

City of Brisbane

Agenda Report

TO: Honorable Mayor and City Council

FROM: Community Development Director via City Manager

SUBJECT: 2016 Annual Housing Element Progress Report

DATE: March 2, 2017

City Council Goals:

To preserve and enhance livability and diversity of neighborhoods (14).
To encourage community involvement and participation (15).

Purpose:

To comply with the reporting requirements of State law.

Recommendation:

Direct staff to submit the report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR).

Background/Discussion:


The City is required to prepare an annual report to the State on the City's progress in implementing the Housing Element (which was adopted April 2, 2015), using the format adopted by HCD. Government Code Section 65400(a)(2)(B) requires that the City must hold a public meeting on the report before submitting it to HCD and OPR by the April 1st deadline.

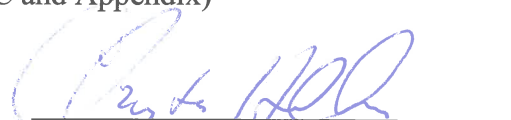
Fiscal Impact:

None.

Attachments:

Annual Housing Element Progress Report (Tables A, B, C and Appendix)


John Swiecki, Community Development Director


Clay Holstine, City Manager

**Department of Housing and
Community Development**

ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: City of Brisbane

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Reporting Period by Calendar Year: from 1/1/2016 to 12/31/2016

These forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1, of each year for the prior calendar year; submit separate reports directly to both HCD and OPR (Government Code Section 65400) at the addresses listed below:

Department of Housing and Community Development
Division of Housing Policy Development
P.O. Box 952053
Sacramento, CA 94252-2053

-and-

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

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction BRISBANE

Reporting Period 01/01/2016 - 12/31/2016

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

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

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

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction BRISBANE
 Reporting Period 01/01/2016 - 12/31/2016

Table A

Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information							Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income			See Instructions	See Instructions	
(9) Total of Moderate and Above Moderate from Table A3					3	4					
(10) Total by Income Table A/A3			0	0	3	4					
(11) Total Extremely Low-Income Units*			0								

* Note: These fields are voluntary

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Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

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Jurisdiction BRISBANE
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Table A3
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	3	0	3	3
No. of Units Permitted for Above Moderate	4	0	0	0	0	4	4

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT

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Reporting Period 01/01/2016 - 12/31/2016

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.												Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	114	0	0	0	0	0	0	0	0	0	0	114
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Low	Deed Restricted	67	0	0	0	0	0	0	0	0	0	0	67
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Moderate		82	1	3	0	0	0	0	0	0	0	4	78
Above Moderate		30	2	4	0	0	0	0	0	0	-	6	24
Total RHNA by COG. Enter allocation number:		293											
Total Units ▶ ▶ ▶			3	7	0	0	0	0	0	0	0	10	283
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

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Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program H.I.1.g: Inform water/sewer provider	Deliver Housing Element to water and sewer providers	Upon adoption	Completed April 2015.
Program H.I.1.h: Annual Report	Prepare annual progress report	Annually	Annual Report for 2016 calendar year delivered to California Department of Housing and Community Development and Governor's Office of Planning and Research submitted by April 1, 2017 deadline.
Program H.I.2.a: Housing constraints	Advise outside agencies regarding unnecessary constraints	Ongoing	Ongoing as development projects are submitted for consideration.
Program H.I.2.b: League of Cities	Work with League of Cities to identify and address housing constraints due to preemption of outside agencies	Ongoing	Ongoing as development projects are submitted for consideration.
Program H.A.1.a: Fair housing information	Inform public through website and other means	Ongoing	Housing information and resources available on dedicated webpage. Housing Element available on City website, www.brisbaneca.org .
Program H.A.1.b: Other housing information	Inform public on housing policies and opportunities	Ongoing	Housing information and resources available on dedicated webpage. Housing Element available on City website, www.brisbaneca.org .
Program H.B.1.a: Rezoning	Accommodate RHNA shortfall	January 31,	Required overlay zoning incorporated into Parkside Precise Plan. Community

