

COMMUNITY DEVELOPMENT AGENCY
HOUSING AND FEDERAL GRANTS DIVISION

March 27, 2018

APPROVED
MAR 27 2018

**MARIN COUNTY
BOARD OF SUPERVISORS**

Brian C. Crawford
DIRECTOR

Board of Supervisors
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SUBJECT: 2017 Housing Element Annual Progress Report

Dear Board Members:

RECOMMENDATIONS:

1. Accept the Housing Element Annual Progress Report.
2. Direct staff to submit the Annual Progress Report to the California State Department of Housing and Community Development (HCD) and the California Office of Planning and Research (OPR).

Building and Safety
Environmental Health Services
Planning
Environmental Review
Housing
Sustainability
Code Enforcement
GIS
Federal Grants

www.marincounty.org/cda

SUMMARY:

State housing law (Government Code § 65400(b)(2)) requires California cities and counties to submit an annual Housing Element report to HCD by April 1 of each year. The attached report (Attachment 1) complies with this requirement by providing data on the County's progress on achieving implementation of housing programs as defined in the 2015-2023 Housing Element. As this routine required report does not represent an opportunity for your Board to make any decisions regarding housing sites or policies in the Housing Element, it appears on your Board's Consent agenda.

As a measure of the unincorporated County's progress toward meeting the 2014-2022 Regional Housing Needs Allocation (RHNA), Table B of the annual report summarizes new residential building permits issued during the 2017 calendar year by income category. Table C of the report summarizes progress achieved in the implementation of statutory requirements and programs of the 2015-2023 Housing Element during the 2017 calendar year.

FISCAL IMPACT:

None.

Respectfully submitted,

Debbi La Rue
Planner

Leelee Thomas
Planning Manager

Attachments:

1. 2017 Annual Housing Element Progress Report

CA 2b

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

Jurisdiction Marin County (unincorporated)
Reporting Period 1/1/2017 - 12/31/2017

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	
Second Unit Permits, various properties (APNs 051-094-06, 022-131-24, 164-112-02, 179-174-06, 157-280-29, 033-072-14)	SU	R	1	3	1	1	6	6	-	-	Second Unit Survey: 2017 second units counter per planning permit database by planning permits issued. Total permits (6) represent a range of income levels per findings of the 2017 Second Unit Survey, which found affordability at 16% VL, 46% L, 24% M, and 14% AM.
Gates Cooperative Houseboat (APNs 980-020-45 and 980-030-04)	SF	O	0	2	0	0	2	2	CDBG	Yes	-
(9) Total of Moderate and Above Moderate from Table A3			▶	▶	0	25					
(10) Total by income Table A/A3			▶	▶	1	5	1	26	8	8	
(11) Total Extremely Low-Income Units*			1								

* Note: These fields are voluntary

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

Jurisdiction Marin County (unincorporated)
Reporting Period 1/1/2017 - 12/31/2017

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					
(2) Preservation of Units At-Risk					
(3) Acquisition of Units					
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

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/Houseboats	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	-	-	-	-	-	-	
No. of Units Permitted for Above Moderate	24	-	-	-	1	25	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
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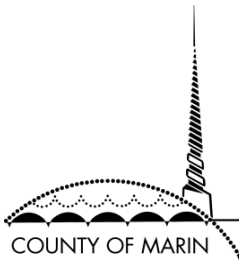
Table B

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.		2014	2015	2016	2017	2018	2019	2020	2021	2022	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	55	0	6	1	0					7	44
	Non-deed restricted		1	1	1	1					4	
Low	Deed Restricted	32	0	3	2	2					7	14
	Non-deed restricted		3	3	2	3					11	
Moderate	Deed Restricted	37	0	0	0	0					0	21
	Non-deed restricted		10	3	2	1					16	
Above Moderate		61	29	23	21	26					99	-38
Total RHNA by COG. Enter allocation number:		185										
Total Units ▶▶▶			43	39	29	33					144	41
Remaining Need for RHNA Period ▶▶▶▶▶												

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



COMMUNITY DEVELOPMENT AGENCY
HOUSING AND FEDERAL GRANTS DIVISION

**2017 Program Implementation Status
2015 – 2023 Housing Element**

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Program. 1.a - Establish minimum densities on Housing Element sites.

Objective. Preserve the development capacity for sites included on the Site Inventory list.

Schedule. 2015.

