


Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM

Meeting Date: March 1, 2022 (this item will not be heard until or after 8:00 pm as indicated on the agenda)
To: Honorable Mayor and City Councilmembers
From: Kari Svanstrom, Planning Director
Subject: Workshop on Draft Housing Strategy
2023 Housing Element Update
Recommendation: Take Public Comment, Review Policy Options and Provide Direction Currently
Funding: Budgeted: _____ Yes _____ No N/A _

Account Code/Costs authorized in City Approved Budget (if applicable) _____AK_____ (verified by Administrative Services Department)

INTRODUCTION/PURPOSE:

The item is to request Council review the Draft Housing Strategy for the 2023 Housing Element Update, take public input, and provide direction to staff and consultants.

BACKGROUND:

The preparation of the Housing Element is required by California law, Chapter 10.6 and 10.7 of the Government Code. The City has contracted with 4LEAF, Inc. to prepare the required update to its 2014 Housing Element to cover the period between 2023 – 2031. The update of the Housing Element provides the opportunity for the City to review and supplement their existing housing policies and implementation measures to facilitate housing production and demonstrate how the City will accommodate its assigned housing need spread across different income levels.

The Housing Element is one of the eight mandated elements of the City’s General Plan. It is the only element of the General Plan required by the State to be updated on a set schedule, and to be reviewed by the State Department of Housing and Community Development (HCD) prior to adoption. The Housing Element is legally required to establish policies and programs that support the provision of an adequate housing supply for citizens of all income levels, as well as to provide an inventory of adequate sites with appropriate zoning to provide for the City’s share of the regional housing need. The intent of State law is to ensure that all jurisdictions in the State provide adequate housing to all members of the community, including future community members. While the State reviews the Housing Element to ensure compliance with housing law, each jurisdiction must identify its own specific housing needs to successfully address them.

As the City Council is aware, Sebastopol received a Regional Housing Need Allocation (RHNA) from the Association of Bay Area Governments (ABAG) of 213 units, including 86 units affordable to lower-income households and 35 units affordable to moderate-income households. Sebastopol has very limited vacant land and few sites large enough to facilitate the development of significant numbers of housing units. The adoption of new policies and programs to comply with all the new laws, including Affirmatively Furthering Fair Housing, will be necessary for the City to achieve an HCD-certified Housing Element. Certification is important because it provides the presumption of validity in the case of a legal challenge and ensures that the City will maintain local control of its land use, zoning, and project approvals. The deadline to adopt updated Housing Elements for the ABAG region is January 31, 2023.

In addition to identifying adequate sites to meet the City's fair share of regional housing needs at all income levels, the housing element must also identify and analyze the projected housing needs of all economic segments of the community. The housing element consists of 7 main components:

- A summary and analysis of the population, demographic and housing characteristics that contribute to the present and future housing need in Sebastopol;
- A description of the constraints on the development of housing in Sebastopol;
- An evaluation of the existing housing element and the City's progress in implementing its policies and programs;
- An inventory of sites to accommodate Sebastopol's identified housing needs, including its regional fair share;
- A statement of quantified objectives that estimates the number of housing units by income level to be provided for in the City of Sebastopol by 2031;
- A summary of public input received during the housing element update process, and how that input has been incorporated into the document; and
- A section containing the goals, policies, quantified objectives, and scheduled programs to preserve, improve and develop housing in Sebastopol. It is this Section that will be formed by the Draft Housing Strategy.

The Draft Housing Strategy sets forth the broad housing goals of the City and forms a "roadmap" of housing policy direction into the future. The Draft Housing Strategy, together with the comments resulting from its review, will be used to update the goals, policies, and programs section for the 2023 Housing Element. The Strategy incorporates the required new housing-related data, identified housing needs, and public input received to date within the framework of the existing housing element. Possible changes and updates to existing policies and programs are suggested to respond to changing housing needs, community input, and new statutory requirements. The Housing Strategy is a working draft, and as such is a fluid document.

In addition to the new, greatly increased RHNA numbers assigned to Sebastopol, several new State laws have been adopted since the last housing element update that will make this update cycle more complicated than in the past. A brief outline of applicable new laws is provided below.

AB 686 (2018), also known as the "Affirmatively Furthering Fair Housing" (AFFH) law, requires specific analysis around patterns of racial, ethnic, or economic concentration within the city, as well as an examination of past and current zoning, land use, funding, and other practices. Because San Marino's exclusive single-family zoning is known as an exclusionary land use practice, programs must be included in the Housing Element to overcome this practice and to ensure that opportunities for housing choice in all parts of the City are available to all races, ethnic groups, income levels, and protected classes of people.

AB 72 (2017) granted the State Housing and Community Development Department (HCD) authority to review any action or failure to act by a local government that it determines is inconsistent with an adopted Housing Element or Housing Element law, including failure to implement programs. HCD may revoke compliance status, leaving the housing element vulnerable to litigation under which a court may take over the City's land use authority. HCD may also now refer violations to the State Attorney General's office for enforcement.

AB 1397 (2017) requires that cities zone appropriately for their share of the regional housing need, and zoning for all types of housing – including multi-family, SROs, and supportive housing - is required. The new law requires strong justification when non-vacant sites are used to meet the housing need, especially for lower-income housing.

SB 166 (2017), the new "No Net Loss" law, requires that a city replace any site that was zoned for low-income housing and identified as available for low-income housing in the city's site inventory if the site is developed with anything but low-income housing. The intent is to ensure that jurisdictions have adequate sites with appropriate zoning to accommodate their share of the regional housing need throughout the Housing Element period. A city

that fails to replace the sites within 6 months can be referred to the Attorney General. For this reason, the city should ensure adequate sites with appropriate zoning are available to meet the city's needs for the next 8 years.

SB 35 (2017) requires that jurisdictions that are not meeting their RHNA obligations have a "streamlined ministerial approval process" for housing when at least 10% of project units are provided as affordable and deed restricted. "Streamlined ministerial approval process" means that officials cannot exercise discretion over a qualifying project, but can only compare it against adopted, objective design and development standards. It will be important for Sebastopol to adopt such standards for all multi-family and mixed-use projects as soon as possible. Without broadly applicable objective standards, the City could be forced to approve a qualifying project on the basis of the limited objective standards in place now and without regard for whether the decision-makers find that the project conforms (or does not conform) to subjective standards.

DISCUSSION:

Please see the attached Policy Options Discussion Paper (Attachment 1) for the full discussion.

Sebastopol's existing (2014) Housing Element has 8 goal topic areas, as follows:

- A) Identify Adequate Sites
- B) Conserve Existing Housing
- C) New Housing Production
- D) Housing Diversity and Affordability
- E) Fair Housing
- F) Energy and Natural Resource Conservation
- G) Remove Governmental Constraints
- H) Housing Policy Update and Program Administration

As noted above, there have been several changes to State law since the 2014 Housing Element was prepared. Some of these changes and new State requirements will necessitate slight changes in the city's Goals; Table A-1 (Attachment 2) details the recommended changes to the Goals as well as the Policies and Program (Actions).

Suggested New Goals:

- A) Identify and Maintain Adequate Sites for Housing
- B) Facilitate Development of a Variety of Housing Types
- C) Remove Constraints to Housing
- D) Preserve and Sustain Existing Housing Units
- E) Ensure Fair Access to Housing

In several areas, the goals and sub-goals of the existing housing element have been combined and simplified. The Policy Options Discussion Paper provided as Attachment xxx is arranged under each of the suggested New Goals A-E above.

GOALS:

This action supports the following City Council Goals and General Plan Actions:

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment on the Draft Housing Strategy. However, staff anticipates receiving public comment from interested parties following the publication and distribution of this staff report. Such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

FISCAL IMPACT & PROCUREMENT REVIEW:

There will be no fiscal impact as a result of this report.

LEGAL REVIEW:

The City Attorney's office has reviewed and approved as to form.

RECOMMENDATION:

Staff recommends the Sebastopol City Council:

1. Hear staff report and pose questions of staff;
2. Hear from the public on the matter of the Draft Housing Strategy; and
3. Reviewing the Policy Options in the Discussion Paper, provide direction to staff and consultants.

Attachments:

1. Policy Options Discussion Paper
2. Policy and Program Matrix
3. Program Disposition Table
4. Draft Housing Strategy with denoting new or substantively changed Policies & Programs
5. Planning Commission Staff Report dated December 14, 2021

Attachment 1: Discussion of Policy Options

State law requires Housing Elements to contain goals, policies, quantified objectives, and scheduled programs to preserve, improve and develop housing. The Draft Housing Strategy prepared for Sebastopol's 2023-2031 Housing Element Update addresses these requirements in order to meet State law, obtain certification from the California Department of Housing and Community Development (HCD), and address local needs as identified by community members, stakeholders, and demographic data.

As discussed in the staff report, the Draft Housing Strategy (see Attachment 4) consolidates and simplifies existing goal areas, policies, and programs, and includes proposed new policies and programs to comply with State law and address local needs. The Draft Housing Strategy includes the following suggested new goals:

- A. Facilitate Development of a Variety of Housing Types
- B. Remove Constraints to Housing
- C. Preserve and Sustain Existing Housing Units
- D. Ensure Fair Access to Housing

This Policy Option Discussion paper details suggested new policies and programs within each of these goal areas and summarizes findings from demographic data, input from community members, and recommendations received from the Planning Commission where relevant. Each topic of discussion includes a reference to the related policy or program number. Proposed program language can be found using these references in the Draft Housing Strategy (Attachment 4).

Goal A: Facilitate the Development of Housing

Policies under this goal include those that promote and encourage a range of housing opportunities and affordability levels. Changes in the law that necessitate new policies and programs are AB 686, the AFFH law; the AB1397 requirements for zoning for all housing types; the SB 166 "No Net Loss" law; and the SB 35 streamlined ministerial approvals for developments that include an affordable component, including mixed use development. New policies and programs are also recommended to respond to the City's housing needs as revealed by its demographic data, especially its growing senior population, its lack of housing options for younger families who cannot afford to live here, and the lack of smaller units for small households. Finally, suggested new programs incorporate the community input received to date.

Adequate Sites in Inventory

(Policy A-2, Program A-2.1)

SB 166 (No Net Loss Law) now requires jurisdictions to maintain sufficient sites in inventory at all times during the planning period. If a site identified as available for low-income housing in the City's Sites Inventory is developed with anything but low-income housing, the City would need to add additional sites to their inventory before they could approve that project unless it makes findings that sufficient remaining sites to meet RHNA obligations are available.

Policy Options:

1. Zone an excess of sites to accommodate future development. This is an approach taken by many jurisdictions, with a sites “buffer” of at least 30 percent recommended. Under this Option, the city would need to ensure that there are adequate sites to accommodate the RHNA for the entire 8 year planning period, considering any sites that may be developed for other uses or with less affordability than listed. The downside to this approach is that sites listed in the 6th cycle inventory will be difficult to re-use in the next Housing Element cycle.
2. Decrease development capacity assumptions and assumed affordability levels for all sites listed in inventory in order to better match inventory projections with the number of units that are actually likely to be developed on any given site Past development patterns in Sebastopol indicates that a 75% development capacity assumption should be appropriate.
3. Maintain an administrative list of additional sites with appropriate zoning that can be added to the City’s sites inventory when an analysis provided through the Annual Planning Report indicates that additional sites are needed. Under this Option, the City would still be able to approve projects that do not provide affordability as set forth in the Housing Element so long as they had sufficient other sites zoned for housing that could be added administratively added to inventory only when needed. This Option would avoid adding more sites than are necessary and triggering the difficulty in re-use for the next Housing Element.

Discussion: The Planning Commission was presented the above Policy Options related to No Net Loss during the December 14, 2021, Public Workshop. The Commission discussed that Policy Option 1 could negatively impact future Housing Elements and would not allow the City to prioritize the sites to be put into inventory. Policy Option 2 is based on historical trends and would allow for a more conservative approach that is acceptable to HCD. Policy Option 3 allows for a more dynamic inventory that would allow sites to be added as needed, without the threat of mandatory rezoning.

Recommendation: Options 2 and 3. Preliminary direction from the Planning Commission indicated support for this recommendation. This Option would direct staff to both utilize realistic development capacity assumptions based on previous development trends and to prioritize sites to be placed in inventory such that a “B list” of properly zoned sites should be maintained and placed into inventory only as needed during the next eight years.

