

12-19-05



December 19, 2005

**VIA E-MAIL**

Margaret Murphy  
Department of Housing and Community Development  
Division of Housing Policy Development  
1800 Third Street, Suite 430  
P.O. Box 952053  
Sacramento, CA 94252-2053

Re: Submittal of Housing Element Annual Progress Report Fiscal Year 2004/2005

Dear Ms. Murphy:

Attached please find the City of Chico's Housing Element Annual Progress Report for the fiscal year 2004/2005. The City anticipates submitting an application to HCD for the Workforce Housing Incentive Grant Program in 2006.

The City will continue to aggressively implement its Housing Element to provide housing for existing and future residents. Please contact either Dennis McLaughlin (530-879-6301) or myself (530-879-6801) should you have additional questions.

Sincerely,

Kim Seidler, Planning Director

Dennis McLaughlin, Housing Officer

Enclosure:  
City of Chico Housing Element Annual Progress Report Fiscal Year 2004/2005

cc: File

# CITY OF CHICO



## HOUSING ELEMENT ANNUAL PROGRESS REPORT FISCAL YEAR 2004/2005

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## INTRODUCTION

The City of Chico Housing Element was adopted in March, 2005. This report evaluates each program and describes attempts made to pursue program and goal fulfillment. This is the City's first progress report on Housing Element implementation activity. The report covers progress made from July 1, 2004 through June 30, 2005.

California Government Code Section 65400 specifically mandates that the report provide the following information: (A) Regional Housing Needs Progress; (B) status report on the implementation of each of the housing programs of the City's Housing Element Plan; and (C) a review of actions and programs adopted to remove or mitigate governmental constraints on the development of housing for all income levels.

### REGIONAL HOUSING NEED PROGRESS

**Table I - City of Chico Housing Allocation**

	<b>Very Low</b>	<b>Low</b>	<b>Moderate</b>	<b>Above Moderate</b>	<b>Total</b>
Goal 2001-2008	2,905	1,987	1,050	3,538	9,479
Annual Goal	387	265	140	471	1,264

The Regional Housing Plan was produced by the Butte County Association of Governments (BCAG) and was prepared for the period between January 2001 and June 2008 (7 ½ years). The Plan projects housing unit production needs and distributes the need by four income levels. Table I, describes the total allocation goal for the City of Chico by income levels. In addition, the Table lists the City's annual goals by income level.

### PROGRESS

Table II below summarizes the cumulative progress made from July 1, 2001 to June 30, 2005 towards the goals and objectives identified by the Housing Element. The City of Chico issued permits to build 2,921 new residential units during the 2001-2005 Regional Housing Plan period. This total is 31% of the objective as projected by BCAG. Table II also summarizes the annual distribution of housing units divided by income level.

#### 2004-2005 PROGRESS

During the 2004-2005 reporting period the City issued permits for 624 new additional housing units. This represents forty-nine percent of the goal in the Regional Housing Needs Plan. Seventeen percent (106 units) of the of the total housing units during this reporting year were dedicated to very-low and low income levels.

Table II - City of Chico Regional Housing Need Progress Units Added by Income Category Per Year

Year	Very Low		Low		Moderate		Above Moderate		Total			% of Objective		
	Planned	Actual		Planned	Actual		Planned	Actual		Planned	Actual			
		SF	MF		SF	MF		SF	MF		SF		MF	Total Units
2001-02	387	0	0	265	0	0	140	0	0	472	509	10	519	41%
2002-03	387	0	60	265	0	0	140	0	0	472	642	8	710	56%
2003-04	387	0	0	265	0	0	140	0	0	472	517	551	1068	84%
2004-05	387	0	82	265	0	24	140	2	0	472	479	35	624	49%
Total	2905	0	142	1987	0	24	1050	2	0	3538	2147	604	2921	31%

SF: Single Family Units; MF: Multiple-Family Units

## IMPLEMENTATION OF HOUSING ELEMENT

The City of Chico's adopted Housing Element identifies current and projected housing needs as well as specified strategies, funding sources, and housing programs designed to meet those need. A total of eight major Guiding Policies and forty implementing policies are included in the Housing Element. The Guiding Policies include: 1) Equal Housing Opportunity, 2) Affordability, 3) Balanced Growth, 4) Diversity, 5) Conservation, 6) Ownership, 7) Energy Conservation, and 8) Quality of Life.

### Assessment of Actions and Outcomes

The City's objectives have been pursued within the constraints of current housing market forces. Factors such as building cost, mortgage interest rates, preservation and conservation of natural resources, provisions of sanitary sewers, storm drainage and street, the provision of other public services such as police and fire protection, school facilities and parks, concerns about design and division, preservation of neighborhoods, and historical structures and districts, as well as concern for energy conservation within housing units, all combine to make planning for future housing a complex and difficult task.

Prior to the adoption of Housing Element, the staff has been diligent in their attempt to implement all forty objectives. Twenty-four of the forty objectives have either been completed or are part of an ongoing effort to meet the Housing Element. Only six objectives are pending. Below is a program by program status relative to the implementation schedule for each program in the Housing Element.

### 1) Implementing Policies: Equal Housing Opportunity

#### H-I-1

In conjunction with Legal Services, provide workshops for tenants and landlords concerning Fair Housing and other relevant issues. In addition, flyers, press releases, official proclamations, and other activities will be conducted to maintain a high profile for Fair Housing. Fair Housing complaints will be referred to the Community Legal Information Center, Legal Services of Northern California, State of California Department of Fair Housing, or U.S. Dept of Housing and Urban development, depending on the specifics of the complaint.

**Progress:** The City continues to implement its annual program.

#### H-I-2

Coordinate efforts between the Housing Authority of the County of Butte (HACB) and the City to further fair housing and equal opportunity through the preparation of the local "Analysis of Impediments to Fair Housing Document" as required by the Department of Housing and Urban Development. The City will complete the Analysis of Impediments by the end of 2003.

**Progress:** Completed.

### 2) Implementing Policies: Affordability

#### H-I-3

Amend the second-unit provisions of Title 19 to include additional standards designed to limit the impact of second units on existing neighborhoods.

**Progress:** Planning Division staff is currently working on a second dwelling unit design manual to specifically aimed at reducing the impact of these units on existing neighborhoods. Due to be complete in 2006.

#### **H-I-4**

Prepare and adopt a "parallel code" regulating alternative development patterns to facilitate neighborhood development characterized by mixed housing types, smaller and more variable lot sizes and narrower street sections and use of rear lanes.

**Progress:** The development of a parallel code has been initiated as part of the plan review for a major mixed-used traditional neighborhood development project. The parallel code will be available city-wide.

#### **H-I-5**

Explore the feasibility of amending Titles 18 and 19 of the Municipal Code to allow duplexes on corner lots within all single-family residential areas as a permitted use subject to compliance with specified standards.

**Progress:** Pending.

#### **H-I-6**

Prepare and maintain a current inventory of vacant residentially designated and zoned parcels and the development potential of such parcels, along with a list of the current status of development projects in the City. This information shall be available to the public and updated at least twice annually. Work to make this information accessible on the City's website.

**Progress:** Completed. Maintained by staff and made available to public along with an accompanying map.

#### **H-1-6a**

The City shall designate and rezone low or medium density residential or non-residential designated and zoned land to medium-high density or high density residential sufficient to accommodate at least 250 multi-family housing units. Approximately 14 acres at an assumed average density of 17 housing units per acre would be needed to meet this objective.

**Progress:** Two 14 acres parcels, which are currently designated Low Density Residential, are proposed for a GPA/rezone to develop at MHDR (R3) densities. In addition, in conjunction with a private party, the Chico Redevelopment Agency has provided a commitment of \$3.9 million for a proposed 4.6 acre commercial-zone parcel. The private party is applying for a use permit to allow placement of residential units on the ground floor of development at a density commensurate with the MHDR designation. The City continues to seek appropriate opportunities to "upzone" properties for higher density.

