City of South Lake Tahoe

"making a positive difference now"

May 21, 2011

Department of Housing & Community Development
Division of Housing Policy Development
P.O. Box 952053
Sacramento, California 94252

State Clearinghouse & Planning Unit
P.O. Box 3044
Sacramento, CA 95812-3044

RE: City of South Lake Tahoe Annual Progress Report on the Implementation of the General Plan, Calendar Year 2010 (January 2010 – December 2010)

To Whom It May Concern:

This General Plan Progress Report is being forwarded for your consideration consistent with the requirements of Government Code Section 65400(b)(1).

Thank you for the opportunity to provide you this information. If you have any questions, please contact me at (530) 542-6024.

Sincerely,

Hilary Hodges

Hilary Hodges
Director of Development Services

HOUSING POLICY
DEVELOPMENT, HCD

MAY 3 1 2011

HOUSING POLICY
DEVELOPMENT, HCD
MAY 3 1 2011

Staff Report for submittal of Annual Progress Report to the State Office of Planning & Research/ Office of Housing & Community Development Planning Commission: May 2011

DT: March 31, 2011
BY: Christian Svensk, Associate Planner
RE: City of South Lake Tahoe Annual Progress report for 2010

RECOMMENDATION

Receive report, file and forward to the State's Housing and Community Development Department (HCD) and to the State Clearinghouse (OPR).

DESCRIPTION

Government Code Section 65400 (b)(1) mandates that all cities and counties submit to their legislative bodies an annual report on the status of the general plan and progress in its implementation. The intent of this statute is to ensure that the general plan directs all land use decisions and remains an effective guide for future development. Additionally, it requires the city to document its progress in meeting its share of regional housing needs pursuant to Section 65584 and it includes information concerning local efforts to remove governmental constraints to the maintenance, improvement and development of housing pursuant to Section 65583 (c)(3). This report is also required to be forwarded on to the State's Housing and Community Development Department (HCD) and to the State Clearinghouse.

BACKGROUND

The City's General Plan was adopted on April 13, 1999. Its Recreation Element was amended on July 2, 2002 and its Housing Element updated on December 9, 2008 and deemed compliant with State law on January 26, 2009 by HCD. The following information is provided for the City of South Lake Tahoe for the period of January 1, 2010 – December 31, 2010.

A. Status of the General Plan

The City is currently winding down a comprehensive update of the General Plan. A proposed, draft plan and three alternatives have been developed. A draft Environmental Impact Report was made available for public and agency comment from September 13, 2010 to November 12, 2010. Adoption of the new General Plan is expected in May of 2011.

1. Moratoria and Emergency Ordinances

On February 9, 2010, the City Council adopted Urgency Interim Ordinance No. 1010, which placed a 45-day moratorium prohibiting the transfer of Land Use Commodities outside the City limits. Land Use Commodities included: Tourist Accommodation Units, Residential Units of Use, Residential Development Rights and Commercial Floor Area.

On March 16, 2010 the Council extended the moratorium for ten months and fifteen days.

On April 20, 2010 the City Council adopted an ordinance establishing criteria for transfers of these Land Use Commodities out of the City. The purpose of the ordinance is to prohibit the transfer of Tourist Accommodation Units and Commercial Floor Area outside the City limits without the City receiving a benefit economically, socially, and/or environmentally.

October 19, 2010 the City Council approved a 12 month extension on an existing, interim moratorium on new medical marijuana dispensary facilities.

2. General Plan Amendments

None.

3. Plan Area Statement (PAS) Amendments
No Plan Area Statement amendments were adopted during the reporting period.

4. Community Plan Amendments

None.

B. Major Planning Activities Initiated, in Progress or Completed During the Reporting Period that Supported General Plan Implementation Measures

From January 2010 through December 2010 the following major planning efforts have assisted in the implementation of the General Plan:

- Continued progress to create and adopt the final Tahoe Valley Community Plan for the City of South Lake Tahoe.
- Continued progress in the update of 1999 General Plan with projected adoption in May of 2011.
- Began the process of updating Zoning and Development Standards, which would be considered for adoption after the adoption of an updated General Plan.
- Progress on the re-study of the City's Floodplain Insurance Rate Map (FIRM). Expected to go effective in first half of 2012.
- Design Guidelines drafted with expected adoption in 2011.
- Progress on Code Enforcement procedures.
- Began the implementation of the newly adopted Housing Element. Program implementation is tracked in the attached Table C.

C. Removing governmental constraints in regards to maintenance, improvement and development of affordable housing

During this reporting period there have not been any planning-related ordinance amendments adopted that further the implementation of the General Plan and remove government constraints to the maintenance, improvement and development of affordable housing.

D. Status of Meeting the City's Share of the Regional Housing Needs

The City's fair share housing objectives, provided to the City by SACOG, from 2006 through 2013 are shown in Table B along with the City's progress toward meeting those objectives.

Within the Tahoe Basin, the Tahoe Regional Planning Agency (TRPA) allocates a fixed number of residential units that can be built within each local government jurisdiction, including the City of South Lake Tahoe. These limitations were created to ensure compliance with the Environmental Threshold Carrying Capacities for the Lake Tahoe Basin and to prevent further environmental degradation of this special environment.

TRPA issued the City the following number of allocations, by year, during the current reporting period, 2006-2013:

Year	Single Family	Multi-Family	(MF to SF) Condo
January 2006	24	11	(11)
January 2007	18	11	(10)
January 2008	22	10	(0)
January 2009	19	9	(0)
January 2010	0	0	(0)
January 2011			
January 2012			

The City then issues these allocations to homebuilders. This report presumes that all of the new housing units created through the allocation process will fall into the "Above Moderate" housing category. This assumption is being made even though the City Council has further restricted these allocations to require 30% of them to be used annually for creation of multiple family housing (two or more units) with the intent to increase our rental housing stock.

