



City of Sebastopol

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Planning Department
Kenyon Webster, Planning Director

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December 21, 2005

Jennifer P. Seeger, Housing Policy Analyst
Housing Policy Development
1800 3rd Street
Sacramento, California 95814

Re: Annual Report, City of Sebastopol

Dear Ms. Seeger:

Transmitted herein is the annual report on implementation of the Housing Element of the City of Sebastopol, as well as WFH claim materials.

Our Housing Element set forth an ambitious set of programs. We have made major progress, particularly in adopting comprehensive revisions to our Zoning Ordinance to facilitate housing development, adopting a non-residential development housing linkage fee, approving projects with affordable inclusionary housing units, and purchasing two sites for affordable housing projects and selecting proposed developers for those projects. With limited resources and a wide range of demands on City resources, some efforts have and will take longer to address than originally contemplated, however we have made substantial progress, and will continue these efforts in the coming year.

Key accomplishments in 2005 include continued work on two City-sponsored affordable housing projects, where the City Community Development Agency purchased sites to be developed by affordable housing developers. Affordable Housing Associates is proposing a 45-unit affordable co-housing rental development on the Petaluma Avenue site; Burbank Housing is proposing a 20-unit affordable co-housing ownership development on the Covert Lane site. Both of these project applications are expected to be acted upon in 2006. In addition, the Agency has made a \$300,000 loan commitment to Burbank Housing to assist in the purchase of a site on Gravenstein Highway South for a yet-to-be-determined development.

The City also approved two market-rate mixed-use projects that included four deed-restricted affordable inclusionary housing units, and is processing a two-unit affordable housing application from Habitat for Humanity. We are making a Workforce Housing Reward Program claim for the four affordable units for which building permits were issued in 2005.

Regarding housing production, we have updated several tables from our Housing Element to convey progress on housing development:

- WFH Annual Progress Report on Implementation of the Housing Element, attached.
- Updated Housing Element Table II.4, attached.

These two tables illustrate Sebastopol's substantial progress in addressing housing production, particularly in regards to projects that are or will be going through the permit process in the coming year, although it is not yet known if all the pending projects will actually go forward. In addition, the City has initiated a new Specific Plan, the Northeast Area Specific Plan, that may include housing development. We hope for this Plan to be in place by the time of next year's annual report.

Regarding progress on Housing Element programs, see below:

1. **Residential Land Supply.** The City shall monitor the supply of residential land to ensure sufficient developable land is planned and zoned for single family and multi-family residential development to achieve the objective of appropriate densities and integrated neighborhood design and to meet the overall projected housing needs for the planning period extending through June 2006. **Status: Ongoing.**
2. **Multi-family Housing Sites.** The Zoning Ordinance shall accommodate development of additional multi-family housing units at densities that would facilitate production of housing affordable to very low- and low-income households. If, at any time, the supply of sites zoned for multi-family housing, including sites zoned for mixed-use high-density residential/commercial uses located within the CD District, falls below the quantity of land required to accommodate the lower of: (a) projected demand for multi-family sites through the remainder of the Housing Element planning period, or (b) the City's remaining need for sites to accommodate higher density multi-family housing during the Housing Element planning period, the Planning Department shall report these findings to the City Council and Planning Commission, and the City shall identify actions to address the identified need, such as rezonings or annexations within its Urban Growth Limit to provide additional development opportunities. **Status: ongoing; no need at this time for rezoning to address needs.**
3. **Increase the Amount of Residential Land.** As part of the implementation of the Housing Element, the City shall amend the General Plan Map and Zoning Map as appropriate to facilitate rezoning of specific properties to residential or higher density residential provided such rezoning results in a density that is harmonious with the existing neighborhood. **Status: Other planning projects, including work on**

processing both market-rate and affordable housing projects, have delayed start of work on this program. Expected to be initiated in 2006.

4. **Capital Improvement Program.** The City shall implement a five-year Capital Improvement Program to guide development of public facilities required by new residential demand and to improve existing facilities in need of upgrading. **Status: ongoing (adopted and implemented every year).**
5. **Fee Deferrals.** The City shall adopt a policy of deferring payment of impact fees until housing units are sold or ready for occupancy, or for rentals, until permanent financing closes, as a means of providing assistance to developers of affordable housing. **Status: The City expects to address this issue in two Development and Disposition Agreements with two affordable housing developers in 2006. This may serve as a model for potential general policy provisions.**
6. **Coordination with School District.** The City shall refer all residential development proposals involving five or more units to the Sebastopol Union School District to ensure development of sufficient school space to house new school children due to projected new residential demand. **Status: ongoing.**
7. **Coordinate with the Sonoma County Housing Authority.** The City shall establish agreements as needed with the Sonoma County Housing Authority or another suitable organization to administer affordable housing programs within the City. **Status: ongoing.**
8. **Information on Available Sites.** The City shall assist interested residential developers by maintaining an inventory of sites in the City that are readily or already served by required infrastructure. **Status: table showing inventory in Housing Element, on City web site.**
9. **Inclusionary Zoning Ordinance.** The City shall maintain an Inclusionary Zoning Ordinance that includes the following major features: 1) a 20% inclusionary percentage requirement; 2) a three unit applicability threshold; 3) a preference for on-site provision of required inclusionary units, but allowing in-lieu fees for fractional unit requirements; 4) target the 80% of median income level for inclusionary units; 4) maintain long-term deed restrictions on inclusionary units; and 5) regular review of the adequacy of the in-lieu fee amount. The provisions of the ordinance shall be periodically reviewed. **Status: revised ordinance and fees consistent with Element adopted; an update of inclusionary housing in-lieu fees, and possible revision of**

the inclusionary percentage (from a 20% to a 25% requirement) was initiated in 2005 and is expected to be completed in 2006.

10. **Housing Density Bonus Ordinance.** The City shall continue to implement its Housing Density Bonus Ordinance and review its provisions and administration for consistency with State law. Develop a brochure for potential developers that summarizes both the State and local density bonus provisions. **Status: revised inclusionary ordinance included then-current density bonus provisions, however a new State law effective January 2005 will require amendment of these provisions, which is planned for 2006 in conjunction with inclusionary fee update and possible inclusionary percentage revision (see No. 9 above).**

11. **Zoning Ordinance.** With respect to zoning, the City shall:

- a. Continue to permit manufactured housing in the residentially zoned districts of the City, consistent with the standards of the Zoning Ordinance;
- b. Allow three-story height in the CD zone for deed-restricted affordable housing projects and allow a three-story, 40-foot height limit with appropriate setbacks in the CG, CH, CO and O zones with approval of a Use Permit for deed-restricted affordable housing projects;
- c. Develop standards and use allowances for single room occupancy housing, and consider permitting it in those zones where multi-family uses are allowed;
- d. Create a Mobile Home Park Overlay District to promote preservation of this type of housing;
- e. Continue to allow and promote mixed use development in the City's non-residential districts that currently allow residential development in a mixed-use format in every one of the City's non-residential districts, and
- f. Create an affordable housing overlay district that would allow a minimum density by right in medium and high-density residential and non-residential districts.

Status: Comprehensive revisions to Zoning Ordinance pursuant to Housing Element accomplished and adopted 2004.

12. **Maintain a Planned Community (PC) Overlay Zoning District.** The City shall maintain the PC Overlay Zoning District for housing developments substantially meeting the goals of this Element that require modification of the Zoning and Subdivision Ordinances. This overlay zoning district would permit flexibility in meeting Zoning and Subdivision Ordinance requirements regarding setbacks, yards, covered parking, lot sizes, etc. provided that the proposed housing: meets the City's urban design criteria; generates no significant adverse traffic or other environmental impacts; meets identified housing objectives, and is found to enhance and harmoniously complement the surrounding residential neighborhood. **Status: PC zoning maintained in Zoning Ordinance.**

13. **Growth Management Exemption for Affordable Housing Projects.** The City shall maintain exemption from the Growth Management Ordinance for housing projects affordable to lower and median-income households. **Status: exemption maintained.**

14. **Development Agreements.** Where appropriate, the City shall use development agreements to assist housing developers to comply with affordable housing goals. **Status: ability to use development agreements maintained.**

15. **Planning Assistance to Affordable Housing Developers and Developers Addressing Other Special Needs.** The City shall work with developers of affordable housing and housing for special needs groups to plan and develop housing projects that will be an asset to the community. Such work may include, but not be limited to, design review workshops, providing site location assistance, and assisting in the procurement of funding. **Status: ongoing; City purchased two sites for affordable housing and will provide significant subsidies to the developers; will consider similar subsidies for other affordable projects. The City Community Development Agency recently executed a \$250,000 predevelopment loan agreement with the selected developer of a 45-unit affordable rental project on one of the Agency-purchased sites, and anticipates a similar agreement with a separate affordable housing developer of a 20-unit affordable ownership project on a separate Agency-purchased site in 2006. The City is coordinating with both developers regarding other funding sources, has assisted facilitating in neighborhood workshops, and is presently processing a Preliminary Design Review application from one of the developers. The City Community Development Agency has also made a commitment for a \$300,000 to an affordable housing developer for purchase of another affordable housing site on Gravenstein Highway South.**

16. **Redevelopment Housing Set-aside Funds.** The City shall continue to utilize available Community Development Housing Set-aside funds to assist affordable housing production by private and non-profit developers. **Status: City doing so. Has used such funds to purchase two sites at cost of approximately \$2.9 million, has entered into a \$250,000 loan agreement with an affordable housing developer, has committed \$300,000 to assist in purchase of a potential affordable housing site, may provide assistance to two Habitat for Humanity projects, and will consider other opportunities for use of these funds.**

17. **CDBG Funds.** The City shall continue to seek available Community Development Block Grant (CDBG) funds to assist affordable housing production. Currently, the funding for CDBG programs is subject to changes at the Federal level, and is competitive at the local level. Additionally, not all CDBG funds can be spent on housing assistance due to the funding needs of other programs. The City was successful in 2001 in getting a \$300,000 CDBG allocation for the affordable housing component of the Laguna Vista project; however overall project review is pending. **Status: Due to delays in permit processing the \$300,000 CDBG allocation was withdrawn; an affordable housing project on the City-purchased site at Covert Lane is making application for CDBG funding in 2006.**

18. **Mortgage Credit Certificate Program.** The City shall continue to participate in the Mortgage Credit Certificate (MCC) Program to provide assistance to first-time lower and moderate-income homebuyers. This program is administered by the County of Sonoma and is part of a Joint Powers Agreement between cities in Sonoma County and the County. The availability of this program should continue to be publicized locally. Credit certificate allocations at the countywide level are available to qualifying moderate or lower-income homebuyers from Sebastopol on a first-come, first-served basis. **Status: ongoing.**

19. **Section 8 Rental Housing Subsidies.** The City shall continue working with the Sonoma County Housing Authority to make Section 8 rental housing subsidies available to qualified Sebastopol residents whenever available, and if City assistance is provided to projects, to ensure that owners do not discriminate against qualified Section 8 certificate holders. **Status: ongoing.**

20. **Mortgage Revenue Bond Program.** The City shall explore the possibility of using mortgage revenue bond programs to help create additional affordable housing opportunities in Sebastopol. Options to consider include issuing revenue bonds on behalf of developers, or working with developers to secure mortgage revenue bond

financing through the California Housing Finance Agency, ABAG, League of Cities and others. **Status: ongoing.**

21. **Additional State and Federal Funding.** Wherever appropriate, the City shall work to secure additional funding from state and federal sources that can be used to help increase the supply of affordable housing in Sebastopol. Such programs may include, but are not limited to, the Housing Enabled by Local Partnerships Program (HELP), operated by the California Finance Agency; and the Low and No Down Payment Program sponsored by the California Housing Loan Insurance Fund (CAHLIF). Applications for these programs shall be filed when specific project opportunities are identified, which will require site control and identification of a project developer. **Status: ongoing on project-basis. In most cases, project developers will make such applications.**

22. **Farm Worker Housing.** The City shall encourage existing agricultural employers to provide housing for their workers, and to assume primary responsibility for providing this type of housing, and work with the County of Sonoma to encourage a potential linkage fee to address this type of land use. The linkage fee would be assessed on new agricultural developments in unincorporated areas. In this way, owners of these enterprises would be required to contribute to addressing the housing needs created by new development. Establishment of such a fee would be within the control of the County of Sonoma. Within the City of Sebastopol, address the need for this type of housing through a combination of permanent and transitional housing, including affordable housing, SRO units, homeless shelters, and transitional housing. The City should work with housing developers to expand the supply of affordable housing for both migrant and resident agricultural workers. Where available, the City should cooperate with housing developers to secure additional funding for farmworker projects from sources administered by the State Department of Housing and Community Development, including the Farmworker Housing Grant Program, the State Office of Migrant Services, the federal Farmers Home Administration, the Department of the Interior, and other agencies. **Status: ongoing.**

23. **Emergency Shelters.** The City shall 1) consider provision of financial support for area homeless facilities and consider supporting area homeless services; 2) encourage the establishment of an emergency shelter, and if a local emergency shelter is proposed, the City shall provide assistance by expediting permit processing for any applications required under the local zoning ordinance and other appropriate means and by considering reduction of waiver of application and other fees; 3) fund a contract with a homeless services provider to monitor and assist homeless persons in

Sebastopol, providing counseling and coordination of services. **Status: no shelter applications filed.**

24. **Affordability Monitoring.** The City shall study the feasibility of implementing a comprehensive annual monitoring program to determine housing affordability and income levels for all new units built. **Status: Expected to be reviewed in 2006.**
25. **Jobs/Housing Linkage.** The City shall use the results of the jobs/housing nexus study undertaken by Sonoma County jurisdictions in 2001 to adopt appropriate linkage fees on non-residential development. **Status: linkage ordinance and fee adopted 2004.**
26. **Manufactured Housing.** The City shall continue existing Zoning Ordinance allowances for use of mobile homes and manufactured housing. **Status: maintained.**
27. **Single-Family Development Standards.** The City shall consider revising single-family development standards to ensure that new development is of an appropriate scale for Sebastopol's neighborhoods. Potential changes to be considered include revising the height limit, bulk limitation standards, and modification of lot coverage and setback standards, with consideration of provisions for varying standards based on lot size. **Status: Zoning Ordinance revisions adopted.**
28. **Residential Design Guidelines.** The City shall consider creation of citywide design guidelines to promote a high quality of design, which is consistent with the character of Sebastopol. In creating these guidelines, consideration should be given to the impact of the design review standards and process on the cost of housing development. **Status: Design guidelines adopted.**
29. **State and Federal Policy.** The City shall support policies and programs at the State and Federal levels that 1) furthers the City's Housing Element goals; 2) promotes city-centered, transit-oriented, resource-conserving housing development as a matter of State and Federal policy; 3) encourages and facilitates public and private sector investment in housing affordable to low and moderate-income households, and to special needs groups such as farm workers, the homeless and the disabled; 4) provides local property tax and personal income tax incentives for construction of housing generally, and particularly multi-family housing; and 5) addresses existing legal disincentives for construction of attached ownership housing. **Status: ongoing.**
30. **City Employee Housing Assistance.** The City shall consider creation of a low and moderate-income home ownership loan program for its volunteer firefighters to assist

in the recruitment and retention of volunteers, and if sufficient funding is available, to expand the program to other City employees. **Status: expected to be reviewed in 2006.**

31. **Subdivision Ordinance Standards Modifications.** The City shall consider reductions to its minimum street, cul-de-sac, parkway, and driveway requirements and widths in relation to the desired urban form and the cost of development. **Status: initiation of these revisions has been delayed by work on other projects; while some preliminary research has been conducted, workload permitting, the project is expected to be initiated in 2006.**
32. **City-Owned Sites.** The City shall review City-owned sites, such as downtown parking lots, for possible use as affordable housing and mixed-use sites, provided existing parking is maintained. **Status: preliminary review indicates most sites either not suitable or problematic; City has concentrated its efforts on securing other more suitable sites, and purchased one site of 2 acres, and another of 2.6 acres for affordable housing developments.**
33. **Accessible Units for the Physically Disabled.** The City shall conform to Federal and State laws requiring construction of housing units adaptable for disabled persons and shall provide information to builders on universal design guidelines, and consider incentives for the provision of universal design in all housing units. **Status: ongoing.**
34. **Incentives for Units for Large Families.** The City shall include incentives for the construction of affordable for sale and/or rental housing units with three or more bedrooms for large families with very-low to moderate-incomes in the Density Bonus provisions of the Zoning Ordinance. **Status: reduced parking requirements for larger units adopted in Zoning Ordinance; other incentives available in density bonus ordinance.**
35. **Provision of Units for Special Needs Populations.** The City shall work with affordable housing developers to encourage housing units and housing developments which address special needs populations, including but not limited to the homeless, elderly, physically disabled, mentally-ill, large family, female-headed, and farmworker households. **Status: provision of such units will be sought in City-sponsored affordable housing projects.**
36. **Housing Funds.** The City shall maintain the Inclusionary Housing Fund and the Community Development Agency Low-Moderate Housing Fund. Contributions to

these funds come from Community Development Agency Set-Aside funds and funds collected from private and public sources. Use of the Housing Funds will be governed by guidelines established in the Zoning Ordinance and the Redevelopment Agency regulations, as applicable. Establish a five-year housing program for the City. **Status: funds maintained.**

37. **Community Development Agency.** The Community Development Agency shall continue to use its unique powers to actively encourage the development of affordable housing by providing technical and financial assistance to reduce the cost of housing. **Status: ongoing.**
38. **Maintain adequate staff.** The City shall maintain adequate staff in the Planning Department to process and review housing development applications in a timely manner, and to seek out grants for affordable housing projects. **Status: staffing maintained.**
39. **Limited Equity Cooperatives.** The City shall seek sponsors to utilize State funds to develop a limited equity cooperative [LEC]. Specific City actions to achieve this objective include: assessing the viability and process of establishing an LEC; make such information available at the Planning Department; seek cooperation and support for this program with the Sonoma County Housing Authority and non-profit housing organizations in the area; and locate potential sites for a LEC. **Status: affordable co-housing development to be developed at City-purchased site on Covert Lane.**
40. **Financing Units At-Risk of Market-Rate Conversion.** The City shall prevent the conversion of at-risk units by considering, as appropriate: refinancing projects financed with locally-issued mortgage revenue bond proceeds; finance buyouts by nonprofits and other public entities through equity or gap financing; advancing purchase-option funds; carrying of second mortgages; interest write-downs; and/or issuance of tax exempt bonds for financing acquisitions and other programs and policies. **Status: ongoing.**
41. **Development on Infill Parcels.** The City shall encourage the development of infill parcels by maintaining existing Zoning Ordinance allowances for infill development; not reducing allowed densities, and maintaining a public list of vacant or underutilized properties. **Status: ongoing.**

42. **Non-Residential Height Limits.** The City shall review height limits in non-residential zones to ensure compatibility with adjacent residential zones. **Status: revisions adopted in Zoning Ordinance.**
43. **Housing Project Information Sheet.** The City shall develop an information sheet describing the City's affordable housing needs and general objectives and include it in the public noticing for project hearings. **Status: information has been included in selected project notices and will be included in notices concerning the two pending City-sponsored affordable housing to be implemented 2006.**