#### **H-I-7**

Adopt the City's revised subdivision ordinance (Title 18) consistent with the General Plan and 1999 Title 19 Land Use Regulations.

**Progress:** Currently under review by City Attorney's Office.

#### **H-I-8**

Provide financial assistance to assist private developers and non-profit agencies to acquire rental housing that will be affordable to very-low and low income households and maintain affordability for at least 55 years.

**Progress:** Currently there are no at-risk properties in Chico.

#### **H-I-9**

Use authority of the City and Housing Authority of the County of Butte (HACB) for the issuance of revenue bonds for financing residential development projects. Both single- and multi-family housing are eligible for such funding. Issuance of bonds for multi-family developments should be conditioned upon at least 20 percent of the units being available to very-low income households, or 40 percent to low income households, and first floor units to be handicapped accessible.

**Progress:** Currently the Low Income Housing Tax Credit Program is a more effective funding source than private activity bonds. The City is currently working with bond development that will use both funding sources.

#### **H-I-10**

Allow buildings up to 65 feet tall in both R2 and R3 zoning districts.

**Progress:** A zoning change is under review.

### **3) Implementing Policies: Balanced Growth**

#### **H-I-11**

Subsequent to comprehensive review, amend the City's Design Criteria and Improvement Standards which result in excessive cost without providing necessary benefits. Amend the standards to reflect current cost saving materials and technology. Standards should only be modified in consideration of:

1. Ensuring that the change does not adversely affect the public health, safety or welfare.
2. Long-term maintenance costs versus short-term saving.
3. City versus property owner liability.

**Progress:** Staff is currently reviewing policy and intends to make recommendation during the upcoming fiscal year.

#### **H-I-12**

Develop mechanisms that promote and facilitate mixed residential-commercial development along target strip commercial corridors served by transit. Such mechanisms should be directed to:

1. Allow horizontal and vertical residential-commercial uses.
2. Enable separate ownership of ground-level commercial and above-ground-level residential uses.
3. Include development standards that act as an incentive for mixed use, including reduced off-site parking and open space standards.
4. To achieve a better balance of jobs and workforce housing, target appropriate mixed-use residential/commercial areas for a minimum ratio of residential to commercial.
5. Concentrate higher density housing near transit routes and shopping centers.

**Progress:** Municipal Code changes were made to allow separate ownership of ground-level commercial and above-ground level residential uses. Particular provisions were added through creation of the Transit Corridor overlay zone. Additionally, a City-led specific plan process resulted in designating significant areas along a major transit corridor (The Esplanade) as Mixed Use Neighborhood Core.

#### **H-I-13**

Develop an educational program for the public, development community, and decision-making leaders to increase acceptance, collaboration, and understanding of the need for a greater mix and variety of smaller, more affordable, creatively designed housing units. Facilitate community awareness of the relationship between various housing densities and public impacts, costs and opportunities.

**Progress:** The Planning Commission and City Council review process for an increasing number of mixed-use and affordable housing projects allows for increased awareness of the benefits and costs of projects. Many of these projects have been processed and commissioned. Moreover, staff is in the process of developing neighborhood planning programs to increase the collaboration and education between the City and the public.

#### **H-I-14**

In coordination with the Local Child Care Planning Council and the Butte County Office of Education, identify mechanisms that encourage the integration of childcare into all family-oriented residential developments.

**Progress:** Staff is currently working with the Local Child Care Planning Council in search of a possible future location of day care facilities.

#### **H-I-15**

Evaluate underutilized commercial and industrial areas for rezoning to residential or mixed uses, with planned development overlays.

**Progress:** The Northwest Chico Specific Plan rezoned underutilized areas to higher density residential zones and provided specific design guidance requiring mixed housing, neighborhood-serving retail, and maximization of transit.

### **4) Implementing Policies: Diversity**

#### **H-I-16**

Encourage development of a variety of housing options for the elderly by providing funding support and application of modified development standards reflecting the specific needs of the elderly in housing. Where specific standards are applied to housing development for the elderly, restrictions should be adopted to prohibit its conversion to non-senior use. Provide technical assistance to organizations and individuals interested in development of elderly housing.

**Progress:** Pending.

#### **H-I-17**

Investigate the opportunity to develop a second Single Room Occupancy (SRO) or other type of

housing affordable to low-income persons convenient to transportation and other support services. SRO's are currently a permitted use in all multi-family zones.

**Progress:** Pending.

**H-I-18**

Continue to allow emergency shelters and transitional housing facilities within the following districts. The Conditional Use Permit process shall not be used to unduly restrict the ability of emergency shelters and transitional housing to be located on suitable sites in Chico.

Temporary Emergency Shelter	Emergency Shelters	Transitional Housing
Permitted in all districts	Permitted with Use Permit in Office Residential, Office Commercial, Community Commercial, Commercial Service, and Light Manufacturing districts	Facilities housing 7 to 12 persons permitted with use permit in all residential districts. Facilities serving 7 and above allowed with use permit in Office Residential, Neighborhood Commercial, Community Commercial, and Commercial Services districts

Assist agencies and/or groups interested in developing emergency shelters or transitional housing facilities and programs.

**Progress:** Objective has been implemented. Several projects have been approved through use permit process. Process has not unduly restricted establishment of such facilities.

**H-I-18a**

The City shall amend Title 19 Land Use Regulations to allow residential care homes greater than seven persons in RS, R1, R2, R3, R4 and RD zoning districts with a use permit.

**Progress:** Allowance of residential care homes greater than seven persons in RS, R1, R2, R3, R4 and RD zoning districts has been added by staff to a high priority list of necessary revisions to the Chico Municipal Code.

**H-I-19**

In cooperation with Independent Living Services of Northern California (ILSNC), provide an inventory of accessible and adaptable units to all agencies assisting the handicap to obtain appropriate housing. The inventory shall be updated and distributed annually and contain the apartment name and address and the number of total accessible and adaptable units.

**Progress:** Pending.

**H-I-20**

In cooperation with Independent Living Services of Northern California (ILSNC), assist persons in need of accessible units by providing information on available units. In addition, provide funding assistance to ILSNC to modify existing units for accessibility improvements.

**Progress:** City funds and ILSNC administers a program that provides grants to owners of rental properties to make accessibility improvements for disabled residents. The program is providing benefit to mobile home residents as well.

#### **H-I-21**

Encourage “visitability” in new residential construction to enable disabled persons to visit non-disabled persons.

**Progress:** In conjunction with the Independent Living Services of Northern California, staff is developing an informational brochure for the public and home developers.

#### **H-I-22**

Continue Tenant Based Rental Assistance Program (TBRA) to assist households at risk of becoming homeless and who are participating in a self-sufficiency program. Consider expansion of financial assistance to include rent, security, and utility deposits.

**Progress:** Program is continuing.

#### **H-I-23**

Consider expanding the City’s Sphere of Influence (Growth Area Feasibility Study) to increase the amount of available land for housing that will meet the needs of all income groups and provide supporting land uses and employment.

**Progress:** As part of adoption of the Northwest Chico Specific Plan, the City will be submitting an application to LAFCo to expand its Sphere of Influence (SOI). The project is to be completed in mid- 2006. Additionally, the City intends to initiate in 2006 a comprehensive planning effort for a significant new growth area (Area I) which will require an additional SOI amendment and provide new land to meet the housing needs of multiple income groups.

### **5) Implementing Policies: Conservation**

#### **H-I-24**

Continue established policies that require affordability restrictions on assisted housing units and establish policies and procedures to preserve existing assisted units that are not subject to restrictions.