Workforce Housing Overlay Zone

(Program A-3.4)

There are multiple examples in Sebastopol of underutilized commercial areas, parking lots, community facilities, and privately-owned buildings where additional housing units could be accommodated. The Workforce Housing (WH) Overlay Program is a market-driven way to better integrate housing into areas near jobs and transit. This is a market-driven approach that gives the City control over where housing can be allowed through the legislative process of City Council review. Once applied to a commercial or light-industrial parcel, the WH Overlay Zone would allow any of the uses allowed by the underlying zoning, multi-family housing (rental or ownership) at a density of 20 units per acre, or both. To qualify

under HCD rules, the housing can only be subject to the same review process as the commercial and light-industrial uses allowed by the underlying zoning. Benefits of this approach include:

- Retention of the allowed uses in the underlying zone
- Market-based approach allows property owners to choose the development type most suitable for their needs
- Housing can be added horizontally or vertically to underutilized commercial sites
- Business owners can choose to live on-site or provide on-site employee housing
- Specific sites included in the zone are determined through the legislative process

The disadvantages to this approach include the potential cost of implementation to process rezoning and the higher possibility that the “No Net Loss” law could come into play due to the numerous options for development.

Program Options:

1. Adopt the WH Overlay Zone in the Zoning Code and allow property owners to apply. To use this Option, the Housing Element would include a Program to adopt a new Workforce Housing (W-H) Overlay Zone into the Zoning Code. Interested property owners could then request application of the zoning designation to their properties.
2. Adopt the WH Overlay Zone in the Code and include a program to identify appropriate sites for its application. To use this Option, the City would adopt a new Workforce Housing (W-H) Overlay Zone into the Zoning Code concurrent with the Housing Element adoption. The Housing Element would then include a program to add the W-H Overlay Zone to sites that would be selected and rezoned by the City, which would absorb the costs of the rezoning and its related CEQA review. Sites could include empty parking lots, underutilized commercial areas, and/or parcels near jobs or transit.
3. Do not adopt the Workforce Housing Overlay Program.

Discussion: Support for infill and adaptive reuse development was indicated by both the community and in early conversations with the Planning Commission. Option 1 would create an additional set of development options that landowners can choose to exercise at their discretion through the application process. Option 2 would pro-actively apply the W-H designation to specific sites, with the main difference being the cost of implementation since under Option 1, property owners or applicants would bear the costs of the rezoning. Proactively applying the designation (Option 2) would better allow the City to direct housing opportunities to appropriate areas to meet AFFH (Fair Housing) requirements. In practice, even if Option 2 is chosen and the City designated and rezoned appropriate sites for this program, it is likely that additional rezoning will be sought by property owners in the future.

Recommendation: Option 1 or 2. The previous Housing Element contained a program to review City-owned parking lots to determine their suitability for affordable and mixed use development. Because there are few city-owned parking lots without additional constraints, this Program was not

implemented. The adoption of the WH Overlay Program provides an alternative option that will broaden the extent of the intended objectives of the previous program.

ADU Program Changes (Program A-3.5)

Demographic analysis revealed the need for affordable housing options that would be suitable for the aging population, persons with disabilities, and younger people looking for entry-level housing choices. Community input indicated robust support for ADU and JADU development to increase the housing supply.

Program A-3.5 Encourage the Development of Accessory Dwelling Units (ADUs and JADUs)

Action A-3.5.1 Promote ADUs and JADUs

The City anticipates developing ADUs in numbers that exceed what it has built, on average, over the last 4 years. To promote development, the City will make builders, property owners and members of the public aware of opportunities to facilitate ADU construction within the city by creating a dedicated ADU/JADU development website, and by featuring ADUs at the annual Housing Expo. Additionally, the City will streamline processing of applications for conforming ADUs by eliminating the planning entitlement process and relying instead on planning department review and sign-off of the building permit.

Action A-3.5.2 Legalize Existing Structures as ADUs

The majority of ADUs within the City to date have been conversions of existing structures into ADUs. Staff have identified a way to facilitate the legalization of existing structures into converted, legal ADUs by reducing the need for qualified conversions to go through the planning commission process for determination of a non-conforming use. Rather, the City would establish a program that would allow this determination to be made at the Staff-level following a site visit, and consultation with the planning and building departments. In certain situations, code enforcement penalties would be reduced or waived.

In its 2024 APR, the City will evaluate its progress in achieving its increased production goals for ADUs and JADUs. If it is determined that the new numbers are not likely to be met, the City will put into place an additional action to better promote and facilitate their production, as follows:

Action A-3.5.3 Financial Support for ADUs

If the production of ADUs is falling behind projections by the end of the 2nd year on the planning period, the City will dedicate annual funding to the Napa-Sonoma ADU Center for the provision of services to facilitate ADU production to utilize their services beyond what is publicly available on their website including the provision of on-site ADU suitability evaluations, development of marketing materials, pre-approved ADU plans and referrals to builders and financing for ADUs.

Program Options:

1. Adopt the full program of actions into the Housing Element with a *conditional financial commitment* to the Napa Sonoma ADU Center. This option represents cost-effective way to implement the program and represents the best likelihood that HCD will accept the aggressive ADU numbers used in inventory. This Option would take the following actions:
 - **Promoting ADUs** Eliminate the entitlement process for compliant ADUs, create a dedicated webpage to promote ADU and JADU development and advertise at the annual Housing Expo
 - **Legalizing ADUs** Amend the ADU ordinance to allow for the conversion of non-conforming units into legal structures that can be permitted as additional dwelling units through a staff-level determination process and
 - **Funding ADUs** *If by the end of 2024, ADU production is not achieving the numbers used in the City's Housing Element, the City will begin annual financial support to the Napa-Sonoma ADU Center in exchange for services*
2. Adopt some, but not all, of the program's three identified actions. The City will have to reduce the number of projected ADUs in the site inventory.
3. Do not adopt any programs beyond the statutory requirements. The City will not be able to extend the number of projected ADUs beyond the Safe Harbor Assumptions.

Discussion: Government Code 65583(c)(7), requires that cities and counties develop a plan that incentivizes and promotes the creation of ADUs that can be offered at affordable rent for very low- to moderate-income households. Additionally, ADUs are counted in the site inventory beyond Safe Harbor Assumptions. To maintain compliance with State law and reduce the likelihood of HCD refutation of the inclusion of ADU projections beyond Safe Harbor Assumptions the City should update the ADU program.

Recommendation: Option 1. Option 1 represents the best facilitation of the program while reducing the City's upfront financial obligations. This Option addresses community and stakeholder identified needs. Increased promotion of ADU development will help the City meet the aggressive targeted goals, and conditional financial commitment will increase the likelihood that HCD will accept the extended number of ADUs counted in inventory beyond HCD Safe Harbor Assumptions.

Density Bonus Incentives

(Program A-4.1)

The California State Density Bonus Law incentivizes affordable and other specialized housing production by requiring local agencies to grant an increase to the maximum allowable residential density for eligible projects, and to support the development of eligible projects at greater residential densities by granting incentives, concessions, waivers, or reductions to applicable development regulations.

Program Options:

1. Establish a City Density Bonus Program. Under this Option, the City would incentivize its specified needs by establishing density bonus provisions greater than those included in the State Density Bonus Program. For instance, the City could provide a greater density bonus in exchange for more affordable units, a deeper level of affordability, the provision of fully accessible or universally designed units, or for providing childcare on-site. This program could also designate additional specific incentives or concessions for eligible projects, such as reductions in setbacks or other site development standards, parking concessions, or other concessions or waivers that might be needed to allow housing development on difficult sites.
2. Only implement State requirements. Under this option, the City would maintain compliance with the required State Density Bonus Program without taking action beyond those requirements.

Discussion: Density bonus programs can help incentivize developers to work locally by granting a larger bonus and/or greater incentives. The establishment of a City Density Bonus Program that goes beyond that required by state law for a project that meets the City's identified housing needs could impart more certainty to the development process by providing clear criteria for the approval of requested incentives and concessions. Establishing a City Density Bonus Program would allow Sebastopol to target housing needs that are more specific than those provided by the State Density Bonus and could increase the type of development that the City needs.

Recommendation: Option 2. This Option would include a Program in the Housing Element to establish a density bonus program to better meet Sebastopol's specific housing needs and to incentivize development by lowering costs and providing better certainty. Examples of needs that could be targeted by such a program include senior units or projects that set aside a percentage of their units for extremely low-income residents or those who are exiting from homelessness. At the December 14th Planning Commission meeting, Commissioners expressed support for exploring program options for a City Density Bonus Program.

Goal B: Remove Constraints to Housing

Housing Element law requires jurisdictions to address and, where appropriate and legally possible, remove governmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities. New policies and programs under this goal are based on amendments to AB 602, Fee Mitigation and Transparency; existing Housing Element law, stakeholder input, and community input received to date.

Monitor the City's Codes, Procedures, and Practices (Policy B-1, Programs B-1.1, B-1.2)

The constraints analysis identified the City's current code enforcement policies and its reasonable accommodation procedure as constraints to the maintenance, improvement, and development of housing for all income levels and for persons with disabilities.

Policy Options:

1. Continually monitor the City's codes, procedures, and practices to ensure they do not pose a constraint to the development and retention of housing for all income levels and for persons with disabilities and to ensure compliance with any applicable changes to State law.
2. The City will continue to enforce housing codes and regulations to correct code violations in the most expeditious manner to protect the integrity of housing while minimizing the displacement of residents. (Previous Policy B-1; see Table A-2).
3. The City will continue to enforce housing codes and regulations to correct code violations in the most expeditious manner to protect the integrity of housing while minimizing the displacement of residents and monitor the combined impact of the Growth Management Program and Design Review Process on the City's ability to meet housing demand and to ensure they do not adversely affect the provision of housing units for all segments of the population (Previous Policies B-1, G-7, G-8; see Table A-2).

Discussion. While the previous policies mentioned displacement, the implementing programs did not include specific actions which would provide protection for vulnerable populations. To align with AB 686 requirements, new policies and implementing programs should incorporate anti-discrimination language and protections for special needs populations, including the disabled.

Recommendation: Option 1. Under Policy Option 1 the City would adopt a formal program to monitor and review the effectiveness of the Housing Element Programs and other City activities (including code enforcement) to address the City's housing needs in a manner that does not discriminate. This would include developing a proactive and reasonable enforcement program that focuses residential code enforcement on activities that pose an imminent threat to public health and safety and would not include minor alterations without the benefit of permit when such alterations are made to accommodate the special need or disability of the resident(s). Current code enforcement is complaint-based and reactionary. By shifting to a proactive enforcement program, the City can educate residents and provide assistance to special needs households to reduce the impacts of potential code enforcement penalties, thus reducing displacement. This implementing program would include monitoring of all City activities and Housing Element actions, thereby reducing the number of programs the City is currently reporting out in the APR while ensuring compliance with State law and Fair Housing practices.

Additionally, under the recommended actions, the City would adopt a program to revise the reasonable accommodations practices and standards to bring costs and procedures into alignment with the State's model ordinance. Doing so would remove constraints to housing for persons with disabilities, ensure the City is meeting statutory requirements, and Affirmatively Further Fair Housing.

Housing Trends, Laws, and Issues Education

(New Policy B-3; New Program B-3.1)

Stakeholders communicated that when proposing housing projects, they felt more confident when decision-makers possessed familiarity with current housing law and expressed that increased knowledge could help create a more neutral environment, which they felt would reduce risks and costs associated with development. This feedback supports the need for ongoing education of City staff and decision-makers.

Policy Options:

1. Take all efforts to ensure City staff and decision-makers with authority over land-use decisions have the most up-to-date knowledge about housing trends, laws, and issues. Ongoing efforts would include required attendance at housing and legislative review conferences, attending training workshops, participation in regional planning efforts coordinated by ABAG, and requiring all incumbent and new Planning Commissioners to complete a predetermined training course (e.g., Planetizen Online Planning Commissioner Training Course). This Option would be the most cost-intensive and might require Staff to take on additional roles, but it would best address stakeholder feedback.
2. Take some efforts to ensure City staff and decision-makers have the most up-to-date knowledge about housing trends, laws, and issues. This Option would entail only taking some of the steps identified above and would at least include bi-annual information presentations by the City Attorney. This Option could reduce budgetary obligations to the program but would not ensure the most up-to-date knowledge for staff and decision-makers.
3. Take no formal efforts to ensure City staff and decision-makers have the most up-to-date knowledge about housing trends, laws, and issues; allow individuals to inform themselves. This Option would save money, at least in the short term, but would not address the identified constraint.

Discussion: Housing Element law requires the consideration and incorporation of stakeholder feedback during the development of policies and programs. Stakeholders expressed a need for a mechanism to ensure elected officials, Commissioners, and others with authority over land use decisions maintain current knowledge about housing laws, issues, and trends. This practice would also assist the City to maintain compliance with the multitude of new State laws affecting housing and prevent the City from losing local land use authority through the allowances in AB 72 (see staff report for additional information).

Recommendation: **Option 1, consider Option 2.** Under Option 1, the City would adopt a formal, ongoing educational program for decision-makers to further learn about current housing needs, planning laws, trends, and issues. This could include attendance at webinars, conferences, or presentations related to relevant housing issues as well as a mandatory citizen planner course for new and incumbent decision-makers.

