Department of Housing and Community Development

ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: City of Gardena

Mailing Address: 1700 W. 162nd Street – Room 112

Gardena, California 90247

Contact Person: G. Yvonne Mallory Title: Economic Development/Housing Programs Manager

Phone: (310) 217-9533 FAX: (310) 217-9694 E-mail: ymallory@ci.gardena.ca.us

Reporting Period by Calendar Year: from January 1, 2011 to December 31, 2011

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

Submit Date:
3/28/12

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

Jurisdiction City of Gardena

Reporting Period Jan. 1, 2011 - Dec. 31, 2011

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				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	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.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
Artesia Square	5+	O	0	0	0	32	32	32	0	0	0
(9) Total of **Moderate and Above Moderate** from Table A3 ► ►					0	0	0				
(10) Total by income Table A/A3 ► ►						32	32	32			
(11) Total **Extremely Low-Income** Units*			0								

* Note: These fields are voluntary

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

Jurisdiction City of Gardena

Reporting Period Jan. 1, 2011 - Dec. 31, 2011

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 which meet 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	2	1	0	3	Through the State Home Program, the City funded three (3) substantial rehabilitation loan projects. One project resulted in the replacement of a home with a newer home, two additional projects met the definition of "substantial rehabilitation" as the homes were substandard and required more than 25% of their value in improvement to bring them up to code and health and safety. All three loans carry 30-year terms of affordability
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	2	1	0	3	

* 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**	**0**	**0**	**0**	**0**	**0**	0	**0**
No. of Units Permitted for **Above Moderate**	0	0	0	0	0	0	0

* Note: This field is voluntary

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

Jurisdiction City of Gardena

Reporting Period Jan. 1, 2011 - Dec. 31, 2011

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.			2006	2007	2008	2009	2010	2011				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	270	0	0	0	0	0	0					270
	Non-deed restricted		0	0	0	0	0	0					
Low	Deed Restricted	171	0	0	0	0	0	0					171
	Non-deed restricted		0	0	0	0	0	0					
Moderate	Deed Restricted	188	0	0	0	0	0	0					188
	Non-deed restricted		0	0	0	0	0	0					
Above Moderate		476	48	59	2	13	25	32				179	297
Total RHNA by COG. Enter allocation number:		1,105	48	59	2	13	25	32				179	926
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

Note: units serving extremely 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 Gardena

Reporting Period Jan. 1, 2011 - Dec. 31, 2011

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**
1. Housing Rehabilitation Program	Assist 179 households annually; 550 over six years (applies to a), b) and c	Assist 179 households annually; 550 over six years	Overall during reporting period 2008-2011 a total of 287 residents were assisted; 15 rebates were given and 33 physically disabled persons were assisted
a) Handy-Worker Fix Up Program	(see 1.)	2008-2014	In (2008) 32 residents were assisted; in(2009) 48 residents were assisted; (2010) 41 residents were assisted
b) Residential Rebate	(see 1.)	2008-2014	3 rebates were provided in (2008) and 6 rebates each were provided during (2009 and 2010); a total of 33 physically disabled residents were assisted during period 2008-2010. Funding for these programs came from Community Development Block Grant funds (CDBG)
c) Multi-Family Code Correction Program	(see 1.)	2008-2014	As of (2011) 87 households have been assisted; 10 households (2008); 28 households ((2009); 22 households (2010); 27 households (2011); funding for this program was done through CDBG funds
d) Owner-Occupied Rehabilitation Loan	Provide 15 deferred loans over two years	2008-2010	CalHome funds were depleted in 2007; (1) loan was provided under CalHome Program in 2009; (15)loans have been completed as of 2011through the State HOME Program
2. Section 8 Rental Assistance	Rental Assistance to very low-income households- continue rental assistance with additional assistance provided as funding becomes available	2008-2014	The City of Gardena Human Services Division assists seniors in getting on waiting lists for the four (4) Co-Operative Senior Housing in Gardena; The City has submitted a Public Information Request for information on assistance provided through the Los Angeles County CDC, (LA County Housing Authority), the agency responsible for Section 8 Housing Certificates and Vouchers for the City of Gardena
3. Preservation of At-Risk Units	Prepare monitoring and mitigation program to evaluate and gauge at-risk units	Within one-year of adoption of Housing Element (August 2012	Monitoring and mitigation program is in the process of being prepared with approval in June 2012. Funding source is General Fund; CDBG as available
4a). Senior Housing Development	a) Continue to provide a streamlined approval process and relaxed development standards;	2008-2014	a)The recently drafted ordinance provides priority processing for senior housing projects and affordable housing projects; it also provides the environmental review process can be started for such projects prior to complete application and materials being submitted; and allows applicant to pay for an accelerated plan review process where City will use outside consultants at applicant cost; ordinance under environmental review; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding is General Fund

