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

Jurisdiction Richmond, CA
Reporting Period 1/1/2014 - 12/31/2014

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 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.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income					
Harbour View Apts.	5+	R	7	54			1	62	62	TCAC	
(9) Total of Moderate and Above Moderate from Table A3 ▶▶											64
(10) Total by income Table A/A3 ▶▶			7	54				62	62		65
(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 in 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				TOTAL UNITS	(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			
(1) Rehabilitation Activity						
(2) Preservation of Units At-Risk						
(3) Acquisition of Units						
(5) Total Units by Income						

* 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	6		56	2		64	64

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
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Jurisdiction Richmond, CA
Reporting Period 1/1/2014 - 12/31/2014

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.		2007	2008	2009	2010	2011	2012	2013	2014		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				61			39	7		107	284
	Non-deed restricted											
Low	Deed Restricted							25	54		79	260
	Non-deed restricted											
Moderate	Deed Restricted											540
	Non-deed restricted											
Above Moderate				42		2	7	3	65		119	1,437
Total RHNA by COG. Enter allocation number:				42								
Total Units ▶ ▶ ▶					61	2	7	67	126		305	2,521
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶												

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

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Housing Element Implementation
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Jurisdiction Richmond, CA
Reporting Period 1/1/2014 - 12/31/2014

Table C
Program Implementation Status

Name of Program	Objective	Timeframe	Status of Program Implementation
Housing Element Coordination Group	Convene quarterly meetings of the Planning and Building Services Dept., City Manager's Office, Housing and Community Development Department, Richmond Housing Authority, and Code Enforcement Division to coordinate implementation of the City's Housing Element Programs.	Ongoing: One HECG per quarter	The Planning and Building Services Director has been assigned to coordinate these meetings and will build off the current Community and Economic Development (CED) group meetings that occur on a monthly basis. Meetings are scheduled for January, April, August, and December of each year with the intent of issuing Annual Progress Reports in February for the preceding year.
Housing Element Annual Progress Report	Utilize the forms and definitions adopted by the State HCD to prepare Annual Progress Reports (APR) on the ongoing implementation of the City's Housing Element Programs.	Ongoing: 1) APRs to Cal HCD by April 1 of each Calendar Year; and 2) APRs to HECG, Planning Commission, and City Council by June 1st of each Calendar Year	Due to staffing constraints, annual progress reports have not been provided to the Planning Commission, City Council, or the State Department of Housing and Community Development (HCD).
Findings of Consistency	Continue to require a written finding of consistency with the General Plan goals and policies prior to approving discretionary permits for residential development projects. Consider recommending Zoning Ordinance amendments to also require written findings of consistency with the City's other master planning documents such as the Pedestrian Plan, Bicycle Master Plan, and Parks Master Plan.	Ongoing: Develop recommendations for findings of consistency with other master planning documents as part of the comprehensive Zoning Ordinance Update in 2016	The determination of consistency with the General Plan is used as the basis for staff's recommendations to approve, conditionally approve, or deny a proposed development project. The General Plan consistency determination has been an effective tool in ensuring that the City only approves development projects that help to realize the City's 20-year vision as set forth in the adopted General Plan. The City has initiated the comprehensive Zoning Ordinance Update and will consider modifications of the written findings to include consistency with other master plan documents.
Compliance with Changes in State Housing Law	Continually monitor changes in State housing law by subscribing to the State HCD publications. Amend the City's plans and regulations to ensure compliance with State housing law.	Ongoing: Amendments within three months of changes to State housing law	The City successfully amended its Zoning Ordinance to incorporate changes in the State's housing density bonus law. The City is adopting SB 2 concurrently with the Housing Element Update and expects the ordinance to be adopted in May, 2015 and effective 30 days after adoption. The City will also consider changes to the Zoning Ordinance related to second dwelling units as part of the comprehensive Zoning Update.
Minimum Housing Densities	As part of the comprehensive zoning ordinance update, establish minimum residential density requirements for all residential zoning districts and consider establishing floor-to-area ratio and maximum lot coverage provisions for single family neighborhoods to preserve community character.	Ongoing: Complete as part of comprehensive Zoning Ordinance Update in 2016	The City has initiated the comprehensive Zoning Ordinance Update, through which this program will be implemented.
No Net Loss of Residential Capacity	Approve only those projects and general plan and zoning map amendments that do not result in an overall loss of the City's capacity to meet its Regional Housing Needs Allocation (RHNA) numbers for the current planning period.	Ongoing	The City did not approve any projects, General Plan or zoning map amendments that have resulted in an overall loss of the City's capacity to meet its RHNA for the current planning period.
Residential Sites Inventory	Continue to maintain and regularly update the City's Residential Sites Inventory as existing vacant and underutilized sites are developed over time.	Ongoing: 1) Annual updates; 2) User-friendly inventory by 12/31/16	The City completed the Residential Site Inventory following adoption of the last Housing Element, which has been updated for the 5th cycle update. The inventory lists vacant or underutilized parcels zoned for residential development in Excel and GIS. It provides information about each site's development capacity and known constraints and remains consistent with the recently adopted Richmond General Plan 2030. The City has utilized the Residential Site Inventory to identify sites for affordable housing projects.

