HOUSING POLICY
DEVELOPMENT, HCD
MAR 17 2011

Department of Housing and Community Development

ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: City of Pasadena

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Reporting Period by Calendar Year: from 1 Jan 2010 to 31 Dec 2010

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

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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	
No multifamily projects											
(9) Total of **Moderate and Above Moderate** from Table A3 ► ►											
(10) Total by income Table A/A3 ► ►			0	0	0	0	0	0			
(11) Total **Extremely Low-Income** Units*											

* Note: These fields are voluntary

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

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

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

* Note: This field is voluntary

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

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for **Moderate**						0	
No. of Units Permitted for **Above Moderate**	40	9				49	49

* Note: This field is voluntary

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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					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	711			96							96	615
	Non-deed restricted												
Low	Deed Restricted	452	8	3								11	441
	Non-deed restricted												
Moderate	Deed Restricted	491	23	1	2	4						30	461
	Non-deed restricted												
Above Moderate		1,215	568	348	448	59	49					1,472	-257
Total RHNA by COG. Enter allocation number:		2,869											
Total Units ► ► ►			599	352	546	63	49					1,609	1,260
Remaining Need for RHNA Period ► ► ► ► ►													

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

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,		
Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
1a. Citywide Code Enforcement	Continue monitoring and enforcement of building and property maintenance codes.	Ongoing	Completed 1,198 inspections in response to complaints; completed 1,950 proactive inspections.
1b. Emergency Enforcement	Continue implementation of emergency code enforcement.	Ongoing	Continued initiation of residential property cases, including CRASH activity on 38 properties.

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1c. Neighborhood Revitalization	Continue program implementation.	Ongoing	Continued multi-departmental abatement and revitalization program in area bounded by Lake Avenue and Hill Avenue, Maple Street and Orange Grove Boulevard.
2a. Neighborhood Impact	Provide assistance to 25 households through PNHS program during the planning period.	Ongoing	PNHS closed operations during second half of 2010; referred those seeking rehabilitation services during second half of 2010 to MASH (Maintenance Assistance to Homeowners) and to organizations outside the city.
2b. Neighborhood Organizations	Continue program implementation.	Ongoing	Continued to provide information and support to 86 residential neighborhood associations.
2c. Northwest Pasadena	Continue program implementation.	Ongoing	Began strategic planning with Northwest Commission; completed Draft Lincoln Avenue Specific Plan and presented Draft Plan to Planning Commission and other bodies; completed preparations for merger of five redevelopment project areas.
3a. Occupancy Inspection	Continue to conduct housing inspections upon change of occupancy.	Ongoing	Completed inspections of 1,536 single-family, duplex, and condominium units at time of sale.
3b. Quadrennial Inspection	Continue implementation of multiple-family housing inspection program.	Ongoing	Completed inspections of 6,891 units of rental housing in multiple-family developments of three or more units.
3c. Lead-based Paint Hazards	Train code compliance officers and inspectors to identify lead hazards. Conduct enforcement through certified lead inspectors. Conduct community education and outreach on identification of lead hazards and prevention activities.	Ongoing	Provided orientation about household lead hazards and abatement to Code Compliance officers; conducted ten onsite inspections; distributed educational materials (4,298 copies).
4a. Maintenance Assistance to Homeowners	Provide assistance to 20 households on an annual basis.	Ongoing	Completed 35 lead stabilization painting projects and four major house repairs.
4b. Multifamily Acquisition and Rehabilitation	Establish program guidelines for an acquisition/rehabilitation program in 2011, and specific goals and workplan.	End of 2011	Existing funds were committed to projects currently in the pipeline. Revenue was not adequate for new acquisition/rehabilitation projects. Program will be addressed in 2011, after review of funding and priorities.
5a. Historic Preservation	Implement the Historic Preservation Ordinance.	Ongoing	Reviewed exterior alterations, additions, and rehabilitation of structures in 17 historic landmark districts and 14 National Register districts.
5b. Historic Preservation Incentives	Advertise available incentives for historic preservation and assist property owners in determining incentives for their properties.	Ongoing	Signed 22 Mills Act contracts with property owners for property tax reductions and investment in historic property improvements.
5c. Historic Home Rehabilitation	Continue program implementation.	Ongoing	Initiated no new acquisitions of historic homes for sale to low- and moderate-income first-time buyers.

