

BOARD of SUPERVISORS



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## MEMORANDUM

TO: Dan Adams, Acting Director, Mayor's Office of Housing and Community Development  
Shireen McSpadden, Executive Director, Department of Aging and Adult Services  
Nicole Bohn, Director, Department on Disability

FROM: Erica Major, Assistant Clerk, Land Use and Transportation Committee

DATE: February 18, 2020

SUBJECT: LEGISLATION INTRODUCED

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The Board of Supervisors' Land Use and Transportation Committee has received the following proposed legislation, introduced by Supervisor Yee on February 11, 2020:

**File No. 190846-2**

**Ordinance amending the Administrative Code to direct the Department of Disability and Aging Services to report biennially on housing needs and housing production for seniors and people with disabilities, with input from the Mayor's Office of Housing and Community Development.**

If you have comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 or by email at: [erica.major@sfgov.org](mailto:erica.major@sfgov.org).

cc: Eugene Flannery, Mayor's Office of Housing and Community Development  
Amy Chan, Mayor's Office of Housing and Community Development  
Bridget Badasow, Department of Aging and Adult Services

1 [Administrative Code - Biennial Housing Needs Assessment and Production Pipeline Reports  
2 - Seniors and People with Disabilities]

3 **Ordinance amending the Administrative Code to direct the Department of Disability and**  
4 **Aging Services to report biennially on housing needs and housing production for**  
5 **seniors and people with disabilities, with input from the Mayor's Office of Housing and**  
6 **Community Development.**

7 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.  
8 **Additions to Codes** are in *single-underline italics Times New Roman font*.  
9 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.  
10 **Board amendment additions** are in double-underlined Arial font.  
11 **Board amendment deletions** are in ~~Arial font~~.  
12 **Asterisks (\* \* \* \*)** indicate the omission of unchanged Code  
13 subsections or parts of tables.

14 Be it ordained by the People of the City and County of San Francisco:

15 Section 1. The Administrative Code is hereby amended by adding Chapter 111,  
16 consisting of Section 111.1, to read as follows:

17 **CHAPTER 111: HOUSING REPORTS FOR SENIORS AND PEOPLE WITH DISABILITIES**

18 **SEC. 111.1. BIENNIAL REPORTS.**

19 (a) The Department of Disability and Aging Services ("DAAS") shall publish a Housing Needs  
20 Overview for Seniors and People with Disabilities ("Overview Report") by July 1, 2020, and biennially  
21 thereafter that contains a comparison of both the median income of seniors and the median income of  
22 people with disabilities in the City to rents charged at City-funded affordable housing.

23 (b) The Mayor's Office of Housing and Community Development (MOHCD) shall contribute to  
24 the Overview Report required under subsection (a), by providing DAAS, for each City-funded housing  
25 development planned or in construction within the next three years, a timeline for production, and an  
analysis of the number of housing units projected in each such City-funded housing development to be

1 occupied by seniors and people with disabilities, including information and analysis regarding  
2 affordability by income level, accessibility for people with disabilities, neighborhood, and housing type.

3 (c) DAAS shall publish a Housing Needs Assessment and Production Pipeline Report for  
4 Seniors and People with Disabilities ("Report") by October 1, 2020, and biennially thereafter that  
5 addresses, to the extent feasible, at least the following:

6 (1) An analysis of housing needs for seniors addressing median household income of  
7 seniors who are tenants or homeowners in the City; rent or housing cost burden; overcrowding;  
8 security of tenure; disability; and overall housing shortages, by income level, race/ethnicity, primary  
9 language, age range, household type, neighborhood, and housing type.

10 (2) An analysis of housing needs for people with disabilities addressing median  
11 household income of people with disabilities who are tenants or homeowners in the City; rent or  
12 housing cost burden; overcrowding; security of tenure; and overall housing shortages, by income level,  
13 race/ethnicity, primary language, age range, household type, neighborhood, and housing type.

14 (3) An analysis of City housing programs or services that specifically target seniors and  
15 people with disabilities, including but not limited to the number of households that include seniors or  
16 persons with disabilities served by rental subsidies, counseling support, and homeowner renovation  
17 grants.