The City did not receive any allocations from the TRPA in 2010. The City granted all of its single family allocations from the 2009 backlog during 2010. Due to lack of demand there are still 6 multifamily allocations remaining from 2009.

Year	Single Family Unit Building Permits Issued	Single Family Unit Certificate of Occupancies Issued
2006	72	19
2007	49	12
2008	27	13
2009	18	6
2010	14	
2011		
2012		

The City also has made progress towards its fair share obligation to provide for affordable (Low- & Very Low-Income) housing units. Affordable housing units have been generated through new construction, first time homebuyer assistance through the City's First Time Homebuyer's Program and conversion of illegal dwelling units to permanent affordable housing. Additionally, the City's Housing Rehabilitation Program has the potential to create deed-restricted affordable housing when using the City's Redevelopment Agency funds (RDA) or HUD's HOME funds. However, no deed-restricted housing has been rehabilitated for this RHNA period (2006-2013) because only CBDG funds have been utilized which do not require deed-restriction. These housing units support the accomplishment of the Housing Element's (HE's) Programs 2-15, and 3-1.

New Units Approved for Creation through Bonus Unit Assignment (Perpetual Deed Restrictions for Affordable Units) Based Upon Date Issuance of Planning Design Review:

Fiscal Year	# of New Units	Project Name
June 2005 – June 2006	None	
June 2006 – June 2007	1	St. Joseph's Land Trust Project at 961 Tallac Ave. 1 deed-restricted moderate-income, single family residence.
June 2007- December 2008	33	Kelly Ridge (aka Tahoe Plaza II) at 1447 Herbert Avenue. Affordable, senior-only housing project developed by American Baptist Homes of the West. Due for construction completion in fall of 2009. Planning and Building Permits acknowledged and pulled on May 29, 2008.
January 2009 - December	56	The Aspens at 3521 & 3541 Pioneer Trail. 48 of the

2009		units are deed restricted for affordable. Proposed by Pacific West Properties. Approved by the City Planning Commission December 2009.
January 2010 - December 2010	0	
January 2011 - December 2011		
January 2012 - December 2012		

The City Housing Division operates the following programs to create and preserve housing within the City. The table below contains data for 2008 through 2013. Data for only this reporting period is included in the attached Table A.

Rehabilitation of Previously-Existing Market Rate Housing Based Upon Escrow Dates of the Loans or Date of Acceptance of the Grant:

Fiscal Year	# of Units	Type
July 2005 – June 2006	2	All SFD – not deed-restricted*
July 2006 – June 2007	0	
June 2007 - December 2008	9	All SFD – not deed-restricted*
January 2009 - December 2009	5	All SFD – not deed-restricted*
January 2010 - December 2010	0	
January 2011 - December 2011		
January 2012 - December 2012		

*Loans were provided to rehabilitate homes owned and occupied by low-income residents but not deed-restricted as affordable due to CBDG funding which does not require deed-restrictions.

First Time Homebuyer Assistance Based Upon Escrow Dates of the Loans:

Fiscal Year	# of Units
June 2005 – June 2006	4
June 2006 – June 2007	1
June 2007 - December 2008	4
January 2009 - December 2009	8
January 2010 - December 2010	0
January 2011 - December 2011	
January 2012 - December 2012	

Conversion of Illegally Created Housing Units to Deed Restricted Affordable Housing Based upon Date Deed Restriction is recorded:

Fiscal Year	# of Units
July 2005 – June 2006	0
July 2006 – June 2007	1
June 2007 - December 2008	1
January 2009 - December 2009	3
January 2010 - December	2

2010	
January 2011 - December 2011	
January 2012 - December 2012	

The City's lead paint abatement program (Lead Safe Tahoe!) was started through a $1.5 million dollar grant from the U.S. Housing and Urban Development Department's Office of Healthy Homes to help families with young children control lead hazards in their home. The grant funds cover the cost of testing homes for lead and to hire a contractor to mitigate lead hazards as well as to relocate residents. The program will assist property owners, landlords and renters as long as children live or visit and the residents meet income limits. The program has enough funding to cover 100 homes.

Fiscal Year	# of Units
January 2010 - December 2010	5
January 2011 - December 2011	
January 2012 - December 2012	

E. Interagency Coordination Efforts

The City continued to work with the TRPA, through the Local Government Committee, to create amendments to the TRPA Code of Ordinances to provide additional Low- & Moderate-Income Housing opportunities in the Tahoe Basin.

The City is actively involved in the TRPA Regional Plan Update process. Affordable and workforce/moderate income housing and specifically, the constraints to the development of such housing, continues to be a topic of much discussion and will be addressed in the new Regional Plan's policies.

The City is working with the TRPA to coordinate the update of the City's General Plan with TRPA's Regional Plan.

Approved by:

Hilary Hodges

Hilary Hodges, Acting Development Services Director

ATTACHMENTS
A: HCD Housing Element Implementation Spreadsheets
B: Housing Element Implementation Matrix

CC:
Tony O'Rourke, City Manager
Lori Marino, Grants Coordinator

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

HOUSING POLICY
DEVELOPMENT, HCD

MAY 3 1 2011

Jurisdiction City of South Lake Tahoe

Reporting Period 1/1/2010 - 12/31/2010

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	
Illegal Unit Conversion		O		2			2		RDA	2	
Lead Safe Tahoe		O		5			5		OTHER: HUD		
(9) Total of **Moderate and Above Moderate** from Table A3 ► ►					0	15	15				
(10) Total by income Table A/A3 ► ►				7		15	22				
(11) Total **Extremely Low-Income** Units*											

