

COMMUNITY DEVELOPMENT AGENCY  
**HOUSING AND FEDERAL GRANTS DIVISION**

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March 31, 2020

Board of Supervisors  
County of Marin  
3501 Civic Center Drive, Room 329  
San Rafael, CA 94903

**SUBJECT:** 2019 Housing Element Annual Progress Report

Dear Board Members:

**RECOMMENDATIONS:**

1. Accept the Housing Element Annual Progress Report substantially in the form attached, subject to County Counsel approval.
2. Authorize 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).

**SUMMARY:** State housing law<sup>1</sup> requires California cities and counties to submit a prescribed Housing Element Annual Progress Report to by April 1 of each year. The 2019 Annual Progress Report contains a numeric and narrative review of the County's achievements in implementation of Housing Element programs during calendar year 2019.<sup>2</sup> This report is a standard procedural requirement and is being submitted to your Board as an informational update; preparation or review of the Annual Progress Report does not constitute an opportunity to amend the Housing Element.

**DISCUSSION:** The 2019 Annual Progress Report marks the second year of increased reporting requirements. These requirements include:

- Provision of the number of units applied for and disapproved each year, and sites rezoned to accommodate Marin County's Regional Housing Needs Allocation (RHNA); and
- Analysis of how locally adopted ordinances impact the cost and supply of housing development, the impact of processing timelines, and local efforts to remove nongovernmental constraints that result in a shortfall of a jurisdiction's achievement of its RHNA requirements at all income levels.

These requirements are exemplified in tables A2, C, E and F of the Annual Progress Report.

As per these new requirements, Table B of the Annual Progress Report summarizes new residential building permits issued during the 2019 calendar year by income category as a measure of the unincorporated County's progress toward meeting the 2014-2022 RHNA cycle. Table D of the report summarizes progress achieved in the implementation of statutory requirements and programs of the 2015-2023 Housing Element during that same period.

<sup>1</sup> California Government Code §65400(b)(2)

<sup>2</sup> A comprehensive list of Housing Element programs is provided in Table D of the 2019 APR.

**CONCLUSION:** The County is statutorily obligated to annually account for implementation of its Housing Element and achievement of its RHNA. Completion and timely submission of the Annual Progress Report fulfills this obligation. Staff recommend that your Board accept the 2019 Annual Progress Report and direct staff to submit it to HCD and OPR, with authorization to provide such corrections or additional information as HCD may require.

**FISCAL IMPACT:** None.

**REVIEWED BY:**

- |  |   |
|--|---|
| <input type="checkbox"/> Auditor Controller        | <input checked="" type="checkbox"/> N/A |
| <input checked="" type="checkbox"/> County Counsel | <input type="checkbox"/> N/A            |
| <input type="checkbox"/> Human Resources           | <input checked="" type="checkbox"/> N/A |

Respectfully submitted,

Jillian Nameth Zeiger  
Planner

Leelee Thomas  
Planning Manager

**Attachments:**

Attachments:

1. Housing Element Progress Report, Table B
2. Housing Element Progress Report, Table D

To conserve resources the following materials are provided to your Board electronically only:

3. [Full 2019 Annual Housing Element Progress Report](#)

The Board letter and all attachments are available online at:

[www.marincounty.org/housingelement](http://www.marincounty.org/housingelement)

At this time, a full reference copy is not available for public review due to the State of California shelter-in-place order. Please email [jzeiger@marincounty.org](mailto:jzeiger@marincounty.org) or call (415) 473-7549.

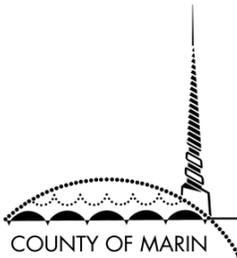
<b>Jurisdiction</b>	Marin County - Unincorporated	
<b>Reporting Year</b>	2019	(Jan. 1 - Dec. 31)

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

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.  
 Please contact HCD if your data is different than the material supplied here

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2								3	4	
Income Level		RHNA Allocation by Income Level	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	55	6	1		1	1					25	30
	Non-Deed Restricted		1	1	1	7	6						
Low	Deed Restricted	32	3	2	2							24	8
	Non-Deed Restricted		3	3	3		8						
Moderate	Deed Restricted	37										18	19
	Non-Deed Restricted		3	2	1	3	9						
Above Moderate		61	23	21	26	36	39					145	
<b>Total RHNA</b>		<b>185</b>											
<b>Total Units</b>			<b>39</b>	<b>30</b>	<b>33</b>	<b>47</b>	<b>63</b>					<b>212</b>	<b>57</b>