Status. (Complete.) Planners routinely consult a Housing Element layer in the County's GIS application for planning and land management; the Housing Element layer identifies the location of and expresses minimum densities for sites listed in the Site Inventory.

Program. 1.b - Evaluate Multi-family Land Use Designations.

Objective. Increase capacity for affordable and multi-family housing development; zone lands appropriately; implement Countywide Plan.

Schedule. 2016.

Status. (Postponed.) Program is postponed until approximately 2020 to combine implementation with research and findings from the County's Affirmatively Furthering Fair Housing (AFFH) analysis which has been deferred by HUD.

Program. 1.c - Evaluate the Housing Overlay Designation.

Objective. Improve opportunities for multifamily, workforce housing.

Schedule. 2016.

Status. (Partially implemented.) In early 2017, Housing and Federal Grants Division staff convened a working group of industry experts to evaluate ways to make the policy more effective. Staff presented their deliberations and recommendations to the Board of Supervisors on August 1, 2017. The Board requested that staff return to further workshop the working group findings however, 2017 State housing legislation may render such a workshop unnecessary. Staff are evaluating that legislation to determine if this program is accomplished by the incentives and streamlining procedures identified therein.

Program. 1.d - Study ministerial review for affordable housing.

Objective. Facilitate the development of affordable housing.

Schedule. 2020.

Status. (Not started.)

Program. 1.e - Consider adjustments to Second Unit development standards.

Objective. Expand and improve housing choice and stock, especially for smaller households and local workforce.

Schedule. 2016.

Status. (Complete.) The Board of Supervisors adopted amendments to the County Development Code in March 2017. The update formally aligns the County's policies with 2016 State Accessory Dwelling Unit (ADU) and Junior Accessory Dwelling Unit (JADU) legislation (SB 1069, AB 2299, and AB 2406) and reduces unnecessary barriers to the development of those units. Amendments include reduction of parking requirements and reduced fees. To increase housing choice, the Board increased maximum floor area for new ADUs from 750 SF to 1200 SF and eliminated owner-

occupancy requirements. In addition, the amendments exempted existing (as of January 1, 2017) ADUs from all requirements.

In December 2017, the Board of Supervisors adopted a resolution authorizing the CDA Director to waive up to \$1,500 of planning and building permit fees for JADUs proposed in 2018, so long as the owner volunteers to refrain from using that JADU as a short-term rental for the ensuing one-year period.

Program. 1.f - Review and consider updating parking standards.

Objective. Increase utilization of land for housing development; seek efficient parking standards based on housing type and location.

Schedule. 2016.

Status. (In progress.) In October 2016, the Marin Department of Public Works (DPW) contracted a consultant to research how the County could apply contemporary best management practices to address the parking needs of several development types: Infill, transit-oriented, mixed-use, commercial, special needs housing, group homes, skilled nursing facilities, multifamily housing, senior housing, and affordable housing. The parking standards update has been administered principally through the lens of this Housing Element program. Staff anticipates that amendments to the County's parking standards will be presented to the Board of Supervisors in 2018.

Program. 1.g - Codify affordable housing incentives identified in the Community Development Element.

Objective. Implement the CWP; support the development of affordable housing.

Schedule. 2016.

Status. (Partially implemented.) The Community Development Agency authorizes waiver of Building and Planning permit fees and reimbursement of Environmental Health Service fees for affordable housing developments. The County's Mixed-Use Policy allows developments containing housing affordable to low- and very-low-income households to exceed a site's maximum Floor Area Ratio to accommodate the additional affordable units. Also see response to programs 1.f, "review and consider updating parking standards," and 1.e, "consider adjustments to second unit development standards."

Program. 1.h - Promote resource conservation.

Objective. Promote energy efficiency, resulting in reduced costs over time which supports long-term housing affordability; provide education to households at a range of income levels on energy efficiency and resource conservation.

Schedule. On-going.

Status. (Complete, on-going.) The Community Development Agency (CDA) works with and promotes the Bay Area Regional Energy Network's Single-Family Energy Efficiency programs, which provide rebates for homeowners that make energy efficiency improvements to their homes.

Staff also promotes California Youth Energy Services, a program that employs college- and high school-aged local youth to perform 'Green House Calls,' which consist of energy and water use audits and installation of energy- and water-saving equipment. The program is made available at no costs to all residents, including renters.