B. Housing Conservation

1. **Maintain Existing Residential Zoning.** The City shall retain existing residential zoning and discourage non-residential uses in these zones. **Status: zoning maintained.**
2. **Condominium Conversions.** The City shall adopt a Condominium Conversion Ordinance to regulate conversion of rental units to condominiums; consider exempting limited equity residential cooperatives which provide long term affordability for the units; require relocation assistance when units are converted; and require first right of refusal of purchase of units by occupants. **Status: ordinance drafted 2004; adopted by City Council 2005.**
3. **Mobile Home Rent Stabilization.** The City shall maintain the rent stabilization ordinance for mobile home parks. **Status: maintained.**
4. **Shared Housing Programs.** The City shall encourage development of a shared housing project in Sebastopol through developing and distributing a brochure about the benefits of sharing housing, and working with potential applicants. **Status: brochure created.**
5. **Single-Parent Households.** The City shall encourage housing for single-parent households in the City by working with potential developers, and through City funding and/or regulatory authority. Encourage the development of co-housing units and development on centrally located sites as ways of providing housing appropriate for single-parent households. **Status: ongoing.**
6. **Special Needs Households.** The City shall conform with funding and any State or Federal requirements for inclusion of housing for special needs households, and shall

encourage housing opportunities for special needs households with very low- to low-incomes to purchase or rent affordable housing in Sebastopol through working with potential developers, and through City funding or regulatory authority. Encourage developers to include housing appropriate for special-needs households in their projects. **Status: ongoing.**

7. **Rental Deposit Guarantee and Revolving Loan Fund Programs.** The City shall consider establishing a Rental Deposit Guarantee and Revolving Loan Fund Program to specifically assist Sebastopol residents by preventing and reducing homelessness. Consider working with the Sonoma County Housing Authority or similar organization to implement this program. **Status: expected to be considered 2006.**
1. **Housing and Mobile Home Rehabilitation Program.** Up until 2001, the Sonoma County Community Development Commission administered an ownership housing rehabilitation program in Sebastopol, using funds provided by the Sebastopol Community Development Agency. This program was discontinued due to low interest. Consideration should be given to creation of a rental housing and mobile home rehabilitation program, potentially using Community Development Block Grant (CDBG) or Community Development Agency funding. While the City is committed to obtaining funding if a rental rehabilitation program appears viable and appropriate, past applications by the City for CDBG funding of an ownership rehabilitation program were not approved. The City then used its own Community Development Agency funds to operate the former ownership rehabilitation program. An evaluation of the prospects for such a program would be undertaken in the context of other affordable housing programs and priorities, and if a determination were made that such a program should be initiated, the City would reapply for CDBG funding, or use its own Community Development funds for a rental rehabilitation program. **Status: no program currently operating; City concentrating its limited resources on new affordable housing development.**
2. **Earthquake Reinforced Bracing System Program.** The City shall give consideration to the creation of a program to install Earthquake Reinforced Bracing Systems (ERBS) to help stabilize units during an earthquake. This program would cover mobile homes and other residential units whose occupants are income eligible. This program could potentially be funded from CDBG allocations or by the Community Development Agency. **Status: not under consideration at this time due to limited resources.**
3. **Redevelopment Neighborhood Clean-up Program.** The City Community Development Agency shall consider capital improvement projects that will improve the Redevelopment Project Area such as streetscape and circulation improvements to

Gravenstein Highway South. **Status: not under consideration at this time due to limited resources.**

11. **Enforcement Actions.** The City shall continue to respond to complaints of unsafe housing and take enforcement action wherever necessary to protect the health, safety, and welfare of occupants. **Status: ongoing.**
12. **Continuation of Fire Self-Inspection Program.** The City shall continue to support the Sebastopol Fire Department apartment self-inspection program for alarm systems, and to continue to identify and address potentially unsafe conditions in proposed new housing projects. **Status: ongoing.**
13. **Mobile Home Park Conversion Ordinance.** The City shall create and adopt a Mobile Home Park Conversion Ordinance to limit circumstances under which existing mobile home parks may be converted to other uses. **Status: new Mobile Home Zoning district adopted.**
14. **Monitoring of Rental Unit Conversion.** The City shall monitor local trends in rental unit conversion and as necessary consider adoption of an ordinance which would regulate the conversion of existing rental units to owner-occupancy or other uses. **Status: The condominium conversion ordinance adopted in 2005 includes annual limits on conversions related to rental housing production. Will continue to monitor.**
15. **Monitoring of Assisted Housing Developments.** The City shall monitor the affordability status of publicly assisted housing developments in Sebastopol to ensure wherever possible that qualifying moderate or lower income households occupy assisted units. **Status: ongoing.**
16. **Preservation of Assisted Housing Stock.** The City shall work with other governmental and non-profit organizations to utilize available resources in the preservation or replacement of existing affordable housing developments in Sebastopol wherever conversion to market rate rents would result in excessive rent burdens for moderate or lower income tenants. **Status: no issues have arisen; ongoing.**
17. **Illegal Unit Legalization.** The City shall create a program and set of regulations to provide standards for legalization of illegally constructed units provided public health and safety is preserved, and other appropriate requirements are addressed. This review should also consider provision of incentives for maintaining the affordability of these

units. **Status: provisions adopted in Zoning Ordinance to allow approval as second units.**

18.**Home Sharing.** The City shall consider changes to existing regulations, such as allowing two kitchens in single-family homes, to encourage home sharing. **Status: considered and not enacted in Zoning Ordinance.**

19.**Rental Resources.** The City shall develop a renter resource guide describing available services, as well as tenant and landlord obligations. **Status: handout created.**

C. Government Constraints

1. **Development Impact Fee Review.** The City shall review its current development impact fee program to confirm the appropriate level of impact fees to charge for multi-family residential units and second units based on the demand they create for public facilities and infrastructure. Where justified, the City should reduce fees for multi-family units, second units, co-housing, and self-help housing units to encourage their construction. The City shall consider reducing fees for lower-income housing on a sliding scale related to the level of affordability, consider fee reductions in return for voluntary affordability restrictions, and consider a fee structure for market-rate housing which adjusts fee amounts according the square footage of the unit or its valuation. **Status: impact fees reviewed and updated periodically; review regarding potential reduced fees expected to occur in 2006.**

2. **Zoning Ordinance.** With respect to zoning, the City shall:

- a. Modify current regulations in the Zoning Ordinance that require a Use Permit for second units to conform to State law, and to allow second units on non-residentially-zoned properties currently in residential use, and allowing a minimum square footage of 600 square feet for second units;
- b. Develop standards and use allowances for transitional housing, and consider permitting it by right in those zones where multi-family uses are allowed;
- c. Review regulations to ensure that supportive housing and other group living situations with more than six units are able to be located with a minimum of regulatory barriers;

- d. Deed-restricted affordable housing projects shall be allowed a minimum density by-right in those zones where a Use Permit is required, provided a public hearing is conducted before the Planning Commission, and
- e. Eliminate requirement for affordable housing projects to occur only in mixed-use developments in non-residential zones.

Status: adopted in Zoning Ordinance.

3. **Emergency Shelters.** The City shall 1) make Zoning Ordinance language for this use consistent in the CD and CG zones; 2) allow this use by right in the CH zone, and 3) create operational and other standards for this use. **Status: adopted in Zoning Ordinance.**

4. **Housing Density.** The City of Sebastopol shall increase the maximum density allowed in multi-family and non-residential zones as follows: RM-M zone, change density allowance from one unit per 4,000 sq. ft. of lot area to one unit per 2,900 sq. ft. of lot area; RM-H zone, change density allowance from one unit per 2,900 sq. ft. of lot area to one unit per 2,000 sq. ft.; O and CN zones, change density allowance from one unit per 3,600 sq. ft. of lot area to one unit per 2,900 sq. ft.; CG zone, change density allowance from one unit per 2,900 sq. ft. of lot area to one unit per 2,000 sq. ft.; CD zone, change density allowance from one unit per 1,452 sq. ft. of lot area to one unit per 1,000 sq. ft.; CH and M1 zones, change density allowance from one unit per 2,900 sq. ft. of lot area to one unit per 2,000 sq. ft. The Land Use Element of the General Plan shall be amended as necessary to achieve consistency with these allowances. **Status: adopted in Zoning Ordinance.**

5. **Parking Requirements.** The City shall review and modify parking requirements, including the following specific changes: reduce the parking requirement for studio units; reduce the requirement for four bedroom or more units; reduce the requirement for senior and disabled housing; allowing uncovered residential parking to be located within three feet of side or rear property lines, identical to the allowed locations for a garage or carport; creation of parking standards for live-work units; reducing residential parking requirements in the downtown; consideration of changes to parking space and driveway dimensional requirements; allowing a residential parking reduction for deed-restricted affordable housing units and eliminating the covered parking requirement for deed-restricted affordable units; creating a parking standard for homeless shelters; consider changing the parking requirement for single family homes on narrow or otherwise substandard lots to allow tandem parking, and consider

allowing required parking in a portion of the required front yard setback by Use Permit. **Status: adopted in Zoning Ordinance.**

6. **Permit Streamlining.** The City shall evaluate its development review procedures and consider Zoning Ordinance provisions for providing fast track permit procedures to encourage affordable housing projects. **Status: processing conforms to requirements of State law which have streamlined processing; other special provisions to be considered in future if necessary.**
7. **Growth Management.** The City shall monitor the growth control program provisions to ensure that its provisions do not adversely affect the provision of affordable units. **Status: ongoing.**
8. **Studio Apartments.** The City shall amend the Zoning Ordinance to allow pairs of studio apartments to be counted as one unit for purposes of calculating densities and fees. **Status: adopted in Zoning Ordinance.**
9. **Size of Single Family Homes.** The market trend for much larger, more costly single family homes adversely affects affordability. The City shall consider incentives for the inclusion of small homes in all subdivisions such as reducing inclusionary fees for smaller homes, or reduced parking requirements. **Status: requirements adopted in Zoning Ordinance.**
10. **RM-M and RM-H Setbacks.** The City shall simplify setback and building separation requirements in these multi-family zoning districts. Priority: 2. Implementation responsibility: Planning Department. Budget: No impact. **Status: adopted in Zoning Ordinance.**
11. **Subdivision Ordinance Process.** To reduce processing time and costs, the City shall consider making the Planning Commission the final authority for subdivisions of four or fewer parcels. **Status: preliminary research initiated in 2005, subdivision ordinance revisions expected to be initiated in 2006, workload permitting.**
12. **Building Permit Preference.** If issuance of building permits are otherwise restricted, the City shall give first preference to issuance of residential building permits each year for units affordable to households with very-low to low incomes as defined by HUD. **Status: no restrictions at this time; will monitor.**

13. **Reasonable Accommodation.** The City shall amend its Municipal Code to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City. The City shall amend the Zoning Ordinance to provide for appropriate administrative exceptions to development standards that may otherwise act as a constraint to the provision of housing for persons with disabilities, such as modification of setback provisions to accommodate a wheelchair ramp. **Status: Zoning Ordinance provisions adopted.**

D. Energy and Natural Resource Conservation

1. **Incentives for Construction That Exceeds Minimum Title 24 Standards.** The City shall study the feasibility of providing incentives for new and rehabilitation projects that exceed California Energy Efficiency Standards (Title 24). Incentives could include project permit processing expedition, plan check fast-tracking, and reduced fees. **Status: design review for active solar streamlined 2003; active solar building permit fee incentives adopted 2004.**
2. **Local Energy Standards.** The City shall review energy efficiency standards for new residential construction, as contained in Title 24 of the California Code of Regulations, periodically to identify opportunities for adopting standards that more closely respond to local conditions. For example, the City shall study the feasibility of requiring new residential development to consider opportunities for passive heating and cooling. If such studies are favorable, the City shall establish such programs. **Status: mandatory green building requirement implemented 2004; water and energy-conservation requirements for new development and major remodels adopted in 2005.**
3. **Promotion of Energy Conservation Programs.** The City shall provide information about available energy conservation programs, such as the PG&E Comfort Home/Energy Star new homes program, to interested property owners and developers. The City shall promote and help income-eligible households to access federal, state and utility income qualifying assistance programs. Some examples include the federal Low Income Home Energy Assistance Program Block Grant (LIHEAP) for home weatherization and the PG&E Energy Partners Program. **Status: information provided by Building Department.**

4. **Design Guidelines.** The City shall develop design guidelines through amendments to the City's Zoning Ordinance, design guidelines, and the City's Subdivision Ordinance to increase the opportunity for passive solar energy and future use of renewable energy sources. These guidelines should address solar use, site development and building orientation for solar energy use and winds, orientation or provision of adequate structural support for solar collectors, appropriate trees for landscaping, and use of cogeneration facilities. **Status: guidelines adopted 2004.**
5. **Landscaping Standards.** The City shall review and, if necessary, modify the landscaping standards and requirements contained in its Zoning Ordinance and design guidelines to ensure that they adequately support the use of climate-appropriate trees and landscaping to provide maximum shading for summer cooling and to allow for winter lighting and passive solar heating in new or renovated homes, and to minimize water use. **Status: guidelines adopted 2004; provisions relating to active solar adopted in Zoning Ordinance update 2004.**
6. **Pavement Shading.** The City shall review and, if necessary, modify the landscaping standards and requirements contained in its Zoning Ordinance and design guidelines to ensure that they adequately support the use and placement of climate-appropriate trees for maximum shading of dark, heat absorbing pavements, such as asphalt streets and parking areas. **Status: guidelines adopted 2004.**
7. **Roofing Materials.** The City shall encourage builders and property owners to use light-colored roofing materials. The City shall promote federal, state, and utility cool roof programs such as the California Energy Commission's Cool Savings Program. **Status: Building Department information available.**
8. **Solar Access.** The City shall consider creating a Solar Access Ordinance that states that no building permit shall be issued for any construction, if, when completed, it would interfere with solar access to the rooftop of any structure or to any preexisting active solar collector on nearby property. The Ordinance should also encourage the use of solar easements to guarantee access. **Status: at this time, City not pursuing this concept.**
9. **Renewable Energy Systems.** The City shall promote existing federal, state and utility incentives for installation of renewable energy systems, such as rooftop photovoltaic systems, that are available to property owners, builders and developers such as the California Energy Commission's programs. **Status: City engaged in a variety of efforts to promote solar energy.**

10. **Light-Colored Surfacing on Pavements.** The City shall consider the feasibility of revising street standards to encourage light-colored paving materials in new streets and resurfacing projects. New materials and techniques for paved roadways are being developed that reflect more sunlight and last longer than standard applications. Light-colored surfaces can reduce the impact of local neighborhood temperature increases from heat-absorbing pavement on home cooling energy needs. **Status: expected to be reviewed in 2006.**
11. **Reduced Street Widths.** The City shall consider narrower streets in future street development to reduce the impact of local neighborhood temperature increases from heat-absorbing pavement on home cooling energy needs. Residential streets using the minimum pavement width and curb radii feasible without compromising safety reduce heat island effects on home cooling energy needs. **Status: planned for review in Subdivision Ordinance update 2006, workload permitting.**
12. **Bicycle, Pedestrian and Transit Features.** The City shall review its development standards to determine if additional requirements or incentives should be provided to promote the inclusion of bicycle, pedestrian and transit features in new development projects. **Status: design guidelines adopted 2004; Zoning Ordinance revisions adopted 2004.**
13. **Recycling and Building Materials.** The City shall provide public informational materials concerning recycling practices for the construction industry, as well as use of recycled materials and other environmentally responsible materials in new construction. **Status: information available at Building Department.**
14. **Residential Recycling.** The City shall consider policy and programmatic provisions to encourage waste stream recycling from residential and other uses. **Status: information available at Building Department.**

E. Equal Housing Opportunity

1. **Equal Housing Opportunity.** The City shall facilitate equal housing opportunity by continuing the designation of the City Manager as the City's Equal Opportunity Coordinator with responsibility to investigate and deal appropriately with complaints. Information regarding equal housing opportunity laws and the City's Equal Housing

Opportunities Coordinator shall be prepared and distributed to the public at City Hall and at local social service centers and public transit providers. **Status: handouts available; ongoing.**

2. **Nondiscrimination Clauses:** The City shall continue to provide nondiscrimination clauses in rental agreements and deed restrictions for housing constructed with either City or with Development Disposition Agreements and Owner Participant Agreements when Redevelopment Agency participation occurs. **Status: ongoing.**
3. **Housing Anti-Discrimination.** The City shall consider contributions to, and provide referrals to organizations that provide housing anti-discrimination services. This program can provide assistance in response to housing discrimination complaints as well as mediation for tenant/landlord disputes. **Status: handouts available; ongoing.**

F. Housing Policy Update

1. **Annual Report.** The City shall prepare an Annual Public Report to the State, City Council, and Planning Commission that describes the amount and type of housing activity tied to an updated summary of the City's housing objectives. **Status: provided in annual Planning report.**
2. **Annual Housing Implementation Program Meeting.** The City shall conduct an annual joint meeting of the Planning Commission and City Council to focus on housing issues and to evaluate existing and potential housing programs. **Status: information provided in annual Planning report provided to Council and Commission.**
3. **Ad-Hoc Housing Program Implementation Committee.** The City Council shall create an ad-hoc housing programs committee including of a Council member, Planning Commissioner, the City Manager, two members of the public, and the Planning Director to review housing programs. **Status: ad-hoc committee created to facilitate development of affordable housing projects on two sites purchased by City.**
4. **Housing Coordinator.** The City shall consider retaining the services of a housing coordinator consultant. **Status: consultant retained to assist in developing two housing projects on City-purchased sites, and advise on other housing issues.**

Please contact me if you have any questions concerning this information.

Sincerely, 

Kenyon Webster
Planning Director

Attachments:

WFH Progress Report Form
Summary of WFH Claim
Building permit and approval information, 501 South Main, 7385 Healdsburg
Updated WFH Report Table
Updated Housing Element Table II.4

cc: City Council (w/o attachments)
City Manager (w/o attachments)
City Attorney (w/o attachments)

ATTACHMENT D
WFH Annual Progress Report
on Implementation of the Housing Element
General Plan Report requirement pursuant to
Section 65400 of the Government Code

Jurisdiction: City of Sebastopol

Address: 714 Johnson Street, Sebastopol CA 95472

Contact: Kenyon Webster Title: Planning Director

Phone: (707) 823-6167 Email: kplan@sonic.net

Report Period: January 2005 To: December 2005

The following information should be included in the report:

A. Progress in meeting Regional Housing Need.

1. Total number of new housing permits issued.
2. Describe the affordability, by income level, of new units including the number of deed restricted affordable housing units.
3. Compare units added to regional housing need allocation by income category (very low, low, moderate, and above moderate).

B. The effectiveness of the housing element in attainment of the community's housing goals and objectives.

1. Include a program-by-program status report relative to implementation schedule from each program in the housing element; describe actions taken to implement each program.
2. Assess effectiveness of actions and outcomes.

C. Progress toward mitigating governmental constraints identified in the housing element.

1. Include information on actions taken to mitigate identified constraints.
2. The annual progress report should indicate if no constraints were identified in the housing element.

WFH Annual Progress Report on Implementation of the Housing Element
Report Period: January 2004 – December 2005

Jurisdiction: City of Sebastopol **Address:** 714 Johnson Street, Sebastopol, CA 95472

Contact: Kenyon Webster, Planning Director **Phone:** (707) 823-6167

- A1.** There have been a total of 32 new housing unit building permits issued.
- A2.** 28 permits for market-rate units
 0 building permits for affordability to moderate-income households
 4 building permits deed restricted for affordability to low income households
 1 tentative map subdivision permit for the conversion of an existing unit to a deed restricted (for affordability to low income households) unit was also approved
 0 permits deed restricted for affordability to very-low income households

A3.

	<i>Housing Needs (ABAG) 1999 – 2006</i>	<i>Progress Through Fall 2002</i>	<i>Progress January 2003 – December 2005¹</i>	<i>Balance of Need</i>	<i>Planned Housing As of December 2005²</i>	<i>Remaining Need to be Met Through New Construction</i>	<i>Rehabilitation Objectives</i>
Income Category							
Very Low	58			58	48	10	
Low	35		5	30	55	0	15 ³
Moderate	75	28		47	5	42	10
Subtotal Affordable Units	168	28	5	135	108	52	25
Above Moderate	106	45	38	23	188	0	
Total	274	73	43	158	296	52	

¹ Building Department issuance of building permits

² See revised Table II.4 (attached)

³ This goal is for both very low- and low- income rental units.