Goal C: Housing Conservation

Housing Element law contains an edict not just to build new housing, but also to preserve existing housing and avoid displacement of residents. Because much of Sebastopol's housing stock was constructed between 1960 and 1979, homes are aging and the need to maintain the existing housing stock will only increase. New policies and programs recommended under this goal respond to the City's housing needs as revealed by characteristics of the housing stock, community input, and findings from the Analysis of Fair Housing.

Maintaining Conditions of Housing Stock

(New Policy C-3, New Program C-2.1)

Data shows that Sebastopol has an aging housing stock. Older residential units typically require rehabilitation or repairs more frequently than newer units. Maintenance is an issue that is typically handled by the property owner and lower income property owners may face barriers to paying for necessary repairs to their home.

Policy Options:

1. Provide rehabilitation assistance to income-eligible homeowners for repairs related to safety, habitability, and/or accessibility standards to reduce the likelihood of substandard housing in the City. This Option would require a partnership with the Sonoma County CDC to seek funding to establish a rehabilitation assistance program. The City could also allocate funding from the Five-Year Capital Improvement Program to the Rehabilitation Assistance Program to further support the goal of housing preservation while mitigating the risk of displacement. Additionally, the City would promote the USDA 504 Home Repair Program in tandem with the Rehabilitation Assistance Program. This Option would require the most effort but has the potential to greatly reduce the risk of displacement while providing vulnerable households a valuable tool to improve quality of life.
2. Provide information about available home repair program grants and loans. This Option would promote the 504 Home Repair Program on the City's website and to targeted households and neighborhoods. This Option would require less effort and would still lead to desirable outcomes; however, fewer individuals are likely to qualify for no-cost grants under this program.
3. Do not pursue a rehabilitation program but continue to monitor the need to replace infrastructure as needed to conserve older neighborhoods (5th Cycle Policy B-2). This Option would simply continue the current action to consider older neighborhoods in the Five-Year Capital Improvement Plan. This Option would require the least effort; however, it should be noted that no housing projects were included in the most recent Five-Year Capital Improvement Plan.

Discussion: While Sebastopol does not have a significant issue with substandard housing, the City has an aging population as well as an aging housing stock. Seniors are more likely to live on fixed incomes and therefore may be less likely to address habitability issues, repairs, or upgrades that can improve their quality of life. Typically, substandard housing cases are handled by the Building Department through code enforcement. This has the potential to increase displacement risk and place undue hardship on residents when compliance measures are not economically feasible for property owners. To reduce the risk of displacement, the City should pursue grant opportunities to create a residential rehabilitation program for lower income residents.

Recommendation: **Option 1, Consider Option 2.** Under Option 1, the City would establish a rehabilitation program to provide grants to the most vulnerable homeowners in the City. The beneficial impact would be threefold, the existing housing stock would be improved, participating residents would have a higher quality of life, and the risk of displacement due to unaddressed code enforcement penalties would be reduced. Likewise, Option 2 could help vulnerable residents access useful information however the scope of the 504 Home Repair Loan Program is not as comprehensive as the

program set forth under Option 1. AB 686 requires that goals and policies in the Housing Element must be created with the intention to have a beneficial impact during the planning period and should include commitments to measurable deliverables that occur *early* in the planning period. As the current Five-Year Capital Improvement Plan does not include any housing projects and does not expire until Fiscal Year 2026, it is unlikely that Option 3 would meet this requirement.

Goal D. Ensure Access to Fair Housing

Public agencies must consider and incorporate fair housing considerations, including race and equity, into regulatory and technical assistance functions by prioritizing assistance to combat segregation, foster inclusion, and eliminate disparities in access to opportunity. New policies and programs under this goal address new AB 686 requirements, demographic trends, and stakeholder and community input.

Pathways to Homeownership for Lower Income Households

(New Program D-3.1)

Policy Options:

1. First Time Homebuyer Program and Affordable Homeownership Resources (In Progress)

Discussion: Census data collected as part of this housing element update indicates that the City is losing its young adult population; this is very likely because they cannot afford to live here. Community survey results seem to confirm this analysis, as they indicate that there are limited rental opportunities and no first-time ownership opportunities in Sebastopol. The provision of housing opportunities that are affordable to both an aging population and to young families are Sebastopol's two of the greatest housing needs identified by census data and by the community.

Recommendation: Option 1. The City has already begun to establish this program in tandem with the Housing Land Trust of Sonoma County.

2023 Draft Goals	2023 Draft Policies	2023 Draft Programs	2023 Draft Objectives
<p>Goal A: Facilitate Development of a Variety of Housing Type by maintaining adequate sites for housing and encouraging production of housing to meet diverse needs for all economic segments of the population <i>(Combines previous goals A-1, D-1, G-1, G-3)</i></p>	<p>Policy A-1 Maintain a sufficient inventory of suitably zoned sites at all income levels throughout the planning period <i>(Revises version of previous policy A-1)</i></p>	<p>Program A-1.1 No Net Loss of Residential Capacity to Accommodate RHNA <i>(New, Responds to SB 166- No Net Loss)</i></p>	<p>To ensure sufficient residential capacity is maintained to accommodate the RHNA for each income category, staff will develop and implement a formal, ongoing (project-by-project) administrative evaluation procedure pursuant to Government Code section 65863 within six months of adoption of the Housing Element.</p>
		<p>Program A-1.2 No Reduction of Density without Replacement Sites <i>(New, Responds to SB 166- No Net Loss)</i></p>	<p>No project approval or other action that reduces the density or development capacity of a site shall be undertaken unless sufficient remaining sites are available or additional adequate sites are identified prior to approval of the development and made available within 180 days of approval of the development. Implemented Ongoing as needed</p>
		<p>Program A-1.3 Inventory Monitoring <i>(Revises and combines previous actions A-1; A-2; A-3)</i></p>	<p>Monitor Annually; due at time of and reported out in conjunction with APR; Publish land supply in inventory on City's website within 30 days of Housing Element adoption and update annually</p>
	<p>Policy A-2 Maintain an administrative list of additional sites with appropriate zoning that can be added to the City's sites inventory if and when an analysis provided through the Annual Planning Report indicates that sufficient sites may not exist to accommodate the City's remaining RHNA, by income level, for the planning period <i>(New, Responds to SB 166- No Net Loss)</i></p>	<p>Program A-2.1 Administrative List of Additional Sites <i>(New, Responds to SB 166- No Net Loss)</i></p>	<p>Create list 3- 6 months following adoption; consider adding sites from this list to inventory as needed on an annual basis</p>
		<p>Program A-3.1 Objective Design Standards Program <i>(New, Addresses stakeholder feedback and recent State laws)</i></p>	<p>To facilitate non-discretionary permitting, the City will adopt Objective Design Standards within 8-14 months of Housing Element Adoption</p>
		<p>Program A-3.2 Support Efforts of Affordable Housing Developers <i>(Revises and combines previous actions D-1, D-2, D-4 D-6, D-13, D-17, D-18)</i></p>	<p>Housing development in Sebastopol over the 5th planning cycle did not reach the lower and moderate-income quantified objectives. In order to better match the City's quantified objectives for the 6th Cycle planning period, the City will take more specific financial and supportive actions to promote the development, preservation, and provision of housing units affordable to lower and moderate-income households including special needs households. Ongoing, report efforts and successes in the APR</p>
		<p>Program A-3.3 Missing Middle Housing <i>(Revises combines previous actions D-7, G-4, G-7)</i></p>	<p>The City will increase opportunities for small lot single-family homes, such as tiny homes and cottage housing developments by either by identifying additional sites for the R-5 zoning designation, or by amending the Code to allow up to 3 units on qualifying single-family parcels The City will take XX action within 6 months of Housing Element Adoption</p>
		<p>Program A-3.4 Workforce Housing Overlay Zone <i>(New, incorporates previous action A-4)</i></p>	<p>The City will adopt a Workforce Housing Overlay Program as a market-driven way to integrate housing into areas near jobs and transit. The program will allow housing to be added to underutilized commercial sites, empty parking lots, and other parcels near jobs, transit, or both. The City will adopt program into Code by MONTH 20XX</p>
		<p>Program A-3.5 Encourage the Development of Accessory Dwelling Units <i>(New, addresses State law and community input)</i></p>	<p>In order to facilitate homeowners who are interested in developing the City shall take the following actions: Promote ADUs, eliminate the entitlement process for compliant ADUs, amend the ADU ordinance to allow for non-conforming structures to be permitted, if needed, provide funding support to the Napa-Sonoma Collaborative in exchange for services. Create and publish webpage by January 2024, Adopt conversion program within 6-9 months of HE Adoption, Annually monitor and report progress of production goals and if projections not met by end of 2nd planning period year, begin providing annual funding to Napa-Sonoma ADU Center in exchange for services in 2025.</p>
	<p>Policy A-4 Promote the development of new housing units affordable to extremely low, very low-, low-, and moderate income households and housing units that are affordable to and appropriate for special needs households, including seniors, disabled persons, developmentally disabled persons, farmworkers, large families, and persons experiencing homeless. <i>(Revision of previous policy C-4, D-1)</i></p>	<p>Program A-4.1 Density Bonus Incentives <i>(Revision of previous action D-9)</i></p>	<p>To increase the amount of lower and moderate- income units created, the City will encourage affordable housing developers to request density bonuses and incentives by promoting them on the City's website and at the bi-annual housing fair. The City will also explore the feasibility of adopting a local density bonus ordinance with incentives and bonuses beyond the current statutory requirements.</p>
		<p>Program A-4.2 Fee Mitigation and Transparency <i>(Revision of previous action D-8, responds to AB 602 requirements)</i></p>	<p>Add publication of easily accessible fee information to City website by July 2023; Publish any updates within 30 days of a completed fee study with any new or revised fees, update nexus study in 2029</p>
		<p>Program A-4.3 Affordable Housing Funding <i>(Revision of previous action C-3)</i></p>	<p>Initiate partnership with Sonoma County Community Development Commission within 19 months of Housing Element Adoption: Report efforts and successes in APR</p>
<p>Goal B: Remove Governmental Constraints to Housing Opportunity <i>(Combines previous goals C-1, G-2)</i></p>	<p>Policy B-1 Monitor and review the effectiveness of the Housing Element Programs and other City activities in addressing the City's housing needs. <i>(Revision of previous policy G-1, G-8)</i></p>	<p>Program B-1.1 Monitor and review the effectiveness of the Housing Element Programs and other City activities in addressing the City's housing needs in a manner that does not discriminate <i>(Revises and combines previous actions B-1, B-2, F-2, G-3, G-10, G-12)</i></p>	<p>The City will develop a proactive and reasonable enforcement program that focuses residential code enforcement activities on situations that pose an imminent threat to public health and safety. Program will be developed by MONTH 202X. Results of monitoring reported annually in the APR thereafter</p>
		<p>Program B-1.2 Revise Reasonable Accommodation Procedures to Streamline and Reduce Barriers <i>(New, addresses identified constraint)</i></p>	<p>The City has established a Reasonable Accommodations procedure, as required by the Acts, but the procedure and cost have been identified as constraints to the development of housing and the provision of accessible housing. The city will review its current practices and costs to bring them in line with the State's model ordinance. Complete review by the end of 2024; revise ordinance or procedures as needed by July 2025.</p>

