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# Steering Committee MEMO

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Housing Element Update

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## Prepared for Housing Element Steering Committee Meeting #4 (September 12, 2012)

### Overview

The attached packet contains material for the fourth Housing Element Steering Committee meeting. The meeting will be held from 5:30 to 8:30 pm at the **Arrillaga Family Gymnastics Center** — 501 Laurel Street — Multi-Purpose Room. The *primary objectives of the fourth meeting* are to: (1) review preliminary goals, policies and implementing programs to provide direction for the Draft Housing Element; (2) review other Housing Element background information; and (3) review the upcoming schedule of activities.

### Review of Housing Element Goals, Policies and Programs

The enclosed Preliminary Draft Housing Element materials provides a first-cut identification of goals, policies and implementing programs for inclusion in the Draft Housing Element that will be reviewed by the Housing Commission, Planning Commission and City Council in October before it is sent to HCD for their required 60-day review period. Since the materials are extensive, we would like the Steering Committee members to come prepared with an identification of the items you would like to discuss at the September 12 meeting. Specifically, this includes:

- Confirmation of Steering Committee Direction on Potential housing sites for rezoning to higher density housing
- Specific goals, policies or programs (please note them by number)
- Any other items for consideration in the Housing Element

**Review of Potential Housing Sites:** The City has received numerous pieces of correspondence, especially related to Site #1 (Sharon Park) and Site #3 (Rural Lane). All of the correspondence received as of the printing of this memo is included in the packet. In addition, approximately 20 people attended the September 5, 2012 Housing Commission meeting to request the removal of Site #1 from further consideration. Staff is in the process of researching how Sharon Park was originally dedicated to the City in order to provide greater clarity as to what would be required to potentially rezone the site from open space to high density senior housing. As the Steering Committee considers this additional feedback, here are some thoughts from staff's and the consultant's perspective in regard to potential housing sites for rezoning:

- **Geographic Distribution.** Throughout the process, the Steering

### Packet Contents

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2. [Agenda for the September 12, 2012 Steering Committee meeting](#)
3. [Steering Committee Meeting #3 Summary](#)
4. [Committee Direction on Potential Housing Sites](#)
5. [Correspondence Received Since Meeting #3](#)
6. [Housing Sites Inventory released on August 31, 2012](#)
7. [Preliminary Draft Housing Element Goals, Policies and Programs](#)
8. [September 12, 2012 Comment Sheet](#)

Committee has strived to have a distribution of potential housing sites for rezoning throughout the community so that no one area or school district is impacted. The following tables summarize unit counts by geographic area and school district.

	GEOGRAPHIC SUBAREAS				
	West of Alameda de las Pulgas	Alameda de las Pulgas to Middlefield Road	Middlefield Road to US 101	East of US 101	Total
El Camino Real/Downtown Specific Plan	0	680	0	0	680
Units on Sites to be Studied for Rezoning	80	96	125	758	1,059
Total Dwelling Units	80	776	125	758	1,739
Percent of Total Units	5%	45%	7%	44%	100%
	ELEMENTARY SCHOOL DISTRICTS				
	Las Lomitas	Menlo Park	Ravenswood	Redwood City	Total
El Camino Real/Downtown Specific Plan	0	680	0	0	680
Units on Sites to be Studied for Rezoning	80	104	354	521	1,059
Total Dwelling Units	80	784	354	521	1,739
Percent of Total Units	5%	45%	20%	30%	100%

- **Longer List of Potential Sites for Rezoning Than Needed.** At this point, the staff and consultant recommend a longer list of potential sites than we will eventually need in case some sites fall off as part of the Environmental Assessment analysis or for other reasons. That said, if there is a site with overarching challenges, then the Steering Committee should seriously considering eliminating the site from further consideration at this stage in the process.
- **Replacement Sites.** Staff and consultant recommend that if a site is removed from the current list of potential sites for rezoning it should be replaced with another site or sites with a comparable number of units so that we have sufficient sites to consider. (The target goal is approximately 1000 units). From this point going forward, once a site is taken off the list it should not reappear later in the process.
- **Factors to Consider in Evaluating Sites.** The Steering Committee and the public (at the community workshops) has spent time identifying possible factors for evaluating potential housing sites. These factors will be carried forward and considered in the Environmental Assessment. Factors such as traffic, school impacts, water, etc. will be evaluated in the Environmental Assessment.
- **Trust the Process.** While any important public process is challenging, we want to remind everyone that we are still early in the process and there will be a number of opportunities for the public and City decision-makers to review basic information on the sites and to eventually select the best sites for rezoning that help to meet the City’s RHNA (Regional Housing

Needs Allocation).

**Review of Preliminary Goals, Policies and Programs:** We are attaching a comment sheet to assist you with your review and comment on the Preliminary Draft Housing Element materials. Please also note that material provided for you in your packet for the last Steering Committee meeting — *on second units and zoning for a homeless shelter* — will be useful for the discussion at the meeting on September 12, 2012.

### **Schedule of Meetings and Activities**

Included in your packet is a summary of the third meeting for your review and information. We are not providing a tentative agenda for the Steering Committee's next meeting (Steering Committee Meeting #5) because it will occur following HCD's review of the City's Draft Housing Element (at least four months away).

### **Important Near-Term Dates**

September 8 — Bus Tour of Contemporary Affordable Housing

September 12 — Steering Committee Meeting #4

September 26 — Parks and Recreation Commission Meeting regarding Sharon Park as a potential housing site

October 3 — Housing Commission review of Draft Housing Element

October 15 — Planning Commission review of Draft Housing Element

October 23 — City Council review of Draft Housing Element

October 31 — Submittal of the Draft Housing Element to the California Department of Housing and Community Development, HCD (per the Settlement Agreement)