⁴ Affordable units created via condominium conversion are counted upon recordation of a deed restriction rather than at tentative map approval.

**TABLE II.4
LIST OF SUBSIDIZED AND RESTRICTED AFFORDABLE HOUSING UNITS - CITY OF SEBASTOPOL 2005**

Name of Development	Year Built	Tenure	Sponsor	Address	# of Units ¹	Target Group(s) ²	Funding Source(s)	Expiration Date	Waiting List (Spring 2001)
SUBSIDIZED UNITS									
Bodega Hills	1997	Rental	Burbank Housing Devel. Corp (BHDC)	8131 Bodega Ave.	24	VL	LIHTC, CDBG, HOME, AHP	Not before 2050	120
Bodega Hills	1997	Ownership	BHDC	8131 Bodega Ave.	23	L		(3)	N/A ³
699 Gravenstein Hwy North	1987	Rental	BHDC	699 Gravenstein Hwy North	60	L, VL	CHFA	(3)	95
Burbank Orchards	1991	Rental	Sebastopol Area Housing Co. (SAHC)	7777 Bodega Ave	60	VL (Seniors and Handicapped)	HUD Section 202	2031	34
Burbank Heights	1975	Rental	SAHC	7777 Bodega Ave.	138	VL (Seniors)	HUD Section 236	2015	50
Bodega Ave. Townhomes	1993	Ownership	SAHC	8100 Bodega Ave.	16	4 VL, 8 L, 4 MOD			N/A ³
MARKET-RATE, INCLUSIONARY AND DENSITY BONUS UNITS									
Woodstone Village	1999	Ownership	Woodstone Builders	1149 and 1150 Village Way	21	1 MOD, 1 MED	N/A		
Two Acre Wood	1998	Ownership cohousing	Jewel Hill Housing Llc	712 Robinson Road	14	1 L, 2 MOD, 1 MED	N/A		
Montera	1997	Ownership	Montera	7857 Meadowlark Drive	14	1 MOD rental	N/A		
Vista del Sol	2000	Ownership	Schellinger Bros. Const.	7920 Soil Court	12	1 MOD (6+ occupants) rental	N/A		
Willow Tree Townhomes	2000	Rental	C. Pellascini	Bodega Ave./Nelson Way	11	1 MOD	N/A		

Piazza dela Mella	2001	Rental mixed-use	J. McNulty	1050 Grav. Hwy S (Unit #130)	8 units + retail/off.	1 MOD		
Bodega Heights	2001	Ownership condo conversion	C. Pellascini	8100 Bodega #116	13	2L		
Yturriaga	2004	Rental	M Yturriaga	890 McFarlane	1	1L		
952 Litchfield	2005	Rental second unit	Woodhouse	952 Litchfield	1			
276 West	2005	Rental second unit	VanHoorn	276 West	1			
999 Litchfield	2005	Rental second unit	Stuart	999 Litchfield	1			
510 Lyding Lane	2005	Rental second unit		510 Lyding Lane	1			
HOUSING PROJECTS CURRENTLY IN REVIEW OR APPROVED (NOT COMPLETED)								
Laguna Vista	2003/06	Ownership, Rental	Schellinger Bros. Const.	Gravenstein Hwy S/Cotter	145	20 L, 10 VL rental		
Sollitto Mixed-Use	2004 (a) ⁵	Rental	R. Sollitto	333 North Main	6	1 L + 0.2 Inc. fee		
Petaluma Ave.	2006	Rental cohousing	AHA	501 Petaluma Ave	45	10 L, 35 VL		
Habitat for Humanity	2006	Ownership	Habitat	384 Johnson Street	2	2 VL		
Florence Ave. Townhomes	2005 (a) ⁶	Ownership mixed-use	Steve Sheldon	7385 Healdsburg Ave	12	2 L + 0.4 Inc. fee		
Litchfield Subdiv.	2006	Ownership	J. McNulty	840/860 Litchfield Avenue	13	2 L (60% median income) + 0.6 Inc. fee		
501 S. Main	2005 (a) ⁷	Ownership	Frees Devel. Co.	501 South Main	10	1L (Live-work), 1L (SFD)		
Onorato	2005 (a) ⁸	Rental	J. Onorato	620 – 626 S. Main	6	1 VL	Date of contract execution + 59 years	

Covert Lane	2006	Ownership cohousing	Burbank Hs.	7991 Covert Lane	20	15 L, 5M	
824 Gravenstein S	2006	Rental	Pelliscini	824 Gravenstein S.	4	0.8 Inc. fee	
7590 Washington Ave	2006	Ownership	Clarke	7590 Washington Ave	4	0.8 Inc. fee	
931 Litchfield	2006	Ownership	Sharrocks	931 Litchfield	2		
411 Flynn	2006	Ownership/Rental	Miller	411 Flynn	9	1 L + 0.2 rental	
885 Gravenstein N	2006	Ownership	Nordby	885 Gravenstein N	28	3 L SF, 2 L Live/work. + 0.6 Inc. fee	
156 Golden Ridge	2006	Ownership condo conversion	Michael	156 Golden Ridge	7	1 L + 0.4 Inc. fee	
Zimpher	2006	Ownership	Eileen Zimpher	791, 795 Norlee	3	0.6 Inc. fee	
Gravelle	2006	Ownership, second unit	Ben Gravelle	7710 Washington	2		
Lyding Lane	2006	Ownership, mixed-use	Steve Sheldon	7770 Healdsburg	4	0.8 Inc. fee	
406 Pitt	2006	Rental mixed-use	Pelliscini	406 Pitt	2		

¹ Unless otherwise mentioned in the target group column, all units are price/rent restricted

² Target Groups: VL = Very-low income, L = Low-income, MED = Median income, MOD = Moderate income

³ BHDC did not specify an expiration date for these projects, since it intends to maintain affordability on a continuous basis

⁴ BHDC reports that approximately 330 persons from Sebastopol are interested in affordable, for-sale housing.

⁵ This project was approved 11/18/04

⁶ This project was approved 8/3/04

⁷ This project was approved 12/7/04

⁸ This project was approved 12/16/03

Income groups: Very-low ≤50% median income, Low = 51% - 80% median income, Median = 81% - 100% median income, Moderate = 101% - 120% .

Only legally-restricted units are listed as 'VL', 'L' or 'M', however some unrestricted units, such as second dwelling units and some other rental units may effectively function as affordable housing.



City of Sebastopol
Incorporated 1902

FAX COVER SHEET

Number of Originals (Including Header Sheet): 53 Total

Original to be Mailed: Yes XXXX No _____

Date: December 20, 2005

Fax Sent to: Housing Policy Development

Attention: Jennifer P. Seeger, Housing Policy Analyst

Phone Number:

Fax Number: 1-916-327-2643

Sent From: Kenyon Webster

Subject: Annual Report, City of Sebastopol

Remarks:

Annual report on implementation for the Housing Element, City of Sebastopol.

Faxed by:

Mary Gourley
Planning Department
City of Sebastopol
714 Johnson Street
Sebastopol, CA 95472
707-823-6167 – phone
707-823-4721 – Fax



City of Sebastopol

Incorporated 1902

Planning Department

Kenyon Webster, Planning Director

714 Johnson Street
Sebastopol, California 95472
www.admin.ci.sebastopol.ca.us

Telephone (707) 823-6167
Fax (707) 823-4721
email: kplan@sonic.net

December 21, 2005

Jennifer P. Seeger, Housing Policy Analyst
Housing Policy Development
1800 3rd Street
Sacramento, California 95814

Re: Annual Report, City of Sebastopol

Dear Ms. Seeger:

Transmitted herein is the annual report on implementation of the Housing Element of the City of Sebastopol, as well as WFH claim materials.

Our Housing Element set forth an ambitious set of programs. We have made major progress, particularly in adopting comprehensive revisions to our Zoning Ordinance to facilitate housing development, adopting a non-residential development housing linkage fee, approving projects with affordable inclusionary housing units, and purchasing two sites for affordable housing projects and selecting proposed developers for those projects. With limited resources and a wide range of demands on City resources, some efforts have and will take longer to address than originally contemplated, however we have made substantial progress, and will continue these efforts in the coming year.

Key accomplishments in 2005 include continued work on two City-sponsored affordable housing projects, where the City Community Development Agency purchased sites to be developed by affordable housing developers. Affordable Housing Associates is proposing a 45-unit affordable co-housing rental development on the Petaluma Avenue site; Burbank Housing is proposing a 20-unit affordable co-housing ownership development on the Covert Lane site. Both of these project applications are expected to be acted upon in 2006. In addition, the Agency has made a \$300,000 loan commitment to Burbank Housing to assist in the purchase of a site on Gravenstein Highway South for a yet-to-be-determined development.

The City also approved two market-rate mixed-use projects that included four deed-restricted affordable inclusionary housing units, and is processing a two-unit affordable housing application from Habitat for Humanity. We are making a Workforce Housing Reward Program claim for the four affordable units for which building permits were issued in 2005.

Regarding housing production, we have updated several tables from our Housing Element to convey progress on housing development:

- WFH Annual Progress Report on Implementation of the Housing Element, attached.
- Updated Housing Element Table II.4, attached.

These two tables illustrate Sebastopol's substantial progress in addressing housing production, particularly in regards to projects that are or will be going through the permit process in the coming year, although it is not yet known if all the pending projects will actually go forward. In addition, the City has initiated a new Specific Plan, the Northeast Area Specific Plan, that may include housing development. We hope for this Plan to be in place by the time of next year's annual report.

Regarding progress on Housing Element programs, see below:

1. **Residential Land Supply.** The City shall monitor the supply of residential land to ensure sufficient developable land is planned and zoned for single family and multi-family residential development to achieve the objective of appropriate densities and integrated neighborhood design and to meet the overall projected housing needs for the planning period extending through June 2006. **Status: Ongoing.**
2. **Multi-family Housing Sites.** The Zoning Ordinance shall accommodate development of additional multi-family housing units at densities that would facilitate production of housing affordable to very low- and low-income households. If, at any time, the supply of sites zoned for multi-family housing, including sites zoned for mixed-use high-density residential/commercial uses located within the CD District, falls below the quantity of land required to accommodate the lower of: (a) projected demand for multi-family sites through the remainder of the Housing Element planning period, or (b) the City's remaining need for sites to accommodate higher density multi-family housing during the Housing Element planning period, the Planning Department shall report these findings to the City Council and Planning Commission, and the City shall identify actions to address the identified need, such as rezonings or annexations within its Urban Growth Limit to provide additional development opportunities. **Status: ongoing; no need at this time for rezoning to address needs.**
3. **Increase the Amount of Residential Land.** As part of the implementation of the Housing Element, the City shall amend the General Plan Map and Zoning Map as appropriate to facilitate rezoning of specific properties to residential or higher density residential provided such rezoning results in a density that is harmonious with the existing neighborhood. **Status: Other planning projects, including work on**

processing both market-rate and affordable housing projects, have delayed start of work on this program. Expected to be initiated in 2006.

4. **Capital Improvement Program.** The City shall implement a five-year Capital Improvement Program to guide development of public facilities required by new residential demand and to improve existing facilities in need of upgrading. **Status: ongoing (adopted and implemented every year).**
5. **Fee Deferrals.** The City shall adopt a policy of deferring payment of impact fees until housing units are sold or ready for occupancy, or for rentals, until permanent financing closes, as a means of providing assistance to developers of affordable housing. **Status: The City expects to address this issue in two Development and Disposition Agreements with two affordable housing developers in 2006. This may serve as a model for potential general policy provisions.**
6. **Coordination with School District.** The City shall refer all residential development proposals involving five or more units to the Sebastopol Union School District to ensure development of sufficient school space to house new school children due to projected new residential demand. **Status: ongoing.**
7. **Coordinate with the Sonoma County Housing Authority.** The City shall establish agreements as needed with the Sonoma County Housing Authority or another suitable organization to administer affordable housing programs within the City. **Status: ongoing.**
8. **Information on Available Sites.** The City shall assist interested residential developers by maintaining an inventory of sites in the City that are readily or already served by required infrastructure. **Status: table showing inventory in Housing Element, on City web site.**
9. **Inclusionary Zoning Ordinance.** The City shall maintain an Inclusionary Zoning Ordinance that includes the following major features: 1) a 20% inclusionary percentage requirement; 2) a three unit applicability threshold; 3) a preference for on-site provision of required inclusionary units, but allowing in-lieu fees for fractional unit requirements; 4) target the 80% of median income level for inclusionary units; 4) maintain long-term deed restrictions on inclusionary units; and 5) regular review of the adequacy of the in-lieu fee amount. The provisions of the ordinance shall be periodically reviewed. **Status: revised ordinance and fees consistent with Element adopted; an update of inclusionary housing in-lieu fees, and possible revision of**

the inclusionary percentage (from a 20% to a 25% requirement) was initiated in 2005 and is expected to be completed in 2006.

10. **Housing Density Bonus Ordinance.** The City shall continue to implement its Housing Density Bonus Ordinance and review its provisions and administration for consistency with State law. Develop a brochure for potential developers that summarizes both the State and local density bonus provisions. **Status: revised inclusionary ordinance included then-current density bonus provisions, however a new State law effective January 2005 will require amendment of these provisions, which is planned for 2006 in conjunction with inclusionary fee update and possible inclusionary percentage revision (see No. 9 above).**

11. **Zoning Ordinance.** With respect to zoning, the City shall:
 - a. Continue to permit manufactured housing in the residentially zoned districts of the City, consistent with the standards of the Zoning Ordinance;
 - b. Allow three-story height in the CD zone for deed-restricted affordable housing projects and allow a three-story, 40-foot height limit with appropriate setbacks in the CG, CH, CO and O zones with approval of a Use Permit for deed-restricted affordable housing projects;
 - c. Develop standards and use allowances for single room occupancy housing, and consider permitting it in those zones where multi-family uses are allowed;
 - d. Create a Mobile Home Park Overlay District to promote preservation of this type of housing;
 - e. Continue to allow and promote mixed use development in the City's non-residential districts that currently allow residential development in a mixed-use format in every one of the City's non-residential districts, and
 - f. Create an affordable housing overlay district that would allow a minimum density by right in medium and high-density residential and non-residential districts.

Status: Comprehensive revisions to Zoning Ordinance pursuant to Housing Element accomplished and adopted 2004.

12. **Maintain a Planned Community (PC) Overlay Zoning District.** The City shall maintain the PC Overlay Zoning District for housing developments substantially meeting the goals of this Element that require modification of the Zoning and Subdivision Ordinances. This overlay zoning district would permit flexibility in meeting Zoning and Subdivision Ordinance requirements regarding setbacks, yards, covered parking, lot sizes, etc. provided that the proposed housing: meets the City's urban design criteria; generates no significant adverse traffic or other environmental impacts; meets identified housing objectives, and is found to enhance and harmoniously complement the surrounding residential neighborhood. **Status: PC zoning maintained in Zoning Ordinance.**

13. **Growth Management Exemption for Affordable Housing Projects.** The City shall maintain exemption from the Growth Management Ordinance for housing projects affordable to lower and median-income households. **Status: exemption maintained.**

14. **Development Agreements.** Where appropriate, the City shall use development agreements to assist housing developers to comply with affordable housing goals. **Status: ability to use development agreements maintained.**

15. **Planning Assistance to Affordable Housing Developers and Developers Addressing Other Special Needs.** The City shall work with developers of affordable housing and housing for special needs groups to plan and develop housing projects that will be an asset to the community. Such work may include, but not be limited to, design review workshops, providing site location assistance, and assisting in the procurement of funding. **Status: ongoing; City purchased two sites for affordable housing and will provide significant subsidies to the developers; will consider similar subsidies for other affordable projects. The City Community Development Agency recently executed a \$250,000 predevelopment loan agreement with the selected developer of a 45-unit affordable rental project on one of the Agency-purchased sites, and anticipates a similar agreement with a separate affordable housing developer of a 20-unit affordable ownership project on a separate Agency-purchased site in 2006. The City is coordinating with both developers regarding other funding sources, has assisted facilitating in neighborhood workshops, and is presently processing a Preliminary Design Review application from one of the developers. The City Community Development Agency has also made a commitment for a \$300,000 to an affordable housing developer for purchase of another affordable housing site on Gravenstein Highway South.**

16. **Redevelopment Housing Set-aside Funds.** The City shall continue to utilize available Community Development Housing Set-aside funds to assist affordable housing production by private and non-profit developers. **Status: City doing so. Has used such funds to purchase two sites at cost of approximately \$2.9 million, has entered into a \$250,000 loan agreement with an affordable housing developer, has committed \$300,000 to assist in purchase of a potential affordable housing site, may provide assistance to two Habitat for Humanity projects, and will consider other opportunities for use of these funds.**

17. **CDBG Funds.** The City shall continue to seek available Community Development Block Grant (CDBG) funds to assist affordable housing production. Currently, the funding for CDBG programs is subject to changes at the Federal level, and is competitive at the local level. Additionally, not all CDBG funds can be spent on housing assistance due to the funding needs of other programs. The City was successful in 2001 in getting a \$300,000 CDBG allocation for the affordable housing component of the Laguna Vista project; however overall project review is pending. **Status: Due to delays in permit processing the \$300,000 CDBG allocation was withdrawn; an affordable housing project on the City-purchased site at Covert Lane is making application for CDBG funding in 2006.**

18. **Mortgage Credit Certificate Program.** The City shall continue to participate in the Mortgage Credit Certificate (MCC) Program to provide assistance to first-time lower and moderate-income homebuyers. This program is administered by the County of Sonoma and is part of a Joint Powers Agreement between cities in Sonoma County and the County. The availability of this program should continue to be publicized locally. Credit certificate allocations at the countywide level are available to qualifying moderate or lower-income homebuyers from Sebastopol on a first-come, first-served basis. **Status: ongoing.**

19. **Section 8 Rental Housing Subsidies.** The City shall continue working with the Sonoma County Housing Authority to make Section 8 rental housing subsidies available to qualified Sebastopol residents whenever available, and if City assistance is provided to projects, to ensure that owners do not discriminate against qualified Section 8 certificate holders. **Status: ongoing.**

20. **Mortgage Revenue Bond Program.** The City shall explore the possibility of using mortgage revenue bond programs to help create additional affordable housing opportunities in Sebastopol. Options to consider include issuing revenue bonds on behalf of developers, or working with developers to secure mortgage revenue bond

financing through the California Housing Finance Agency, ABAG, League of Cities and others. **Status: ongoing.**

21. **Additional State and Federal Funding.** Wherever appropriate, the City shall work to secure additional funding from state and federal sources that can be used to help increase the supply of affordable housing in Sebastopol. Such programs may include, but are not limited to, the Housing Enabled by Local Partnerships Program (HELP), operated by the California Finance Agency; and the Low and No Down Payment Program sponsored by the California Housing Loan Insurance Fund (CAHLIF). Applications for these programs shall be filed when specific project opportunities are identified, which will require site control and identification of a project developer. **Status: ongoing on project-basis. In most cases, project developers will make such applications.**

22. **Farm Worker Housing.** The City shall encourage existing agricultural employers to provide housing for their workers, and to assume primary responsibility for providing this type of housing, and work with the County of Sonoma to encourage a potential linkage fee to address this type of land use. The linkage fee would be assessed on new agricultural developments in unincorporated areas. In this way, owners of these enterprises would be required to contribute to addressing the housing needs created by new development. Establishment of such a fee would be within the control of the County of Sonoma. Within the City of Sebastopol, address the need for this type of housing through a combination of permanent and transitional housing, including affordable housing, SRO units, homeless shelters, and transitional housing. The City should work with housing developers to expand the supply of affordable housing for both migrant and resident agricultural workers. Where available, the City should cooperate with housing developers to secure additional funding for farmworker projects from sources administered by the State Department of Housing and Community Development, including the Farmworker Housing Grant Program, the State Office of Migrant Services, the federal Farmers Home Administration, the Department of the Interior, and other agencies. **Status: ongoing.**