	<p>Policy B-2 Expedite application review, permitting, and inspection procedures for affordable housing projects <i>(Revision of previous policy G-9)</i></p>	<p>Program B-2.1 Expedite Processing for Affordable Housing Projects <i>(Revises and combined version of previous action G-14 and policy H-2)</i></p>	<p>The City will expand application of processing priority to projects providing housing for seniors and other special needs groups, including persons with physical and developmental disabilities, large families, extremely-low income households, farmworker housing, and homeless. Expedited processing includes one-stop preliminary review, concurrent application review, designation of a primary contact, and fast-tracking of construction and grading plan review, permitting and inspection and report efforts and successes in APR</p>
	<p>Policy B-3 Take all efforts to ensure City staff and decisionmakers have the most up-to-date knowledge around housing trends, laws, and issues <i>(New, addresses stakeholder feedback)</i></p>	<p>Program B-3.1 Monitor Housing Trends, Laws, and Issues <i>(New, addresses stakeholder feedback)</i></p>	<p>Initiate Planning Commissioner Training by January 2023 of Housing Element Adoption; Report efforts and successes in APR annually thereafter</p>
	<p>Policy B-4 Ensure easy access to and transparency of housing development information on the City's website</p>	<p>See Program A-4.4 Fee Mitigation and Transparency</p>	
<p>Goal C. Preserve and Sustain Existing Housing Units <i>(Combines previous goals B-1, B-2, F-1, F-2, H-1)</i></p>	<p>Policy C-1 Monitor the status of at-risk units throughout the planning period to identify units which are at planned Policy C-2 Ensure safe, decent housing by enforcing habitability standards that does not discriminate and that protects the occupant's cultural, socio-economic, and/or accessibility needs <i>(Combines previous actions, addresses Fair Housing issues with enforcement of codes)</i></p>	<p>Program C-1.1 Safeguard Affordable Housing Inventory <i>(Revision of previous action B-4)</i> See Program B-1.1 Monitor and review the effectiveness of the Housing Element Programs and other City activities in addressing the City's housing needs in a manner that does not discriminate</p>	<p>Annual monitoring due at time of and reported in conjunction with APR; The City will coordinate with owners of expiring subsidies to ensure tenants receive the required notices at three years, twelve month, and six months prior to the scheduled expiration of rent restrictions, as described in Government Code 65863.10. The City will work with tenants to provide education regarding tenant rights and conversion procedures pursuant to California law. Annual monitoring due at time of and reported in conjunction with APR; Ongoing discussions with owners and partners as needed based on expiration of subsidies</p>
	<p>Policy C-3 Provide rehabilitation assistance to income-eligible homeowners for repairs related to safety, habitability, and/or accessibility standards to reduce the likelihood of substandard housing in the City <i>(Revision of previous policy B-2)</i></p>	<p>Program C-2.1 Rehabilitation Assistance <i>(New, responds to findings in fair housing analysis, demographic trends, and community input)</i></p>	<p>The City will pursue grant opportunities to create a residential rehabilitation program. The City will apply for HOME, CalHome, and CDBG, as well as promote Section 504 Home Repair Program loans and grants to provide housing rehabilitation loans. Starting in 2023, annually apply for funding as Notices of Funding Availability are released; meet with the County annually to assess availability of redevelopment agency funds.</p>
	<p>Policy C-4 Promote energy efficiency in all new and existing structures</p>	<p>Program C-3.1 Provide Information and Promote Energy Conservation</p>	<p>The City of Sebastopol will promote energy efficiency that exceeds State standards in existing residences and new</p>
<p>Goal D: Ensure Fair Access to Quality Housing and Services for All Members of the Community, Including Those with Special Needs <i>(Combines previous goals D-2, E-1)</i></p>	<p>Policy D-1 The City will work to eliminate all unlawful discrimination in housing with respect to age, race, Policy D-2 The City will encourage long-term and permanent affordability of extremely low, very low, low, and moderate income and special needs housing <i>(Revision of previous policy C-3)</i></p>	<p>See Programs A-3.1, B-1.1, D-1.1, D-2.1 <i>(Specific actions that support Fair Housing)</i> See Program A-4.3 Affordable Housing Funding; Program C-1.1 Safeguard Affordable Housing Inventory</p>	<p>Adopt an Affirmatively Furthering Fair Housing Ordinance within 6 months Housing Element Adoption</p>
	<p>Policy D-3 The City will educate and inform the community about the necessities of affordable housing options in the City <i>(Revises and combines previous policy D-5, D-8)</i></p>	<p>Program D-1.1 Administer Housing Services and Provide Outreach and Education <i>(Revises and combines previous actions D-11, D-16, E-1, H-3)</i></p>	<p>the City will develop a Fair Housing section of their website that includes tenants' rights information, direction to available legal resources, information on how to file a Fair Housing complaint, include a City-wide affordable rental registry, and a multilingual affordable housing fact sheet highlighting the needs of the community. The information will also be made available public noticing for project hearings in addition to posting on the City's website. Additionally, the City shall continue to coordinate housing activities with the Sonoma County Housing Authority or other suitable organization to administer the City's affordable Housing programs for special needs populations. Ongoing; report efforts and successes in APR Add Fair Housing information to City website by June 2023; Hold Bi-Annual workshops with advocates and service providers; Report efforts and successes in APR</p>
	<p>Policy D-4 The City will continue efforts to improve housing opportunities for special needs households, including seniors, disabled persons, developmentally disabled persons, farmworkers, large families, and persons experiencing homeless <i>(Revises and combines policies D-6, D-7, D-9, D-10)</i></p>	<p>Program D-2.1 Landlord Education <i>(Revises and combines previous actions E-2, E-3)</i> Program D-2.2 By Right Permanent Supportive Housing and Low Barrier Navigation <i>(New, Responds to AB 2162 Requirements, SB 48 requirements, and community input)</i></p>	<p>The City will work with the CDC to develop a landlord education and outreach program that will include information on source of income discrimination and Housing Choice Voucher programs. Contact CDC about ongoing efforts to educate landlords by end of 2023; report efforts and successes in APR The City will amend the Code within 6 months of Housing Element Adoption to allow supportive housing by right in zones where multifamily and mixed uses are permitted, including nonresidential zones permitting multifamily uses in compliance with GC 65651 (a).</p>
	<p>Policy D-5 The city will support and promote programs that offer low- and moderate-income households pathways to homeownership <i>(New, responds to community input and demographic trends)</i></p>	<p>Program D-3.1 First Time Homebuyer Program and Affordable Homeownership Resources <i>(New, responds to community input and demographic trends)</i></p>	<p>The City will establish a First Time Homebuyer Program in coordination with the Housing Land Trust of Sonoma County (HLT). The City will publish resources to prospective lower-income home buyers on the City website. Adopt program within 6 months of Housing Element Update; Add information to City website by July 2023</p>

2015 Goal	2023 Goals Update for Draft	2015 Policy	2023 Policies Update for Draft	2015 Action/Program Description
A. Identification of Adequate Sites				
Goal A-1: Provide Adequate Sites for Housing Development in the City of Sebastopol	Goal A: Facilitate Development of Housing	Policy A-1: The City will continue to monitor the land supply to ensure adequate sites to accommodate the City's housing needs, including housing sites for special needs population.	A-1	<p>Action A-1: Continue to monitor the land supply to ensure sufficient developable land is planned and zoned to accommodate the City's RHNA, including sites for single family and multifamily residential development, and to accommodate special needs populations, including seniors, disabled persons, developmentally disabled persons, farmworkers, large families, and homeless persons.</p> <p>Action A-2: Continue to monitor the supply of additional multifamily sites at densities to facilitate production of housing affordable to extremely low, very low, and low income households.</p> <p>Action A-3: Maintain an inventory of sites that are readily or already served by infrastructure. This inventory is to be provided on the City's website and updated periodically.</p> <p>Action A-4: Review City-owned parking lots for possible use as affordable housing and mixed-use sites, provided existing parking is maintained.</p>
		Policy A-2: While the City is able to accommodate its share of the regional housing need without rezoning during the current Housing Element period, to the extent necessary, the City will consider land use redesignation in order to accommodate specific projects.	Completed implementing action A-5, removed	Action A-5: Consider land use redesignations, if they are needed.
B. Housing Conservation				
Goal B-1: Maintain High Quality Residential Environments: The maintenance and improvement of the quality of life of existing neighborhoods is a high priority for the City of Sebastopol.	Goal C: Preserve and Sustain Existing Housing Units	Policy B-1: The City will continue to enforce housing codes and regulations to correct code violations in the most expeditious manner to protect the integrity of housing while minimizing the displacement of residents.	B-1, C-2	Action B-1: Continue to enforce its existing codes utilizing all available authorities to compel property owners to correct code violations.
		Policy B-2: The City will monitor the need to replace infrastructure as needed to conserve older neighborhoods. When updating its Capital Improvement Program and associated budget, the City of Sebastopol will allocate resources to rehabilitation and/or replace infrastructure in older neighborhoods whose infrastructure is approaching obsolescence.	C-3	Action B-3: Consider infrastructure needs in older neighborhoods when updating the Five-Year Capital Improvement Program.
Goal B-2: Preserve Housing Resources: Sebastopol will strive to maintain and preserve existing housing resources, including both affordable and market rate units.		Policy B-3: Sebastopol will collaborate with other public and private entities to ensure that lower income residents are not adversely impacted by the conversion of existing affordable housing projects to market rate rents.	C-1	Action B-4: While there are no at-risk units that will lose rent restrictions during the 2015-2023 Housing Element period, the City will continue to monitor the potential for affordable housing to convert to market rate to safeguard the affordable housing inventory.
		Policy B-4: Sebastopol will encourage continued operation of the privately-owned Fircrest Mobile Home Park and encourage efforts to provide additional affordable housing opportunities	Completed implementing Action B-5, removed	<p>Action B-2: Continue to encourage rehabilitation and preservation of affordable housing. Encourage the Urban County HOME and CDBG Programs, administered by Sonoma County Community Development Commission, to assist agencies such as Rebuilding Together to preserve affordable housing and existing housing. Efforts to rehabilitate existing housing could include restoring the mobile home park and increasing affordable housing opportunities at the Fircrest Mobile Home Park, rehabilitating areas with clusters of individually owned small multifamily buildings (e.g., duplexes through fourplexes) into more comprehensive multifamily projects with a single owner and manager.</p> <p>Action B-5: Consider a mobile home conversion ordinance that would protect the mobile home park in Sebastopol.</p>
Goal B-3: Expand Affordability Housing Opportunities Through the Use of Existing Housing: Sebastopol will consider the feasibility of converting market rate housing units to affordable housing.	N/A See new program D-3.1	Policy B-5: Sebastopol will work with nonprofits to determine whether there are opportunities to expand the affordable housing supply by using formerly market rate properties.	See new program D-3.1	
		Policy B-6: The City will address housing used as temporary, short-term, and/or vacation rentals, such as Airbnb.com and vrbo.com rentals, to ensure that such uses do not reduce the existing housing stock for owners and renters and to reduce potential impacts to neighboring uses.	Completed Implementing Action B-6, removed	Action B-6: Consider regulations for vacation and short-term rentals, such as Airbnb.com and vrbo.com units, that address potential impacts, such as parking and increased noise, to surrounding uses and establish a permitting process to ensure cost-recovery and ability to enforce the regulations.

