City of ARCATA

City Manager	Environmental Services	Police	Recreation
(707) 822·5953	822·8184	822·2428	822·7091
Community Development	*Finance*	*Public Works*	*Transportation*
822·5955	822·5951	822·5957	822·3775

736 F Street
Arcata, CA 95521

HOUSING POLICY
DEVELOPMENT, HCD

FEB 10 2011

February 07, 2010

Department of Housing & Community Development
Division of Housing Policy Development
P.O. Box 952053
Sacramento, CA 94252-2053

And

Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

RE: Annual Housing Element Progress Report

To whom it may concern:

Please find the enclosed Annual Housing Element Plan for the City of Arcata.

Sincerely,

Denise Monday

Denise Monday
Community Development Administrative Assistant

Department of Housing and Community Development

ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: CITY OF ARCATA

Mailing Address: 736 F STREET
ARCATA, CA 95521

Contact Person: DAVID LOYA Title: COMMUNITY DEV DEPUTY DIR.

Phone: 707 822-5955 FAX: 707 825-2029 E-mail: dloya@cityofarcata.org

Reporting Period by Calendar Year: from 1/1/10 to 12/31/10

These forms and tables, (see sample – next page) must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1, of each year for the prior calendar year; submit separate reports directly to both HCD and OPR (Government Code Section 65400) at the addresses listed below:

Department of Housing and Community Development
Division of Housing Policy Development
P.O. Box 952053
Sacramento, CA 94252-2053

-and-

Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Arcata

Reporting Period 1-Jan-09 - 31-Dec-09

Table A

Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes: Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development: See Instructions	Deed Restricted Units: See Instructions	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
1120 F St (Tea Gdns)	5+	R	1			8	9	9		Inc	
10th St (Los Harbors)	SF	O		1		7	8	8		Inc	
(9) Total of Moderate and Above Moderate from Table A3 ► ►					7	3	10	10			
(10) Total by income Table A/A3 ► ►			1	1	7	18	27	27			
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
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Jurisdiction City of Arcata
Reporting Period 1-Jan-09 - 31-Dec-09

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA whichmeet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for **Moderate**		4		3		7	7
No. of Units Permitted for **Above Moderate**	3					3	3

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
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Jurisdiction City of Arcata

Reporting Period 1-Jan-09 - 31-Dec-09

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.			2007	2008	2009	2010	2011	2012	2013	2014		Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	190		12	0	1						13	177
	Non-deed restricted			0	0	0							
Low	Deed Restricted	131		68	0	1						69	62
	Non-deed restricted			0	0	0							
Moderate	Deed Restricted	143		0	0	0							109
	Non-deed restricted			14	5	15						34	
Above Moderate		347		155	5	10						170	177
Total RHNA by COG. Enter allocation number:		811											
Total Units ► ► ►				249	10	27						286	525
Remaining Need for RHNA Period ► ► ► ► ►													

Note: units serving extremly low-income households are included in the very low-income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Arcata

Reporting Period 1-Jan-09 - 31-Dec-09

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	**Housing Programs Progress Report - Government Code Section 65583.** Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
See Attached			

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction	City of Arcata		
Reporting Period	1-Jan-09	-	31-Dec-09

General Comments:

The 2007 & 2008 Data were combined under 2008. These data were updated to reflect the intensive research used to develop the 2009 Housing Element update. As a result, these data do not necessarily conform to the City's previously supplied 2007 and 2008 performance reports.

