



COMMUNITY DEVELOPMENT AGENCY
HOUSING AND FEDERAL GRANTS DIVISION

August 16, 2019

Brian C. Crawford
DIRECTOR

Marin County Civic Center
3501 Civic Center Drive
Suite 308
San Rafael, CA 94903
415 473 6269 T
415 473 7880 F
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Building and Safety
Environmental Health Services
Planning
Environmental Review
Housing
Sustainability
Code Enforcement
GIS
Federal Grants

www.marincounty.org/cda

Elise Semonian
Planning Director
Town of San Anselmo
525 San Anselmo Avenue
San Anselmo, CA 94960

Dear Ms. Semonian,

This letter is to formalize the funding agreement related to the collaborative SB2 Accessory Dwelling Unit (ADU) Workbook and Website grant project being proposed by the towns, cities, and County of Marin.

The proposed ADU Workbook and Website project will include upgrading the existing informational website for ADUs, www.marincounty.org/makeroomformarin, and provide additional web and print material to encourage ADU and Junior Accessory Dwelling Unit (JADU) development. The website will summarize all of the ADU and JADU standards for each of the 10 participating jurisdiction in Marin County so that homeowners, developers and members of the public will have access to a consolidated source of information, and thus equipped to have a better understanding of the planning, permitting, and construction process for ADUs and JADUs.

The County will coordinate the contract for the ADU Workbook and Website by first working collaboratively with the participating jurisdictions in selecting a consultant for the proposed project. The County shall enter into a contract with a selected consultant for \$90,000 of which it is anticipated that a grant from the State Housing and Community Development Department will fully fund the project. Each participating jurisdiction shall be responsible for contributing an equal share of the total cost. This intended to cover the cost of the ADU Workbook and Website. Each participating jurisdiction will reimburse the County for their share of the ADU Workbook and Website and shall be responsible in equal part for any costs for the project that exceed the anticipated grant funding from the State for the project. This letter serves to commit your jurisdiction to funding your share of the project as outlined.

Please contact me with questions or other issues related to this agreement at 473-6697 or by email at lthomas@marincounty.org. I look forward to this innovative approach and hope that the outcomes are beneficial for all. For your records, I will forward a copy of the contract the County enters into for the ADU Workbook and Website on your behalf when it is signed.

Sincerely

Leelee Thomas

Planning Manager
Attachment
Cc: Planning Directors of the cities and towns of Marin County

PARTICIPATION AGREEMENT FOR ADU WORKBOOK AND WEBSITE

By the signature of the authorized representative below, the Town of San Anselmo is agreeing to the following:

To reimburse the County of Marin for an equal share of the total cost for the ADU Workbook and Website for San Anselmo's share of the proposed project.

Reimbursement to County of Marin for the ADU Workbook and Website is due 30 days after the Town of San Anselmo receives reimbursement from the State Housing and Community Development Department.

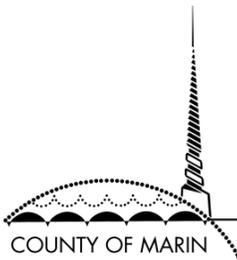
Agreed:

Authorized Representative for the Town of San Anselmo Date

Print Name Title

When signed, please return to:

Leelee Thomas
Marin County CDA
3501 Civic Center Drive, Room 308
San Rafael, CA 94903



COMMUNITY DEVELOPMENT AGENCY
HOUSING AND FEDERAL GRANTS DIVISION

August 9, 2019

Brian C. Crawford
DIRECTOR

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Elise Semonian
Planning Director
Town of San Anselmo
525 San Anselmo Avenue
San Anselmo, CA 94960

Dear Ms. Semonian,

This letter is to formalize the funding agreement related to the collaborative SB2 Inclusionary Zoning Study and Housing Mitigation and Commercial Linkage Fees (Inclusionary Study) grant project being proposed by the towns, cities, and County of Marin.

The proposed Inclusionary Study will analyze and recommend new and/or improved inclusionary policies regarding inclusionary fees, affordable housing impact fees, jobs-housing linkage fees and commercial linkage fees for 8 participating towns, cities, and County of Marin.

The County will coordinate the contract for the Inclusionary Study by first working collaboratively with the participating jurisdictions in selecting a consultant for the proposed project. The County shall enter into a contract with the consultant for \$142,000 of which it is anticipated that a grant from the State Housing and Community Development Department will fully fund the project. Each participating jurisdiction shall be responsible for applying for SB2 grant funds from SB2, and for contributing to the total cost of \$142,000, not to exceed \$16,000 for development of the Inclusionary Study. This amount is intended to cover the cost of the Inclusionary Study. Each participating jurisdiction will reimburse the County for their share of the Inclusionary Study and shall be responsible in equal part for any costs for the project that exceed the anticipated grant funding from the State for the project. All aspects of the work products should be shared between each jurisdiction through compilation and distribution of the final Inclusionary Study by the consultant selected to conduct the study. This letter serves to commit your jurisdiction to funding your share of the project as outlined.