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6a. Preservation of At-Risk Housing	Contact property owners of at-risk projects to initiate preservation discussions. Based on outcome, provide appropriate assistance.	Ongoing	Updated the database of rental properties with affordability restrictions to provide current information on status, including expiration dates.
7a. Specific Plans	Continue to provide appropriate land use designations. Maintain and provide an inventory of potential sites and housing incentives to developers.	Ongoing	Continued implementation of specific plans; maintained and reviewed inventory of sites; continued incentive programs.
7b. Mixed Use	Continue implementation of mixed-use incentives, and monitor and assess the effectiveness (housing production) due to the incentives on an annual basis.	Ongoing	Continued implementation of incentives; no mixed-use projects received permits during 2010.
7c. Second Units	Review the City's second-unit standards and evaluate changes to the ordinance to better facilitate second units in the context of maintaining neighborhood quality.	Ongoing	Analyzed inspection records and distribution of second units following Planning Commission presentation; prepared options for discussion in second round of community meetings.
7d. Water and Sewer Infrastructure	Work with the City's Department of Water and Power to ensure that appropriate written policies and programs are in place to satisfy the requirements of SB 1087.	End of 2011	Reviewed SB 1087 in preparation for policy development during 2011.
7e. Monitoring Program	Continue to maintain a record of housing production and to report regularly to the City Council. In addition, for sites in the Adequate Site Inventory compare the actual number of constructed units with the potential number. Identify additional sites.	Annual	Maintained a record of housing production and reported to the City Council; compared new building permit sites with sites in the Adequate Site Inventory and determined that no building permit was issued for a site in the Inventory.
8a. Inclusionary Housing	Continue to monitor effectiveness of the IHO and expenditure of IHT Funds, including preparation of an Annual Performance Assessment. Study modifications to the IHO program.	Annual Report; Initiate study by 2010	Continued monitoring of IHO effectiveness and fund expenditures. Prepared proposed modifications for City Council presentation in February 2011. Will undertake Annual Performance Assessment in 2011.
8b. Density Bonus Ordinance	Continue to implement the Affordable Housing Density Bonus Program.	Ongoing	Continued to implement the Density Bonus Program in the Zoning Code.

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8c. Parking Incentives for Housing	Continue to provide options for reduced parking as an incentive for the development of affordable, special needs, and transit-oriented development.	Ongoing	Continued to provide options for reduced parking as an incentive.
8d. Consolidated Affordable Housing Review	Continue to issue annual NOFA for affordable housing and, upon its completion, annually review and assess the timeliness and effectiveness of the process.	Annual	Due to inadequate available funding, did not issue NOFA in 2010.
9a. Financial Assistance	Continue to provide financial support for the production, rehabilitation, and preservation of affordable housing. Develop an Affordable Housing Strategy to guide expenditure of funds consistent with Pasadena's housing needs.	End of 2010	Earmarked up to $4 million in additional assistance for proposed senior housing development; developed key parameters of affordable housing strategy for discussion with City Council.
9b. Land Assemblage/Write Downs	Annually issue RFPs for the development of affordable housing when $5 million in uncommitted funding is available. Examine creative partnerships and mechanisms for land assemblage and/or writedowns.	Ongoing	Though $5 million in uncommitted funds was not available, began community-oriented process to develop RFP for Heritage Square senior housing project, to be issued in 2011; project will involve full land write down by City.
9c. Fee Waivers and Modifications	Continue to provide reduced development fees in support of affordable housing. Examine appropriateness of $125,000 cap on affordable housing fee reductions.	Ongoing	Waived Construction Tax and fees totaling $82,217.04 in support of affordable housing.
10a. Green Building Design	Provide outreach and education to developers, contractors, architects, and business owners to provide information on how to incorporate sustainability in project design.	Ongoing	Adopted 2010 CALGreen Building Standards Code; provided information to building industry.
10b. Design Review	Continue to implement design review to ensure maintenance of Pasadena's architectural character and quality of the built environment.	Ongoing	Continued to implement design review by staff and the Design Commission.

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10c. City of Gardens Standards	Implement City of Gardens standards as a tool to enhance the quality and compatibility of multiple family housing development.	Ongoing	Continued to review pipeline projects under City of Gardens; issued no multiple-family housing building permits during 2010.
11a. Homebuyer Education and Counseling	Provide homebuyer education and foreclosure counseling to 200 prospective homebuyers on an annual basis.	Ongoing	Provided homebuyer education to 56 prospective buyers and referred 80 homeowners to foreclosure counseling resources; referred those seeking education/counseling services to organizations outside the city in second half of 2010.
11b. Homeownership Opportunities	Continue implementation and consider program modifications to make the homeownership progrm more flexible to market conditions. Serve up to four households annually.	Ongoing	Provided total of $344,310 in down payment assistance loans to six low- and moderate-income homebuyers; modified provisions in response to institutional lender underwriting requirements.
11c. Mortgage Credit Certificate	Continue to advertise the MCC Program in conjunction with homebuyer education and assistance programs, and maintain a current listing of participating lenders.	Ongoing	MCC Program was not available due to lack of County of Los Angeles funding.
11d. Homebuyer Closing Costs	Support the closing cost loan program of PFAR and CAR to assist 11 households during the 2006-2014 planning period.	Ongoing	PFAR and CAR assisted no Pasadena homebuyers with the closing cost loan program during 2010.
12a. Housing Choice Voucher	Continue to assist 1,315 households in Section 8 program. Allocate project-based vouchers to ensure the long-term affordability of Hudson Oaks and Centennial Place SRO.	Ongoing	Assisted 1,417 households in the Section 8 program.
12b. HOME Tenant-Based Rental Assistance	Assist up to 90 households during the planning period.	Ongoing	Assisted 30 households during 2010.
12c. Emergency Rental Assistance Deposit	Assist 300 households during the planning period.	Ongoing	Assisted 36 households during 2010.
12d. Affordable Housing Website	Continue program implementation.	Ongoing	Recorded a monthly average of 13,000 successful searches for units that met users' specifications.
13a. Collaborative Partnerships	Continue to work with and seek additional partners to achieve City housing goals.	Ongoing	Continued discussions with Community Foundation Land Trust to explore homeownership program models that would preserve long-term affordability.