		Table C	
	Program Implementation Status		
Name of Program	**Objective**	**Timeframe in HE**	**Status**
HE-1 Design Manuals	Provides easy-to-read housing development information to the public. Identification of alternative building methods and materials that may be allowed in the City, as well as efficient layouts, shared parking techniques, and streamlined planning applications.	2010	The City developed handouts that explain the City's design review process and procedure. The handouts describe the City's requirements for the production of quality housing in the City; New handouts will be created on an ongoing basis.
HE-2 Housing Condition Survey	Identification of areas of the City in need of rehabilitation and documentation for funding agencies.	2010; New housing condition survey by 2014.	Survey completed prior to HE adoption; Data is being incorporated into the City's GIS database in order to identify target areas for rehabilitation. An annual review of the target areas will be completed starting in 2011. The City shall utilize the CDBG Housing Condition Survey format and target units classified as needing substantial rehabilitation or in dilapidated condition. The City will provide information to persons living in the housing units in need of rehabilitation about the City's Housing Rehabilitation Program.
HE-4 Housing Rehabilitation Program	The Housing Rehabilitation Program is designed to provide low-interest and partially deferred payment loans to improve the City's existing housing stock by assisting below moderate income households to eliminate health or safety deficiencies, renovate and/or restore older homes, and eliminate blight.	Ongoing, Citywide (2009-2014).	Ongoing: Continuation of existing Arcata Housing Rehabilitation Program. Continue to apply for Community Development Block Grant (CDBG) and HOME funding for this program and allocate a portion of the Low and Moderate Housing Fund for housing rehabilitation.
HE-8 Residential Site Development Program	A Residential Site Development database available for public use to assist in the development of housing in the City.	2010	Completed in 2009 - will continue to update as information is compiled. The supply of developable land with adequate infrastructure that is also zoned for residential use can assist the development of housing in the City. Identification of vacant and under-utilized residential land and its development potential will help to determine the residential development options in the City and assist in identifying ways to remove any constraints.
HE-9 Residential Development Information Program	To make available to the public this information, public participation in housing development throughout the City may be enhanced.	Ongoing, Citywide (2009-2014).	Ongoing: By keeping the public and the housing development community informed of approved residential development and the availability of vacant land, the City desires to promote residential development and public participation in the development process.
HE-10 Infill Development Program	The development of additional residential units maximizing density in existing built out sites, thereby relieving development pressure from the outlying areas of the City	2011; Ongoing; including periodic updates of the urban vacant land available for infill projects within the City.	Ongoing - Infill development is one technique in meeting the housing needs required by expanding populations. The City will encourage the use of vacant individual lots as well as small lots in the City for the development of housing.
HE-11 Mixed Use	The development of additional housing in the commercial areas and CBD.	Completed in 2008	Ordinance adopted, program is ongoing. Residential development is allowed in the General Commercial and Central Business Districts. The City will encourage the use of mixed-use development by reducing or waiving development standards, such as parking standards, and density requirements for all residential mixed-use development.
HE- 12 Development Processing System Review Program	The Building and Planning review time for project processing varied between 3 months to 8 months, depending on the type of project.	The monitoring of plan review is an ongoing process.	Complex processing procedures in permit issuance can be a major obstacle in housing development, especially for affordable housing projects that are under tight timelines imposed by state and federal funding programs. Minimize processing time for development permits, especially those for affordable residential projects and those which conform to City development requirements.
HE-13 Additional Living Space in the RVL and RL Zones	The development of additional living units.	Ongoing, The City will develop second unit design templates by October 2011.	The City recognizes the high demand for additional housing, as well as the environmental and economic constraints on designating additional land for development beyond the urban core. Therefore, the Land Use Code shall continue to allow for the construction or conversion of existing living space to allow up to two units in the RVL and RL zones.