CDA participates in the Green and Healthy Home Initiative-Marín (GHHI), a collaborative consortium of service providers in Marín that provide housing health and sustainability interventions for low-income residents.

Program. 1.i - Consider simplifying review of residential development project in Planned Districts.

Objective. Consider amending the Development Code to establish ministerial review in planned zoning districts. Consider allowing Master Plans to establish site criteria for ministerial review.

Schedule. 2016.

Status. (Complete.) In March 2017, the Board of Supervisors amended the County Development Code to permit Master Plans to set ministerial development standards. The Board of Supervisors also approved modifications to planned zoning districts; the County now evaluates them through a more streamlined process of site review, rather than full design review. In many cases, this change is anticipated to reduce time spent on review by 50% or more.

Program. 1.j - Consider adjusting height limits for multifamily residential buildings.

Objective. Consider amending the Development Code to increase the allowable height for multifamily residential development.

Schedule. 2018.

Status. (Not started.) Current Planning staff anticipates presentation of amendments to the Planning Commission in the second half of 2018, or the first half of 2019.

Program. 1.k - Clarify applicability of State Density Bonus.

Objective. Evaluate policies in the CWP and Development Code and amend as appropriate to ensure consistency with Gov. Code § 65915.

Schedule. 2015.

Status. (Not started). Implementation of this program requires CEQA review. To conserve resources, staff proposes to integrate evaluation of the State density bonus program with a forthcoming update of the Countywide Plan.

Program. 2.a - Encourage housing for special needs households.

Objective. Promote a mix of housing types appropriate to the housing needs of the community, including extremely low-income and special needs households.

Schedule. Annually and on-going.

Status. (Complete, on-going). Staff leverages the County's position as a funder of local, affordable housing development to advocate for the provision of extremely-low-income and special needs housing. Staff have coordinated with County Health and Human Services to develop a Request for Proposal for \$1,418,973 of Mental Health Services Act funds to encourage the generation of projects that create new housing opportunities for individuals with serious mental illness. Through the Spring 2017 CDBG and HOME allocation process, the County dedicated \$50,000 towards the rehabilitation of an emergency shelter for victims of domestic violence; \$75,350 towards capital improvements and rehabilitation of housing for individuals with developmental disabilities; \$527,406 towards the development of a new, affordable senior housing complex; and \$23,379 towards rehabilitation of an affordable, senior housing development that currently serves some individuals with special needs.

Program. 2.b - Enable group Residential Care Facilities.

Objective. Provide regulatory measures to facilitate housing provision and options for all segments of the community, including special needs populations.

Schedule. On-going.

Status. (Complete, on-going.) Before the March 2017 Development Code amendments, several zoning districts restricted the eligibility of group homes with seven or more residents; they were eligible for conditional use permits only where authorized by a Master Plan. The 2017 amendments modified this policy to make group homes with seven or more residents eligible for conditional use permits throughout several zoning districts: Agriculture Residential Planned (ARP), Residential Single Family Planned (RSP), Residential Multiple Planned (RMP), Residential Mobile Home Park (RX), Floating Home Marina (RF), Residential Commercial Multiple Planned (RCMP), and Planned Office (OP).

In those same districts, Residential Care Facilities were similarly constrained by a requirement that their development be permitted only where authorized by a Master Plan. The amendments removed the requirement of Master Plan authorization, reclassifying Residential Care Facilities as principally permitted uses. In addition, Residential Care Facilities were added as a permitted use in Planned Commercial (OP) districts.

The amendments also removed language that inhibited people with disabilities from availing themselves of services and housing opportunities provided by group homes.

Program. 2.c - Make provisions for multifamily housing amenities.

Objective. Make appropriate consideration for families with children and larger households.

Schedule. On-going.

Status. (Complete, on-going.) Consistent with guidance from HUD on the County's Affirmatively Further Fair Housing (AFFH) obligations, staff actively encourages development of affordable, multifamily housing opportunities for families with children and larger households in areas of opportunity. The County also supports the creation of housing opportunities for families with children and larger households through its non-discrimination and affirmative marketing policies (see response to program 2.h, "require non-discrimination clauses").

In 2017, the Federal Grants program allocated \$288,886 in CDBG and \$121,759 in HOME funding to support the acquisition and rehabilitation of a 27-unit, multifamily housing complex located near high-performing school and public transit.

