Housing Element 2023-2031 Update

Community Meeting #2

Town of Portola Valley | May 9, 2022

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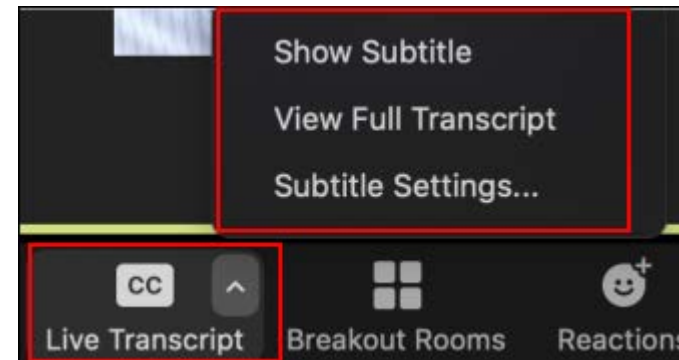# Welcome!

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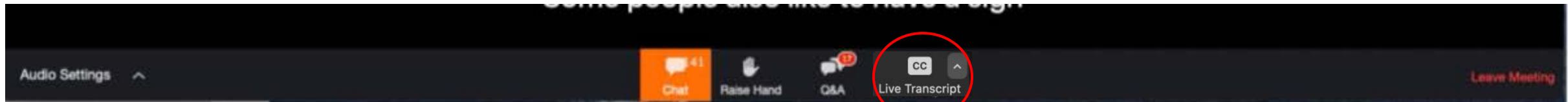
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Housing Element Update Team Introductions

Town of Portola Valley

- Melvin Gaines, Assistant Town Manager
- Laura Russell, Planning & Building Director
- Dylan Parker, Assistant Planner

Urban Planning Partners & 21 Elements

- Curtis Banks, Project Director
- Carla Violet, Project Manager
- Hannah Phalen, Project Planner
- Javier Silva, Project Planner
- Alexia Rotberg, Project Planner
- Leslie Carmichael, Senior Advisor
- Evan Seitz, 21 Elements
- Daisy Quinonez, 21 Elements
- Corinne Tsai, 21 Elements
- Alyssa Chung, Tech Support

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Tonight's Program

🖐 1. Getting to Know You

2. Meeting Outcomes

3. Background

🏠 4. ADUs/JADUs

🗺 4. Site Inventory Process

👥 5. Breakout Rooms Discussion

⏭ 6. Next Steps

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Getting to Know You Zoom Poll Questions

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Meeting Outcomes

Attendees:

- Are **familiar with basic requirements** of the Housing Element
- Understand sites inventory and how **community input has shaped** process
- Know how to **stay involved**

Town staff and consultants:

- **Gather feedback** about the **sites inventory**
- **Understand preferred design features** and **zoning standards** for multi-family development
- **Learn** about additional ideas for **improving ADU/JADU process**

Ground Rules

1. There are no right or wrong answers

2. Share the space: step up, step-back

3. Everyone has an equal chance to speak

4. Respecting all points of view

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Background

What is a Housing Element? What is Portola Valley's RHNA?

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What is a Housing Element?

- The State Housing Element Law (1969) requires each California city or town and county to accommodate its 'fair share' of projected housing needs by planning for and removing constraints to growth

- It is one of seven State-mandated elements required in the General Plan

- Incorporates assigned housing targets from the State (The Town of Portola Valley does not build homes directly. It creates rules about where housing goes and how much.)

- Requires review and certification by the State Department of Housing and Community Development (HCD)

- Updated every 8 years

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Regional Housing Needs Allocation (RHNA)

What is RHNA?

RHNA is the state-mandated process to identify the number of housing units (by affordability level) that each jurisdiction must accommodate in the Housing Element of its General Plan.

