



To: Melinda Coy, HCD
From: Amy Sinsheimer, PMC
CC: Jim Moore and Garrett Toy, Town of Fairfax
Date: April 24, 2015
Re: Fairfax Housing Element: Proposed Revisions

This memo provides proposed revisions to the draft Town of Fairfax Housing Element (submitted to HCD on March 24th, 2015) based on a discussion with HCD on April 23rd, 2015. The page numbers referenced below are the page numbers in the March 24th Draft. New and replacement text is shown in red text below. Deleted text is shown in strikethrough and red when needed.

Page H-4, Public Process

Public Process

Public involvement is an essential component of the traditional fabric of the Fairfax community going back several generations. The Town remains committed to involving all segments of the community in its planning practices.

Affordable Housing Committee/Planning Commission Meeting – Project Initiation

Public involvement is an essential component of the traditional fabric of the Fairfax community going back several generations. The Affordable Housing Committee was established by Town Resolution in 2008 “to advise the Town Council on matters relating to affordable housing in Fairfax.” The committee is made up of four community members and two members of the Town Council. Several of the community members bring expertise to the committee on nonprofit affordable housing development. The committee meetings are publicly noticed and open to the public. The Affordable Housing Committee’s accomplishments include leading the site capacity studies on the Christ Lutheran Church and 10 Olema Road opportunity sites. The committee was also integral in the process of pursuing the rezoning of the Highway Commercial (CH) zone to Central Commercial (CC) during the recent General Plan update.

The Town held a joint Affordable Housing Committee/Planning Commission meeting on November 25, 2014. Town staff reported on the events since the adoption of the 2007–2014 Housing Element and the proposed approach and requirements for the 2015–2023 Housing Element update. The purpose of the meeting was to let the Affordable Housing Committee and Planning Commission know that the update was being initiated. The meeting was open to the public but was not noticed as a Housing Element workshop. Comments from the Affordable Housing Committee and Planning Commission included questions about the requirement to address the remaining 2007–2014 regional housing needs allocation (RHNA) because of the status of the Zoning Map, the schedule for the Housing Element update, and other questions about specifics of state Housing Element law related to AB 1233. The joint meeting was broadcast live over the internet and through the local cable TV provider and archival video of the session is available on the Town’s website. Nine members of the public were in attendance at the meeting. One member of the public presented questions about implementation of the second unit programs from the 2007–2014 Housing Element and encouraged the inclusion of Junior second units in the update.

Outreach to Lower Income and Special Needs Households

When the Town noticed the public workshops and hearings on the Housing Element update the Town went to great lengths to reach out to the low-income services providers countywide. Table B-33 provides a list of those service providers contacted and their facilities and services/

Importantly, during the public hearings on the update many low-income persons came forward and made public statements about their individual challenges with finding truly affordable housing in Fairfax and/or in the county, the wide affordability gap for extremely low and very low income households in Fairfax, the desire for smaller units that could truly be more affordable for individuals as well as for families, and how most folks that work in Fairfax commute out.

Further, the town's Affordable Housing Committee members represent a valuable skill set and cross-section of the Town. As mentioned above, the Committee consists of two members of the Town Council and four at-large members from the community. Included from the Town Council is the Mayor, who also sits on the County's Community Development Block Grant (CDBG) committee – and who has been instrumental in securing the generous allocations toward the Christ Lutheran Church senior housing project. The community members on the Committee include a renowned consulting planner who helped build his own residence in Fairfax many years ago in a novel "sweat-equity" project and has been professionally involved in several affordable housing projects, a real estate broker who serves on a local realty committee to address affordable housing and who is co-chair of the Fairfax Chamber of Commerce, a licensed family therapist who often deals with the issue of displacement in her practice, and an attorney who advises many municipalities and/or entities on how to best serve the most needy. Specifically this attorney has 20 years of experience working on the issue of homelessness. As a national technical assistance provider funded by HUD, he helps communities across the country to strengthen their homeless assistance systems, Continuum of Care (CoC) programs, and Homeless Management Information Systems (HMIS). In California, he advises cities, counties, and nonprofit agencies on effective approaches for resolving homelessness. For example, he recently wrote Santa Cruz County's new strategic homelessness plan, called All In: Toward a Home for Every Santa Cruz County Resident. In addition, he has raised extensive funds from government and private sources for Homeward Bound of Marin's housing programs, while advising that agency on best practices for permanent supportive housing, rapid rehousing, and workforce development for homeless people.