		2016	outreach extended into summer and fall 2016. Draft Plan publication scheduled for March 30, 2017.
Program H.B.1.b: Zoning for current RHNA	Accommodate RHNA	May 31, 2018	Overlay zoning incorporated into Parkside Plan. Existing zoning regulations will accommodate remainder of 2015-2023 RHNA.
Program H.B.1.c: General Plan revisions	Land Use Element consistency	General Plan Update	General Plan Update to be continued in FY 17-18.
Program H.B.1.d: Second Units	Monitor SDU affordability	Annually	SDU rent survey to be conducted April 2017.
Program H.B.1.e: Second Units	Encourage SDUs	May 31, 2018	Planning Commission recommended approval of zoning text amendments to streamline accessory dwelling unit regulations in December 2016.
H.B.1.f: Definitions	Update definition of single-family dwelling to comply with CHSC Sec. 17021.5	January 2016	Ordinance 606 adopted by City Council on April 21, 2016.
Program H.B.1.g: SRO's	Amend SCRO-1 District to permit Single Room Occupancy units as conditional use.	December 2018	Initiate in 2016-17 fiscal year.
Program H.B.1.h: Encourage development	Outreach to encourage private redevelopment in new affordable housing overlays and SCRO-1 district.	As new zoning regulations are adopted.	City engaging with property owners in ongoing preparation of Parkside Precise Plan.
Program H.B.1.i: Mobilehomes	Rezone mobilehome park to R-MHP District for mobilehome use only.	December 31, 2018	Initiate in 2016/17 fiscal year.
Program H.B.2.a; "At risk" affordable units	Preserve affordable units.	Ongoing	None at risk within planning period.
Program H.B.3.a: Special needs housing	Identify suitable sites	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding opportunities.
Program H.B.3.b: Parking for senior housing	Reduce parking requirement	December 2015	Ordinance 576 adopted May 19, 2016.
Program H.B.3.c: Parking for accessible units	Reduce parking requirement	December 2015	Ordinance 576 adopted May 19, 2016.
Program H.B.3.d: Reasonable accommodation	Minimize constraints	Ongoing	Ordinance 558 adopted April 2011.
Program H.B.3.e: Convalescent homes	Permit as conditional use in SCRO-1 district	December 31, 2018	Convalescent homes are conditionally permitted in SCRO-1 district.
Program H.B.3.f: HIP Housing	Support Human Investment Program (HIP) shared housing program.	Ongoing	Information and rental listings posted regularly on City website www.brisbaneca.org .

Program H.B.3.g: Density bonus	Encourage special needs housing	Ongoing	Coordinating with H.B.5.a
Program H.B.3.h: Continuum of Care/HEART	Shelter and serve the homeless	Ongoing	City is member agency of HEART and information is linked on www.brisbaneca.org .
Program H.B.3.i: Emergency Shelters	Allow in SCRO-1 district	Ongoing	Ordinance 443 adopted in 2000 allows emergency shelters as permitted use in the SCRO-1 district.
Program H.B.3.j: Water and sewer service	Adopt policies to prioritize affordable units	December 2017	Initiate in 2016/17 fiscal year.
Program H.B.4.a: Condominium conversions	Maintain affordable rental units	Ongoing	Ordinance 566 adopted October 2013 requires Use Permit for condominium conversions.
Program H.B.4.b: Inclusionary Housing	Update Inclusionary Housing Ordinance	December 31, 2016	Nexus study for residential and commercial impact fees completed in 2016. City Council to consider results of study and potential adoption of impact fees in fall 2017.
Program H.B.5.a: Density bonus	Expand program per AB 2280	December 31, 2016	Planning Commission to consider draft zoning text amendments in summer 2017.
Program H.B.6.a: Hillside development	Reduce development costs	Ongoing	Incorporate into General Plan Update in 2017/18 fiscal year.
Program H.B.7.a: Affordable housing information	Encourage affordable housing	Ongoing	Housing Element available on www.brisbaneca.org
Program H.B.7.b: Private/non profit partnerships	Encourage affordable housing	Ongoing	Housing Element available on www.brisbaneca.org
Program H.B.7.c: Project Sentinel	Affordable senior housing	Ongoing	Information available on www.brisbaneca.org
Program H.B.8.a: Section 8 rent subsidies	Keep informed of opportunities	Ongoing	Ongoing coordination with County Housing Department and Housing Authority.
Program H.B.9.a: City/non profit partnerships	Encourage affordable housing	Annually	Housing Element linked to www.brisbaneca.org .
Program H.B.9.b: Land banking	Acquire sites for affordable housing	Ongoing	On hold pending establishment of ongoing funding source.
Program H.B.9.c: Public parks and facilities	Reserve potential surplus lands	December 2017	Incorporate into General Plan Update, 2017/18 fiscal year.
Program H.B.9.d: Rehab housing	Preserve/provide affordable units	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.e: Affordable housing subsidies	Investigate subsidies for mixed use or residential projects	Annually, as part of the budget process	None identified in 2016. Reevaluate in 2018 budget process.
Program H.B.9.f: HEART	Subsidize mortgage costs for first-time homebuyers	Ongoing	City is a current member of HEART.