23. **Emergency Shelters.** The City shall 1) consider provision of financial support for area homeless facilities and consider supporting area homeless services; 2) encourage the establishment of an emergency shelter, and if a local emergency shelter is proposed, the City shall provide assistance by expediting permit processing for any applications required under the local zoning ordinance and other appropriate means and by considering reduction of waiver of application and other fees; 3) fund a contract with a homeless services provider to monitor and assist homeless persons in

Sebastopol, providing counseling and coordination of services. **Status: no shelter applications filed.**

24. **Affordability Monitoring.** The City shall study the feasibility of implementing a comprehensive annual monitoring program to determine housing affordability and income levels for all new units built. **Status: Expected to be reviewed in 2006.**
25. **Jobs/Housing Linkage.** The City shall use the results of the jobs/housing nexus study undertaken by Sonoma County jurisdictions in 2001 to adopt appropriate linkage fees on non-residential development. **Status: linkage ordinance and fee adopted 2004.**
26. **Manufactured Housing.** The City shall continue existing Zoning Ordinance allowances for use of mobile homes and manufactured housing. **Status: maintained.**
27. **Single-Family Development Standards.** The City shall consider revising single-family development standards to ensure that new development is of an appropriate scale for Sebastopol's neighborhoods. Potential changes to be considered include revising the height limit, bulk limitation standards, and modification of lot coverage and setback standards, with consideration of provisions for varying standards based on lot size. **Status: Zoning Ordinance revisions adopted.**
28. **Residential Design Guidelines.** The City shall consider creation of citywide design guidelines to promote a high quality of design, which is consistent with the character of Sebastopol. In creating these guidelines, consideration should be given to the impact of the design review standards and process on the cost of housing development. **Status: Design guidelines adopted.**
29. **State and Federal Policy.** The City shall support policies and programs at the State and Federal levels that 1) furthers the City's Housing Element goals; 2) promotes city-centered, transit-oriented, resource-conserving housing development as a matter of State and Federal policy; 3) encourages and facilitates public and private sector investment in housing affordable to low and moderate-income households, and to special needs groups such as farm workers, the homeless and the disabled; 4) provides local property tax and personal income tax incentives for construction of housing generally, and particularly multi-family housing; and 5) addresses existing legal disincentives for construction of attached ownership housing. **Status: ongoing.**
30. **City Employee Housing Assistance.** The City shall consider creation of a low and moderate-income home ownership loan program for its volunteer firefighters to assist

in the recruitment and retention of volunteers, and if sufficient funding is available, to expand the program to other City employees. **Status: expected to be reviewed in 2006.**

31. **Subdivision Ordinance Standards Modifications.** The City shall consider reductions to its minimum street, cul-de-sac, parkway, and driveway requirements and widths in relation to the desired urban form and the cost of development. **Status: initiation of these revisions has been delayed by work on other projects; while some preliminary research has been conducted, workload permitting, the project is expected to be initiated in 2006.**
32. **City-Owned Sites.** The City shall review City-owned sites, such as downtown parking lots, for possible use as affordable housing and mixed-use sites, provided existing parking is maintained. **Status: preliminary review indicates most sites either not suitable or problematic; City has concentrated its efforts on securing other more suitable sites, and purchased one site of 2 acres, and another of 2.6 acres for affordable housing developments.**
33. **Accessible Units for the Physically Disabled.** The City shall conform to Federal and State laws requiring construction of housing units adaptable for disabled persons and shall provide information to builders on universal design guidelines, and consider incentives for the provision of universal design in all housing units. **Status: ongoing.**
34. **Incentives for Units for Large Families.** The City shall include incentives for the construction of affordable for sale and/or rental housing units with three or more bedrooms for large families with very-low to moderate-incomes in the Density Bonus provisions of the Zoning Ordinance. **Status: reduced parking requirements for larger units adopted in Zoning Ordinance; other incentives available in density bonus ordinance.**
35. **Provision of Units for Special Needs Populations.** The City shall work with affordable housing developers to encourage housing units and housing developments which address special needs populations, including but not limited to the homeless, elderly, physically disabled, mentally-ill, large family, female-headed, and farmworker households. **Status: provision of such units will be sought in City-sponsored affordable housing projects.**
36. **Housing Funds.** The City shall maintain the Inclusionary Housing Fund and the Community Development Agency Low-Moderate Housing Fund. Contributions to

these funds come from Community Development Agency Set-Aside funds and funds collected from private and public sources. Use of the Housing Funds will be governed by guidelines established in the Zoning Ordinance and the Redevelopment Agency regulations, as applicable. Establish a five-year housing program for the City. **Status: funds maintained.**

37. **Community Development Agency.** The Community Development Agency shall continue to use its unique powers to actively encourage the development of affordable housing by providing technical and financial assistance to reduce the cost of housing. **Status: ongoing.**
38. **Maintain adequate staff.** The City shall maintain adequate staff in the Planning Department to process and review housing development applications in a timely manner, and to seek out grants for affordable housing projects. **Status: staffing maintained.**
39. **Limited Equity Cooperatives.** The City shall seek sponsors to utilize State funds to develop a limited equity cooperative [LEC]. Specific City actions to achieve this objective include: assessing the viability and process of establishing an LEC; make such information available at the Planning Department; seek cooperation and support for this program with the Sonoma County Housing Authority and non-profit housing organizations in the area; and locate potential sites for a LEC. **Status: affordable co-housing development to be developed at City-purchased site on Covert Lane.**
40. **Financing Units At-Risk of Market-Rate Conversion.** The City shall prevent the conversion of at-risk units by considering, as appropriate: refinancing projects financed with locally-issued mortgage revenue bond proceeds; finance buyouts by nonprofits and other public entities through equity or gap financing; advancing purchase-option funds; carrying of second mortgages; interest write-downs; and/or issuance of tax exempt bonds for financing acquisitions and other programs and policies. **Status: ongoing.**
41. **Development on Infill Parcels.** The City shall encourage the development of infill parcels by maintaining existing Zoning Ordinance allowances for infill development; not reducing allowed densities, and maintaining a public list of vacant or underutilized properties. **Status: ongoing.**

- 42. Non-Residential Height Limits.** The City shall review height limits in non-residential zones to ensure compatibility with adjacent residential zones. **Status: revisions adopted in Zoning Ordinance.**
- 43. Housing Project Information Sheet.** The City shall develop an information sheet describing the City's affordable housing needs and general objectives and include it in the public noticing for project hearings. **Status: information has been included in selected project notices and will be included in notices concerning the two pending City-sponsored affordable housing to be implemented 2006.**

B. Housing Conservation

1. **Maintain Existing Residential Zoning.** The City shall retain existing residential zoning and discourage non-residential uses in these zones. **Status: zoning maintained.**
2. **Condominium Conversions.** The City shall adopt a Condominium Conversion Ordinance to regulate conversion of rental units to condominiums; consider exempting limited equity residential cooperatives which provide long term affordability for the units; require relocation assistance when units are converted; and require first right of refusal of purchase of units by occupants. **Status: ordinance drafted 2004; adopted by City Council 2005.**
3. **Mobile Home Rent Stabilization.** The City shall maintain the rent stabilization ordinance for mobile home parks. **Status: maintained.**
4. **Shared Housing Programs.** The City shall encourage development of a shared housing project in Sebastopol through developing and distributing a brochure about the benefits of sharing housing, and working with potential applicants. **Status: brochure created.**
5. **Single-Parent Households.** The City shall encourage housing for single-parent households in the City by working with potential developers, and through City funding and/or regulatory authority. Encourage the development of co-housing units and development on centrally located sites as ways of providing housing appropriate for single-parent households. **Status: ongoing.**
6. **Special Needs Households.** The City shall conform with funding and any State or Federal requirements for inclusion of housing for special needs households, and shall

encourage housing opportunities for special needs households with very low- to low-incomes to purchase or rent affordable housing in Sebastopol through working with potential developers, and through City funding or regulatory authority. Encourage developers to include housing appropriate for special-needs households in their projects. **Status: ongoing.**

7. **Rental Deposit Guarantee and Revolving Loan Fund Programs.** The City shall consider establishing a Rental Deposit Guarantee and Revolving Loan Fund Program to specifically assist Sebastopol residents by preventing and reducing homelessness. Consider working with the Sonoma County Housing Authority or similar organization to implement this program. **Status: expected to be considered 2006.**
1. **Housing and Mobile Home Rehabilitation Program.** Up until 2001, the Sonoma County Community Development Commission administered an ownership housing rehabilitation program in Sebastopol, using funds provided by the Sebastopol Community Development Agency. This program was discontinued due to low interest. Consideration should be given to creation of a rental housing and mobile home rehabilitation program, potentially using Community Development Block Grant (CDBG) or Community Development Agency funding. While the City is committed to obtaining funding if a rental rehabilitation program appears viable and appropriate, past applications by the City for CDBG funding of an ownership rehabilitation program were not approved. The City then used its own Community Development Agency funds to operate the former ownership rehabilitation program. An evaluation of the prospects for such a program would be undertaken in the context of other affordable housing programs and priorities, and if a determination were made that such a program should be initiated, the City would reapply for CDBG funding, or use its own Community Development funds for a rental rehabilitation program. **Status: no program currently operating; City concentrating its limited resources on new affordable housing development.**
2. **Earthquake Reinforced Bracing System Program.** The City shall give consideration to the creation of a program to install Earthquake Reinforced Bracing Systems (ERBS) to help stabilize units during an earthquake. This program would cover mobile homes and other residential units whose occupants are income eligible. This program could potentially be funded from CDBG allocations or by the Community Development Agency. **Status: not under consideration at this time due to limited resources.**
3. **Redevelopment Neighborhood Clean-up Program.** The City Community Development Agency shall consider capital improvement projects that will improve the Redevelopment Project Area such as streetscape and circulation improvements to

Gravenstein Highway South. **Status: not under consideration at this time due to limited resources.**

11. **Enforcement Actions.** The City shall continue to respond to complaints of unsafe housing and take enforcement action wherever necessary to protect the health, safety, and welfare of occupants. **Status: ongoing.**
12. **Continuation of Fire Self-Inspection Program.** The City shall continue to support the Sebastopol Fire Department apartment self-inspection program for alarm systems, and to continue to identify and address potentially unsafe conditions in proposed new housing projects. **Status: ongoing.**
13. **Mobile Home Park Conversion Ordinance.** The City shall create and adopt a Mobile Home Park Conversion Ordinance to limit circumstances under which existing mobile home parks may be converted to other uses. **Status: new Mobile Home Zoning district adopted.**
14. **Monitoring of Rental Unit Conversion.** The City shall monitor local trends in rental unit conversion and as necessary consider adoption of an ordinance which would regulate the conversion of existing rental units to owner-occupancy or other uses. **Status: The condominium conversion ordinance adopted in 2005 includes annual limits on conversions related to rental housing production. Will continue to monitor.**
15. **Monitoring of Assisted Housing Developments.** The City shall monitor the affordability status of publicly assisted housing developments in Sebastopol to ensure wherever possible that qualifying moderate or lower income households occupy assisted units. **Status: ongoing.**
16. **Preservation of Assisted Housing Stock.** The City shall work with other governmental and non-profit organizations to utilize available resources in the preservation or replacement of existing affordable housing developments in Sebastopol wherever conversion to market rate rents would result in excessive rent burdens for moderate or lower income tenants. **Status: no issues have arisen; ongoing.**
17. **Illegal Unit Legalization.** The City shall create a program and set of regulations to provide standards for legalization of illegally constructed units provided public health and safety is preserved, and other appropriate requirements are addressed. This review should also consider provision of incentives for maintaining the affordability of these

units. **Status: provisions adopted in Zoning Ordinance to allow approval as second units.**

18. **Home Sharing.** The City shall consider changes to existing regulations, such as allowing two kitchens in single-family homes, to encourage home sharing. **Status: considered and not enacted in Zoning Ordinance.**

19. **Rental Resources.** The City shall develop a renter resource guide describing available services, as well as tenant and landlord obligations. **Status: handout created.**

C. Government Constraints

1. **Development Impact Fee Review.** The City shall review its current development impact fee program to confirm the appropriate level of impact fees to charge for multi-family residential units and second units based on the demand they create for public facilities and infrastructure. Where justified, the City should reduce fees for multi-family units, second units, co-housing, and self-help housing units to encourage their construction. The City shall consider reducing fees for lower-income housing on a sliding scale related to the level of affordability, consider fee reductions in return for voluntary affordability restrictions, and consider a fee structure for market-rate housing which adjusts fee amounts according the square footage of the unit or its valuation. **Status: impact fees reviewed and updated periodically; review regarding potential reduced fees expected to occur in 2006.**
2. **Zoning Ordinance.** With respect to zoning, the City shall:
 - a. Modify current regulations in the Zoning Ordinance that require a Use Permit for second units to conform to State law, and to allow second units on non-residentially-zoned properties currently in residential use, and allowing a minimum square footage of 600 square feet for second units;
 - b. Develop standards and use allowances for transitional housing, and consider permitting it by right in those zones where multi-family uses are allowed;
 - c. Review regulations to ensure that supportive housing and other group living situations with more than six units are able to be located with a minimum of regulatory barriers;

- d. Deed-restricted affordable housing projects shall be allowed a minimum density by-right in those zones where a Use Permit is required, provided a public hearing is conducted before the Planning Commission, and
- e. Eliminate requirement for affordable housing projects to occur only in mixed-use developments in non-residential zones.

Status: adopted in Zoning Ordinance.

- 3. **Emergency Shelters.** The City shall 1) make Zoning Ordinance language for this use consistent in the CD and CG zones; 2) allow this use by right in the CH zone, and 3) create operational and other standards for this use. **Status: adopted in Zoning Ordinance.**
- 4. **Housing Density.** The City of Sebastopol shall increase the maximum density allowed in multi-family and non-residential zones as follows: RM-M zone, change density allowance from one unit per 4,000 sq. ft. of lot area to one unit per 2,900 sq. ft. of lot area; RM-H zone, change density allowance from one unit per 2,900 sq. ft. of lot area to one unit per 2,000 sq. ft.; O and CN zones, change density allowance from one unit per 3,600 sq. ft. of lot area to one unit per 2,900 sq. ft.; CG zone, change density allowance from one unit per 2,900 sq. ft. of lot area to one unit per 2,000 sq. ft.; CD zone, change density allowance from one unit per 1,452 sq. ft. of lot area to one unit per 1,000 sq. ft.; CH and M1 zones, change density allowance from one unit per 2,900 sq. ft. of lot area to one unit per 2,000 sq. ft. The Land Use Element of the General Plan shall be amended as necessary to achieve consistency with these allowances. **Status: adopted in Zoning Ordinance.**
- 5. **Parking Requirements.** The City shall review and modify parking requirements, including the following specific changes: reduce the parking requirement for studio units; reduce the requirement for four bedroom or more units; reduce the requirement for senior and disabled housing; allowing uncovered residential parking to be located within three feet of side or rear property lines, identical to the allowed locations for a garage or carport; creation of parking standards for live-work units; reducing residential parking requirements in the downtown; consideration of changes to parking space and driveway dimensional requirements; allowing a residential parking reduction for deed-restricted affordable housing units and eliminating the covered parking requirement for deed-restricted affordable units; creating a parking standard for homeless shelters; consider changing the parking requirement for single family homes on narrow or otherwise substandard lots to allow tandem parking, and consider

allowing required parking in a portion of the required front yard setback by Use Permit. **Status: adopted in Zoning Ordinance.**

6. **Permit Streamlining.** The City shall evaluate its development review procedures and consider Zoning Ordinance provisions for providing fast track permit procedures to encourage affordable housing projects. **Status: processing conforms to requirements of State law which have streamlined processing; other special provisions to be considered in future if necessary.**
7. **Growth Management.** The City shall monitor the growth control program provisions to ensure that its provisions do not adversely affect the provision of affordable units. **Status: ongoing.**
8. **Studio Apartments.** The City shall amend the Zoning Ordinance to allow pairs of studio apartments to be counted as one unit for purposes of calculating densities and fees. **Status: adopted in Zoning Ordinance.**
9. **Size of Single Family Homes.** The market trend for much larger, more costly single family homes adversely affects affordability. The City shall consider incentives for the inclusion of small homes in all subdivisions such as reducing inclusionary fees for smaller homes, or reduced parking requirements. **Status: requirements adopted in Zoning Ordinance.**
10. **RM-M and RM-H Setbacks.** The City shall simplify setback and building separation requirements in these multi-family zoning districts. Priority: 2. Implementation responsibility: Planning Department. Budget: No impact. **Status: adopted in Zoning Ordinance.**
11. **Subdivision Ordinance Process.** To reduce processing time and costs, the City shall consider making the Planning Commission the final authority for subdivisions of four or fewer parcels. **Status: preliminary research initiated in 2005, subdivision ordinance revisions expected to be initiated in 2006, workload permitting.**
12. **Building Permit Preference.** If issuance of building permits are otherwise restricted, the City shall give first preference to issuance of residential building permits each year for units affordable to households with very-low to low incomes as defined by HUD. **Status: no restrictions at this time; will monitor.**

13. **Reasonable Accommodation.** The City shall amend its Municipal Code to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City. The City shall amend the Zoning Ordinance to provide for appropriate administrative exceptions to development standards that may otherwise act as a constraint to the provision of housing for persons with disabilities, such as modification of setback provisions to accommodate a wheelchair ramp. **Status: Zoning Ordinance provisions adopted.**

D. Energy and Natural Resource Conservation

1. **Incentives for Construction That Exceeds Minimum Title 24 Standards.** The City shall study the feasibility of providing incentives for new and rehabilitation projects that exceed California Energy Efficiency Standards (Title 24). Incentives could include project permit processing expedition, plan check fast-tracking, and reduced fees. **Status: design review for active solar streamlined 2003; active solar building permit fee incentives adopted 2004.**
2. **Local Energy Standards.** The City shall review energy efficiency standards for new residential construction, as contained in Title 24 of the California Code of Regulations, periodically to identify opportunities for adopting standards that more closely respond to local conditions. For example, the City shall study the feasibility of requiring new residential development to consider opportunities for passive heating and cooling. If such studies are favorable, the City shall establish such programs. **Status: mandatory green building requirement implemented 2004; water and energy-conservation requirements for new development and major remodels adopted in 2005.**
3. **Promotion of Energy Conservation Programs.** The City shall provide information about available energy conservation programs, such as the PG&E Comfort Home/Energy Star new homes program, to interested property owners and developers. The City shall promote and help income-eligible households to access federal, state and utility income qualifying assistance programs. Some examples include the federal Low Income Home Energy Assistance Program Block Grant (LIHEAP) for home weatherization and the PG&E Energy Partners Program. **Status: information provided by Building Department.**

4. **Design Guidelines.** The City shall develop design guidelines through amendments to the City's Zoning Ordinance, design guidelines, and the City's Subdivision Ordinance to increase the opportunity for passive solar energy and future use of renewable energy sources. These guidelines should address solar use, site development and building orientation for solar energy use and winds, orientation or provision of adequate structural support for solar collectors, appropriate trees for landscaping, and use of cogeneration facilities. **Status: guidelines adopted 2004.**

5. **Landscaping Standards.** The City shall review and, if necessary, modify the landscaping standards and requirements contained in its Zoning Ordinance and design guidelines to ensure that they adequately support the use of climate-appropriate trees and landscaping to provide maximum shading for summer cooling and to allow for winter lighting and passive solar heating in new or renovated homes, and to minimize water use. **Status: guidelines adopted 2004; provisions relating to active solar adopted in Zoning Ordinance update 2004.**

6. **Pavement Shading.** The City shall review and, if necessary, modify the landscaping standards and requirements contained in its Zoning Ordinance and design guidelines to ensure that they adequately support the use and placement of climate-appropriate trees for maximum shading of dark, heat absorbing pavements, such as asphalt streets and parking areas. **Status: guidelines adopted 2004.**

