



COUNTY OF SANTA CRUZ

HOUSING ADVISORY COMMISSION

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TOM BURNS, DIRECTOR

HOUSING ADVISORY COMMISSION

DRAFT MINUTES

Wednesday, December 8, 2004
4:00 – 5:30 p.m.

Aptos-La Selva Fire Protection District
Downstairs Conference Room
6934 Soquel Drive, Aptos, CA

1. CALL TO ORDER, ROLL CALL, AGENDA CHANGES

Acting Chairperson Guth formally called the meeting to order at 4:10 p.m.

| | |
|------------------------|---|
| Commissioners Present: | Sweet, Guth, Damon, Schiffrin, Sprague, Stewman, Averill and Carney |
| Commissioners Excused: | Pomper and Melgoza |
| Commissioners Absent: | None |
| Staff Present: | Erik Schapiro, Anna Boken and Carolyn Watanabe |
| Public Present: | Sam Finkelstein of Housing Choices Coalition |
| Agenda Changes: | None |

2. ORAL COMMUNICATIONS

A. Public Comment – None

B. Announcements

- 1) Farmworker Housing Pilot Program discussion delayed to March 2005 meeting.
- 2) Items listed on Agenda under **Item 5, ITEMS INITIATED BY THE HOUSING ADVISORY COMMISSION FOR FUTURE MEETINGS**, shall be accompanied by a staff letter.
- 3) Items to be agendized for next meeting under ORAL COMMUNICATIONS, Requests for Future Agenda Items:
 - (a) Tracking demolition permits: What information exists on County demolition permits to track the loss of housing?
 - (b) What are the tax implications with regard to housing for seniors?

3. CONSENT AGENDA

It was moved by Commissioner Schiffrin, seconded by Commissioner Carney and passed with **two** abstentions to approve the Consent Agenda with one change. The Minutes of the November 3, 2004 meeting shall have the following correction: Item 4.B., Commissioner Pomper, rather than Sweet, made the announcement about the CFSC HUD grant award.

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4. STAFF REPORTS AND ANNOUNCEMENTS

A. Measure J Program

Erik Shapiro gave a brief overview of the Measure J program, which started in 1978. Commissioner Schiffrin provided historical information on the program's development. There was a general discussion about the program, including the duration of resale restrictions, monitoring, income limits, resale price calculation, and how buyers are chosen. Several Commissioners commented that the County should keep a list of interested buyers to give sellers without further interviewing. The Commissioners stated that they would like more discussion with staff providing a list of options or recommendations and explanations. It was suggested that a voluntary interest form could be made available on the Measure J web page for sellers, with a disclosure and disclaimer. It was recommended that a list be kept of potentially eligible applicants, and that prospective buyers of Measure J units be informed of sales. Chairman Guth stated the discussion would continue at the next meeting and requested that the Commissioners email comments to staff. He asked that a copy of the Declaration of Restrictions be provided at the next meeting.

It was moved by Commissioner Schiffrin, seconded by Commissioner Averill and unanimously passed to continue this item, with the following directives: 1) staff will bring back to HAC options on how to address the sale and resale issues; 2) Commissioners should email comments to staff; and 3) HAC requests the Board defer the January Measure J report until the HAC has time to complete their analysis.

- B. It was moved by Commissioner Schiffrin, seconded by Commissioner Damon and unanimously passed to continue discussion of a field trip on housing projects to the next meeting with staff bringing back a written itinerary.
- C. It moved by Commissioner Schiffrin, seconded by Commissioner Averill and unanimously passed to continue discussion of the 2005 HAC Work Program to the next meeting.

5. ITEMS INITIATED BY THE HOUSING ADVISORY COMMISSION FUTURE MEETINGS

- A. It was moved by Commissioner Sweet, seconded by Commissioner Schiffrin and unanimously passed to defer the Farmworker Housing discussion to February.
- B. January meeting will be held as scheduled,

6. MEETING ADJOURNED AT 5:30 P.M.

MEMORANDUM

Date: December 22, 2004
To: Housing Advisory Commission
From: Carolyn Watanabe, Housing Project Manager
Re: HAC Field Trip to View Housing Projects

At the December 8, 2004 meeting HAC members requested an itinerary for the field trip. A date for the field trip would be determined at a subsequent meeting.

PROPOSED HOUSING FIELD TRIP ITINERARY

Date: _____

1. Meet at Site #1: Corralitos Creek Townhomes (35 units) and Apartments (64 units), Airport Boulevard and 132 Pajaro Lane (map attached), where South County Housing representative will describe project and answer questions.

Cars may left here for carpooling to other sites.

