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Sausalito 2009-2014 Housing Element **Goals, Policies and Implementation Measures Framework**

Community Workshop Draft

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Sausalito's 2009-2014 Housing Element establishes goals, policies and programs to address the following themes:

- **Preserving housing and neighborhood assets.**
Maintaining the condition and affordability of existing housing and ensuring development is consistent with Sausalito's small town and neighborhood context.
- **Ensuring diversity in housing.**
Providing a variety of housing types affordable to all income levels to address the community's regional housing growth needs.
- **Enhancing housing affordability.**
Providing assistance so that modest income households can remain an integral part of the Sausalito community.
- **Reducing governmental constraints.**
Facilitating the provision of housing, and encouraging innovation in design, ownership and living arrangements.
- **Promoting equal housing opportunities.**
Ensuring residents can reside in the housing of their choice, including Sausalito's special needs populations.
- **Environmental sustainability.**
Ensuring Sausalito grows in a responsible manner, in line with resource limitations.
- **Community involvement.**
Promoting active community participation in housing and community development activities.

HOUSING AND NEIGHBORHOOD ASSETS

GOAL 1.0: Maintain and enhance the quality of existing housing and ensure that new residential development is compatible with Sausalito's small town character.

POLICIES

Policy 1.1 Housing Design. Review proposed new housing to achieve excellence in development design. Encourage design that enhances neighborhood identity with sensitive transition of scale and building bulk, is compatible to the surrounding neighborhood, and uses quality building materials.

Policy 1.2 Historic Preservation. Support efforts to identify and preserve historic structures. Ensure the compatibility of infill development in the context of Sausalito's historic resources.

Policy 1.3 Maintenance and Management of Quality Housing. Support good management practices and the long-term maintenance and improvement of existing housing through code enforcement and housing rehabilitation programs.

Policy 1.4 Rental Housing Conservation. Continue to conserve the existing rental housing stock by limiting the conversion of rental units to ownership or non-residential uses.

Policy 1.5 Protection of Existing Affordable Housing. Ensure the continued affordability of income-restricted housing for lower and moderate income households.

IMPLEMENTATION MEASURES

Implementation Measure	Program Details	Program Status
Code Enforcement and Public Information	Expand to provide information on rehabilitation assistance available through the Marin County Housing Authority for lower income homeowners.	<i>Expanded Program</i>
Residential Rehab and Energy Loan Programs	Pro-actively advertise programs available through the County and PG&E on the City's website and through brochures. Promote available rehabilitation assistance among the liveaboard community in permitted marinas.	<i>Expanded Program</i>
Historic Design Guidelines and Preservation Incentives	Adopt Historic Design Guidelines and Historic Preservation Regulations. Pursue Certified Local Government status to increase access to funds for historic preservation.	<i>Program in Progress</i>
Residential Design Review	Expand current design review to incorporate incentives for sustainable building design.	<i>Expanded Program</i>

Implementation Measure	Program Details	Program Status
Condominium Conversion Regulations¹	Expand to add required affordable housing Mitigation Fee for projects not providing 15% affordable units.	<i>Expanded Program</i>
Preservation of Existing Affordable Rental Housing	Apply long term controls to ensure affordable housing provided with public subsidies, through development incentives, or as a condition of approval remains affordable.	<i>Existing Program</i>

¹ Tenant protections in the City’s current ordinance include: limitations on conversions to no more than 5% of the “potentially convertible” rental stock per year; prohibition on the eviction of senior citizen tenants; and prohibition of conversion of low and moderate income rentals. Conversions involving 5+ units also have a 15% low and moderate income inclusionary requirement.

HOUSING DIVERSITY

GOAL 2.0: Provide opportunities for a range of housing types in a variety of locations and densities to meet the diverse needs of the Sausalito community.

POLICIES

Policy 2.1 Variety of Housing Choices. Encourage diversity in the type, size, price and tenure of residential development in Sausalito, while maintaining quality of life goals.

