 Cliff Road and a building permit pending for an approved second unit at 285 Bayview Avenue. These three pending applications will count toward's the City's RHNA requirement for Very Low to Moderate income housing.