* Note: These fields are voluntary

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

Jurisdiction City of South Lake Tahoe

Reporting Period 1/1/2010 - 12/31/2010

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	0	0	0	
(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	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	0	0	0	0	0	
No. of Units Permitted for **Above Moderate**	14	0	1	0	0	15	15

* Note: This field is voluntary

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

Jurisdiction City of South Lake Tahoe

Reporting Period 1/1/2010 - 12/31/2010

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.											Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 2006 1	Year 2007 2	Year 2008 3	Year 2009 4	Year 2010 5	Year 2011 6	Year 2012 7	Year 2013 8		
Very Low	Deed Restricted	9	36	18		0	0				54	-45
	Non-deed restricted					0	0					
Low	Deed Restricted	9	65		33	0	0				98	-89
	Non-deed restricted					0	0					
Moderate	Deed Restricted	9		9		0	0				9	
	Non-deed restricted					0	0					
Above Moderate		191	72	51	45	21	15				204	-13
Total RHNA by COG. Enter allocation number:		218	173	78	78	21	15				365	-147
Total Units ► ► ►												
Remaining Need for RHNA Period ► ► ► ► ►												

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

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

Jurisdiction City of South Lake Tahoe

Reporting Period 1/1/2010 - 12/31/2010

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, improvement, and development of housing as identified in the housing element.		
Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
SEE ATTACHED: Table 4-1 of the Housing Element			

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

Jurisdiction City of South Lake Tahoe

Reporting Period 1/1/2010 - 12/31/2010

General Comments:

During 2010 the City of SLT had little reportable actual activity but did have many "irons in the fire." While the City was unsuccessful in its 2009 CDBG grant application for Housing Rehab and Homebuyer Assistance funding which would have provided funding for those activities, there were several Housing Rehabilitation projects funded by previous grants that started in 2009 but didn't finish until 2010 (all were counted in the 2009 report). There were also a number of grant applications that were worked on and submitted including a successful CDBG grant application, a successful HUD HHLHC grant application, a successful HOME project grant application, another HOME program grant application (the results of which haven't been announced yet), and an unsuccessful CalHome grant application. The multi-family affordable housing project, The Aspens, also had substantial staff time devoted to it during 2010.

TABLE 4-1
Housing Element Programs

Program	Responsibility M (Main) & S (Support)					Target Timeframe						Funding						Quantified Objective	Related Policies	Tracking Implementation		Priority
	Planning Division	Housing Division	Redevelopment	Building Division	Finance Department	FY 2008	FY 2009	FY 2010	Ongoing	Annually	Bi-Annual	Staff Time/General Fund	RDA Set-Aside Funds	Housing Trust Fund	CDBG Funds	HOME Funds	Other Funds			Date Completed	Ongoing	1 to 5 (High to Low)
NEW CONSTRUCTION																						
1-1 **MIXED USE DEVELOPMENT** The City shall create incentives (i.e., alternative parking requirements, streamlined permitting) to encourage production of housing in non-traditional (i.e., commercial) areas where residential use is appropriate to the setting and where mixed-use projects could either address job and housing needs or the desires of second homeowners. The City shall provide information regarding the new incentives at City Planning Division and Housing Division offices and on the City website, and an information packet will be distributed to local developers.	M		S				✓					S						20 residential units in mixed-use developments	Policy 1-6 Policy 1-7 Policy 1-8			2
1-2 **CONDOMINIUMIZATION OF NEW DEVELOPMENT** The City shall codify City policies related to construction of new market-rate condominiums (currently defined as clusters of at least two attached units). The City shall modify the allocation process so that the criteria for using multi-family allocations from the City's list for condominium development are based on a minimum density rather than whether the condominium is attached or detached.	M					✓						S						N/A	Policy 1-1			3
1-3 **REDUCE ALLOCATION BACKLOG** The City shall meet with the TRPA Governing Board as part of the Pathway 2007 process, and annually thereafter, to find solutions that reduce the current backlog for residential allocations.	M					✓						S						N/A	Policy 1-3	Currently no backlog due to decreased demand	N/A	1
1-4 **VACANT LAND INVENTORY** The City shall maintain an updated inventory of vacant, buildable land. The City shall make this information available to the public by providing the inventory at the Planning Department counter and on the City's website.	M					✓			✓			S						N/A	Policy 1-1			3
1-5 **DEVELOPMENT OF SUBSTANDARD/UNDERUTILIZED SITES** The City shall maintain an inventory of the underutilized sites with development potential identified in the Housing Element Background Report.	S	M				✓			✓			S						N/A	Policy 1-4 Policy 1-5			3
1-6 **STATE AND FEDERAL SUPPORT** If efforts to remove TRPA-related constraints are unsuccessful, the City shall seek redress from the State Department of Housing and Community Development, and other State and Federal agencies, to further the City's ability to comply with State housing laws and address the city's housing needs.	M								✓			S						N/A	Policy 1-3			1
1-7 **PARKING BEST PRACTICES** The City shall research best practices for parking standards, and continue to allow more flexible parking standards for mixed-use and other housing projects on a case-by-case basis. The City's flexible parking standards could include one or more of the following practices: • continuing to allow parking reductions for affordable and mixed-use projects;	M						✓					S						N/A	Policy 1-1	March 15, 2011. Kimly Horn presented Council with		5