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

Jurisdiction Richmond, CA
Reporting Period 1/1/2014 - 12/31/2014

Residential Sites Marketing	Hold an annual workshop to educate the private and non-profit development community about mixed-use housing development opportunities and incentives in Richmond, especially in its Form-Based Code and Priority Development Areas.	Ongoing: 1) Host workshops annually; 2) Develop strategy and recommendations by 6/30/2017	The City collaborates with local non-profit housing developers to provide marketing material for the City's housing programs. Several initiatives have been completed to encourage neighborhood participation in the City's foreclosure and predatory lending awareness. City staff continues to provide material to local organizations to explain its housing services. Outreach material is provided in person and in writing to assist individuals who do not have computer access or literacy. The program continues to be successful. The City continues to receive daily inquiries regarding existing housing programs.
Inclusionary Housing Ordinance	Continue to implement the City's Inclusionary Housing Ordinance and examine recent court rulings that may affect its implementation and effectiveness.	Ongoing: Examine impacts within 3 months of final court rulings	The majority of developers elect to pay in-lieu fees as an alternative to providing the affordable units required under the City's Inclusionary Housing Ordinance. The City successfully increased the overall production of affordable housing in Richmond. However, the City would like to see more affordable housing units incorporated into market-rate housing projects. Also, local non-governmental organizations have suggested that the City's in-lieu fees should be increased to cover a higher proportion of the actual development cost per unit. Changes to the Inclusionary Housing Ordinance will be considered following resolution of the CA Supreme Court's ruling in the inclusionary housing case, ("San Jose case"). Once the outcome of the case is known, the City will modify the Inclusionary Housing Ordinance in light of the Palmer v. City of Los Angeles case and complete a nexus study to establish an affordable Housing Impact Fee for rental projects.
Inclusionary Housing Ordinance Study	Study other inclusionary housing ordinances in the Bay Area to learn about effectiveness practices being used to provide affordable housing, especially housing for extremely low, very low and low-income households. Consider recommending amendments to Richmond's inclusionary housing ordinance based on the study's findings and input from the community and residential developers.	Ongoing: 1) Study by 12/31/2016; 2) Conduct outreach and make recommendations concurrent with Zoning Ordinance Update in 2016	The City is undertaking a Residential Nexus Study to determine nexus support for affordable housing inclusionary and impact fee requirements on new residential development in Richmond. The City is waiting for a ruling by the California Supreme Court in the San Jose case before considering amendments to the inclusionary housing ordinance accordingly.
Inclusionary Housing Ordinance Performance	Continue to monitor the effectiveness of the City's Inclusionary Housing Ordinance by including the following annual data as part of the Housing Element's Annual Progress Report (APR): Amount of inclusionary housing in-lieu fees collected; balance of the inclusionary housing fee account; and expenditures made with funds from the inclusionary housing fee account.	Ongoing	The City will continue to examine other inclusionary housing ordinances in the State to learn about other incentives that could be used in Richmond to increase affordable housing production within market-rate housing developments.
Community Land Trust Study	Study existing community land trust programs in California and determine whether it is feasible to establish such a program in Richmond as a way of providing permanently affordable housing.	Ongoing: 1) identify potential funding sources by 12/31/2016; and 2) Study and make recommendation by 12/31/17	Due to staffing and budget constraints, the City was unable to complete this study. The City will seek other potential funding sources for this study.
Density Bonus for Extremely Low Income Housing	Amend the City's Housing Density Bonus Ordinance to also allow density bonuses for developments that provide a percentage of their total units at rents or prices affordable to extremely low income households.	Ongoing	The City successfully amended its Zoning Ordinance to incorporate changes in the State's housing density bonus law (Richmond Municipal Code 15.04.810.050).
Affordable Housing Incentives	Provide incentives for affordable housing developments that greatly exceed the City's Inclusionary Housing Ordinance requirements for very low, low and moderate-income households. Potential incentives include financial assistance, density bonuses, increased height limits, reduced parking requirements, development impact fee waivers or deferrals, and expedited review.	Ongoing: Incentives by 12/31/17	The City successfully amended its Zoning Ordinance to incorporate changes in the State's housing density bonus law that provides for incentives and concessions to be granted for projects receiving a density bonus by the City (Richmond Municipal Code 15.04.810.050).

