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04/2015

# Department of Housing and Community Development

## ANNUAL HOUSING ELEMENT PROGRESS REPORT

Housing Policy Department  
Received on:

APR 14 2016

City or County Name: City of Lake Elsinore  
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Reporting Period by Calendar Year: from January 1, 2015 to December 31, 2015

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

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

-and-

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





# ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202 )

Jurisdiction City of Lake Elsinore  
Reporting Period 1/1/2015 - 12/31/2015

**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 in its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1) 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				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

\* Note: This field is voluntary

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

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	341					341	
No. of Units Permitted for Above Moderate	2					2	

\* Note: This field is voluntary

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

Jurisdiction City of Lake Elsinore  
Reporting Period 1/1/2015 - 12/31/2015

Table B

## Regional Housing Needs Allocation Progress

### Permitted Units Issued by Affordability

Income Level	RHNA Allocation by Income Level	Permitted Units Issued by Affordability										Total Units to Date (all years)	Total Remaining RHNA by Income Level	
		Prev Year 1	2012 Year 2	2013 Year 3	2014 Year 4	2015 Year 5	Year 6	Year 7	Year 8	Year 9				
Very Low	Deed	138	0	0	0	0							138	840
	Restricted Non-deed restricted													
Low	Deed	117	0	0	0								117	408
	Restricted Non-deed restricted					114							114	
Moderate	Deed	0	0	0	0									-1,588
	Restricted Non-deed restricted	1,513	191	80	292	341							2,417	
Above Moderate		3,075	32	44	97	2							3,250	-1,933
Total RHNA by COG. Enter allocation number:		4,843	223	124	389	457							6,036	-2,273
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 Lake Elsinore  
Reporting Period 1/1/2015 - 12/31/2015

General Comments:



## Housing Goals, Policies, and Programs

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<b>Goal 1</b>	<b>Preservation, maintenance, and improvement of the existing housing stock to provide decent housing opportunities and a satisfying living environment for the residents of Lake Elsinore.</b>
Policy 1.1	Continue to enforce building, land use, and property maintenance codes.
Policy 1.2	Facilitate the removal or rehabilitation of housing units that pose serious health and safety hazards to residents and adjacent structures.
Policy 1.3	Continue programs directed at preserving the physical quality of housing and neighborhood environments and maintaining compliance with established standards.
Policy 1.4	Encourage the incorporation of energy conservation features in the design of all new housing developments and the addition of energy conservation devices/practices in existing developments.

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### PROGRAM 1: CODE ENFORCEMENT

Enforce City codes to remedy unsightly or hazardous conditions in residential neighborhoods. Provide information and technical assistance to property owners regarding housing maintenance.

**Timeframe:** 2014-2021

**Responsible Agency:** Community Development Department – Planning, Building and Code Enforcement Divisions

**Funding Source:** Department Budget

**Program Status:** *The City adopted a new ordinance and procedure governing nuisance abatement, allowing homeowners an opportunity to repair their properties. Nuisance Abatement Board hearings are held to resolve appeals only. In 2015, 16 property owners were notified by Code Enforcement, but none of the 16 requested a hearing, therefore no hearings were conducted before the Board.*

### PROGRAM 2: REMOVAL OF SUBSTANDARD HOUSING

Eliminate, through demolition, unsafe and dilapidated housing units that cannot be rehabilitated.

**Timeframe:** 2014-2021

**Responsible Agency:** Community Development Department – Planning, Building and Code Enforcement Divisions

**Funding Source:** Department Budget, General Fund, CDBG

**Program Status:** *During 2015 one home was demolished through the City's Structure Abatement Program procedures because it presented a dangerous condition and could not be rehabilitated.*

### **PROGRAM 3: ABANDONED PROPERTIES**

Enforce the City's Abandoned Residential Property Registration Program (Ordinance 1252), and encourage owners of houses and properties that become vacant and abandoned due to foreclosure to maintain or rehabilitate the properties.