TABLE 4-1
Housing Element Programs

	Program	Responsibility M (Main) & S (Support)					Target Timeframe						Funding							Quantified Objective	Related Policies	Tracking Implementation		Priority
		Planning Division	Housing Division	Redevelopment	Building Division	Finance Department	FY 2008	FY 2009	FY 2010	Ongoing	Annually	Bi-Annual	Staff Time/General Fund	RDA Set-Aside Funds	Housing Trust Fund	CDBG Funds	HOME Funds	Other Funds				Date Completed	Ongoing	1 to 5 (High to Low)
	• promoting shared parking for mixed use projects located in commercial areas; and • allowing and encouraging affordable housing developers to unbundle parking and rent parking spaces separately from the units; and • allowing affordable housing developers to pay an in-lieu fee to support public transportation access to the project site in place of some of the parking requirements																					update on project (grant funded) to come up with parking solutions		
1-8	UTILIZING DENSITY INCENTIVES The City shall work with affordable, workforce, and other multi-family housing proponents to direct them to Community Plan areas where incentives are already in place to allow for the additional coverage that could enable achievement of the densities necessary to make a project "pencil out." The City shall produce an informational packet which describes all of the incentives for multi-family and affordable housing, including bonus units, land coverage within Community Plans, and/or density bonuses. The information will be available at the City Planning Division and Housing Division offices and on the City website, and the information packet will be distributed to local developers.	S	M				✓						S							N/A	Policy 1-1			Tahoe Valley Community Plan in progress.	3
1-9	MINIMUM DENSITY REQUIREMENTS The City shall establish minimum density standards for multi-family eligible parcels of a certain size located in area within walking distance of public transit and services.	M						✓					S							N/A	Policy 1-7				3
1-10	CLARIFYING THE DEVELOPMENT PROCESS The City shall provide information on the City website to clarify the development process for developers/builders who are looking to construct housing in South Lake Tahoe and are unfamiliar with the process. The website shall provide an outline of the various steps of the development process including the regulatory review and permitting processes.	M			S			✓					S							N/A				City is updating website with clear resources for the development process	2
AFFORDABLE HOUSING																									
2-1	LOW- AND MODERATE-INCOME HOUSING FUNDS The City's Redevelopment Agency shall use its existing and projected Low- and Moderate-Income Housing Funds (20 percent set-aside funds) to assist in the creation or improvement of housing for lower- and moderate-income residents, and for public infrastructure improvements needed to serve persons of lower and moderate incomes within the provisions of State Law.			M						✓			S	S							6 extremely low-, 6 very low-, and 20 low-income rental units	Policy 2-2 Policy 2-10	City consistently utilizes its housing funds for low & moderate housing; there is no surplus of funds		1

TABLE 4-1
Housing Element Programs

	Program	Responsibility M (Main) & S (Support)					Target Timeframe						Funding						Quantified Objective	Related Policies	Tracking Implementation		Priority
		Planning Division	Housing Division	Redevelopment	Building Division	Finance Department	FY 2008	FY 2009	FY 2010	Ongoing	Annually	Bi-Annual	Staff Time/General Fund	RDA Set-Aside Funds	Housing Trust Fund	CDBG Funds	HOME Funds	Other Funds			Date Completed	Ongoing	1 to 5 (High to Low)
2-2	**PURSUE STATE AND FEDERAL FUNDS** To support the creation of quality, affordable rental housing, the City and the Redevelopment Agency shall seek and pursue State and Federal funds annually, or as the funding becomes available, to leverage the 20 percent set-aside funds as deemed appropriate by the Agency board.		M	S			✓			✓			$	$				$	6 extremely low-, 6 very low-, and 20 low-income rental units	Policy 2-3	City successfully competed for $1.5 M federal grant to improve low-income housing		1
2-3	**HOUSING TRUST FUND** The City shall establish a Housing Trust Fund to provide subsidies for the development of new affordable housing, or establish a City account with the St. Joseph Community Land Trust. The fund could be capitalized with new development/housing linkage fees, real estate transfer taxes, and private donations.		M	S			✓						$						(See Program 2-4)	Policy 2-2 Policy 2-10	April 7, 2009 City Council approved establishing a Housing trust Fund; in process		1
2-4	**REAL ESTATE TRANSFER TAX** The City shall adopt a Real Estate Transfer Tax (RETT) ordinance and negotiate with El Dorado County to establish the terms of collection for its half of the RETT imposed on all real estate transactions occurring within city limits. All revenues collected from the RETT shall be placed in the Housing Trust Fund, and shall be earmarked for affordable and workforce housing.	M	S			S		✓					$						5 very low-, 5 low-, and 15 moderate-income units	Policy 2-2 Policy 2-10	Not currently feasible due to economic recession		1
2-5	**LINKAGE PROGRAM** The City shall analyze appropriate fees, thresholds of significance, standards, and criteria for a linkage program, which would connect new development to the housing demand that it creates. Once the City establishes appropriate fees and standards, the City shall consider adopting a linkage ordinance, and the fees collected from the program shall be placed in a housing trust fund to provide housing for the South Lake Tahoe workforce. The City shall consider offering developers of applicable projects one or more of the following options: • Developers shall build affordable workforce housing units; • Developers shall contribute land for the production of affordable and/or workforce housing; and • Developers shall pay an in-lieu of fee into the housing trust fund to help finance the production of affordable and/or workforce housing. The City shall consider offering incentives to developers participating in the program.	M	S	S				✓					$						N/A	Policy 2-7		Progress with Public Infrastructure Engineering Standards (PIES) and Code Enforcement practice overhaul linking fines to cost of enforcement	3
2-6	**PARTNERSHIPS FOR WORKFORCE HOUSING** The City shall continue to work with Barton Hospital and the Lake Tahoe Community College to develop new affordable workforce housing opportunities for hospital, college, and City employees through public-private partnerships between the employers, developers,	S	M				✓			✓			$						N/A	Policy 2-2 Policy 2-8			1

