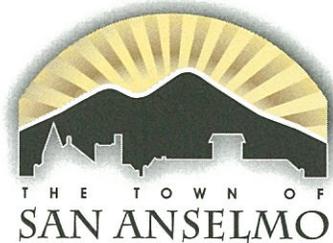


Ted Freeman
Mayor

Peter Breen
Vice Mayor



Ford Greene
Councilmember

Judy House
Councilmember

Barbara Thornton
Councilmember

525 San Anselmo Avenue, San Anselmo, CA 94960-2682

www.townofsananselmo.org

(415) 258-4600 | Fax (415) 459-2477

April 4, 2008

HOUSING POLICY
DEVELOPMENT, HCD

APR 07 2008

To: Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

✓ Office of Housing and Community Development
Post Office Box 952053
Sacramento, CA 94252-2053

Re: Annual Report: General Plan Status per Government Code Section 65400

Enclosed is our Annual Report for the period of October 2006 to October 2007 for your files.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa Wight".

Lisa Wight
Planning and Building Director

enclosure

1. CONSENT AGENDA: ITEMS ON THE CONSENT AGENDA MAY BE REMOVED AND DISCUSSED SEPARATELY. DISCUSSION MAY TAKE PLACE AT THE END OF THE AGENDA. OTHERWISE ALL ITEMS MAY BE APPROVED WITH ONE ACTION.

- (a) Approve minutes of March 11, 2008.
- (b) Acknowledge and file warrant numbers 59966 - 60223 issued during the month of February 2008 in the amount of \$1,458,881.83.
- (c) Approve the Revenue and Expenditure Report for the period ending February 29, 2008.
- (d) Approve Recreation Revenue and Expenditure report for the period ending February 29, 2008.
- (e) Approve Emergency Projects Fund (flood related) Revenue and Expenditure report for the period ending February 29, 2008.
- (f) Proclaim April 13-19, 2008 National Library Week.
- (g) Proclaim April 27 - May 3, 2008 Volunteer Week.
- (h) Approve the project and authorize notice of completion for the Elm/San Anselmo Avenue Drainage Project.
- (i) Acknowledge and file report of summary status of code enforcement program.
- (j) Annual progress report on implementation of the Housing Element pursuant to Section 65400 of the Government Code.

Mayor Freeman asked for public comment on the consent agenda.

Louise Mathews, Foothill Road, regarding item (a), said that she had asked about affordable housing specifically reserved for employees, and that was omitted from the minutes. She questioned the Outside Services line item of \$3 million on item (b), and on item (i), noted that she questioned the addition of time limits on construction and the agenda notice given to the public.

Regarding items (f) and (g), Mayor Freeman read the two proclamations.

Regarding item (i), Greene asked for a list of addresses involved in the code enforcement with a summary of the violations.

M/s, Thornton/House, to approve the consent agenda. Ayes: All. Absent: Breen.

2. APPROVE PROCESS FOR INITIATION OF CONTRACT NEGOTIATIONS WITH MARIN SANITARY SERVICE FOR NEW CONTRACT AND APPOINT COUNCIL REPRESENTATIVE TO ASSIST WITH NEGOTIATIONS.

Town Manager Stutsman presented the staff report.

Louise Mathews, Foothill Road, noted that Marin Sanitary has a 10% franchise fee and retains the revenues from recycling. She asked that there be a financial audit of their operation. Stutsman agreed and said that this is staff's intention.

**TOWN OF SAN ANSELMO
STAFF REPORT**

March 20, 2008

For the Meeting of March 25, 2008

TO: Town Council
FROM: Lisa Wight, Planning and Building Director
SUBJECT: Annual General Plan Status Report

RECOMMENDATION

Receive and file the attached report and authorize staff to forward a copy of the report to the California Department of Housing and Community Development.

DISCUSSION

The Town is required to file an annual report regarding the status of the General Plan per Section 65400 of the Public Resources Code. The primary reason is to track the progress of policy implementation, particularly with regard to housing programs.

San Anselmo's Housing Element was adopted in April, 2004, and implementation has been limited primarily due to staffing shortages. Attached is a report showing the progress to date along with the Housing Element implementation program summary indicating target years for the various programs.

Attachment: Annual Report
Housing Element Implementation Program Summary

ANNUAL REPORT: 2007

GENERAL PLAN STATUS

With the exception of the Housing Element, San Anselmo's General Plan has remained relatively unchanged over the last several years with the character and goals of the community remaining relatively the same. Since the community is essentially "built out", incremental growth has not warranted changes in the General Plan Elements or implementation mechanisms with the exception of the Housing Element. Therefore, staff believes that the status of the General Plan is adequate. However, due to the incremental changes in growth within and surrounding the community, staff recommends the following, subject to available resources:

The Circulation Element and Noise Element should be reviewed and updated within the next few years; and all Elements should be reviewed annually for internal consistency, as well as consistency with State law.

Housing Element

The most recent update was adopted on April 13, 2004 and found in compliance with State law on May 7, 2004 by the California Department of Housing and Community Development. The attached report reflects the Town's progress in meeting its housing need and implementation of proposed programs within that element. The Town will be working with other Marin County agencies to prepare a Marin County Housing Workbook in preparation of the Town's updated Housing Element mandated by the State and due in 2009.