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Portola Valley's RHNA

Income limits for a family of four in San Mateo County:

Very Low Income
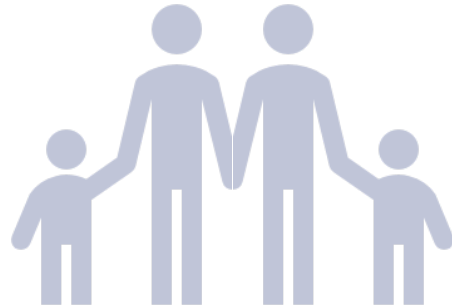
$54,800 to $91,350

Low Income

$91,350 to $146,350

Moderate Income

$146,350 to $179,500

For housing to be affordable, it must not cost more than **30%** of the income above.

Income Category	Housing Unit Requirement (RHNA 5)	Housing Unit Requirement (RHNA 6)
Very Low Income (0-50% of AMI)	21	73
Low Income (50-80% AMI)	15	42
Moderate Income (80-120% AMI)	15	39
Above Moderate Income (120%+ AMI)	13	99
TOTAL	**64**	**253**

Outreach and Findings

Community Outreach

- Ad Hoc Housing Element Committee

  o 15 residents appointed by Town Council

  o held 1-2 meetings per month since August 2021

  o Charged with developing a Housing Element that complies with State Law, reflects Town values, and incorporates best possible planning for safety considerations

- Regular Housing Element communications made available through:

  o Town's website and social media

  o Town's e-Notification system with 457 subscribers

How has the Committee Received Community Feedback?

- Ad Hoc Housing Element Committee Meetings (11 meetings to date – attendance 25-165 people each meeting)

- Community Meeting #1 (Oct. 14, 2021- attendance ~70 people)

- Committee of Town Committees Meeting (Jan. 11, 2022)

- Housing Element Survey (Feb. 2022- 707 responses)

- ADU Focus Group (April 19, 2022 – attendance ~50)

- Upzone Opt-In Focus Group (April 21, 2022 – attendance ~60)

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What We've Heard and Learned

- The Community is interested in producing real affordable housing

- It is important to protect local businesses

- Equity and Fair Housing are important

- Ensure safety element constraints analysis informs site selection- wildfire safety is very important

- Using Town-owned property makes affordable housing more feasible

- There is discomfort with upzoning single family homes if owners don't want to

- Rural character is important – but means different things to different people

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Accessory Dwelling Units (ADUs) & Junior Accessory Dwelling Units (JADUs)

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Not a Complete Solution to RHNA

- In the past, the Town used ADUs to meet RHNA

- HCD requires the Town to base ADU projections for the future on past performance

- A small increase may be allowable if the Town commits to implement programs to further encourage ADUs/JADUs

