

# Agenda Report

June 9, 2003

TO: CITY COUNCIL  
FROM: CITY MANAGER  
SUBJECT: STAFF CONSIDERATIONS ON THE FINAL REPORT TO THE CITY COUNCIL FROM THE HOUSING AFFORDABILITY TASK FORCE

## **RECOMMENDATION:**

Should the City Council consider the recommendations of the Housing Affordability Task Force for a super commission and increase in fee waivers, it is recommended that staff be directed to prepare further information on the fiscal impact, and legal implications and required changes in administrative rules.

## **BACKGROUND:**

During the past nine months, and with the assistance of the Enterprise Foundation, the 19-member Housing Affordability Task Force addressed many issues related to the affordability of housing in the city. The central mission of the Task Force was to prepare recommendations that would address the preservation, production and livability of affordable housing and increased awareness of current affordable housing programs in Pasadena. The Task Force's recommendations, as well as a Minority Report, are provided in Agenda Item # 7.C.2.

Staff supports their conclusions, but believes two of the Task Force recommendations require further analysis to identify potential legal, fiscal and staffing impacts:

### **Create a Joint Powers Commission**

The Task Force recommends a Joint Powers Commission in response to concerns regarding the time required to gain approval of affordable housing projects. The intent of the recommendation is to create a new Commission that will expedite the review and approval process for development projects with affordable units. The Task Force recommends that it consist of representatives from the Design Commission, Community

recommends that it consist of representatives from the Design Commission, Community Development Committee, and the Planning Commission, with other representatives in specific circumstances. The purpose of this proposed commission is “one-stop” approval for projects with specified levels of affordable housing units. Approvals would include: Design, Conditional Use Permits, and Variances.

Adoption of this recommendation will require amending the Municipal Code concerning Commission responsibilities. More critical, is a review of State law to identify the potential constraints on the establishment of a commission with singular jurisdiction over the quasijudicial approvals for projects that include specific levels of affordable units and demolition activity associated with those projects. Following this review, amendments to the Municipal Code will be required with respect to the role of the Planning Commission, Design Commission, Historic Preservation Commission, Zoning Hearing Officers and potentially the Board of Zoning Appeals. The creation of a new Commission will also require additional staffing and funding support that will require further City Council approvals.

#### **Increase Fee Waivers for Affordable Housing**

The Task Force recommends an increase in the number and types of fees that are waived for housing development projects. Fees to be waived would include:

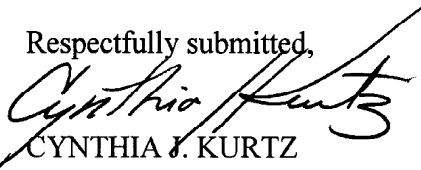
- Development Review Fee
- Grading/Shoring Permit Fee
- Residential Development Impact Fee (Includes parks and Recreation Fee)
- Sewer Connection Fee
- Water Connection Fee
- Excavation Permit Fee

The recommended fees to be waived pay for City staff to approve plans and inspect projects. Since these functions cannot be waived, the staff time must be paid for by another source. Funding could be allocated from either the General Fund or Housing funds. It is anticipated that these funds could come from the Housing Trust Fund, however further analysis is required to determine the impacts on this fund.

#### **FISCAL IMPACT**

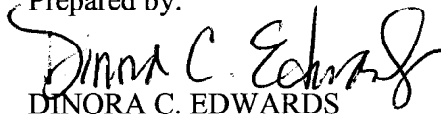
The creation of the Joint Powers Commission and implementation of additional fee waivers may have a significant fiscal impact. The total value of such exemptions will require further analysis.

Respectfully submitted,



CYNTHIA J. KURTZ  
City Manager

Prepared by:



DINORA C. EDWARDS  
Management Analyst

Approved:



RICHARD BRUCKNER  
Director of Planning and Development