Staff initiated the development of a \$1,000,000 Request for Proposals (RFP) to develop affordable, family housing in areas of opportunity; it anticipates release of the RFP in 2018.

Program. 2.d - Foster linkages to Health and Human Services programs.

Objective. Respond to special needs through comprehensive services.

Schedule. On-going.

Status. (Complete, on-going.) When appropriate, Housing and Federal Grants staff coordinate housing and service funding opportunities with Health and Human Services (HHS) staff. Also see response to program 2.e, "support efforts to house the homeless."

Program. 2.e - Support efforts to house the homeless.

Objective. Respond to homeless needs through comprehensive services.

Schedule. On-going.

Status. (Complete, on-going.) The Housing and Federal Grants Division participates as a voting member in bimonthly Homeless Policy Steering Committee (HPSC) meetings. Staff also participate in the Marin Chronic Homeless Action Task-Force (MCHAT) which seeks to strategically align broad stakeholder groups in the creation of more affordable housing units across Marin jurisdictions. Key agencies – Marin County Health and Human Services (HHS), Marin Housing Authority (MHA), and the Marin County Community Development Agency (CDA) – meet quarterly to ensure alignment of services and funding.

Program. 2.f - Engage in a countywide effort to address homeless needs.

Objective. Respond to homeless needs through comprehensive services.

Schedule. On-going.

Status. (Complete, on-going). The Community Development Agency removed a barrier to entry for homeless services; it leveraged its position as funder to preclude grant recipients from requiring proof of residency. Also see response to program 2.e, "support efforts to house the homeless."

Program. 2.g - Ensure reasonable accommodation.

Objective. Reduce barriers in housing for individuals with disabilities.

Schedule. On-going.

Status. (Partially implemented, on-going.) In March 2017, the Board of Supervisors realigned the Community Development Agency's (CDA) Reasonable Accommodation Ordinance with established best practices. The appeal procedures were modified to mirror those of the CDA Code Enforcement Program; CDA now contracts the State Office of Administrative Hearings (OAH) to hear and issue appeal determinations. Housing and Federal Grants Division staff actively refer tenants in need of assistance making reasonable accommodation requests in the private housing market to the Marin Center for Independent Living (MCIL) and Fair Housing Advocates of Northern California (FHANC). Also see response to program 1.f, "review and consider updating parking standards."

Program. 2.h - Require non-discrimination clauses.

Objective. Reduce discrimination.

Schedule. On-going.

Status. (Complete, on-going.) The County requires non-discrimination clauses in contracts to which it is a party. In addition, Housing and Federal Grants staff regularly works with grant and loan recipients to require affirmative marketing policies; all programs and projects funded by County Housing Trust Fund, CDBG, or HOME funds are required to develop and implement affirmative marketing plans.

Program. 2.i - Increase tenant protections.

Objective. Protect renters from significant rent increases and reduce displacement.

Schedule. 2016 and on-going.

Status. (Partially complete, on-going.) To address escalating rent increases and to promote community accountability, the Board of Supervisors adopted a Rental Housing Dispute Resolution program in December 2017. The program provides that for situations in which a tenant is given notice of a rent increase exceeding 5% in a twelve-month period, a landlord or tenant may be required to participate in a facilitated, face-to-face conversation about that rent increase. In December 2017, the Board of Supervisors further directed staff to return with a just cause ordinance in the second quarter of 2018. Also see response to program 2.l, "deter housing discrimination."

Program. 2.j - Promote the development of agricultural worker units in agricultural zones.

Objective. Provide affordable and accessible, local housing for agricultural workers.

Schedule. 2016.

Status. (Partially complete, on-going.) The National Park Service is engaged in the development of a management plan for the national parklands. A considerable number of the County's agricultural workers are employed by ranches and farms that rent those lands – any agricultural housing development that occurs on that site should conform with the forthcoming management plans.

County staff convened a working group to advise staff on the community vision for the prospective acquisition, preservation and rehabilitation of a Coast Guard site that contains 36 multi-bedroom housing units. The Coast Guard Housing Working Group is actively exploring the inclusion of a set-aside for agricultural workers and their families.

Program. 2.k - Promote and ensure equal housing opportunity.

Objective. Reduce discrimination.

Schedule. On-going and when the AI is updated.