7. **Roofing Materials.** The City shall encourage builders and property owners to use light-colored roofing materials. The City shall promote federal, state, and utility cool roof programs such as the California Energy Commission's Cool Savings Program. **Status: Building Department information available.**

8. **Solar Access.** The City shall consider creating a Solar Access Ordinance that states that no building permit shall be issued for any construction, if, when completed, it would interfere with solar access to the rooftop of any structure or to any preexisting active solar collector on nearby property. The Ordinance should also encourage the use of solar easements to guarantee access. **Status: at this time, City not pursuing this concept.**

9. **Renewable Energy Systems.** The City shall promote existing federal, state and utility incentives for installation of renewable energy systems, such as rooftop photovoltaic systems, that are available to property owners, builders and developers such as the California Energy Commission's programs. **Status: City engaged in a variety of efforts to promote solar energy.**

10. **Light-Colored Surfacing on Pavements.** The City shall consider the feasibility of revising street standards to encourage light-colored paving materials in new streets and resurfacing projects. New materials and techniques for paved roadways are being developed that reflect more sunlight and last longer than standard applications. Light-colored surfaces can reduce the impact of local neighborhood temperature increases from heat-absorbing pavement on home cooling energy needs. **Status: expected to be reviewed in 2006.**
11. **Reduced Street Widths.** The City shall consider narrower streets in future street development to reduce the impact of local neighborhood temperature increases from heat-absorbing pavement on home cooling energy needs. Residential streets using the minimum pavement width and curb radii feasible without compromising safety reduce heat island effects on home cooling energy needs. **Status: planned for review in Subdivision Ordinance update 2006, workload permitting.**
12. **Bicycle, Pedestrian and Transit Features.** The City shall review its development standards to determine if additional requirements or incentives should be provided to promote the inclusion of bicycle, pedestrian and transit features in new development projects. **Status: design guidelines adopted 2004; Zoning Ordinance revisions adopted 2004.**
13. **Recycling and Building Materials.** The City shall provide public informational materials concerning recycling practices for the construction industry, as well as use of recycled materials and other environmentally responsible materials in new construction. **Status: information available at Building Department.**
14. **Residential Recycling.** The City shall consider policy and programmatic provisions to encourage waste stream recycling from residential and other uses. **Status: information available at Building Department.**

E. Equal Housing Opportunity

1. **Equal Housing Opportunity.** The City shall facilitate equal housing opportunity by continuing the designation of the City Manager as the City's Equal Opportunity Coordinator with responsibility to investigate and deal appropriately with complaints. Information regarding equal housing opportunity laws and the City's Equal Housing

Opportunities Coordinator shall be prepared and distributed to the public at City Hall and at local social service centers and public transit providers. **Status: handouts available; ongoing.**

2. **Nondiscrimination Clauses:** The City shall continue to provide nondiscrimination clauses in rental agreements and deed restrictions for housing constructed with either City or with Development Disposition Agreements and Owner Participant Agreements when Redevelopment Agency participation occurs. **Status: ongoing.**
3. **Housing Anti-Discrimination.** The City shall consider contributions to, and provide referrals to organizations that provide housing anti-discrimination services. This program can provide assistance in response to housing discrimination complaints as well as mediation for tenant/landlord disputes. **Status: handouts available; ongoing.**

F. Housing Policy Update

1. **Annual Report.** The City shall prepare an Annual Public Report to the State, City Council, and Planning Commission that describes the amount and type of housing activity tied to an updated summary of the City's housing objectives. **Status: provided in annual Planning report.**
2. **Annual Housing Implementation Program Meeting.** The City shall conduct an annual joint meeting of the Planning Commission and City Council to focus on housing issues and to evaluate existing and potential housing programs. **Status: information provided in annual Planning report provided to Council and Commission.**
3. **Ad-Hoc Housing Program Implementation Committee.** The City Council shall create an ad-hoc housing programs committee including of a Council member, Planning Commissioner, the City Manager, two members of the public, and the Planning Director to review housing programs. **Status: ad-hoc committee created to facilitate development of affordable housing projects on two sites purchased by City.**
4. **Housing Coordinator.** The City shall consider retaining the services of a housing coordinator consultant. **Status: consultant retained to assist in developing two housing projects on City-purchased sites, and advise on other housing issues.**

Please contact me if you have any questions concerning this information.

Sincerely,



Kenyon Webster
Planning Director

Attachments:

WFH Progress Report Form
Summary of WFH Claim
Building permit and approval information, 501 South Main, 7385 Healdsburg
Updated WFH Report Table
Updated Housing Element Table II.4

cc: City Council (w/o attachments)
City Manager (w/o attachments)
City Attorney (w/o attachments)

ATTACHMENT D
WFH Annual Progress Report
on Implementation of the Housing Element
General Plan Report requirement pursuant to
Section 65400 of the Government Code

Jurisdiction: City of Sebastopol

Address: 714 Johnson Street, Sebastopol CA 95472

Contact: Kenyon Webster Title: Planning Director

Phone: (707) 823-6167 Email: kplan@sonic.net

Report Period: January 2005 To: December 2005

The following information should be included in the report:

A. Progress in meeting Regional Housing Need.

1. Total number of new housing permits issued.
2. Describe the affordability, by income level, of new units including the number of deed restricted affordable housing units.
3. Compare units added to regional housing need allocation by income category (very low, low, moderate, and above moderate).

B. The effectiveness of the housing element in attainment of the community's housing goals and objectives.

1. Include a program-by-program status report relative to implementation schedule from each program in the housing element; describe actions taken to implement each program.
2. Assess effectiveness of actions and outcomes.

C. Progress toward mitigating governmental constraints identified in the housing element.

1. Include information on actions taken to mitigate identified constraints.
2. The annual progress report should indicate if no constraints were identified in the housing element.

Summary of WFH Claim

City of Sebastopol December 2005

Two projects that include a total of four (4) affordable inclusionary housing units received building permits in December 2005:

501 South Main: a mixed-use, live-work development comprising a total of 10 dwelling units. Two affordable inclusionary units are under construction on Lots 3 and 9. One will be three bedrooms; the other will be two bedrooms. Per Sebastopol's inclusionary housing ordinance, these will be restricted to households earning up to 80% of the County median income. With a total of five bedrooms, this calculates to a WFH award of \$5,000.

7385 Healdsburg Avenue: a mixed-use development comprising a total of 12 dwelling units as well as commercial space. Two affordable inclusionary units are under construction on Lots 1 and 12. Both will be two-bedroom units. Per Sebastopol's inclusionary housing ordinance, these will be restricted to households earning up to 80% of the County median income. With a total of four bedrooms, this calculates to a WFH award of \$4,000.

RESOLUTION NO. 5407

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SEBASTOPOL
APPROVING A REZONING, TENTATIVE MAJOR SUBDIVISION MAP,
AND A SUBDIVISION ORDINANCE WAIVER
FOR THE PROPERTIES AT 7385 HEALDSBURG AVENUE, 479 AND 449 FLORENCE AVENUE,
APN 004-292-001, -002, -011 (respectively)

WHEREAS, an application for a Rezoning, Tentative Major Subdivision Map, and Subdivision Ordinance Waiver was filed on April 20, 2004 by Steven Sheldon. This proposal includes Rezoning the subject properties from CG: General Commercial and RM-H: High Density Multiple Residential to PC: Planned Community, and subdividing the 3 properties into 13 separate lots to accommodate the development of a 4,379 square foot commercial building, and twelve (12) 1,420 square foot townhomes;

WHEREAS, the proposed Rezoning and Tentative Major Subdivision Map, as conditioned, have been found to be consistent with the Sebastopol General Plan, the Zoning Ordinance, and any other applicable provisions of the Municipal Code;

WHEREAS, the proposed Rezoning and Tentative Major Subdivision Map are categorically exempt from the requirements of CEQA pursuant to Section 15332, Class 32 of the Guidelines;

WHEREAS, the design of the proposed subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision, as described in the State Subdivision Map Act;

WHEREAS, granting the proposed Subdivision Ordinance Waiver will not be detrimental to the public welfare or injurious to other property in the area in which the subject property is situated;

WHEREAS, there are special circumstances or conditions affecting the subject property;

WHEREAS, the waiver will improve the overall subdivision design;

WHEREAS, the property is to be devoted to such use that it is impossible or impracticable in the particular case for the subdivider to comply fully;

WHEREAS, in approving the proposed waiver, no lots will be created which are in conflict with the standards of the Zoning Ordinance;

WHEREAS, the Sebastopol Planning Commission held a duly noticed public hearing on June 8, 2004, and received public testimony and considered the staff report;

WHEREAS, following said public hearing, the Planning Commission made appropriate findings of fact and made a motion recommending to the City Council the approval of the application for Rezoning and a Tentative Major Subdivision Map, and for a Subdivision Ordinance Waiver, for the 3 properties at 7385 Healdsburg Avenue, 479 and 449 Florence Avenue, APN 004-292-001, -002, -011 (respectively);

WHEREAS, on August 3, 2004, the City Council held a duly noticed public hearing, received public testimony, and considered the staff report;

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the application of Steve Sheldon for Rezoning and a Tentative Major Subdivision Map, and for a Subdivision Ordinance Waiver, for the 3 properties at 7385 Healdsburg Avenue, 479 and 449 Florence Avenue, APN 004-292-001, -002, -011 (respectively), as described herein and as shown in Exhibits A - F, and subject to the following conditions:

RECOMMENDED CONDITIONS OF APPROVAL
PROJECT 2004-020: REZONING and TENTATIVE MAJOR SUBDIVISION MAP
7385 HEALDSBURG AVENUE, 479 AND 449 FLORENCE AVENUE

Planning Department:

- P1. The approval of this Rezoning, Tentative Major Subdivision map, and Subdivision Ordinance Waiver is valid for a period of two (2) years from the date that it is approved by the City Council, except that the expiration date may be extended for up to three (3) years at the discretion of the Planning Commission, pursuant to Zoning Ordinance §16.28.100.
- P2. This permit approves the Rezoning, Tentative Major Subdivision map, and Subdivision Ordinance Waiver defined in the staff report dated May 25, 2004, and shown on the attached Exhibit A, dated 05/27/04, and Exhibits B - F, dated 4/20/04.
- P3. The Rezoning approved herein shall become valid only upon recordation with the County of Sonoma of the Final Subdivision Map. If said recordation does not occur, the defined Rezoning shall be null and void.
- P4. This permit does not allow the construction of any new structure(s) on any of the newly authorized parcels. Any future development on any of the parcels created by this subdivision shall go through the Design Review process prior to issuance of a building permit. Any hearings scheduled for this Design Review process shall be publicly noticed hearings consistent with Municipal Code §17.330.
- P5. Prior to approval of a final subdivision map, the applicant shall provide a written explanation of all development standards for the project site. This will include building height and building setbacks (including all allowable encroachments into required setbacks) for primary and accessory buildings, lot coverage or floor area, and open space requirements, and will reflect those details as they are discussed in this report and shown on the attached exhibits.
- P6. The parking plan shall be revised to include no more than 17 compact parking spaces (13 required spaces and 4 additional spaces) prior to approval of a Final Subdivision Map. This revised parking plan shall also clearly indicate the location of 2 ADA-accessible parking spaces.
- P7. The applicant shall complete all necessary legal agreements to insure that not less than 2 residential units are designated as affordable units for low- or very low- income households, consistent with Municipal Code §17.240, prior to issuance of a building permit for this project. The applicant shall also pay the required in-lieu fee for the remaining 0.4-units, as defined in §17.240, prior to issuance of a building permit for this project.
- P8. Prior to issuance of a building permit, the applicant shall submit for review and approval by the Planning Department a copy of proposed articles of incorporation, bylaws, and CC&Rs for this development. In particular, these documents shall address the on-going maintenance of all open space, landscaped areas, and parking areas which are intended for use by all residents.

- P9. The northbound Florence Avenue approach to Healdsburg Avenue shall be restriped to provide separate left and right turn lanes within the 42-foot wide section of the street to insure continued operation at an LOS D or better at that intersection. The approach shall be restriped with a 21-foot southbound lane, a 10-foot northbound left-turn lane, and an 11-foot northbound right-turn lane. This revised striping section shall be provided for approximately 40 feet, then transition to two (2) 15-foot lanes on the narrower street section. This revised striping shall extend approximately 40 feet to the south of the junction between the 42-foot street section and the 30-foot street section.
- P10. The access drive on Florence Avenue shall be located as close to Healdsburg Avenue as possible. The location shown on the current site plan is acceptable.
- P11. "Right Turn Only" signage and striping shall be installed at the Florence Avenue access drive to encourage motorists to utilize Healdsburg Avenue, rather than Florence Avenue, for travel away from the project site.
- P12. The access drive on Healdsburg Avenue should be designated as a 2-way drive.
- P13. In order to improve safe walking routes in the project vicinity, the developer shall install sidewalks along the east side of Florence Avenue to connect with the current terminus of the sidewalk to the south.
- P14. As indicated on the site plan submitted with this application, there shall be no on-street parking allowed along the project frontage on Florence Avenue.
- P15. Design Review approval is a prerequisite for building permit approvals for this development. The Design Review Board shall consider the location of any proposed exterior lighting fixtures to insure that they are directed to the interior of the site so as to minimize any light or glare onto adjacent properties.
- P16. Prior to approval of improvement plans for this project, the applicant must obtain all necessary Tree Removal Permits associated with any site development or construction plans. If during their review, the Tree Board determines that such permits shall not be granted, the applicant must redesign the subdivision accordingly. If such a redesign is required, the Planning Director shall, at his sole discretion, determine whether the plan must be reconsidered by the Planning Commission and/or City Council.
- P17. Pursuant to Municipal Code §8.12.050, the applicant shall submit a Tree Protection Plan with the improvement plans for this subdivision. The Tree Protection Plan must clearly identify any tree on the subject properties or on adjacent properties which is 10" d.b.h. or larger and in whose dripline any work will be done. The TPP shall indicate which of those trees are to be protected, and which are to be removed. The Tree Protection Plan shall include all details identified in §8.12.050. The applicant will also be required to submit a Tree Protection performance bond consistent with §8.12.050.D.
- P18. Any development on the parcels created by this subdivision is subject to the City's Growth Management regulations. Therefore, a building permit for any new residential units shall be issued only if there are sufficient allocations available at the time that the property owner applies for such permit.
- P19. All fees associated with processing this project, and all applicable impact fees, including, but not limited to school, traffic, park, affordable housing linkage fee, water and sewer fees, shall be paid prior to recordation of the final subdivision map.

Fire Department:

- F1. Fire Department shall issue addresses for the project at time of building permit.
- F2. The commercial building shall have installed an approved automatic fire sprinkler system meeting NFPA Standard 13.
- F3. All non-parking areas shall be posted "No Parking - Fire Lane" per the Uniform Fire Code.

Engineering Department:**General**

- E1. Submittals for Engineering Plan Check shall be made at the Public Works Department. Plan Check Deposit shall be paid at the time of submittal. Call (707) 823-2151 for information.
- E2. Any exceptions or variances from these conditions will require the written approval of the City Engineer or approval of the City Council if required by City Code.
- E3. The City reserves the right to place additional conditions on any proposed developments on the proposed parcels if individual use permits are submitted for the individual parcels.

Prior to the recordation of the Final Map, the following conditions shall be satisfied:CC&Rs

- E4. CC&R's shall be submitted and will be subject to the review and approval of the City Engineer, City Attorney and Planning Director.
- E5. CC&Rs must detail legal treatment of private properties and reciprocal easements.
- E6. The applicant shall submit to the City of Sebastopol for review and approval, evidence that the CC&R's will include provisions for maintenance of:
- a. all private storm drain systems including the drainage channel at the south of the property,
 - b. permeable pavement and underpavement catchment areas,
 - c. storm drain water treatment systems,
 - d. all private driveways and parking lots,
 - e. utilities within private easements,
 - f. walkway and access easements,
 - g. landscaping.

Final Map/Parcel Map

- E7. A Parcel Map prepared by a licensed surveyor or civil engineer, shall be prepared and submitted for the review and approval of the City Engineer. The map shall conform with the requirements of the Subdivision Map Act and local ordinances. Upon recording of the map, the subdivision is valid.
- E8. All property corners of lots within the subdivision shall be monumented with no less than 3' long by 1/2" diameter galvanized steel pipe imbedded no less than 24" into the earth, except as expressly permitted in writing by the City Engineer.
- E9. The following notes shall appear on the Local Agency sheet of the Parcel Map:
- a. "Building Permits shall be subject to payment of development fees in effect at the time of permit issuance."
 - b. "A 20 foot setback for fences greater than 3 feet in height is required on all street frontages and corner lots."
- E10. The Parcel Map shall state:
- a. The assessor's parcel number
 - b. Total area of land being subdivided (in acres)

- c. Total number of lots being created
- E11. Developer shall either complete the required construction prior to recordation of the map or enter into an Improvement Agreement and post security with the City of Sebastopol prior to the filing of the Parcel Map, agreeing to complete the required construction within 12 months after the filing of the map. The Improvement Agreement shall be recorded with the map.
- E12. For any Final map, or a Parcel Map (containing five or more parcels), or any Parcel Map whereupon dedications are required to be offered, the applicant shall transmit by certified mail a copy of the conditionally approved Tentative Map together with a copy of Section 66436 of the State Subdivision Map Act to each public entity or public utility that is an easement holder of record. Written compliance shall be submitted to the City of Sebastopol.
- E13. If any of the improvements which the applicant is required to construct or install is to be constructed or installed upon land in which the applicant does not have title or interest sufficient for such purposes, the applicant shall do all of the following at least 60 days prior to the filing of the final or parcel map for approval pursuant to Government Code Section 66457:
- Notify the City of Sebastopol (hereafter "City") in writing that the applicant wishes the City to acquire an interest in the land which is sufficient for such purposes as provided in Government Code Section 66462.5;
 - Supply the City with (i) a legal description of the interest to be acquired, (ii) a map or diagram of the interest to be acquired sufficient to satisfy the requirements of subdivision (e) of Section 1250.310 of the Code of Civil Procedure, (iii) a current appraisal report prepared by an appraiser approved by the City which expresses an opinion as to the current fair market value of the interest to be acquired, and (iv) a current Litigation Guarantee Report;
 - Enter into an agreement with the City, guaranteed by such cash deposits or other security as the City may require, pursuant to which the applicant will pay all of the City's cost (including, without limitation, attorney's fees and overhead expenses) of acquiring such an interest in the land.
- E14. Improvement Plans prepared by a Registered Civil Engineer shall be submitted for the review and approval of the City Engineer showing grading, paving, utilities, drainage, structures to be built, lighting and trash collection. The improvements plans shall include parking lots, street and utility information including all concrete curb and gutter, sidewalk, street lights, striping and signing, paving, water lines, storm drain lines and sewer lines as necessary, erosion control and any necessary transitions. All improvements shall be in accordance with the City of Sebastopol Standard Improvement Details.
- E15. The map shall show a dedication of a 5 foot public utilities and public access easement behind the proposed back of sidewalk.
- E16. The map shall clearly show all common parcels, and all easements including reciprocal easements for drainage, water, parking, access, walkways and landscaping.

Improvement Plans – General

- E17. Improvement Plans prepared by a Registered Civil Engineer shall be submitted for the review and approval of the City Engineer showing grading, paving, utilities and drainage. The improvements plans shall include street and utility information including all concrete curb and gutter, sidewalk, striping and signing, paving, water lines and sewer lines, erosion control and any necessary transitions for the portion of Norlee Street fronting the development. All improvements shall be in accordance with the City of Sebastopol Standard Improvement Details.
- E18. Improvement Plans shall include the location and size of all existing trees to be removed, and trees to remain. Improvement plans shall show all measures identified in the Tree Protection Plan as needed, to protect trees during construction. The Tree Protection Plan shall be reflected on the Grading Plan.