- ADUs/JADUs are still important

- Other solutions, such as upzoning, are necessary to meet the RHNA target

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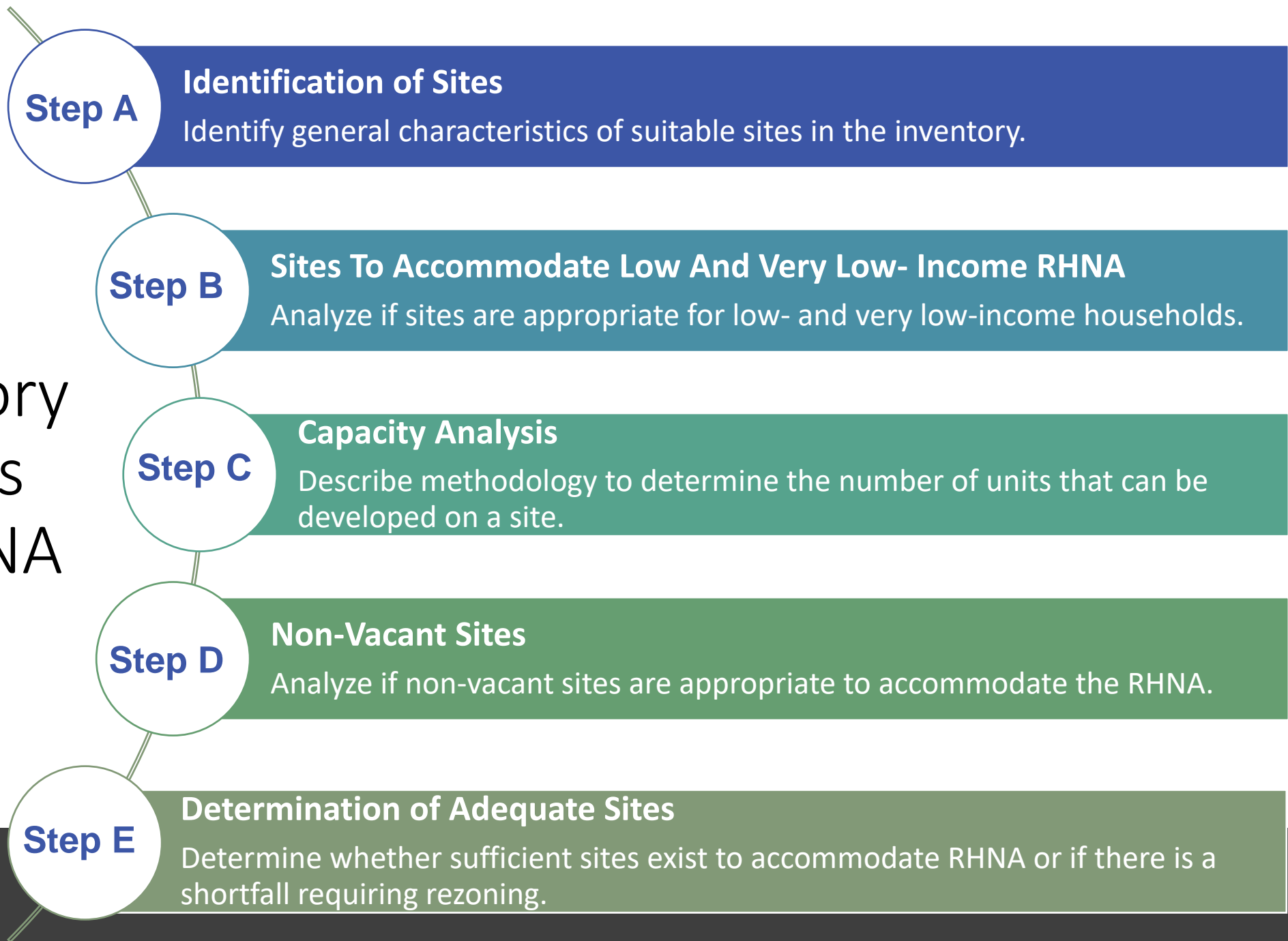INC.

What We've Heard

- Cumbersome Town process and regulations

- Septic requirements and County process are a challenge

- Sewer connection can be cost prohibitive

- Residents are not familiar with JADUs- missing opportunity

- Preapproved ADU plans would streamline the process

- Residents would be willing to rent to lower income people if they could build and rent a JADU/ADU more easily

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Ideas so far…

- Revise Town process and handouts for clarity

- Hold office hours with specialists like Town Geologist for questions on ADUs/JADUs

- Create easy process for building JADUs in existing homes

- Match low-income renters with owners through a non-profit

- Implement amnesty program to bring ADUs onto the books

Sites Inventory Process

Sites Inventory Analysis for RHNA

Step A
Identification of Sites
Identify general characteristics of suitable sites in the inventory.

Step B
Sites To Accommodate Low And Very Low- Income RHNA
Analyze if sites are appropriate for low- and very low-income households.

Step C
Capacity Analysis
Describe methodology to determine the number of units that can be developed on a site.

Step D
Non-Vacant Sites
Analyze if non-vacant sites are appropriate to accommodate the RHNA.

Step E
Determination of Adequate Sites
Determine whether sufficient sites exist to accommodate RHNA or if there is a shortfall requiring rezoning.

