



# Council Policy Early Consideration: Response Form

RULES: 5/22/19  
ITEM: G(2)

Department Housing Date 5/21/2019  
 Department Rep. Name Jacky Morales-Ferrand Dept. Rep. Ext. 53855  
 Policy/Ord. Subject Accessory Dwelling Units (ADU's) - Loan Program Council Member(s) Sponsorship Mayor Liccardo, Councilmembers: Carrasco, Arenas, and Foley.

## Staff Recommendation

- GREEN The Administration can implement this Nominated Idea under its current workplan.
- UNDERWAY (This item is already underway.)  REFER TO COUNCIL FOR ACTION OR ADDITION TO DEPT. WORKPLAN
- YELLOW The Administration recommends Council send this Nominated Idea to the Priority Setting Process.
- RED The Administration recommends Council not adopt this Nominated Idea
- NEEDS CLARIFICATION OR MORE TIME TO EVALUATE.

## Criteria (Priority Setting Checklist)

1. Is the recommendation related to work already in the existing department workplan?  
 YES  NO
2. Staff time required (including research and policy/ordinance development and implementation).  
 >40 hours  <40 hours
3. What is the magnitude of effort involved?  
 Small  Medium  Large
4. When will the department have capacity to address the recommendation?  
 Now-6 months  6-12 months out  Future fiscal year

## Analysis

Explain the rationale for Staff recommendation, including any mitigating factors that need to be considered (recent legislative action, significant workplan changes, etc). Please address the following as well:

GREEN LIGHT: The Administration can implement this Nominated Idea under its current workplan. Item should be sent to Council to add to Department workplan. Explain how the Idea will be approached.

Items 1-5: ADU's are currently #7 on the City Council Priority list and are a housing solution included in the Housing Crisis Workplan. The Housing Department has already initiated discussions with the Housing Trust on the development of a loan program to support the development of ADU's. The inclusion of a fee waiver will require additional internal coordination and discussion with the impacted departments. Potential solutions to addressing obstacles in the permitting process will be included in the ADU Loan Program staff report. Staff is able to return to the City Council with a comprehensive report in the fall. #6 can be initiated after the completion of 1-5.

YELLOW LIGHT: The Administration recommends Council send this Nominated Idea to the Priority Setting Process due to [describe cost implications, workload impacts, or other factors].

Item #7 requires reallocating one staff person for 20 hours a week for 2-3 months to convene meetings and evaluate the feasibility of implementing these programs.

All Housing staff who could take on this project are working on the Housing Crisis Workplan, Anti-Displacement Plan, Dispersion Policy, and the HUD

Five Year Consolidated Plan. These are all-time sensitive workplan items that the Department has committed to completing next fiscal year.

RED LIGHT: The Administration recommends Council not adopt this Nominated Idea due to [describe reason implementation would be difficult if not impossible – conflict with other laws, etc].

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For questions, please contact Gloria Schmanek, at (408) 535-8104.