TABLE 4-1
Housing Element Programs

	Program	Responsibility M (Main) & S (Support)					Target Timeframe						Funding						Quantified Objective	Related Policies	Tracking Implementation		Priority
		Planning Division	Housing Division	Redevelopment	Building Division	Finance Department	FY 2008	FY 2009	FY 2010	Ongoing	Annually	Bi-Annual	Staff Time/General Fund	RDA Set-Aside Funds	Housing Trust Fund	CDBG Funds	HOME Funds	Other Funds			Date Completed	Ongoing	1 to 5 (High to Low)
	and local government.																						
2-7	**INTER-JURISDICTIONAL COOPERATION FOR WORKFORCE HOUSING** The City shall meet with surrounding jurisdictions in the Tahoe Basin to discuss workforce housing issues and develop cooperative strategies that address identified workforce housing needs. The City shall participate with jurisdictions on the North Shore in the Housing Needs Assessment to determine the actual housing needs of the local workforce.	M	S				✓						$						N/A	Policy 2-7		Lake Tahoe Basin Prosperity Plan, Council Strategic Plan adopted	1
2-8	**ANALYSIS OF FEDERAL AND STATE LANDS** The City shall analyze the potential for developing quality workforce and affordable housing on non-environmentally-sensitive lands owned by the California Tahoe Conservancy (CTC) and the United States Forest Service (USFS) located in the focus areas identified in the Background Report. The City shall ensure that important natural resources are protected and only pursue surplus lands that do not have a clear and compatible conservation or recreation purpose (i.e. bike trails, wildlife corridors).	M	S					✓					$	$					N/A	Policy 2-10	City met with and evaluated potential land trade with CTC; still in talks		2
2-9	**WORKFORCE HOUSING ON FEDERAL AND STATE LANDS** The City shall meet with the California Tahoe Conservancy (CTC) and United States Forest Service (USFS) to discuss the possibilities of developing quality workforce and affordable housing on vacant, non-environmentally sensitive CTC- and USFS-owned land located in - and adjacent to - the city limits. The City shall consider the annexation of such lands contingent upon an agreement with the CTC and USFS.	M	S					✓		✓			$	$					15 low- and 20-moderate income units	Policy 2-10			2
2-10	**SEASONAL EMPLOYEE HOUSING** The City shall organize workshops on public-private partnerships to assist employers of seasonal workers and local public agencies in developing a cooperative approach to meeting the housing needs of seasonal employees.	S	M					✓		✓			$						N/A	Policy 2-7			2
2-11	**STUDENT HOUSING** The City shall provide assistance to the Lake Tahoe Community College to examine the need for, and feasibility of, developing student housing. The City shall help facilitate new construction on campus, and identify opportunities for reuse of existing off-campus properties as permanent student housing. The City and college shall explore alternative management solutions to minimize the role of the College in maintaining student housing.	S	M					✓					$						N/A	Policy 2-8			2
2-12	**PUBLIC EMPLOYER-ASSISTED HOUSING PROGRAM** The City shall consider establishing an Employer-Assisted Housing (EAH) program that provides financial and/or technical assistance to public service employees to reduce the cost of renting, buying, or repairing a home within city limits. The EAH program could include one or more of the following forms of assistance: • Low-cost mortgages;		M						✓				$	$	$	$	$		Housing assistance to 15 moderate-income public service employees	Policy 2-1 Policy 2-10			3

TABLE 4-1
Housing Element Programs

	Program	Responsibility M (Main) & S (Support)					Target Timeframe						Funding						Quantified Objective	Related Policies	Tracking Implementation		Priority
		Planning Division	Housing Division	Redevelopment	Building Division	Finance Department	FY 2008	FY 2009	FY 2010	Ongoing	Annually	Bi-Annual	Staff Time/General Fund	RDA Set-Aside Funds	Housing Trust Fund	CDBG Funds	HOME Funds	Other Funds			Date Completed	Ongoing	1 to 5 (High to Low)
	• Deferred loans; • Forgivable loans; • Grants; • Reduced sales prices for new homes; • Discounted realtor fees; • Rental assistance • Housing counseling; and • Property search assistance.																						
2-13	PRIVATE EMPLOYER-ASSISTED HOUSING PROGRAM The City shall meet with local employers to discuss the benefits of establishing Employer-Assisted Housing (EAH) programs that provide financial and/or technical assistance to local employees to reduce the cost of buying or repairing a home within city limits. The City shall market EAH programs to local employers and ensure that government housing assistance can be used in conjunction with EAH assistance.		M						✓				$	$					Meet with at least five major employers	Policy 2-1 Policy 2-10			3
2-14	ASSIST NON-PROFIT HOUSING DEVELOPERS The City shall provide technical and financial support to local, regional, and state-wide not-for-profit housing sponsors that facilitate the creation of affordable housing. Such support can include the donation of City or RDA-owned sites, the use of existing City housing programs for project clients when appropriate, the prompt processing of needed applications, the preparation of funding applications, and leverage of the 20 percent Set-Aside funds.		M	S						✓			$	$	$			Surplus Property	10 extremely low-, 10 very low-, 20 low-, and 10 moderate-income units	Policy 2-2	Assistance provided for Kelly Ridge Project (completed 2009) and; met with various other non-profit developers on potential projects		3
2-15	FIRST-TIME HOMEBUYER PROGRAM To support the creation of quality, affordable ownership housing, the City shall continue the First-Time Homebuyer program. The City shall amend the program to allow first-time homebuyers to purchase mobile homes or mobile home lots in recently subdivided mobile home parks. In addition, the City shall submit a re-use plan to utilize the loan repayments to create a pool of funds that will assist other affordable housing projects via low interest loans.		M					✓		✓				$		$	$	CalHOME	20 low-income homebuyers	Policy 2-1	Provided 8 first Time Homebuyer Loans in 2009		1
2-16	MODERATE-INCOME HOMEBUYER PROGRAM As funding is available, the City shall continue the Moderate-Income Homebuyer Program to support affordable ownership opportunities for moderate-income residents. The City shall amend the program to allow moderate-income first-time homebuyers to purchase mobile homes or mobile home lots in recently subdivided mobile home parks.		M					✓					$						7 moderate-income homebuyers	Policy 2-1 Policy 2-10			1