Note: units serving extremely low-income households are included in the very low-income permitted units totals  
 Cells in grey contain auto-calculation formulas



COMMUNITY DEVELOPMENT AGENCY  
HOUSING AND FEDERAL GRANTS DIVISION

**Table D: 2019 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 developed and routinely consult a Housing Element layer in the County's Geographic Information Systems (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.** (In progress.) This program was previously postponed pending completion of the County's Assessment of Fair Housing with the intent to incorporate the research and findings of that assessment into the evaluation of multi-family land use designations. Given the U.S. Department of Housing and Urban Development decision to delay implementation of the Affirmatively Furthering Fair Housing rule for an indeterminate period, staff have elected to proceed with this program ahead of the Assessment of Fair Housing.

Staff anticipate presentation of the Multi-Family Land Use Designation and Zoning Analysis Report and Multi-Family Zoning GIS Map to the Board of Supervisors in the summer of 2020.

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

**Objective.** Improve opportunities for multifamily, workforce housing.

**Schedule.** 2016.

**Status.** (Partially implemented.) Achievement of this program is contingent upon an update to the General Plan. Staff anticipate the initiation of that update in fall 2020.

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

**Objective.** Facilitate the development of affordable housing.

**Schedule.** 2020.

**Status.** (In progress.) In conjunction with its analysis and preparation of streamlined review procedures pursuant to SB 35, staff initiated an exploration of potential procedures to expedite review for affordable housing projects. Staff started working with consultants on Objective Design and Development Standards in collaboration with cities and towns to streamline the development of housing, including affordable housing in the fall of 2019. This study is in partnership with nine other jurisdictions in Marin County and will be completed in late 2020.

**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.) In December 2018, the Board of Supervisors extended and expanded upon its 2018 pilot program meant to encourage the creation of Junior Accessory Dwelling Units (JADUs) through the waiver of up to \$1,500 in associated building permit fees. For the 2019 renewal, the Board continued the \$1,500 JADU fee waiver, and expanded the scope of the program to include Accessory Dwelling Units (ADUs), which are now eligible for up to \$3,500 in building permit fee waivers. The Board also waived Roadway Impact Fees for JADUs. To be eligible for fee waivers, property owners must commit to refrain from using the subject unit as a short-term rental for two-years following issuance of the certification of occupancy. The two-year moratorium is meant to encourage owners of new ADUs and JADUs to rent their units to long-term tenants. The Board will continue expansion of this program in 2020, with a new focus on encouraging affordability.

**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.** (Complete.) In December 2018, the Board of Supervisors adopted amendments to County parking standards to reduce parking space requirements for projects developed under the Housing Overlay Designation policy, in transit-rich areas, and for affordable housing developed near transit. The amendments also authorized tandem parking for certain residential uses.

**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.** (Complete.) The County 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.e, "consider adjustments to second unit development standards" and 1.f, "review and consider updating parking 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, Ongoing) The County works with and promotes the Bay Area Regional Energy Network's (BayREN) Single-Family and Multi-Family Energy Efficiency programs, which provide rebates for property owners who make energy efficiency improvements to their homes and buildings. The Single-Family program includes a no-cost support line (Home Energy Advisors) where residents can get third-party technical support for making energy efficiency home improvements and information on applicable rebate and financing programs. The Multi-Family program offers cash rebates and no-cost technical consulting for multi-family properties that undertake energy and water upgrades to common areas and within units.

The County continues to operate its Green Building Program, which includes mandatory energy efficiency and green building measures for both new construction and remodel projects, as well as technical assistance for applicants. In late 2019, the Board of Supervisors adopted updated standards to continue and improve energy efficiency and resource conservation in the new code cycle starting January 1, 2020..

**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.) See 2017 Annual Progress Report.

**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.** (Complete). County staff initiated a process to address this program as part of a broader set Development Code amendments. The development code amendments allowed increased heights in both planned and conventional districts for multi-family housing.

**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 General Plan update, scheduled for initiation in late 2020.

**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.

Through the 2019 Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) allocation process and the Housing Trust Fund, the County dedicated \$500,000 towards rehabilitation activities supporting a 54 unit family housing development, including special needs individuals; \$32,175 to support rehabilitation of an affordable senior housing development that currently serves some individuals with special needs; \$283,684 towards the development of a new affordable housing complex for older adults, including special needs individuals; \$532,243 towards the development of a mixed use development that will provide 24 units of housing for youth aging out of foster care, homeless mothers and families, communities facing trauma and substance use.