Policy 2.2 Adequate Sites. Provide adequate housing sites through appropriate land use and zoning designations, consistent with Sausalito's regional housing growth needs.

Policy 2.3 Adaptive Reuse. Support innovative strategies for the adaptive reuse of commercial and other structures to provide for a wide range of housing types and residential uses.

Policy 2.4 Live/Work Opportunities. Consider appropriate locations for live/work opportunities for working and living space for artists and marine workers.

Policy 2.5 Legalization of Existing Accessory Dwelling Units. Establish an amnesty program for existing accessory dwelling units by establishing a period of time for owners of un-permitted units to register their units and make them legal.

Policy 2.6 Creation of New Accessory Dwelling Units. Enable the construction and/or creation of new accessory dwelling units in residential zoning districts as a strategy to increase the supply of affordable housing and address a portion of Sausalito's regional housing needs.

Policy 2.7 Liveaboard Housing. Protect liveaboards as a source of affordable housing and officially recognize as part of the community's housing stock. Work with residents, marine operators and owners, agencies and non-profit groups to seek ways to assist in the long-term affordability and maintenance of this unique form of housing in Sausalito.

IMPLEMENTATION MEASURES

Implementation Measure	Program Details	Program Status
Residential and Mixed Use Sites Inventory	Publish and maintain Housing Element sites inventory. Monitor development within Annual Report, and ensure maintenance of adequate sites to address regional housing needs (RHNA).	<i>New Program</i>
Mixed Use Zoning in Commercial Districts	Continue to provide allowances for shared & tandem parking and limit conversion of housing to non-residential. Evaluate elimination of Conditional Use Permit (CUP) for > 3 units and allowance for residential component to be in addition to maximum floor area ratio (FAR).	<i>Expanded Program</i>
Non-Traditional Housing Types	Ensure zoning provides sufficient flexibility to facilitate various types of group living arrangements, such as shared housing, eco-housing, co-housing, assisted living, etc.	<i>Expanded Program</i>

Implementation Measure	Program Details	Program Status
Accessory Dwelling Units (ADUs): - Adoption of Regulations to Encourage New ADUs	Allow ADUs administratively in certain residential districts. Task Force recommended incentives include: potential parking reductions if near transit; flexible development standards such as small sqft reduction in floor area and/or building coverage; small discount in building permit fee. Work with architects and residents to prepare stock ADU building plans appropriate for Sausalito neighborhoods.	<i>New Program (City to form subcommittee to evaluate ADU standards. Goal is to adopt with Housing Element)</i>
Accessory Dwelling Units: - Registration and Amnesty Program for Existing Unpermitted ADUs	Develop 1 year amnesty program with incentives for property owners to legalize unpermitted ADUs without penalty and bring up to health and safety standards. Task Force recommended incentives include: no required parking, ADU does not factor into building coverage or floor area, and large discount in building permit fee.	<i>New Program (ADU subcommittee to help define parameters of amnesty program)</i>
Liveaboard Housing: - Zoning for Liveaboards and Houseboats	Maintain City zoning provisions which allow up to 10% of berths in recreational marinas in the C-W (commercial waterfront) and W (waterfront) districts to be occupied by liveaboards and houseboats. As vacancies occur, give preference to low and moderate income tenants, and persons employed in the local marine industry.	<i>Existing Program</i>
Liveaboard Housing: - City Permitting for Marinas with Liveaboards	For marinas with BCDC permits for liveaboards, facilitate any necessary City permitting through expedited review and other incentives as a means of bringing liveaboards into the City's official housing stock. Coordinate with marine operators and the postal service to ensure liveaboard tenants are able to receive mail on-site.	<i>New Program</i>

HOUSING AFFORDABILITY

GOAL 3.0: Expand and protect opportunities for households to find housing in Sausalito and afford a greater choice of rental and homeownership opportunities.

