PLANNING DEPARTMENT
PLANNING DIVISION

March 27, 2013

Housing Policy Department
Received on:

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DEPT OF HOUSING
& COMM. DEV.
DIV. COMM. AFFAIRS
BY

California Department of Housing
and Community Development
1800 Third Street
Sacramento, CA 95811-6942

RE: Pasadena Annual Housing Element Progress Report

To Whom it may Concern:

The Pasadena City Council adopted the 2008-2014 Housing Element on July 26, 2010. The City of Pasadena is submitting the Annual Element Progress Report for the calendar year of 2012 for your review.

If you have any questions, please feel free to call me at 626 744-6733 or contact me at dmiller@cityofpasadena.net. We look forward to any comments that you may have. Thank you for your consideration.

Sincerely,

Denver E. Miller

Denver E. Miller
Principal Planner

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

Jurisdiction City of Pasadena

Reporting Period 1-Jan-12 - 31-Dec-12

Table A

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

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes: Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development: See Instructions	Deed Restricted Units: See Instructions	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
The Livingston (133 S. Los Robles Ave.)					5	29	34		Inclusionary Housing	Agreement Containing Covenants Affecting Real Property	Not Applicable
(9) Total of Moderate and Above Moderate from Table A3 ► ►					0	29	34	34			
(10) Total by income Table A/A3 ► ►			0	0	5			5			
(11) Total Extremely Low-Income Units*			0								

* 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 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 - Heritage Housing project at 411,413, 415 N Raymond Av, where 3 of the four units are rehab units, one is a new unit.	0	0	3	3	Herkimer Arms/Hammmond Housing project at 411-413-415 N. Raymond Ave: Substantial rehabilitation of two previously vacant, uninhabitable residential structures into three units of for-sale affordable housing for low income large families. This project is tied to Housing Element Program #4b (Mullifamily Housing Acquisition and Rehabilitation).
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	3	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**							
No. of Units Permitted for **Above Moderate**	5	2	350	0	0	357	357

* 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	2011	2012			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				4	4			19	433
	Non-deed restricted												
Moderate	Deed Restricted	491	23	1	2	4		4				34	457
	Non-deed restricted												
Above Moderate		1,215	568	348	448	59	49	14	357			1,843	-628
Total RHNA by COG. Enter allocation number:		2,869	599	352	546	63	49	22	361			1,992	877
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

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

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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 2,387 inspections in response to complaints in 2012.
1b. Emergency Enforcement	Continue implementation of emergency code enforcement.	Ongoing	Conducted inspections on twenty CRASH cases (City's Resources Against Substandard Housing).
1c. Neighborhood Revitalization	Continue program implementation.	Ongoing	Program was eliminated due to budget cuts.
2a. Neighborhood Impact	Provide assistance to 25 households through PNHS program during the planning period.	Ongoing	The PNHS "Neighborhood Impact" program was discontinued. Another nonprofit, Neighborhood Housing Services of Los Angeles County, will implement a single-family home rehabilitation loan program supported with federal HOME funds which the City committed in July 2012.
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 work on EIR for the Lincoln Ave. Specific Plan.
3a. Occupancy Inspection	Continue to conduct housing inspections upon change of occupancy.	Ongoing	Completed inspections of 1,704 single-family, duplex, and condominium units at time of sale in 2012.
3b. Quadrennial Inspection	Continue implementation of multiple-family housing inspection program.	Ongoing	Completed inspections of 5,911 units of rental housing in multiple-family developments of three or more units.

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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	In 2012, the City continue to reach out to the community; the City responded to 800 persons and distributed over 2,000 pieces of educational materials to the community in a multitude of events, e.g., health fairs, outreach to childcare providers, outreach to parents and residents, collaboration with hardware stores and businesses, collaboration with other partners such as Head Start, schools, etc.). This program continues to be run by the Health Department. Training for code compliance did not occur this year but has occurred in a previous year.
4a. Maintenance Assistance to Homeowners	Provide assistance to 20 households on an annual basis.	Ongoing	Completed 36 lead stabilization painting projects and one major house repair in 2012.
4b. Multifamily Acquisition and Rehabilitation	Establish program guidelines for an acquisition/rehabilitation program in 2011, and specific goals and workplan.	End of 2011	The implementation of this program continues to be deferred due to lack of available housing funds (resulting from the dissolution of redevelopment, continued cuts in federal HOME funds, and stagnant local inclusionary housing revenues). However, the City is anticipated to evaluate in 2013 a smaller scale program involving the acquisition of City-deed restricted single-family dwelling units for use as Section 8 rental housing.
5a. Historic Preservation	Implement the Historic Preservation Ordinance.	Ongoing	Reviewed more than 72 cases of exterior alterations, additions, and rehabilitation of structures in 18 historic landmark districts and 18 National Register districts, and processed designation of 21 new landmark properties in 2012.
5b. Historic Preservation Incentives	Advertise available incentives for historic preservation and assist property owners in determining incentives for their properties.	Ongoing	Signed 26 (20 SFR & 6 MFR) Mills Act contracts with property owners for property tax reductions and investment in historic property improvements in 2012.
5c. Historic Home Rehabilitation	Continue program implementation.	Ongoing	The historic preservation of the City-subsidized Herkimer Gardens project was completed, providing four units of low-income affordable homeownership housing.
6a. Preservation of At-Risk Housing	Contact property owners of at-risk projects to initiate preservation discussions. Based on outcome, provide appropriate assistance.	Ongoing	Continued discussions with the owner of the Concord senior housing project. It is anticipated that owner will submit a proposal to the City for evaluation in 2013.
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.