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RHNA Draft Projection

	Very Low Units	Low Units	Mod Units	Above Mod Units	Total Units
RHNA	73	42	39	99	253
RHNA with 20% zoning target	88	50	47	119	304
Type	**Very Low Units**	**Low Units**	**Mod Units**	**Above Mod Units**	**Total Units**
Pipeline Projects	0	17	7	28	52
ADUs	26	26	26	9	87
Affiliated Housing Sites	4	4	2	18	28
Site Inventory	0	0	0	0	0
Total	30	47	35	55	167
Additional Housing Need	**Very Low Units**	**Low Units**	**Mod Units**	**Above Mod Units**	**Total Units**
Outstanding Housing Need	43	-5	4	44	86
Outstanding Housing Need with 20% zoning target	58	3	12	64	137

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Sites Inventory Process

- October 18, 2021 – Intro to Site Selection

- January 18, 2022 – Fire Safety Meeting

- February 22, 2022 – Safety constraints and potential sites

- February 28, 2022 – Lead to pivot in approach and new ideas

- April 28, 2022 – Building the sites inventory and Affirmatively Furthering Fair Housing policies

- May 2, 2022 – Finalizing recommended sites inventory

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Sites Inventory Process

Ad Hoc Committee Housing Element Feedback (Feb. 28)	May 2nd Update
1. Explore new sites (Glen Oaks Stanford parcel, El Mirador behind Town Hall, and Neely property on Portola Rd).	Pursue Glen Oaks site. Reserve Neely for next cycle given complexities. El Mirador not likely given ownership info.
2. Further study potential for mixed-use in Town's C-C and A-P zones (while preserving local businesses).	This would not produce many units. Not recommended.
3. Further study potential for 2 vacant parcels on Alpine Rd.	Three Nathorst properties identified for development and rezoning with caution against too much density. Some strong support for limiting to 2 stories. Support for mixed-use.
4. Explore "opt-in" approach for property owners to voluntarily upzone.	Six property owners interested as a result of focus group. Four of six flagged with potential vegetation management concerns. Keep all six in inventory until further evaluation.
5. Investigate dispersing sites via an over lay zone for up to 6 dwelling units/acre.	Same as #4.

Sites Inventory Process

Ad Hoc Committee Housing Element Feedback	May 2nd Update
6. Revisit list of Town-owned properties to see if there is development potential (Ford Field, Town sub-station, and Blue Oaks identified as possibilities).	Site concept prepared for Ford Field. Affordable housing development requires minimum of 50 units for financial feasibility. Sub-station removed due to an easement and lack of funding. Blue Oaks removed due to wildfire risk and deemed not appropriate location for affordable housing.
7. Consider Town's affordable housing fund for affordable housing incentives.	Broad consensus to use funds for incentivizing affordable housing.
8. Revisit ADU process to see if additional streamlining possible.	Valuable insight provided at ADU Focus Group held April 19th.
(New idea) Consider 3 additional sites (Ladera Church, more units at Stanford Wedge, Town Center sub-station).	Ladera Church parcel added. Sub-station removed per #6 above. Additional units at Stanford Wedge not included.

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Sites Inventory

ID	Location	Developable Size (acres)	Density (units/acre)	Potential Total Units***	Income Category	Use
Town-Owned Site						
A	Ford Field	2.48	20	50	Low/Very Low	Resi
Other Opportunity Sites						
B	Glenoaks (Stanford)	4	8	32	Mod/Above Mod	Resi
C	4394 Nathorst (empty parcel)*	1.18	6	7 or 20	TBD pending density	Mixed Use
D	Nathorst (behind Roberts)	0.86	6	5	Mod/Above Mod	Mixed Use
E	4370 Nathorst (office)	1.5	6	9	Mod/Above Mod	Mixed Use
Upzoning Opt In Sites						
F	231 & 241 Georgia Lane**	1.9	6	10	Mod/Above Mod	Resi
G	4185 Alpine	1.7	6	10	Mod/Above Mod	Resi
H	148 Ramoso Road**	3	6	18	Mod/Above Mod	Resi
I	90 Bear Gulch Drive**	1.2	6	7	Mod/Above Mod	Resi
J	3320 Alpine Road/Ladera Church	0.5	20	10	Low/Very Low	Resi
K	135 Shawnee**	1	6	6	Mod/Above Mod	Resi
	TOTAL			**165 - 178**		

* The committee identified this site as potential for upzoning to 20 units/acre if needed, and if so, would be low/very low category.