- a. Restriction on the occupancy or sale of residences rehabilitated through Community Development Block Grant program to owner-occupants or other low income households, or require repayment of rehabilitation loans at the time of sale. All such units shall be restricted.
- b. Restriction on the occupancy or sale of residences purchased by households assisted through the MSP Program to owner occupants or other low/moderate income households, or require repayment of MSP loans at the time of sale. All such units shall be restricted.
- c. Restrictions on affordability of rental units assisted by the LMIHF for a minimum of 55 years.
- d. Develop a program to recapture a proportional share of home equity appreciation when homes purchased with the MSP are sold.

**Progress:** City has initiated discussion on the policy implications of various affordability techniques.

**H-I-25**

Maintain a monitoring system and coordinate with the Housing Authority of the County of Butte and local non-profit housing development organizations to preserve assisted housing units that are scheduled to be converted to market rate units in response to the expiration of assisted housing regulatory agreements with State or Federal housing agencies.

**Progress:** Ongoing.

**H-I-26** Continue the City's program for rehabilitating substandard owner-occupied residential units occupied by low income households qualifying under Federal guidelines.

**Progress:** Ongoing.

**H-I-27**

Consider the feasibility of establishing a program for rehabilitation of rental housing units which will, through agreement with the City, remain affordable to low income households. Program design will begin in 2004 with implementation scheduled to begin in 2005.

**Progress:** Pending.

**H-I-28**

Establish an ongoing program to monitor and inventory the housing condition in the Chico Urban Area. This program should include annual review of demolition and home improvement activity with field followup as warranted and a comprehensive community survey conducted in conjunction with the update of the Housing Element.

**Progress:** Program to be implemented in 2005-2006 fiscal year in response to recent island annexations. Code enforcement officers are designing program.

**H-I-29**

Revise existing land use regulations incorporating standards for infill development within existing residential neighborhoods to reduce conflicts resulting from, but not limited to, setbacks, building height, fencing and landscaping. Infill standards shall provide for privacy of existing residences, to the extent feasible, through the use of landscape and/or fence screening, setbacks, building height and orientation of structures. The overall intent of the standards shall be to efficiently utilize infill parcels consistent with densities permitted by the General Plan while preserving neighborhood character.

**Progress:** Specific infill guidelines are being prepared by the Planning Division for Council consideration in 2006.

**H-I-30**

Consider implementing a neighborhood planning program in conjunction with the General Plan update, that would include the following actions:

1. Conduct a study to determine what local factors discourage infill development and/or redevelopment and consider opportunities to eliminate such disincentives.

2. Identify, prioritize, and schedule improvement of infrastructure in targeted neighborhoods that will encourage desired residential infill development and/or redevelopment.

**Progress:** Two neighborhood planning processes have been initiated and consultant RFPs have been prepared. Plan development due to be completed by the end of 2006.

#### **H-I-31**

Identify and implement strategies that the City can take to encourage continued development of small residential infill projects, including second units and corner duplexes, while conserving and enhancing the existing character of mature neighborhoods.

**Progress:** Infill has been encouraged by staff on a project by project basis with considerations given to neighborhood compatibility. Additionally, a neighborhood planning process will provide an opportunity to be encourage small infill projects.

### **6) Implementing Policies: Ownership**

#### **H-I-32**

Promote homeownership through the Mortgage Subsidy Program for low and moderate income first-time homebuyers. The City will utilize its HOME funds for lower income households and the Redevelopment Agency Low and Moderate Income Housing Fund (LMIHF) as the funding source. Loan repayments will also provide significant funding for new loans.

**Progress:** Ongoing.

#### **H-I-33**

In conjunction with local non-profits, continue to develop local resources and apply for State and Federal funds, as appropriate, needed to offer the Urban Self-Help program to low income first-time homebuyers.

**Progress:** In response to City T/A local organizations have applied to HUD Super NOFA RFP and EHAP Program.

#### **H-I-34**

Encourage counseling on the responsibilities of home ownership and debt management, home loan information and house analysis through assistance to local housing and credit counseling service providers.

**Progress:** Chico Redevelopment Agency continues to fund Chico Housing and Credit Counseling Center (CHCCC) (a HUD-approved center). All participants in City's Tenant based rental Assistance Program are required to work with CHCCC.

#### **H-I-35**

Consider a land trust program which combines land banking and improvements as the City's equity share with a local non-profit organization or private developer constructing units and/or supervising self-help projects. Land cost and improvements would be discounted to reduce a price of the house and thus lower payment and mortgage amounts.

**Progress:** Pending.

**H-I-36**

Facilitate, through land acquisition or other leveraging of City resources, the development of a demonstration project featuring attached ownership housing, such as townhouses, condominiums or row-houses.

**Progress:** City is considering program option and demonstration program utilizing City owned parcel.

**H-I-37**

The City shall actively promote measures to reduce impediments to constructing attached housing imposed by construction defect liability issues, and, as a consequence, inflated premiums for the builders. New legislation was passed at the State level to address this issue. However, if the new legislation is not effective, the City will provide whatever support is appropriate to assist builders achieve effective reforms.

**Progress:** Pending State level activity.

**7) Implementing Policies: Energy Conservation**

**H-I-38**

Develop informational materials for dissemination to developers and project designers during development review. These materials shall include, but not be limited to, passive solar planning through subdivision, lot and structure orientation, protection of solar access, and application of passive and active energy saving features. The City shall also review its land use regulations and subdivision ordinance and where appropriate add provisions which promote and/or require energy conservation planning as a factor in project approval.

**Progress:** Require passive solar planning as a condition of project approvals. Included passive solar consideration as a design guidance for the 700-acre Northwest Chico Specific Plan.

**H-I-39**

Require natural gas hookups on the patios of all new single-family residential construction.

**Progress:** Requirement is applied during subdivision review.

**8) Implementing Policies: Quality of Life**

**H-I-40**

Amend the City's Design Review Manual to reflect changes to the land use regulations and other General Plan implementation.

**Progress:** Pending.

## GOVERNMENT CONSTRAINTS MITIGATION UPDATE

Government constraints are identified in Section 10.4 (Constraints to Development of Housing) of the City's 2005 Housing Element. The information below briefly summarizes key actions taken to mitigate governmental constraints to the development of affordable housing in the City of Chico.

### LAND USE CONTROL

The standard for conventional lot-by-lot development is 60 percent open space (or 40 percent coverage). This requirement is inclusive of driveways, uncovered patios and swimming pools or other hardscape intended for outdoor use. In considering a minimal 4,500 square foot lot, the site coverage would need to be in excess of 1,800 square feet to exceed this standard. The City's *planned development* procedures provide for the clustering of residential units and the concentration of open space for common use. The City consistently encourages use of the *planned development* process as a method for modifying the City's stock development standards and as a means to provide different housing types at more affordable levels. The City also adopted special small lot subdivision standards that permit parcels between 3,500 and 4,499 square feet with lot coverage at 50 percent. Even smaller lots can be achieved through the planned development process.

### MUNICIPAL CODE AMENDMENTS

In 2005, the R2 (Medium Density Residential) zoning regulation set forth in section 19.42 of the Chico Municipal Code was amended by the City Council, changing the minimum density figures from 4.01 units per acre to 5.5 units per acre. The development standards and permit requirements of the R2 district are intended to preserve existing neighborhoods while providing for additional compatible development at a higher density.

The City concurred with HCD that the 12-person limitation on the size of residential care homes permitted in residential zones may be limiting in some cases, and therefore a program has been added to the City's Housing Element (see Program H-I-18a) whereby the City will process a code amendment to revise the 12-person limitation to 7 persons and above. This is anticipated to be implemented in 2006.

### PROJECT REVIEW PROCESS

The City continues to use a Zoning Administrator process to hear minor, non-controversial projects. The creation of the Zoning Administrator process has helped to greatly expedite permits for special housing needs, and is used whenever possible.