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

Jurisdiction Richmond, CA
Reporting Period 1/1/2014 - 12/31/2014

Variety of Housing Types	As part of the Form Based Code for Macdonald Avenue, 23rd Street, and portions of San Pablo Avenue and the surrounding areas, facilitate and provide incentives for mixed-use housing over retail development and a variety of other housing types and products such as duplexes, triplexes, large apartment buildings, condos, cooperative housing, SROs, assisted living facilities, and manufactured or modular housing.	Ongoing: Implement as part of comprehensive Zoning Ordinance Update in 2016	The City adopted a comprehensive update of its General Plan in April 2012 expanding its capability to provide adequate sites for single family and multifamily housing. The Richmond General Plan 2030 allows significantly higher densities in certain areas, increasing the feasibility of developing affordable units within market rate projects. The new General Plan also allows greater opportunities for live-work developments--a limited housing type in Richmond that is in growing demand. The Richmond Livable Corridors Form Based Code is expected to be adopted in Spring 2015, and the draft Richmond Bay Specific Plan is nearly complete. These planning efforts will promote and facilitate mixed-use development with a variety of housing types in Priority Development Areas in the City. Furthermore, the City has initiated the comprehensive Zoning Ordinance Update project, through which this program will be further implemented.
Single Room Occupancy Unit Inventory	Develop an inventory of existing single-room occupancy units in Richmond. Identify funding sources for provide financial assistance for the preservation of existing SROs.	Ongoing: Inventory by 12/31/16	The City has not participated in the rehabilitation of Single Room Occupancy buildings since 2005. The City currently does not have a list of SROs in Richmond and an understanding of their need for rehabilitation and preservation.
Second Dwelling Unit Production	Continue to facilitate the production of second dwelling units throughout Richmond's residential neighborhoods and amend the Zoning Ordinance to ensure compliance with State housing law.	Ongoing: Zoning Ordinance amendments to comply with State housing law governing second dwelling units as part of comprehensive Zoning Ordinance Update in 2016.	Between 2007 and 2014, the Planning and Building Services Department entitled the construction of over 15 second dwelling units. Residential property owners continue to be very interested in developing second dwelling units on their properties in order to house extended family or earn rental income. However, existing minimum lot size, unit size restrictions, and additional parking space requirements limit the production of second dwelling units in the City.
Garage Conversions	As part of the Form-Based Code for Macdonald Avenue, 23rd Street, and portions of San Pablo Avenue and the surrounding areas, consider reducing covered parking requirements and establishing design guidelines to facilitate garage conversions. Ensure that conversions do not deteriorate the architectural character of heritage homes in Richmond's older residential neighborhoods.	Ongoing: Implement as part of comprehensive Zoning Ordinance Update in 2016	The Richmond Livable Corridors Form-Based Code is expected to be adopted in Spring 2015. The City has initiated the comprehensive Zoning Ordinance Update project, through which this program will be further implemented.
One-Stop Permit Center	Continue to operate the City's One-Stop Permit Center and develop a customer survey to identify potential improvements that would enhance customer service.	Ongoing: Develop and administer survey by 12/31/16	The City established its One-Stop Permit Center as part of its City Hall renovations in 2009. In 2008, the City implemented a new electronic permit tracking system called "TRAKIT." Project application materials such as project plans, staff reports, and approval letters are currently made available to the public through the online TRAKIT portal. In 2010, the Planning and Building Services Department completed a user fee study and readjusted its fees for its planning review and building permit fees. Implementation of the One-Stop Permit Center and new TRAKIT system has significantly improved the efficiency of the City's entitlement process. The One-Stop Permit Center requires each relevant department to be located on the same building floor, dramatically improving inter-departmental coordination on all project reviews.
Expanded Ministerial Approvals and Administrative Reviews	As part of the comprehensive Zoning Ordinance update, consider expanding the types of residential projects eligible for ministerial approval and administrative review.	Ongoing: Implement as part of comprehensive Zoning Ordinance Update in 2016	The City has initiated the comprehensive Zoning Ordinance Update, through which this program will be implemented.
Housing Developer Interviews	Conduct interviews with representatives from the residential development community to identify different methods to streamline the City's development review and permitting process and while continuing to ensure high-quality and well-designed development.	Ongoing: Continue to administer interviews as part of close out process	Planning staff has conducted several interviews with housing developers as part of the close out of their project entitlement process. Many of the concerns expressed are related to the level of detail expected of developers at the design review stage.