Program H.B.9.g: County rehab programs	Preserve affordable housing	Annually	Ongoing coordination with County Housing Department as opportunities arise.
Program H.B.9.h: Self-help/sweat equity programs	Preserve and provide affordable units	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.i: Leveraging low/mod funds	Match state/federal programs	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.j: Special needs loans/grants	Retrofit existing units	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.k: Fee schedule	Subsidize affordable housing	Annually, as part of the budget process	No eligible projects identified in 2016. Reevaluate in 2018 budget process.
Program H.B.9.l: State and Federal programs	Encourage affordable housing	Ongoing	City tracking proposed/pending relevant legislation.
Program H.C.1.a: Voluntary code inspection program	Identify basic safety problems	Ongoing	Ongoing coordination with North County Fire Authority.
Program H.C.1.b: Low-interest rehab loan program	Publicize and encourage use.	Ongoing	Brochures available at Building and Planning Counter and information available on www.brisbaneca.org
Program H.C.1.c: Nonconforming provisions	Encourage maintenance of units	Ongoing	Ordinance 576 adopted May 19, 2016.
Program H.C.1.d: NCRO-2 district rehab	Encourage maintenance of units	Ongoing	Ongoing coordination with County Housing Department.
Program H.D.1.a: Infrastructure Master Plans	Update residential infrastructure	Ongoing	Ongoing coordination with Public Works Department
Program H.D.1.b: Dwelling Groups	Allow in R-2, R-3, SCRO-1, and new affordable housing overlays	December 31, 2018	Parkside Plan will address affordable housing overlay. Initiate amendments to SCRO-1 in 2017/18 fiscal year.
Program H.D.1.c: Affordable Housing Overlays	Guidelines for affordable housing overlay zoning	January 31, 2016	Required overlay zoning incorporated into Parkside Precise Plan. Community outreach extended into summer and fall 2016. Publication of draft plan scheduled for March 30, 2017.
Program H.D.2.a: Affordable Housing Overlays	Consider amendments to non-residential zoning districts adjacent to affordable housing overlays.	December 31, 2018	To be initiated following adoption of Parkside Precise Plan.
Program H.E.1.a: Mixed-use and live/work housing	Encourage smart growth	Ongoing	See H.B.1.a & b
Program H.E.1.b: Mixed-use development	Encourage smart growth	Ongoing	See H.B.1.a & b
Program H.E.1.c: General Plan revisions	Land Use Element consistency	December 31, 2018	Incorporate into General Plan Update, 2017/18 fiscal year.
Program H.E.1.d: Transit-oriented development	Encourage smart growth	General Plan	Incorporate into General Plan update, 2017/18 fiscal year.