The City also relies heavily on the use permit process for permitting. An example of a recently approved use permit for a residential care home is the Caminar, Inc. home, which provides 15 ground-floor apartments for people with permanent disabilities. Use permit conditions required in this instance included revising the site plan to correctly indicate a total of 15 apartment units, locating security fencing at the rear of the property; locating a security gate at the driveway entrance for emergency access, and requiring landscape and monument sign approval subject to staff level architectural review. These scale and operational issues are paramount to a quality project for residences and surrounding neighborhoods, and are typical of issues addressed during the use permit process. Most of those permits can be approved using the Zoning Administrator process, further saving applicants' time and expense.



Very Low	3,509	292	63	63	292	8.3	3,217	91.7
Low	2,316	670	198	198	670	28.9	1,646	71.1
Moderate	2,606	304	0	0	304	11.7	2,302	88.3
Above Moderate	4,568	7,356	4,479	N/A	7,356	161.2	0	0
<b>Total</b>	<b>12,999</b>	<b>8,622</b>	<b>4,740</b>	<b>261</b>	<b>8,622</b>	<b>66.3</b>	<b>7,165</b>	<b>55.1</b>

Source: SACOG Regional Housing Needs Plan; City of Elk Grove

### 3. Progress toward Quantified Objectives New Construction

The City's Housing Element recognized that implementation of the Housing Element would not necessarily result in the construction of 100 percent of the units identified in the Regional Housing Needs Allocation. While the Housing Element ensures that adequate sites will be available for the development of the RHNA units, the City cannot require developers to build 100 percent of the RHNA units and the City does not have the funding necessary to construct all of the RHNA units. To address this, the City's Housing Element quantified the number of affordable units that the City anticipated would be developed during implementation of the Housing Element. During 2004, there were no at-risk units requiring preservation and the City did not fund the rehabilitation of any housing units; rehabilitation of housing units by private owners is not tracked by income level. The City's progress toward meeting these quantified objectives for new construction is shown in Table 2 below.

**Table 2**  
**Quantified Objectives Progress**

Income Category	Quantified Objectives 2000 - 2007	Progress through Dec. 2004		Remaining Quantified Objectives	
		#	%	#	%
Very Low	410	292	71.2	118	28.8
Low	780	670	85.9	110	14.1
Moderate	515	304	59.0	228	44.3
<b>Total</b>	<b>1,705</b>	<b>1,266</b>	<b>74.2</b>	<b>439</b>	<b>25.7</b>

### B. HOUSING ELEMENT ACTION ITEM IMPLEMENTATION

The City of Elk Grove has diligently implemented the actions identified in the City's Housing Element. As the City prepares a comprehensive update to the Zoning Code, staff has reviewed the Housing Element action items to ensure that they are addressed through the Zoning Code update. The City has developed an inventory of its affordable housing projects and its sites available for affordable housing development. The status of each action item and the effectiveness of implementing that item are discussed in Table 3.

**Table 3**  
**Housing Element Action Item Implementation**

Action Item	Status and Effectiveness (by December 31, 2004)
<b>H-1 Action 1</b> Identify land suitable (e.g., without physical or environmental constraints that would prevent availability during the planning period) for zone change to sufficiently accommodate the City's identified housing needs through 2007 with adequate sites. Rezone of lands, as	Complete. City has received affordable housing proposals on three of the sites rezoned. Of these proposals, two have been funded and one proposal is still in the process of identifying the specific development proposal and funding needed. Developers

<p>identified in the table below, shall occur no later than July 2004.</p> <p><i>Time Frame: 2004</i></p>	<p>have inquired regarding providing affordable housing projects on two other rezone sites.</p>
<p><b>H-1 Action 2</b></p> <p>Projects shall consider the City's housing needs and designate residential sites at densities consistent with the City's identified housing needs through Specific Plan, rezoning, Special Planning Area, and annexation pre-zoning.</p> <p><i>Time Frame: on-going</i></p>	<p>Projects, such as Sterling Meadows and the Laguna Ridge Specific Plan, are analyzed for consistency with the policy and have been required to provide sites consistent with the City's identified housing needs and the land use policies of the General Plan.</p>

<p><b>H-1 Action 3</b></p> <p>Update financing and phasing plans to provide infrastructure improvements necessary to support affordable new development to occur concurrently with production of market-rate development and consider housing affordability in the development of infrastructure fees and payment structures.</p> <p><i>Time Frame: on-going</i></p>	<p>Plans adopted for Laguna Ridge Specific Plan (SP) provide affordable sites in each phase of the development that can be developed concurrently with market-rate sites. This SP also allows affordable high density residential to be processed in advance of the overall phasing for the plan area.</p>
<p><b>H-1 Action 4</b></p> <p>Develop mixed-use zoning designations to accommodate multi-family and commercial or office uses on sites with a General Plan designation of Commercial/Multi-family, Office/Multi-family, and Commercial/Office/Multi-family. These zoning designations shall accommodate maximum densities from 20 to 30 residential units per acre. Use of these zones shall replace the use of LC, SC, GC, and BP zones on sites designated for mixed-use in order to provide clearer zoning designations for the development community. Sites designated for non-residential use shall not be zoned with mixed-use zoning designations.</p> <p><i>Time Frame: 2004</i></p>	<p>Completed. A multi-family overlay (MF) zoning designation was developed to accommodate multi-family uses of 15.1 to 30 units per acre on sites that are also identified for other uses, including commercial and office uses.</p>
<p><b>H-1 Action 5</b></p> <p>Continue to permit transitional and emergency shelters as a permitted use in the GC and M-1 zoning districts in the Elk Grove Zoning Code.</p> <p><i>Time Frame: on-going</i></p>	<p>Transitional and emergency shelters continue to be permitted uses in the GC and M-1 zoning districts.</p>
<p><b>H-1 Action 6</b></p> <p>Revise Zoning Ordinance to allow transitional and emergency shelter uses in residential zones, through the Planning Director Special Permit Process identified in H-12 Action 4, designated RD-15 and higher.</p> <p><i>Time Frame: 2004</i></p>	<p>Completed. Transitional and emergency shelter uses are allowed in all residential zones.</p>
<p><b>H-1 Action 7</b></p> <p>Continue to permit housing for agricultural employees as a permitted use in agricultural zones in the Elk Grove Zoning Code and housing serving six or fewer employees as a permitted use in all residential zones, in accordance with Health and Safety Code Sections 17021.5 and 17021.6, in the Elk Grove Zoning Code.</p> <p><i>Time Frame: on-going</i></p>	<p>Housing for agricultural employees continues to be a permitted use as specified.</p>

<p><b>H-1 Action 8</b></p> <p>Continue to provide for the development of mobile home parks by retaining the Mobilehome Park zoning district in the Elk Grove Zoning Code.</p> <p><i>Time Frame: on-going</i></p>	<p>The Mobilehome Park zoning district continues to be in the Elk Grove Zoning Code.</p>
<p><b>H-1 Action 9</b></p> <p>Continue to allow the placement of manufactured housing on single-family lots in residential zones.</p> <p><i>Time Frame: on-going</i></p>	<p>Placement of manufactured housing on single-family residential zones continues to be allowed.</p>
<p><b>H-1 Action 10</b></p> <p>Maintain an inventory that details the amount, type, and size of vacant and underutilized parcels to assist developers in identifying land suitable for residential development and that also details the number of very low, low, and moderate income units constructed annually. If the inventory indicates a shortage of available sites, the City shall rezone sufficient sites to meet the City's housing needs. If the inventory indicates that multiple use sites are not being used to provide multifamily housing, the City shall take action, such as rezoning additional multifamily sites or revising development standards for multiple use sites, to ensure adequate sites are available to meet the City's housing needs.</p> <p><i>Time Frame: annually</i></p>	<p>City has developed and is maintaining an inventory of sites. Currently, the City has adequate sites to meet its affordable housing needs. However, based on development trends on multiple use sites, the City Council directed staff to prepare a General Plan Amendment (GPA) to identify more High Density Residential sites in order to ensure adequate sites for affordable housing. This GPA is in process and is anticipated to be considered by City Council in early 2006.</p>
<p><b>H-1 Action 11</b></p> <p>Require new development to be consistent with the development standards described in the City's National Pollutant Discharge Elimination System (NPDES) permit as described in the Conservation and Safety Elements of the General Plan.</p> <p><i>Time Frame: on-going</i></p>	<p>Projects are required to be consistent with the City's NPDES permit.</p>
<p><b>H-2 Action 1</b></p> <p>Revise Zoning Ordinance to revise lot-size standards to include lots 2,900 to 4,000 square feet in size, commensurate with lot density. This shall also provide lot-size standards for developments receiving a density bonus, by decreasing the minimum lot size standard necessary to accommodate a 25 percent density bonus.</p> <p><i>Time Frame: 2004</i></p>	<p>A comprehensive update of the City's Zoning Ordinance is underway and anticipated to be adopted by the end of 2005. Standards for 2,900 to 4,000 square foot lots are included in the update.</p>