Name of Program	Objective	Timeframe in HE	Status
HE-14 Affordable Housing Preservation	This program will assist in the preservation of at-risk housing units.	Ongoing	Redevelopment staff have begun working on the list of at risk housing to accomplish this task. The Community Development Department will develop a program with the intent to identify funding sources for the preservation of at-risk affordable housing. The program will include notification to owners and tenants and participation in federal, state and local preservation programs. The City will assist in the preservation of any at-risk affordable housing by reserving financial assistance for these projects, if necessary. Possible programs to assist in the preservation of at-risk units are described below by unit type.
HE-15 Land Acquisition for Housing	Provide a stable source of properties to ensure that 4 to 7 (20 to 35 total) low and very-low income new single family homes are secured each year during the 2009-2014 planning period.	Ongoing, 2009-2014 as projects are processed through the Planning Department.	The City will continue to implement the following measures using its Housing Set-Aside funds, grant sources, and other funding mechanisms, including public-private partnerships aimed at the development of affordable housing. The City shall continue to provide or seek funding. This is ongoing. City completed the JCM units and is currently working on a 40 bed emergency shelter on an acquired piece of land. the Agency purchased another ~7 acre piece that will be in predevelopment over 2011/2012.
HE- 16 Development and Acquisition of Affordable Single Family Housing	Providing 25 first-time homebuyers with down payment assistance.	Ongoing. Condominium conversion program , Mortgage Tax Credit program	Ongoing and will continue to use HOME, CDBG, Redevelopment Agency Low and Moderate Income Housing Fund, as well as available Federal, State, and local funding to provide the First-time Homebuyer Program and other affordable single family housing ownership opportunities in the City.
HE-17 Development and Acquisition of Affordable Multifamily Housing	Result in the production of 283 Very Low and Low units for low income households.	Ongoing.	Ongoing and will continue to use HOME, CDBG, Redevelopment Agency, Low and Moderate Income Housing Fund, as well as available Federal, State, and local funding to provide multifamily housing affordable to very low, low, and moderate income households in the City.
HE-18 State and Federal Grant Seeking	The supply of information to developers for possible funding sources.	Ongoing. The various funding programs will be applied for as the due dates require.	Coordinate with county, state and federal resources to seek any available sources of funding for the development of affordable housing units. This activity will be updated annually. All funding programs that are considered beneficial for the City and residents of Arcata will be applied with a special emphasis on applying for funding for extremely low-income housing units. A complete list of possible state and federal funding sources is located in the technical appendix of the Housing Element.
HE-19 Replacement of Low and Moderate-Income Housing within the Coastal Zone	The replacement of low and moderate-income housing due to coastal development.	Ongoing,	Article 10.7 Planning and Zoning Law of the California Government Code requires the replacement of low and moderate income housing in the Coastal Zone. It is the City's intention to require all developers to replace and/or finance the replacement of all low and moderate housing lost as a result of their development. This replacement will be done according to the guidelines stipulated in Article 10.7.
HE-20 Inclusionary Requirements for Affordable Housing Development	The production of low and moderate-income housing in new residential development.	Ongoing.	The City will continually review the inclusionary zoning standards as part of the Inclusionary housing requirement and continue to provide incentives. Currently coordinating for the addition of 13 inclusionary units and one will be under construction in 2010.
HE-22 Community Land Trust	Development of "land banked" properties to ensure that 4 to 7 (20 to 25 total) low and very-low income new single family homes are developed each year during the 2009-2014 planning period.	Ongoing, 2009-2014	Ongoing. Annually monitor the CLT program to identify needed adjustments to the program in areas such as financial assistance and management.
HE-23 Affordable Housing Trust Fund	Assist in the development of affordable housing projects.	Develop program by 2011. Apply for matching funds from the Local Housing Trust Fund as soon as feasible.	Not started. The City will assist HBHDC to develop an Affordable Housing Trust Fund. The Affordable Housing Trust Fund will be used for the development of affordable housing in the City.
HE-24 Mobile Home Park Preservation	Control the rent for mobile homes in specific Parks and stabilize this supply of affordable housing in Arcata.	Renovation of the two Parks to be completed by 2010. Resident participation in the City's HOP is ongoing.	The City has worked with the non-profit Resident Owned Parks (ROP) to establish two Resident Ownership Parks in Arcata. The rents at these two Parks are controlled by Regulatory Agreements. The City will continue to work with ROP to complete the work on these two parks current estimates for rennovations are 2011 and 2012.

