

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

Jurisdiction SAUSALITO

Reporting Period 01/01/2013 - 12/31/2013

Pursuant to GC 65400 local governments must provide by April 1 of each year the annual report for the previous calendar year to the legislative body, the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD). By checking the “Final” button and clicking the “Submit” button, you have submitted the housing portion of your annual report to HCD only. Once finalized, the report will no longer be available for editing.

The report must be printed and submitted along with your general plan report directly to OPR at the address listed below:

Governor’s Office of Planning and Research  
P.O. Box 3044  
Sacramento, CA 95812-3044

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**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				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	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.
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income			See Instructions	See Instructions	
New Accessory Dwelling Units	2 to 4	Renter	1	2	0	0	3	0			The affordability of the projected 12 Accessory Dwelling Units in the adopted/certified Housing Element is based on rent levels from the City's ADU survey where 3 Very Low (28%), 7 Low (57%) and 2 Moderate (15%) were projected.
Amnesty Accessory Dwelling Units	2 to 4	Renter	2	4	1	0	7	0			The affordability of the projected 12 amnesty Accessory Dwelling Units in the adopted/certified Housing Element is based on rent levels from the City's ADU survey where 3 Very Low (28%), 7 Low (57%) and 2 Moderate (15%) were projected.

												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.
<b>(9) Total of Moderate and Above Moderate from Table A3</b>					1	1						
(10) Total by Income Table A/A3			3	6	1	1						
<b>(11) Total Extremely Low-Income Units*</b>			0									

\* 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 in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet 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

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**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 <b>Moderate</b>	0	0	0	0	0	0	0
No. of Units Permitted for <b>Above Moderate</b>	1	0	0	0	0	1	0

\* 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.												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	45	0	0	0	0	0	0	0	0	0	5	40
	Non-Restricted		0	0	0	2	3	0	0	0	0		
Low	Deed Restricted	30	0	0	0	0	0	0	0	0	0	12	18
	Non-Restricted		0	0	0	6	6	0	0	0	0		
Moderate		34	0	0	0	1	1	0	0	0	0	2	32
Above Moderate		56	0	0	0	19	1	0	0	0	-	20	36
Total RHNA by COG. Enter allocation number:		165											
Total Units ▶ ▶ ▶			0	0	0	28	11	0	0	0	0	39	
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													126

Note: units serving extremely 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)	<b>Housing Programs Progress Report - Government Code Section 65583.</b> 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
Accessory Dwelling Unit (ADU) Regulations and Amnesty Program- Program 10a and 10b	Seek to achieve 12 new ADUs and legalize 12 ADUs during the remaining 2012-14 planning period	Adopt regulations and program in 2012	Regulations and amnesty program adopted in November, 2012. Program publicized late 2012 and regulations in effect January 1, 2013. In 2013 3 new ADU permits were approved, 10 amnesty permits have been approved and of those 10, 7 can be credited towards the RHNA as they have been determined to have not been counted by the 2000 US Census
Multi-family development in Multi-family Zoning Districts- Program 20	Develop standards to encourage multi-family development in two and multi-family zoning districts and discourage single family development in these districts	Completed by 2012	The City Council adopted the regulations on March 18, 2014. They will be in effect beginning on April 18, 2014
Historic Preservation Incentives-Program 3	Preserve and maintain historic structures and revitalize older housing and neighborhoods	2013	Public Workshop for a City-Wide Neighborhood Historical Study was held in February 2013. Regulations are on track to update the Historic Preservation regulations contained within the Zoning Ordinance by the end of 2014.  A brochure was created to identify funding sources for protection of historic resources. The brochure is available at City Hall and online.
VMU/HMU-Program 8a and 8b	Adopt VMU requirements for CN-1, CR	within 6	The VMU/HMU ordinance amendments have been drafted and introduced at a