TABLE 4-1
Housing Element Programs

	Program	Responsibility M (Main) & S (Support)					Target Timeframe						Funding						Quantified Objective	Related Policies	Tracking Implementation		Priority
		Planning Division	Housing Division	Redevelopment	Building Division	Finance Department	FY 2008	FY 2009	FY 2010	Ongoing	Annually	Bi-Annual	Staff Time/General Fund	RDA Set-Aside Funds	Housing Trust Fund	CDBG Funds	HOME Funds	Other Funds			Date Completed	Ongoing	1 to 5 (High to Low)
2-17	**HOMEBUYER EDUCATION PROGRAM** The City shall establish a Homebuyer Education Program. The program shall include workshops and/or the distribution of information regarding readiness to purchase a home, money management, understanding credit, obtaining a loan, shopping for a home, home maintenance, financial management, and foreclosure prevention. The City shall promote the program on the City website, through brochures available at the City offices, and/or in local newspaper advertisements, as well as through partnerships with local realtors.		M				✓			✓			$	$		$	$		Education of at least 20 low- and 7-moderate income homeowners	Policy 2-1	Initiated "Keys to Homeowners hip" education program with more than 30 participants		3
2-18	**MITIGATION OF TRPA REGULATIONS** If not already addressed in the TRPA Pathway 2007 Regional Plan, the City shall continue to recommend that TRPA make the following changes to reduce restrictions on affordable, workforce, and mixed-use housing developments: • Allow mixed-use development in all community plans (CP) and Plan Area Statements (PAS) that allow commercial uses; • Enable mixed-use projects with an affordable multi-family housing component to be developed at maximum allowable density as if a stand-alone project rather than reducing the number of units that can be developed according to the ratio of the project area devoted to housing; • Allow the transfer of additional land coverage for deed-restricted affordable and moderate-income housing projects, even when located outside of Community Plan (CP) areas, up to 50 percent outside of CP areas and up to 70 percent within CP areas; • Provide exceptions that will allow for additional height for mixed-use and affordable housing projects to be consistent with tourist, public service, and recreation uses; • Offer fee reductions or fee deferrals for non-profit affordable housing projects; • Allow bonus unit substitution to include deed-restricted workforce housing; • Facilitate development of second units by allowing them on parcels smaller than one acre, encouraging the use of bonus units for creation of deed-restricted affordable second units, and reducing fees; • Allow the subdivision of property for the development of affordable low- and moderate-income rental and owner-occupied housing; and • Based on future changes to current TRPA regulations, the City shall explore potential incentives for affordable housing developers.	M					✓						$						N/A	Policy 2-2	City participating in Regional Plan Update process.		1
2-19	**PUBLIC EDUCATION** The City shall provide information such as a presentation/slide show (e.g., the Local Government Commission's Compact Development Compact Disc: A Toolkit to Build Support for Higher Density Housing) that describes the myths and realities of multi-family and affordable housing development. The City shall make the information available on the city website, and, when needed, shall make this presentation/slide show available to housing	S	M				✓			✓			$						N/A	Policy 2-4	Created Public Education materials and posted on website;		5

TABLE 4-1
Housing Element Programs

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		Planning Division	Housing Division	Redevelopment	Building Division	Finance Department	FY 2008	FY 2009	FY 2010	Ongoing	Annually	Bi-Annual	Staff Time/General Fund	RDA Set-Aside Funds	Housing Trust Fund	CDBG Funds	HOME Funds	Other Funds			Date Completed	Ongoing	1 to 5 (High to Low)
	advocates and to developers involved in local affordable housing projects. The City shall encourage local housing advocates to make presentations to local builders and developers, Chamber of Commerce, civic groups, and the local community. The City shall publicize the Affordable Housing Resources page of the City's Housing Division website as a source of information on housing programs (e.g., brochure available at the planning counter).																				attended business Expo workshops to promote housing programs.		
2-20	**PUBLICIZE AVAILABLE PROGRAMS** The City shall continue to publicize programs, such as the First-Time Homebuyer Program and Housing Rehabilitation Program, currently available to South Lake Tahoe residents by making brochures available at the Planning Division and Housing Division offices, posting information on the City's website, and distributing information to an e-mail contact database.	S	M					✓		✓			$						N/A	Policy 2-1	Information posted on website; provided at workshops and expos		4
2-21	**PUBLICIZE FORECLOSURE ASSISTANCE PROGRAMS** The City shall post information on the City website about existing toll-free hotlines, foreclosure counseling, foreclosure prevention programs, and other resources available for residents facing possible foreclosures.		M				✓						$						N/A	Policy 2-11			1
REHABILITATION/CONSERVATION																							
3-1	**REHABILITATION LOAN PROGRAM** The City shall regularly complete an application for rehabilitation funds, and continue to target the Rehabilitation Loan Program to both single- and multi-family dwellings occupied by lower-income households. The City shall require that owner-investor rental properties remain affordable for at least three years. As part of rehabilitation improvements, the City shall also address installation of Best Management Practices required for water quality improvements. The City shall market the Rehabilitation Loan Program, and other City housing programs, through a variety of forums, not limited to: • continued mailing to all City property owners marketing the availability of housing programs; • speaking at meetings of various community groups; • the City website; • brochures available at the City offices; • at individual client consultations; • at locally sponsored housing fairs; and • during collaboration with local realtors, lenders, and escrow companies.		M				✓			✓			$	$				$	CalHome, CA Rental Housing Rehabilitation Program	Rehabilitation of 20 low- income owner-occupied and 5 low-income rental units	Policy 3-1 Policy 3-2 Policy 3-3	Provided 5 rehabilitation loans in 2009. Information posted on City website.		2

TABLE 4-1
Housing Element Programs

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		Planning Division	Housing Division	Redevelopment	Building Division	Finance Department	FY 2008	FY 2009	FY 2010	Ongoing	Annually	Bi-Annual	Staff Time/General Fund	RDA Set-Aside Funds	Housing Trust Fund	CDBG Funds	HOME Funds	Other Funds			Date Completed	Ongoing	1 to 6 (High to Low)
3-2	REHABILITATION LOAN PROGRAM EXPANSION Since current funding sources limit the Rehabilitation Loan Program to low-income households, the City shall explore alternative funding options to fund expansion of the program to include moderate-income households. Expansion of the program is predicated upon securing adequate funds for operation.		M							✓			S					TBD	Rehabilitation of 10 moderate-income owner-occupied units	Policy 3-1 Policy 3-2 Policy 3-3			3
3-3	MULTIPLE FAMILY DWELLING INSPECTION AND MAINTENANCE PROGRAM EXPANSION The City shall consider expanding the Multiple Family Dwelling Inspection and Maintenance Program to include multi-family projects containing fewer units contingent upon adequate funding.				M		✓						S							Policy 3-2 Policy 3-3	Council approved in late 2010		4
3-4	PRESERVING MOBILE HOME PARKS The City shall examine mobile home parks and identify those mobile home parks in which the park infrastructure and the majority of units are feasible to preserve, and those mobile home parks in need of replacement. Upon request, the City shall assist mobile home park owners in applying for state funds to rehabilitate park infrastructure and assist park residents in applying for state aid from the Mobilehome Park Resident Ownership Program (MPROP) to purchase the park. Additionally, the City will continue to provide loans for mobile home repairs and rehabilitations through the Rehabilitation Loan program (See Program 3-1), and contact mobile home parks that are eligible for the loans.	S	M					✓		✓			S			S	S		N/A	Policy 3-1 Policy 3-2 Policy 3-4	Developed High-med-low risk Mobile Home Park evaluation and rated all parks in the city for needed improvement.		4
3-5	MOBILE HOME PARK ORDINANCES The City shall modify the mobile home parks ordinances to: • Address conversion of mobile home parks to other uses (quantifying what constitutes a change of use, the definition of "cessation", such as all or part of a park, immediately or gradually when relocation payment is required, etc.); • Reduce the 10-acre new park requirement to a size appropriate for development of a quality park with amenities for its residents (possibly five acres); • Consider taking over the Title 25 mobile home park inspection program/enforcement, while ensuring that the City can afford to do so within State-prescribed fees; and/or • Address design and amenities required in new and enlarged parks, such as fencing requirements.	M	S						✓				S						N/A	Policy 3-4			2
3-6	ACQUISITION OF AT-RISK PROPERTIES The City shall continue to provide technical and financial assistance to the St. Joseph Community Land Trust and other non-profit housing organizations that might be interested in, and have the capacity to, step in to acquire and rehabilitate at-risk or substandard	S	M							✓			S	S	S				N/A	Policy 3-1	Assistance provided on-going		5

TABLE 4-1
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	properties to maintain, or create, long-term, affordable rental housing.																						
3-7	ANALYSIS OF BARRIERS TO MOTEL CONVERSIONS The City shall analyze the barriers to converting motel properties to deed-restricted, affordable housing.	M	S						✓				$						N/A	Policy 3-5			5
SPECIAL NEEDS HOUSING																							
4-1	REASONABLE ACCOMMODATION The City shall review and amend, if necessary, its Code of Ordinances to provide individuals, family members, caregivers, and/or anyone acting on behalf of the person with disabilities reasonable accommodation in rules, policies, practices, and procedures that may be necessary to ensure equal access to housing.	S			M			✓					$						N/A	Policy 4-1 Policy 4-6			2
4-2	PUBLICIZING REASONABLE ACCOMMODATION The City shall create a public information brochure on reasonable accommodation for disabled persons and provide that information on the City's website.				M				✓				$						N/A	Policy 4-1 Policy 4-6			5
4-3	UNIVERSAL DESIGN The City shall adopt specific universal design standards for new construction and rehabilitation to encourage accessibility to the greatest extent possible.	M	S		S				✓				$						N/A	Policy 4-5 Policy 4-6			5
4-4	INCREASED LAND COVERAGE FOR ACCESSIBILITY The City shall work with TRPA to devise methods for accommodating requests by persons with disabilities for additional land coverage for necessary site improvements. The City shall explore the following alternatives as possible means of accommodating the special requests: • TRPA accepting a mitigation fee for excess land coverage that the City could help fund; • CTC providing coverage from their land bank at a discounted rate; or • The City maintaining a bank of land coverage that can be used to help with special requests	M							✓				$						N/A	Policy 4-1 Policy 4-6			4
4-5	EMERGENCY SHELTERS The City shall hold discussions with surrounding jurisdictions to determine how to address the needs of homeless residents, and identify potential sites and funding sources for an emergency shelter.	S	M							✓			$						N/A	Policy 4-2 Policy 4-6			5
4-6	SENIORS HELPING SENIORS If funding is available, the City shall establish a program to provide free assistance for minor home repairs, including energy efficiency and weatherization improvements, to low-income senior homeowners in South Lake Tahoe. When possible, the City shall send a qualified senior tradesman to perform the repairs. The program will provide needed home repairs for	S	M	S					✓				$	$					Repairs for 20 senior households	Policy 4-6			5