2. Site #2: Villas del Paraiso (Marmos), 51 units manufactured housing, 340 Paraiso Drive (Amesti Road at Pinto Lake). There will be a representative from Mid-Peninsula Housing Corporation there to discuss the project.
3. Site #3: Drive past Vista Verde Apartments (76 units completed 2001), 1934 – 1944 Freedom Boulevard
4. Return to Corralitos Creek, if necessary, to pick up cars.
5. HAC meeting adjourned

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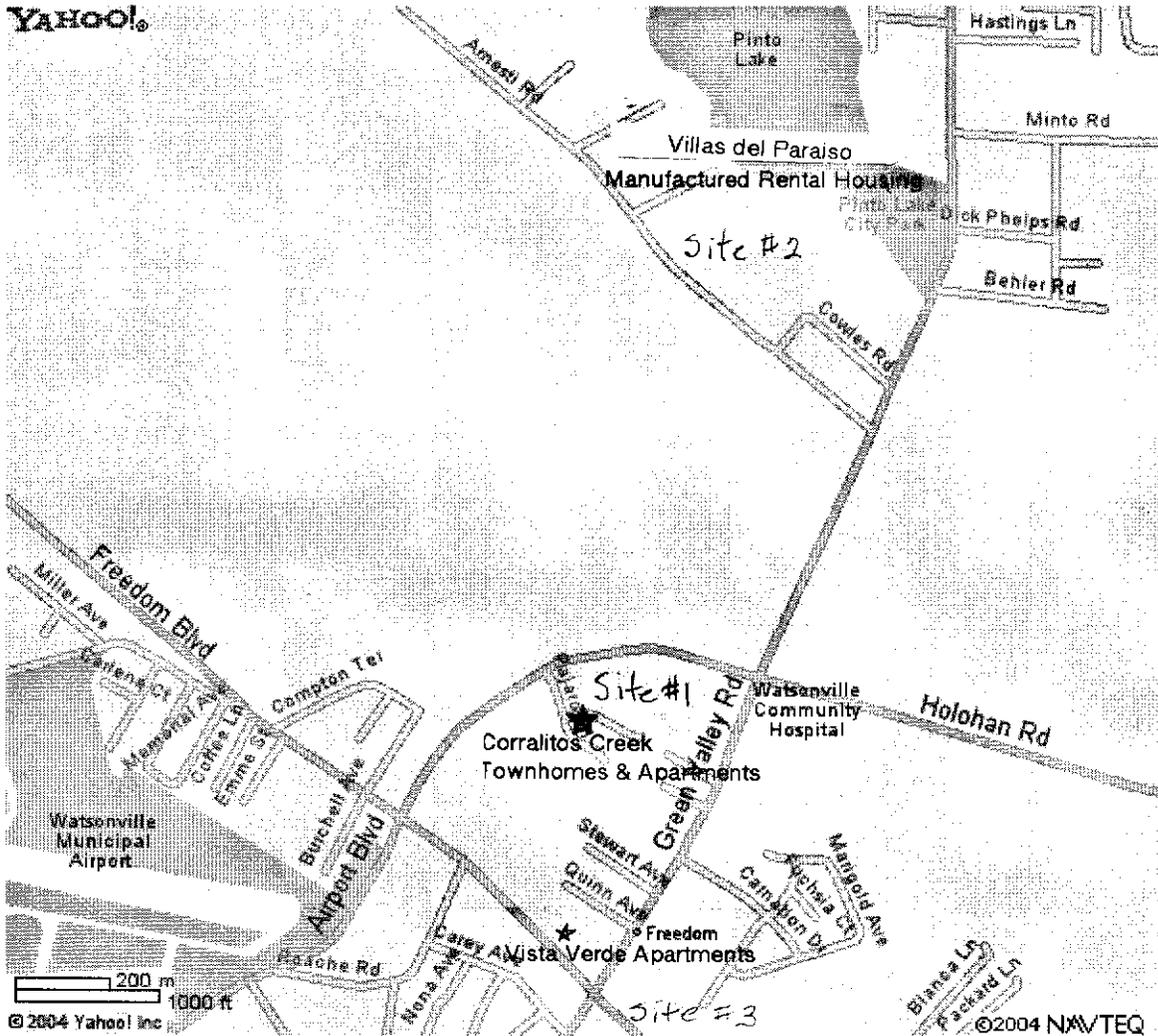
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★ 132 Pajaro Cir Freedom, CA 95019



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MEMORANDUM

Date: December 22, 2004
 To: Housing Advisory Commission
 From: Erik Schapiro
 Re: Demolition of residential units

Mr. Guth requested HAC receive information regarding the demolition of residences in the County.

The following table indicates the number of demolition permits issued for 2003 and 2004. It is worth noting that, by and large, these demolition permits were associated with new building permits for residential development projects.

| Demolition Permits Issued: 2003-2004* | | |
|---|------|------|
| | 2003 | 2004 |
| One Residential unit | 44 | 51 |
| Two residential units | 2 | 1 |
| More than two residential units | 0 | 0 |
| | | |

In addition, I have attached sections of the County Code which address the relocation of habitable residential structures (12.060.050) and the demolition of habitable residential structures within and outside the Coastal Zone (12.060.060 and 12.060.070).