Name of Program	Objective	Timeframe in HE	Status
HE-25 Rental Housing for Large Households	The development of twenty-five three or four bedroom units available to low income households, during the 2009 – 2014 period.	Ongoing.	To encourage multifamily projects to include units of three and four bedrooms affordable to lower income households, the City will offer density bonuses, help interested developers apply for government financing and/or other government subsidies, assist interested developers in acquiring surplus government land suitable for multifamily development, expedite permit processing, and waive fees for low-income dwelling units.
HE-26 Housing Development for Seniors	The development of ten units set aside of senior households over the 2009 – 2014 period.	Ongoing	The City is working with a developer to develop approximately 20 senior units in the downtown; most will be rent restricted. To encourage affordable senior projects, the City will offer density bonuses, help interested developers apply for government financing and/or other government subsidies, assist interested developers in acquiring surplus government land suitable for multifamily development, expedite permit processing, reduce parking standards and lot sizes, and waive fees for low-income dwelling units.
HE-27 Promotion of Owner-Occupied Units.	Increase the proportion of owner-occupied units in the City.	Ongoing, as funding is available.	The City will continue to operate the First Time Homebuyer Program, and support HBHDC's Community Land Trust Program. The City will continue to operate the Moderate Income Home Ownership Program, and investigate the possibility of providing increased assistance to moderate income households. The City will investigate other sources of assistance including but not limited to the BEGIN Program.
HE-28 Residential Relocation and Anti-Displacement Program	Providing financial assistance for relocation to low income households.	Ongoing, amend the Plan as needed	Ongoing - Continue to implement the existing Residential and Business Anti-Displacement and Relocation Assistance Plan that was adopted August 4, 2004 through Resolution N0. 045-12.
HE-29 Housing Discrimination and Housing Equal Opportunity	Adherence with the City's policy of fair housing practices.	Ongoing.	Continue to coordinate and refer interested persons to the appropriate agencies. The City will act as an independent third-party to discrimination complaints and shall continue to maintain a file for the purpose of recording information about any alleged violations of state or federal fair housing requirements. Anyone making such allegations will be provided with information on how to contact the appropriate state and federal offices to file complaints. The City will support housing equal opportunity programs by continuing to provide informational fair housing brochures, including information about tenant's rights, available to the public at City Hall, library, Arcata Transit Center, and Arcata Community Center, and will also be provided to local service providers, such as North Coast Resource Center, Redwood Community Action Agency, Arcata Counseling Services, and Northcoast Children's Services for distribution.
HE- 30 Removal of Housing Constraints for Persons with Disabilities	A complete evaluation of the City's policies and regulations to determine if any constraints to the development of disabled housing as a result of those policies and regulations exist and removal of such constraints if they do exist.	The City will annually review the land use controls to determine if any constraints are found, the City will take subsequent actions within six months of the completion of the evaluation.	Persons with disabilities have been identified by the State as a special housing needs group, and actions must be taken to ensure that housing for these persons is not inhibited due to Arcata housing policies and practices.
HE-31 Initiate Efforts to Address the Shelter and Other Needs of the Homeless Population	Development of a range of emergency shelters will provide seasonal choices for the homeless. Development of transitional housing will provide extended shelter for the homeless. Provide SROs for extremely low-income households.	Incorporate Code text changes by 2010. Apply for EHAP funding annually.	Applied for EHAP and CDBG funding to develop a 40 unit transitional shelter. Initiated plans to develop a 40 unit emergency shelter.
HE-34 Handicapped Access Appeals Board Evaluation and Reasonable Accommodations	Facilitate and promote accommodations and housing opportunities for persons with disabilities.	Evaluate process annually. Develop a general process for reasonable accommodation requests by August 2010.	The City will evaluate and revise its Handicapped Access Appeals Board process to remove constraints on the development, maintenance and improvement of housing for persons with disabilities and ensure compliance with reasonable accommodation requirements. The City will also identify opportunities to facilitate and promote housing for persons with disabilities. The City will amend the process and monitor its effectiveness.