- E19. The following notes shall appear on the improvement plan cover sheet:
 - a. "All existing overhead utilities on-site and along the Florence Avenue project frontage shall be placed underground."
 - b. "During construction, the Developer shall be responsible for controlling noise, odors, dust and debris to minimize impacts on surrounding properties and streets."
- E20. All shared sewer, water, storm drain, lighting, landscaping, roadway and parking facilities shall be included in a maintenance agreement to be reviewed and approved by the City Engineer prior to approval of the improvement plans and then recorded to run with the property.

Assessment Districts

- E21. The applicant shall execute a covenant running with the land on behalf of itself and its successors, heirs, and assigns agreeing to annex this subdivision into the existing City of Sebastopol Lighting Assessment District and agree to waive all rights of protest.

Soils

- E22. The applicant shall submit to the City of Sebastopol for review and approval, a detailed Soils Report certified by a Civil Engineer registered in the State of California and qualified to perform soils work. The report shall include a minimum of geotechnical investigation with regard to liquefaction, expansive soils, and seismic safety. The grading plans shall incorporate the recommendations of the approved Soils Report.
- E23. Additionally, the report shall verify the R-value of the existing soil for Florence Avenue and specify the recommended structural section of the street.
- E24. The geotechnical investigation shall specifically include an assessment of the slope at the back of the property near the drainage swale and recommendations pertaining to the proposed retaining wall.

Undergrounding

- E25. All utility distribution facilities, including existing overhead utilities along the project frontage of Florence Avenue shall be placed underground, except surface-mounted transformers, pedestal mounted terminal boxes, meter cabinets, fire hydrants and street lights. Appropriate easements shall be provided to facilitate these installations.
- E26. The developer shall make a payment to the City in lieu of placing utilities underground along the Healdsburg Avenue frontage of the project, prior to approval of a Certificate of Occupancy. The amount of the payment shall be \$56,400.00 (112.8 lineal feet @ \$500.00/lineal foot), based on the Interim Undergrounding Policy adopted 6/15/04. If, at such time as the City adopts a formal Undergrounding Policy and In-Lieu Fee, the established fee structure would result in a lower fee being charged to the developer, the developer may request a refund of the amount by which this payment exceeds the lower fee.

Streets, Traffic & Circulation

- E27. Florence Avenue varies in width along the frontage of the proposed project. The applicant proposes to increase the corner radius from Healdsburg Avenue in accord with State standards, and to re-stripe Florence at the intersection to accommodate left and right turns onto Healdsburg Avenue. However, the applicant does not propose to widen Florence Avenue itself along the project frontage. For approximately the southerly 240 feet of frontage, Florence Avenue is 28 feet wide from curb to curb, and continues this width south to Mary's Lane. This does not meet the current City street standard. However, as this is an infill project, and it is extremely unlikely that the remaining segment of Florence South of this project will be widened in the future. It is unnecessary to require widening from this project unless it was for the purpose of providing street

- parking. If the proposal is to retain the existing curb alignment then parking should be restricted along the project frontage, and sight distance requirements of the City Traffic Engineer should be met. In this case, an exception to the Municipal Code requirement for 1/2 street widening would be appropriate. If, however, the applicant wishes to provide parking along the frontage of the parcel, the Tentative Map should be revised to show sufficient widening to meet current City standards for two lanes of travel with parking on both sides of the street.
- E28. A Street Signing and Pavement Marking Plan shall be submitted as a part of the improvement plans and shall be subject to the review and approval of the City Engineer and City Traffic Engineer.
- E29. Any proposed pavement removal and re-paving will be subject to the review and approval of the City Engineer.
- E30. All on-site parking and paving shall be private and privately maintained. Reciprocating access easements and parking agreements shall be shown on the final map if shared parking is proposed. Developer shall submit a landscape and storm drain road maintenance agreement prior to recordation of the final map to ensure that the parcels within the subdivision are required to maintain the proposed private parking, landscaping and storm drain system. This shall include any landscaping along the project frontage.
- E31. The parking lot driveway shall have a clear driving isle space of a minimum width of 24 ft.
- E32. The improvement plans shall show that all driveways shall be per City standards for commercial developments. Driveway entrances shall meet the requirements of the City Traffic Engineer.
- E33. STOP signs and painted STOP bars shall be installed at all parking lot exits and on Florence Avenue at Healdsburg Avenue.
- E34. Street lighting shall be in accord with City of Sebastopol and P.G. and E. requirements. Street Lighting shall be spaced per City Standard No. R-6.1 Street light design, spacing, and locations shall be approved by the City Engineer.
- E35. The improvement plans shall provide handicap van/car stalls and signage per the A.D.A and California Title 24.

Grading

- E36. Permission to fill the drainage swale channel at the south of the property will need to be obtained from the Army Corps of Engineers, Regional Water Quality Control Board and California Department of Fish and Game. Evidence of a permit to fill this area must be provided prior to approval of the improvement plans.
- E37. Permission to fill the drainage swale channel at the south of the property may need to be obtained from the Army Corps of Engineers, Regional Water Quality Control Board and California Department of Fish and Game. If required, evidence of a permit to fill this area must be provided prior to approval of the improvement plans.
- E38. The grading plan shall clearly show all existing survey monuments and property corners and shall state that they shall be protected and preserved.
- E39. If the site will require import or export of dirt, the applicant shall submit in writing the proposed haul routes for the trucks and equipment. The haul routes must be approved by the City prior to import/export work commencing.

Storm Drain

- E40. The applicant shall submit to the City of Sebastopol for review and approval, drainage plans, hydrologic, and hydraulic calculations prepared by a Registered Civil Engineer; shall enter into an agreement with the City of Sebastopol to complete the improvement and shall post sufficient surety guaranteeing the construction of the improvements. The drainage plans and calculations shall indicate the following conditions before and after development:

- a. Quantities of water, water flow rates, drainage areas and patterns and drainage courses. Hydrology shall be per current Sonoma County Water Agency Standards.
 - b. Project drainage shall be designed using the 10-year storm average flow and 100 year peak flow.
- E42. Private drainage easements are required. No drainage may discharge across sidewalks.
- E43. Storm drainage improvements shall be designed in accordance with the Sonoma County Water Agency criteria. Hydrology calculations, pipe sizing and storm drain plans shall be submitted for the review and approval of the City Engineer.
- E44. The applicant shall demonstrate for each building pad to the satisfaction of the City of Sebastopol as follows:
- a. Adequate protection from 100-year frequency storm; and
 - b. Feasible access during a 10-year frequency storm.
- E45. The applicant shall provide, either by separate document or on the parcel map, a storm drain maintenance easement to the benefiting owners of the drainage system at the south side of the property. Improvement plans shall indicate the access easement route to reach this area. The access easement route shall be at least ten (10) feet in width.
- E46. Flows from the north side of the property shall drain toward Healdsburg Avenue. Drainage of the remainder of the property shall be to the drainage channel on the south side of the property.
- E47. Post-development storm water flows shall be limited to pre-development levels. Detention basins or similar structures may be required. Calculations shall be submitted showing that downstream facilities are capable of handling flows from this subdivision. The hydrology study shall take into account both peak flows quantities and erosion potential. If downstream facilities are not capable of handling flows, the developer shall be responsible for the installation/upgrades of necessary facilities to ensure that flows are handled.
- E48. If onsite detention is necessary, applicant shall submit a proposed program to ensure that facilities are maintained to ensure that the detention facilities work properly.
- E49. All on-site drainage, ditches and channels shall be privately maintained.
- E50. The improvement plans shall show that all roof drainage and concentrated site drainage shall be directed to an under-sidewalk drain or an approved onsite storm drainage system.

Water

- E51. Fire protection shall be in accord with the requirements of Sebastopol Fire Department.
- E52. Backflow Prevention devices will be required in accord with the requirements of the City of Sebastopol's Backflow Prevention Ordinance.
- E53. Existing water service laterals shall be abandoned and/or new and water laterals shall be constructed in accord with City Standards. Meter locations shall be subject to approval by the Sebastopol Public Works Department.
- E54. The improvement plans shall show water services to each building. All water meters shall be located within the right-of-way on Florence Avenue. Meters shall be on a meter manifold to reduce the number of connections to the water main in Florence. The manifold shall be detailed and approved by the City Engineer. No more than 6 meters may be manifolded off of a single water service lateral with no more than three on either side of the service. All on-site water mains and services shall be private except for mains serving fire hydrants. All private water mains shall be constructed within a 15 foot private easement. The easement shall be shown on the final map.
- E55. Fire protection shall be in accord with the requirements of Sebastopol Fire Department. With the submittal of the improvement plans, calculations shall be provided to the City and the Sebastopol Fire Department to ensure that adequate water pressures are available to supply hydrant flows and sprinkler flows.
- E56. The improvement plans shall show the fire hydrant on the project site at the back of the parking area installed on its own main. No water services shall from the fire hydrant main. The water

main shall be constructed within a 15' public easement. All easements shall be shown on the final map.

- E57. New water mains and fire hydrants must be constructed and functional prior to the issuance of the building permit.
- E58. All hydrants shall be covered with bags indicating that the hydrant is not active until flow tests are completed by the City and the hydrants are approved.

Wastewater (sanitary sewer)

- E59. For the commercial buildings, a sanitary sewer application shall be submitted to the Building Department for review and approval. Application shall indicate the type of discharge proposed. Since a restaurant or other food use may be placed in the commercial section a grease trap shall be installed to meet the requirements of the Subregional Sewage Disposal System.
- E60. Sanitary sewer to serve this development shall be extended from Healdsburg Avenue. The existing 6 inch line running northwest corner of the property frontage to the existing manhole in Healdsburg Avenue shall be replaced with an 8 inch line. A new manhole shall be installed at the connection of the sewer line from the project site to the new 8 inch line. The developer should consider sewerage lots 9 - 14 to Florence and then moving on-site sewerage out of back yard areas and into the parking lot.
- E61. Existing sewer service laterals shall be abandoned.
- E62. The improvement plans shall show a sewer lateral to each building in accord with City Standards (minimum slope shall be 2%.)
- E63. All on-site sewer mains or laterals shall be private. If sewer laterals are shared or if they cross property lines, a 15' private sewer easement shall be shown in the final map or recorded by separate document (if the development is done after recordation of the final map. The maintenance of any private sewer line with shared maintenance shall be included in the maintenance agreement for the overall site.

In conjunction with the recordation of the map, the following conditions shall be satisfied:

Dedications

- E64. If needed the Right-of-way along the frontage of Florence Avenue and Healdsburg Avenue shall be dedicated to the City for street widening, sidewalk and public utility easement.
- E65. The applicant shall offer to dedicate on the Final Map to the City of Sebastopol for public use, all the public streets right-of-way shown on the Final Map.
- E66. The applicant shall offer to dedicate on the Final Map to the City of Sebastopol a Public Service Easement as required.

Prior to construction, the following conditions shall apply:

- E67. Applicant must file a Notice of Intent to Comply With the Terms of General Permit to Discharge Storm Water Associated with Construction Activity (NOI) with the State of California Water Resources Control Board, and obtain a permit, prior to commencement of any construction activity.
- E68. No construction shall be initiated until the Improvement Plans have been approved by the City, all applicable fees have been paid, an encroachment permit and/or grading permit has been issued and a project schedule has been submitted to the City Engineer and a pre-construction conference has been held with the City Engineer or his designee.
- E69. Developer shall secure an encroachment permit from the City prior to performing any work within the City right of way or constructing a City facility within a City easement.

During construction, the following conditions shall apply:

- E70. All construction shall conform to the City Standard Details and Specifications dated July, 1998, all City Ordinances and State Map Act and the approved plans.
- E71. The developer shall complete all water and wastewater improvements, including pressure and bacterial testing and raising manholes and cleanouts to grade prior to connection of any buildings to the City water or wastewater systems.
- E72. All tree protection fencing must be installed and inspected prior to commencement of grading operations. Fencing shall be maintained throughout the construction period.
- E73. If any hazardous waste is encountered during the construction of this project, all work shall be immediately stopped and the Sonoma County Environmental Health Department, the Fire Department, the Police Department, and the City Inspector shall be notified immediately. Work shall not proceed until clearance has been issued by all of these agencies.
- E74. Prior to final preparation of the subgrade and placement of base materials, all underground utilities shall be installed and service connections stubbed out behind the sidewalk. Public utilities, Cable TV, sanitary sewers, and water lines, shall be installed in a manner which will not disturb the street pavement, curb, gutter and sidewalk, when future service connections or extensions are made.
- E75. Prior to placing the final lift of asphalt, all public sanitary sewer lines shall be video inspected at the expense of the contractor/developer. All video tapes shall be submitted to the City. If any inadequacies are found, they shall be repaired prior to the placement of the final lift of asphalt.
- E76. The Contractor shall be responsible to provide erosion and pollution control in accordance with the approved plans and permits.
- E77. The developer shall keep adjoining public streets free and clean of project dirt, mud, materials, and debris during the construction period, as is found necessary by the City Engineer.
- E78. Where soil or geologic conditions encountered in grading operations are different from that anticipated in the soil and/or geologic investigation report, or where such conditions warrant changes to the recommendations contained in the original soil investigation, a revised soil or geologic report shall be submitted for approval by the City Engineer. It shall be accompanied by an engineering and geological opinion as to the safety of the site from hazards of land slippage, erosion, settlement, and seismic activity.
- E79. Because this project is surrounded by existing residential homes, hours of work for both public improvements and private improvements (including home construction) shall be limited to the hours of 7 a.m. to 7 p.m. Monday through Friday. Work on Saturday or Sunday will only be permitted with written permission from the City. Violation of these working hours shall be deemed an infraction and upon conviction thereof, shall be punishable as prescribed by law.
- E80. Throughout the construction of the project, dust control shall be maintained to the satisfaction of the City and the contractor shall be responsible to implement reasonable measure to cure any problems that may occur.
- E81. If the existing city streets are damaged during construction, the contractor/developer shall be responsible for repair at no cost to the city.
- E82. If, during construction, the contractor damages any existing facilities on the neighboring properties (i.e. fences, gates, landscaping, walls, etc.) contractor shall be responsible to replace all damaged facilities.

Prior to occupancy, the following conditions shall be satisfied:

- E83. Prior to acceptance of improvements or occupancy of building, existing curb, gutter and sidewalk to remain shall be inspected by the Public Works Superintendent. Any curb, gutter and sidewalk which is not in accord with City standards or is damaged before or during construction, shall be replaced.
- E84. All streets shall be paved, all public utilities installed and all signage relating to traffic control (stop signs, etc.) shall be installed.

E85. All improvements shown in the improvement plans for any individual parcel deemed necessary for the health, safety and welfare of the occupant and general public shall be completed prior to occupancy of that parcel.

Prior to acceptance of public improvements and bond exoneration, the following conditions shall be satisfied:

- E86. Sufficient surety guaranteeing the public improvements for a period of one year shall be provided.
- E87. A complete set of As-Built or Record, improvement plans on the standard size sheets will be certified by the Civil Engineer and returned to the City Engineer's office prior to final acceptance of the public improvement. These shall show all constructive changes from the original plans including substantial changes in the size, alignment, grades, etc. during construction. The Contractor shall pay a fee for having same put into the City Base Map and Utilities Maps.

IN COUNCIL DULY ADOPTED on August 3, 2004, by the following vote:

VOTING AYE: Councilmembers Gurney, Litwin, Robinson, Spooner and Mayor Kelley
 VOTING NO: None
 ABSENT: None
 ABSTAIN: None

APPROVED:

Linda Kelley

 Mayor

APPROVED:

Hollie Liori

 City Clerk

RESOLUTION NO. 5433

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SEBASTOPOL
APPROVING A REZONING, TENTATIVE MAJOR SUBDIVISION MAP,
AND A SUBDIVISION ORDINANCE WAIVER
FOR THE PROPERTIES AT
501 SOUTH MAIN STREET, and 508, 516, and 524 PETALUMA AVENUE,
APN 004-094-001, -002, -003, and -004 (respectively)

WHEREAS, an application for a Rezoning, Tentative Major Subdivision Map, and Subdivision Ordinance Waiver was filed on July 14, 2004 by Frees Development Company. This proposal includes Rezoning the subject properties from CO: Office Commercial and O: Office to PC: Planned Community, and subdividing the 5 properties into 10 separate lots to accommodate the development of 4 detached single-family residences, 2 attached single-family units, and 4 live-work units;

WHEREAS, the proposed Rezoning and Tentative Major Subdivision Map, as conditioned, have been found to be consistent with the Sebastopol General Plan, the Zoning Ordinance, and any other applicable provisions of the Municipal Code;

WHEREAS, the proposed Rezoning and Tentative Major Subdivision Map are categorically exempt from the requirements of CEQA pursuant to Section 15332, Class 32 of the Guidelines;

WHEREAS, the design of the proposed subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision, as described in the State Subdivision Map Act;

WHEREAS, granting the proposed Subdivision Ordinance Waiver will not be detrimental to the public welfare or injurious to other property in the area in which the subject property is situated;

WHEREAS, there are special circumstances or conditions affecting the subject property;

WHEREAS, the waiver will improve the overall subdivision design;

WHEREAS, the property is to be devoted to such use that it is impossible or impracticable in the particular case for the subdivider to comply fully;

WHEREAS, in approving the proposed waiver, no lots will be created which are in conflict with the standards of the Zoning Ordinance;

WHEREAS, the Sebastopol Planning Commission held duly noticed public hearings on October 12 and November 9, 2004, and received public testimony and considered the staff report;

WHEREAS, following said public hearing, the Planning Commission made appropriate findings of fact and made a motion recommending to the City Council the approval of the application for Rezoning and a Tentative Major Subdivision Map, and for a Subdivision Ordinance Waiver, for the 5 properties at 501 South Main Street, and 508, 516, and 524 Petaluma Avenue, APN 004-094-001, -002, -003, and -004 (respectively);

WHEREAS, on December 7, 2004, the City Council held a duly noticed public hearing, received public testimony, and considered the staff report;

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the application of Frees Development Company for Rezoning and a Tentative Major Subdivision Map, and for a Subdivision Ordinance Waiver, for the 5 properties at 501 South Main Street, and 508, 516, and 524 Petaluma Avenue, APN 004-094-001, -002, -003, and -004 (respectively), as described herein and as shown in Exhibits A - V and 1 - 2, and subject to the following conditions:

FINAL CONDITIONS OF APPROVAL
PROJECT 2004-036: REZONING and TENTATIVE MAJOR SUBDIVISION MAP
501 SOUTH MAIN STREET and 508, 516, and 524 PETALUMA AVENUE
(As amended and approved by the City Council on December 7, 2004)

Planning Department:

- P1. The approval of this Rezoning, Tentative Major Subdivision map, and Subdivision Ordinance Waiver is valid for a period of two (2) years from the date that it is approved by the City Council, except that the expiration date may be extended for up to three (3) years at the discretion of the Planning Commission, pursuant to Zoning Ordinance §16.28.100.
- P2. This permit approves the Rezoning, Tentative Major Subdivision map, and Subdivision Ordinance Waiver defined in the staff report dated October 12, 2004, and shown on the attached Exhibits A-D, dated 7/14/04, and Exhibits E-V, dated 10/6/04, except that the building setbacks along Petaluma Avenue shall be as shown on Exhibits 1 and 2, dated 11/2/04.
- P3. This permit does not allow the construction of any new structure(s) on any of the newly authorized parcels. Any future development on any of the parcels created by this subdivision shall go through the Design Review process prior to issuance of a building permit. Any hearings scheduled for this Design Review process shall be publicly noticed hearings consistent with Municipal Code §17.330.
- P4. The Design Review Board shall consider the location of any proposed exterior lighting fixtures to insure that they are directed to the interior of the site so as to minimize any light or glare onto adjacent properties.
- P5. Dual-flush toilets shall be utilized unless the Building Official determines that appropriate models are not available or are not feasible in the project.
- P6. The applicant shall complete all necessary legal agreements to insure that not less than 1 live-work unit and 1 single-family residence are designated as affordable units for low- or very low- income households, consistent with Municipal Code §17.240, prior to issuance of a building permit for this project.
- P7. Prior to approval of a final subdivision map, the applicant shall provide a written explanation of all development standards for the project site. This will include building height and building setbacks (including all allowable encroachments into required setbacks) for primary and accessory buildings, lot coverage or floor area, and open space requirements, and will reflect those details as they are discussed in this report and shown on the attached exhibits.
- P8. Prior to issuance of a building permit, the applicant shall submit for review and approval by the Planning Department a copy of proposed articles of incorporation, bylaws, and CC&Rs for this

development. In particular, these documents shall address the on-going maintenance of all open space, landscaped areas, and parking areas which are intended for use by all residents. The front of the ground floor of each live/work unit on Main Street shall be utilized for permitted commercial uses only. This requirement shall be specified in the CC&Rs.

