



# COUNTY OF SANTA CRUZ

## HOUSING ADVISORY COMMISSION

701 OCEAN ST, 4<sup>TH</sup> FLOOR, SANTA CRUZ, CA 95060  
(831) 454-3290 FAX. (831) 454-2131 TDD: (831) 454-2123

### 2003 ANNUAL REPORT TO THE BOARD OF SUPERVISORS

#### I. Role of the Housing Advisory Commission

The duties of the Housing Advisory Commission are listed in Section 2.94.050 of the Santa Cruz County Codes. These duties specifically include:

- Assessing the housing needs of Santa Cruz County residents and making recommendations on public programs designed to meet those needs;
- Advising the Board of Supervisors on housing policy;
- Advising the Board of Supervisors and Planning Commission on matters related to the Housing Element of the General Plan; and
- Conducting public hearings on housing problems and potential solutions to them

#### II. Meeting Dates, Time and Location

The Housing Advisory Commission meets at the Aptos-La Selva Fire Protection District Office, in the first floor conference room, located at 6934 Soquel Drive, Aptos. Regular meetings are held from 4:00 p.m. to 5:30 p.m.

#### III. Commission Membership and Structure

The Commission is composed of ten or fewer County residents, depending on vacancies. Two commissioners are appointed by each County Supervisor to represent their supervisorial district. A list of the members of the Housing Advisory Commission during 2003 and their terms of office is included in Table 1 on the following page. At its April meeting, the Commission elected Ms. Donna Stewman as its Chairperson and elected Ms. Katherine Sweet as its Vice-Chairperson.

Housing Advisory Commission  
2003 Annual Report to the Board of Supervisors

**Table 1. HAC Membership and Terms of Office**

District	Commissioner and Office	Date Appointed	Term Expires
First	Katherine Sweet	4/1/01	4/1/05
First	Michael Guth	12/02	4/1/05
Second	Sheri Damon	10/07/03	4/1/05
Second	Mary Thuerwachter	5/22/01	4/1/05
Third	Andrew Schiffrin	3/25/03	4/1/07
Third	Ann Pomper	3/25/03	4/1/07
Fourth	Yolanda Melgoza	3/25/03	4/1/07
Fourth	Carl Sprague	3/25/03	4/1/07
Fifth	Donna Stewman, Chairperson	4/1/01	4/1/05
Fifth	Jay Averill	8/7/01	4/1/05

**IV. Attendance**

Attendance at Commission meetings during 2003 is shown in the following table.

**Table 2. 2003 HAC Meeting Attendance**

Member	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug <sup>1</sup>	Sep	Oct	Nov	Dec
Sweet	P	A	P	P	P	P	P	P/P	P	P	C	C
Guth	P	E	P	P	A	P	A	P/P	P	P	C	C
Thuerwachter	A	E	P	P	P	P	E	P/P	P	P	C	C
Damon	NS	NS	NS	C	C							
Foster/Schiffrin	P	P	E	P	E	P	P	P/P	P	P	C	C
Pomper	P	E	P	E	A	P	P	P/P	P	P	C	C
Melgoza	NS	NS	P	P	P	P	P	P/E	A	P	C	C
Sprague	E	P	P	P	P	P	E	P/P	P	P	P	C
Stewman	P	P	E	P	P	E	E	P/P	P	P	C	C
Averill	A	E	P	P	P	A	P	P/P	A	P	C	C

P: Present    A: Absent    E: Excused    NS: Not Serving    C: Meeting Cancelled

<sup>1</sup> There two meetings in August.

**V. Commission Staff**

Suzanne Isé, Housing Coordinator, served as Secretary to the Commission through February 2003. Mark Deming, Principal Planner, assumed the secretary's duties following Ms. Isé's departure for Capitola.

Housing Advisory Commission  
2003 Annual Report to the Board of Supervisors

VI. 2003 Goals and Accomplishments

The Housing Advisory Commission plans to focus on four main areas of activity:

- Providing Input to and Oversight of County Housing Policies;
- Monitoring Housing Programs, Projects and Activities;
- Seeking Information to Help Address Housing Problems and Needs; and
- Facilitating Public Participation Related to Housing Programs and Policies.

The Commission's activities within each of these categories is summarized below

A. County Housing Policies

During 2003, the Commission's primary responsibility was as the reviewing body for the development of the Housing Element Update. The Commission met numerous times to discuss the proposed Housing Element and conducted two public hearings in August. In September and October, the Commission deliberated on the Housing Element and finalized a recommendation to the Board of Supervisors.