POLICIES

Policy 3.1 Incentives. Facilitate the development of affordable housing through site assembly, financial assistance, and regulatory incentives. Proactively seek out new models and approaches in the provision of affordable housing.

Policy 3.2 Partnerships. Explore collaborative partnerships with nonprofit organizations, developers, the business community and governmental agencies to develop, rehabilitate and preserve affordable housing.

Policy 3.3 Homeownership Assistance. Encourage the provision of financial assistance to low and moderate income first-time homebuyers through County and State programs.

Policy 3.4 Rental Assistance. Support and publicize available rental assistance programs for lower income and special needs households.

IMPLEMENTATION MEASURES

Implementation Measure	Program Details	Program Status
Land Assembly and Write-Down	Assist in the provision of sites for affordable and special needs housing through land write-downs on publicly-owned surplus parcels designated and suitable for housing.	<i>New Program</i>
Local Affordable Housing Trust Fund	Establish local housing funding sources, such as in-lieu, condo conversion and commercial impact fees, and create dedicated Trust Fund to assist in creation of affordable housing.	<i>New Program. (refer to Marin Co program and Trust Fund guidelines)</i>
Partnerships for Affordable Housing	Establish partnerships with affordable housing non-profits and other Marin County jurisdictions.	<i>Expanded Program</i>
Homebuyer Assistance	Participate in Marin Housing's Mortgage Credit Certificate (MCC) program to extend tax credits to income qualified first-time homebuyers.	<i>Existing Program - Promote</i>
Section 8 Rental Assistance	Continue participation in very low income (<50% AMI) rental assistance program offered through Marin Housing. Assist in local outreach when the Section 8 waiting list is reopened.	<i>Existing Program</i>

REMOVE GOVERNMENTAL CONSTRAINTS

GOAL 4.0: Reduce governmental constraints on the maintenance, improvement and development of housing while maintaining community character.

POLICIES

Policy 4.1 Regulatory Incentives for Affordable Housing. Support the use of density bonuses and other incentives, such as fee deferrals, fee waivers and parking reductions, to offset the costs of affordable housing while ensuring that potential impacts are addressed.

Policy 4.2 Flexible Development Standards. Provide flexibility in development standards to accommodate new models and approaches to providing housing, such as transit-oriented development, mixed use, co-housing and live/work housing.

Policy 4.3 Efficient Use of Multi-Family Zoning. Encourage the sustainable use of land and promote affordability by encouraging development of two-family and multi-family housing within the City's multi-family zoning districts (R-2-5, R-2-2.5, R-3).

Policy 4.4 Development Review. Explore continued improvements to the entitlement process to streamline and coordinate the processing of development permits, design review and environmental clearance.

Policy 4.5 Zoning for Special Needs. Revise the Zoning Ordinance to define and establish parameters for transitional and supportive housing, emergency shelters, and single room occupancy uses (SROs) consistent with State law.

IMPLEMENTATION MEASURES

Implementation Measure	Program Details	Program Status
Fee Deferrals and/or Waivers for Affordable Housing	Continue to offer a reduction in City fees as an incentive for affordable housing.	<i>Existing Program</i>
Density Bonus and Other Incentives for Affordable Housing (State Mandate)	Update existing local regulations per current State requirements ² and add tailored incentives.	<i>Expanded Program</i>
Zoning to Promote Live/Work	Review zoning provisions and amend as appropriate to encourage live/work projects in commercial districts.	<i>New Program</i>

² Under State law, projects with 5+ units are eligible for a density bonus and 1-3 additional incentives in exchange for providing one of the following: 1) 10% of units for low (80% AMI) households; 2) 5% of units for very low (50% AMI) households; 3) 10% of condominium units for moderate income (120% AMI) households; or 4) a dedicated senior housing project with at least 35 units. The amount of density bonus varies based on the amount by which the percentage of affordable units exceeds the minimum percentage, but generally ranges from 5-35% above the specified General Plan density.