Title 12 BUILDING REGULATIONSChapter 12.06 DEMOLITION OF HABITABLE RESIDENTIAL STRUCTURES SUITABLE FOR RELOCATION**12.06.050 Relocation of habitable residential structures.**

Reasonable efforts shall be made by the applicant to provide for the relocation and continued use of habitable residential structures. The following procedures shall be followed to insure this:

(a) Determination of Habitability. Upon receipt of an application for a demolition permit, it shall be the responsibility of the County building official to inspect the structure to be demolished to determine habitability, within ten working days of the date of application for such demolition permit. If said structure is structurally sound, and structurally capable of being relocated in the judgement of the County building official, the structure shall be deemed habitable for the purpose of this Section. If the structure is deemed not to be habitable, the requirements of this Section shall not apply.

(b) Public Notice Requirements. Any individual, firm, business or organization applying for a demolition permit for the demolition of a habitable residential structure, shall provide proof of publication in a newspaper of general circulation within the community where the structure is located, of the following notice:

THIS STRUCTURE IS AVAILABLE FOR SALE OR REMOVAL, ARRANGEMENTS TO PURCHASE OR RELOCATE THE STRUCTURE MUST BE MADE BY _____ (30 days after the first publication of the notice).

The notice shall be published at least once a week for a period of thirty days, and shall contain a photograph of the structure, the address of the structure, and the telephone number and/or address of the owner of the structure, or the person authorized to arrange for the sale or relocation of the structure if some person other than the owner is so authorized. The notice shall also contain a statement encouraging persons interested in purchasing or relocating the structure to contact the County Planning Department for full information on the procedures applicable to relocation of structures. The notice shall be at least three inches by four inches. In addition, the notice shall be posted on the structure in a conspicuous location. The notice shall contain the telephone number of the County Planning Department.

(c) Relocation Requirements. The owner of a residential structure scheduled for demolition which has been determined to be habitable, (1) shall allow 90 days from the end of the Public Notice period for the relocation of the structure, provided that a good faith offer to purchase or relocate the structure has been received. No demolition of a structure which has been determined to be habitable shall be permitted if an offer to purchase or relocate the structure, is received within thirty days after first publication of the notice required by Section 12.06.050(b), and if relocation is accomplished within the period specified in this section. (Ord. 3322, 11/23/82; 427, 8/23/83)

Title 12 BUILDING REGULATIONS

Chapter 12 06 DEMOLITION OF HABITABLE RESIDENTIAL STRUCTURES SUITABLE FOR RELOCATION

12.06.060 Requirements regarding demolished or converted affordable housing within the Coastal Zone.

Within the Coastal Zone, the requirements for replacement housing as provided in Government Code Sections 65590 and 65590.1, and any amendments thereto, shall apply to the demolition or conversion of affordable housing. These requirements shall be in addition to any other applicable provisions and requirements as set forth in state and federal statutes and regulations, the Housing Element of the County's General Plan, the Santa Cruz County Code, including but not limited to Chapter 8.45, and any other policies of the County of Santa Cruz. (Ord 3322, 11/23/82; 3427, 8/23/83; 3882, 12/15/87; 4507, 8/4/98)

Title 12 BUILDING REGULATIONS

Chapter 12.06 DEMOLITION OF HABITABLE RESIDENTIAL STRUCTURES SUITABLE FOR RELOCATION

12.06.070 Requirements regarding demolished or converted lower income housing outside the Coastal Zone.

(a) The following provisions and requirements shall apply to the demolition or conversion of lower income housing outside the Coastal Zone. These requirements shall be in addition to any other applicable provisions and requirements as set forth in state and federal statutes and regulations, the Housing Element of the County's General Plan, the Santa Cruz County Code, and any other policies of the County of Santa Cruz.

(b) The conversion or demolition of existing residential dwelling units occupied by lower income persons or households as defined in Section 50079.5 of the Health and Safety code shall not be authorized unless the requirements of either subsection (b)(1) or subsection (b)(2) of this section are satisfied:

(1) Relocation assistance is provided to each permanent resident of such a dwelling unit who, as a result of the conversion or demolition of such dwelling unit, relocates off site, as follows:

A. Reimbursement of actual moving expenses, not to exceed eight hundred dollars (\$800.00) per adult resident; and

B. The right of first refusal for purchase, rental or leasing of a replacement dwelling unit, if any, including the right to require the owner of such replacement unit to participate in any housing assistance program benefitting the displaced resident; and

C. Payment of a relocation payment in the same amount established pursuant to County Code Chapter 8.45; or

(2) Provision has been made for the replacement of those dwelling units with units for persons and families of low or moderate income in like manner as is required under County Code Section 12.06.060 inside the Coastal Zone.