**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.) Small group homes, defined as those with six or fewer residents, are permitted by right in all residential zoning districts. Large group homes, defined as those with at least seven residents, may apply for a conditional use permit in any residential zoning district.

**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 Furthering 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").

The County prioritizes rental housing for families when making funding recommendations for HOME and CDBG funds. In 2019, the County funded the development, rehab or acquisition of 143 units of family housing using Housing Trust, CDBG and HOME funds.

**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. HHS and the Housing and Federal Grants staff collaborated on a series of community meetings this summer focused on the CDBG/HOME Consolidated Plan, Mental Health and Substance Abuse and the Mental Health Services Act at five locations across the County.

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 Opening Doors, an organization which seeks to strategically align broad stakeholder groups in the creation of more affordable housing units across Marin jurisdictions, with a focus on solving chronic homelessness. Key partners – including Marin County Health and Human Services (HHS), Marin Housing Authority (MHA), the Marin County CDA, Marin cities and towns, service providers, and philanthropic donors – meet quarterly to ensure alignment of services and funding. In 2019, the County allocated \$283,684 in HOME funds to support the development of 22 affordable housing units with wraparound services earmarked for older adults who have recently experienced homelessness.

**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). 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 complete, on-going.) 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). Both organizations were supported in their work by CDBG funding. MCIL received a \$30,000 allocation to its home modification program to fund alterations in homes occupied by low-income individuals with disabilities; MCIL funded 2 such modification requests in 2019. FHANC received a \$63,917 allocation to support its fair housing monitoring and assistance. It intervened on behalf of 13 households requesting reasonable accommodations and succeeded in securing reasonable accommodation concessions in 9 of those cases.

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. Housing and Federal Grants staff developed an affirmative marketing tool and implemented a requirement for applicants requesting Federal Grants and Housing Trust Fund monies to submit affirmative marketing plans as part of their funding applications. The Federal Grants program does not execute contracts until an awardee’s affirmative marketing plan has received approval. Awardees must implement their approved affirmative marketing plan to be eligible for reimbursement.

**Program. 2.i - Increase tenant protections.**

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

**Schedule.** 2016 and on-going.

**Status.** (Complete, on-going.) To further the implementation of County adopted Ordinance 3705, codified as Marin County Code Chapter 5.100, a new landlord registry tool was developed to simplify the process for landlords subject to the ordinance to maintain registration of their properties, as required by the Ordinance. Staff worked with neighboring jurisdictions to adopt Just Cause for Eviction, Mandatory Mediation, and Source of Income policies. These efforts have resulted in two (2) neighboring jurisdictions having all three ordinances enacted. In addition, following Governor Newsom’s October 8, 2019 approval AB 1482 Tenant Protection Act of 2019 and SB 329 Housing Opportunities Act of 2019, staff have worked with County Counsel and outside Counsel to better understand the policies in order to develop frequently asked questions for renters and landlords. Staff has been working on developing a Landlord and Tenant Resources webpage that provides a comprehensive look at resources related to the County’s tenant protection policies, the State’s tenant protection policies, policies in other Marin jurisdictions, and other County departments resources, such as the Marin County Consumer Protection Unit of the District Attorney’s Office.

**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.) A significant number of the County’s agricultural workers are employed by ranches and farms on land owned by The National Park Service (NPS). The NPS recently developed a management plan for the national parklands. Any agricultural housing development that occurs on those lands would need to conform with the NPS management plans. In 2018, the County submitted comments and feedback on the draft management plans, with the intention of encouraging and facilitating the creation and maintenance of farmworker housing on NPS lands. CDA staff also met with NPS staff to discuss collaboration opportunities.

The County acquired the U.S. Coast Guard Facility in the fall of 2019. The 32-acre site contains 36 multi-bedroom housing units and other community facilities. In November 2019, the County released a Request for Proposals and Statement of Qualifications to convert the existing housing to affordable housing and implement a community vision and reuse plan, as part of this, the developer will create a set-aside to house agricultural workers and their families.

CDA staff collaborated with Marin County University of California Cooperative Extension to develop streamlined permitting procedures for agricultural worker housing.

CDA staff convenes the Agricultural Worker Housing Collaborative, including the Marin Community Foundation, the Community Land Trust of West Marin, Marin Agricultural Land Trust, UC Cooperative Extension, West Marin Community Services, local ranchers and ranch workers to address the needs of agricultural worker housing. The Collaborative is currently working on a comprehensive study to understand the scope and needs for agricultural worker housing.