Status. (In progress.) The County is currently conducting a comprehensive analysis of policies and barriers to Affirmatively Furthering Fair Housing (AFFH). In more than 1300 interviews with individual residents and employees, staff is developing a rigorous inventory and understanding of barriers to housing opportunity. An advisory group of volunteer citizens and a steering committee of stakeholders will synthesize these insights and present recommendations to the Board of Supervisors in May of 2018.

Program. 2.l - Deter housing discrimination.

Objective. Demonstrate responsiveness to discrimination complaints; promote the principles of fair housing.

Schedule. On-going.

Status. (Complete, on-going.) In November 2016, the Board of Supervisors adopted a Fair Housing source of income ordinance to prohibit discrimination against tenants and prospective tenants with third-party rental subsidies (such as Housing Choice or VASH vouchers). In March 2017, the Board elected to expand the applicability of that ordinance to include all residential rented housing units, including single-family homes and Accessory Dwelling Units. Following the adoption of the March amendments, Housing and Federal Grants staff dedicated resources to support incorporated jurisdictions in the research and development of their own source of income protections. In October 2017, staff participated in a study session with the Town of Fairfax's City Council; the Town is likely to consider adoption of a source of income ordinance in 2018.

Community Development Agency staff continue to refer discrimination complaints to Fair Housing Advocates of Northern California or other appropriate legal services, County or State agencies.

Program. 2.m - Implement the Inclusionary Housing Policy.

Objective. Maximize opportunities for affordable housing, particularly with long-term affordability controls and for households at the deepest levels of affordability.

Schedule. On-going.

Status. (Complete, on-going.) The County's longstanding inclusionary housing policy requires subdivisions that result in the creation of two or more lots to dedicate 20% of

their lots or units as affordable housing. Subdivisions with inclusionary obligations equivalent to less than half of a dwelling unit may pay an in-lieu housing fee commensurate to the value of that fractional unit. The County adjusts its in-lieu housing fee annually based on the higher of either the Consumer Price Index (CPI) for Shelter for the Construction Cost Index (CCI) published by the Engineering-News Record. See also response to program 2.n, “apply long-term housing affordability controls.”

Program. 2.n - Apply long-term housing affordability controls.

Objective. Pursue controls which will preserve the affordable housing stock in perpetuity.

Schedule. On-going.

Status. (Complete, on-going.) An affordable housing development's receipt of County Housing Trust Fund monies is typically contingent upon acceptance of a regulatory agreement that imposes affordability restrictions in perpetuity. Exceptions to this requirement are made only for projects with unavoidable constraints that preclude the developer's ability to accept those terms. Examples of such constraints include developments with a determinate term length for land or building leases or conflicts with terms of other sources of public financing.

Program. 2.o - Encourage land acquisition and land banking.

Objective. Use land efficiently and allocate land for affordable and special needs development.

Schedule. On-going as needed.

Status. (Complete, on-going.) Housing and Federal Grants Division staff participate in a committee of funders that evaluates potential acquisitions of existing housing and other opportunities for maximizing affordable housing stock throughout the County. Staff also participate in the Marin Chronic Homeless Action Task-Force (MCHAT), which seeks to strategically align broad stakeholder groups to develop more affordable housing opportunities for individuals and families experiencing or formerly experiencing chronic homelessness.

Program. 2.p - Expedite permit processing of affordable and special needs housing projects.

Objective. Reduce constraints for affordable and special needs developments.

Schedule. 2015.

Status. (Partially implemented.) The Housing and Federal Grants Division is reviewing 2017 State housing legislation to determine how it might augment existing internal streamlining policies.

Program. 2.q - Study best practices for Housing Choice Voucher acceptance.

Objective. Preserve affordable housing opportunities.

Schedule. 2015.

Status. (Complete.) In July 2015, the Board of Supervisors allocated Marin Housing Authority \$404,000 to fund a two-year pilot “Landlord Partnership Program” that incentivizes landlord participation in the Housing Choice Voucher program and provides security deposit assistance for tenants. In November 2016, the Board of Supervisors adopted a fair housing source of income ordinance to prohibit discrimination against tenants and prospective tenants with third-party rental subsidies, such as Housing Choice Vouchers. In March 2017, the Board increased the purview of the ordinance to apply to all residential rentals, including single-family homes. The Marin Housing Authority reports a 9% increase in the success rate for its Housing Choice Voucher program for the 2017 calendar year; it rose to 55%.

Program. 2.r - Encourage first time homebuyer programs.