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

Jurisdiction City of Gardena

Reporting Period Jan. 1, 2011 - Dec. 31, 2011

4b). Senior Housing Development	b) Support applications for federal and state funding for qualified senior developments; provide information on City website and make available at Planning Department counter	2008-2014	b) The City is in the process of developing a list of non-profit developers and has posted information on SCANPH website; City will ensure that all information pertaining to senior developments and grant applications is posted on City website and made available to Planning; the City will apply for State HOME Project funds for 202 HUD Senior Housing project in June 2012;
5. Homeownership Program-Fresh Rate Program	Develop a mailing packet that will be sent to these local lending entities to encourage their use of the primary financing funds available through ICFA	2008-2014	No later than June 30, 2012, City staff will complete the development of a mailing packet to be distributed to local lending institutions to encourage their use of ICLFA funding as a primary financing tool
6. Density Bonus Ordinance/Affordable Housing Development Incentives	a). Adopt a Density Bonus ordinance to comply with State law; b) shorten project approval process period for housing projects that include affordable units	Within one year of adoption of the Housing Element (August 2012)	Density Bonus Ordinance implementing State law under environmental review; ordinance provides priority processing for senior housing projects and affordable housing projects; it also provides the environmental review process can be started for such projects prior to complete application and materials; and allows applicant to pay for an accelerated plan review process where City will use outside consultants at applicant cost; hearings on ordinances set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding source is General Fund
7. Green Building Program Promote energy conservation and sustainable design in new and existing development	a) Adopt a green building program; b) Develop a procedure to streamline the permit and approval process, giving priority to projects meeting LEED standards; c) Promote green development through marketing information; d) Complete a study of impacts of green building requirements on housing production	Within two years of adoption of the Housing Element (August 2013)	a) Green building standards are being applied to projects in compliance with Cal Green Title 24; b) new forthcoming ordinance provides for priority process for projects involving affordable housing, senior housing, mixed-use housing and housing meeting LEED standard; c) The City is in the process of developing a marketing package on all of the energy efficient programs it has implemented; by September 2012; information will be posted to city website and at the counter in the Planning Department; d) In late 2012 the City will prepare a technical research memorandum that examines the added costs to developers resulting from the implementation of local green building codes. This will entail a survey of southern California developers and a literature research of studies conducted in other cities throughout the state.
8. Multi-family Development Impact Fee	Amend the Municipal Code to exempt lower income multi-family development projects from the multi-family development impact fee	Within one year of adoption of the Housing Element (August 2012)	The changes in the forthcoming ordinance amends the Municipal Code to exempt affordable units for lower income families in multi-unit residential developments from paying a multi-unit development impact fee; ordinance under environmental review; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding source is General Fund
9. Specific Plans	Encourage lot consolidation; a) Examine the feasibility of establishing three new specific plan areas for mixed-use development; b) Establish maximum permitted residential density of 20 units/acre on new specific plan areas including the Artesia Corridor Specific Plan	Within two years of the adoption of the Housing Element (August 2013)	The new forthcoming ordinance amends the Gardena Municipal Code to state that any Specific Plan adopted by the City after March 2012 shall allow a maximum residential density of at least 20 units/acre on that portion of the Specific Plan where residential units are allowed; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding source is General Fund
10. Gardena Boulevard	Promote residential mixed use along Gardena Boulevard - a) Conduct a study to identify incentives for mixed uses in the C-R zone and revise the zoning ordinance accordingly; b) Conduct meetings with property owners to discuss the City's desire for residential mixed-use; c) develop 20 new multi-family units along Gardena Boulevard	2011-2012 to amend the C-R Zone; 2008-2014 annual meetings 2008-2014 Develop 20-new multi-family units	a) Mixed-use incentive study is in the process of being prepared with approval in June 2012; b) City property owner meetings to be conducted in May 2012 with annual meetings, if needed, to meet the 20-new multi-family units objective; funding is General Fund; c) The City will be working with a property owner for the development of his site into residential units at 1203-1205 Gardena Boulevard

