

**Resolution No. 1991-071 was rescinded on January 18,  
2005 by Resolution No. 2005-018**

# RESOLUTION NO. 91-071

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF JAN 29 1991

A RESOLUTION ADOPTING REGULATIONS REGARDING  
THE CALCULATION OF VACANCY RATES AND THE  
SCHEDULING OF HEARING DATES FOR CONDOMINIUM  
CONVERSION APPLICATION (M90-044)

**WHEREAS**, the City Council has adopted an Ordinance regulating residential condominium conversions; and

**WHEREAS**, said Ordinance provides for the adoption by resolution of the City Council of special application and procedure regulations and of a method of determining vacancy rates.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:**

## SECTION 1

That the City Council of the City of Sacramento hereby adopts the following regulations establishing the method to be used by City staff in determining vacancy rates in each community plan area of the City and establishing procedures for accepting, processing, and reviewing Special Permit and tentative map applications for residential condominium conversions.

### Vacancy Rate Determination

1. City vacancy rate information shall be provided for each community plan area, on a semiannual basis on or about June 30th and December 31st of each year.
2. The following method will be used by the City in compiling the annual vacancy rate: City Planning Department staff will establish its annual vacancy rate by using Freshman Information Services data, or other locally derived information that is determined by City staff to be the best available information. City staff will use the information supplied by these local sources to determine the rental vacancy rate

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in each community plan area in the City. The vacancy rate shall be calculated on the basis of total multiple family rental units and total vacant multiple family rental units, for the given sample size, located within each of the designated eleven (11) City community plan areas. The total multiple-family rental units, and total vacant multi-family rental units, shall be defined as the average of the results of the vacancy surveys for the two previous reporting periods. (Amended Ordinance No. 83-863)

3. The following procedure will be used for determining the rental vacancy rate of a proposed conversion in proximity to an adjacent community plan boundary.
  - A. If a project is substantially within a given community, only the vacancy rate of that community shall be used in evaluating the project. Substantially within shall be defined as inside a quarter mile (1,320 feet) of the community's boundary as defined and set by the City of Sacramento. Where a community does not have an adjoining community because of its peripheral location, the quarter mile distance standard shall not apply and only the immediate community's vacancy rate will be used.
  - B. Where a project, or any part thereof, is within a quarter mile (1,320 feet) of an adjoining community as established by the City of Sacramento, the rental vacancy rate of both the immediate community and the adjoining community shall be used to determine a new vacancy rate. Where more than one adjoining community is within the quarter mile distance, it or they shall also be included in the determination.

The new vacancy rate shall be determined by dividing the sum of the vacant units of the immediate and adjoining communities by the sum of the total units of the immediate and adjoining communities. These quantities, or base data, shall be established annually by the City pursuant to the procedures set forth above in paragraphs 1 and 2 above. The resulting vacancy rate will reflect the relative quantity and market availability of rental units within the general area around the project.

#### Filing and Hearing Special Permit Applications

Application for Special Permits for condominium conversions shall be heard by the City Planning Commission and City Council one time a year. Thereafter, the annual application deadline for condominium conversions shall be January 30th of each year. (Amended Ordinance No. 83-863)

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**1988 GENERAL PLAN  
CONDOMINIUM AND CONDOMINIUM CONVERSION GOALS AND POLICIES**

Condominium conversion projects are specifically addressed in Section 66427.2 of the Subdivision Map Act, Government Code Section 55410 et seq. This Section provides that certain provisions of the Map Act relating to General Plan and Specific Plan consistency and the requirement of making certain findings upon approving a tentative subdivision map do not apply to condominium conversion projects, where no new units are to be constructed or added, unless the applicable General or Specific Plans contain definite objectives and policies specifically directed to the conversion of existing buildings into condominium projects.

In order to establish requirements and procedures specifically designed for the control and approval of residential condominium new construction and condominium conversions and to utilize the Subdivision Map Act as part of the procedure, the goals and policies set forth below relating to condominiums are hereby adopted.

**GOALS**

1. To provide affordable housing opportunities for all income household categories throughout the City.
2. To maintain and improve the existing housing stock.

**POLICIES**

1. Continue to prohibit the conversion of rental housing into condominiums in Community Plan areas where the rental vacancy rate is five percent or less, when measures have not been provided to mitigate the loss of rental housing in the area.
2. Monitor and control the conversion of rental housing projects to condominium projects where an imbalance in the rental-ownership supply becomes acute (less than five percent rental vacancy).

  
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CITY CLERK

  
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MAYOR

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