

**CITY OF
GREENFIELD
PLANNING COMMISSION REGULAR MEETING**

NOVEMBER 2, 2021 @ 6:00 P.M.

Attendance and Public Comment Changes Due to
COVID-19

The Greenfield Planning Commission will be conducting its regular meeting on November 2, 2021. Given the current Shelter-in-Place Order covering Monterey County and the Social Distance Guidelines issued by Federal, State, and Local Authorities, the City has implemented the following changes for attendance and public comment.

ATTENDANCE BY THE GENERAL PUBLIC

The Planning Commission meeting to be held on November 2, 2021 at 6:00 p.m. will only be accessible online. The meeting may be viewed through the following options:

- Facebook Live: <https://www.facebook.com/GreenfieldCA/>
- Zoom Meeting:
Please click the link below to join the Zoom meeting:
<https://us02web.zoom.us/j/82812122238?pwd=ejRMOVdmcFJaRHZQbzFwMmpzbXR5QT09>
Meeting ID: 828 1212 2238
Passcode: 5UYMd4

The City will also provide links to these viewing options on the City's website and on its Facebook page. Unfortunately, physical attendance by the public cannot be accommodated given the current circumstances and the need to ensure the health and safety of the Planning Commission, City staff, and the public as a whole.

PUBLIC COMMENTS AND PUBLIC HEARINGS

All public comments, including public comments, comments on a particular item on the agenda, or comments during a public hearing, can be made by e-mail or through the Zoom videoconferencing platform. Please be aware that any public comments made, including your name, may become public information. Additional instructions for making public comments can be found below.

Comments by E-mail

Public comments made by e-mail must be submitted to the following e-mail address: Planning@ci.greenfield.ca.us. In the subject line of the e-mail, please state your name and the item you are commenting on. If you wish to submit a public comment on more than one agenda item, please send a separate e-mail for each item you are commenting on. Please be aware that any public comments received that do not specify a particular agenda item will be read aloud during the public comment portion of the agenda.

For public comments, all public comments must be received by e-mail no later than 6:00 p.m. on November 2, 2021. For public comment on a public hearing item, all public comments must be received by the close of the public hearing. Comments received by the applicable deadline for submitting e-mail comments will be read aloud by a staff member during the agenda item or public hearing, provided that such comments may be read within the normal three (3) minutes allotted to each speaker. Any portion of your comment extending past three (3) minutes may not be read aloud due to time restrictions. If a comment is received by the City after the applicable deadline for e-mail comments, efforts will be made to read your comment into the record. However, staff cannot guarantee that written comments received after the applicable deadline will be read. All written comments that are not read into the record will be made part of the meeting minutes, provided that such comments are received prior to the end of the Planning Commission meeting.

Comments by Zoom Video Conferencing

To make a public comment by Zoom videoconferencing, please be aware of the following rules:

- This is an official Planning Commission meeting
- This meeting is being monitored
- This meeting is being streamed live on other platforms
- This meeting is being recorded.
- This meeting will follow the agenda which can be found on the City website
- Citizens viewing this meeting will be on “mute” until granted to speak.
- Those wishing to speak should “raise their hand,” and the meeting host will unmute you at the appropriate time.

Please be aware that comments made by Zoom videoconferencing shall be limited to three (3) minutes per speaker. Additional information regarding Zoom videoconferencing and use of the Zoom videoconferencing platform may be found at <https://zoom.us/>.

The City thanks you for your cooperation in advance. Our community’s health and safety is our highest priority.



City of Greenfield

Greenfield Civic Center
599 El Camino Real
Greenfield, CA 93927

Planning Commission Agenda

Tuesday
November 2, 2021
6:00 P.M.