Page H-65, Program H-2.1.1.1

Program H-2.1.1.1: Rezone two acres of the Christ Lutheran Church property (upon approval of subdivision of the site) at 2626 Sir Francis Drake Boulevard from UR 7 du/acre (UR-7) to PDD and thereby make it possible to accommodate a minimum of 40 units and a maximum of 41 units of senior housing. The maximum does not apply to any units granted under the State Density Bonus Law. Program H-4.1.1.5 proposes to revise the PDD district standards to require residential-only development at this Opportunity Site at a minimum of 20 units per acre and to put specific development standards in place. No discretionary review besides confirming compliance with objective design standards will be allowed on the site following rezoning. In addition, the standards will be revised to reduce the minimum acreage for this PDD parcel from 5 acres to 1 acre. If the rezoning and General Plan Amendment happens as a result of a submittal of a development application for the Christ Lutheran Church site the Town will cover the costs of the rezone and General Plan Amendment.

Responsibility: Planning and Building Services

Schedule: Complete rezone by January 31, 2016

Funding Source: General Fund

Page H-65, Program H-2.1.1.2

Program H-2.1.1.2: Rezone 10 Olema Road, the old "Mandarin Garden" restaurant site, from CL to PDD and thereby make it possible to accommodate a minimum of 22 units and a maximum of 23 units of workforce housing. The maximum does not apply to any units granted under the State Density Bonus Law. Program H-4.1.1.5 proposes to revise the PDD district standards to require residential-only development in the PDD zone on two specific Opportunity Sites (e.g., this Site and two acres of the Christ Lutheran Church Site at 2626 Sir Francis Drake Boulevard only) at a minimum of 20 units per acre **and to put specific development standards in place. No discretionary review besides confirming compliance with objective design standards will be allowed on the site following rezoning.** In addition, the standards will be revised to reduce the minimum acreage for a PDD parcel from 5 acres to 1 acre.

Responsibility: Planning Commission, Planning and Building Services

Schedule: Complete rezone by January 31, 2016

Funding Source: General Fund

Page H-76, Program H-4.1.1.6

Program H-4.1.1.6 *Land Monitoring Program to Meet the RHNA.* The Town will implement a land monitoring program to ensure that the Town has enough land to meet its RHNA, throughout the planning period. The Town has identified two sites (10 Olema Road and two acres of the Christ Lutheran Church) to meet its current and previous planning period lower-income RHNA numbers. The PDD zone district standards will be amended for two of these sites (10 Olema Road and a portion of the Christ Lutheran Church site) to require a minimum of 20 and a maximum of 21 dwelling units per acre. The maximum does not apply to any units granted under the State Density Bonus Law. The Town will continue to maintain a list of available sites during the planning period. This program will ensure that two Opportunity Sites (10 Olema Road and two acres of the Christ Lutheran Church) are rezoned to appropriate minimum densities, and will identify additional sites to be rezoned if any of the proposed sites cannot be rezoned.

All rezoned sites will permit owner-occupied and rental multi-family developments without a conditional use permit or any other discretionary review for allowing the housing units (though design review will still occur **and development standards will still be reviewed**). The two Opportunity Sites (10 Olema Road and two acres of the Christ Lutheran Church) will accommodate a minimum of 20 units and a maximum of 21 units per acre and at least 16 units per site, per state law requirements. The maximum does not apply to any units granted under the State

Density Bonus Law. In addition, the Town will ensure that at least 50 percent of its lower- income RHNA shortfall is accommodated on sites designated for exclusively residential uses.

Responsibility: Planning and Building Services

Schedule: Monitor 2015 and annually thereafter; maintain list of sites throughout the 2015–2023 planning period

Funding Source: General Fund