C. New Housing Production				
Goal C-1: Facilitate New Housing Production The City of Sebastopol will take necessary steps to promote new housing development and remove public infrastructure constraints to new housing development.	Goal B: Remove Constraints to Housing	Policy C-1: The City will continue to address public infrastructure constraints to housing production where feasible.	See New Program D-3.1	Action C-1: Continue to implement the Five-Year Capital Improvement Program. As resources become available, develop public facilities to address new residential demand and to increase the viability of infill and reuse sites.
Goal C-2: Continue to Encourage Mixed-Income Developments The City of Sebastopol continues to operate its Inclusionary Housing Program which emphasizes the provision of inclusionary units over payment of in-lieu fees. The City will review this approach.	N/A Inclusionary Policy and Programs removed as completed	Policy C-2: The City will continue to enforce its Inclusionary Housing Ordinance.	Completed Implementing Action C-2, removed	Action C-2: Continue to administer the Inclusionary Housing Ordinance. Review the Inclusionary Housing Ordinance in consideration of recent case law and State law, and update as necessary and as may otherwise be appropriate. As part of the review of the Inclusionary Housing Ordinance, encourage housing developers and stakeholders to participate in the process to ensure that potential benefits and impacts of revising the ordinance in terms of effect on housing production are fully considered.
		Policy C-3: The City will encourage long-term and permanent affordability of extremely low, very low, low, and moderate income and special needs housing.	D-2	Action C-3: Identify potential mechanisms to ensure that affordable housing (lower and moderate income) that is assisted with City funding is permanently affordable. Review the City Municipal Code to determine if this requirement should be codified.
		Policy C-4: The City will encourage development of new housing to meet a range of income levels, including market-rate housing, and a variety of housing sizes and types.	A-3, A-4	
D. Housing Diversity and Affordability				
Goal D-1: Promote Housing Affordability for both Renters and Homeowners The City of Sebastopol will use available resources to expand the number of new housing units affordable to extremely low, very low, low, and moderate income households.	Goal A: Facilitate Development of Housing	Policy D-1: The City will promote the development of new housing units affordable to extremely low, very low, low, and moderate income households and housing units that are affordable to and appropriate for special needs households, including seniors, disabled persons, developmentally disabled persons, farmworkers, large families, and homeless.	A-4	Action D-1: Provide planning assistance to affordable housing developers and developers building units for special needs populations. Action D-2: Continue to support affordable housing development by encouraging developers to apply for funding through the Sonoma County-administered Urban County HOME and CDBG program and using other available resources when available, such as in-lieu payments, to finance affordable housing. Action D-13: Work with housing developers to encourage housing units and housing developments which address the requirements of special needs populations. Action D-14: Enforce Title 24 of the California Building Code, the Americans with Disabilities Act (ADA), and Municipal Code Chapter 15.80 when reviewing proposed development plans. Action D-18: Encourage the development of housing for day laborers and undocumented workers by encouraging housing developers to expand the supply of housing for this population and providing planning assistance to interested developers.
		Policy D-2: The City will encourage the expansion of housing opportunities for extremely low income households. Housing for extremely low-income households includes conventional apartment units as well as SRO units. The City already allows SRO units in all multifamily zones, so no changes are needed to the City's Zoning Ordinance.	See New Program D-2.1	Action D-6: To encourage affordable housing developers to preserve and provide units for extremely low-income households, the City will encourage these developers to apply for Project Based Section 8 assistance. In addition, the City will provide its housing funds, when available, to help subsidize development costs to build housing units affordable to extremely low-households. City funds for this purpose include linkage fees and inclusionary housing fees. In addition, the City will work with non-profit developers to compete for Sonoma County-administered CDBG and HOME fund
		Policy D-3: The City of Sebastopol will continue to operate its Inclusionary Housing Program as a way to provide affordable housing.	Completed Implementing Action C-2, removed	Action D-3: Consider deferring payment of impact fees until affordable housing units are sold, ready for occupancy or for rentals, or when permanent financing is obtained. Action D-7: Continue to consider relaxing development standards, such as setbacks and parking requirements, and increasing densities on a project-by-project basis as a means to reduce development costs of units affordable to extremely low-income households. Action D-8: Regularly update in-lieu and linkage fees, or adopt an ordinance that annually updates in-lieu and linkage fees in accordance with an accepted cost index, to ensure that they accurately reflect current development costs.
		Policy D-4: The City will provide density bonuses and other incentives for projects which provide affordable units.	Completed Implementing Action D-9, removed	Action D-9: Continue to offer density bonuses and incentives as established by State law. Update the City's Density Bonus Ordinance to be consistent with the requirements of State law. Encourage affordable housing developers to request density bonuses and incentives in order to increase the amount of extremely low, very low, and low income units created. [more info on density bonus fee]
		Policy D-5: The City will promote the ability for lower and moderate income households to become homeowners.	D-3	Action D-4: Continue to submit applications for CDBG funding and support applications for additional public funds, such as those provided by the HOME Program, the Joe Serna Program, and the Low-Income Housing Tax Credit Program. Action D-5: Develop methods to increase local financial resources to assist affordable and special needs housing types and pursue additional funding sources for affordable housing. Adopt methods to increase local resources, such as use of residential and non-residential affordable housing impact fees, real estate transfer taxes, or an annual budget set-aside from the General Fund or other source. Action D-10: Consider the feasibility of creating a City Employee Assistance Program to provide loans to low- and moderate-income teachers and volunteer firefighters to purchase affordable housing. This program will assist in the recruitment and retention of teachers and firefighters. If sufficient funding is available, the program should be expanded to other City employees.
		Policy D-8: In public outreach efforts, the City will convey to the community that affordable housing is an essential resource for long-time Sebastopol residents and workers.	D-3	Action D-16: Develop an information sheet describing the City's affordable housing needs and include this information in public noticing for project hearings.
		Policy D-6: Sebastopol will work to prevent homelessness and support housing services for the homeless.	D-4	Action D-11: Encourage the Urban County to provide financial support for area homeless facilities and services that serve Sebastopol area residents through ESG and other available funding sources. Encourage the Sonoma County Community Development Commission/Urban County to monitor the needs of the homeless population in Sebastopol.
		Policy D-7: The City will continue efforts to improve housing opportunities for the disabled population, including developmentally disabled persons, in Sebastopol.	D-4	Action D-12: Encourage the Sonoma County CDC-administered Urban County to CDBG and/or HOME funds to Rebuilding Together and/or other local nonprofits to assist disabled residents with home retrofits. Action D-19: In order to encourage the provision of housing for developmentally disabled persons, coordinate with the North Bay Regional Center, North Bay Housing Coalition, and other groups that serve the developmentally disabled population and encourage housing providers and landlords to provide a percentage of housing developments for persons with developmental disabilities.
		Policy D-9: The City will continue efforts to improve housing opportunities for farmworkers in Sebastopol.	D-4	Action D-17: Facilitate the development of farmworker housing by encouraging employers to provide housing, encouraging a countywide linkage fee to cover agricultural land uses, encouraging with housing developers to expand the supply of migrant and permanent farmworker housing, and providing planning assistance to interested developers.
		Policy D-10: The City will encourage and support a broader continuum of housing choices for seniors and the disabled, including independent and assisted	D-4	Action D-15: Assist disabled residents with information on housing resources and suitable housing opportunities in the community. Action D-20: Encourage the development of housing designed to accommodate persons with EMF sensitivity.
Goal D-2: Support Housing to Meet Special Needs The City of Sebastopol strives to increase the range of housing opportunities for all residents, including those with special needs and those unable to afford market rate housing within the community. The City of Sebastopol will place a priority on construction of housing that is appropriate to meet the needs of special needs populations.	Goal D: Ensure Fair Access to Housing			

E. Fair Housing				
Goal E-1: Eliminate Housing Discrimination Sebastopol values diversity of its population and protection of housing rights for its citizens. The City strives to ensure that all households have equal access to the City's housing resources.	<i>Goal D: Ensure Fair Access to Housing</i>	Policy E-1: The City will work to eliminate all unlawful discrimination in housing with respect to age, race, gender, sexual orientation, marital or familial status, ethnic background, disability, medical condition, or other arbitrary factors, so that all residents can obtain decent housing throughout the City.	D-1	<p>Action E-1: Facilitate equal housing opportunities by continuing to designate an equal housing coordinator (the City Manager), by distributing materials regarding fair housing laws, and referring persons with fair housing concerns to Fair Housing Sonoma County and Fair Housing of Marin. Fair housing materials will be distributed at City Hall, on the City's website, and at other locations willing to distribute materials throughout the City, such as the Library, Veterans Building, Sebastopol Area Senior Center, and Sebastopol Community Center.</p> <p>Action E-2: Continue to provide nondiscrimination clauses in rental agreements and deed restrictions for housing constructed with City agreements.</p> <p>Action E-3: Continue to address fair housing issues through participation, through the Urban County or other sources, in Fair Housing Sonoma County and Fair Housing of Marin (organizations that provide assistance in response to housing discrimination complaints and well as tenant/landlord mediation).</p>
F. Energy and Natural Resource Conservation				
Goal F-1: Promote Energy Conservation in Residential Development The City of Sebastopol will promote energy efficiency in residential development within the City, including reduction of energy use through better design and construction in individual homes, and also through energy efficient urban design.	<i>Goal C. Preserve and Sustain Existing Housing Unit</i>	Policy F-1: The City will continue to undertake a variety of activities to achieve energy efficiency in residential development in conformance with State laws.	C-4	<p>Action F-3: Continue to encourage the incorporation of energy-saving principles in the design and planning of new residential developments by providing information to developers and property owners about available energy conservation programs.</p> <p>Action F-5: Continue to encourage improvements that result in conservation of energy, water, and other natural resources in existing residential development, particularly in renter-occupied units.</p> <p>Action F-6: Consider adoption of a construction site waste reduction and recycling ordinance that would be applicable to new residential or mixed use developments over a certain size.</p> <p>Action F-7: Seek funding through Urban County CDBG and HOME programs and other available funding sources for retrofits of existing affordable housing units that result in conservation of energy, water, or other natural resources.</p>
		Policy F-2: The City will continue to undertake and encourage additional strategies to reduce energy use, including exempting rooftop photovoltaic standards from Design Review and allowing small wind turbines.	C-4	<p>Action F-2: Consider design features in future developments to reduce heat island effects, including narrower streets, increased landscaping, green roofs, cool roofs, and cool pavements.</p> <p>Action F-8: Support project applicants in incorporating cost-effective energy efficiency standards that exceed State standards.</p> <p>Action F-9: Promote the use of straw bale, rammed-earth, and other energy-efficient types of construction and materials.</p>
Goal F-2: Promote Resource Conservation in Residential Development	<i>Goal C. Preserve and Sustain Existing</i>	Policy F-3: The City shall consider additional energy and natural resource conservation programs.	C-4	<p>Action F-1: Continue to provide outreach and information about energy conservation and sustainability programs PG&E's Partners Program.</p> <p>Action F-4: Continue to support education programs related to solid waste reduction, reuse, and recycling opportunities.</p>
G. Remove Government Constraints				
Goal G-1: Continue to Promote Land Use Policies and Development Standards to Facilitate Housing Production During the 2003 Housing Element Period, Sebastopol made changes to its Zoning Ordinance in order to increase allowable densities, increase allowance for affordable housing projects, increase height limits in Downtown, develop standards for SROs, promote mixed use development in the City's non-residential zones, reduce parking requirements for larger units, and simplify setback and building separation requirements in RM-M and RM-H Zoning Districts. The City will continue to examine its Zoning Ordinance in relationship to Housing Element goals.	<i>Goal A: Facilitate Development of Housing</i>	Policy G-1: The City will modify its Zoning Ordinance to provide provisions for a greater range of housing types, such as tiny houses to encourage opportunities for special needs and affordable housing.	A-3	<p>Action G-1: Modify the Zoning Ordinance to permit farmworker housing consistent with the requirements of State law, including Health and Safety Code Sections 17021.5 and 17021.6. The revisions will include the following:</p> <p>Permit employee housing, including mobile homes and manufactured housing, to accommodate up to six employees subject to the same standards and permit requirements as a single family residence in all zones and as a permitted use in residential zones. No discretionary actions shall be required.</p> <p>Permit employee housing, including mobile homes and manufactured housing, consisting of up to 36 beds in a group quarters or 12 units or spaces designed for use by a single family or household as an agricultural use, subject to the same standards and permit requirements as an agricultural use, in zones that permit an agricultural use consistent with the requirements of State law.</p>
				<p>Action G-2: Modify the Zoning Ordinance so that homeless shelters proposed for the General Commercial (CG) District are only subject to Administrative Review as a condition of approval.</p> <p>Action G-3: Modify the Zoning Ordinance to include definitions of Transitional and Supportive Housing which are consistent with State law. The following definitions will be used, based on language provided in the Government Code.</p> <p>Action G-4: Review and revise the Zoning Ordinance to establish development standards and identify appropriate zoning districts to accommodate tiny houses. Revisions should include a clear definition of tiny houses.</p> <p>Action G-16: Revise the Zoning Ordinance so that architectural and design review requirements for a manufactured home will not exceed those allowed under Government Code Section 65852.3.</p>
Goal G-2: Remove Government Constraints to the Production of Special Needs Housing Sebastopol supports the development of special needs housing. The City will take necessary steps to remove government constraints to the development of affordable housing serving special needs populations.	<i>Goal B: Remove Constraints to Housing</i>	Policy G-2: The City will modify the Zoning Ordinance to reduce parking requirements in senior housing, single room occupancy housing, small lot housing and for small units. The City has previously reduced parking standards for the housing identified above. Residential parking requirements were reduced in the Downtown by 20%. These changes were added to the Zoning Ordinance in May 2009. Further modifications to these standards will be implemented; in addition, the City will increase allowances for compact parking and tandem parking.	Completed Implementing Action G-17, removed	<p>Action G-17: Revise the Zoning Ordinance to: establish minimum density requirements for residential-only projects to ensure efficient use of land, identify criteria and appropriate locations in non-residential zones for residential-only projects, increase allowed building heights and reduce parking requirements in the Downtown Core to accommodate 4 stories/50 feet, and in appropriate General Commercial districts, 3 stories and 40 feet, to encourage affordable housing, higher density housing, including rental, housing cooperatives, condominiums, and other housing opportunities. Establish appropriate stepback requirements for increased number of stories beyond those currently permitted.</p>