- P9. As indicated in the applicant's request for a Subdivision Ordinance Exception, there shall be no on-street parking allowed along the project frontage on Walker Avenue.
- P10. The applicant shall obtain written confirmation from PG&E to allow a reduced setback on the South Main Street frontage. If PG&E can show cause to deny this exception, the mixed-use building will need to be set back an additional 2' from the west property line.
- P11. Any development on the parcels created by this subdivision is subject to the City's Growth Management regulations. Therefore, a building permit for any new residential units shall be issued only if there are sufficient allocations available at the time that the property owner applies for such permit.
- P12. The following control measures must be incorporated into the construction plan for this project:
- Water all active construction areas at least twice daily (unless raining)
 - Cover all trucks hauling soil, sand, and other loose materials
 - Apply water 3x daily or apply non-toxic soil stabilizers on all unpaved access roads, parking areas, and staging areas at the construction sites (unless raining).
 - Sweep streets daily (with water sweepers) if visible soil material is carried onto adjacent public streets.
- P13. All fees associated with processing this project, and all applicable impact fees, including, but not limited to school, traffic, park, affordable housing linkage fee, water and sewer fees, shall be paid prior to recordation of the final subdivision map.

Fire Department:

- F1. The 2 existing fire hydrants in the project vicinity shall be replaced with City Standard commercial fire hydrants.
- F2. No openings are allowed in an exterior wall where the wall is less than 3' from a property line.
- F3. Fire Department shall issue addresses for the project at time of building permit.
- F4. The live-work building shall have installed an approved automatic fire sprinkler system meeting NFPA Standard 13.
- F5. The 25' back-up lane shall be posted "No Parking -- Fire Lane" per the Uniform Fire Code.

Engineering Department:

General

- E1. Submittals for Engineering Plan Check shall be made at the Public Works Department. Plan Check Deposit shall be paid at the time of submittal. Call (707) 823-2151 for information.
- E2. Any exceptions or variances from these conditions will require the written approval of the City Engineer or approval of the City Council if required by City Code.
- E3. The City reserves the right to place additional conditions on any proposed developments on the proposed parcels if individual use permits are submitted for the individual parcels.

Prior to the recordation of the Final Map, the following conditions shall be satisfied:

CC&Rs

- E4. CC&R's shall be submitted and will be subject to the review and approval of the City Engineer, City Attorney and Planning Director.
- E5. The applicant shall submit to the City of Sebastopol for review and approval, evidence that the CC&R's will include provisions for maintenance of:
- all private storm drain systems including the drainage channel at the south of the property,
 - permeable pavement and underpavement catchment areas,
 - storm drain water treatment systems,
 - all private driveways and parking lots,
 - utilities within private easements,
 - walkway and access easements,
 - landscaping.

Final Map

- E6. A Final Map prepared by a licensed surveyor or civil engineer, shall be prepared and submitted for the review and approval of the City Engineer. The map shall conform to the requirements of the Subdivision Map Act and local ordinances. Upon recording of the map, the subdivision is valid.
- E7. All property corners of lots within the subdivision shall be monumented with no less than 3' long by 1/2" diameter galvanized steel pipe imbedded no less than 24" into the earth, except as expressly permitted in writing by the City Engineer.
- E8. The following notes shall appear on the Local Agency sheet of the Parcel Map:
- "Building Permits shall be subject to payment of development fees in effect at the time of permit issuance."
- E9. The Final Map shall state:
- The assessor's parcel number
 - Total area of land being subdivided (in acres)
 - Total number of lots being created.
- E10. Developer shall either complete the required construction prior to recordation of the map or enter into an Improvement Agreement and post security with the City of Sebastopol prior to the filing of the Parcel Map, agreeing to complete the required construction within 12 months after the filing of the map. The Improvement Agreement shall be recorded with the map.
- E11. The applicant shall transmit by certified mail a copy of the conditionally approved Tentative Map together with a copy of Section 66436 of the State Subdivision Map Act to each public entity or public utility that is an easement holder of record. Written compliance shall be submitted to the City of Sebastopol.
- E12. The applicant shall provide written confirmation from PG&E that a 5' P.U.E. is unnecessary along the Main Street frontage of the building. If PG&E is unwilling to grant this exception, the mixed-use building will need to be set back an additional 2' from the west property line.

Improvement Plans – General

- E13. Improvement Plans prepared by a Registered Civil Engineer shall be submitted for the review and approval of the City Engineer showing grading, paving, utilities, drainage, structures to be built, lighting and trash collection. The improvement plans shall include parking lots, street and utility information including all concrete curb and gutter, sidewalk, street lights, striping and signing, paving, water lines, storm drain lines and sewer lines as necessary, erosion control and any necessary transitions. All improvements shall be in accordance with the City of Sebastopol Standard Improvement Details.
- E14. The following notes shall appear on the improvement plan cover sheet:
- "All on-site utilities shall be placed underground."

- b. "During construction, the Developer shall be responsible for controlling noise, odors, dust and debris to minimize impacts on surrounding properties and streets."
- E15. All shared sewer, water, storm drain, lighting, landscaping, roadway and parking facilities shall be included in a maintenance agreement to be reviewed and approved by the City Engineer prior to approval of the improvement plans and then recorded to run with the property.

Assessment Districts

- E16. The applicant shall execute a covenant running with the land on behalf of itself and its successors, heirs, and assigns agreeing to annex this subdivision into the existing City of Sebastopol Lighting Assessment District and agree to waive all rights of protest.

Soils

- E17. The applicant shall submit to the City of Sebastopol for review and approval the Phase 1 investigation at the site and soils investigation indicating the site is clean of tanks and equipment containing hazardous wastes. A soils report shall indicate investigation sufficient to ensure there are no buried structures, utilities, or foundations on the site.
- E18. The applicant shall submit to the City of Sebastopol for review and approval a detailed Soils Report certified by a Civil Engineer registered in the State of California and qualified to perform soils work. The report shall include a minimum of geotechnical investigation with regard to liquefaction, expansive soils, weak soils and seismic safety. The grading plans shall incorporate the recommendations of the approved Soils Report. The geotechnical investigation shall specifically include an assessment of and recommendations for properly abandoning the caved-in storm drain.
- E19. Additionally, the report shall verify the R-value of the existing soil for Walker Avenue and specify the recommended structural section of the street.
- E20. The geotechnical investigation shall specifically include an assessment of the suitability of and recommendations pertaining to the existing retaining wall on the south side of the property. The geotechnical engineer shall review development plans for consistency with the recommendations of the soils report.

Undergrounding

- E21. The developer shall make a payment to the City in lieu of placing utilities underground along the Petaluma Avenue frontage of the project, prior to approval of a Certificate of Occupancy. The amount of the payment shall be \$75,300.00 (150.60 lineal feet @ \$500.00/lineal foot), based on the Interim Undergrounding Policy adopted 6/15/04. If, at such time as the City adopts a formal Undergrounding Policy and In-Lieu Fee, the established fee structure would result in a lower fee being charged to the developer, the developer may request a refund of the amount by which this payment exceeds the lower fee.

Streets, Traffic & Circulation

- E22. Street improvements shall be provided in accord with City standards. On Walker Avenue, curb and gutter alignment shall provide for a standard width of 30 feet curb to curb. Parking shall be prohibited on the south side of Walker Avenue.
- E23. The sight distance for vehicles entering Petaluma Avenue and South Main Street traffic shall be provided in accord with State standards. The final size of the curb radii must be large enough to house access ramps, and the applicant must obtain approval from CalTrans for the proposed design. The applicant shall work with Engineering staff and CalTrans to provide a reduced curb radius that meets all safety requirements.

- E24. Visual obstructions shall be set back from South Main Street to provide adequate sight distances per CalTrans standards. A 20' setback for fences greater than 3' in height is required on all street frontages and corner lots.
- E25. Street structural section shall be designed based on R-value as determined by the soils report.
- E26. The structural section for Walker Avenue shall be designed for a minimum traffic index of 6.0.
- E27. Interior access to the subdivision shall be improved per City standards to a minimum width of 24' clear plus a pedestrian path of at least 5' clear.
- E28. A Street Signing and Pavement Marking Plan shall be submitted as a part of the improvement plans and shall be subject to the review and approval of the City Engineer and City Traffic Engineer.
- E29. Any proposed pavement removal and re-paving will be subject to the review and approval of the City Engineer.
- E30. The applicant shall install a crosswalk on the south side of the Petaluma Avenue/Walker Avenue intersection. This crosswalk shall be designed to meet City and State specifications for pedestrian crosswalks.
- E31. The improvement plans shall provide handicap van/car stalls and signage per the A.D.A and California Title 24.
- E32. The access road shall not exceed 150'. Access road design will incorporate any NO PARKING lanes, turn-arounds, or other features as required by the Sebastopol Fire Department.
- E33. Driveway entrances shall meet the requirements of the City Traffic Engineer. The improvement plans shall show that all driveways shall be per City standards for commercial developments.
- E34. STOP signs and painted STOP bars shall be installed at all entrances onto Walker Avenue and the entrances from Walker Avenue onto Main Street and onto Petaluma Avenue.
- E35. Street frontage improvements including curb, sidewalk and gutter, street lights, fire hydrants, landscaping and drainage facilities will be required along Main Street and Petaluma Avenue.
- E36. The applicant shall be responsible for constructing ½ street improvements for Walker Avenue for the property frontage. This shall include curb, sidewalk and gutter, street lights, fire hydrants, landscaping and drainage facilities.
- E37. The landscaped strips along Main Street and Petaluma Avenue shall be private and maintained by the property owners. This maintenance shall include any required maintenance to repair and replace sidewalks and utilities affected by trees.
- E38. If the existing city streets are damaged during construction, the contractor/developer shall be responsible for repair at no cost to the city.
- E39. Reciprocating access easements and parking agreements shall either be shown on the final map or by separate document (if done later) if shared parking is proposed.

Grading

- E40. The applicant shall submit to the City of Sebastopol for review and approval, a grading plan prepared by a Registered Civil Engineer; shall obtain a Grading permit; and shall post sufficient surety guaranteeing completion.
- E41. If the site will require import or export of dirt, the applicant shall submit in writing the proposed haul routes for the trucks and equipment. The haul routes must be approved by the City prior to import/export work commencing.

Storm Drain

- E42. The applicant shall submit to the City of Sebastopol for review and approval, drainage plans, hydrologic, and hydraulic calculations prepared by a Registered Civil Engineer; shall enter into an agreement with the City of Sebastopol to complete the improvement and shall post sufficient

- surety guaranteeing the construction of the improvements. The drainage plans and calculations shall indicate the following conditions before and after development:
- a. Quantities of water, water flow rates, drainage areas and patterns and drainage courses. Hydrology shall be per current Sonoma County Water Agency Standards.
 - b. Project drainage shall be designed using the 10-year storm average flow and 100 year peak flow.
- E42. No lot to lot drainage is allowed unless private drainage easements are filed with the final map.
- E43. No drainage may discharge across sidewalks or accessible routes.
- E44. Storm drainage improvements shall be designed in accordance with the Sonoma County Water Agency criteria. Hydrology calculations, pipe sizing and storm drain plans shall be submitted for the review and approval of the City Engineer.
- E45. The applicant shall demonstrate for each building pad to the satisfaction of the City of Sebastopol as follows:
- a. Adequate protection from 100-year frequency storm; and
 - b. Feasible access during a 10-year frequency storm.
- E45. The applicant shall install a storm drain to route water from private properties to the south of the project and properly fill and abandon the existing collapsed storm drain running through the property. The applicant shall provide, either by separate document or on the final map, a storm drain easement to the benefiting owners of the drainage system at the south side of the property. Improvement plans shall indicate the access easement route to reach this area. The access easement route shall be at least ten (10) feet in width.
- E46. Post-development storm water flows shall be limited to pre-development levels unless calculations are provided that show that downstream facilities can adequately handle the increased runoff.
- E47. All downspouts must be connected to underground pipes that go through the face of curb or to the storm drainage system, unless an alternative to this is shown on a site storm water management plan prepared by a civil engineer and submitted to and approved by the City Engineer.

Water

- E48. Backflow Prevention devices will be required in accord with the requirements of the City of Sebastopol's Backflow Prevention Ordinance.
- E49. Existing water service laterals shall be abandoned and/or new and water laterals shall be constructed in accord with City Standards. Meter locations shall be subject to approval by the Sebastopol Public Works Department.
- E50. The improvement plans shall show water services to each building. All water meters shall be located within the right-of-way on Petaluma Avenue for the homes; and on Walker Avenue or South Main Street for the mixed-use building.
- E51. Fire protection shall be in accord with the requirements of Sebastopol Fire Department. With the submittal of the improvement plans, calculations shall be provided to the City and the Sebastopol Fire Department to ensure that adequate water pressures are available to supply hydrant flows and sprinkler flows.
- E52. Fire hydrants shall be brought up to current City standards. Fire hydrants shall be spaced a maximum of 300' apart.
- E53. All on-site fire hydrants shall be private and privately maintained. All easements for water lines shall be a minimum of 10'.
- E54. New water mains and fire hydrants must be constructed and functional prior to the issuance of the building permit.
- E55. All hydrants shall be covered with bags indicating that the hydrant is not active until flow tests are completed by the City and the hydrants are approved.

Wastewater (sewer)

- E56. For the sewer from the commercial buildings, grease traps shall be installed to meet the requirements of the Subregional Sewage Disposal System. A sanitary sewer application shall be submitted to the Building Department for review and approval. Application shall indicate the type of discharge proposed.
- E57. Existing sewer service laterals shall be abandoned.
- E58. Manholes subject to inundation shall have gasket manholes.
- E59. The improvement plans shall show a sewer lateral to each building in accord with the City standards (minimum slope shall be 2%).
- E60. If sewer laterals are shared or if they cross property lines, a 10' private sewer easement shall be shown in the final map or recorded by separate document (if the development is done after recordation of the final map). The maintenance of any private sewer line with shared maintenance shall be included in the maintenance agreement for the overall site.

In conjunction with the recordation of the map, the following conditions shall be satisfied:Dedications

- E61. Right-of-way along the frontage of Petaluma Avenue, Walker Avenue, and Main Street shall be dedicated to the City for street widening, sidewalk and public utility easement.
- E62. The applicant shall offer to dedicate on the Final Map to the City of Sebastopol a Public Service Easement as required.
- E63. Lot to lot drainage easements and secondary drainage easements shall be delineated on the final map. Assurance shall be provided to the City that these easements will be adequately maintained by property owners to safely convey storm water flows.

Prior to construction, the following conditions shall apply:

- E64. No construction shall be initiated until the Improvement Plans have been approved by the City, all applicable fees have been paid, an encroachment permit and/or grading permit has been issued and a project schedule has been submitted to the City Engineer and a pre-construction conference has been held with the City Engineer or his designee.
- E65. An Encroachment Permit from the State of California Department of Transportation will be required for all work to be done within any State highway right-of-way. A copy of this permit must be supplied to the City prior to issuance of a construction permit.

During construction, the following conditions shall apply:

- E66. All construction shall conform to the City Standard Details and Specifications dated July, 1998, all City Ordinances and State Map Act and the approved plans.
- E67. If any hazardous waste is encountered during the construction of this project, all work shall be immediately stopped and the Sonoma County Environmental Health Department, the Fire Department, the Police Department, and the City Inspector shall be notified immediately. Work shall not proceed until clearance has been issued by all of these agencies and all reasonable steps should be taken to protect workers and the public.
- E68. The contractor shall be responsible to provide erosion and pollution control in accordance with the approved plans and permits.
- E69. The developer shall keep adjoining public streets free and clean of project dirt, mud, materials, and debris during the construction period, as is found necessary by the City Engineer.
- E70. Where soil or geologic conditions encountered in grading operations are different from that anticipated in the soil and/or geologic investigation report, or where such conditions warrant changes to the recommendations contained in the original soil investigation, a revised soil or geologic report shall be submitted for approval by the City Engineer.

- E71. Because this project is surrounded by existing residential homes, hours of work for both public improvements and private improvements (including home construction) shall be limited to the hours of 7 a.m. to 7 p.m. Monday through Friday. Work on Saturday or Sunday will only be permitted with written permission from the City. Violation of these working hours shall be deemed an infraction and upon conviction thereof, shall be punishable as prescribed by law.
- E72. Throughout the construction of the project, dust control shall be maintained to the satisfaction of the City and the contractor shall be responsible to implement reasonable measure to cure any problems that may occur.
- E73. If, during construction, the contractor damages any existing facilities on the neighboring properties (i.e. fences, gates, landscaping, walls, etc.) contractor shall be responsible to replace all damaged facilities, to the satisfaction of the City Engineer.

Prior to occupancy, the following conditions shall be satisfied:

- E74. Prior to acceptance of improvements or occupancy of building, existing curb, gutter and sidewalk to remain shall be inspected by the Public Works Superintendent. Any curb, gutter and sidewalk which is not in accord with City standards or is damaged before or during construction, shall be replaced.
- E75. All streets shall be paved, all public utilities installed and all signage relating to traffic control (stop signs, etc.) shall be installed.
- E76. All improvements shown in the improvement plans for any individual parcel deemed necessary for the health, safety and welfare of the occupant and general public shall be completed prior to occupancy of that parcel.

Prior to acceptance of public improvements and bond exoneration, the following conditions shall be satisfied:

- E77. Sufficient surety guaranteeing the public improvements for a period of one year shall be provided.
- E78. A complete set of As-Built or Record, improvement plans on the standard size sheets will be certified by the Civil Engineer and returned to the City Engineer's office prior to final acceptance of the public improvement. These shall show all constructive changes from the original plans including substantial changes in the size, alignment, grades, etc. during construction. The Contractor shall pay a fee for having same put into the City Base Map and Utilities Maps.

IN COUNCIL DULY ADOPTED on December 7, 2004, by the following vote:

VOTING AYE: Councilmembers Litwin, Pierce and Vice-Mayor Gurney
 VOTING NO: None
 ABSENT: None
 ABSTAIN: Councilmember Kelley and Mayor Robinson

APPROVED: Sarah Glade Gurney
 Vice-Mayor

APPROVED: Walter Fiori
 City Clerk

CITY OF SEBASTOPOL
BUILDING INSPECTION DIVISION

7425 Bodega Avenue
Sebastopol, CA 95472
Office (707) 823-8597
Fax (707) 823-4703

APPLICATION FOR
BUILDING PERMIT

FOR INSPECTION REQUESTS CALL (707) 823-8597

PERMIT NUMBER
4215

APPLICANT—COMPLETE DATA WITHIN SHADED AREA

BUILDING ADDRESS: **1550 AIRPORT BLVD. SEBASTOPOL**

OWNER: **ERES DEVELOPMENT COMPANY**

CONTRACTOR: **WORLDWIDE CONSTRUCTION**

PROJECT: **2 STORY WOODS VILLAS IN-TALE**

DATE: **12/16/05**

RECEIVED BY: _____ DATE: _____

PREVIOUS PERMIT: _____

PLAN NO. _____

MAX. COORS: _____ STORIES: _____

CONTRACT: **WORLDWIDE CONSTRUCTION**

PROJECT: **2 STORY WOODS VILLAS IN-TALE**

DATE: **12/16/05**

CONTRACTOR: **WORLDWIDE CONSTRUCTION**

CONSTRUCTION (E-NEW, E-ALTER, E-REPAIR, E-RENOVATE, E-REMODEL, E-RECONSTRUCT, E-REPAIR/RENOVATE/REMODEL/RECONSTRUCT)

DATE: _____

OWNER/BUILDER DECLARATION

I, the undersigned, hereby certify that the information furnished on this application is true and correct, and that I am the owner or authorized agent of the owner of the property described herein, and that I am applying for a building permit for the purpose and use specified herein.

