



Item No: 3
Meeting Date: 11/25/14

To: Planning Commission

Date: November 18, 2014

Authorized By: Ron Munekawa
Chief of Planning

By: Julia Klein, Senior Planner, and Diana Elrod, Housing Consultant
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Subject: Housing Element Update

RECOMMENDATION

That the Planning Commission recommend that the City Council adopt the draft Housing Element Update by making the following motions:

- A. Adopt Planning Commission Resolution No. 2014 – _____, Recommending To The City Council Approval Of A General Plan Amendment To Revise The City Of San Mateo Housing Element, attached as Exhibit A;

BACKGROUND

State Law Requirements

California State Law sets forth many content and schedule requirements for the General Plan's Housing Element, thus reflecting on the importance of housing as a statewide issue. The City of San Mateo and other northern California cities are required to submit revised Housing Elements to the State of California's Housing and Community Development Department (HCD) by January 31, 2015. This update must be reviewed and certified by HCD in order for the Housing Element to be in compliance with State Law.

Previous Planning Commission and City Council Review

The Draft Housing Element update was previously reviewed by the Planning Commission on June 19, 2014 and City Council on July 21, 2014 (Attachment #6). Comments from the Commission and City Council were incorporated into the document and then submitted to the California State Department of Housing and Community Development (HCD) on August 21, 2014 for streamlined review.

State Housing and Community Development Department Review

Following staff's submittal of the draft Housing Element update to HCD, the city staff and Ms. Diana Elrod, Housing Consultant, held a conference call on September 5, 2014 with Mr. Paul McDougal, of HCD, to respond to state staff questions seeking clarification on existing Housing policies and programs and requested that the city make revisions specific areas (see discussion below). HCD issued a letter on September 16, 2014 indicating that "the draft element with revisions meets the statutory requirements of the State housing element law. The element will comply with State housing law (GC, Article 10.6) when the draft and revisions are adopted and submitted to the Department..." These revisions are highlighted in teal text in the Housing Element (Attachment # 3) will need to be reviewed and adopted by the City Council. The Planning Commission is being asked to review these revisions and provide their recommendation to the City Council.

HCD REQUESTED REVISIONS

The Housing and Community Development Department requested revisions on the draft Housing Element. City staff worked with Diana Elrod, Housing Consultant, to address these comments and make the necessary revisions. These revisions are shown in teal text in the draft Housing Element (see Attachment #3). A summary of the revisions are as follows:

- Updated Policy H1.7 and program H1.7 Retention of Existing Lower-Income Units to include evaluating the impacts of displacement of non-subsidized housing units, support County efforts to retain and attract participation in Section 8 program, clarify that the city will continue to enforce tenant relocation provisions in the zoning code, and support regional efforts to examine displacement affordable housing and lower-income households.
- Included Program H2.3 Public Funding of Low- and Moderate-Income Housing, a program the City Council has already approved that sets aside general fund property tax revenues formerly collected from Redevelopment Areas for the purpose of affordable housing (aka "boomerang funds").
- Clarified that the intent is to comply with SB2 and that a minor zoning code amendment will be necessary in 2015 to remove "parks and schools" from the 300 foot radius buffer zone for the location of Emergency Homeless Shelters. With this change, a total of 228 of the 378 C2 and C3 zoned parcels could be available for Emergency Shelters. It is important to note that compliance with SB2 was a state requirement during the 4th

cycle housing element update. This was an unintentional oversight, and is required to be corrected. This will also require replacing the 300 foot Analysis of Shelter Zones Map in Section G of the Housing Element with an updated map. This minor zoning code amendment will be part of a separate minor zoning code cleanup effort in 2015. Refer to Attachments 4 & 5 for the context of the proposed zoning code change and the buffer map.

- Further describe the city's community outreach efforts as part of this Housing Element update.
- Clarified policy H2.16 Special Needs Groups to include developmentally disabled in the list of examples. In practice, the city defers to state law for the definition of Special Needs Groups, policy H2.16
- Clarified the city's intent to ensure consistency with the General Plan.

PUBLIC COMMENT

Public comments on the draft Housing Element were reviewed by the Planning Commission and City Council in their study sessions in June and July 2014, respectively (Attachment 7). No additional public comment letters have been submitted. Any correspondence received following the printing of this administrative report will be incorporated as part of the public record and will be provided to the Commission separately on the day of the meeting at their desks.

ENVIRONMENTAL REVIEW

Negative Declaration and Initial Study

An Initial Study and Negative Declaration for the updated Housing Element has been prepared and made available for public review (Attachment 2). The public review and comment period on the environmental document was October 17 – November 17, 2014. Hardcopies of the document are available for public review at City Hall and the libraries, as well as the City's Housing Element webpage. No comments were received regarding the Negative Declaration. Findings for the Negative Declaration are in the Planning Commission Resolution, attached as Exhibit A

NOTICING

Meeting notice requirements were met. Specifically, the meeting was published in the Examiner newspaper, placards were posted at three City facilities (City Hall and libraries), posted on the City's Housing Element update website, and emails were sent to those who have signed up for the interested parties list at least 10-days prior to the meeting.

NEXT STEPS

The Planning Commission's recommendation on the Housing Element will be presented to the City Council at their meeting of January 5, 2014. After City Council adoption, the final document will then be submitted to the California State Department of Housing and Community Development (HCD) for confirmation that the City of San Mateo Housing Element is in full compliance with State Law.

ATTACHMENTS

1. Correspondence with HCD
2. Negative Declaration
3. Draft Housing Element
4. Zoning Code Amendment
5. 300 foot Analysis of Shelter Zones Map in Section G
6. Planning Commission and City Council Study Session AR & Minutes
7. Public Comments (All public comments will be incorporated into Appendix B of Housing Element)

CC: City Council
City Attorney
Community Development Director
Interested parties (via email)