<p>Goal G-3: Remove Government Constraints that Affect the Amount of Land Required for New Housing</p> <p>The regulatory process is one of the principal ways in which a small city can reduce housing costs. The City will review its land use regulations for new units to determine if it is possible to make revisions that will result in reducing land required for new developments, consequently reducing land costs for market rate and affordable housing developments.</p>	<p>Goal A: Facilitate Development of Housing</p>	<p>Policy G-3: The City will consider modifying its Subdivision Ordinance Standards to reduce street widths, cul-</p>	<p>Removed, per Staff guidance</p>	<p>Action G-5: Review the Zoning Ordinance to determine if modifications should be made to accommodate land trusts.</p>
		<p>Policy G-4: The City shall review its current development impact fee program to determine whether appropriate levels of fees are charged for multifamily units and second units based on demand they create for public facilities and infrastructure. The City will also consider a revised fee schedule for market rate housing based on unit size or valuation.</p>	<p>Removed- statutorily required to be reviewed every 5 years</p>	<p>Action G-8: Reduce fees for smaller types of housing, including second units, and also review fee structures for housing based on square footage, number of bedrooms, or valuation to ensure that such fee structures are equitable.</p>
		<p>Policy G-5: The City will encourage second units.</p>	<p>A-3</p>	<p>Action G-6: Modify the Zoning Ordinance to allow second units as a permitted use consistent with State law, increase the size allowance, and consider revisions to standards for second units related to unit height, setbacks, and other relevant standards to facilitate such units.</p> <p>Action G-9: Continue to offer reduced setback requirements for detached one-story second units.</p>
		<p>Policy G-6: The City will assist new development by increasing the amount of time that issued permits remain valid.</p>	<p>See Action of New Program A-3.2</p>	<p>Action G-7: Study changes in its Subdivision Ordinance to reduce land requirements for new housing development.</p>
		<p>Policy G-7: The City shall monitor its Growth Management Program to ensure that it does not adversely affect the provision of housing units for all segments of the population.</p>	<p>B-1</p>	<p>Action G-10: Continue to evaluate implementation of the Growth Management Program on an annual basis, including requested allocations by types of units (single family, multifamily, and mobile homes) and allocations by affordability level, as well as the impact of procedural requirements, including the allocation roll-over policy.</p>
		<p>Action G-11: Following adoption of the General Plan Update, update the Growth Management Ordinance to reflect anticipated growth accommodated under the General Plan and known infrastructure and public services constraints. Further, if the annual review identifies issues with the Growth Management Program that may adversely affect the City's housing obligations under State Law, the City commits to revising the Program to address identified obstacles to housing development. Prior to any revisions to the Program, seek input from housing stakeholders on the Program and any proposed changes. The City will ensure that the Program is consistent with requirements of State Law.</p>		
		<p>Policy G-8: The City shall monitor the combined impact of its Growth Management Program and Design Review Process on the City's ability to meet housing demand from all income groups of the population.</p>	<p>B-1</p>	<p>Action G-12: The City will continue to monitor all housing developments to determine whether City regulations and procedures, such as Growth Management and Design Review, result in higher development costs or limit the availability of new units affordable to middle, moderate, and lower income residents.</p>
		<p>Policy G-9: The City will assess the project approval process to see if there are additional ways to reduce the amount of time the process requires. This assessment will recognize that the</p>	<p>B-2</p>	<p>Action G-13: Review Sebastopol's current approval process to determine whether it is possible to make the Planning Commission the final authority for subdivisions of four or fewer parcels.</p>
		<p>Action G-14: Study other ways to reduce the amount of time that project approval requires.</p>		
		<p>Policy G-10: The City shall modify its density bonus so that it is in conformance with the State Density Bonus Law.</p>	<p>See New Program A-4.1</p>	<p>Action G-15: Modify Sebastopol's density bonus policy so that it is consistent with State law, including reduced parking requirements for housing projects that are eligible to receive a density bonus.</p> <p>Action G-18: Prepare design guidelines for multifamily and mixed use residential projects and adopt methods to streamline the design review process for such projects.</p>
<p>H. Housing Policy Update and Program Administration</p>				
<p>Goal H-1: Continue to Report on Housing Activities</p>	<p>N/A Statutory requirement</p>	<p>Policy H-1: The City shall prepare an Annual Report that describes activities undertaken in support of the City's</p>	<p>Removed, Statutory requirement</p>	<p>Action H-1: Continue the preparation of annual reports that summarize progress towards Housing Element goals, policies, and programs.</p>
<p>Goal H-2: Work with Professionals and Organizations to Administer and Expand Affordable Housing</p>	<p>Goal C. Preserve and Sustain Existing Housing Unit</p>	<p>Policy H-2: The City shall consider retaining the services of a housing coordinator consultant when considering new projects. The City has successfully used the services of a housing coordinator consultant on recent affordable housing projects and will continue to use consulting assistance on an as needed basis.</p>	<p>See Actions of New Program B-2.1</p>	
		<p>Policy H-3: The City shall continue to coordinate housing activities with the Sonoma County Housing Authority or other suitable organization to administer City's affordable housing programs.</p>	<p>See Actions of New Program D-4.3</p>	<p>Action H-2: Continue to rely on Sonoma County to assist with housing related activities, such as initial certification of income eligibility.</p>

Draft Housing Strategy

The Housing Strategy will form the housing policy roadmap for the City of Sebastopol. The Housing Strategy incorporates data and community input received and analyzed and suggests new policies and programs to respond to changing housing needs and to meet new statutory requirements under State Housing Element law. The Housing Strategy maintains the core goals from the 2014 Housing Element; where appropriate, goals and objectives from the 2014 Housing Element have been combined or rewritten. Parenthetical references after each Policy and Program indicate whether the policy or program is new or revised from the 2014 Housing Element. Existing programs that were completed in the previous cycle have not been carried forward. Policies and Programs that represent new or substantial changes from the 2014 Housing Element are indicated with a checkbox

The Draft Housing Strategy is structured as a series of goals and subgoals with related policies. Related to each policy, there are one or more programs that the City will implement over the 2023-2031 planning period. These programs are listed by title only under each Policy below; the full program language is provided in the Housing Action Plan section beginning on page 6. Consistent with State requirements, each program identifies specific metrics and milestones, the implementing agency or agencies, and funding. Finally, the Housing Strategy sets forth quantified objectives for housing construction, rehabilitation, and conservation within the 2023-2031 planning period.

GOALS, POLICIES, PROGRAMS, AND QUANTIFIED OBJECTIVES

A. Facilitate the Development of Housing

GOAL A: Facilitate the development of a variety of housing types by maintaining adequate sites for housing and encouraging the production of housing to meet diverse needs for all economic segments of the population.

Implementing Policies and Programs

Policy A-1 Maintain a sufficient inventory of suitably zoned sites at all income levels throughout the planning period (*Revision of previous policy A-1*)

Program A-1.1 No Net Loss of Residential Capacity to Accommodate RHNA

(New, responds to SB 166- No Net Loss)

Program A-1.2 No Reduction of Density without Replacement Sites ✓

(New, responds to SB 166- No Net Loss)

Program A-1.3 Inventory Monitoring

(Revises and combines previous actions A-1, A-2, A-3)

Policy A-2 Maintain an administrative list of additional sites with appropriate zoning that can be added to the City's sites inventory if and when an analysis provided through the Annual Planning Report indicates that sufficient sites may not exist to accommodate the City's remaining RHNA, by income level, for the planning period. *(New, responds to SB 166- No Net Loss)* ✓

Program A-2.1 Administrative List of Additional Sites ✓

(New, responds to SB 166- No Net Loss)

Policy A-3 Encourage a variety of housing types such as multi-family units, mixed use housing, ADU and JADUs, single-family attached (townhouses), and other typologies that make housing more affordable. *(Revises and combines previous policies C-4, G-1)*

Program A-3.1 Objective Design Standards Program ✓

(New, addresses stakeholder feedback and recent State laws)

Program A-3.2 Support Efforts of Affordable Housing Developers

(Revises and combines previous actions D-1, D-2, D-4, D-6, D-13, D-17, D-18)

(See also Programs A-4.1, A-4.2, A-4.3, B-2.1)

Program A-3.3 Missing Middle Housing

(Revises and combines previous actions D-7, G-4, G-7)

Program A-3.4 Workforce Housing Overlay Zone ✓

(New, incorporates previous action A-4)

Program A-3.5 Encourage the Development of Accessory Dwelling Units ✓

(New, addresses AB 1398 requirements and community input)

Policy A-4 Promote the development of new housing units affordable to extremely low, very low-, low-, and moderate-income households and housing units that are affordable to and appropriate for special needs households, including seniors, extremely low-income households, disabled persons, developmentally disabled persons, farmworkers, large families, and persons experiencing homelessness. *(Revision of previous policies C-4, D-1)*

Program A-4.1 Density Bonus Incentives

(Revision of previous action D-9)

Program A-4.2 Fee Mitigation and Transparency

(Revision of previous action D-8, responds to AB 602 requirements)

Program A-4.3 Affordable Housing Funding

(Revision of previous action C-3)

B. Remove Governmental Constraints

Goal B: Mitigate governmental constraints to the development, improvement, and maintenance of housing.

Implementing Policies and Programs

Policy B-1 Continually monitor the City's codes, procedures, and practices to ensure they do not pose a constraint to the development and retention of housing. *(Revises and combines previous policies B-1, G-7, G-8)*

Program B-1.1 Monitor and review the effectiveness of the Housing Element Programs and other City activities in addressing the City's housing needs in a manner that does not discriminate

(Revises and combines previous actions B-1, B-2, F-2, G-3, G-10, G-12)

Program B-1.2 Revise Reasonable Accommodation Procedures to Streamline and Reduce Barriers ✓

(New, addresses identified constraint)

Policy B-2 Expedite application review, permitting, and inspection procedures for affordable housing projects. *(Revision of previous policy G-9)*

Program B-2.1 Expedite Processing for Affordable Housing Projects

(Revises and combines previous actions G-14 and policy H-2)

Policy B-3 Take all efforts to ensure City staff and decision-makers have the most up-to-date knowledge about housing trends, laws, and issues. *(New, addresses stakeholder feedback)* ✓

Program B-3.1 Monitor Housing Trends, Laws, and Issues ✓

(New, addresses stakeholder feedback)

Policy B-4 Ensure easy access to and transparency of housing development information on the City's website pursuant to Government Code 65940.1(a)(1). *(Revision of previous action D-8; responds to stakeholder feedback and AB 602 requirements).*

Program A-4.2 Fee Mitigation and Transparency

(Revision of previous action D-8, responds to AB 602 requirements)

C. Housing Conservation

GOAL C: Sustain and preserve existing housing units at all income levels

Implementing Policies and Programs

Policy C-1 Monitor the status of at-risk units throughout the planning period to identify units that are at risk of imminent conversion to market-rate units and work with non-profit housing organizations to preserve at-risk units. *(Revision of previous policy B-3)*

Program C-1.1 Safeguard Affordable Housing Inventory

(Revision of previous action B-4)

Policy C-2 Ensure safe, decent housing by enforcing habitability standards that do not discriminate and that protect the occupant's cultural, socio-economic, and/or accessibility needs. *(Combines previous actions, addresses Fair Housing issues with enforcement of codes)*

Program B-1.1 Monitor and review the effectiveness of the Housing Element Programs and other City activities in addressing the City's housing needs in a manner that does not discriminate

(Revises and combines previous actions B-1, B-2, F-2, G-3, G-10, G-12)

Policy C-3 Provide rehabilitation assistance to income-eligible homeowners for repairs related to safety, habitability, and/or accessibility standards to reduce the likelihood of substandard housing in the City. *(Revision of previous policy B-2)*

Program C-2.1 Rehabilitation Assistance 

(New, responds to findings in fair housing analysis, demographic trends, and community input)

Policy C-4 Promote energy efficiency in all new and existing structures. *(Revises and combines previous policies F-1, F-2, F-3)*

Program C-3.1 Provide Information and Promote Energy Conservation

(Revises and combines previous actions F-3, F-4, F-5, F-6, F-7, F-8, F-9)

(See also Program B-1.1)

D. Fair Housing

GOAL D: Ensure Fair Access to Quality Housing and Services for All Members of the Community, including those with Special Needs.

Implementing Policies and Programs

Policy D-1 To ensure all residents have access to adequate housing, the City will work to promote and affirmatively further fair housing opportunities throughout the community for all persons regardless of age, race, gender, sexual orientation, marital or familial status, ethnic background, disability, medical condition, or characteristics protected by the California Fair Employment and Housing Act, and any other State and Federal fair housing and planning law. *(Revision of previous policy E-1)*

See Programs A-3.1, B-1.1, D-1.1, D-2.1 for specific actions that support Fair Housing

Policy D-2 The City will encourage long-term and permanent affordability of lower and moderate-income and special needs housing. *(Revision of previous policy C-3)*

Program A-4.3 Affordable Housing Funding

(Revision of previous action C-3)

Program C-1.1 Safeguard Affordable Housing Inventory

(Revision version of previous action B-4)

Policy D-3 The City will continue to educate the community about fair and affordable housing. *(Revises and combines previous policies D-5, D-8)*

Program D-1.1 Administer Housing Services and Provide Outreach and Education

(Revises and combines previous actions D-11, D-16, E-1, H-3)

Policy D-4 The City will continue efforts to improve housing opportunities for special needs households, including seniors, disabled persons, developmentally disabled persons, extremely low-income households, farmworkers, large families, and persons experiencing homelessness.