CHAIR STEPHANIE GARCIA
VICE CHAIR TINA MARTINEZ
COMMISSIONER ERNEST GALLARDO
COMMISSIONER ROBERT URQUIDES
COMMISSIONER CYNTHIA ZAVALA

AGENDA & ORDER OF BUSINESS

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. PUBLIC COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA

E. CONSENT AGENDA

1. Adoption of the October 5, 2021 Planning Commission Minutes (Page 3)

F. PUBLIC HEARINGS

1. No items

G. BUSINESS

1. Consideration of a Resolution for Numerical System and Street Names for Vintage Meadows II Subdivision (Page 7)
 - a. Staff Report
 - b. Open/Close Public Comments
 - c. Planning Commission Decision
 - d. Action

2. Update on Current and Ongoing Community Development Department Projects (Page 11)
 - a. Staff Report
 - b. Open/Close Public Comments
 - c. Planning Commission Discussion

3. Report Regarding Permitting of Rental Units
 - a. Staff Report
 - b. Open/Close Public Comments
 - c. Planning Commission Discussion

4. Regional Housing Needs Assessment index of Projects and Status
 - a. Staff Report
 - b. Open/Close Public Comments
 - c. Planning Commission Discussion

H. COMMENTS FROM PLANNING COMMISSION AND STAFF

I. ADJOURNMENT



City of Greenfield

Greenfield Civic Center
599 El Camino Real
Greenfield, CA 93927

Planning Commission DRAFT Meeting Minutes

October 5, 2021
6:00 P.M.

**CHAIR STEPHANIE GARCIA
VICE CHAIR TINA MARTINEZ
COMMISSIONER ERNEST GALLARDO
COMMISSIONER ROBERT URQUIDES
COMMISSIONER CYNTIHA ZAVALA**

AGENDA & ORDER OF BUSINESS

A. CALL TO ORDER

Meeting called to order by Chair Garcia at 6:03 PM

B. ROLL CALL

Present: Chair Garcia, Vice Chair Martinez, Commissioner Gallardo,
Commissioner Zavala Commissioner Urquides

Absent: None

Staff Present: Community Development Director Paul Muga, Consulting
Planner Rob Mullane, Consulting Planner Liz Gagliardi, Consulting Permit
Technician Austin Arabia

C. PLEDGE OF ALLEGIANCE

Pledge led by Chair Garcia at 6:05 PM

D. PUBLIC COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA

Ms. Jessica Batista spoke about a recent complaint she filed with Greenfield PD regarding issues she has had with neighbors. Her concern is around ongoing problems with overcrowding, excessive numbers of cars parked on the street and curbs, and slumlord issues. She pointed out that other jurisdictions like Monterey, Pacific Grove and Lake Tahoe have passed vacation rental ordinances, asking if there is a law that prevents Greenfield from requiring owners of homes that will be rented to purchase a rental permit to create a database and generate revenue for the City. Ms. Batista requested a formal response in writing as to the laws surrounding these issues and how the Planning Commission plans to respond.

Commissioner Gallardo responded, inquiring about enforcing the three-minute time limit for public comments. Also asked if PD or Code Enforcement had responded to Ms. Batista.

Chair Garcia asked about the process to create an ordinance to address overcrowding, if there is not already something in effect. CDD Director Paul Mugan responded he will be returning to council with a more comprehensive report on overcrowding with a thorough analysis as to what the options are to respond to this issue within the ordinances and legal frameworks.

E. CONSENT AGENDA

Commissioner Zavala motion to Approve to Adopt September 7, 2021 Planning Commission Minutes, seconded by Commissioner Urquides

VOTE:

Ayes: Garcia, Martinez, Gallardo, Zavala, and Urquides

Noes: NONE

Motion Carried: 5-0

F. NEW PUBLIC HEARING

1. Consideration of a Resolution for Design Review and Lot Merger for the Mazel Tech Phase I Commercial Cannabis Project on a 1.86-acre site at 689 El Camino Real
 - a. Staff Report and Questions from the Commission

- b. Open/Close Public Hearing
- c. Planning Commission Discussion
- d. Action

Consultant Planner Rob Mullane gave a presentation on the Mazel Tech Phase I Commercial Cannabis Project with introductory remarks from Community Development Director Paul Mugan.

Chair Garcia had questions about the appearance of greenhouses or buildings in later development phases. Paul Ginoski, applicant, addressed her questions.

Commissioner Gallardo asked about tax policies based on single vs. multi-tier greenhouse canopy, and that City Council should look into taxes based on canopy rather than square footage.