Implementation Measure	Program Details	Program Status
Evaluate Modifications to Parking to Promote Sustainability	Evaluate and establish modified parking standards for projects in proximity to transit, for special needs housing, and allowances for reduced parking space size and tandem parking.	<i>New Program</i>
Multi-Family Development in Multi-family Zones	Encourage two-family and multi-family development on R-2-5, R-2-2.5 and R-3 zoned sites by evaluating establishment of minimum density thresholds, unless infeasible based on physical or environmental constraints, or significant incompatibility with neighborhood character. Evaluate options for provision of an ADU or payment of an in-lieu housing fee as an alternative to developing multi-family units.	<i>Program in Progress (under study by Planning Commission subcommittee)</i>
CEQA Exemptions for Mixed Use Infill Projects	Continue to use allowable State CEQA exemptions for qualified urban infill projects where site characteristics allow.	<i>New Program</i>
Zoning Text Amendments for Special Needs Housing (State Mandate)	Per Senate Bill 2, specify transitional and supportive housing to be treated as a residential use under zoning, identify a zoning district(s) where emergency shelters will be permitted by right, and specify provisions for Single-Room Occupancy buildings.	<i>New Program</i>

EQUAL HOUSING OPPORTUNITIES AND SPECIAL NEEDS

GOAL 5.0: Promote equal housing opportunities for all residents, including Sausalito's special needs populations, so that residents can reside in the housing of their choice.

POLICIES

Policy 5.1 Fair Housing. Seek to ensure that individuals and families pursuing housing in Sausalito do not experience discrimination on the basis of race, color, religion, marital status, disability, age, sex, familial status, national origin, sexual preference or other arbitrary factors, consistent with the Fair Housing Act.

Policy 5.2 Senior Housing. Support development and maintenance of affordable senior rental and ownership housing and supportive services to facilitate maximum independence and the ability of seniors to remain in their homes and/or in the community.

Policy 5.3 Housing for Persons with Disabilities. Address the special housing needs of persons with disabilities through provision of supportive housing, homeowner accessibility grants, zoning for group housing, and adoption of reasonable accommodation procedures.

Policy 5.4 Housing for Marine Workers. Support affordable housing options for persons employed in Sausalito's waterfront to allow them to live in the community in which they work.

Policy 5.5 Homeless Housing and Services. Work cooperatively with Marin County and other applicable agencies to provide a continuum of care for the homeless, including emergency shelter, transitional housing, supportive housing and permanent affordable housing.

IMPLEMENTATION MEASURES

Implementation Measure	Program Details	Program Status
Fair Housing Program (Federal Mandate)	Continue to refer housing discrimination complaints to the appropriate legal service or Fair Housing of Marin. Ensure written materials regarding fair housing law are provided at various public locations and on the City's website.	<i>Existing Program</i>
Sausalito Village Senior Services	Coordinate with Sausalito Village in their support of the community's seniors to remain independent as long as possible and age in their own homes.	<i>Existing Program</i>
Home Sharing and Tenant Matching Opportunities	Implement a homesharing/matching program for single-family homeowners with excess space and potential renters. Collaborate with Marin Housing and Sausalito Village Senior Services to actively promote "Home Connection of Marin" within Sausalito.	<i>Expanded Program</i>

Housing Accessibility Assistance	Provide information on assistance with home accessibility improvements available through the Marin County Housing Authority for lower income homeowners.	<i>Existing Program</i>
Reasonable Accommodation Procedures (<i>State Mandate</i>)	Establish a written Reasonable Accommodation procedure in the Zoning Ordinance for providing exceptions in zoning and land use for persons with disabilities.	<i>New Program</i>
Universal Design/Visitability	Develop guidelines encouraging principles of universal design and visitability.	<i>New Program</i>
Housing for Marina Workers	Provide liveaboard and other affordable housing options for marina workers.	<i>New Program</i>
Homeless Continuum of Care (<i>State Mandate</i>)	Coordinate with the Marin Continuum of Care in the provision of resources to address the needs of the homeless and families and individuals at risk of homelessness. Provide flyers and information on the City's website about the emergency 211 toll-free call system for information and referral.	<i>Existing Program</i>

ENVIRONMENTAL SUSTAINABILITY

GOAL 6.0: Promote environmental sustainability through support of existing and new development which minimizes reliance on natural resources.