		Update	
Program H.F.1.a: Green building ordinance	Update as appropriate	Ongoing	City Council introduced Ordinance 613 in December 2016. Ordinance will require solar/thermal and cool roofs on new development.
Program H.F.2.a: Energy conservation	Inform public via various means	Ongoing	Resources and Housing Element linked to www.brisbaneca.org
Program H.F.2.b: Energy conservation retrofitting	Inform public via various means	Ongoing	Information and Housing Element linked to www.brisbaneca.org .
Program H.F.2.c: Renewable energy	Inform public via various means	Ongoing	City joined Peninsula Clean Energy in 2016. Information available on www.brisbaneca.org
Program H.F.3.a: Water conservation	Inform the public via various means	Ongoing	Information available on www.brisbaneca.org and at the Building and Planning Counter.
Program H.F.3.b: Water conservation	Encourage water conservation in landscaping	Ongoing	Ordinance 607 adopted by the City Council on April 7, 2016 updating the City's water conservation in landscaping ordinance.
Program H.F.3.c: Water conservation in multi-family development	Encourage water conservation in landscaping and appliances in multi-family and mixed-use housing	In coordination with program H.F.1.a	Ordinance 607 adopted April 7, 2016 updating City's water conservation in landscaping ordinance.
Program H.F.4.a: Natural heating/cooling	Encourage energy conservation	Ongoing	Ordinance 566 adopted in October 2013.
Program H.G.1.a: Regional Planning	Cooperate in Plan Bay Area process	Ongoing	City actively participated in Plan Bay Area 2040 effort.
Program H.G.1.b: Congestion management	Cooperate in implementation of C/CAG Congestion Management Program	Ongoing	Ongoing as development projects are considered.
Program H.H.1.a: Development costs	Minimize costs of development	Ongoing	Nexus study for potential residential and commercial housing impact fees completed in 2016. City Council to consider study and potential adoption of impact fees in FY 2016/17.
Program H.H.1.b: Fiscal impact studies	Study impact of large residential projects on city services	Ongoing	Implemented as new residential projects with potential significant impacts are considered.
Program H.H.2.a: Sensitive/hazardous lands	Identify/mitigate impacts	Ongoing	Ordinance 562 adopted October 2011.
Program H.H.2.b: Clustered development	Promote clustered development in areas near sensitive habitat	Ongoing	Ordinance 562 adopted October 2011.
Program H.H.2.c: Flood hazard management	Comply with CGC Sec. 65302	General Plan Update	Incorporate into General Plan Update, 2017/18 fiscal year.
Program H.I.1.a: Regulatory constraints	Streamline permit processing	Ongoing	Ordinance 612 adopted December 8, 2016, streamlining application process for new condominium developments. Planning Commission recommended zoning text amendments to the City Council to streamline accessory dwelling

			unit development regulations.
Program H.I.1.b: Parking requirements	Revise parking standards	December 2015	Ordinance 576 adopted on May 19, 2016 reduced parking requirements for smaller homes and minor additions.
H.I.1.c: Second Unit Parking	Revise second unit parking requirements	December 2015	Ordinance 576 adopted by City Council May 19, 2016 to reduce accessory dwelling unit parking requirements. In December 2016, Planning Commission recommended zoning text amendments to the City Council to eliminate accessory dwelling unit parking requirements.
Program H.I.1.d: Design Permit	Reduce unnecessary constraints	Ongoing	Ongoing as development projects are submitted for review.
Program H.I.1.e: Nonconforming structures	Preserve housing units	Ongoing	See Program H.C.1.c
Program H.I.1.f: City staffing	Efficient permit processing procedures	Annually, as part of the budget process	No need for additional staffing identified in 2016 budget process. Reevaluate as part of 2018 budget process.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction BRISBANE

Reporting Period 01/01/2016 - 12/31/2016

General Comments:

2016 Building Permits Issued:

Single-Family Homes with accessory dwelling units:

316 Humboldt Rd.

879 Humboldt Rd.

212 Santa Clara St.

Single-Family Homes:

100 Santa Clara St.

Duplex:

None.

Multi-family:

None.