Commissioner Gallardo asked about how spaces would be marked in the gravel lot, stating he would prefer a paved parking lot.

Chair Garcia asked questions about the whether 15 parking spaces was sufficient for the number of employees, and if parking would be expanded as they moved into later phases. Paul Ginoski addressed these questions, stating that the parking is based on the building use and 15 spaces meets the City's requirements for the Phase I development. Parking will be added in accordance with later phases.

Chair Garcia asked about the building color and maintenance plan for keeping it clean. Paul Ginoski addressed her questions. Rob Mullane suggested adding a condition to maintain a clean exterior of the building.

Public Hearing opened at 7:10PM by Chair Garcia.

Mr. Ginoski added that there are disadvantages to having an impervious parking lot and asked the Commission to consider the benefits of keeping the pervious gravel lot. Mr. Mullane suggested considering using alternative methods like concrete bumpers or colored pavers to delineate parking spaces and make the gravel lot more attractive.

Public Hearing Closed at 7:14 PM by Chair Garcia.

Commissioner Gallardo asked about sprinklers in the building. Mr. Mullane answered that the building will need to be sprinklered as a Condition of Approval and in compliance with Code.

Chair Garcia noted a typo in the Resolution referring to “proposed medical cannabis cultivation”. Mr. Mullane agreed to strike the word “medical” from the Resolution. He also reiterated that Staff would include a Condition of Approval for the project regarding maintenance of the building exterior.

Motion to approve the project by Commissioner Zavala, Second made by Commissioner Gallardo

ROLL CALL VOTE:

Ayes: Martinez, Zavala, Garcia, Urquides, Gallardo

Noes: None

Motion Passed 5-0

G. COMMENTS FROM PLANNING COMMISSION AND STAFF

Commissioner Gallardo commented on an issue that was raised in a previous meeting about 12th Street in the County’s control, asked to raise this to the County.

Commissioner Gallardo asked if the ongoing issue with food trucks has been resolved. Mr. Mugan answered that this has not been addressed to his satisfaction, and staff will follow up on this. Commissioner Zavala echoed concerns about food trucks not in compliance with Code.

Rob Mullane made an announcement that Cannabis Fees and Taxes Revisions would be going before City Council as a Public Hearing Item on Tuesday, October 12th.

H. ADJOURNMENT

Chair Garcia Adjourns Planning Commission at 7:28 PM.



Planning Commission Memorandum

599 El Camino Real
Greenfield CA 93937 831-674-5591
www.ci.greenfield.ca.us

DATE: October 25, 2021

AGENDA DATE: November 2, 2021

TO: Planning Commissioners

PREPARED BY: Doug Pike, PE, City Engineer
Liz Gagliardi, Consulting Planner

TITLE: **APPROVAL OF NUMERICAL ADDRESS
FOR VINTAGE MEADOWS II TRACT**

BACKGROUND

Municipal Code Section 12.08.010 describes the authority and process of designating StreetNumbers for newly developed buildings. The process is as follows:

1. The owner, occupant, or other person in control of a building with an entrance from a public street which does not have a number assigned to it on said map shall furnish to the city engineer a description map, and site plan of the property on which the building is located, and the city engineer shall thereupon designate the number for said building entrance. (Ord. 177 §1, 1975:Ord. 48 §1, 1953)
2. The city engineer designates street numbers on the supplied map consistent with the existing conventions established in the City.
3. The proposed addresses are approved by the Planning Commission, which establishes and designates these as “true and official street numbers of the City.”

PROJECT DESCRIPTION

Vintage Meadows II subdivision, previously approved by both the Planning Commission and City Council, has been under engineering, civil and Final Map review and is scheduled for approval of the Final Map on November 9, 2021. This new subdivision consists of 45 new residential lots. The attached map shows the approved parcel layout with public improvements. Public Works Staff, in coordination with the City Engineer have assigned numerical addresses which are represented on this map.