Objective. Continue to provide housing opportunities to households with low incomes; seek opportunities for expansion and coordination with other assistance programs.

Schedule. On-going.

Status. (Complete, on-going.) The County funds the Marin Housing Authority (MHA) Below Market Rate homeownership and down payment assistance programs for first-time homebuyers. MHA, Fair Housing Advocates of Northern California (FHANC), and Habitat for Humanity Greater San Francisco continue to coordinate and host first-time homebuyer readiness workshops and services.

In December of 2017, Housing Trust Funds contributed \$110,000 to the acquisition and conversion of a market-rate single-family home into a Below-Market Rate homeownership opportunity for a first-time homebuyer.

Program. 2.s - Link code enforcement with public information systems.

Objective. Secure affordable, safe housing; improve the safety and quality of existing housing stock.

Schedule. On-going.

Status. (Partially complete, on-going.) The Housing Inspection Program conducts biennial inspections of multifamily rental housing properties to ensure compliance with applicable housing, building, and fire standards.

Program. 2.t - Assist in maximizing use of rehabilitation programs.

Objective. Preserve the existing housing stock through rehabilitation; increase awareness of programs in the community.

Schedule. On-going.

Status. (Complete, on-going.) The Marin Housing Authority (MHA) Rehabilitation Loan program provided approximately 20 loans to low-, very-low-, and extremely-low-income homeowners in 2017. MHA staff routinely refer recipients of rehab loans to the Green and Healthy Homes Initiative-Marín (GHHI), a collaborative consortium of service providers in Marin that provide housing health and sustainability interventions – including subsidies and rebate programs - for low-income residents.

Program. 2.u - Monitor rental housing stock.

Objective. Preserve the existing stock of rental housing as well as rental housing as a housing choice.

Schedule. On-going.

Status. (Complete, on-going.) Housing and Federal Grants Division staff participate in an affordable-housing funders group (see response to program 2.o, “encourage land acquisition and land banking”) and the Marin Chronic Homeless Action Task-Force, two groups actively working to identify and evaluate opportunities for acquisition and preservation of naturally-occurring, affordable units.

In 2017, the Federal Grants program allocated \$410,645 of CDBG and HOME funds to the acquisition, preservation and rehabilitation of a 27-unit, multi-family apartment complex with expired affordability regulations. The County’s contributions secured the affordability of all 27 units at rents affordable to low- and very-low-income families; no families were caused to be displaced.

The County Development Code prohibits conversion of multi-family rental units into condominium conversion unless the vacancy rate exceeds 5% and the change does

not reduce the ratio of multi-family rental units to less than 25% of the total number of dwelling units in the County.

Program. 2.v - Study housing needs and constraints specific to West Marin.

Objective. Consider ways to maximize housing opportunities in West Marin, increase affordable housing options for low- and moderate-income households.

Schedule. 2018.

Status. (In progress.) In December 2017, the Board of Supervisors approved a grant of \$110,000 from the County Housing Trust Fund for the West Marin Community Land Trust (CLAM) to acquire a market-rate, three-bedroom house in West Marin and convert it into an affordable homeownership opportunity for a low-income family of at least four persons.

The County continued its financial, administrative and technical support of CLAM's Real Community Rentals pilot program, which leverages community relationships to encourage the creation of new, affordable rental housing opportunities in underutilized residential properties. CLAM provides education, some project management, and a screening and referral service to prospective landlords who agree to rent their units at rates affordable to low- and moderate-income households.

The Federal Grants program contributed \$8,000 towards a capital improvement campaign to support energy efficiency improvements in a quadplex in Point Reyes Station. It also granted \$23,379 towards replacement of roofs for two affordable, shared-living single-family homes.

In September 2017, Housing and Federal Grants Division staff organized the first meeting of a community working group established to advise staff on a range of community perspectives, interests, and concerns as the County seeks to acquire a recently decommissioned Coast Guard base in Point Reyes Station; the property will be converted into affordable housing.

Program. 3.a - Consider methods for improving County's outreach with respect to affordable housing.

Objective. Conduct outreach and education to encourage and facilitate affordable housing.

Schedule. 2017.

Status. (Complete and on-going.) The Housing and Federal Grants Division publishes staff reports in Spanish and Vietnamese and ensures that Spanish interpretation services are made available at Board of Supervisors hearings. To make those hearings more accessible to working households, the Board of Supervisors often holds hearings related to affordable housing in the evening.