**Timeframe:** 2014-2021

**Responsible Agency:** Community Development Department – Planning, Building and Code Enforcement Divisions

**Funding Source:** Department Budget

**Program Status:** *Bank/mortgage holders have registered abandoned properties with the City's Building Department, enabling Code Enforcement to inspect the active cases periodically and insure the properties are being maintained and no violations exist until sale and occupancy of the property. For the year 2015, 99 foreclosed homes were registered.*

### **PROGRAM 4: HOUSING REHABILITATION PROGRAMS**

**CDBG Home Repair Program:** Utilize CDBG or other funds, as available, to provide financial assistance for minor repairs of homes owned and occupied by lower-income residents. Eligible repairs include plumbing, electrical, painting, carpentry, roof repairs, and masonry work. Provide assistance to approximately 10-15 very low- and low-income households.

**In-Lieu Fee Housing Rehabilitation Loan Program:** Institute a pilot housing rehabilitation program funded with in-lieu fees received, providing loans and/or grants up to \$5,000 for exterior improvements. Provide assistance to approximately 10 very low- and low-income households.

**Timeframe:** 2014-2021

**Responsible Agency:** Community Development Department – Planning Division

**Funding Source:** CDBG; City Affordable Housing Fund

**Program Status:** *The City Home Improvement Program ("CHIP") was established in late 2013 as a pilot program, and although successful in small numbers, the City did not identify funding in order to carry the program forward in 2015.*

*In addition to the previous program, the City's Building Department implemented a Receivership Program in the City in 2014 with the goal of rehabilitating at risk residential properties. Instead of demolishing homes and leaving vacant lots in their place, the City works with a court-appointed receiver to remodel the homes for sale, and recoup attorney and rehab costs. In the year 2015, two homes have been completed and sold to new buyers, six properties are in process, and three more homes are identified for consideration.*

**PROGRAM 5: ENERGY CONSERVATION**

Implement the Climate Action Plan (CAP) to reduce local greenhouse gas (GHG) emissions in accordance with State law. Carry out the housing related strategies and measures identified in the CAP to meet GHG emissions targets over the next two decades.

**Timeframe:** 2014-2021  
**Responsible Agency:** Community Development Department – Planning Division  
**Funding Source:** Department Budget  
**Program Status:** *The City Building Department accepts solar system planchecks “over-the-counter,” with review in-house, and with permits issued within three (3) business days. This simplified, efficient process eliminates governmental constraints and encourages the use of alternative fuel sources.*

*In the year 2015, 962 building permits for solar energy systems were issued; 761 of these permits have been finalized.*

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<b>Goal 2</b>	<b>The provision of affordable housing to accommodate the local housing needs.</b>
Policy 2.1	Preserve and expand the City’s supply of affordable (low- and/or moderate-income) rental and ownership housing for lower- income households.
Policy 2.2	Use incentives and regulatory concessions to promote the development of housing for lower-income persons and those with special needs including, but not limited to, large families, persons with physical or developmental disabilities, families with children, the elderly, and the homeless.
Policy 2.3	Encourage partnerships to maximize resources available for the provision of affordable housing.
Policy 2.4	Actively pursue federal and state housing program funds to provide housing assistance and to support the development of housing affordable to lower-income households.
Policy 2.5	Discourage the conversion of existing apartment units to condominiums where such conversion will diminish the supply of very low, low- and moderate-income housing.
Policy 2.6	Promote coordination and cooperation between the City, developers, and neighborhood residents early and throughout the process for affordable housing developments.

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## PROGRAM 6: DENSITY BONUS

Encourage the use of the Density Bonus Ordinance to obtain higher densities in residential developments and increase the availability of affordable housing units in exchange for exceptional architecture and amenities. A copy of the Density Bonus Ordinance shall be attached to Residential Design Review Applications.

**Timeframe:** 2014-2021  
**Responsible Agency:** Community Development Department – Planning Division  
**Funding Source:** Department Budget  
**Program Status:** *The City's Density Bonus Ordinance is included with all Residential Design Review application forms, and is suggested to potential developers of multiple-family housing. No applications were submitted in 2015 utilizing the bonus.*

## PROGRAM 7: AFFORDABLE HOUSING SITES

Make available on the City website and distribute to interested developers a list of City-owned property suitable for affordable housing projects and the Housing Element which includes a Residential Sites Inventory and Site Suitability Analysis. Update the City-owned property list annually. Provide Habitat for Humanity – Inland Valley with information on residential sites suitable for affordable housing development.