**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) with the goal of finishing the Analysis of Impediments (AI) in 2020. In more than 1400 interviews with individual residents and employees, staff is developing a rigorous inventory and understanding of barriers to housing opportunity. In the 2019 calendar year, staff continued to engage with residents, community groups, nonprofits, youth and County employees to develop a more comprehensive understanding of housing challenges in Marin and to hear recommendations for addressing those housing challenges. Beginning in 2019, the newly convened Community Advisory Group and Steering Committees met regularly to discuss specific disparities in the County, and to develop recommendations to address those disparities, representing communities from Marin City, San Rafael, Novato, Mill Valley, Fairfax, Inverness, Tiburon, Corte Madera, Larkspur and Lagunitas. In December of 2019, the 2020 AI was submitted to the CDBG Priority Setting Committee for review and the staff report of this AI was translated in Spanish and Vietnamese and posted for public comment.

All of the housing providers who receive CDBG, HOME and Housing Trust dollars from the County must provide an Affirmative Marketing Plan, please see Program 2.h.

**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.) Since the adoption of the County’s source of income ordinance to prevent discrimination against tenants with third-party housing vouchers, Housing and Federal Grants staff have dedicated resources to support incorporated jurisdictions with research and development of their own source of income protections. The Town of Fairfax, the City of Novato, the Town of San Anselmo, and the City of San Rafael adopted similar source of income ordinances. Staff continue to provide technical assistance and resources to other Marin jurisdictions. CDA 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 percent of their lots or units as housing affordable to low-income households. 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.”

In response to the Governor’s approval of AB 1505, which renewed the County’s authority to extend its inclusionary zoning policy to rental housing units, The Board adopted an amendment to its Development Code to renew that application of its inclusionary zoning policy to the rental housing development projects.

**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 Marin 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 seeks out and evaluates potential acquisitions of existing housing and other opportunities for maximizing affordable housing stock throughout the County. Also see response to program 2.e, “support efforts to house the homeless.”

**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.** (In progress.) See response to program 1.d, “study ministerial review for affordable housing.”

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

**Objective.** Preserve affordable housing opportunities.

**Schedule.** 2015.

**Status.** (Complete.) In August 2018, the County executed a \$450,000 contract with Marin Housing Authority to renew its Landlord Partnership Program for a second two-year period. The program incentivizes landlord participation in the Housing Choice Voucher program and provides security deposit assistance of tenants. The Landlord Partnership Program works in conjunction with the increasing number of source of income ordinances within the County to increase success rates for voucher holders. In 2018, Marin Housing Authority reported a five percent increase in the success rate; it averaged roughly 60 percent throughout the year.

Also see response to program 2.1, “deter housing discrimination.”

**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 Successor Agency to the Marin County Redevelopment Agency 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.

**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.** (Complete, on-going.) County staff enforce housing, building, and fire codes to ensure compliance with basic health and safety building standards. Referrals to Marin Housing Authority’s Rehabilitation Loan Program, affordable housing opportunities, and other services are provided as appropriate.

**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 12 loans to low-, very-low-, and extremely-low-income homeowners in 2018. MHA staff routinely refer recipients of rehabilitation 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.) Starting in 2019, landlords must report rents and general occupancy information for all rental properties subject to the Just Cause for Eviction ordinance. The County has begun to analyze this information for use in future work. 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 Opening Doors (see response to program 2.e, “support efforts to house the homeless”), two groups actively working to identify and evaluate opportunities for acquisition and preservation of naturally-occurring, affordable units.

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.

Also see response to program 2.n, “apply long-term affordability controls.”

**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 August 2018, the County elected to renew its financial, administrative and technical support of the Community Land Trust Association of West Marin’s (CLAM) Real Community Rentals pilot program for a second two-year period. The Real Community Rentals program leverages community relationships to encourage the creation of new and affordable rental housing opportunities in

underutilized residential properties. CLAM provides education, assistance with 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.

In the fall of 2019, the Board of Supervisors of the County of Marin unanimously authorized staff to enter into a purchase agreement for the Coast Guard property with the federal government. The agreement will include language that restricts the use of the 32-acre site to public benefit, which includes a conversion to affordable housing. Staff released an RFP for developers in November 2019.

In 2019, \$4,712,600, was allocated for the construction and preservation of 49 units of affordable housing, including the above-mentioned Coast Guard property.

**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, on-going.) In the summer of 2019, as part of the Consolidated Plan for Federal Grants, staff held meetings in Spanish and English at five different locations across the county in order to discuss funding priorities for affordable housing. Staff also disseminated a survey online and in person in English, Spanish, and Vietnamese that asked several questions about affordable housing needs and opportunities in the county with over 200 total responses, at least 20 of which were in Vietnamese or Spanish.