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

Jurisdiction Richmond, CA
Reporting Period 1/1/2014 - 12/31/2014

Fees for Expedited Review	Consider establishing expedited review fees for all residential development projects and providing free expedited review for projects committing to levels for certification under recognized third-party rating systems such as Build-it-Green and LEED.	Ongoing: Develop recommendations by 12/31/16.	The City established an expedited permit plan check review in 2012 for building and fire permit plan review. Due to staff constraints free expedited review of certain project has not occurred.
Low Moderate Income Housing Assets Fund	Utilize resources in the City's Low and Moderate Income Housing Assets Fund (Low-Mod Fund) to continue providing affordable housing in Richmond. The Low Mod Fund was established by the City of Richmond as Successor Agency to the former Redevelopment Agency to allow for the transfer of agency assets prior to the dissolution of redevelopment agencies in California. Assets in the Low-Mod Fund include real and personal property, bond proceeds, and rent payments.	Ongoing	With the dissolution of RCRA, this funding is no longer available for projects not considered enforceable obligations. The Successor Agency to the RCRA is continuing to encourage the use of the remaining \$1 million in LMIF for the Miraflores Senior Housing Project. Pursuant to AB1482, the Successor Agency was already directed by DOF to disburse over \$3 million in LMIF to taxing entities precluding their use in other housing development projects.
State and Federal Housing Funds	Continue to aggressively compete for affordable housing funds provided by state and federal agencies such as HUD, U.S. Environmental Protection Agency (EPA), and the State HCD. Specifically target funding available for persons with special needs and disabilities.	Ongoing	The Housing and Community Development Division received approximately \$3 million in Cal HOME funds for owner-occupied rehabilitation loans to low income households. The Housing Authority has also received 27.2 million to rehabilitate Triangle Court (98 units) and Friendship Manor (58 units) using RAD program funds from HUD. Between 2007 and 2014, the Housing Authority expended approximately \$700,000 per year in Capital Fund Program (CFP) (formerly Comprehensive Grant Program (CGP)) funds towards the modernization of the City's public housing developments.
Shared Pool of Funds	Work with local lending institutions to establish a shared pool of funds earmarked for affordable housing and somewhat less restrictive underwriting standards	Ongoing	The City was unable to develop a shared pool a funds due to staffing and budgetary constraints. This program will be discontinued in order to focus efforts on other programs to develop affordable housing.
Shared Equity Program Study	Study existing shared-equity programs in California and determine whether it is feasible to establish a shared-equity program in Richmond as a way of providing more affordable housing.	Ongoing: 1) Study by 12/31/16; and 2) Recommendations by 12/31/17	The City was unable to complete the Shared Equity Program Study due to staffing and budgetary constraints.
Development Impact Fees	Continue to require residential developers to pay all applicable development impact fees to ensure that existing public infrastructure, services, and amenities are maintained and upgraded to adequately meet the needs of a growing city.	Ongoing	Development impact fees related to parks/open space, sewer, traffic, community/aquatics centers, storm drainage, library, police, and fire facilities continue to be collected as part of building permits issued for new development projects.
Design Guidelines for Quality Housing	As part of the Form-Based Code (FBC) for Macdonald Avenue, 23rd Street, and portions of San Pablo Avenue and the surrounding areas, establish design guidelines and development standards to ensure that near and long-term development and capital improvement projects substantially improve the quality of life for Richmond residents.	Ongoing: Implement as part of comprehensive Zoning Ordinance Update in 2016	The Richmond Livable Corridors Form-Based Code is expected to be adopted in Spring 2015. As part of the FBC, architectural and sustainability guidelines are proposed to be adopted concurrently to ensure that near and long-term development and capital improvement projects substantially improve the quality of life for Richmond residents. The City has also initiated the comprehensive Zoning Ordinance Update project, through which this program will be further considered for implementation city-wide.
Residential Design Guidelines for Additions to Heritage Homes	Reinforce and enhance the architectural character of Richmond residential neighborhoods by continuing to implement the City's Residential Design Guidelines for Additions to Heritage Homes.	Ongoing	Due to the downturn in the housing market during this planning period, very few property owners built additions to their existing homes. However, those additions that were proposed to heritage homes were evaluated for their conformance to the guidelines. The subject guidelines are available online and at the Planning Counter. The City has initiated the comprehensive Zoning Ordinance Update, through which this program will be further implemented.
Front Yard Requirements	As part of the comprehensive Zoning Ordinance update, establish minimum landscaping and maximum concrete coverage requirements.	Ongoing: Implement as part of comprehensive Zoning Ordinance Update in 2016	The City has initiated the comprehensive Zoning Ordinance Update, through which this program will be implemented.