MINIMUM OF 24 HOUR NOTICE FOR INSPECTION — CALL (707) 823-8597

	APPROVED	DATE
ENGINEERING DEPT.		
FIRE DEPT.		
PLANNING DEPT.		
POLICE DEPT.		
PUBLIC WORKS		
CONDITIONS:		

WARNING FAILURE TO REQUIRE WORK TO BE DONE IN ACCORDANCE WITH THE SEBASTOPOL BUILDING CODE AND THE SEBASTOPOL ELECTRICAL CODE MAY RESULT IN THE WORK BEING CONSIDERED UNLAWFUL AND SUBJECT TO PENALTY.

BUILDING PERMIT (000-4120)	1720.25
ELECTRICAL PERMIT (000-4120)	115.47
MECHANICAL PERMIT (000-4120)	51.65
PLUMBING PERMIT (000-4120)	59.80
PLAN CHECK (000-4120)	54.00
OUTSIDE PLAN CHECK (070-1700)	
PENALTY FEE (000-4120)	
FIRE DEPT. FEES (000-4465)	
INCREMENTAL (000-4123)	127.20
SMIF - RESIDENTIAL (020-2019)	21.50
SMIF - COMMERCIAL (020-2020)	
WATER CONNECTION (510-3200)	397.00
WATER METER (510-4700)	165.00
SEWER CONNECTION (420-3200)	636.00
FIRE CONNECTION (000-4465)	
PARK-IN-LIEU (860-4850)	6500.00
TRAFFIC IMPACT FEE (870-4865)	4050.00
MICROFILM (070-1705)	
PLANNING FEES (000-4420)	
BUSINESS LICENSE (000-4080)	80.00
(1/4, 1/2, 3/4, 1)	
gen. plan update 070-2014	787.88

SEBASTOPOL BUILDING CODE

SEBASTOPOL ELECTRICAL CODE

SEBASTOPOL MECHANICAL CODE

SEBASTOPOL PLUMBING CODE

SEBASTOPOL FIRE DEPARTMENT CODE

SEBASTOPOL PARKING CODE

SEBASTOPOL TRAFFIC IMPACT CODE

SEBASTOPOL BUSINESS LICENSE CODE

SUBTOTAL		239279.3	
RECEIPT #	DATE	LESS PREPAID FEES	
		TOTAL DUE	239279.3

DATE ISSUED: **12/16/05**

APPROVED FOR ISSUE: **KATHI DELUCIA**

DATE: **12/16/05**

FINAL INSPECTION: _____

DATE: _____

SIGNATURE: _____

DEMO BOND AMT: _____ DATE: _____

RECEIPT # **31665**

WHEN VALIDATED THIS IS YOUR PERMIT

DATE: **12/16/05** BY: **Per**

THIS PERMIT SHALL BE VALID FOR 90 DAYS FROM THE DATE OF ISSUANCE. IF THE PERMIT IS NOT USED WITHIN 90 DAYS, A NEW ONE MUST BE OBTAINED.

BUILDING ADDRESS
SUSPENSION
LOT #
REV. 8/05

CITY OF SEBASTOPOL BUILDING INSPECTION DIVISION

7425 Bodega Avenue Sebastopol, CA 95472 Office (707) 823-8597 Fax (707) 823-4703

APPLICATION FOR BUILDING PERMIT

FOR INSPECTION REQUESTS CALL (707) 823-8597

PERMIT NUMBER 9209

APPLICANT - COMPLETE DATA WITHIN SHADED AREA. Includes fields for owner name, address, and contact info.

COMPUTER GENERATED BY PD/ESH/MS. Includes permit number and previous permit info.

CONTRACTOR INFORMATION. Includes contractor name, address, and license details.

PROPERTY INFORMATION. Includes address, lot, and zoning details.

OWNER BUILDING DETAIL. Includes sections for hazardous materials, owner signature, and date.

Table with columns: DEPARTMENT, APPROVED, DATE. Lists departments like Engineering, Fire, Planning, Police, and Public Works.

WORKERS COMPENSATION DECLARATION. Includes a section for the contractor to declare workers compensation coverage.

Table listing various permit fees and charges, such as Building Permit, Electrical Permit, Mechanical Permit, etc.

WARNING TO SECURE WORKERS. Includes a section for the contractor to secure workers and provide compensation.

Table showing a subtotal of 23160.74 and a total due of 21785.74 after prepaids.

RECEIPT # 16216, DATE 5/27/05. Includes a section for the contractor to sign and date the receipt.

APPROVED FOR ISSUE. Includes a signature and date for the permit approval.

BUILDING ADDRESS: 1000 WILSON AVENUE, SEBASTOPOL, CA 95472

CITY OF SEBASTOPOL BUILDING INSPECTION DIVISION

7425 Bodega Avenue
Sebastopol, CA 95472
Office (707) 823-8597
Fax (707) 823-4703

APPLICATION FOR BUILDING PERMIT

FOR INSPECTION REQUESTS CALL (707) 823-8597

APPLICANT—COMPLETE DATA WITHIN SHADED AREA

BUILDING ADDRESS: 1505 BODEGA AVENUE SEBASTOPOL CA 95472

OWNER MAIL: STEVEN STRAUSS

MAILING ADDRESS: 1505 BODEGA AVENUE SEBASTOPOL CA 95472

APPLICANT: STEVEN STRAUSS

FOR CITY USE ONLY: CITY U.C. NO. SUB-LIST REC'D DATE

PERMIT NUMBER: 9195

PREVIOUS PERMIT: 7270

APPROVED BY: [Signature]

CONTRACTOR: BARNARD ROBERT

MANUAL ADDRESS: 70 BOD... 1510

LICENSE CLASS: B

SIGNATURE: [Signature]

PLAN NO. 81500

CONSTRUCTION LENDING AGENCY: [Blank]

LOADING ADDRESS: [Blank]

STATE: [Blank]

OWNER/BUILDER DECLARATION: I hereby affirm under penalty of perjury that I am the owner of the property... I am exempt under Section 17080.5 of the California Labor Code...

SIGNATURE: [Signature]

MINIMUM OF 24 HOUR NOTICE FOR INSPECTION — CALL (707) 823-8597

	APPROVED	DATE
ENGINEERING DEPT.		
FIRE DEPT.		
PLANNING DEPT.		
POLICE DEPT.		
PUBLIC WORKS		
CONDITIONS:		

WORKERS COMPENSATION DECLARATION: I have reviewed the plan and certify that the work to be performed is not a contract for the performance of manual labor... I am exempt under Section 17080.5 of the California Labor Code...

SIGNATURE: [Signature]

BUILDING PERMIT (000-4120)	1540.45
ELECTRICAL PERMIT (000-4120)	1563.25
MECHANICAL PERMIT (000-4120)	84.67
PLUMBING PERMIT (000-4120)	54.00
FLUMING PERMIT (000-4120)	34.00
PLAN CHECK (030-4120)	1015.95
OUTSIDE PLAN CHECK (070-1700)	1009.90
PENALTY FEE (000-4120)	
FIRE DEPT. FEES (000-4465)	
INCREMENTAL (000-4123)	108.90
SMF - RESIDENTIAL (020-2018)	18.15
SMF - COMMERCIAL (020-2020)	
WATER CONNECTION (510-3200)	39.00
WATER METER (510-4790)	6.00
SEWER CONNECTION (420-3200)	103.00
FIRE CONNECTION (000-4465)	
PARK-IN-LIEU (050-4800)	3.00
TRAFFIC IMPACT FEE (070-4055)	317.00
MICROFILM (070-1705)	
PLANNING FEES (000-4420)	80.00
BUSINESS LICENSE (000-4080)	

WARNING: FAILURE TO SECURE WORKERS COMPENSATION COVERAGE IS A VIOLATION OF THE CALIFORNIA LABOR CODE... I am exempt under Section 17080.5 of the California Labor Code...

SIGNATURE: [Signature]

Pen. Plan Update 075-2014	672.00
Inclusion on map in 1/16/05 for 070-2005	59.11
SUBTOTAL	26947.07
LESS PREPAID FEES	5625.00
TOTAL DUE	26822.07

RECEIPT # 10214 DATE 12/16/05

NO PLANS OR VIEWS APPROVED

DATE ISSUED 12/16/05

BUILDING DIVISION: [Signature]

APPROVED FOR ISSUE DATE

FINAL INSPECTION

SIGNATURE: [Signature]

RECEIPT # 10214 DATE 12/16/05

WHEN VALIDATED THIS IS YOUR PERMIT

APPROVED BY: [Signature]

DATE: 12/16/05

BUILDING ADDRESS: 1505 BODEGA AVENUE SEBASTOPOL CA 95472

101

CITY OF SEBASTOPOL BUILDING INSPECTION DIVISION

7425 Bodega Avenue
Sebastopol, CA 95472
Office (707) 823-8597
Fax (707) 823-4703

APPLICATION FOR BUILDING PERMIT

FOR INSPECTION REQUESTS CALL (707) 823-8597

APPLICANT—COMPLETE DATA WITHIN SHADED AREA

PERMIT NUMBER: 9206

RECEIVED BY: [Signature]

BUILDING ADDRESS: 4591/461 - FIDENCE AVE

OWNER NAME: [Signature]

MAILING ADDRESS: [Signature]

LOT/SITE: [Signature]

PREVIOUS PERMIT: [Signature]

CONTRACTOR: [Signature]

CONTRACT ADDRESS: [Signature]

CONTRACTOR LICENSE CLASS: [Signature]

CONTRACTOR LICENSE NO: 51142

CONTRACTOR SIGNATURE: [Signature]

OWNER SIGNATURE: [Signature]

MINIMUM OF 24 HOUR NOTICE FOR INSPECTION — CALL (707) 823-8597

	APPROVED	DATE
ENGINEERING DEPT.		
FIRE DEPT.		
PLANNING DEPT.		
POLICE DEPT.		
PUBLIC WORKS		
CONDITIONS:		

BUILDING PERMIT (000-4120)	1546.45	
ELECTRICAL PERMIT (000-4120)	54	
MECHANICAL PERMIT (000-4120)	54	
PLUMBING PERMIT (000-4120)	54	
PLAN CHECK (000-4120)	54	
OUTSIDE PLAN CHECK (070-1700)		
PENALTY FEE (000-4120)		
FIRE DEPT. FEES (000-4165)		
INCREMENTAL (000-4123)	108.90	
SMF - RESIDENTIAL (020-2018)	1815	
SMF - COMMERCIAL (020-2020)		
WATER CONNECTION (510-3200)	370	
WATER METER (510-4790)	65	
SEWER CONNECTION (420-3200)	6300	
FIRE CONNECTION (000-4468)		
PARK-IN-LIEU (960-4850)	300	
TRAFFIC IMPACT FEE (670-4855)	318	
MICROFILM (070-1705)		
PLANNING FEES (000-4420)	80	
BUSINESS LICENSE (000-4000)		
(54, 1/2, 3/4, 1)		
Gen plan update 05-2014	632	
SUBTOTAL	2005.17	
RECEIPT # 10214	DATE 5/29/05	LESS PREPAID FEES 51.00
TOTAL DUE	1954.17	

DATE ISSUED: 11/29/05

RECEIPT # 1016

DATE 11/29/05 BY PD

CONTRACTOR SIGNATURE: [Signature]

DATE: 6/1/05

BUILDING ADDRESS: 4591/461 - FIDENCE AVE. SUBDIVISION:

LOT #

FEK 802

WFH Annual Progress Report on Implementation of the Housing Element
Report Period: January 2004 – December 2005

Jurisdiction: City of Sebastopol **Address:** 714 Johnson Street, Sebastopol, CA 95472

Contact: Kenyon Webster, Planning Director **Phone:** (707) 823-6167

A1. There have been a total of 32 new housing unit building permits issued.

A2. 28 permits for market-rate units
 0 building permits for affordability to moderate-income households
 4 building permits deed restricted for affordability to low income households
 1 tentative map subdivision permit for the conversion of an existing unit to a deed restricted (for affordability to low income households) unit was also approved
 0 permits deed restricted for affordability to very-low income households

A3.

	<i>Housing Needs (ABAG) 1999 – 2006</i>	<i>Progress Through Fall 2002</i>	<i>Progress January 2003 – December 2005¹</i>	<i>Balance of Need</i>	<i>Planned Housing As of December 2005²</i>	<i>Remaining Need to be Met Through New Construction</i>	<i>Rehabilitation Objectives</i>
Income Category							
Very Low	58			58	48	10	
Low	35		5	30	55	0	15 ³
Moderate	75	28		47	5	42	10
Subtotal Affordable Units	168	28	5	135	108	52	25
Above Moderate	106	45	38	23	188	0	
Total	274	73	43	158	296	52	

¹ Building Department issuance of building permits

² See revised Table II.4 (attached)

³ This goal is for both very low- and low- income rental units.

⁴ Affordable units created via condominium conversion are counted upon recordation of a deed restriction rather than at tentative map approval.

TABLE II.4 LIST OF SUBSIDIZED AND RESTRICTED AFFORDABLE HOUSING UNITS - CITY OF SEBASTOPOL 2005									
Name of Development	Year Built	Tenure	Sponsor	Address	# of Units ¹	Target Group(s) ²	Funding Source(s)	Expiration Date	Waiting List (Spring 2001)
SUBSIDIZED UNITS									
Bodega Hills	1997	Rental	Burbank Housing Devel. Corp (BHDC)	8131 Bodega Ave.	24	VL	LIHTC, CDBG, HOME, AEP	Not before 2050	120
Bodega Hills	1997	Ownership	BHDC	8131 Bodega Ave.	23	L		(3)	N/A ⁴
699 Gravenstein Hwy North	1987	Rental	BHDC	699 Gravenstein Hwy North	60	L, VL	CHFA	(3)	95
Burbank Orchards	1991	Rental	Sebastopol Area Housing Co. (SAHC)	7777 Bodega Ave	60	VL (Seniors and Handicapped)	HUD Section 202	2031	34
Burbank Heights	1975	Rental	SAHC	7777 Bodega Ave.	138	VL (Seniors)	HUD Section 236	2015	50
Bodega Ave. Townhomes	1993	Ownership	SAHC	8100 Bodega Ave.	16	4 VL, 8 L, 4 MOD			N/A ⁴
MARKET-RATE, INCLUSIONARY AND DENSITY BONUS UNITS									
Woodstone Village	1999	Ownership	Woodstone Builders	1149 and 1150 Village Way	21	1 MOD, 1 MED	N/A		
Two Acre Wood	1998	Ownership cohousing	Jewel Hill Housing Llc	712 Robinson Road	14	1 L, 2 MOD, 1 MED	N/A		
Montera	1997	Ownership	Montera	7857 Meadowlark Drive	14	1 MOD rental	N/A		
Vista del Sol	2000	Ownership	Schellinger Bros. Const.	7920 Soll Court	12	1 MOD (6+ occupants) rental	N/A		
Willow Tree Townhomes	2000	Rental	C. Pellascini	Bodega Way Ave./Nelson Way	11	1 MOD	N/A		

Piazza dela Mella	2001	Rental mixed-use	J. McNulty	1050 Grav. Hwy S (Unit #130)	8 units + retail/off.	1 MOD		
Bodega Heights	2001	Ownership condo conversion	C. Pellascini	8100 Bodega #116	13	2L		
Yturriaga	2004	Rental	M Yturriaga	890 McFarlane	1	1L		
952 Litchfield	2005	Rental second unit	Woodhouse	952 Litchfield	1			
276 West	2005	Rental second unit	VanHoorn	276 West	1			
999 Litchfield	2005	Rental second unit	Stuart	999 Litchfield	1			
510 Lyding Lane	2005	Rental second unit		510 Lyding Lane	1			
HOUSING PROJECTS CURRENTLY IN REVIEW OR APPROVED (NOT COMPLETED)								
Laguna Vista	2003/06	Ownership, Rental	Schellinger Bros. Const.	Gravenstein Hwy S/Cotter	145	20 L, 10 VL rental		
Sollitto Mixed-Use	2004 (a) ⁵	Rental	R. Sollitto	333 North Main	6	1 L + 0.2 Inc. fee		
Petaluma Ave.	2006	Rental cohousing	AHA	501 Petaluma Ave	45	10 L, 35 VL		
Habitat for Humanity	2006	Ownership	Habitat	384 Johnson Street	2	2 VL		
Florence Ave. Townhomes	2005 (a) ⁶	Ownership mixed-use	Steve Sheldon	7385 Healdsburg Ave	12	2 L + 0.4 Inc. fee		
Litchfield Subdiv.	2006	Ownership	J. McNulty	840/860 Litchfield Avenue	13	2 L (60% median income) + 0.6 Inc. fee		
501 S. Main	2005 (a) ⁷	Ownership	Frees Devel. Co.	501 South Main	10	1L (Live-work), 1L (SFD)		
Onorato	2005 (a) ⁸	Rental	J. Onorato	620 - 626 S. Main	6	1 VL		Date of contract execution + 59 years

Covert Lane	2006	Ownership cohousing	Burbank Hs.	7991 Covert Lane	20	15 L, 5M	
824 Gravenstein S	2006	Rental	Pelliscini	824 Gravenstein S.	4	0.8 Inc. fee	
7590 Washington Ave	2006	Ownership	Clarke	7590 Washington Ave	4	0.8 Inc. fee	
931 Litchfield	2006	Ownership	Sharrocks	931 Litchfield	2		
411 Flynn	2006	Ownership/ Rental	Miller	411 Flynn	9	1 L + 0.2 rental	
885 Gravenstein N	2006	Ownership	Nordby	885 Gravenstein N	28	3 L SF, 2 L Live/work, + 0.6 Inc. fee	
156 Golden Ridge	2006	Ownership condo conversion	Michael	156 Golden Ridge	7	1 L + 0.4 Inc. fee	
Zimpher	2006	Ownership	Eileen Zimpher	791, 795 Nortee	3	0.6 Inc. fee	
Gravelle	2006	Ownership, second unit	Ben Gravelle	7710 Washington	2		
Lydling Lane	2006	Ownership, mixed-use	Steve Sheldon	7770 Healdsburg	4	0.8 Inc. fee	
406 Pitt	2006	Rental mixed-use	Pelliscini	406 Pitt	2		

¹ Unless otherwise mentioned in the target group column, all units are price/rent restricted

² Target Groups: VL = Very-low income, L = Low-income, MED = Median income, MOD = Moderate income

³ BHDC did not specify an expiration date for these projects, since it intends to maintain affordability on a continuous basis

⁴ BHDC reports that approximately 330 persons from Sebastopol are interested in affordable, for-sale housing.

⁵ This project was approved 11/18/04

⁶ This project was approved 8/3/04

⁷ This project was approved 12/7/04

⁸ This project was approved 12/16/03

Income groups: Very-low ≤50% median income, Low = 51% - 80% median income, Median = 81% - 100% median income, Moderate = 101% - 120% .

Only legally-restricted units are listed as 'VL' 'L' or 'M', however some unrestricted units, such as second dwelling units and some other rental units may effectively function as affordable housing.