<p><b>H-2 Action 2</b></p> <p>Revise Zoning Ordinance to allow corner duplexes in single-family residential developments without a use permit.</p> <p><i>Time Frame: 2004</i></p>	<p>Completed. The Zoning Code was modified in 2003 to encourage corner duplexes in single-family residential developments.</p>
<p><b>H-3 Action 1</b></p> <p>Encourage multifamily opportunities on sites meeting the following criteria: (a) proximity to public transit or bus service; (b) proximity to commercial and social services; (c) parcel size and configuration which enhances the feasibility of development; (d) lack of physical constraints (noise, wetlands); (e) provision for a variety of housing types and affordable housing opportunities; (f) generally be no smaller than eight (8) acres and no larger than fifteen (15) acres unless a development request for rezone has been submitted that reasonably identifies that a smaller parcel will serve a special needs group or meet an affordable housing need and that the size of the parcel is appropriate to meet the housing need, and (g) other criteria deemed appropriate including integration of multifamily units within the larger adjacent neighborhood. These criteria should be considered in the review of applications and proposals involving multifamily development. Note: Policy LU-5 in Land Use Element includes criteria to be followed in determining multifamily sites. Applicant-initiated requests for rezone are subject to the City's zoning code and can be requested at any time.</p> <p><i>Time Frame: on-going</i></p>	<p>As part of the identification of additional multifamily sites under the Multifamily Rezone Project (H-1 Action 1) and the current GPA that is in process (H-1 Action 10), the factors identified in this Action Item were considered. Additionally, the factors identified in this action are considered for each multifamily housing project that is submitted to the City.</p>
<p><b>H-3 Action 2</b></p> <p>Support high-density residential development along transit (e.g., light rail) corridors that provide regular service by placing high density residential or mixed-use sites near transit opportunities, where appropriate and feasible, when developing a new Specific Plan or Special Planning Area.</p> <p><i>Time Frame: on-going</i></p>	<p>The City continues to support these residential developments, but received no proposals in 2004. In 2005, the City expects to create a transit-oriented land use zone for an Amtrak station on a site that has a multi-family overlay.</p>
<p><b>H-4 Action 1</b></p> <p>Focus efforts for provision of affordable housing by giving preference in the allocation of City resources (including funding and staff time) first to multifamily housing affordable to very low and low income households, then to zero-lot line, or reduced setback, single-family housing, corner duplexes, and second</p>	<p>The Affordable Housing Fund, Elk Grove's main source of financing for affordable housing, funded only multifamily low-income developments. Three developers were funded, with a total of approximately \$5.5 million. The City will include these funding preferences in future rounds of competitive</p>

dwelling units affordable to very low and low income households. <i>Time Frame: on-going</i>	funding for projects.
<b>H-4 Action 2</b> Support affordable housing development through direct financial assistance, regulatory incentives (e.g., density bonuses), and land write-downs. <i>Time Frame: on-going</i>	The City has provided approximately \$5.5 million of subsidy to affordable housing projects as well as approved density bonuses when applicable.
<b>H-5 Action 1</b> Revise the density bonus ordinance to further encourage affordable housing development by offering increased density for single-family uses and/or an additional incentive for either single-family or multifamily uses to developments that provide more than the required number of affordable units and to provide incentives for mixed-use developments (commercial or office uses must be on same parcel as housing) providing an affordable housing component. <i>Time Frame: 2004</i>	A comprehensive update of the City's Zoning Ordinance is underway and anticipated to be adopted by year-end 2005. The existing density bonus ordinance will be revised as part of that effort.
<b>H-6 Action 1</b> Assign Very Low Income Housing Trust Funds, Affordable Housing Fees, and pursue CDBG/HOME funds and other affordable housing subsidies for housing projects affordable to very low and low-income households. <i>Time Frame: on-going</i>	From the Affordable Housing Fund, the City has provided approximately \$5.5 million of subsidy to affordable housing projects.  The City also designed two housing programs designed to preserve housing stock for very low- and low-income people.
<b>H-6 Action 2</b> Develop sources of predevelopment financing through available federal, state, local, and private sources, including the HOME and CDBG programs, to assist affordable or special needs housing development being carried out by qualified nonprofit housing corporations. <i>Time Frame: on-going</i>	The City will look into opportunities to provide pre-development funding through the Affordable Housing Fund.
<b>H-6 Action 3</b> Participate in the Sacramento County Regional Sanitation Board's fee waiver and deferral program to reduce impact fees for affordable housing developments, prioritizing developments that offer first-time homebuyer units. <i>Time Frame: on-going</i>	The City offers fee waivers to affordable housing projects, generally waiving the Affordable Housing Fund fee for all affordable units. Additional fee waivers will be evaluated in the future.
<b>H-6 Action 4</b> Issue an annual notice of funding availability	The City made several loans (worth

<p>for available City resources and create streamlined development assistance programs in order to provide public, competitive funding processes for affordable housing funding resources available through the City.</p> <p><i>Time Frame: on-going</i></p>	<p>approximately \$5.5 million) through the Affordable Housing Fund in a non-competitive process. In 2005 and 2006, the City anticipates changing the funding process to become competitive. Funding would then be announced annually with a notice of funding availability.</p>
<p><b>H-6 Action 5</b></p> <p>Adopt a program of regulatory and financial incentives for affordable housing. This program may include one or more of the following: public subsidies, density bonuses, expedited or preferential permit processing, fee waivers or deferrals, and modified standards to allow cost savings to developers providing affordable housing. The City shall assist developers in applying for available financing and provide these affordable units a priority for fee waivers and other incentives. To the extent that an applicable Specific Plan establishes target average density and/or multiple housing type policies, projects shall generally be required to comply with applicable target average density and/or multiple housing type requirements at the subdivision level to assure a variety of housing opportunities within each subdivision.</p> <p><i>Time Frame: 2004</i></p>	<p>The City adopted the previously-established County Affordable Housing Fund and Very Low-Income Housing Trust Fund to provide financial incentives to low- and very low-income housing developers. The City also adheres to the State density bonus law. Affordable housing units are also offered fee waivers from the Affordable Housing Fund fee.</p>
<p><b>H-7 Action 1</b></p> <p>Establish homeownership programs for low- and moderate-income households.</p> <p><i>Time Frame: 2004</i></p>	<p>The City considered a downpayment assistance program, funded through the Affordable Housing Fund, and will continue to evaluate how to best address the enormous affordability gap. The City is joining SHRA Consortium in 2006, which will provide approximately \$300,000 over three years for downpayment assistance, with some funds coming from the American Dream Downpayment Initiative (ADDI) Program.</p>
<p><b>H-7 Action 2</b></p> <p>Support homeownership programs carried out by nonprofit housing corporations through provision of land, financial assistance, and/or technical assistance.</p> <p><i>Time Frame: on-going</i></p>	<p>The City began conversing with NeighborWorks, a non-profit which provides homeownership services. In 2005, the City plans to financially support several activities which will increase homebuyers' knowledge of the homeownership process.</p>
<p><b>H-7 Action 3</b></p> <p>Partner in the various SHRA and other local first-time homebuyer programs or identify first-time homebuyer programs that can be</p>	<p>The City explored creating a downpayment assistance program, and in 2006 will join the SHRA Consortium to provide funding for homeownership. Interested residents are</p>

provided by the City.  
*Time Frame: on-going*

referred to the California Housing Finance Agency, which provides assistance to low- and moderate-income homebuyers.