18 (4) Recommendations to address the unmet needs of seniors and people with disabilities  
19 for affordable housing and to improve the coordination of the development of City-funded housing and  
20 the delivery of services for those populations.

21 (d) MOHCD shall contribute to the Report required under subsection (c):

22 (1) Data, including location and number, of housing units designed to serve or  
23 accommodate, and housing units set aside for, seniors and people with disabilities, completed over the  
24 previous two years.

1                   (2) An analysis of potential sites over the next five years for future housing  
2 developments for seniors and people with disabilities, including analysis of affordability by income  
3 level and accessibility for people with disabilities.

4                   (3) An evaluation of how planned and potential future housing developments align with  
5 the housing needs of seniors and people with disabilities, addressing, to the extent feasible, housing  
6 needs by income level.

7                   (4) An assessment of the unmet needs of extremely low-income seniors and extremely  
8 low-income people with disabilities relative to City-funded affordable housing and MOHCD's efforts  
9 over the previous year to address those needs.

10                   (5) Such other information as DAAS requests for its analysis.

11                   (e) The Overview Report and the Report shall present information in de-identified form to  
12 protect the privacy of individuals whose data are included in the reports. Data collected for the  
13 Overview Report and the Report shall be confidential to the extent of protecting personal privacy  
14 insofar as the law requires or permits such protection.

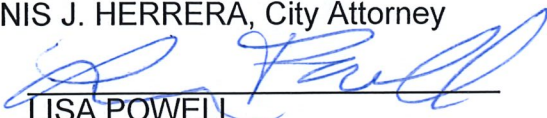
15                   (f) DAAS shall present, with input from MOHCD, the Overview Report and the Report to the  
16 Board of Supervisors, along with any recommendations for legislation or other policy  
17 recommendations.

18                   (g) The Overview Report and the Report shall address each item to the extent feasible based on  
19 available data. DAAS and MOHCD are not required to collect new data to complete the reports.

20                   Section 2. Effective Date. This ordinance shall become effective 30 days after  
21 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
22 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
23 of Supervisors overrides the Mayor's veto of the ordinance.

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APPROVED AS TO FORM:  
DENNIS J. HERRERA, City Attorney

By:   
LISA POWELL  
Deputy City Attorney

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**REVISED LEGISLATIVE DIGEST**  
(Substituted, 2/11/2020)

[Administrative Code - Biennial Housing Needs Assessment and Production Pipeline Reports - Seniors and People with Disabilities]

**Ordinance amending the Administrative Code to direct the Department of Disability and Aging Services to report biennially on housing needs and housing production for seniors and people with disabilities, with input from the Mayor's Office of Housing and Community Development.**

Existing Law

Administrative Code Section 10E.4(b) directs the Planning Department to publish an Annual Housing Inventory Report, but does not direct the Planning Department to analyze housing needs and production for seniors and people with disabilities.

Amendments to Current Law

This ordinance (new Administrative Code Chapter 111) directs the Department of Disability and Aging Services (DAAS) to publish a Biennial Housing Needs Overview for Seniors and People with Disabilities by July 1, 2020, and biennially thereafter. That overview report will contain a comparison of the median income of seniors and of people with disabilities in the City to rents charged at City-funded affordable housing.

The ordinance additionally directs DAAS to publish a Housing Needs Assessment and Production Pipeline Report for Seniors and People with Disabilities by October 1, 2020, and biennially thereafter. That report will analyze housing needs across numerous demographics for both seniors and people with disabilities; analyze City housing programs and services serving seniors and people with disabilities; and make recommendations to address unmet affordable housing needs for seniors and people with disabilities. The Mayor's Office of Housing and Community Development will contribute to both reports. DAAS will present the reports to the Board of Supervisors, with policy recommendations as appropriate.

Background Information

The primary difference between the substitute ordinance introduced February 11, 2020, and the original ordinance is that the original ordinance required one report, issued annually, and the substitute ordinance requires two distinct reports, issued biennially.

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