RECOMMENDATION AND PROPOSED MOTION

It is recommended the Planning Commission approve the numerical addresses as designated on the attached map. Proposed motion:

I MOVE THAT THE PLANNING COMMISSION OF THE CITY OF GREENFIELD APPROVE NUMERICAL ADDRESSES FOR THE VINTAGE MEADOWS II SUBDIVISION AS REPRESENTED ON THE ATTACHED MAP, ON FILE WITH THE CITY CLERK, AND ESTABLISHES AND DESIGNATES THESE AS TRUE AND OFFICIAL STREET NUMBERS OF THE CITY.

ATTACHMENTS

1. Vintage Meadows II Subdivision Map representing proposed numerical addresses.
2. Municipal Code Section 12.08.010

PROPOSED ADDRESS MAP FOR VINTAGE MEADOWS II SUBDIVISION

NOT TO SCALE



Municipal Code Section 12.08.010

12.08.010 Street Numbers Designated:



The street numbers as indicated and shown upon that certain map prepared by the city engineer of the city and approved by the planning commission of said city, now on file with the city clerk, are hereby established and designated as the true and official street numbers of the city. The owner, occupant, or other person in control of a building with an entrance from a public street which does not have a number assigned to it on said map shall furnish to the city engineer a description map, and site plan of the property on which the building is located, and the city engineer shall thereupon designate the number for said building entrance. (Ord. 177 §1, 1975; Ord. 48 §1, 1953)



Planning Commission Memorandum

599 El Camino Real
Greenfield CA 93937 831-674-5591
www.ci.greenfield.ca.us

DATE: October 4, 2021

AGENDA DATE: November 2, 2021

TO: City of Greenfield Planning Commissioners

PREPARED BY: Liz Gagliardi, Consulting Planner
Paul Muga, Community Development Director

TITLE: **UPDATE ON CURRENT COMMUNITY
DEVELOPMENT PROJECTS**

BACKGROUND

This is an update of Community Development projects. There is an unprecedented level of current development activity. This is creating important employment opportunities and represents important capital investment in our community. This fiscal year approximately \$41 million in valuated building permits have been issued by the CDD, already exceeding last year's \$34 million after just the first quarter. This report focuses on Housing, Nuisance Properties, the Walnut Avenue Specific Plan area, Yanks, Cannabis, downtown El Camino Real and planning activities required or recommended by state or other entities, such as the Association of Monterey Bay Area Governments (AMBAG).

HOUSING

Housing remains a major focus in the community and is broken down into affordable housing and market rate housing. Generally, affordable housing may be deed restricted units or designated farmworker or low-income housing. These units are often built by non-profits such as "CHSPA" or the Housing Authority. Despite governmental incentives for "affordable housing," governments do not build affordable housing and, governments are responsible for providing vital services such as first responders, public works and utilities. New legislation also is impacting housing, notably SB9, new ADU laws, and potentially SB743. Housing is a major policy issue statewide, with public policy emphasis filtered through the "RHNA" process administered by "AMBAG." RHNA is the Regional Housing Needs Assessment and AMBAG is the Association of Monterey Bay

Area Governments. RHNA is a housing unit apportionment of what the state believes should be constructed during 8-year cycles. We are currently in our sixth year of the fifth RHNA cycle 2016-2023, with the sixth-year cycle around the corner. Where Greenfield's fifth-cycle numbers (aggregate) are 467, Greenfield's sixth cycle numbers are tentatively apportioned to be approximately 1,000 units, just shy of triple the previous cycle.

Greenfield's RHNA numbers are depicted on Addendum "A." At present, staff is working on getting EAH and Walnut Grove to their building permits. Also, the Avila Farmworker Housing development is presently framing its fourth 16-unit building.

With new businesses opening and existing businesses prospering, employment has been strong and increasing in the City. This has allowed mid-level managers and others to move up from starter homes and purchase newer housing stock. Nino Homes is currently building 155 market rate units and reportedly are selling as quickly as they are being built. Additionally, two maps remain on the market, Mira Monte consisting of 166 units, and the Scheid map consisting of 150 units.

Despite the city's accomplishments in housing construction, overcrowding persists. Overcrowding can produce nuisance properties.