The Housing and Federal Grants Division publishes staff reports in Spanish 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 2019, Housing and Federal Grants Division staff collaborated on housing issues with CDA's Building and Safety, Code Enforcement, Current Planning, Environmental Health Services, Long-Range Planning, and Sustainability divisions, Marin County Department of Finance, Marin County Information Services and Technology, Marin County Department of Public Works, Marin County District Attorney's Consumer Mediation Program, Marin County Health and Human Services, Marin County Fire Department, the Marin Housing Authority, and the Transportation Authority of Marin. Staff also provided technical support to the Town of Corte Madera, Town of Fairfax, the City of Larkspur,

the City of Mill Valley, the City of Novato, the Town of Ross, the Town of San Anselmo, the City of San Rafael, the City of Sausalito, the Town of Tiburon. Also see response to program 3.f., “promote countywide collaboration on housing issues.”

**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 and events that sponsored presentations in 2019 include the Bolinas Community Land Trust, Workshop on Renter Protections, CDBG/HOME Consolidated Plan Meetings in Novato, San Rafael, Central Marin, and Marin City, San Rafael City Council, Community Advisory Group for the Analysis of Impediments to Fair Housing Choice, Housing & Transportation- Commission on Aging Committee, Affirmative Marketing Workshop to CDBG and HOME grantees, ISOJI Marin City, Community Development Agency of Marin County, Marin Community Health Implementation Strategy Meeting, and Measure W Working Group.

Also see response to program 3.a, “consider methods for improving County’s outreach with respect to affordable housing.”

**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.) CDA works closely with the Transportation Authority of Marin (TAM) and the Association of Bay Area Governments (ABAG) to produce informative local data. Representatives from those agencies 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 Marin 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 in Marin through the CDBG Priority Setting Committee (PSC) to fund affordable housing and ensure that jurisdictions affirmatively further fair housing. In 2019, staff convened a countywide working group of planners to encourage interjurisdictional collaboration on housing issues and solutions, with a specific focus on responding to 2017 State housing Package. The working group established common goals and coordinated on housing legislation, planning, production, and preservation of existing affordability. The working group applied jointly for SB2 planning grants in the summer and fall of 2019 and have started to collaborate on these grant projects including Objective Design and Development Standards and an ADU Workbook and Website.

**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 programs 2.n, “apply long-term housing affordability controls” and 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 inclusionary zoning policies. 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. During calendar year 2019, the Marin Housing Trust fund collected \$722,709 in impact, inclusionary, and jobs/housing linkage fees.

Also see response to program 2.m, “implement the inclusionary housing policy.”

**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 2018 Annual Progress Report to the California Department of Housing and Community Development and the Office and Planning and Research in advance of the filing deadline.

**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 federal and HUD budget proposals and appropriations, cultural intelligence and competency, Fair Housing, HOME, reasonable accommodation and accessibility, tenant protection policies, 2019 state housing legislation, the National Environmental Protection Act, the California Environmental Quality Act, the California Building Code, disaster housing recovery for vulnerable populations, affordable housing preservation, Inclusionary Zoning, energy efficiency and housing, permanent housing models in rural communities, urban design, and farmworker housing.

**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.) See 2017 Annual Progress Report.

**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 2019, the Marin Housing Trust Fund collected \$701,425 in Affordable Housing Impact, In-Lieu Housing, Rental Housing Impact, and Jobs/Housing Linkage fees. The Federal Grants program allocated \$1,543,608 in CDBG and HOME funds to the acquisition, preservation and rehabilitation of affordable housing. The County continued its commitment to support a pilot Landlord Partnership Program to stabilize the utilization rates of Marin Housing Authority’s Housing Choice Voucher program; an additional \$450,000 of General Fund support was pledged through June 2020.

The County allocated \$956,901 in General Fund dollars for rapid rehousing and permanent supportive housing programs for individuals and families experiencing homelessness. The Department of Health and Human Services also secured \$4,089,391 in Continuum of Care funding, a \$295,145 Emergency Solutions Grant for rapid rehousing, \$953,450 in CalWORKS Housing Support Program rapid rehousing funding, \$4,831,856 in Homeless Emergency Aid Program funding.

A total of \$190,057 of Transient Occupancy Taxes was collected during 2019. This revenue is earmarked to support the creation of affordable housing opportunities in West Marin.

**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, Marin Housing Authority, 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 2019, the County allocated \$7,201,848 in HOME, CDBG, and County Housing Trust Fund loan and grant dollars to non-profit housing developers and other community serving organizations.