	and CC Zoning Districts and HMU incentives on designated parcels within six months of Housing Element Adoption	months of HE adoption	community meeting in March 2014. The City Council is presently discussing the HMU/VMU Ordinances. On a separate timeline than the other Zoning Ordinance amendments, the Council will be holding meetings in May to discuss the ordinances.
Zoning Text Amendments for Special Needs Housing- Program 21	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	Within 1 year of HE adoption	The Zoning Text Amendments for Special Needs Housing have been drafted and introduced at a community meeting in March 2014. It is anticipated that the Planning Commission will consider the amendments at hearings in May/June 2014 and the City Council will consider adoption of the amendments in June/July 2014.
Local Green Building Regulations - Program 29	Adopt local Green Building regulations including appropriate programs and policies.	By the end of 2012	The Green Building Code will be incorporated into the local adoption of the 2013 Uniform Construction code by the end of 2014.
Density Bonus and other Incentives for Affordable Housing	Amend Zoning Ordinance to comply with State Density Bonus Law requirements	By end of 2013	The Density Bonus Amendments have been drafted and introduced at a community meeting in March 2014. It is anticipated that the Planning Commission will consider the amendments at hearings in May/June 2014 and the City Council will consider adoption of the amendments in June/July 2014.
Code Enforcement and Public Information- Program 1	Develop and distribute informational handouts on available rehabilitation and energy retrofit assistance through Marin Housing and P&E. Provide information on volunteer service organizations on City website.	Begin publicizing in 2012.	Staff prepared a brochure which summarizes rehabilitation and energy retrofit programs available through Marin Housing and PG&E. The brochure is available at City Hall and on the City's website.
Residential Rehabilitation Loan and Energy Retrofit Programs -- Program 2	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.	Begin publicizing in 2012.	Staff prepared a brochure which summarizes rehabilitation and energy retrofit programs available through Marin Housing and PG&E. The brochure is available at City Hall and on the City's website.
Liveaboard Housing - Program 11	Contact marina operators and facilitate any required local permitting in 2012. Report permitted liveaboards to the State Department of Finance (DOF) at the next reporting period in early 2013. Coordinate with Sausalito Yacht Harbor to ensure all BCDC and City permitting required for increasing liveaboard capacity to 10% is completed no later than 2013, and report permitted liveaboards to DOF in early	Report to DOF in 2013/14	The City has reviewed the requirements of these Plans with representatives of the Harbor, and will be required to provide sufficient parking and obtain a Conditional Use Permit to expand to 62 liveaboard berths. In order to count towards Sausalito's 2009-2014 and 2015-2023 RHNA, the necessary City and BCDC permitting for Sausalito Yacht Harbor will need to be completed in calendar year 2014. For purposes of the 2000 census undercount of 38 liveaboards, (6 units in Schoonmaker Marina, and 32 units in Pelican and Sausalito Yacht Harbors), only the liveaboards in Schoonmaker Marina have been confirmed to not require additional City permits and thus can be counted towards the 2009-2014 RHNA. In order to capture the 32 unit census

	2014. 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.		undercount in Pelican and Sausalito Yacht Harbor, necessary City permitting in these marinas will need to be completed in calendar year 2014.
Homebuyer Assistance - Program 15	Contact Marin Housing regarding participation in MCC and BMR programs. Publicize MCCs as they become available.	Publicize MCCs and BMR programs in 2012.	City staff obtained brochures from Marin Housing Regarding MCC and BMR programs. The brochure is available at City Hall and on the City's website.
Section 8 Rental Assistance - Program 16	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.	Within 2009-2014 planning period.	Staff prepared a brochure which summarizes Section 8 assistance through Marin Housing. The brochure is available at City Hall and on the City's website.
Fair Housing Program - Program 22	Refer fair housing complaints to Fair Housing of Marin. Publicize the fair housing program.	Within 2009-2014 planning period.	City staff obtained flyers from Fair Housing of Marin regarding fair housing. The brochure is available at City Hall and on the City's website.
Home Sharing and Tenant Matching - Program 24	Collaborate with Marin Housing and Sausalito Village Senior Services to implement and actively promote "Home Connection in Marin" within Sausalito.	Beginning in 2012.	City staff obtained flyers from Marin Housing to promote the home sharing service. The flyers are available at City Hall and on the City's website.
Universal Design / Visitability - Program 26	Develop Universal Design and Visitability Principals brochure, and provide to residential development applicants.	Develop brochure by 2013.	Staff prepared a Universal Design brochure. The brochure is available at City Hall and on the City's website.
Ongoing Community Education and Outreach - Program 31	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	Ongoing.	As part of the 2009-2014 Housing Element update, the City developed an extensive e-mail list of community stakeholders and interested parties which it will again utilize for ongoing notification of opportunities for public input into the Housing Element update. In March, 2014 the City sent a postcard to all residents and property owners in Sausalito regarding the Housing Element Update and providing contact information, upcoming workshop/meeting dates and an invitation to join the email notification list for weekly/monthly updates.
Housing Element Monitoring/ Annual Report - Program 32	The Community Development Department will review the Housing Element annually, provide opportunities for public participation, and submit an annual report to the State.	Through the end of the planning cycle in 2014.	The City has been monitoring its progress in implementing the Housing Element, and submitted an Annual Progress Report to State HCD for calendar year 2012.

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**General Comments:**