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

Jurisdiction City of Gardena

Reporting Period Jan. 1, 2011 - Dec. 31, 2011

11. Development on Vacant and Underutilized Residential Sites	a) Notify all property owners of vacant residential-zone land, of affordable housing development incentives such as the density bonus program, specific plans and the streamline project approval process; b) Use HOME funds to partner with for-profit and non-profit developers to construct new affordable housing on vacant and underutilized properties within the City; c) Work with CHDOS to facilitate the development of new affordable housing units; d) Update the vacant land inventory using the City's GIS system	a). Within one year of adoption of the Housing Element (August 2012) b) 2011-2014; c) 2011-2014) d) 2011-2012	a) The Ciity will notify all property owners of vacant residential-zone land, of affordable housing development incentives such as the density bonus program, specific plans and the streamline project approval process; completion date August 2012; b) will apply for funding for 202 senior housing development June 2012; c) City Manager's Office will put together a list of potential CHDOs to contact and make them aware of the City incentives and density bonuses for affordable units; d) updated land inventory will be completed by June 2012
12. Brownfields Program	a) Complete five (5) Phase I Environmental Site Assessments (ESA) and two (2) Phase II ESAs; b) Develop two Brownfield sites; c) Market Brownfield opportunity sites with information packets; d) Continue community outreach through the Brownfield Community Relations Committee	2011-2012	a) Six (6) Phase I Environmental Site Assessments have been completed; five (5) Environmental Summaries of Available Information have been completed; one (1) Phase II Environmental Site Assessments have been completed and three (3) sites are currently under review for potential Phase II Environmental Site Assessments b)one (1) Brownfield sites has been developed; City is working with property owners to encourage development of their sites c) Opportunity site information is being updated and information will be placed on Brownfields web page; d) the Brownfields Community Relations Committee (BCRC) has quarterly meetings with the City; funding source is EPA Brownfields Assessment Grant
13. Second Unit Ordinance	a) Amend Municipal Code to delete Section 18.02.210 (Granny Units and modify Section 18.12030 (D) Uses Permitted Subject to a Conditional Use Permit; b) Provide an information packet on second-unit developments, as well as other affordable housing information, at the Community Development Department counters and on the City's website	Within one year of Adoption of Housing Element (August 2012)	a) The changes in the forthcoming ordinance amends the Municipal Code to delete all reference to granny units; ordinance under environmental review; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; b) An information packet on second-unit developments as well as other affordable housing information, will be available at the Community Development counter and on the City's website in August 2012
14. Single Room Occupancy	a) Amend the zoning ordinance to permit SROs in the M-1 zone with a CUP; b) Maintain a list of existing hotels that are candidates for conversion; c) Review SRO conversion applications on an annual basis	Within one year of adoption of the Housing Element (August 2012)	a) The changes in the forthcoming ordinance amends the Municipal Code to provide for SRO units in the M-1 zone subject to CUP; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding source is General Fund; b) Survey existing hotels in the City's M-1 zone for potential SROs in April 2012; c) to date, no SRO conversion applications have been received by the City. After August 2012, SRO applications will be reviewed on an ongoing basis
15.Transitional and Supportive Housing	Continue to comply with State law regarding transitional and supportive housing	Within one year of adoption of the Housing Element (August 2012)	The changes in the forthcoming ordinance amends the Municipal Code to add definition of "transitional housing" and "supportive housing" and to add transitional and supportive housing as a permitted use in the R-1 zone, subject to those restrictions that apply to other residential dwellings in the same type in this zone; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding source is General Fund
16.Emergency Shelters	Amend the zoning ordinance to permit emergency shelters by right in the M-1 zone	Within one year of adoption of the Housing Element (August 2012)	The changes in the forthcoming ordinance amends the Municipal Code to add definition of "emergency shelters" and to permit emergency shelters by right in the M-1 zone, subject to specified requirements; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding source is General Fund