(Revises and combines previous policies D-6, D-7, D-9, D-10)

Program D-2.1 Landlord Education

(Revises and combines previous actions E-2, E-3)

Program D-2.2 By Right Permanent Supportive Housing and Low Barrier Navigation Centers



(New, responds to AB 2162 Requirements, SB 48 requirements, and community input)

(See Also Programs A-1.3, A-3.2, A-4.3, D-1.1)

Policy D-5 The city will promote programs that offer lower- income households pathways to homeownership. ✓

(New, responds to community input and demographic trends)

Program D-3.1 First Time Homebuyer Program and Affordable Homeownership Resources ✓

(New, responds to community input and demographic trends)

Housing Action Plan

Program A-1.1 No Net Loss of Residential Capacity to Accommodate RHNA ✓

(New, responds to SB 166- No Net Loss)

To ensure sufficient residential capacity to accommodate the RHNA for each income category throughout the planning period, staff will develop and implement a formal, ongoing (project-by-project) administrative evaluation procedure pursuant to Government Code section 65863. The evaluation procedure will track the number of lower, moderate-, and above moderate-income units constructed to calculate the remaining unmet RHNA. The evaluation procedure will also track the number of units built on the identified sites to determine the remaining site capacity, by income category, and will be updated as developments are approved. The sites inventory will be updated every year as needed when the Annual Planning Report (APR) is completed, and the APR with the updated inventory will be available on the City’s website.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Develop procedure prior to the first 6th cycle reporting period; evaluate annually thereafter in conjunction with the APR</i>	<i>Planning Department, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>SB 166- No Net Loss; ensure adequate sites to accommodate the RHNA throughout the planning period</i>

Program A-1.2 No Reduction of Density without Replacement Sites ✓

(New, responds to SB 166- No Net Loss)

To ensure sufficient residential capacity to accommodate the RHNA for each income category throughout the planning period, no project approval or other action that reduces the density or development capacity of a site shall be undertaken unless sufficient remaining sites are available or additional adequate sites are identified prior to the approval of the development and made available within 180 days of approval of the development. Identification of the replacement sites and the necessary actions to make the site(s) available will be adopted prior to or concurrent with the approval of the development.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:

<i>Ongoing as needed</i>	<i>Planning Department, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>SB 166- No Net Loss</i>
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Program A-1.3 Inventory Monitoring

(Combines previous actions A-1, A-2, A-3)

To ensure sufficient residential capacity to accommodate the RHNA for each income category throughout the planning period, the City will continue to monitor the land supply in inventory including:

- Sites for single-family and multifamily residential development
- Sites to accommodate special needs populations including seniors, disabled persons, developmentally disabled persons, extremely-low income households, farmworkers, large families, and homeless persons
- Multifamily sites at densities to facilitate the production of housing affordable to lower income households
- Sites readily served by infrastructure

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Annually, due at time of and reported out in conjunction with APR; Publish land supply in inventory on City’s website 30 days and update annually</i>	<i>Planning Department, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>SB 166- No Net Loss Lessons learned from previous Housing Element</i>

Program A-2.1 Administrative List of Additional Sites

(New, responds to SB 166- No Net Loss)

To ensure sufficient residential capacity to accommodate the RHNA for each income category throughout the planning period, the City will create and maintain a list of additional sites with appropriate zoning that could be added to the City’s sites inventory when an analysis provided through the Annual Planning Report indicates that sufficient sites may not exist to accommodate the City’s remaining RHNA, by income level, for the planning period.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Create list 3-6 months consider adding sites from this list to inventory as needed on an annual basis</i>	<i>Planning Department, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>SB 166- No Net Loss; Identify adequate sites to accommodate the RHNA</i>

Program A-3.1 Objective Design Standards Program ✓

(New, addresses stakeholder feedback and recent State laws)

The discretionary review process can act as a constraint to housing development and increase the overall cost housing. To facilitate non-discretionary permitting, the City will adopt Objective Design Standards that involve no personal or subjective judgement by a public official and are uniformly verifiable by reference to external criteria available to the public. *(New, addresses stakeholder feedback and governmental constraints)*

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Adopt within 8-14 months of Housing Element Adoption</i>	<i>Planning Department, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>Recent State laws prohibiting discretionary reviews; stakeholder feedback; address and remove governmental constraints</i>

Program A-3.2 Support Efforts of Affordable Housing Developers

(Revises and combines previous actions D-1, D-2, D-4 D-6, D-13, D-17, D-18)

Housing development in Sebastopol over the 5th planning cycle did not reach the lower and moderate-income quantified objectives. In order to better match the City’s quantified objectives for the 6th Cycle planning period, the City will take more robust financial and supportive actions to promote the development, preservation, and provision of housing units affordable to lower and moderate-income households including special needs households.

Financial actions shall include:

- Providing City housing funds, including linkage fees and inclusionary housing fees when available, to help subsidize development costs to build affordable housing units with priority funding applied to projects where 5 percent of units are deed-restricted affordable to extremely-low income households
- Allowing Planning-Director approval of project extensions
- Deferring collection of residential development fees until final building inspection or certificate of occupancy (see A-4.2)
- Supporting applications for available and appropriate funding for all projects consistent with the City's General Plan and funding priorities:
 - The Home Investment Partnership Program
 - Community Development Block Grants
 - Low Income Housing Tax Credits
 - The California Housing Accelerator Program
 - The California Housing Finance Agency
 - The Golden State Acquisition Fund
 - The Infill Infrastructure Grant Program
 - The Joe Serna, Jr. Farmworker Housing Grant
 - The Local Housing Trust Fund
 - The Multifamily Housing Program
 - The Predevelopment Loan Program
 - The Supportive Housing Multifamily Housing Program
 - The Veterans Housing and Homelessness Prevention Program
 - Project Based Section 8 Assistance

Technical and Non-Financial Supportive Actions shall include:

- Creating an informational page on the City website with information about available sites in the City and available funding resources
- Annually contacting a list of known developers provided by the *Let's Talk Housing Napa Sonoma Collaborative*
- Contributing to a region-wide project in conjunction with the *Let's Talk Housing Napa Sonoma Collaborative* to map all available housing sites with relevant development information and TCAC Opportunity Index Scores
- The City will utilize the above mapping to publish an easy-to-understand popular summary on the City's website. The summary shall identify available housing opportunity sites in Sebastopol and will include a map, and site-specific development information
- Providing no-cost staff assistance to assess development strategies
- Providing a formal, no-cost pre-application for AB 52 Housing Projects
- Give priority to permit processing for projects providing affordable housing when requested. Expand application of processing priority to projects providing housing for seniors and other special needs groups, including persons with physical and

developmental disabilities, large families, extremely- low income households, farmworker housing, and homeless (*Program B-2.1*)

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Ongoing; report efforts and successes in APR</i>	<i>Planning Department, Planning Commission, City Council, City Manager</i>	<i>Where feasible, leverage State and Federal financing, including Low Income Housing Tax Credits, CalHFA multifamily housing assistance programs, HCD Multifamily Housing Loans, CDBG funds, HOME funds, and other available financing</i>	<i>Assist in the development of adequate housing to meet the needs lower and moderate-income households; addresses community input; addresses stakeholder input; lessons learned from previous Housing Element</i>

Program A-3.3 Missing Middle Housing

(Revises and combines previous actions D-7, G-4, G-7)

Community input indicated strong support for missing middle housing which can help meet the need for more diverse housing types to meet the needs of shifting demographics in the City. The City will increase opportunities for small lot single-family homes, such as tiny homes and cottage court housing developments by either by identifying additional sites for the R-5 zoning designation, or by amending the Code to allow up to 3 units on qualifying single-family parcels, subject to objective design standards.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>The City will take XX action by 202X of Housing Element Adoption</i>	<i>Planning Department, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>Addresses stakeholder feedback; addresses demographic data and trends; addresses community input</i>

Program A-3.4 Workforce Housing Overlay Zone

(New, incorporates of previous action A-4)

Infill development is critical to accommodating growth while reducing sprawl. Stakeholders indicated support for infill and adaptive reuse development to help meet the City’s housing needs. The City will adopt a Workforce Housing Overlay Program as a market-driven way to integrate housing into areas near jobs and transit. The program will allow housing to be added to underutilized commercial sites, empty parking lots, and other parcels near jobs, transit, or both by providing an additional set of development options that landowners can choose to exercise at their discretion through the application process.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
Adopt program into Code by MONTH XXX	<i>Planning Department, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>Lessons learned from previous Housing Element, Stakeholder feedback.</i>

Program A-3.5 Encourage the Development of Accessory Dwelling Units

(New, addresses State law and community input)

Demographic analysis revealed the need for affordable housing options that would be suitable for the aging population, persons with disabilities, and younger people looking for entry-level housing choices. Community input indicated robust support for ADU and JADU development as a way to increase the housing supply. Additionally, ADU and JADU development provides a unique opportunity for homeowners to increase their property value. Based on community input, the City expects a significant increase in the rate of ADU and JADU development. In order to facilitate homeowners who are interested in developing the City shall take the following actions:

Promote ADUs and JADUs: The City anticipates developing ADUs in numbers that exceed what it has built, on average, over the last 4 years. To promote development, the City will make builders, property owners and members of the public aware of opportunities to facilitate ADU construction within the city by creating a dedicated ADU/JADU development website, and by featuring ADUs at the annual Housing Expo. Additionally, the City will streamline processing of applications for conforming ADUs by eliminating the planning entitlement process and relying instead on planning department review and sign-off of the building permit.

Legalizing Existing Structures as ADUs: The majority of ADUs within the City to date have been conversions of existing structures into ADUs. Staff have identified a way to facilitate the legalization of existing structures into converted, legal ADUs by reducing the need for qualified

conversions to go through the planning commission process for determination of a non-conforming use. Rather, the City would establish a program that would allow this determination to be made at the Staff-level following a site visit, and consultation with the planning and building departments. In certain situations, code enforcement penalties would be reduced or waived.

In its 2024 APR, the City will evaluation its progress in achieving its increased production goals for ADUs and JADUs. If it is determined that the new numbers are not likely to be met, the City will put into place an additional action to better promote and facilitate their production, as follows:

Financial Support for ADUs: If the production of ADUs is falling behind projections by the end of the 2nd year on the planning period, the City will dedicate annual funding to the Napa-Sonoma ADU Center for the provision of services to facilitate ADU production to utilize their services beyond what is publicly available on their website including the provision of on-site ADU suitability evaluations, development of marketing materials, pre-approved ADU plans and referrals to builders and financing for ADUs.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<p><i>Create and publish ADU/JADU development webpage by January 2024; Adopt ADU conversion program within 6-9 months of Housing Element adoption; Annually monitor and report progress of production goals for ADUs and JADUs, if production does not meet projections by end of 2nd year of planning period the City will dedicate annual funding to the Napa-Sonoma ADU Center in exchange for services.</i></p>	<p><i>Planning Department, Planning Commission, City Council</i></p>	<p><i>Departmental Budget (General Fund)</i></p>	<p><i>Government Code 65583(c)(7); Addresses stakeholder feedback; addresses demographic data and trends</i></p>

Program A-4.1 Density Bonus Incentives

(Revision of previous action D-9)

The California State Density Bonus Law incentivizes affordable and other specialized housing production by requiring local agencies to grant an increase to the maximum allowable residential density for eligible projects, and to support the development of eligible projects at greater residential densities by granting incentives, concessions, waivers, or reductions to applicable development regulations.

To increase the amount of lower and moderate- income units created, the City will encourage affordable housing developers to request density bonuses and incentives by promoting them on the City’s website and at the bi-annual housing fair.

The City will also explore the feasibility of adopting a local density bonus ordinance with incentives and bonuses beyond the current statutory requirements.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Amend Code within 3 years of Housing Element Adoption</i>	<i>Planning Department, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>Lessons learned from previous Housing Element; addresses stakeholder input</i>

Program A-4.2 Fee Mitigation and Transparency

(Revision of previous action D-8, responds to AB 602 requirements)

Impact fees are levied on new housing to pay for the services needed to support those developments and to mitigate the impacts of growth however, such fees and exactions can affect the cost and feasibility of developing affordable housing.

In accordance with new with requirements to the Mitigation Fee Act, the City shall take the following actions:

Nexus Fee Action: To mitigate the impact of these fees the City currently bases impact fees proportional to the square footage of a new development project per a 2021 nexus study. Per new statutory requirements to Mitigation Fee Act, the City will update its nexus study in 2029.

Action of Transparency: The City will make the following information prominently available on the City’s website:

Postings that must be updated within 30 days of any change to the information:

- A current schedule of fees, exactions, and affordability requirements that apply to each parcel
- All zoning ordinances and development standards that apply to each parcel

- A list of all requirements for a development project
- The current and five previous annual fee reports covering development impact fees as well as water and sewer connection fees and
- An archive of impact fee nexus studies and cost of service studies conducted by the City since January 1, 2018

Postings that must be updated twice a year:

- Upon the certificate of occupancy or final inspection of a new housing unit, whichever occurs later, the City must request from the developer the total amount of impact fees levied on the project and display that information on the City’s website

Public Comment Procedure Action: The City will abide by the new public comment procedure requirements that authorize any member of the public to submit evidence regarding impact fee violations.