** Requires further analysis by Deer Creek Resources and WFPD for wildfire risk. Maximized potential units NOT likely.

*** Final as built units on all sites other than Town-owned Ford Field are subject to density bonus.

A. Ford Field
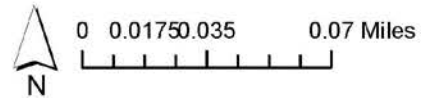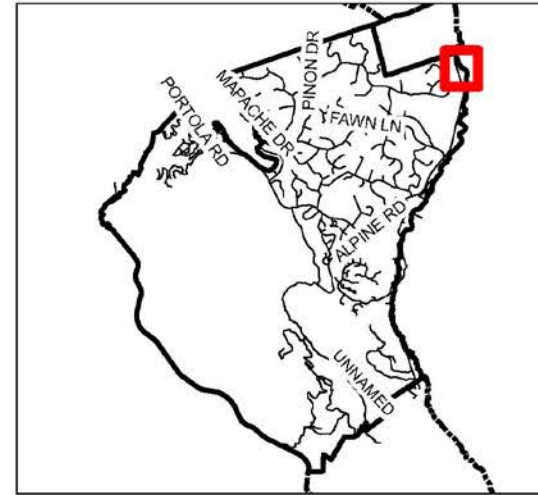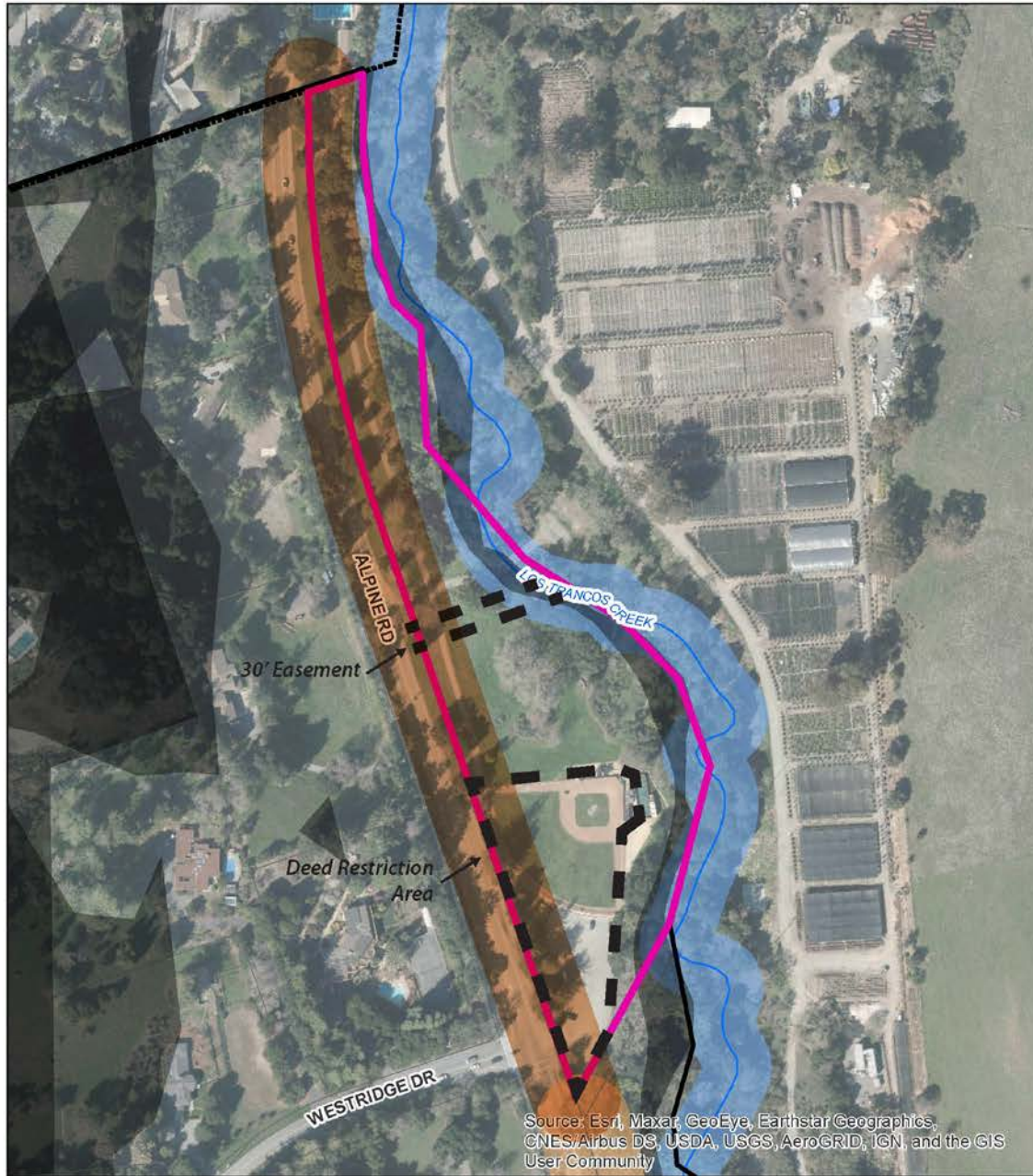B. Glenoaks Stanford
C-E. Nathorst
F-K. Opt-in Sites