<p><b>H-8 Action 1</b></p> <p>Require that all affordable housing development subsidized by the City or required by the City contain provisions that assure long-term affordability mechanisms (e.g., 45 years or more).</p> <p><i>Time Frame: on-going</i></p>	<p>Completed. All affordable housing subsidized by the City had an affordability period of at least 45 years.</p>
<p><b>H-8 Action 2</b></p> <p>Maintain affordability for intended period of time through development agreements and/or deed restrictions and ongoing monitoring for compliance.</p> <p><i>Time Frame: on-going</i></p>	<p>Affordability was maintained through development agreements and deed restrictions and monitored as necessary.</p>
<p><b>H-9 Action 1</b></p> <p>Encourage and support energy efficiency in new construction through SMUD's Energy Efficient New Construction Program, which provides financial incentives to builders to exceed minimum energy efficiency standards.</p> <p><i>Time Frame: on-going</i></p>	<p>The City promotes energy efficiency, and encourages developers to look into SMUD's Energy Efficient New Construction Program, among other energy efficiency resources.</p>
<p><b>H-9 Action 2</b></p> <p>Develop a program that would require housing developers (both single-family and multifamily) to build a minimum percentage of units that meet Title 24, Tier II or Tier III energy standards.</p> <p><i>Time Frame: 2004</i></p>	<p>All projects are required to comply with Title 24 standards.</p>
<p><b>H-9 Action 3</b></p> <p>Encourage participation in SMUD's PV (photovoltaic) Pioneer program.</p> <p><i>Time Frame: on-going</i></p>	<p>The City encourages participation in SMUD's PV Pioneer program, as applicable.</p>
<p><b>H-10 Action 1</b></p> <p>Allow flexibility in development standards such as smaller unit sizes and parking reduction for senior projects.</p> <p><i>Time Frame: on-going</i></p>	<p>As part of establishing the Design Review Process, the City amended the Zoning Code to eliminate minimum lot width and public street frontage requirements to allow alternate development standards for higher density, smaller unit projects. This includes many senior projects. Parking reduction for senior projects was already included in the Zoning Code.</p>
<p><b>H-10 Action 2</b></p> <p>Encourage housing projects targeted to senior households by identifying incentives for senior housing development, in conjunction with H-6 Action 5.</p> <p><i>Time Frame: 2004</i></p>	<p>The City funded Vintage at Laguna Apartments, a 158-unit senior complex, using \$1.2 million in Affordable Housing Funds. The City encouraged affordable senior projects by offering fee waivers.</p>

<p><b>H-10 Action 3</b></p> <p>Work with other jurisdictions to assess homeless needs and develop plans to address homelessness that may occur.</p> <p><i>Time Frame: on-going</i></p>	<p>The City participated in the Sacramento County annual count of homeless persons. Funding was provided through CDBG to Sacramento Self-Help Housing, which provides services for homeless prevention and services for the currently homeless.</p>
<p><b>H-10 Action 4</b></p> <p>Work with the Sacramento Housing and Redevelopment Agency to provide emergency shelters and other support services that address homelessness at a regional level.</p> <p><i>Time Frame: on-going</i></p>	<p>The City funds Sacramento Self-Help Housing, which provides homelessness support services, and, when necessary, refers residents to shelters in Sacramento County.</p>
<p><b>H-10 Action 5</b></p> <p>Procure funding sources (e.g., CDBG, HOME) to help finance the City's fair share of homeless and other special needs housing and services.</p> <p><i>Time Frame: on-going</i></p>	<p>The City received funding from two CDBG grants during 2004 and a portion of these grants was allocated to Sacramento Self-Help Housing, which provides homeless services, and also allocated to the Sacramento Human Rights/Fair Housing Commission, which provides fair housing services to all households, including special needs households and those in danger of becoming homeless.</p>
<p><b>H-10 Action 6</b></p> <p>Provide assistance to emergency shelter facilities for the homeless population, including alcohol and drug recovery programs, through the County Department of Human Assistance (DHA) and non-profit services providers.</p> <p><i>Time Frame: on-going</i></p>	<p>The City funded Sacramento Self-Help Housing, a non-profit homeless service provider. Sacramento Self-Help Housing makes referrals to drug and alcohol recovery programs as necessary.</p>
<p><b>H-10 Action 7</b></p> <p>Support the creation and operation of transitional housing programs operated by Sacramento Housing and Redevelopment Agency and other non-profit housing groups.</p> <p><i>Time Frame: on-going</i></p>	<p>The City funded Sacramento Self-Help Housing, which offers housing referrals to homeless or near-homeless individuals and families.</p>
<p><b>H-10 Action 8</b></p> <p>Identify sources of decent, suitable, and affordable shelter for homeless individuals and families sufficient to meet the City's identified needs.</p> <p><i>Time Frame: 2004/on-going</i></p>	<p>Sacramento Self-Help Housing refers Elk Grove residents in need of affordable shelter to housing opportunities. The City provided funding for the non-profit, which keeps an extensive and frequently updated list of housing for homeless individuals and families.</p>
<p><b>H-11 Action 1</b></p> <p>Develop and distribute housing resource materials, including location of existing and</p>	<p>The City provided information on affordable housing opportunities upon inquiry. In 2005,</p>

<p>planned affordable housing and housing assistance programs.</p> <p><i>Time Frame: 2004/on-going</i></p>	<p>a database will be developed in 2005 to catalog all affordable units within City limits. In 2006, the City will also create a housing website to make this information more accessible.</p>
<p><b>H-12 Action 1</b></p> <p>In addition to supporting affordable housing development as indicated by Goals 1 and 2 of this element, also encourage a diverse blend of housing options to promote the retention of households through the development of move-up housing for first-time homebuyers.</p> <p><i>Time Frame: on-going</i></p>	<p>Many market-rate units built in 2004 will provide move-up opportunities for first-time homebuyers. The City also approved a high-density, mixed-income condominium development (William Lyon Homes' Gallery Walk) to provide a variety of housing choices to area residents. The City continues to encourage a diverse range of housing types for people of all incomes.</p>
<p><b>H-13 Action 1</b></p> <p>Review and revise the Zoning Ordinance to incorporate changes to the development standards that would accommodate and encourage a variety of affordable housing development types, including multifamily, low income housing, and to identify incentives to be offered in association with density bonuses. Modifications may include reduced requirements for a Special Planning Area (SPA) including an affordable housing component and changes to curb, gutter, and sidewalk requirements, setbacks, and lot coverage.</p> <p><i>Time Frame: 2002/2003</i></p>	<p>As part of establishing the Design Review Process, the City amended the Zoning Code to eliminate minimum lot width and public street frontage requirements to allow alternate development standards for higher density, smaller unit projects. This allows variation with higher-density units, which are often more affordable.</p>
<p><b>H-13 Action 2</b></p> <p>Prepared and adopt design guidelines, in a manner that does not unduly impact the cost and supply of housing, to ensure multifamily and infill development is compatible with surrounding uses and to reduce the potential for opposition to market-rate and affordable multi-family housing projects. Multifamily residential design guidelines shall require the following features:</p> <ul style="list-style-type: none"> <li>• Sufficient outdoor privacy for each unit (e.g., patios, decks)</li> <li>• Parking away from the primary access street screened with landscaping</li> <li>• Assurance of proper site and building maintenance</li> <li>• Pitched and varied rooflines</li> <li>• Functional and accessible interior site open space</li> <li>• Recreational areas for children</li> </ul>	<p>The modified Design Guidelines for single-family development were adopted in March 2003 and multi-family development in April 2004. The Design Guidelines now encourage multi-family compatibility.</p>