Additionally, to limit the costs associated with developing housing, the City will defer fee collection for residential developments until final building inspection or issuance of the certificate of occupancy, whichever occurs first, unless the requirements of Government Code 66007(b) have been met.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Provide easily accessible fee information on City’s website by January 2023; Publish any updates within 30 days of a completed fee study reflecting any new or revised fees; update nexus fee study in 2029</i>	<i>Planning Department, City Manager</i>	<i>Departmental Budget (General Fund)</i>	<i>AB 602 – Mitigation Fee Act; review and revise from previous Housing Element</i>

Program A-4.3 Affordable Housing Funding

(Revision of previous action C-3)

Financial constraints represent the most significant non-governmental barrier to developing affordable housing. The City will establish a partnership with the Sonoma County Community

Development Commission to identify additional potential mechanisms to assist with City funding of permanently affordable housing.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Initiate partnership with Sonoma County Community Development Commission within 18 months of Housing Element Adoption; Report efforts and successes in APR annually thereafter</i>	<i>Planning Department, City Attorney, Sonoma County Community Development Commission</i>	<i>Departmental Budget (General Fund)</i>	<i>Lessons learned from previous Housing Element</i>

Program B-1.1 Monitor and review the effectiveness of the Housing Element Programs and other City activities in addressing the City’s housing needs in a manner that does not discriminate

(Revises and combines previous actions B-1, B-2, F-2, G-3, G-10, G-12)

It is necessary to establish an ongoing monitoring program to ensure the implemented programs and adopted ordinances continue to meet the needs of residents, conform to State laws, and do not pose as barriers to development as such the City will take the following action:

Action to Monitor and Report: The City will continue to monitor the implementation of ordinances, codes, policies, and procedures to ensure that they conform with State laws, promote energy conservation, do not pose an unreasonable barrier to housing access, and that they continue to provide reasonable accommodation for the disabled. Program implementation will be tracked and reported annually in conjunction with the Annual Planning Report (APR).

Code enforcement is an important government tool designed to keep neighborhoods and the people who live in them safe and healthy. To ensure that standard operating procedures do not penalize or displace vulnerable or special needs populations the City will take the following action:

Proactive Code Enforcement Action: The City will develop a proactive and reasonable enforcement program that focuses residential code enforcement activities on situations that pose an imminent threat to public health and safety. Such activities do not include minor alterations made to residences without benefit of permit when such alterations are made to accommodate a special need or disability of the resident(s), or for interior alterations made to allow or honor the residents’ cultural needs or practices, unless those alteration pose an immediate threat to the safety of the residents or neighborhood. Residents requiring alterations to accommodate a special need or disability will be guided to the City's Reasonable Accommodations program.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Program will be developed by MONTH 202X. Results of monitoring reported annually in the APR thereafter</i>	<i>Planning Department, Building Department, Public Works Department, City Manager, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>AB 686- AFFH; lessons learned from previous Housing Element</i>

Program B-1.2 Revise Reasonable Accommodation Procedures to Streamline and Reduce Barriers ✓

(New, addresses identified constraint)

The Federal Fair Housing Act and the California Fair Employment and Housing Act (the Acts) require that local agencies provide reasonable accommodation in the application of zoning laws and other land use regulations, policies, and procedures for persons with disabilities who are seeking access to housing of their choice. A request for reasonable accommodation under the Acts may include a modification or exception to the rules, standards, and practices for the siting, development, and use of housing when those regulations would eliminate regulatory barriers and provide the person with a disability equal opportunity to the housing of their choice.

The City has established a Reasonable Accommodations procedure, as required by the Acts, but the procedure and cost have been identified as constraints to the development of housing and the provision of accessible housing. The city will review its current practices and costs to bring them in line with the State’s model ordinance.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Complete review by the end of 2024; revise ordinance or procedures as needed by July 2025.</i>	<i>Planning Department, Building Department, City Manager, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>AB 686- AFFH; addresses governmental constraints</i>

Program B-2.1 Expedite Processing for Affordable Housing Projects

(Revises and combines previous actions G-14 and policy H-2)

Expedited processing moves projects with an affordable component to the front of the line in zoning, planning, and building permit processing. Ideally this can shave months off the

entitlement process. Faster processing reduces risk and financing costs while allowing developers to bring projects to market faster. To encourage the development of affordable housing the City will continue to expedite processing for affordable housing projects to support the streamlined approval processing for affordable housing projects, including SB9 and SB35 projects.

The City will expand application of processing priority to projects providing housing for seniors and other special needs groups, including persons with physical and developmental disabilities, large families, extremely-low income households, farmworker housing, and homeless. Expedited processing includes one-stop preliminary review, concurrent application review, designation of a primary contact, and fast-tracking of construction and grading plan review, permitting and inspection.

To ensure that these services are available throughout the planning period, the City shall maintain adequate staffing levels and, if necessary, utilize outside planning or plan review services to facilitate expedited processing.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Report efforts and successes in APR</i>	<i>Planning Department, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>Review and revise from previous Housing Element; addresses stakeholder input</i>

Program B-3.1 Monitor Housing Trends, Laws, and Issues ✓

(New, addresses stakeholder feedback)

Stakeholder feedback revealed support for ongoing educational procedures for the City’s decision-makers. To ensure both elected and appointed decisionmakers are making educated and informed planning decisions, the City will continue to monitor legislation, trends, and policy issues related to the development and maintenance of affordable housing in the City of Sebastopol. Ongoing efforts include but are not limited to:

- Attending housing and legislative review conferences
- Attending training workshops
- Training on new legislation, State requirements, policies, and procedures pertaining to housing programs
- Participate in regional planning efforts coordinated by the Association of Bay Area Governments (ABAG) and interfacing with other local jurisdictions, the County of Sonoma, and the public

Additionally, all future and incumbent members of the Planning Commission shall be required to complete a commissioner training course covering the essentials of citizen planning including planning ethics, comprehensive plans, site plans, approval processes, planning law, zoning, and the essential role of the public in planning.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Initiate Planning Commissioner Training by January 2023; Report efforts and successes in APR annually thereafter</i>	<i>Planning Department, Planning Commission, City Attorney/City Manager, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>Housing Accountability Act (HAA); addresses stakeholder feedback</i>

Program C-1.1 Safeguard Affordable Housing Inventory

(Revision of previous action B-4)

State law requires jurisdictions to address the risk of loss of affordable units as their affordable restriction restrictions expire and they convert to market-rate housing. The City will monitor all properties and make contact with owners and non-profit partners not less than three years before restrictions are set to expire to discuss the City’s desire to preserve complexes as affordable housing. Participation from agencies interested in purchasing and/or managing at-risk units will be sought to identify options to ensure continuing affordability. The City will coordinate with owners of expiring subsidies to ensure tenants receive the required notices at three years, twelve month, and six months prior to the scheduled expiration of rent restrictions, as described in Government Code 65863.10. The City will work with tenants to provide education regarding tenant rights and conversion procedures pursuant to California law.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Annual monitoring due at time of and reported in conjunction with APR; Ongoing discussions with owners and partners as needed based on expiration of subsidies</i>	<i>Planning Department</i>	<i>Departmental Budget (General Fund)</i>	<i>Review and revise from previous Housing Element;</i>

Program C-2.1 Rehabilitation Assistance ✓

(New, responds to findings in fair housing analysis, demographic trends, and community input)

Negative effects of code enforcement can occur when compliance measures are not economically feasible for property owners. To reduce the risk of displacement, the City will pursue grant opportunities to create a residential rehabilitation program for lower income residents. The City will work with the Community Development Commission to apply for HOME, CalHome, and CDBG funds, as well as promote Section 504 Home Repair Program loans and grants to provide housing rehabilitation loans and weatherization services for income-eligible households to improve living conditions.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Starting in 202X, annually apply for funding as Notices of Funding Availability are released</i>	<i>Planning Department, Planning Commission, City Council, City Manager</i>	<i>HOME, CalHOME, CDBG, Section 504 Grants</i>	<i>AB 686 - AFFH; address and remove governmental constraints</i>

Program C-3.1 Provide Information and Promote Energy Conservation

(Revises and combines previous actions F-3, F-4, F-5, F-6, F-7, F-8, F-9)

Planning to maximize energy efficiency, the incorporation of energy conservation, and green building features can contribute to reduced housing costs for homeowners and renters while promoting sustainable community design. The City of Sebastopol will continue to promote energy efficiency that exceeds State standards in existing residences and new residential development by providing sustainability and conservation information on the City’s website, supporting Recology’s efforts to educate the community about solid waste reduction, and utilizing CDBG and HOME funding to retrofit existing affordable units to increase energy efficiency.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Ongoing; report efforts and successes in APR</i>	<i>Planning Department, Building Department, Public Works Department, City Manager, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>Title 24, CalGREEN; addresses community input; revise and review from previous Housing Element</i>

Program D-1.1 Administer Housing Services and Provide Outreach and Education

(Revises and combines previous actions D-11, D-16, E-1, H-3)

Often, special needs households face barriers to accessing information about affordable and fair housing resource and residents may not be aware of the choices available to them. The City will hold annual fair housing workshops to educate and inform the community about their right to fair housing, how to access resources, and use these workshops as an opportunity to overcome community opposition.

To help overcome barriers to accessing information, the City will develop a Fair Housing section of their website that includes tenants’ rights information, direction to available legal resources, information on how to file a Fair Housing complaint, include a City-wide affordable rental registry, and a multilingual affordable housing fact sheet highlighting the needs of the community. The information will also be made available public noticing for project hearings in addition to posting on the City’s website.

Additionally, the City shall continue to coordinate housing activities with the Sonoma County Housing Authority or other suitable organization to administer the City’s affordable Housing programs for special needs populations. The City will continue to expand upon previous coordinated efforts with local faith-based organizations and community-based organizations to provide services and resources to the unhoused population in Sebastopol. Continued bi-annual meetings with service providers and advocates for the homeless will provide the City an opportunity to identify needs and craft solutions on an ongoing basis.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Ongoing; report efforts and successes in APR Add Fair Housing information to City website by June 2023; Hold Bi-Annual workshops with advocates and service providers; Report efforts and successes in APR</i>	<i>Planning Department, Planning Commission, City Council</i>	<i>Departmental Budget (General Fund)</i>	<i>AB 686- AFFH; address demographic data; addresses stakeholder input</i>

Program D-2.1 Landlord Education

(Revises and combines previous actions E-2, E-3)

The Fair Employment and Housing Act protects against source of income discrimination. The City will work with the CDC to develop a landlord education and outreach program that will include

information on source of income discrimination and Housing Choice Voucher programs. The goal of the program will be to reduce the likelihood of discrimination, ensure that landlords are maintaining Section 8 compliance, and to expand the location of participating Section 8 Housing Choice Voucher properties. This information will be included on the City’s website.

Additionally, the City will continue to require nondiscrimination clauses in rental agreements and deed restrictions for housing constructed with City Agreements.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Contact CDC about ongoing efforts to educate landlords by end of 2023; report efforts and successes in APR</i>	<i>Planning Department, Planning Commission, City Council, City Manager</i>	<i>Departmental Budget (General Fund)</i>	<i>Fair Employment and Housing Act; AB 686 - AFFH; review and revise from previous Housing Element</i>

Program D-2.2 By Right Permanent Supportive Housing and Low Barrier Navigation Centers



(New, responds to AB 2162 Requirements, SB 48 requirements, and community input)

Decades of research shows providing people with a stable, affordable place to live that does not limit length of stay, along with services that promote housing stability—the combination known as “supportive housing”—ends homelessness among people with the greatest vulnerabilities, including people experiencing chronic homelessness.

The City will amend the Code to allow permanent supportive housing and low barrier navigation centers by right in zones where multifamily and mixed uses are permitted, including nonresidential zones permitting multifamily uses in compliance with Government Codes 65660 and 65651 as amended by AB 2162 and SB 48, respectively.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Amend Code within 6-9 months of Housing Element Adoption</i>	<i>Planning Department, Planning Commission, City Manager</i>	<i>Departmental Budget (General Fund)</i>	<i>SB 48 – Low Barrier Navigation Centers; AB 2162 – Supportive Housing; AB 686 - AFFH; addresses community input</i>

Program D-3.1 First Time Homebuyer Program and Affordable Homeownership Resources ✓

(New, responds to community input and demographic trends)

Despite the volatility of the housing market, numerous studies have demonstrated that homeownership leads to greater wealth accumulation when compared with renting. Lower and moderate-income homebuyers may face significant financial barriers when seeking home ownership. The City will seek to establish a First Time Homebuyer Program in coordination with the Housing Land Trust of Sonoma County (HLT) to monitor the development of permanently affordable homeownership opportunities in the City of Sebastopol.

Additionally, The City will publish resources to prospective lower income home buyers on the City website including information about the new First Time Homebuyer Program, Burbank Housing and Habitat for Humanity who provide affordable homeownership through subsidies, and information about CalHOME and CalHFA financing options.

Timeline:	Responsibility:	Funding:	Statute or Other Consideration:
<i>Adopt program within by MONTH 202X; Add information to City website by July 2023</i>	<i>Planning Department, Planning Commission, City Council, City Manager</i>	<i>Departmental Budget (General Fund)</i>	<i>AB 686 – AFFH; addresses demographic data; addresses community input</i>

Quantified Objectives

Income Levels	Construction	Rehabilitation	Preservation
Extremely Low	28		TBD
Very Low	27		TBD
Low	25	6	TBD
Moderate	35		TBD
Above Moderate	92		TBD
Total	207	6	TBD

Non-Unit Quantified Objectives

Income Levels	Safe Parking	SRO beds	Other
Severely Low	6	2	4
Extremely Low	6	2	
Very Low	2	6	
Total	14	10	4