Program. 3.b - Advance organizational effectiveness.

Objective. Promote shared resources and coordination towards the achievement of common goals.

Schedule. On-going.

Status. (Complete, on-going.) Staff continues to coordinate with other agencies, divisions, and departments as is appropriate to support the accomplishment of intersectional programs and goals. Most notably in 2017, Housing and Federal Grants Division staff collaborated with CDA's Current Planning, Building and Safety, and Environmental Health Services divisions, the Marin Department of Public Works, the District Attorney's Consumer Mediation Program, Health and Human Services, the

Marin County Fire Department, and the Marin Housing Authority. Staff also provided technical support to the Town of Fairfax, the City of Mill Valley, the City of Novato, the City of San Rafael, and the City of Sausalito.

Program. 3.c - Provide and promote opportunities for community participation in housing issues.

Objective. Foster community support for affordable housing; engage the community in housing issues.

Schedule. On-going.

Status. (Complete, on-going.) Staff regularly give presentations to community groups and conferences on affordable and fair housing issues. The list of community groups that received such presentations in 2017 includes the Citizens Advisory Committee (CAC) on Economic Development and Affordable Housing, the Commission on Aging, Dominican University, Fairfax Town Council, First Five Marin, Marin Coalition, Mill Valley Housing Summit, Mill Valley Rotary Club, Municipal Management Association of Northern California (MMANC), San Geronimo Valley Affordable Housing Association, the San Rafael Leader Institute, and local middle and high schools. In addition, as part of an effort to convert the Coast Guard Housing Facility in Point Reyes Station, the County appointed a working group of community members to advise staff on the creation of a community engagement plan and development of a Request for Proposals. Also see response to program 2.k, “promote and ensure housing opportunity.”

Program. 3.d - Coordinate with regional transportation and housing activities.

Objective. Maximize housing opportunity sites; decrease transportation congestion; participate in regional planning exercises.

Schedule. On-going.

Status. (Complete, on-going.) The Community Development Agency (CDA) works closely with the Metropolitan Transportation Commission, the Transportation Authority of Marin (TAM), and the Association of Bay Area Governments (ABAG) to produce informative, local data. Representatives of CDA, TAM, and ABAG attend regular area planning director’s meetings.

Program. 3.e - Coordinate with other agencies.

Objective. Streamline the development process and reduce constraints to the development of affordable and special needs housing.

Schedule. On-going as projects are proposed.

Status. (Complete, on-going.) Housing and Federal Grants Division staff coordinate with other agencies to facilitate the efficient processing of affordable and special needs housing applications in both the unincorporated county and the incorporated cities and towns. When project approvals require cooperation between departments, CDA staff facilitate expedition of permits and waiver of fees whenever possible and appropriate. To reduce funding barriers to affordable and special needs housing projects in incorporated cities and towns, the Board of Supervisors maintains a policy that it may support those projects through allocations of County Housing Trust Fund monies.

Program. 3.f - Promote countywide collaboration on housing.

Objective. Collaborate with Marin cities and towns to address regional planning and housing issues.

Schedule. On-going.

Status. (Complete, on-going) Staff work with all towns and cities through the CDBG Priority Setting Committee (PSC) to fund affordable housing and ensure that

jurisdictions affirmatively further fair housing (AFFH). In 2018, staff will convene a Countywide group of planners to collaborate around housing issues, especially related to the 2017 housing legislation.

Program. 3.g - Preserve existing housing stock.

Objective. Offer a range of housing choices and affordability through existing housing stock.

Schedule. 2015 and on-going.

Status. (Partially complete, on-going). See response to program 2.u, "monitor rental housing stock."

Program. 3.h - Monitor inclusionary housing programs.

Objective. Evaluate the program for ways to increase its effectiveness; collect funding to leverage for affordable housing.

Schedule. On-going.

Status. (Complete, on-going.) Housing and Federal Grants staff monitor Planning and Building applications on a weekly basis to ensure the appropriate application of the inclusionary housing program. The County adjusts its Affordable Housing Impact, In-Lieu Housing, and Rental Housing Impact fees annually based on the higher of either the Consumer Price Index (CPI) for Shelter for the Construction Cost Index (CCI) published by the Engineering-News Record. The County's Jobs/Housing Linkage Fees for Residential Care Facilities and Skilled Nursing Facilities are likewise updated. For the fiscal year ending June 30, 2017, the Housing Trust fund collected \$244,955 in impact fees.