Nuisance Properties

Nuisance properties create health and safety hazards and impair the community character of surrounding properties. The conditions these properties present range widely and include both commercial and residential properties. Addressing nuisance properties typically involves cross-servicing responses from the city, often involving Code Enforcement, Building, Fire, Police and the Planning Department personnel. Occasionally legal counsel and County Child Protective Services are involved. At present, the City is ensuring that staff has the necessary tools to address these situations. For instance, recently 34 people were found to be living in squalor in an 1800 square foot dwelling, including 20 children. The City is working to codify the proper authorities beyond the International Property Maintenance Code necessary to clean up nuisance properties, especially with the demonstrated interest in capital investment in the city of Greenfield.

Recently staff has undertaken major operations to address overcrowding, abandoned and blighted properties. Staff has worked firmly to mitigate abandoned properties through demolition and even burning them down under the leadership of the Greenfield Fire Department for training. The Beyer Building has been in disrepair for a long period of time, and the city is working toward bringing that structure in the center of El Camino Real compliant with the Building Code. The City is aware of these properties and are reviewing the tools at its disposal to address them. Given the new regulations pertaining to accessory dwelling units, commonly referred to as "ADU's," staff has been particularly vigilant regarding demonstrably noncompliant ADU units, some which create unconscionable conditions.

Many of the nuisance properties also present risk of fire, which constitutes a direct threat to life and safety. Illicit space combined with illicit cooking and heating facilities present recurring and continuous demand on staff's diligence toward implementing all tools at its disposal to mitigate these properties. Without a detailed indexing of specific cases, it should be noticeable that weed abatement and the city's work to clean up nuisance properties is producing slow but incremental improvements in our neighborhoods. This work also creates an overall safer environment for all our residents.

Walnut Avenue Specific Plan

The 63-acre Walnut Avenue Specific Plan cost approximately a half million dollars during the Redevelopment years. Scoped in 2010, the city created the plan to facilitate commercial development to "include a mix of commercial uses and high-density housing." When the scope of work was written for the specific plan, the City did not have Starbucks, McDonalds, Taco Bell, Carl's Junior, Auto Zone, AM/PM, the Greenfield Inn, Dollar General Store, O'Reilly Auto Parts or Dollar General Store; nor the Loudpack, Greenfield Cannabis Company, Ceres Labs, Higher Level, MD Farms, or the Greenfield Inn. These represent important developments, which make the specific plan more attractive today for additional primary and secondary commercial developers. Presently, the City is negotiating tenets of a development agreement for an 80-room Marriott brand hotel in the plan, including public improvements at the Walnut Avenue interchange; and, working with the developer for issuance of building permits for a Jamba Juice, Baja Fresh, Chesters Chicken, Pizza Hut, fueling station canopy and general market. These projects leave significant acreage remaining on the north side of Walnut and areas southerly of the hotel site available to fill out the specific plan area. The CDD is working closely with Public Works and all interested stakeholders to ensure these projects assimilate into the community as seamlessly as possible.

Hotels

Consensus has become common wisdom that visitors to our region have few options for visitor services in the Salinas Valley in the form of lodging. With the Pinnacles named a national park, the Monterey County wine corridor, the picturesque Arroyo Seco and other draws to the region, existing public lodging facilities are aged at-best and not very accommodating for families. Significant interest exists to bring a high-quality hotel to Greenfield. With four interchanges accessing Greenfield, naturally our community may be a strong choice. Staff is working in different capacities to involve three new hotels to the community, two in the specific plan area and, the Yanks 150-room hotel is already entitled. Staff currently is formulating recommendations regarding multiple requests for transient occupancy tax relief from hotel developers as an inducement. As such proposals mature, they will be presented to the City Council for consideration. Current TOT tax rates are 8% of revenues posted on a quarterly basis. Staff welcomes any input from the Planning Commission regarding this issue, despite decision-making authority on the matter resting with the City Council.

Yanks Air Museum

The Yanks Air Museum is in Phase II of construction. Phase II includes their entitled hotel, museum, runway, and roads. Earlier this month, Yanks poured curb and gutter and surfaced their primary thoroughfare into portions of the site which accesses the restaurants, fueling station and museum. Staff is vetting proposed modifications to their development agreement to address; transient occupancy tax issues related to the R.V. and the Hotel; and the Ag buffer easement. Additional issues of interest to the city and Yanks include the location of postal service boxes post-annexation, taxation, and job creation on the site. The city and county remain joint grantees for the \$3 million EDA grant, for which grantees owe the EDA 300 employment positions.