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

Jurisdiction Richmond, CA
Reporting Period 1/1/2014 - 12/31/2014

Historic Structures Code	Protect Richmond's historic resources and districts by continuing to implement the City's Historic Structures Code. The Code requires that exterior modifications and demolitions of historic resources be evaluated for consistency with the US Secretary of the Interior's Standards for the Treatment of Historic Properties. Amend the Code to streamline the review process. Ensure that demolitions do not result in a new source of neighborhood blight.	Ongoing: Recommendations by 12/31/2016	In 2013, the City amended its Municipal Code to streamline the review process for projects occurring in historic districts and/or involving historic structures. The amended Historic Structures Code is codified as Richmond Municipal Code 6.06.
California Green Building Standards	Continue to enforce the State of California's Green Building Standards (CAL Green Code), which is intended to reduce construction waste, make buildings more efficient in the use of materials and energy, and reduce environmental impacts during and after construction.	Ongoing	Since January 1, 2010, the City has been requiring projects to comply with CAL Green. In addition the City developed sustainability guidelines as part of the Richmond Livable Corridors Form-Based Code to provide strategies on how specific measure can be integrated into different building types.
Expansion of California Green Building Standards	Study how other jurisdictions in California have expanded the scope and applicability of the CAL Green Code and consider recommending an ordinance based on this study's findings and input from the community and residential development community.	Ongoing: Implement through the Richmond Livable Corridors Form-Based Code and as part of the comprehensive Zoning Ordinance Update in 2016	As part of the Richmond Livable Corridors Form-Based Code, additional building incentives are included for projects that are LEED (or equivalent) certified.
Energy Program Referrals and Funding	Continue to refer property owners to third-party organizations that provide energy programs like PG&E's Low Income Energy Savings Assistance Program and Contra Costa County's Weatherization Program. Continue to seek funding for innovative City-sponsored programs like the Richmond Recovery Rebate for Energy Upgrade California, Richmond Recovery Rebate for Solar, and Green Energy Training Services (GETS).	Ongoing: Referrals upon request	The Richmond Recovery Rebate (R3) program is a residential energy rebate program implemented by the City of Richmond Environmental Initiatives. The program was funded by the Energy Efficiency and Conservation Block Grant through the American Reinvestment and Recovery Act (ARRA). The City awarded a total of \$378,121 to 203 projects, generating in the process \$2,146,835 in total economic activity. The R3 program leveraged \$913,606 in State and Regional rebates and \$813,377 in private capital, or co-payments, by homeowners.