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

Jurisdiction City of Gardena

Reporting Period Jan. 1, 2011 - Dec. 31, 2011

17. R-4 Zone Amendment	Amend the R-4 zone to facilitate affordable housing	Within one year of adoption of the Housing Element (August 2012)	The changes in the forthcoming ordinance amends the Municipal Code's R-4 development standards to encourage affordable housing by increasing density and reducing other standards; ordinance under environmental review; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding source is General Fund
18. Mixed Use Overlay Zone Amendment	Amend the MUO zone to facilitate affordable housing	Within one year of adoption of the Housing Element (August 2012)	
19. Rezoning of Two Sites .	Rezoning the City-owned parcel at 154 and Van Ness from R-3 to R-4 and the parcel comprising part of Lot Consolidation Site No 25 from R3/R-4 split zoning to R-4	Within one year of adoption of the Housing Element (August 2012)	The changes in the forthcoming ordinance amends the Municipal Code on the City-owned property at the NE corner of Van Ness/154th St. from R-3 to R-4 and on parcel 6114-031-003 generally located in the middle of the block between Rosecrans Ave. and 149th St. and between Berendo and Vermont Ave. to entirely R-4; ordinance unde r environmental review; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding source is General Fund
20. Adequate Sites Monitoring	a) Maintain an up-to date inventory of adequate housing sites for each income category; b) Develop and implement a formal ongoing procedure to evaluate identified capacity and identify additional sites, as necessary; c) Perform an annual evaluation to determine whether sites are being utilized for residential development and monitor the effectiveness of programs and incentives	2008-2014	a) First-year inventory to be completed in April 2012 with annual inventory updates; b) Adequate site evaluation procedures to be developed in May 2012 and an evaluation of capacitywith additional sites to be identified in June and July of each year, if needed; c) Survey of identified adequate sites to determine if residential development occurred and effectiveness of programs/incentives in July of each year; funding is General Fund
21 Opportunity Sites Listing and Outreach	a) Continue maintaining an updated listing of opportunity sites; b) establish expedited permitting procedures for mixed-use projects including a streamlined process for lot consolidation; c) Initiate contact with South Bay Board of Realtors about development opportunities involving lot consolidation.	Update quarterly and the lot considation information will be available within one year of adoption of the Housing Element (August 2012)	a) First quarterly update of the opportunity sites booklet will be completed in August 2012 and updated every three months thereafter; b) The changes in the forthcoming ordinance amends the Municipal Code to provide for priority processing for: 1) projects involving affordable housing, senior housing, mixed-use housing, and housing meeting LEED standards; 2) starting the environmental review process for such projects prior to complete application and materials; and 3) allowing applicants to pay for an accelerated plan review process where City will use outside consultants at applicant cost; ordinance under environmental review; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding source is General Fund; c) First contact with South Bay Board of Realtors will occur in July 2012 with follow-up contacts in July of each year
22. Non-profit Development Partnership	Hold at least one workshop annually to discuss the City's plans, development opportunities, resources; assistance and the RFQ process	2008-2014	First workshop with non-profit development groups will be conducted in July 2012 with annual workshops in July of each year
23. Rent Mediation Board	a) Continue providing rent mediation/arbitration assistance to renters in disputes with landlords; b) Continue conducting the annual survey of rental housing units	2008-2014	a) The City will continue provide rent mediation/arbitration assistance to renters in disputes with landlords; this is an ongoing process; b) annual survey of rental housing units will be conducted in September of each year.
24. Fair Housing Program	Continue contracting with the Fair Housing Foundation to assure City residents have equal access to housing	2008-2014	The City will continue contracting with the Fair Housing Foundation to assure City residents have equal access to housing; The Fair Housing Foundation provides regular information workshops for City renters; this is an ongoing process; funding source is CDBG

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

Jurisdiction City of Gardena

Reporting Period Jan. 1, 2011 - Dec. 31, 2011

25.Rental Assistance	Continue to promote diversity through affirmative marketing of the availability of Section 8 Rental Certificates and the availability of Section 202 units	2008-2014	The City will continue to promote diversity through affirmative marketing of the availability of Section 8 Rental Certificates and the availability of Section 202 units; funding sources for 202 Programs would be the office of Housing and Urban Development (HUD); The LA County CDC houses the Housing Authority which is responsible for administration of all Section 8 Certificates and rentals for the City of Gardena; information pertaining to Section 8 Rental Certificates and availability of 202 units, will be available at the Community Development Center counter
26.Accessible Housing	a) Amend the zoning ordinance to allow residential care housing facilities to be considered as a normal residential use with the same standards development standards, and for residential housing with more than six persons be allowed with CUP; b) Amend the Municipal Code to reflect the State's standard for defining "family"; c) Provide rehabilitation loans/grants to income qualified households for access improvements	Within one year of adoption of the Housing Element (August 2012)	a) The changes in the forthcoming ordinance amends the Municipal Code to define "Residential Group Facility" as any type of residential facility which by State law is required to be treated as residential use of property; ordinance under environmental review; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding source is General Fund b) The changes in the forthcoming ordinance also amends the Municipal Code to revise the definition of "Family" to conform to case law; hearings on ordinance set for: Planning Commission June 5, 2012; City Council introduction June 26, 2012; adoption July 24, 2012; funding source is General Fund c) two (2) deferred loans were provided with funding from the State HOME program during the planning cycle for access improvements; this is an ongoing process and the City will continue to provide assistance to income-qualified individuals through State HOME funds.
27. Continuum of Care - Homeless Assistance	Continue participation in the County's Continuum of Care and allocate the CDBG monies to fund the City's Emergency Services Program	2008-2014	The Human Services and Recreation Department as well as the Family Services Bureau will continue to provide services to assist homeless persons toward self-sufficiency by providing counseling and referrals to agencies for shelter; funding source is CDBG; this is an ongoing process

General Comments: