Housing Policy Department
Received on:
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Department of Housing and Community Development

ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: City of Saratoga

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Reporting Period by Calendar Year: from January 2012 to December 2012

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	
14257 Douglas Ln.	SU	O		1			1	1		DR	
14815 Three Oaks Ct.	SU	O		1			1	1		DR	
12872 Pheasant Ridge	SF	O				1	1	1			
20381 Williams Ave	SF	O				1	1	1			
(9) Total of **Moderate and Above Moderate** from Table A3 ► ►					0	2	2				
(10) Total by income Table A/A3 ► ►				2		4	6	4			
(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**	2					2	2

* 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.			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	90											90
	Non-deed restricted												
Low	Deed Restricted	68			4	2	2	2				10	57
	Non-deed restricted				1							1	
Moderate	Deed Restricted	77											74
	Non-deed restricted		1	1	1							3	
Above Moderate		57	2	6	5	2	1	2				18	39
Total RHNA by COG. Enter allocation number:		292	3	7	11	4	3	4				32	260
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

P

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Policy Action 4-1.1: Amend Mixed Use Overlay Standards	Amend Mixed-Use Overlay Stardards	Amend W/in 2 Yrs	Mixed-Use Standards were amended on 7 April 2010 per Ordinance No. 277 (Housing Element Implementation Ordinance)
Policy Action 4-1.2: Amend Odd Fellows Retirement Community Use Permit	Amend Odd Fellows Retirement Community Use Permit	Amend W/in 2 Yrs	Planning Commission is scheduled to review and amend the Odd Fellows Use Permit in October 2013
Policy Action 4-1.3: Provide for Adequate Site for Housing Development	Rezone a miminum 3.75 acres to permit residential development by right	Establish W/in 1 Yr	A 3.75 acres area on Prospect Road near Lawrence Expressway was rezoned C-N (RHD) to allow multifamily development by right at a minimum standard of 20 du/ac on 7 April 2010 per Ordinance No. 277 (Housing Element Implementation Ordinance)
Policy Action 4-1.4: Continue to Implement Density Bonus Ordinance	Continue Density Bonus Ordinance Implementation	Ongoing	The Community Development Department continues to implement Article 15-81 (Housing Density Bonus) of the City Code
Policy Action 4-1.5: Encourage Efficient Use of Energy Resources in Residential Development	Increased Energy Efficiency	Investigate & Develop W/in 1 Yr/ ongoing	The City Council will consider a waiver of the Energy Calculation Review fee for all deed restricted affordable housing units that meet CALGreen requirements.
Policy Action 4-1.6: Encourage Green Building Practices in Home Construction	Increased Green Building Practices	Investigate & Develop W/in 1 Yr/ ongoing thereafter	The City ensures that all new buildings comply with the City's Green Building Regulations and complinace with all mandatory measures in accordance with the California Green Building Standards
Policy Action 4-1.7: Encourage and Facilitate Lot Consolidation	Encourage and Facilitate Lot Consolidation in Identified Candidate Sites	Review W/in 1 Yr	The City Council will consider a waiver of the application costs associated with lot mergers, in an amount not to exceed $5,000, for projects that provide a minimum of 20% deed restricted units affordable to low and very-low income households.
Policy Action 4-1.8: Review In-Lieu Park Facilities Fee for Affordable Housing Development	Review In-Lieu Park Facilities Fee for Affordable Housing Development	Review W/in 1 Yr	The City Council will consider a waiver of the park in-lieu fee for all new deed restricted units affordable to low and very-low income seniors.
Policy Action 4-1.9: Review Multi-Family Parking Requirement for Affordable Housing Development	Review Multi-Family Parking Requrement for Affordable Housing Development	Review W/in 1 Yr	Section 15-35.030 (Schedule of off-street parking spaces) has been amended to decrease parking requirements for senior and student housing.

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Policy Action 4-2.1: Housing Rehabilitation Program	**Provide Funds and refer residents to the County of Santa Clara's Housing Rehabilitation Program**	**Annually provide funds/ annual referrals**	**Community Development Block Grant (CDBG) funds are no longer available from the County of Santa Clara for this program.**
Policy Action 4-2.2: Code Enforcement	**Provide information about rehabilitation programs on an idividual basis, as needed.**	**Ongoing**	**Community Development Block Grant (CDBG) funds are no longer available from the County of Santa Clara for this program.**
Policy Action 4-3.1: Maintain Community Design	**Maintain Community Character**	**Ongoing**	**The Community Development Department is currently updating the Single Family Design Guidelines with scheduled completion in October 2013**
Policy Action 4-3.2: Encourage Mixed-Use Development in Saratoga Village	**Promote the Saratoga Village for Mixed-Use Development**	**Revise Zoning Code W/in 1 Yr**	**Mixed-Use Standards were amended on 7 April 2010 per Ordinance No. 277 (Housing Element Implementation Ordinance)**
Policy Action 4-3.3: Preserve the Saratoga Village	**Continue Implementation of Saratoga Village Design Guidelines**	**Ongoing**	**The Community Development Department continues to distribute copies of the Village Design Guidelines and these Guidelines are implemented during the reivew of all developments in the Village.**
Policy Action 4-4.1: Encourage Development of Second Dwelling Units	**Review/Revise Second Dwelling Ordinance**	**Update Ordinance by June 2010**	**The Community Development Department has reviewed Article 15-56 (Second Dwelling Units) of the City Code and has decided that comprehensive revisions of the regulations would be included with the 2014-2022 Housing Element Update.**

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Policy Action 4-4.2: Senior Housing and Affordable Senior Housing	Affordable Senior Housing Development	Develop Incetive Program W/in 1 Yr	Section 15-35.030 (Schedule of off-street parking spaces) has been amended to decrease parking requirements for senior housing as an incentive for development
Policy Action 4-4.3: Compliance with SB 2	Compliance with SB 2	Revise Zoning Code W/in 1 Yr	A 3.75 acre area on Prospect Road near Lawrence Expressway was rezoned C-N (RHD) on 7 April 2010 per Ordinance No. 277 (Housing Element Implementation Ordinance). This new zoning district allows for emergeny shelters, transitional housing, and supportive housing for homeless individuals and families.
Policy Action 4-4.4: Reasonable Accomodation Procedures	Adopt Reasonable Accomodation Procedures	Adopt W/in 1 Yr	Section 15-80.025 (Reasonable Accomodation Procedure) was added to the City Code on 7 April 2010 per Ordinance No. 277 (Housing Implementation Ordinance). This section was added to the Code to comply with SB 520.
Policy Action 4-4.5: Development of Housing for Extremely Low - Income Households	Housing for Extremely Low-Income Households	Explore W/in 1 Yr	Secondary dwelling units as a source of housing for low income households and the City encourages their development by providing a 10% increase in floor and lot coverage if the units are deed restricted thereby limiting their rental to below market rate
Policy Action 4-4.6: Housing Opportunities for Persons Employed in Saratoga	Explore Opportunities to Encourage Additional Local Workforce Housing through Community Partnerships	Explore W/in 1 Yr	The City has contacted the West Valley College administration and expressed the City's willingness to assist West Valley College in the exploration of opportunites to develop housing for both students and faculty.
Policy Action 4-4.7: Monitoring and Preservation of Existing Affordable Housing	Monitor and Preserve 170 "At-Risk" Units (Fellowship Plaza and Saratoga Court)	Ongoing	The City maintains a list of the affordable units in the City and along with the County of Santa Clara Office of Affordable Housing is prepared to ensure compliance with noticing requirements and tenant education when a notice of conversion is received.
Policy Action 4-4.8: Zoning to Encourage and Facilitate Single-Room Occupancy Units (SRO's)	Zoning for SRO's	Adopt W/in 1 Yr	The Community Development Department is currently preparing development standards for SRO housing. The C-N(RHD) zoning district on Prospect Road will be amended to allow for SRO housing.
Policy Action 4-5.1: Promote Fair Housing	Continue Support of Fair Housing Efforts	Ongoing	The Community Development Department continues to refer all housing discrimination complaints to the Santa Clara County Office of Consumer affairs and continues to participate in the County's mediation program for housing descrimination issues.
Policy Action 4-5.2: Develop a Comprehensive Community Outreach Strategy for Housing	Comprehensive Housing Outreach Strategy	Implement W/in 2 Yrs	The City Website includes links that direct the public to the City Code and the General Plan which includes the Housing Element. The City also utilizes print media, direct mailings, and social media to diseminate housing information.

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Policy Action 4-5.3: Partnerships with Development Community	**Partnership with Housing Developers**	**Evaluate W/in 1 Yr/Annually thereafter**	**The City is prepared to cooperate with developers in the construction of affordable housing by helping to identify possible sites that could be rezoned to promote a variety of housing types, such as rental units, affordable to lower income households.**
Policy Action 4-5.4: Healthy Community	**Promote Health Lifestyles**	**Ongoing**	**In September 2012 the City added Section 15-35.045 (Schedule of bicycle parking) to the City Code which requires retail and financial uses in all commercial districts, with the exception of the C-H zoning district, to provide off-street bicycle parking.**

General Comments:

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