Conventional Public Housing Program	Continue to successfully administer the City's Low Income Public Housing Program. Improve property management oversight for all public housing developments throughout Richmond and ensure an occupancy rate of no less than 98 percent. Continue to utilize the Capital Fund Program (CFP) to systematically modernize Richmond's public housing developments by enhancing their visual appearance and energy efficiency. Conduct a physical needs assessment for all public housing sites and establish a detailed capital improvement strategy as part of the assessment. Prioritize identified improvements as part of the Housing Authority's annual and five-year capital improvement plans.	Ongoing: Modernize remaining public housing units by 12/31/16	All public housing developments maintained no less than 96 percent occupancy between 2007 and 2013, surpassing occupancy expectations. RHA property management efforts are reflected in the enhanced curb appeal of the public housing sites and the overall resident satisfaction. RHA conducted Physical Needs Assessments on all sites providing a detailed capital improvement strategy, moving forward. RHA also conducted energy audits and the work items generated from these audits were included in the 5-year capital improvement plan. The Low Income Public Housing Program provided affordable housing to over 715 households. This program was successful as all program objectives were met.
Monitoring Program for At-Risk Affordable Housing Units	Establish a monitoring program for at-risk housing units in Richmond. As part of the monitoring program, check the conversion risk status on an annual basis and include the information as part of the Housing Element Annual Progress Report (APR).	Ongoing: At-risk data in APRs	The city has taken a proactive approach with local developers and property management teams to identify at-risk units and seek funding to avoid conversion where necessary. The monitoring program is a first line strategy to keep in touch with the status of units and maintain a relationship with development and management partners. The use of Section 8 project-based vouchers when available has been effective to close funding gaps that threaten the conversion of exiting affordable units. This program has been successful in both maintaining affordability and physical rehabilitation of units.
Assistance for At-Risk Affordable Housing Units	Provide technical assistance to organizations interested in purchasing and maintaining subsidized affordable housing units should property owners express interest in converting them to market rate. Provide education and technical assistance to tenants of units being converted to market rate uses.	Ongoing	The Housing and Community Development Division provided Federal funds to nonprofit developers to acquire and rehabilitate two properties: The Arbors Apartments – 36 permanently affordable units, and The Carquinez Sr. Apartments – 36 one bedroom units.
Online Housing Resource Center	Continue providing comprehensive information and guidance on the City's website for residents facing foreclosure and those seeking assistance in areas such as home purchases, housing beautification, rehabilitation and seismic retrofits, energy conservation improvements, and locating special needs housing. Identify staff in the Housing and Community Development Department who can provide information about the National Mortgage Settlement Act and the State of California's Foreclosure Reform and Homeowner's Bill of Rights laws (SB 1137 and AB 2314).	Ongoing: Updated website and point of contact by 12/31/16	The Housing and Community Development Division continues to maintain a website that provides information regarding affordable housing programs, foreclosure help, home repair programs, community services, and available funding.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
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Jurisdiction Richmond, CA
Reporting Period 1/1/2014 - 12/31/2014