Gray indicates one, two, or three or more hazard constraints

Site A: Ford Field – Existing

FEET

0   100   250   500

N

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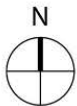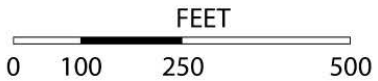
Site A: Ford Field – Constraints

Legend:
- Town Limit
- Sphere of Influence
- Stream
- 75' Scenic Buffer (Section 18.58.020)
- ~55' Stream Buffer (Section 18.59.030)*

*Buffer is measured approximately from centerline of creeks, and may be slightly larger than shown on the map

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Site A: Ford Field – Example Site Plan

FEET

0   100   250

N

Affordable Housing

- Project site = 2.48 ac.

- 4 apartment buildings

- Part is 3 stories and part is 2 stories

- Each unit 900 gross sq ft

- Surface parking accessed from Alpine Rd; extends 16 ft. into scenic corridor

- 1.4 parking spaces per unit

- Includes 7,000 sf. of community space and playground across easement to the north

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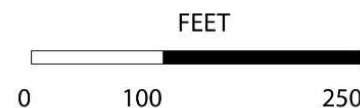
Breakout Rooms

You will be assigned to a breakout room for 40 mins of discussion.

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Ground Rules

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Breakout Room Questions

1. The Ad Hoc Housing Element Committee's main priorities in site selection included:
   - safety criteria
   - dispersing sites throughout the Town
   - providing a voluntary/opt-in approach for rezoning single-family properties
   - creating opportunities for affordable housing
   - preserving existing businesses

   With these in mind, do you think these sites accomplish these priorities?

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A. Ford Field
B. Stanford
C-E. Nathorst
F-K. Opt-in Sites

Dark grey = one, two, or three hazards constraints

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Sites Inventory

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Breakout Room Questions

2. The Committee supports voluntary upzoning of single-family properties for up to 6 dwelling units/acre. What design features do you think would make a development compatible with the surrounding area?

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Breakout Room Questions

3. For new multi-family development along Alpine Road in the scenic corridor, new zoning standards will be established. What specific things should be considered as they're developed?

Breakout Room Questions

4. For ADUs/JADUs, what other improvements would you suggest? What other assistance would help you through the process? Current improvements under consideration include:
   - Town revise handouts and create office hours
   - Establish easy process for JADUs
   - Match low-income renters with owners
   - Amnesty program

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+ Tech Support!
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Recap & Reconvene