**Timeframe:** Upon Housing Element Adoption and Certification; Annually  
**Responsible Agency:** Community Development Department – Planning Division  
**Funding Source:** Department Budget  
**Program Status:** *City-owned properties suitable for affordable housing development have been mapped by the City's Geographic Information Systems Department. This exhibit is available to potential developers. The City's Geographic Information Systems Department also provides to developers upon request a site specific analysis for affordable housing tax credits. One developer requested mapping information in the year 2015.*

## PROGRAM 8: AFFORDABLE HOUSING PARTNERSHIPS

Work with agencies and organizations to increase affordable housing activities such as construction, rehabilitation, or financial assistance to renters and owners. Provide a link to available housing programs for residents and developers on the City website. Partnerships and programs to continue and/or pursue include but are not limited to: County of Riverside Housing Authority (City/County Mortgage Revenue Bonds), County of Riverside Economic Development Agency (First Time Home Buyer and Mortgage Certificate Program), California Housing Finance Agency (CalHFA), Habitat for Humanity. Endeavor to facilitate at least one affordable housing project during the planning period.

**Timeframe:** 2014-2021  
**Responsible Agency:** Administrative Services Department; Community Development Department – Planning Division  
**Funding Source:** Department Budget/Low & Moderate Income Housing Fund  
**Program Status:** *The City has an Affordable Housing web page as part of its City's website. The Affordable Housing page includes links to available housing programs for low and moderate income homeowners and first time home buyers, including Riverside County EDA and CHFA First Time Homebuyer Programs, the County Mortgage Credit Certificate Program, and County EDA Home Repair Program. In addition, the website also provides links to affordable housing projects in the City that offer affordable housing opportunities to very low, low and moderate income tenants.*

*In 2015, the City elected to again participate in the Riverside County Mortgage Credit Certificate (MCC) Program, which is implemented by the County Economic Development Agency, and entitles home buyers to reduce the amount of their federal income tax liability for an amount equal to twenty-percent (20%) of the mortgage interest paid during the year on their primary mortgage loan. This provides the potential home buyer the ability to qualify more easily for a home loan, qualify for a larger loan amount, or improve the borrower's qualifying debt ratio. The MCC program was used by twenty-seven (27) City homebuyers in the previous five (5) years.*

#### **PROGRAM 9: RENTAL ASSISTANCE**

Continue to support the Section 8 Housing Choice Voucher Program. Direct eligible households to the Section 8 rental assistance program managed by the Housing Authority of Riverside County. Provide information to landlords regarding participation in the Section 8 Rental Assistance Program.

**Timeframe:** 2014-2021  
**Responsible Agency:** Administrative Services Department; Community Development Department – Planning Division  
**Funding Source:** Department Budget  
**Program Status:** *City staff continues to provide referrals to the Riverside County Housing Authority for possible Section 8 rental assistance. The City did not receive any inquiries from landlords interested in Section 8 during 2015. The City will update its Affordable Housing webpage to include a link to the County Housing Authority's Section 8 Housing Choice Voucher Program and Section 8 project based rental opportunities spread throughout Riverside County.*

#### **PROGRAM 10: SPECIAL NEEDS HOUSING PARTNERSHIPS**

Encourage non-profit organizations to pursue funding for the construction of elderly, disabled, or other special needs housing. Provide referrals to programs such as the U.S. Department of

Housing and Urban Development (HUD) Section 202 Supportive Housing for the Elderly Program and the Act (MHSA) Housing Program.

**Timeframe:** 2014-2021  
**Responsible Agency:** Administrative Services Department; Community Development Department – Planning Division  
**Funding Source:** Department Budget  
**Program Status:** *The City did not receive any inquiries from non-profit organizations interested in developing affordable housing in 2015. Project feasibility funded with HUD program funding sources generally require additional funding – often from low and moderate income housing funds. With the elimination of redevelopment, the City is diligently working to secure affordable housing funds available to assist new affordable housing development aimed at serving the City's special needs population.*

#### **PROGRAM 11: HOMELESS NEED**

Consistent with available funding, address the needs of at-risk and homeless individuals and families through assistance to non-profits serving the homeless population.