Housing Education Workshops and Outreach	In partnership with community-based and non-profit organizations, hold a quarterly bilingual workshop to educate residents about various local housing issues and available resources. Together with community-based and non-profit organizations, seek funding for community outreach workers to reach homeowners and tenants at risk of losing their homes to foreclosure.	Ongoing: One public workshop per quarter	Together with Bay Area Legal Aid and Community Housing Development Corporation of North Richmond, 244 individuals received legal services and 2,750 individuals and families received homebuyer and foreclosure counseling.
Vacant Foreclosed Residential Property Ordinance	Consider adopting an ordinance that would require the registration of vacant foreclosed properties to protect residential and commercial areas from blight. Study the City of Los Angeles and City of Oakland ordinances as potential models.	Ongoing: Outreach materials by 12/31/2016	A vacant property registration ordinance that included a \$150 registration fee was adopted by the City in July 2014. As expected, the City has seen a large number of property owner's voluntarily registering their properties. As a result, the City has increased vacant property enforcement. The City is working on educating the community and property owners of this new ordinance by developing literature for mailings and using social media.
Code Enforcement for Residential Neighborhoods	Continue to address foreclosures, substandard housing conditions, and neighborhood blight through aggressive code enforcement. Consider increasing current staffing levels to expand proactive code enforcement efforts in residential neighborhoods, especially in Central and North Richmond. Ensure that foreclosed properties are being properly maintained and fine lenders who do not address code enforcement issues promptly. As part of the Housing Element's Annual Progress Report (APR), include the total number of code enforcement cases opened for foreclosures, substandard housing conditions, and neighborhood blight. Also include the total amount of fines collected for these types of cases in the APR.	Ongoing: Code enforcement data in APRs	The City continues to aggressively address blight. Due to budget constraints, staffing levels have not increased; however, in 2014, 863 code enforcement cases were opened and \$235,630.42 in blight-related penalties were assessed.
Residential Rental Inspection Program	Continue to implement the City's Residential Rental Inspection Program (RRIP), which requires regular, periodic inspections for property owners of three or more residential rental units. The RRIP exempts units subsidized by the City of Richmond and federal or state government. Newly constructed units are also exempted, but only for a period of five years from the date of construction.	Ongoing	The first 3-year inspection cycle for the RRIP began in 2006. Based on current numbers, there are 12,675 rental units in the RRIP program. In December 2014, the City amended its Residential Rental Dwelling Unit Inspection and Maintenance ordinance to include property owners of 1 or 2 rental units and identified approximately 8,000 rental units potentially subject to the program.
Soft-Story Building Inventory	Continue to maintain the City's inventory of multi-story buildings with potential earthquake hazards and consider making it readily available to property owners and residents to raise awareness and encourage voluntary health and safety retrofits.	Ongoing	Planning Staff completed a preliminary Soft Story Inventory for multi-family properties in the City. The Planning and Building Division held a community workshop on Earthquake Hazard Reduction and Soft Story Buildings on August 31, 2011. The workshop included presentations by representatives from Association of Bay Area Governments (ABAG), Enginious Engineering and participation by local structural engineers and the California Apartment Association. The workshop provided information on the potential risks and hazards of Soft Story Buildings, provided information about financial and professional resources for interested property owners and discussed best practices and existing Soft Story Ordinances in neighboring cities. The Building Division has a webpage dedicated to providing additional information and resources for interested property owners. The Planning and Building Division will continue to gather information and engage the public regarding Earthquake Hazard Reduction and Soft Story Buildings.
Soft-Story Building Ordinance	Study soft-story building ordinances in California to learn about effective practices being used to incentivize the seismic retrofitting of hazardous multi-story buildings. Consider adopting a soft-story ordinance based on the study's findings and input from the community and landlords.	Ongoing: 1) Recommendations by 12/31/16; and 2) Draft Ordinance by 12/31/17	The City developed a webpage regarding earthquake safety and hazards http://www.ci.richmond.ca.us/index.aspx?nid=2378 . The City has initiated the Zoning Ordinance Update and will consider a soft-story building ordinance as part of that effort.