

**TOWN OF CORTE MADERA
PLANNING AND BUILDING DEPARTMENT**

MEMORANDUM

January 7, 2010

TO: Citizens' Advisory Committee for the Housing Element

FROM: Robert Pendoley, Consulting Planner

SUBJECT: January 13, 2010 Agenda

Staff has completed a draft of the updated Housing Element for your consideration. Since September, you have reviewed draft a housing needs analysis, the sites inventory, and an analysis of governmental and non-governmental constraints. All of this material remains the same in the attached draft Housing Element, except for non-substantive formatting and typo edits. The new material consists of Section 1, Introduction, and Section 5, Goals, Policies, and Programs. Staff recommends that Sections 1 and 5 should be the focus of your January 13 meeting. The remainder of this memo discusses the agenda for January 13.

4. New Business

4. A Discussion of draft Section 5, Goals, Policies, and Programs

Section 5 is the heart of the Housing Element. The policies and programs will guide the Town Council's and Planning Commission's decision-making processes on housing issues at least through the year 2014. Most of the policies and programs are carry-overs from the 2002 Housing Element. Important changes and new policies include the following:

- *Goal H-1 Promote Housing Opportunity.* The 2002 Element had essentially the same goal, but covered a limited number and range of policies. In the updated Housing Element, a number of policies previously assigned to other goals have been moved into the equal opportunity category, just because it seems to make sense.
- *H-1.4 Variety of Housing Choices.* This policy and the accompanying implementation program would amend the Zoning Ordinance to allow factory built and single room occupancy housing, as required by the Government Code.
- *H-1.5 Special Needs Housing.* This policy would result in a Zoning Ordinance amendment to allow transitional and supportive housing "by right," without a Use Permit. The ordinance would also be amended to allow permanent homeless shelters in churches or other places of worship by right. Please read the policy and the accompanying implementation program for the recommended homeless shelter standards.

- *H-1.5.b. Reasonable Accommodations.* This implementation program calls for a “reasonable accommodations “ procedure in the zoning ordinance to allow for exceptions to the zoning rules when needed to accommodate building modifications for disabled persons. An example would be a wheel chair ramp in a required front yard setback, which would not otherwise be allowed without going through the variance procedure.
- *H-1.10 Health and Human Services Program Linkages.* This policy would be scaled back from its original content in the 2002 Element. Committee members felt that the previous language was overly broad.
- *H-2.5 High Potential Housing Opportunity Areas.* This policy was in the 2002 Element, which designated Wornum Drive extension, Old Corte Madera Square, and the San Clemente Family Housing site as areas with high potential for housing. After a good deal of consideration, staff recommends deleting the Wornum site and changing the General Plan land use designation on the property to Open Space for the reasons previously discussed by the Committee. Also, we recommend that Old Corte Madera Square should be redesignated as a “resource site” in the update Housing Element. Moving the Square from “high potential” to “resource” would not change the Town’s housing policy for the area, but we would no longer be claiming a high likelihood of building any significant amount of new housing in the area between now and 2014. The WinCup property and Robin Drive would be listed as “high potential” sites. The implementation program for WinCup (H-2.5.b) repeats a program that is already in the Land Use Element of the 2009 General Plan. The implementation program for Robin Drive is a verbatim carry-over from the 2002 Element. The only difference is that in the updated Element we would be saying it is likely that a development application may be filed by 2014. Finally, the 1.25 acre property at 1421 Casa Buena would be added to the “high potential” list. Tentative and Final Maps were approved for this property, but the developer chose not to move forward with her project. Staff expects to see another application on this property when the economy improves.
- *H-2.6 Resource Sites for Housing.* The Village Shopping Center would be added to the list. The language of this policy acknowledges that resource sites are not particularly likely to develop before 2014.
- *H-2.8 Mixed-Use Housing.* This carry-over policy would be strengthened with an implementation program to develop a mixed-use zoning district. This program is already in the Land Use Element.
- *H-2.9 Community Plans.* This policy mirrors policies in the Land use Element. The implementation program for the Old Corte Madera Square community plan says it should be undertaken before any of the other plans.

4. B Discussion of draft Section 1, Introduction.

Some of the language in the Introduction is, frankly, boilerplate. However, subsections 1.2, 1.3, and 1.6 are meant to convey important messages. Are they understandable, and will they be informative for the average reader?

4. C Discussion of next steps.

The Committee should consider whether you are ready to forward this draft to the Planning Commission and Town Council. It would be appropriate to request revisions before you forward the draft Element if you feel it is not ready. Also, you may simply want more time to digest and debate the material. In any event, staff can provide the additional assistance you may need.

Conclusion

Please do not hesitate to get in touch with me before the meeting if you have any questions or suggestions.

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Attachments

Attachment 1. Agenda

Attachment 2. Draft Housing Element

Attachment 1

CAC Agenda, January 13, 2010



THE TOWN OF
CORTE MADERA
MARIN COUNTY CALIFORNIA

Citizens' Advisory Committee

for the
HOUSING ELEMENT

AGENDA

Wednesday, January 13, 2010

Council Chambers, 300 Tamalpais Drive, Corte Madera, California

7:00 P.M.

1. WELCOME

- A. Call to order
- B. Attendance

Staff will note attendance for the record

2. PUBLIC COMMENT

The public may address the Committee on any matter in the Committee's jurisdiction, except for items scheduled for discussion at tonight's meeting. Comments are limited to three minutes per speaker.

3. CONTINUED BUSINESS

None

4. NEW BUSINESS

- A. Discussion of draft Section 5, Goals, Policies, and Programs

Draft goals, Policies and Programs have been prepared for the Committee's consideration

- B. Discussion of draft Section 1, Introduction

A draft introduction has been prepared. The Committee will be asked to review and comment.

- C. Discussion of next steps.

Staff requests that the Committee discuss the next steps it would like to take to complete the process of preparing a draft Housing Element to be submitted to the Planning

Commission and Town Council. The Committee may choose to continue its review, or may be ready to forward the draft. Staff will be available to discuss other options as may be needed.

5. NEXT MEETING

The Committee will be asked to schedule an additional meeting if needed..

6. ROUTINE MATTERS

A. Reports from members and staff

7. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Department at (415) 927-5064. For auxiliary aids or services or other reasonable accommodations to be provided by the Town at or before the meeting, please notify the Planning Department at least 3 business days (the Thursday before the meeting) in advance of the meeting date. If the Town does not receive timely notification of your reasonable request, the Town may not be able to make the necessary arrangements by the time of the meeting.

Attachment 2

Draft Housing Element