**Timeframe:** 2014-2021  
**Responsible Agency:** Administrative Services Department  
**Funding Source:** CDBG; City LMIHF  
**Program Status:** *City Staff are active participants in organizing, hosting volunteer sites, and accompanying teams during the Homeless-Count-in-Time Program. In 2015, the City participated in the Lake Elsinore Pathway project, an organization with members from the City, local faith-based organizations, sheriff's department, County of Riverside, the City Council and local non-profits. The partnership seeks to serve the needs of the homeless by organizing training and leadership and providing relief assistance and mentors to promote rehabilitation and self-sufficiency.*

*Riverside County experienced a reduction in the homeless population in 2015. Identified as factors contributing to the decrease are: increased HUD funding to provide supportive services to veterans; increased funding for Veterans Affairs Supportive Housing providing rental assistance for homeless veterans; reallocation of HUD funds created 458 new permanent housing beds for homeless individuals; HUD funding to create 90 new permanent housing beds designated for adults who are chronically homeless.*

*The City assisted the HOPE Program, (Helping our People in Elsinore) in their relocation to a larger, more accessible facility, in order to service low-income families and individuals, including seniors, veterans, single parents and those experiencing homelessness. HOPE programs include distribution of perishable and non-perishable food items and hygiene items. The distribution helps families*

*off-set their regular food bill, and allows clients to put funds towards other bills like rent or utilities. HOPE partners with the Lake Elsinore Unified School District to provide food and clothing assistance to school children.*

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**Goal 3 Adequate sites to accommodate the City's housing need.**

Policy 3.1 Use the City's General Plan, Municipal Code, other land use and development plans, and the development process to provide housing sites that meet the identified local need.

Policy 3.2 Promote a balance of housing types, including mixed-use development, to meet the needs of the community.

Policy 3.3 Maintain an inventory of vacant and underutilized land and make available to the development community.

Policy 3.4 Promote the provision of housing for special needs households.

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**PROGRAM 12: CONSISTENCY ZONING**

Continue with subsequent phases of the Consistency Zoning Project to bring zoning consistent with the General Plan Land Use Designations, in accordance with the Compatibility Matrix shown in Appendix B of the General Plan. As part of Zoning Code amendments, incorporate a matrix of permitted uses in residential zones into Title 17 – Zoning of the Municipal Code to facilitate understanding of allowed uses.

**Timeframe:** 2014-2021

**Responsible Agency:** Community Development Department – Planning Division

**Funding Source:** Department Budget

**Program Status:** *The Consistency Zoning Program was completed in all eleven (11) Districts within the City.*

Promote development within existing and future specific plans to produce planned community environments with a variety of housing types and densities.

**Timeframe:** 2014-2021

**Responsible Agency:** Administrative Services Department; Community Development Department – Planning Division

**Funding Source:** Department Budget

**Program Status:** *The Terracina Specific Plan has been approved by the City Council. A total of 468 residences will provide a variety of housing types and densities.*

*The Alberhill Villages Specific Plan is recommended by the Planning Commission for approval by the City Council. The Plan proposes 1,400 new residential units*

*comprised of a wide-range of housing types, as well as commercial, educational and medical uses. A university town center with student housing is included.*

*The Canyon Hills Specific Plan has redesigned the remaining neighborhoods in their development to meet market demand for Living-Smart and Smart-Gen products.*

*The East Lake Specific Plan is undergoing review and amendment to identify opportunities and constraints. ELSPA11 intends to streamline development, offer flexibility in architectural styles, emphasize active open space and sports facilities uses, redesign circulation, and delineate open space set aside for preservation and conservation.*

#### **PROGRAM 14: DEVELOPMENT AGREEMENTS**

Work toward the incorporation of a wide range of housing types (including special needs housing), densities, and affordability levels during the negotiation or renegotiation of development agreements with residential developers. Encourage developers to construct a percentage of affordable housing concurrently with market rate housing in each phase of development. During the Development Agreement process, facilitate and incentivize, as feasible, the development of housing projects on small sites, lot consolidation of adjacent small sites, and development of large parcels sizes that facilitate multi-family developments affordable to lower income households.

**Timeframe:** 2014-2021

**Responsible Agency:** Administrative Services Department; Community Development Department – Planning Division

**Funding Source:** Department Budget

**Program Status:** *There were no new development agreements providing for residential development in 2015.*

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**Goal 4** Remove governmental constraints to the maintenance, improvement, and development of housing.