The Commission identified a number of policy and program revisions to strengthen the document, including those County policies and procedures that needed modification in order to provide adequate housing for current and future residents, as determined by the community and in accordance with the Regional Housing Needs Allocation from AMBAG. The Commission recommended changes to the Housing Element to provide additional higher density zoning code revisions to allow reduced setbacks, three-story multi-family development, modified parking requirements, increased design and size flexibility in standards for inclusionary units, etc.

For second units, the Commission was instrumental in the development of revised ordinance language to implement AB 1866.

The Commission also considered policies to increase the amount of housing provided to households with special needs, such as the disabled, mentally ill, foster children, and the elderly.

B. Housing Programs, Projects and Activities

The Commission was informed of planned and proposed housing projects in the County, including market-rate and affordable housing developments.

The Commission also discussed issues related to notification of renter's rights, problems regarding the enforcement of limited stay provisions in State Parks and the loss of affordable units by the demolition and construction of new dwellings.

C. Information Seeking

The Commission continued to stay abreast of new state and local housing legislation that affects the provision of affordable housing in the County or otherwise affect local housing supply, demand and/or the development process.

**Housing Advisory Commission  
2003 Annual Report to the Board of Supervisors**

**D. Public Participation**

The Commission served as one of the main forums for public discussion of the new Housing Element, in accordance with State law related to Housing Elements. It also served as a forum for public discussion of many housing issues.

**VII. Future Goals: Year 2004 Work Program**

The Commission considered its work program for the year 2004 at its January 2004 meeting and adopted it on February 4, 2004.

**VIII. Approval**

Housing Advisory Commission approved and adopted this 2003 Annual Report on February 4, 2004.

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Donna Stewman, Chairperson



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### II. Meeting Dates, Time and Location

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January 7	May 5	September 1
February 4	June 2	October 6
March 3	July 7	November 3
April 7	August 4	December 1

The Commission may elect to cancel the July and/or August meetings for a summer hiatus. If so, notice will be given in the prior month's Agenda.

### III. Planned Activities for 2004

The Housing Advisory Commission plans to focus on four main areas of activity:

- A. Providing Input to and Oversight of County Housing Policies, and Monitoring Housing Programs, Projects and Activities;
- B. Seeking Information to Help Address Housing Problems and Needs; and

Housing Advisory Commission  
2004 Work Program

C. Facilitating Public Participation Related to Housing Programs and Policies.

The Commission's planned activities **within** each of these categories are summarized below.

A. Housing Programs, Projects and Activities

The Commission strives to be informed of planned and proposed housing projects in the County, including market-rate and affordable housing developments.

The Commission also plans to evaluate the housing impacts of proposed non-residential (*i.e.*, commercial and industrial) developments, and to explore ways to encourage the construction of more multi-family housing (*i.e.*, attached dwellings such as townhomes, apartments, four-plexes and so on) to meet local needs.

Following Housing Element adoption, the Commission plans to focus on policies and programs identified in the Housing Element.

With regard to Proposition 45 Housing Bond Act, the Commission plans to become informed on what the programs are, what funding is available, and what funding types and sources the County is eligible for.

The Commission plans to stay informed on the status of Affordable Housing Project Applications. The Commission plans to take an active roll in supporting such projects and will invite affordable housing developers to come to meetings to discuss issues involved.

B. Information Seeking

The Commission aims to stay abreast of new state and local housing legislation that may affect the provision of affordable housing in the County or otherwise affect local housing supply, demand and/or the development process.

The Commission will seek information related to the creation of adequate housing for agricultural workers and their families, and for other groups with special housing needs. The Commission also intends to seek information regarding current water supply issues as they relate to local housing development during 2004.

In order to remain well informed, the Commission plans to invite speakers from various housing organizations, public agencies, etc. to make presentations on current housing topics of interest. In addition, the Commission plans to continue to communicate regularly with other housing groups such as the Continuum of Care **Coordinating** Group.

The Commission plans to become informed about the relationship between the Redevelopment Agency and the Planning Department.

The Commission plans to address the conversion of housing to vacation rentals or weekend homes. The Commission plans to take an in depth look at the ramifications of

**Housing Advisory Commission  
2004 Work Program**

such conversion and investigate the possibility of regulating such conversion through ordinance.

C. Public Participation

The Commission will continue to serve as a forum for public discussion of any housing issues, to conduct public hearings on proposed County housing Legislation and plans, as required by law, and to hear public comments related to local housing issues, needs, and developments.

IV. Approval

The Housing Advisory Commission approved and adopted this 2004 Work Program on January 7, 2004.

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Donna Stewman, Chairperson