Please contact me with questions or other issues related to this agreement at 473-6697 or by email at lthomas@marincounty.org. I look forward to this innovative approach and hope that the outcomes are beneficial for all. For your records, I will forward a copy of the contract the County enters into for the Inclusionary Study on your behalf when it is signed.

Sincerely,

Leelee Thomas
Planning Manager
Attachment

Cc: Planning Directors of the cities and towns of Marin County

PARTICIPATION AGREEMENT FOR INCLUSIONARY STUDY

By the signature of the authorized representative below, the Town of San Anselmo is agreeing to the following:

To reimburse the County of Marin for the Town of San Anselmo's share of the total cost for proposed Inclusionary Study, as outlined above. The project cost is planned and expected not to exceed \$16,000 for San Anselmo's share. Any additional cost for the Inclusionary Study beyond the aforementioned figure will be shared by each jurisdiction in equal part. All work product made part of the final Inclusionary Study will be shared with each participating jurisdiction.

Each participating jurisdiction is responsible for applying for grant funding from the State Housing and Community Development Department. County of Marin will initially fund the cost of the Inclusionary Study, contingent upon the agreement of each jurisdiction to provide reimbursement for the total cost of the Inclusionary Study to the County upon completion of the Inclusionary Study project. Reimbursement to County of Marin for the Inclusionary Study by each jurisdiction is due within 30 days after the Town of San Anselmo receives grant funds for the project from the State Housing and Community Development Department, and shall be sent to:

Attention: Leelee Thomas
Marin County CDA
3501 Civic Center Drive, Room 308
San Rafael, CA 94903

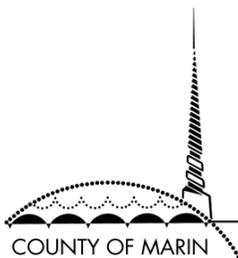
Agreed:

_____	_____
Authorized Representative for the Town of San Anselmo	Date

_____	_____
Print Name	Title

When signed, please return to:

Leelee Thomas
Marin County CDA
3501 Civic Center Drive, Room 308
San Rafael, CA 94903



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Elise Semonian
Planning Director
Town of San Anselmo
525 San Anselmo Avenue
San Anselmo, CA 94960

Dear Ms. Semonian,

This letter is to formalize the funding agreement related to the collaborative SB2 Objective Design and Development Standards (ODDS) grant project being proposed by the towns, cities, and County of Marin.

The proposed ODDS project will be designed to provide the 11 participating towns, cities, and County of Marin with a toolkit to adapt existing zoning codes and transform existing subjective standards into objective standards and guidelines for each jurisdiction. This toolkit will be customized for each jurisdiction through the development of separate guidelines that outline specific architectural standards, building patterns, and historic significance particular to that jurisdiction.

The County will coordinate the proposed project by first working collaboratively with the participating jurisdictions in selecting a consultant to develop the ODDS toolkit. The County will enter into a contract with the selected consultant for \$500,000 based on and reflecting the anticipated grant funding from the State Housing and Community Development Department, which will fully fund the project. Each participating jurisdiction shall be responsible for contributing an equal share of the total cost. This is intended to cover the cost of the ODDS toolkit only. Every city or town will be responsible for completing their additional studies and public participation either by using existing staff resources or the remainder of their SB2 grant funds. Each participating jurisdiction will reimburse the County for their share of the ODDS and shall be responsible in equal part for any costs for the project that exceed the anticipated grant funding from the State for the project. This letter serves to commit your jurisdiction to funding your share of the project as outlined.

Please contact me with questions or other issues related to this agreement at 473-6697 or by email at lthomas@marincounty.org. I look forward to this innovative approach and hope that the outcomes are beneficial for all. For your records, I will forward a copy of the contract the County enters into for the ODDS on your behalf when it is signed.

Sincerely,

Leelee Thomas
Planning Manager
Attachment

Cc: Planning Directors of the cities and towns of Marin County

PARTICIPATION AGREEMENT FOR OBJECTIVE DESIGN AND DEVELOPMENT STANDARDS

By the signature of the authorized representative below, the Town of San Anselmo is agreeing to the following:

To reimburse the County of Marin for an equal share of the total cost for Objective Design and Development Standards for San Anselmo's share of the proposed project.

Reimbursement sent to County of Marin for the Objective Design and Development Standards is due 30 days after the Town of San Anselmo receives reimbursement from the State Housing and Community Development Department.

Agreed:

Elise Semonian, Planning Director
Authorized Representative for the Town of San Anselmo

Date

When signed, please return to:

Leelee Thomas
Marin County CDA
3501 Civic Center Drive, Room 308
San Rafael, CA 94903