POLICIES

Policy 6.1 Green Building. Develop a local Green Building Program to implement practices focused on reducing Sausalito's greenhouse gas emissions and consumption of natural resources.

Policy 6.2 Sustainable Construction. Promote the use of sustainable construction techniques and environmentally sensitive design for housing.

Policy 6.3 Alternative Energy. Promote the use of alternative energy sources such as solar energy, cogeneration, and non-fossil fuels.

Policy 6.4 Transportation Alternatives. Incorporate transit and other transportation alternatives such as walking and bicycling into the design of new development.

Policy 6.5 Jobs/Housing Balance. Encourage a closer link between housing and jobs in the community, including housing opportunities for Sausalito workers and public service employees.

IMPLEMENTATION MEASURES

Implementation Measure	Program Details	Program Status
Local Green Building Regulations (<i>State Mandate</i>)	Develop local green building regulations consistent with the State Green Building Code. Prepare informational materials to be distributed to developers, architects and builders, listing and describing Sausalito's green development and construction standards.	<i>New Program</i>
Climate Action Plan (<i>State Mandate</i>)	Complete the baseline Greenhouse Gas Emission Inventory, and establish a target for reduced emissions. Adopt strategies to meet the established target, encompassing natural systems, energy use, transportation, land use, green purchasing, waste and water use.	<i>Program in Progress</i>
Contributions Towards Employee Housing	Evaluate mechanisms for new nonresidential development to contribute towards local affordable housing demand generated by such development, such as provision of housing on- or off-site, or payment of an in-lieu housing fee.	<i>New Program</i>

COMMUNITY INVOLVEMENT

GOAL 7.0: Promote the active participation of citizens, community groups, and governmental agencies in housing and community development activities.

POLICIES

Policy 7.1 Community Participation. Take an active role in fostering community participation from all economic segments and special needs groups in the formulation and review of housing needs, issues and programs.

Policy 7.2 Public Review of Development. Encourage public awareness and involvement in housing development proposals to facilitate the design of new housing that fits within the neighborhood context.

Policy 7.3 Implementation. Ensure the timely follow through of actions identified in the Housing Element.

IMPLEMENTATION MEASURES

Implementation Measure	Program Details	Program Status
Ongoing Community Education and Outreach	Promote opportunities for community participation in housing issues through public meetings, educational handouts, newspaper articles, websites, etc.	<i>Expanded Program</i>
Inter-Jurisdictional Collaboration	Continue to implement shared responsibilities, common regulations, coordinated lobbying efforts and the regional housing data clearinghouse to effectively respond to housing needs within the Cities and County of Marin.	<i>Existing Program</i>
Housing Element Monitoring/Annual Report (State mandate)	Establish regular monitoring of the Housing Element and prepare an Annual Progress Report for review by the public, City decision-makers and submittal to State HCD. Report on progress under the ADU amnesty program, and ensure the continued provision of adequate sites to address the City's RHNA.	<i>New Program</i>
Association of Bay Area Governments (ABAG) Housing Needs Process	Actively monitor ABAG's future Regional Housing Needs Allocation (RHNA) planning process, and provide ongoing reporting to Council.	<i>Expanded Program</i>
Staff Affordable Housing Training and Education	Participate in training sessions with local groups and public agencies to continue to build staff capacity and expertise in affordable housing.	<i>New Program</i>