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Next Steps
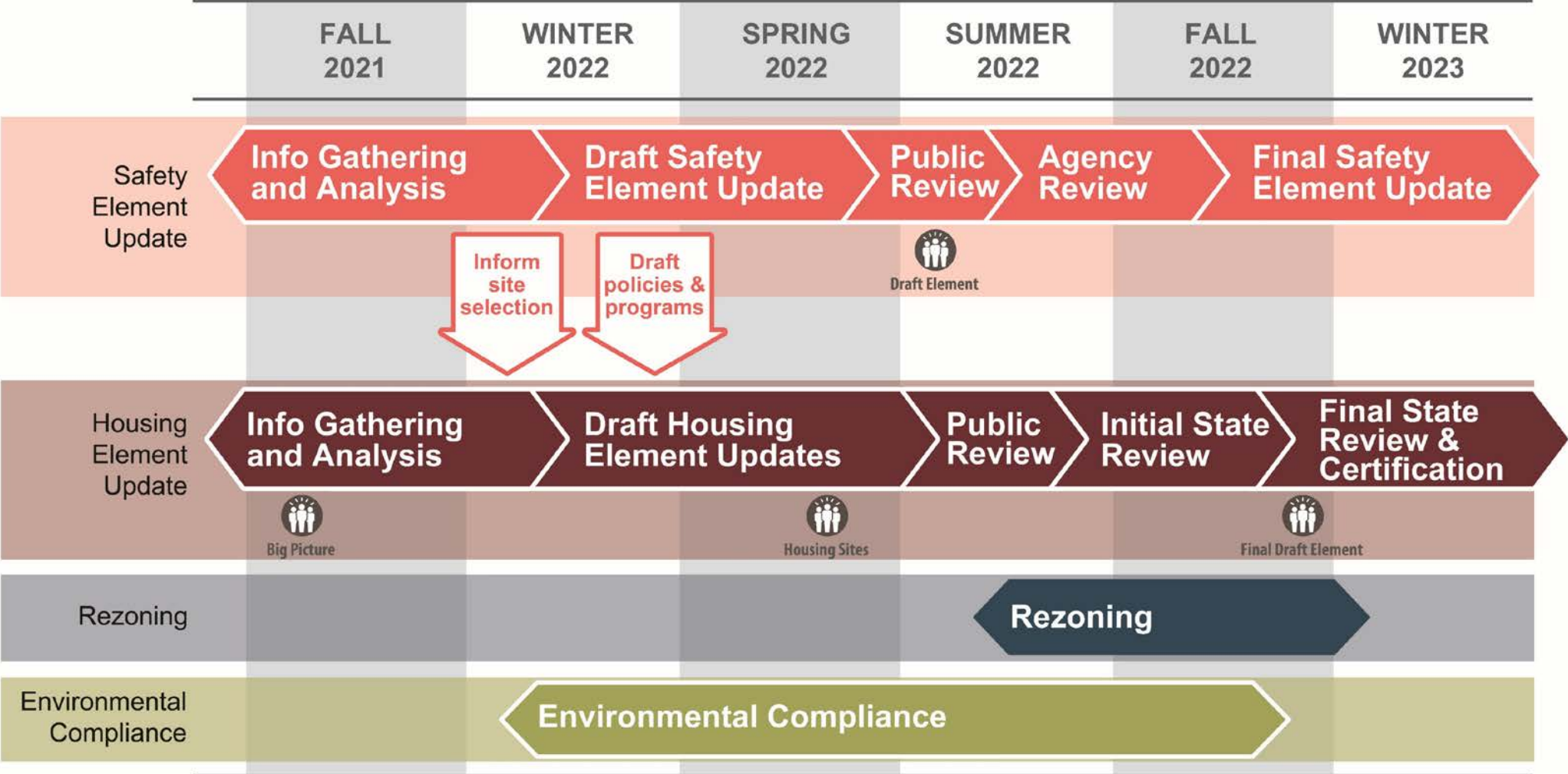
How to Stay Involved!

- Ad Hoc Housing Element Committee Meeting (May 24, 2022)

- Planning Commission and Town Council Study Sessions (June 2022)

- Post Meeting Survey: **https://www.surveymonkey.com/r/PortolaCM2**

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How to Stay Involved!

Sign up for Housing Element notifications:

https://www.portolavalley.net/community

Community >>Stay Informed

Subscribe to Town ENotices and select "Housing " calendar and "Housing News"

Thank You!

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