TABLE 4-1
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	senior homeowners and additional income for senior tradesmen.																						
4-7	**FAMILY HOUSING** The City shall provide regulatory incentives (e.g., parking reductions) to developers of multi-family housing projects that include three- and four-bedroom units.	M	S							✓			$						N/A	Policy 4-3 Policy 4-6			4
4-8	**DEFINITION OF MULTI-PERSON DWELLING** To clarify that emergency shelters, transitional and supportive housing, and single-room occupancy housing are allowed without a conditional use permit or other discretionary action in Plan Area Statements that allow multi-person dwellings, the City shall recommend that TRPA revise the definition of Multi-Person Dwelling to include the aforementioned uses. The City shall also recommend that TRPA add definitions of transitional and supportive housing to Chapter 2 of the TRPA Code of Ordinances that explain that such uses are subject to the same restrictions that apply to other residential uses of the same type in the same zone.	M						✓					$						N/A	Policy 4-6			3
EQUAL OPPORTUNITY HOUSING & DISCRIMINATION PREVENTION																							
5-1	**HOUSING ISSUES HOTLINE** The City shall continue to use the bilingual Housing Issues Hotline and/or other effective means to ensure the dissemination of fair housing information and available services. The City shall continue to disseminate fair housing information through radio ads, local newspapers, through distribution of printed materials and/or at community meetings. The City shall provide appropriate follow-through in response to housing concerns and complaints through either Building Division inspections or appropriate housing referrals to: • existing affordable housing projects within the city; • the El Dorado County Community Services/Housing Choice Voucher Program; • the State of California's Landlord/Tenant Dispute line or Mobile home Park Ombudsman; • the Voluntary Action Center (low cost legal assistance in resolving housing issues); • the Women's Center for transitional housing opportunities for women escaping violent situations; • the El Dorado County Health Department; and • the California Department of Fair Housing and Employment.		M							✓				$					N/A	Policy 5-1 Policy 5-2	Assisted with approximately 300 Housing Issues Cases in 2009		3
5-2	**DEPOSIT LOAN PROGRAM** The City shall explore reinstating a deposit loan program to help residents who are displaced when multi-family housing is deemed uninhabitable with payment of first and last months' rent, and security deposit. The City shall explore best management practices for proper enforcement and administration of the program.		M					✓					$	$						N/A			4

TABLE 4-1
Housing Element Programs

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ENERGY CONSERVATION OPPORTUNITIES																						
6-1 **ENERGY CONSERVATION** The City shall continue to provide funds for energy conservation and weatherization through the City's Housing Rehabilitation Program. The City shall also continue to pursue grants from the gas and electric companies to cover a portion of the cost for energy conservation improvements.		M							✓				$		$	$	CalHome funds	25 retrofitted units	Policy 6-1 Policy 6-2	Submitted federal and state grant applications (not funded)		3
6-2 **GREEN BUILDING ORDINANCE** The City shall consider adopting a green building ordinance that would reward developers for building green projects. The City shall rely on nationally accepted standards, such as Build it Green or Leadership in Energy and Environmental Design (LEED), to define a "green project" or "green building", and amend the City Code to include the definitions.	M			S			✓					$						N/A	Policy 6-2 Policy 6-3	Adopted November 2010		3
6-3 **FINANCIAL ASSISTANCE FOR GREEN, AFFORDABLE HOUSING PROJECTS** The City shall research state, federal, and private financial assistance programs available for the development of green, affordable housing. The City will post information about the available financial assistance programs (e.g., Enterprise Green Communities, State and Federal Tax Credit Programs) on the City website.	M	S					✓					$						N/A	Policy 6-3			3
NEIGHBORHOOD PRESERVATION																						
7-1 **MAINTAINING NEIGHBORHOOD CHARACTER** The City shall work with project proponents and community special interest groups to integrate affordable and workforce housing into existing neighborhoods–including smaller duplex and triplex projects–while addressing local concerns and maintaining the character and environmental quality of the surrounding area	M	S							✓			$						N/A	Policy 7-1 Policy 7-2 Policy 7-5			5
7-2 **AMENITIES FOR NEW RESIDENTIAL DEVELOPMENT** The City shall modify design guidelines to address and/or include requirements for residential projects of eight units or more to include appropriate amenities. The City shall assure that the modified guidelines do not unduly impact the cost of development and approval certainty, or otherwise unfairly burden the developer.	M							✓				$						N/A	Policy 7-4	Admin Draft of Design Guidelines completed		5
IMPLEMENTATION MONITORING																						
8-1 **IMPLEMENTATION TRACKING MATRIX** The City shall use the Implementation Tracking Matrix (see Table 4-1) to continually track the progress of Housing Element programs.	M	S	S						✓			$						N/A	Policy 8-1			1
8-2 **BI-ANNUAL STAFF MEETINGS** The City staff members involved in the implementation of Housing Element programs shall meet quarterly to review progress in addressing housing issues, especially issues relating to	M	S	S								✓	$						N/A	Policy 8-1			1

TABLE 4-1
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	workforce housing.																						
8-3	REPORTING HOUSING ELEMENT IMPLEMENTATION The City shall annually review and report on the implementation of Housing Element programs and the City's effectiveness in meeting the programs' objectives.	M	S								✓		$						N/A	Policy 8-1	Completed each year		1
8-4	ANNUAL REAL ESTATE MARKET MONITORING The City shall establish and implement a comprehensive annual monitoring program to document the sales prices or rental rates for all deed-restricted units constructed or rehabilitated in the previous year and to determine housing affordability levels. The City shall also regularly monitor housing sales price trends of existing units.		M								✓		$						N/A	Policy 8-1			2
8-5	REDEVLOPMENT IMPLEMENTATION PLAN The City shall continue to revise the Redevelopment Agency Inclusionary Housing Plan to be consistent with this updated Housing Element. Include it in the Five-Year Redevelopment Implementation Plan (due in 2010).		S	M			✓						$						N/A	Policy 8-1	5 year update draft completed		1