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13b. Pasadena Affordable Housing Practitioners and Advisors	Meet on a periodic basis to discuss housing issues and propose program and policy solutions to housing and community development needs.	Ongoing	Convened on April 29 to provide update on affordable projects in development pipeline, the Inclusionary Housing Program, and a smoking policy proposed by the Public Health Department for multifamily housing.
13c. Funding Program	Seek additional funding sources to meet City housing goals.	Ongoing	Provided technical assistance to secure $1,118,361 in outside funding for "green" renovation and update to Euclid Villa transitional housing project; received $1,128,900 in state BEGIN homebuyer assistance funds on behalf of three projects.
14a. Fair Housing Services	Continue to provide fair housing services and tenant-landlord mediation	Ongoing	Continued Housing Rights Center program to provide fair housing and mediation services.
14b. Fair Housing Outreach	Develop a plan of action to address fair housing for persons with disabilities.	End of 2010	Reduction in lower-income rental opportunities caused apparent changes in Housing Rights Center client base and temporarily reduced demand for fair housing services.
14c. Tenant Protections	Continue to implement the Tenant Protection Ordinance	Ongoing	Initiated seven new project cases.
15a. Family Self Sufficiency	Provide ongoing assistance to 25 households.	Ongoing	Five households currently participate in the program. HUD funding was not available during 2010 to operate the program.
15b. Shelter Plus Care	Provide ongoing assistance for up to 90 households during the planning period and apply to HUD for more shelter plus care certificates as they become available.	Ongoing	Assisted 67 households during 2010. Applied for and received two additional certificates for chronically homeless persons.
15c. Housing Opportunities for People with AIDS	Assist 35 households during the planning period.	Ongoing	Assisted 5 households during 2010.
16a. Homeless Prevention	Provide supplemental resources to 85 households at risk of homelessness on an annual basis through the program. Ensure implementation of the 10-Year Strategy to End Homelessness through preparation of Annual Action Plans.	Ongoing	Assisted 202 individuals.
16b. Emergency Shelter Program	Continue program implementation consistent with the City's Continuum of Care Plan.	Ongoing	Continued to provide emergency shelter beds; increased emergency capacity with Emergency Shelter Grant funding to Elizabeth House (15 families including pregnant or newly parenting women) and Door of Hope (homeless and transitional families).

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16c. Transitional and Permanent Supportive Housing	Continue program implementation. Issue RFPs for the development of permanent supportive housing and use unallocated project-based vouchers to support the goals and objectives in the Continuum of Care Plan.	Ongoing	Received $2.9 million in competitive funding to provide (1) housing for 250 households annually and (2) supportive services for 1,000 homeless individuals and famillies annually.
16d. Sites for Emergency Shelter	Amend the Zoning Code to define a zone to permit emergency shelters by right in the IG and CD-6 districts and/or other districts and develop objective standards to facilitate, encourage, and regulate shelters.	End of 2010	Began analysis in 2010; extended timeline to 2011 due to staff reductions and reassignments.
17a. Reasonable Accommodation	Implement Reasonable Accommodation ordinance. Periodically analyze the City's process to identify any constraints to the development, maintenance, and improvement of housing for persons with disabilities and take corrective measures as necessary.	Ongoing	Continued implementation of Reasonable Accommodation.
17b. Universal Design/Visitability	Evaluate the feasibility of incorporating concepts of visitability, universal design, and other accessibility requirements for new and rehabilitated housing.	End of 2010	Delayed evaluation of feasibility to 2011.
17c. Housing Accessibility Assistance	Continue to provide assistance to disabled homeowners in making accessibility improvements to their homes. Seek ways to expand the program to renters.	Ongoing	Continued to offer assistance to disabled homeowners.
18a. Development of Housing for Families	Evaluate establishing incentives within the IHO and allocations within a housing expenditure policy for large family units.	End of 2010	Deferred program to 2011, based on low levels of available funding and subject to improved market and funding; continued to assist large-family affordable housing when opportunities were present, including Herkimer Arms/Hammond apartment project.
18b. Housing for Emancipated Youth	Explore opportunities to improve access to housing and supportive services for youth emancipating from foster care and institutional living.	Ongoing	To be implemented later in planning period.

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18c. Housing for Students	Work with educational institutions to process and approve Master Plans that are consistent with the General Plan.	Ongoing	Continued discussions with tertiary educational institutions.
19a. Senior Housing	Continue to support the provision of senior housing in the community.	Ongoing	Began community-oriented process to develop RFP for Heritage Square senior housing project, to be issued during 2011; project will involve full land write down by City.
19b. Life/Care Facilities	Continue to support the provision of life/care housing in the community.	Ongoing	Continued to support the provision of life/care housing.
19c. Senior Services	Continue to support the provision of senior services in the community.	Ongoing	Continued to support the provision of senior services.