



MEMORANDUM

DATE: August 1, 2019

TO: Housing Advisory Committee

FROM: Patrick Kelley, Planning & Building Director
Danielle Staude, Senior Planner

SUBJECT: Housing Committee Meeting #3 (August 6, 2019 6-8PM – Creekside Room, Library)

At its June 18, 2019 meeting, the Housing Advisory Committee will review and discuss the Draft Work Plan (page 2), which was developed based on discussions from the past two Committee meetings. The Work Plan lists policies and action to be explored and implemented in the immediate future (over the next 2 years) to address housing needs and opportunities.

The Draft Work Plan items are numbered based on the four housing strategies adopted by the Advisory Committee, which include: protecting existing housing; enhancing existing housing; producing additional dwelling units; and targeting the local community including tenants and the City's workforce (referred to as "housing Mill Valley" at the last meeting).

Staff recommends that the Committee review the proposed Work Plan, and discuss priorities in terms of timing and implementation, which will then allow staff to finalize the Work Plan, adding information to the "timeline" and "priority" column. Upon completion, the Work Plan will be forwarded to Council for review approval.



Draft Housing Advisory Committee Work Plan

Category	Description	Timeline	Notes/Required Resources	FY19/20 Priority?
Protect (P) Units	P1: Demolition Regulations. Consider policies that discourage demolition of multi-family units, such as demolition by neglect ordinances, 1-to-1 unit replacement of units, and/or “grandfathering” renovation of non-conforming buildings or number of units on site.		Staff and City Attorney	
Enhance (E) and Preserve Units	E1: Soft Story Regulations. Identify multi-family soft story structures. Consider regulations requiring safety upgrades/retrofits to the soft story. As part of the discussion, consider options that will not adversely impact affordability of units by increasing rent or “luxuryifying” units.	Conduct after demolition ordinance	Inventory required to identify sites. Staff and City Attorney	
Produce Additional (A) Units	A1: Junior / Accessory Dwelling Units (ADUs). Update ADU regulations to include Junior ADUs, and modify regulations for those ADUs receiving additional square footage to build an ADU (“Floor Area Bonus”).	In progress	Staff and City Attorney	Yes
	A2: Leverage underutilized housing (e.g. single-occupancy homes such as seniors and empty nesters). Identify opportunities within an existing single family home to allow for home-sharing and/or J/ADU. Foster the conversation through outreach, online website resources, and consider technical assistance to help and facilitate an owner’s interest in converting space.	In association with SB2 Grant	In conjunction with local jurisdictions/SB2 Grant Funding to promote ADUs. Staff and consultants	
	A3: J/ADU technical assistance. Utilize trust funds to facilitate new ADUs that are rented to the City’s workforce.	Could be follow-on work associated with A2 above.	Technical assistance requires funding source and 3 rd party to assist	Yes
	A4: Incentives to Build New Multi-Family Units. Address constraints to producing new housing (Chapter 2 Housing Element) and consider ways to reduce constraints and/or facilitate the production of new housing, particularly “attainable” and below market-rate housing. Discussion items include: <ul style="list-style-type: none"> • Revisiting land use designations (e.g. modify commercial zones to “mixed use” zones to facilitate residential housing as sustainable or as a part of any new development project in commercial areas); • Evaluation of parking ratios to incentivize a particular type of housing (e.g. rental projects, units under a certain size or bedroom count); • Removing conditional use requirement for residential projects in commercial areas; • Inclusionary housing requirements; and/or • Development fees 	Review of Housing Constraints contained in Housing Element	Staff and City Attorney. Some items, such as exploring parking ratios, may require consultant resources.	

Draft Housing Advisory Committee Work Plan

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Continued: Produce Additional (A) Units	A5: Identify Public Land. Conduct inventory of land and discuss options (selling land to leverage funds vs. utilizing land as a housing site), including case studies from other jurisdictions. Financial and construction feasibility study may then be required to further investigate or leverage a site.	Review sites inventory	Develop inventory of public land (map, size of land, slope, zoning) Financial and construction feasibility requires consultant resources.	
Target (T) Community Needs (“House Mill Valley”)	T1: Affordable Housing Options. Compare local wages with local housing costs to identify the “housing affordability gap” and identify practical programs or policies to help reduce the affordability gap. Possible programs include: <ul style="list-style-type: none"> • Rental subsidies • Loan program for first/last month rent and/or catastrophic events • Identify and partner with local employers to sponsored housing-related programs/policies 	Review “affordability gap” information in the Housing Element (Chapter 3).	Consultant resources required to update affordability gap information and obtain more information on Multi-Family housing stock (size and condition of units; rent charged).	
	T2: Tenant Protections. Identify policies to protect existing tenants. <ul style="list-style-type: none"> • Anti-gouging of rents (AB 1482) • Mandatory Mediation (rental increases over 5%) • Source of Income (anti-discrimination) 	Wait to determine if AB 1482 is signed into law (mid-October) and then assess programs	Some programs require funding to cover costs of mediation and coordination with the County for mediation services.	