Cannabis

The city accepted the cannabis industry into the community in 2017, issuing license to 13 licensees. By April 2019 none had a valid Regulatory Permit for operation nor had any licensees remit *any* taxes to the city. Chapters 5.28, 510 and attendant Guidelines codified in the Greenfield Municipal Code (GMC) apply to the industry. At present city licensees include (by brand); Loudpack, Greenfield Cannabis Company, Higher Level Dispensary, Ceres Labs and MD Farms, each with its proper Regulatory Permit and/or other occupancy requirements, i.e., Building Code. Also, to-date, the city has received approximately \$3 million in tax revenues to-date. The City Council recently on October 12, 2021, passed *the Cannabis Permit Fee Schedule and Tax Update* to the cannabis tax scheme. This included a 4% tax on retail product, while testing services retain prophylactic status from city taxation. The City expects three, possibly four existing licensees to soon reach their tax cap of \$1.1 million/anum/license. Several additional entities may pursue interests in the city but have yet to commit to serious capital investment at this time. A thorough cannabis industry update is under preparation for presentation to the City Council. Staff is indexing industry activity recorded during the first quarter this fiscal year, for presentation to the City Council. Such recap may include a draft Cannabis Business Plan, describing the growth of the industry in Greenfield.

Downtown El Camino Real

The untapped potential for Greenfield's Downtown El Camino Real remains outstanding after many years. Through the years, the city's Planning Commission and City Council have considered and enacted "Downtown Design Guidelines" (2001) and a multi-million-dollar Downtown Streetscape Plan (2013) as an original Redevelopment Agency proposal. Neither initiative has produced discernable results to-date in terms of reconstituting the downtown to embody the goals and objectives advanced in both the Design Guidelines and Streetscape Plan. At present, legal non-conforming uses remain in the core downtown while new and modern businesses conduct operations next door to run down nuisance properties or properties which are noncompliant with various chapters of the zoning ordinance, such as sign and right of way chapters.

Other Planning Activities

The summary above represents only selected priorities of the City and excludes numerous residential and commercial in-fill projects. Last fiscal year the city processed building permits with a total valuation of approximately \$34 million. The fact that the first quarter of the current fiscal year witnessed the issuance of building permits valued at \$41 million already, demonstrates the increased level of development activity. In support of the city's primary values as embodied in the City's Strategic Plan, Community Development is preparing numerous documents to assist with the facilitation of vital existing and future initiatives. Specifically, staff is preparing the following working documents, each of which will be presented and reviewed by the Planning Commission and City Council: (i) Departmental Policies and Procedures; (ii) Code Enforcement Manual; and (iii) Cannabis Management Plan. Each of these presently are in various draft form. Each takes the strategic priorities in the Council-approved Strategic Plan and operationalizes them by crafting tenets which we can measure and change as is appropriate as conditions change. Each is intended to codify best practices in our operations. Also, each should be before the Planning Commission for review this fiscal year.

Staffing

After a period of transition in CDD staffing the last several years, management aspires to put into practice lasting best-practices; (i) less reliance on contractors, (ii) best-practices recruiting activities; (iii) populating and exploiting iWork permit management software; (iv) proper reporting and measuring of performance metrics and (v) messaging for the community. For instance, platforms now are ideal for establishing helpful presentations for the community regarding recurring issues such as hot water heater installation, or fire and carbon dioxide alarm installation.

Conclusion

Considering, the level of development activity in our community, combined with initiatives in climate change policies, environmental review, housing and other planning policies, the General Plan and Housing Element updates are projected to be more involved efforts than previously forecast. Here also, staff is compiling an appropriate roll-out strategy and implementation plan for updating the city's General Plan and Housing Element; both efforts expected to commence this year. These documents often are referred to as the city's "constitution" because they display and codify the city's core policy infrastructure.