**TOWN OF SAN ANSELMO
ANNUAL PROGRESS REPORT ON IMPLEMENTATION
OF THE HOUSING ELEMENT PURSUANT TO
SECTION 65400 OF THE GOVERNMENT CODE**

October 1, 2006 to October 1, 2007

A. Progress in Meeting Regional Housing Need

1. Total number of new residential building permits issued/entitlements approved
 - a) New residential building permits issued (this does not include dwelling replacements)
 - 1) Three (3) single family detached: 305 Oak Avenue, 140 Oak Knoll Avenue, 148 Oak Knoll Avenue
 - 2) Two (2) second units: 26 Sais Avenue and 115 Tamalpais Avenue
 - 3) Eight (8) units: 4 townhouses and 4 apartments: 152, 156, 160, and 165 Oak Knoll Avenue and 1531, 1533, 1535 and 1537 Sir Francis Drake Boulevard
 - b) New residential entitlements (planning approval) approved:
 - 1) Seven (7) single family dwellings: 135 Laurel Avenue, 40 Park Way, 50 Park Way, 939 San Anselmo Avenue, 79 Scenic Avenue, 194 Scenic Avenue, 62 Tamalpais Avenue, 23 Vine Avenue
 - 2) Five (5) second units: 111 Calumet Avenue, 26 Sais Avenue, 252 San Francisco Boulevard, 62 Tamalpais Avenue, 115 Tamalpais Avenue
2. Affordability of new/approved units
 - a) Eleven (11) single family detached above moderate income level: 305 Oak Avenue, 135 Laurel Avenue, 140 Oak Knoll Avenue, 148 Oak Knoll Avenue, 40 Park Way, 50 Park Way, 939 San Anselmo Avenue, 79 Scenic Avenue, 194 Scenic Avenue, 62 Tamalpais Avenue, 23 Vine Avenue
 - b) Four (4) single family attached above moderate income level: 151, 156, 160, 165 Oak Knoll Avenue
 - c) Two (2) apartments attached above moderate income level: 1531 and 1533 Sir Francis Drake Boulevard
 - d) Two (2) single family attached low to moderate income level: 1535 and 1537 Sir Francis Drake Boulevard
 - e) Five (5) second units restricted to low income households by local ordinance at 80% or below median income: 111 Calumet Avenue, 26 Sais Avenue, 252 San Francisco Boulevard, 62 Tamalpais Avenue, 115 Tamalpais Avenue
3. Units added/approved by income category

7 moderate income
17 above moderate

B. Effectiveness of Housing Element in Attainment of the Community's Housing Goals and Objectives

1. Status relative to implementation schedule for each program/actions taken

Status herein is limited to programs designated to be implemented through 2007. Ongoing actions continue per schedule.

a) H1.D – Elimination of conversions of residential units to office or other non-residential units by amending Zoning Ordinance. Due to staff shortages, the Zoning Ordinance has not been amended. However, there also have not been such conversions of residential to commercial. Developers are encouraged at pre-development conferences, in fact, to include residential units with their commercial developments.

b) H2.B - Review and Update Parking and Other Development Standards - 2005. Development standards adopted in 2005. Additionally, the 2006 Zoning Ordinance Subcommittee and Planning Commission (in 2007) have made recommendations to the Town Council, which include parking standards relaxed for dwelling replacement in kind in terms of allowing parking in setbacks and in tandem, and allowing new garages in side and rear setbacks. The Town Council is currently holding public hearings.

c) H2.D - Adopt Affordable Housing Overlay Zoning Designation - 2004. Due to budget reductions, the zoning amendment has not been implemented. Action is not scheduled, pending available resources.

d) H2.E - Revise Inclusionary Housing Regulations - 2004. Ordinance being drafted. Tentatively scheduled for 2008).

e) H2.F – Staff has worked with the Housing Authority: 1) to develop an MOU for future projects; and 2) management of the 2 workforce apartments to be built at 1535 Sir Francis Drake Boulevard.

f) H2.G – Modify Second Dwelling Unit Development Standards and Permit Process. Completed 2004.

g) H2.H - Implement actions for primary housing sites. 9A, B, C and D Mariposa Avenue completed and occupied in 2006. Additional actions dependent upon private property owners.

h) H3.E – 61 Woodland Avenue (10 seniors will share one home). Staff will work with the Housing Authority to review home sharing for persons to remain in their own home, particularly addressing the “need for single parent shared housing and determine whether there are constraints the Town could remove without adversely affecting single family neighborhoods” in 2008.

i) H3.F – No action taken due to staffing shortages. To be undertaken during the Housing Element Workbook (2008) and Housing Element Update (2009).

j) H3.G – No action taken due to staffing shortages. Staff's plan is to draft language for presentation to the Planning Commission and Town Council in 2008

- k) H4.D – No complaints have been received about housing discrimination.
- k) H4.E – Action is not scheduled, pending available resources.
- l) H4.F – Action is not scheduled, pending available resources.
- m) H4.I/J/K - Explore creation of a countywide housing assistance team (HAT) and County Affordable Housing Strategist and Countywide Housing Data Clearinghouse. Planning staff contacted County in 2004; have had no response.
- n) H4.L - Prepare Information and Conduct Outreach on Housing Issues. No action taken due to staffing shortages.

2. Effectiveness of actions and outcomes

The adoption of Program H2.G has resulted in the approval of 10 second units within the last two years.

C. Progress Toward Mitigating Governmental Constraints Identified in the Housing Element

Zoning Ordinance amendments were adopted in 2005, resulting in the streamlining of minor additions. A 2006 Zoning Ordinance subcommittee completed a series of recommendations which were brought before the Town Council at the beginning of 2007 and the Planning Commission also made their recommendations in 2007. These amendments would further streamline minor additions as well as provide a maximum dwelling size table for the single family residential neighborhoods below the 150' elevation. The Town Council continues to hold regular public hearings on the zoning amendments.

Second Unit Ordinance amendments were adopted in 2004, resulting in 10 additional second units to date.