<ul style="list-style-type: none"> <li>• Easily identifiable and sheltered entrances to units</li> <li>• Energy efficient design</li> <li>• On-site management, (if rental complex)</li> <li>• Design that discourages features such as large blank walls and monotonous color schemes.</li> <li>• Public safety</li> </ul> <p><i>Time Frame: 2003</i></p>	
<p><b>H-13 Action 3</b></p> <p>Amend the Zoning Ordinance to establish clear locational and development standards and to establish a streamlined review and approval procedures for emergency shelters, and transitional housing projects satisfying the adopted standards.</p> <p><i>Time Frame: 2004</i></p>	<p>The Zoning Code update was begun in late 2004, and will include a streamlined review and approval process for emergency shelters and transitional housing. The Zoning Code update will be completed in early 2006.</p>
<p><b>H-13 Action 4</b></p> <p>Review the appropriateness of reducing, waiving, and/or deferring fees for units affordable to very low and low income households, including second dwelling units, senior housing, and apartment units, and housing for special needs groups, including agricultural employees, emergency/transitional housing, and housing for persons with disabilities, and take subsequent action, as appropriate, based upon this review to make the development of such units more financially feasible.</p> <p><i>Time Frame: 2004</i></p>	<p>Affordable Housing Fund fees are waived for all affordable units. The City also offered opportunities for "gap" financing of affordable properties through the Affordable Housing Fund, and gave \$5.5 million in funding.</p>
<p><b>H-13 Action 5</b></p> <p>Periodically analyze and determine whether there are constraints on the development, maintenance and improvement of housing intended for persons with disabilities, consistent with Senate Bill 520 enacted January 1, 2002. The analysis will include an evaluation of existing land use controls, permit and processing procedures, zoning and building codes. If any constraints are found in these areas, the City will initiate actions to address these constraints, including removing the constraints or providing reasonable accommodation for housing intended for persons with disabilities. The City will adopt a reasonable accommodation procedure that is consistent with the requirements of Senate Bill 520.</p>	<p>The changes made to the Zoning Code allow development flexibility that is not in conflict with the housing needs of persons with disabilities. All projects are required to comply with applicable standards in the Americans with Disabilities Act.</p>

<p><i>Time Frame: The City will conduct an evaluation and develop a reasonable accommodation procedure by January 2005 and if any constraints are found, the City will take subsequent actions within six months of the completion of the evaluation. This evaluation will be conducted on an annual basis.</i></p>	
<p><b>H-14 Action 1</b></p> <p>Create or designate a staff position as housing coordinator to guide housing development projects through the planning process and implement housing-related programs and policy initiatives.</p> <p><i>Time Frame: 2003/2004</i></p>	<p>Two staff members were designated, one in the Planning Division and one in the Housing section. The staff members work together to guide housing projects through the planning process and implement housing policy. Additionally, the City employs several other staff to address housing issues, as necessary.</p>
<p><b>H-14 Action 2</b></p> <p>Develop an affordable housing program that identifies resources available through the City, incentives for providing affordable housing, and a process by which financial resources will be allocated and incentives granted for developments providing housing that is affordable or serves the special needs populations. Actions described under Policy H-14 shall be incorporated into the affordable housing program.</p> <p><i>Time Frame: 2003/2004</i></p>	<p>Two affordable housing programs and funding sources, the Affordable Housing Fund and the Very Low Income Housing Trust Fund, were developed to support the City's affordable housing needs. Staff promote these programs, as well as associated incentives (e.g., fee waivers) to non-profit and for-profit developers willing to build affordable units. Several projects, including Geneva Pointe Apartments and Vintage at Laguna Senior Apartments, were approved and received Affordable Housing Fund assistance packages.</p>
<p><b>H-14 Action 3</b></p> <p>Establish Affordable Housing Permit process as an administrative process for Planning Director review and approval of affordable and multifamily housing developments. The Affordable Housing Permit process shall be applicable to development of 150 units or less and shall require consistency with design guidelines (See H-3 Action 1).</p> <p><i>Time Frame: 2004</i></p>	<p>The Planning Director is the approving authority for multifamily projects of 150 units or fewer, regardless of their affordability. The Zoning Code was amended to contain this provision in 2003.</p>
<p><b>H-14 Action 4</b></p> <p>The Affordable Housing Permit process identified in H-14 Action 3 shall include a component for Planning Director review and approval of emergency and transitional housing facilities. The Affordable Housing Permit process shall be applicable to emergency or transitional housing development not exceeding 20 units (or 40 beds) and shall require consistency with design guidelines (See Action 3-1b. Prior to</p>	<p>Emergency and transitional housing facilities are permitted by right in GC and M-1 zoning designations. In RD-7 through RD-30, they are conditionally permitted. The City began updating its Zoning Code to contain these provisions, and the update will be completed in early 2006.</p>

<p>issuance of the permit, a Public Hearing shall be held before the Planning Commission for public comment on the project and its design.</p> <p><i>Time Frame: 2004</i></p>	
<p><b>H-14 Action 5</b></p> <p>Continue to conduct interdepartmental coordination meetings to coordinate the early review of development projects and address policy concerns.</p> <p><i>Time Frame: on-going</i></p>	<p>Prior to submittal of a formal application, City staff has participated in coordination meetings with agency representatives and affordable housing developers and continues to do so.</p>
<p><b>H-15 Action 1</b></p> <p>Encourage more creative and flexibly designed projects with an affordable housing component by providing a fee waiver and allow flexibility in development requirements, such as in the Special Planning Area process or similar type of plan, for affordable housing.</p> <p><i>Time Frame: on-going</i></p>	<p>As part of establishing the Design Review Process, the City amended the Zoning Code to eliminate minimum lot width and public street frontage requirements to allow alternate development standards for higher density, smaller unit projects. This allows variation with higher-density units, which are often more affordable.</p>
<p><b>H-16 Action 1</b></p> <p>Develop summary information handouts for residential developers to explain applicable Zoning Ordinance and General Plan requirements. Provide specific examples of projects meeting these requirements. Train staff in the residential project review process to ensure consistency in the application of all City standards.</p> <p><i>Time Frame: 2003/2004</i></p>	<p>A member of the planning staff is available at the counter for assistance during business hours. Additionally, the Zoning Code and the General Plan are available on the City's Planning website for easy reference.</p>
<p><b>H-17 Action 1</b></p> <p>Annually review the Housing Element to determine the effectiveness of the element and its consistency with the General Plan, as part of the annual review required by Government Code Section 65400. Report to the Planning Commission and City Council the findings of this review and suggest changes if needed.</p> <p><i>Time Frame: on-going</i></p>	<p>The City reviews its Housing Element on a regular basis and presents its findings to the City Council. The City also forwards its report to the State Department of Housing and Community Development.</p>
<p><b>H-18 Action 1</b></p> <p>Develop an Owner Occupied Housing Rehabilitation Program in order to assist very low and low income households occupying housing in need of repair. This program shall not be used to provide for general, regular maintenance of the dwelling, but for repairs that are not economically feasible to the homeowner due to the high cost of the repair or economic situation of the homeowner.</p>	<p>Guidelines for an Owner-Occupied Housing Rehabilitation Loan Program, funded through CDBG, were established.</p>