Planning Commission Memorandum

599 El Camino Real
Greenfield CA 93937 831-674-5591
www.ci.greenfield.ca.us

DATE: October 4, 2021

AGENDA DATE: November 2, 2021

TO: City of Greenfield Planning Commissioners

PREPARED BY: Liz Gagliardi, Consulting Planner
Paul Mugan, Community Development Director

TITLE: **REPORT REGARDING RENTAL
PROPERTIES IN GREENFIELD**

BACKGROUND

In recent months, staff have responded to, and community members have reported, increased situations of overcrowding in our single-family housing stock. This can create nuisance properties and have adverse impacts to the community character of our neighborhoods. Overcrowding occurs when more occupants inhabit a dwelling than the dwelling can accommodate. For instance, recently code enforcement and the Building Official responded to a property where four families, 34 people and 20 minors including a 15-day old all were living in an 1,800 square foot dwelling with attached illicit units illegally constructed. These unconscionable conditions severely aggravate the peace and tranquility of neighborhoods and are in violation of the International Property Maintenance Code (IPMC or “the code”). The Code requires no less than 70 square feet per bedroom and another additional 50 square feet for additional each additional room.

Although existing regulations exist to prevent overcrowding, often these regulations are difficult to enforce due to limitations on government’s authority to inspect private property. Absentee landlords aggravate the problem when absent property owner permit unsupervised activities to occur on their property. Properties can quickly become nuisance properties and a threat to health and safety either due to neglect, garbage, or other squalor conditions which leave residents forced to engage in activities they otherwise would never encounter in public. Often such properties also pose fire hazards due to illicit cooking and heating conditions which are noncompliant with the Building Code.

The question becomes what tools are available to the city to mitigate, decrease, or

eliminate such conditions which produce egregious unconscionable overcrowding of single-family dwellings?

Permitting of Rental Properties

Staff seeks input from the Planning Commission regarding the development of a zoning code amendment to address overcrowding. The idea would be to permit any single family and multi-family dwelling by virtue of the fact the property is a rental. Such a permit would be a low-cost, multi-year permit targeted toward property owners who rent to tenants. The permit would require inspection of such properties by Fire and Building for the purpose of ensuring compliance with Fire, property-maintenance and Building Code standards. The permit allowances would essentially put inspectors into these rental properties on an annual basis to ensure they are safe environments for rentals. Such a permit also would create a data base of known dwellings which are not owner-occupied.

Rental Permits

Bay City, Michigan provides an example of a city that is using a rental permitting system to track and monitor rental properties for code compliance. The cost of a rental permit in Bay City, MI is minimal at \$125 for the first unit at a property, plus \$35 for every additional unit. If a rental property owner is properly noticed and fails to obtain the proper license, they are fined \$1,000. The rental property application must be filed for all new rental and changes of ownership for rental properties, and the permit must be renewed every three years. As a part of the permit process, Bay City sends an inspector to the property with a Rental Housing Checklist to perform an inspection and ensure that the property is being properly maintained to comply with the City's standards. Bay City hosts 4,500 rental units in approximately 2,000 dwellings.

Additionally, Bay City's rental permit program signals to landlords, property managers, and property owners that minimal standards (which already exist) are required to host a rental property in their jurisdiction.

Conclusion

Please provide direction regarding the aforementioned proposal. With Planning Commission guidance, staff may return to the Commission a draft ordinance to create such a permit to manage rental units in Greenfield.



Planning Commission Memorandum

599 El Camino Real
Greenfield CA 93937 831-674-5591
www.ci.greenfield.ca.us

DATE: October 4, 2021

AGENDA DATE: November 2, 2021

TO: City of Greenfield Planning Commissioners

PREPARED BY: Liz Gagliardi, Consulting Planner
Paul Muga, Community Development Director

TITLE: **REGIONAL HOUSING NEEDS ASSESSMENT
(RHNA)**

BACKGROUND

Housing remains a major focus in the community and includes affordable and market rate housing. Generally, affordable housing may be deed restricted units or designated farmworker or low-income housing. Only when development incentives are provided are deed restrictions affixed to such units. These units are often built by non-profits such as "CHSPA" or the Housing Authority. Despite governmental incentives for "affordable housing," governments do not build affordable housing. As we know, the city is responsible for providing vital services such as first responder, public works, and utilities for all developments. New legislation also is impacting housing, notably SB9, new "ADU" laws, and potentially SB743.