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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; one mixed-use project received a building permit in 2012. This was the Westgate Project with 340 residential units and 23,453 sq. ft. of nonresidential uses.
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	Put on hold pending General Plan Land Use Element update that is anticipated to conclude in 2014. Work on amendment will begin most likely in 2014.
7d. Water and Sewer Infrastructure	Work with the City's Department of Water and Power (and Public Works) to ensure that appropriate written policies and programs are in place to satisfy the requirements of SB 1087.	End of 2011	City Council adopted the Water Integrated Resource Plan (WIRP) on 1/31/11 and updated the Urban Water Management Plan in June 2011. Reviewed these water management plans and the Sewer Master Plan (2006), and determined context for a written policy that will comply with SB 1087.
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	The City continued to maintain 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	Although no Inclusionary housing projects were permitted for construction during the reporting period, several projects are going through the City entitlement process which may be in a position to receive building permits in 2013. It is anticipated that the City will evaluate modifications to the Inclusionary ordinance in the future to improve and strengthen the program. The Annual Performance Assessment was not undertaken during the reporting period due to budget constraints; this item will be re-evaluated in 2013.
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. One density bonus projects was issued a permit in 2012: 133 South Los Robles Ave. Project had 3 additional units and a concession for FAR.
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	Incentives for parking are codified in the City's Zoning Code and continue to be available.

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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	City did not issue a NOFA in 2012 due to lack of available housing funds (resulting from the dissolution of redevelopment, continued cuts in federal HOME funds, and stagnant local inclusionary housing revenues).
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	The City provided the following financial assistance for affordable housing projects during the reporting period: a) Mar Vista permanent supportive housing project (National Community Renaissance) - $2,250,000; b) Bridge financing for Heritage Housing Partners acquisition and resale of inclusionary housing - $725,000; c) City acquisition of deed restricted homeownership units - $169,735; d) Single-family home loan rehabilitation loan program (Neighborhood Housing Services of Los Angeles County) - $250,000; e) Rehabilitation of 9-unit Villa Parke Homes affordable rental project (Abode Communities) - $425,000; f) Heritage Square senior housing project - Section 8 project-based vouchers for 69 units.
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	City did not issue an RFP in 2012 due to lack of available housing funds (resulting from the dissolution of redevelopment, continued cuts in federal HOME funds, and stagnant local inclusionary housing revenues). In August 2012 the State Dept. of Finance determined that the southern portion of the City-owned Heritage Square property cannot be used by the City housing successor as a "housing asset". The City appealed this determination and anticipates a final ruling in 2013.
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	Because of the low number of units constructed in 2012, no fees were waived.
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	Sustainability principles have been incorporated into the Building Code as of 2011. The Building Division has created a checklist for architects and contractors to use when applying for a building permit. This checklist is available at the counter and is submitted as part of the plan check process.
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 (122 cases of consolidated, concept, and final design review, 72 cases of Certificates of Apropriateness, 26 Mills Act applications, etc.) in 2012.

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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 (10 Preliminary Plan Review) under City of Gardens; issued two building permits for multi-family housing projects (net new 10 units) during 2012.
11a. Homebuyer Education and Counseling	Provide homebuyer education and foreclosure counseling to 200 prospective homebuyers on an annual basis.	Ongoing	The City continued to make referrals to services offered by Neighborhood Housing Services of Los Angeles County, the Los Angeles Community Development Commission, and state CalHFA Keep Your Home program. Ten households received and completed homebuyer education training as a requirement of the City's down payment assistance loan program.
11b. Homeownership Opportunities	Continue implementation and consider program modifications to make the homeownership program more flexible to market conditions. Serve up to four households annually.	Ongoing	Provided total of $2,026,206 in loans to assist 10 low- and moderate-income homebuyers.
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	The City continued to publicize this program which is administered by the County of Los Angeles.
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/CAR funds were not utilized during 2012.
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 1,390 households in the Section 8 program during the reporting period. The Hudson Oaks and Centennial Place housing projects have been allocated with project-based Section 8 vouchers. Also, the City allocated 69 project-based Section 8 vouchers to the proposed Heritage Square senior housing development.
12b. HOME Tenant-Based Rental Assistance	Assist up to 90 households during the planning period.	Ongoing	The HOME Tenant-Based Rental Assistance program was discontinued for new households due to reductions in HOME Program funding. Existing participants will continue to receive rental assistance through the end of their two year contract. During the reporting period 33 households were assisted.