<i>Time Frame: 2003/2004</i>	
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<p><b>H-18 Action 2</b></p> <p>Provide a brochure on housing conservation and utility assistance programs directed at assisting residents in the very low, low, and moderate income categories.</p> <p><i>Time Frame: 2003/2004</i></p>	<p>The City refers individuals interested in utility assistance programs to their local energy provider, usually SMUD. SMUD offers several programs to help low-income families pay for and/or reduce their utility usage.</p>
<p><b>H-18 Action 3</b></p> <p>Fund a Senior Housing Emergency Repair Program.</p> <p><i>Time Frame: 2003/2004</i></p>	<p>The City established Emergency Repair Guidelines, and because of the very low income limit, it is anticipated that most participants will be senior households.</p>
<p><b>H-18 Action 4</b></p> <p>Perform a bi-annual review of City neighborhoods to identify areas that appear to be in decline and provide information on available housing rehabilitation programs to neighborhood residents.</p> <p><i>Time Frame: 2004, 2006, 2008</i></p>	<p>The City performed this assessment for the 2003/04 fiscal year, and initial neighborhoods were identified. The City will create a brochure in 2005 and send this to neighborhood residents.</p>
<p><b>H-18 Action 5</b></p> <p>Investigate the feasibility of establishing a rental inspection program.</p> <p><i>Time Frame: 2003</i></p>	<p>The City has investigated the feasibility of establishing a rental inspection program, and found it to be presently not a priority. The City will reinvestigate the establishment of a program in 2006.</p>
<p><b>H-18 Action 6</b></p> <p>Continue to carry out Neighborhood Preservation activities as a means to ensure the quality of the housing stock and residential neighborhoods.</p> <p><i>Time Frame: on-going</i></p>	<p>The City established the on-going programs of Owner-Occupied Rehabilitation and Emergency Repair to preserve housing stock. Community Enhancement (code enforcement services) also actively aids in maintaining the quality of housing stock and neighborhoods.</p>
<p><b>H-18 Action 7</b></p> <p>Remove unsafe or dilapidated housing through the Neighborhood Preservation Program.</p> <p><i>Time Frame: on-going</i></p>	<p>Unsafe or dilapidated housing was identified and removed from the housing stock as necessary by the Community Enhancement Division.</p>
<p><b>H-18 Action 8</b></p> <p>Utilize available mechanisms that prohibit tax deductions for owners of substandard rental units cited for code violations.</p> <p><i>Time Frame: on-going</i></p>	<p>The City continues to explore mechanisms to negatively affect the finances of owners of rental properties cited for code violations. Currently, owners who do not repair code violations within a specified period of time are subject to fines.</p>
<p><b>H-19 Action 1</b></p> <p>Develop and implement an infrastructure preservation program to ensure that infrastructure facilities are adequately maintained and do not contribute to the</p>	<p>The Public Works staff regularly inspects all City-owned infrastructure and makes repairs as necessary. Currently, the City has a Capital Improvement Plan, in which some projects include bringing older infrastructure</p>

deterioration of neighborhoods. <i>Time Frame: 2004/2005</i>	up to current standards.
<b>H-20 Action 1</b> Explore implementing the state-funded Mobile Home Park Assistance Program (MPAP) which assists low-income mobile home park tenants acquire tenant ownership of their park. <i>Time Frame: 2004/2005</i>	The City is continuing to look into this.
<b>H-20 Action 2</b> Provide programs to preserve or offer replacement housing to mobile home park tenants if the mobile home park is demolished or otherwise removed from the housing stock. <i>Time Frame: on-going</i>	No mobile home parks were demolished or otherwise removed from the housing stock.
<b>H-21 Action 1</b> Monitor and evaluate the conversion of rental housing units to condominiums in order to assist in amending of the land use plan to provide for additional multifamily areas if necessary. <i>Time Frame: on-going</i>	During 2004, there were two condominium conversions and it was determined that designating additional multi-family areas was not necessary. The City fully complied with its legal obligation to provide adequate multi-family sites to meet its RHNA.
<b>H-21 Action 2</b> Develop and adopt requirements for proposals requesting conversion of rental units to for-sale ownership units. Requirements and evaluation factors shall include a minimum rental vacancy rate, (the vacancy rate shall be determined through an annual market-rate rental survey), maximum number of units allowed to convert annually, relocation assistance to tenants, and affordability of units. <i>Time Frame: on-going</i>	The existing Zoning Code has a condominium conversion ordinance which includes minimum rental vacancy rate, relocation assistance to tenants, and right to terminate conversion. The City plans an updated condominium conversion ordinance to include maximum number of units allowed to convert, and will consider the affordability of units.
<b>H-22 Action 1</b> Carry out any necessary actions to address impediments to fair housing choice. <i>Time Frame: on-going</i>	The Human Rights/Fair Housing Commission conducted an annual fair housing audit, and no properties within the City were cited. The Commission also addresses impediments to fair housing choice by providing information to residents.
<b>H-22 Action 2</b> Comply with federal and state anti-discrimination laws. <i>Time Frame: on-going</i>	The City does not discriminate in any housing program. The fair housing logo is included on most public documents.
<b>H-22 Action 3</b> Promptly address complaints of discrimination in the sale, rent, and development of housing. The City shall	The City works closely with Sacramento Human Rights/Fair Housing Commission to address fair housing complaints. The City

<p>develop a procedure to refer complaints of discrimination to the appropriate authority.</p> <p><i>Time Frame: on-going</i></p>	<p>funds the Fair Housing Commission annually for these services.</p>
<p><b>H-22 Action 4</b></p> <p>Encourage developers to provide amenities for single heads of households, the disabled, and senior citizens. These could include the provision of childcare centers, wheelchair access, and the addition of a clubhouse or other recreational facility.</p> <p><i>Time Frame: on-going</i></p>	<p>The Design Guidelines require a minimum of one on-site amenity for multi-family development. These amenities may include childcare centers, clubhouses, or other recreational facilities. All projects are required to meet the requirements of the Americans with Disabilities Act to ensure wheelchair accessibility, etc.</p>
<p><b>H-22 Action 5</b></p> <p>The City will provide informational brochures on fair housing practices and the City's anti-discrimination procedures. Brochures will be displayed at City libraries, City offices and on the City web-site.</p> <p><i>Time Frame: Develop brochure and display by July 2004</i></p>	<p>The Sacramento Human Rights/Fair Housing Commission produced a brochure on fair housing practices, which was mailed to all rental units within the City and was available at various locations around the City.</p>
<p><b>H-23 Action 1</b></p> <p>Establish an bi-annual monitoring program to identify assisted housing units at risk of losing their affordability subsidies or requirements.</p> <p><i>Time Frame: bi- annually</i></p>	<p>The City has developed a database of affordable housing projects. No units are currently at-risk.</p>
<p><b>H-23 Action 2</b></p> <p>Work with federal, state, nonprofit housing organizations, and Sacramento Housing and Redevelopment Agency that function to purchase or fund the purchase of subsidized, at-risk complexes that the owner wishes to convert to market rate.</p> <p><i>Time Frame: on-going</i></p>	<p>No conversions to market rate; therefore, not applicable.</p>
<p><b>H-23 Action 3</b></p> <p>Establish a program to preserve affordable housing at risk of converting to market rate through a program that includes notification to owners and tenants and participation in federal, state, and local (SHRA) preservation programs.</p> <p><i>Time Frame: when necessary</i></p>	<p>Not yet necessary.</p>

<p><b>H-23 Action 4</b></p> <p>Participate with the California Housing Finance Agency, developers using mortgage revenue bond allocations, and lending institutions to preserve, and/or replace subsidies for federally assisted housing with expiring Section 8 subsidies.</p> <p><i>Time Frame: when necessary</i></p>	<p>Not yet necessary.</p>
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**C. MITIGATION OF GOVERNMENTAL CONSTRAINTS**

The Housing Element did not identify any governmental constraints that required mitigation. However, in an effort to keep governmental constraints at a minimum and to reduce the potential for constraints, the Housing Element identified action items associated with Policies H-13 through H-17. Implementation of these action items is discussed in Table 3 above.