Housing is a major policy issue statewide, with public policy emphasis filtered through the "RHNA" process administered by "AMBAG." RHNA is the Regional Housing Needs Assessment and AMBAG is the Association of Monterey Bay Area Governments. RHNA is a housing unit apportionment of what the state believes should be, affordable housing units constructed during 8-year cycles. We are currently in our sixth year of the fifth RHNA cycle 2015-2023, with the sixth-year cycle around the corner (2023-2031). Where Greenfield's fifth-cycle numbers (aggregate) were 441, Greenfield's sixth cycle numbers are tentatively apportioned to be approximately 1,000 units, just shy of triple the previous cycle.

In comparison to other jurisdictions in Monterey County, Greenfield has done very well with production of affordable housing stock. RHNA numbers are calculated based on

when building permits are issued. Because some projects are phased projects, Greenfield's calculation and tracking of its RHNA numbers remain fluid throughout any given cycle. Also noteworthy, "Annual Performance Reports" are required to be submitted to the California Housing and Community Development Department (HCD). In 2019, the prior five years' reports had not been submitted to HCD. We corrected this deficiency and are current with our RHNA reporting. Addendum "A1" is a working indexing of housing production for the current RHNA cycle.

Project Description	Address	RHNA Qualifying Units (2015-2023 and Previous Housing Cycle)	Year of Building Permit
Walnut Avenue Apartments consists of 115 Farmworker housing units. (Mike Avila)	525 3 rd Street	115 (Very Low)	2020-21
EAH – Greenfield Commons consists of 222 units of one, two and three bedrooms	41206 Walnut Avenue	222 (Very Low)	2022-23
Magnolia Place Senior Apartments (Cameron Johnson) Phases I, II, III	1181 Oak Avenue	31 + 44 (Low)	2016, 2022-2023
Walnut Grove Phases I, II, III	1064 Walnut Avenue	64 + 143 (Moderate)	2017, 2021-2022
Vintage Meadow I & II (Mike Nino)	Elm Avenue and 13 th Street	110 + 45 (Above Moderate)	2019-2021, 2021-2022
Cambria Park (Cardona Subdivision)	Cardona Circle	39 (Low)	2015-2016
Terracina Oaks	1278 Oak Avenue	87 (Moderate)	2015
People's Self Help Housing Subdivision	296 Apple Ave	36 (Low)	2022-2024
		Total – 467 + 490 = 957 Units	
		Very Low = 115 + 222 = 337	
		Low = 70 + 80 = 150	
		Moderate = 158 + 143 = 301	
		Above Mod. = 124 + 45 = 169	
Miscellaneous (SF/ADU/MH)			
Single Family Detached	59 Don Vicente Drive (SF)	1	2015
Single Family Detached	51 Don Vicente Drive (SF)	1	2015
Single Family Detached	55 Don Vicente Drive (SF)	1	2016
Single Family Detached	225 6 th Street (SF)	1	2016
Accessory Dwelling Unit	15 Walker Lane (SF and ADU)	2	2017
Manufactured Home	350 Maple Avenue (MH)	1	2017
Single Family Detached	47 Don Vicente Drive (SF)	1	2017

Single Family Detached	10 Huerta Street (SF)	1	2017
Single Family Detached	11 Walker Lane (SF)	1	2017
Single Family Detached	13 Walker Lane (SF)	1	2017
Single Family Detached	3 Moreno Street (SF)	1	2017
Single Family Detached	547 Elm Avenue (SF)	1	2018
Single Family Detached	24 Huerta Avenue (SF)	1	2018
Accessory Dwelling Unit	223 Pinot Ave (ADU)	1	2020
Single Family Detached	239 7th Street (SF)	1	2020
Accessory Dwelling Unit	702 Palm Ave (ADU)	1	2020
Accessory Dwelling Unit	318 St Matthew St (ADU)	1	2020
Accessory Dwelling Unit	301 Las Manzanitas Dr (ADU)	1	2020
Single Family Detached	1088 Pinnacles Ave (SF)	1	2020