Program. 3.i - Undertake Housing Element monitoring, evaluation, and revisions.

Objective. Evaluate progress, review accomplishments and modify as needed.

Schedule. On-going.

Status. (Complete, on-going.) The County submitted its 2016 Annual Progress Report to the California Department of Housing and Community Development (HCD) and the Office and Planning and Research (OPR) in advance of the 2017 filing deadline. For this 2017 Annual Progress Report, staff has improved its reporting practices to provide the public with greater detail in the County's implementation of programs presented in Table C.

Program. 3.j – Provide and participate in local affordable housing training and education.

Objective. Serve as a resource to the community; seek to expand staff knowledge related to affordable housing.

Schedule. On-going.

Status. (Complete, on-going.) Housing and Federal Grants Division staff participated in community workshops and training sessions related to reasonable accommodation, the federal budget and funding opportunities for affordable housing, 2017 State housing legislation, Fair Housing, housing solutions for individuals and families experiencing homelessness, short-term rentals, the application of green energy resources to affordable housing, environmental equity, land trusts, and sea level rise adaptation guidelines. Also see response to program 3.c, "provide and promote opportunities for community participation in housing issues."

Program. 3.k - Provide leadership to the Marin Workforce Housing Trust.

Objective. Prioritize funding for extremely-low-income and special needs populations.

Schedule. On-going.

Status. (Complete, on-going.) As an outcome of the dissolution of the Marin Workforce Housing Trust Fund, the remaining balance will be transferred to the County Housing Trust Fund. Housing and Federal Grants Division staff will continue to advocate for prioritization of housing opportunities for extremely-low-income and special-needs households.

Program. 3.l - Assist with local funding for affordable housing.

Objective. Pursue and leverage funding for affordable housing.

Schedule. Annually and on-going.

Status. (Complete, on-going.) See responses to programs 2.a, “encourage housing for special needs households;” 2.c, “make provisions for multi-family housing amenities;” 2.q, “study best practices for Housing Choice Voucher acceptance;” 2.r, “encourage first-time homebuyer programs;” 3.m, “raise funds from a variety of sources;” and 3.o, “utilize Federal Grants Division funding.”

Program. 3.m - Raise funds from a variety of sources.

Objective. Pursue and collect funding for affordable housing.

Schedule. Annually and on-going.

Status. (Complete, on-going). In 2017, the County Housing Trust Fund collected \$244,955 in Affordable Housing Impact, In-Lieu Housing, Rental Housing Impact and Jobs/Housing Linkage fees. The Federal Grants program allocated \$1,367,246 in CDBG and HOME funds to the acquisition, preservation and rehabilitation of affordable housing. The County continued its financial support of the pilot Landlord Partnership Program to stabilize the utilization rates of Marin Housing Authority’s (MHA) Housing Choice Voucher program.

The County allocated \$986,874 in General Fund dollars to assist rapid rehousing and permanent supportive housing programs for individuals and families experiencing homelessness. The Department of Health and Human Services also secured \$4,292,518 in Continuum of Care funding, an \$181,586 Emergency Solutions Grant for rapid rehousing, and an \$100,000 in funding for technical assistance through the No Place Like Home program. Health and Human Services also support nonprofit partner and homeless service provider Homeward Bound in the successful application for \$1,567,065 in Partnership Health Care grant funding to support the creation of at least 15 units of permanent supportive housing.

Program. 3.n - Coordinate among project funders.

Objective. Serve as a coordinator among local funders.

Schedule. On-going.

Status. (Complete, on-going). Housing and Federal Grants Division staff actively participate in a committee of funders that evaluates potential acquisitions of existing housing and other opportunities for maximizing affordable housing stock throughout the County. Regular participants also include the City of San Rafael, Marin Community Foundation (MCF), Marin Housing Authority (MHA), and Tamalpais Foundation.

Program. 3.o - Utilize Federal Grants Division funding.

Objective. Pursue and leverage funding for affordable housing.

Schedule. Annually and on-going.

Status. (Complete, on-going.) In 2017, \$1,157,863 of CDBG and HOME funding allocated to two affordable housing projects was used to leverage \$14,020,151 of Low-Income Housing Tax Credits and 53 Project-Based Housing Choice Vouchers.