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12c. Emergency Rental Assistance Deposit	Assist 300 households during the planning period.	Ongoing	The ERAD Program provides no-interest loans or grants for security deposit to very low-income households experiencing homelessness to allow them to secure rental units. During the reporting period this program was revamped to eliminate the loan option. All new ERAD requests are processed as grants. Ten deposits were paid during the reporting period.
12d. Affordable Housing Website	Continue program implementation.	Ongoing	The housing search website continues to be utilized.
13a. Collaborative Partnerships	Continue to work with and seek additional partners to achieve City housing goals.	Ongoing	The City worked with the United Way "Good Funders Collaborative Program" to leverage county-wide funds for local housing projects, and with the Southern California Association of Non Profits to advocate for the continued availability of the Los Angeles County "City of Industry" redevelopment housing funds.
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	No meetings were convened during 2012.
13c. Funding Program	Seek additional funding sources to meet City housing goals.	Ongoing	Provided technical assistance to secure $1,400,000 from the County of Los Angeles for the Mar Vista permanent supportive housing project.
14a. Fair Housing Services	Continue to provide fair housing services and tenant-landlord mediation	Ongoing	Housing Rights Center continued to provide fair housing and mediation services during the reporting period.
14b. Fair Housing Outreach	Develop a plan of action to address fair housing for persons with disabilities.	End of 2012	Housing Rights Center continued to provide fair housing outreach during this period. Two landlord orientation meetings were held during the reporting period. Additionally, a fair housing survey was conducted by Veronica Tam & Associates in conjunction with preparation of the Analysis of Impediments to Fair Housing Choice and two additional outreach meetings were held for service providers and for residents.
14c. Tenant Protections	Continue to implement the Tenant Protection Ordinance	Ongoing	Two new project cases were initiated during the reporting period.

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15a. Family Self Sufficiency	Provide ongoing assistance to 25 households.	Ongoing	The Family Self-Sufficiency program was discontinued due to lack of funding.
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 75 households with tenant-based rental assistance for homeless persons with disabilities. Applied for and received 2 additional certificates for chronically homeless persons.
15c. Housing Opportunities for People with AIDS	Assist 35 households during the planning period.	Ongoing	Assisted 4 households during the reporting period.
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 189 during the reporting period.
16b. Emergency Shelter Program	Continue program implementation consistent with the City's Continuum of Care Plan.	Ongoing	Continued to provide emergency shelter beds, maintained capacity with Emergency Solutions Grant funding to Bad Weather Shelter (150 beds), Elizabeth House (15 beds), and Door of Hope (32 beds of short-term transitional housing).
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 continue to provide transitional and permanent housing for 250 households annually and supportive services for 1000 homeless individuals and families 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.	1-Aug-12	Began analysis in 2011; presented recommendation to Planning Commission in the fall of 2011; undergoing further studies; anticipated date of completion is July, 2013.

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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	Staff continued to implement ordinance; no reported problems with existing ordinance.
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 2012	Delayed evaluation of feasibility to 2014.
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	The City continues to provide maintenance assistance (MASH) to low income persons and persons with disabilities. For the calendar year 2012, MASH provided Base Paint Stabilization services to 36 units and provided Major Repairs to 1 unit.
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 2012	This initiative to be deferred to 2013, subject to improvement in housing development activity and increase in level of housing funds to assist such projects.
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	Hestia House has been providing 8 units of permanent supportive housing for chronically homeless transitional age youth (18-24).
18c. Housing for Students	Work with educational institutions to process and approve Master Plans that are consistent with the General Plan.	Ongoing	No Master Plans for universities have been processed in the past year.
19a. Senior Housing	Continue to support the provision of senior housing in the community.	Ongoing	City approved terms of development and loan agreement in 2012 with BRIDGE Housing for the 70-unit Heritage Square affordable senior housing rental project.
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, but no projects have been constructed in this calendar year.
19c. Senior Services	Continue to support the provision of senior services in the community.	Ongoing	The City of Pasadena continues to offer a wide variety of services to seniors. These are administered through the Human Services & Recreation Department.