

## Proposed 2010 Council Study Issue

**CDD 09-07 Consider Revisions to Zoning Code for Conversions of Mobile Home Parks to Other Uses**

<b>Lead Department</b>	Community Development		
<b>Element or Sub-element</b>	Housing and Community Revitalization		
<b>New or Previous</b>	Previous		
<b>Status</b> Pending	<b>History</b> 1 year ago	Below the line	<b>2 years ago</b> Below the line

**1. What are the key elements of the issue? What precipitated it?**

In 1985 the City Council adopted the *Conversion of Mobile Home Parks to Other Uses* (SMC 19.72) which established minimum requirements for the closure or change in use of a mobile home park (MHP). The intent of the Code was to balance the need to protect mobile home park residents with the rights of the property owner to make decisions about their business and the use of their property. To close a park, the property owner is required to submit a Conversion Impact Report (CIR) which contains information on the park residents, their individual relocation plans, and the relocation assistance provided. The Council decides whether a CIR does or does not meet the minimum requirements of the Municipal Code.

Since the requirement was established, the City Council has reviewed five CIRs (a 105 unit MHP in 1991, 30 units in 1992, 41 units in 1996, 68 units in 2005, and 29 units in 2007). All five were determined to meet the minimum Code requirements. During the 2007 review of the Flick's MHP, staff and Council Members noted opportunities to improve the current Code, including:

- Clarify process (closure of park vs. redevelopment application);
- Increase tenant compensation (due to change in housing costs and other situations);
- Clarify types of support to all tenant types (owners, renter, and any non-MHP tenants);
- Clarify roles (applicant as developer vs. Housing Specialist as tenant advocate). This could include modifying Housing Specialist process where the City, rather than the developer, manages the contract (similar to the EIR process) and establishes minimum requirements for Housing Specialist;
- Clarify information flow to residents (if from applicant, prior staff verification);
- Modify requirement for applicant to provide all MHPs in 200 mile radius;
- Provide status reports after CIR certified (60 and 120 days).
- Possible variations to requirement for notifying residents of future sales of mobile home parks.

**2. How does this relate to the General Plan or existing City Policy?****HOUSING AND COMMUNITY REVITALIZATION SUB-ELEMENT**

**GOAL C: ENSURE A HIGH QUALITY LIVING AND WORKING ENVIRONMENT**

Policy C.9 Minimize displacement impacts on tenants as a result of rehabilitation programs or land use changes.

*Action Statements C.9.a* Require as a part of the City's application approval process that any land use change or rehabilitation program that displaces tenants shall include a plan stating the efforts taken by the property owner to assist relocation of tenants, including payment of relocation costs.

The tenant relocation plan could include: (1) favorable rental or purchase arrangements after work is completed, (2) location of vacancies in similar housing, (3) fixed payments of moving costs, (4) no rent increases upon application and until relocation is secured, (5) right of first purchase refusal, (6) reduced purchase price options, and (7) assistance in locating new housing.

**GOAL D: MAINTAIN DIVERSITY IN TENURE, TYPE, SIZE AND LOCATION OF HOUSING TO PERMIT A RANGE OF INDIVIDUAL CHOISES FOR ALL CURRENT RESIDENTS AND THOSE EXPECTED TO BECOME CITY RESIDENTS.**

Policy D.5 Preserve mobile homes as an affordable housing option.

*Action Statements D.5.a* Maintain land zoned for mobile home parks.

*Quantified Objective: Maintain 400 acres in mobile home park zoning*

*Action Statements D.5.b* Continue to provide an equitable process with reasonable mitigation measures in the event of conversion of mobile home parks to a different use.

Sunnyvale adopted a Mobile Home Park Conversion ordinance (Zoning Code Chapter 19.72) in 1987. The regulations require notification of residents, preparation of an impact report, relocation assistance, and provide for a public hearing before a mobile home park can be converted to other uses.

**3. Origin of issue**

**Council Member(s)** Chu, Moylan

**General Plan**

**City Staff**

**Public**

**Board or Commission**

**4. Multiple Year Project?** No **Planned Completion Year** 2010

**5. Expected participation involved in the study issue process?**

**Does Council need to approve a work plan?** No

**Does this issue require review by a Board/Commission?** Yes

**If so, which?**

Housing and Human Services Commission, Planning

Commission

**Is a Council Study Session anticipated?** No

**What is the public participation process?**

Outreach to the mobile home park residents, mobile home park land owners, neighborhood groups and the development community. Noticed Planning Commission and City Council public hearings

**6. Cost of Study**

**Operating Budget Program covering costs**

242-Community Planning; 230-Housing

**Project Budget covering costs**

**Budget modification \$ amount needed for study**

**Explain below what the additional funding will be used for**

**7. Potential fiscal impact to implement recommendations in the Study approved by Council**

**Capital expenditure range** None

**Operating expenditure range** None

**New revenues/savings range** None

**Explain impact briefly**

**8. Staff Recommendation**

**Staff Recommendation** None

**If 'For Study' or 'Against Study', explain**

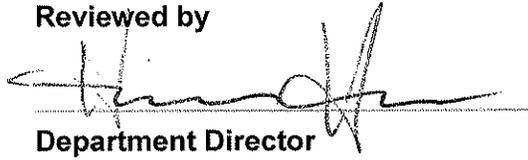
**9. Estimated consultant hours for completion of the study issue**

Managers	Role	Manager	Hours			
Lead	Ryan, Trudi		Mgr CY1:	40	Mgr CY2:	0
			Staff CY1:	240	Staff CY2:	0
Support	Ise, Suzanne		Mgr CY1:	40	Mgr CY2:	0
			Staff CY1:	60	Staff CY2:	0
Interdep	Boco, Robert		Mgr CY1:	20	Mgr CY2:	0
			Staff CY1:	0	Staff CY2:	0
<b>Total Hours CY1:</b>			<b>400</b>			
<b>Total Hours CY2:</b>			<b>0</b>			

**Note: If staff's recommendation is 'For Study' or 'Against Study', the Director should note the relative importance of this Study to other major projects that the Department**

is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by

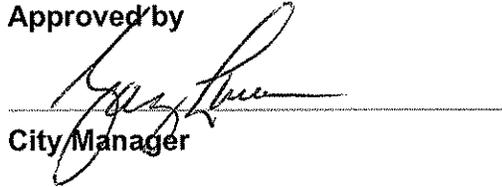
  
\_\_\_\_\_

Department Director

11/3/09  
\_\_\_\_\_

Date

Approved by

  
\_\_\_\_\_

City Manager

11/6/09  
\_\_\_\_\_

Date

**Addendum**

**A. Board / Commission Recommendation**

**Issue Created Too Late for B/C Ranking**

<b>Board or Commission</b>	<b>Rank Rank 1 year ago</b>	<b>Rank Rank 2 years ago</b>
Arts Commission		
Bicycle and Pedestrian Advisory Committee		
Board of Building Code Appeals		
Board of Library Trustees		
Child Care Advisory Board		
Heritage Preservation Commission		
Housing and Human Services Commission	4 of 8	5 of 11
Parks and Recreation Commission		
Personnel Board		
Planning Commission	8 of 10	

**Board or Commission ranking comments**

**B. Council**

**Council Rank** (no rank yet)  
**Start Date** (blank)  
**Work Plan Review Date** (blank)  
**Study Session Date** (blank)  
**RTC Date** (blank)  
**Actual Complete Date** (blank)  
**Staff Contact**