**Policy 4.1** Periodically review residential development standards and regulations, ordinances, processing procedures, and fees to identify and mitigate constraints that may impede the development, improvement, and conservation of housing.

**Policy 4.2** Provide avenues for the development of housing for extremely low-income and special needs persons.

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**Timeframe:** 2014-2021  
**Responsible Agency:** Department; Community Development Department – Planning Division, Engineering Department  
**Funding Source:** Department Budget  
**Program Status:** *City Staff has prepared the Voluntary Merger of Contiguous Parcels Ordinance for review and approval by the Planning Commission and City Council. If adopted, it will streamline the parcel merger process for those property owners who own more than one lot contiguous with each other. This process will enable many property owners to comply with Zoning Code requirements, as well as provide a more developable parcel.*

#### **PROGRAM 15: SPECIAL NEEDS HOUSING**

Support the housing needs of special needs households by prioritizing projects that include special needs housing or housing for extremely/very low-income households and by referring residents to the Inland Regional Center for housing and services available for persons with developmental disabilities.

Review the Zoning Code to ensure compliance with Government Code Section 65583(a)(5) relating to transitional and supportive housing as a residential use of property, subject to only those restrictions applicable to other residential dwellings of the same type in the same zone.

**Timeframe:** 2014-2021; Review Zoning Code for ongoing consistency with GC Section 65583(a)(5) within 4 years of Housing Element adoption. Process necessary revisions.  
**Responsible Agency:** Administrative Services Department; Community Development Department – Planning Division  
**Funding Source:** Department Budget  
**Program Status:** *The City's Zoning Code has been revised to allow for emergency shelters, transitional housing and supportive housing consistent with applicable laws. The City also amended its Transportation Uniform Mitigation Fee (TUMF) program to provide exemptions for specially adapted homes for severely disabled veterans and continues to look to ways to eliminate impediments to the provision of special needs housing.*

*No referrals were made in 2015 and no inquiries from developers and/or non-profit organizations interested in developing special needs housing were received in 2015. With the elimination of redevelopment, the City is diligently working to secure affordable housing funds available to assist new affordable housing development aimed at serving the City's special needs population.*

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**Goal 5**      **Equal access to housing for all residents.**

Policy 5.1      Continue to enforce fair housing laws prohibiting discrimination in the building, financing, selling, or renting of housing on the basis of race, ethnicity, ancestry, national origin, religion, sex, disability, age, marital status, familial status, source of income, sexual orientation, or any other arbitrary factor.

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**PROGRAM 16: FAIR HOUSING**

Work towards ensuring fair housing choices for all residents by advertising resident rights under federal and State fair housing laws and providing access to local fair housing service providers. Make this information available on the City website. Amend Title 17 of the Municipal Code to revise or remove the definition of family to be flexible for a variety of household types, consistent with State and federal laws.

**Timeframe:**                      2014-2021; Review the definition of “family” to ensure consistency with State and federal laws within 4 years of Housing Element adoption.

**Responsible Agency:** Administrative Services Department; Community Development Department – Planning Division

**Funding Source:**                      Department Budget

**Program Status:**                      *The City’s zoning ordinance definition of “family” is consistent with applicable laws and fair housing policies. The City is an active member of the Fair Housing Council of Riverside County and fair housing brochures are available at the front counter of City Hall. The City is working to update its website to include a link to the Fair Housing Council and informative fair housing materials.*

**PROGRAM 17: REASONABLE ACCOMMODATION**

Adopt a process to address requests for reasonable accommodation, and develop procedures regulating siting, funding, development and use of housing for people with disabilities.

**Timeframe:**                      2014-2021

**Responsible Agency:** Administrative Services Department; Community Development Department – Planning Division

**Funding Source:**                      Department Budget

**Program Status:**                      *The City actively provides reasonable accommodation for persons with disabilities seeking fair access to housing in the application of City zoning and building regulations and has commenced drafting a brochure documenting those services and procedures. HUD/Department of Justice publications regarding Reasonable Accommodations under the Fair Housing Act are available at City Hall and will be added to the City’s website.*