CITY OF
WALNUT
CREEK

December 23, 2008

Cathy Creswell
Deputy Director, Housing Policy Development
1800 3rd Street
P.O. Box 952053
Sacramento CA 94252-2053

Subject: Annual Report on the Implementation of the Housing Element

Dear Ms. Creswell:

Attached is the Annual Report on the Implementation of the Housing Element for the City of Walnut Creek for calendar year 2007. I apologize for the lateness of this report, as it was delayed for a number of reasons, including a change in City staff. If you have any questions or comments regarding the report, or have a need for any additional information, please don't hesitate to contact me at (925) 943-5899 x213 or asmith@walnut-creek.org.

Sincerely,

Andrew M. Smith
Senior Planner

HOUSING POLICY
DEVELOPMENT, HCD
DEC 29 2008

Attachment

Cc: Laura Simpson
Housing Program Manager

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CITY OF WALNUT CREEK

Annual Progress Report
On the Implementation of the Housing Element

General Plan Report Requirement Pursuant to
Section 65400 of the Government Code

Jurisdiction: City of Walnut Creek, Community Development Department

Address: P.O. Box 8039, Walnut Creek, CA 94596

Contact: Andrew M. Smith Title: Senior Planner

Phone: (925) 943-5899 x213 E-mail: asmith@walnut-creek.org

Report Period: ☒ CY 2007 ☐ FY 2006/2007

A. Progress in meeting Regional Housing Need

1. Total number of new housing permits issued

   In 2007, building permits were issued for 58 dwelling units.

2. Describe the affordability, by income level, of new units including the number of deed restricted affordable housing unit.

   In 2007, building permits were issued for the following:
   - **25 above moderate-income dwelling units**
   - **33 very low-income dwelling units (all deed restricted)**

3. Compare units added to regional housing need allocation by income category (very low, lower, moderate, and above moderate).

   See attached chart "City of Walnut Creek – 2007, Progress Toward Meeting RHND".

B. The effectiveness of the housing element in attainment of the community's housing goals and objectives

1. Include a program-by-program status report relative to implementation schedule from each program in the housing element; describe actions taken to implement each program:

See attached table "Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs - Calendar Year 2007".

2. Assess effectiveness of actions and outcomes.

   See attached table "Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs - Calendar Year 2007".

C. Progress toward mitigating governmental constraints identified in the housing element

See programs 1.3, 1.4, 2.1, 3.2, 4.1, 6.1, 7.1, 7.2, 8.1, 8.6, 10.1, 10.5, 10.6, 12.1, 13.10, 13.11, 13.12, 13.13, 13.14, 15.3, 16.2, 16.5, 19.1, 23.1, 24.2, and 24.3 contained within the attached "Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs - Calendar Year 2007".

City of Walnut Creek - 2007

Progress Toward Meeting RHND

	A RHND	B 2007	C 2008	D 2009	E 2010	F 2011	G 2012	H 2013	I Total Constructed	J Remaining (A-I)	% Completed
Very Low	456	0							0	456	0.00%
Low	302	4							4	298	1.32%
Moderate	374	2							2	372	0.53%
Above Moderate	826	49							49	777	5.93%
TOTAL	**1958**	**55**							**55**	**1903**	**2.81%**

Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs
Calendar Year 2007

Housing Policies/Programs	Achievement 2001 through 2007
GOAL 1: To promote the availability of housing types for all economic segments of the community consistent with the infrastructure and service capacities of the City and consistent with the need to preserve and protect hillside vistas, open space resources and natural features. *(Meas. P, Ord. 1781, 11/5/91)*	
New Housing Development	
Policy 1: Encourage a mix of land uses and residential densities in the downtown Core Area to increase the supply of housing	
Program 1.1: Maintain existing general plan designations for high-density residential housing in the Core Area. Responsibility: City Council Time Frame: Ongoing Funding: None required	Existing designations maintained, and since 2003, several multifamily projects have been approved on commercially designated property (see Program 3.1). In addition, *General Plan 2025* (which was adopted in April of 2006) includes areas designated Mixed Use which include additional housing opportunities.
Program 1.2: Continue to use the specific plan process in the Core Area as a means of accomplishing planned residential development. The specific plans should include an incentive package for projects where a certain percentage of new units will be affordable to low- and moderate-income households. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	The Inclusionary Housing Ordinance (adopted 2004) now requires all projects of 10 units or more to provide 10% affordable units, moderate for ownership, and low for rental. Incentives include smaller inclusionary units or different interior finishes. Reduced parking standards for low and very-low income housing developments were adopted in 2005.

Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs
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Program 1.3: Study and consider provision of incentives such as height bonuses within Measure A limits, parking strategies, fee deferrals, property development tax waiver, and priority processing of projects including a minimum percentage of affordable housing, particularly for the BART site. Responsibility: Community Development Department Time Frame: Evaluate incentives and development standards appropriate to facilitate development in 2002 and 2003, with the intent to adopt and implement appropriate incentives and standards, including appropriate recommendations from the parking study, by 2004 Funding: None required	The City Planning Commission has approved density increases on several downtown housing developments, including Creekside Condominiums and the Mercer, both of which were completed in 2007. Additionally, planning staff has expedited projects that are 100% affordable. An ordinance was adopted by the City Council in December, 2005 to amend the Zoning Regulations to provide parking incentives for Low and Very Low Income Units and for projects that are near a BART station (the ordinance went into effect in January, 2006).
Program 1.4: Study possible incentives and develop guidelines for residential use of floor space above ground floor commercial establishments, such as height bonuses within Measure A limits, parking strategies, fee deferrals, flexible development standards, and priority processing of mixed use projects. Development standards to be evaluated include density, parking requirements, lot coverage and setbacks. Responsibility: Community Development Department Time Frame: Evaluate incentives and development standards appropriate to facilitate development in 2002 and 2003, with the intent to adopt and implement appropriate incentives and standards, including appropriate recommendations from the parking study, by 2004. Funding: RDA, CDBG, and Affordable Housing funds.	*General Plan 2025*, which was adopted in April 2006, created several new mixed-use designations that include FAR bonuses for projects that include residential components. Reduced parking standards for low and very-low income housing developments, and for housing developments located near a BART station, were adopted in 2005. See above Program 1.3, also.

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Policy 2: Continue to encourage housing in the Golden Triangle, specifically in the area bounded by Highway 680, Parkside Drive, Main Street, California Boulevard and Riviera Avenue.	
Program 2.1: Encourage development of housing opportunities in the Golden Triangle area by identifying sites available, and areas deed restricted for housing, and exploring how they could practically be developed. Promote the GLP exemption for the Golden Triangle replacement housing to solicit development interest. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	Two new multi-family housing projects have been approved in the Golden Triangle area. One is located on two vacant parcels One of the two vacant parcels was deed restricted for 18 units when the Prometheus-Riviera office building was constructed. The applicant is providing 27 apartment units, nine more than required, and is setting aside four units for affordable housing. The other approved project in the Golden Triangle area includes 48 residential units (38-net new units) on a .5-acre in-fill site approximately .3-miles from the Walnut Creek BART station. Four of the 48 units will be affordable.
Program 2.2: Continue to require office buildings constructed in the Golden Triangle to provide a housing component, either on- or off- site, consistent with the Mixed Use Planned Development District. Responsibility: Community Development Department Time Frame: Continue to offer exemption status under the Growth Limitation Plan for mixed-use development that meets the conditions set forth in the Golden Triangle Funding: None required	No office buildings have been proposed in the Golden Triangle during this period.
Policy 3: Locate higher density residential development in the Core Area, especially near public transit, major thoroughfares, shopping and employment centers.	

Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs
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Program 3.1: Identify and designate commercially zoned properties in the Core Area where development should include a residential component. Responsibility: Community Development Department Time Frame: Identify key properties in 2002 with the intent to designate the feasible sites for residential uses in 2003. Specifically, facilitate development of the Bart Station and Cole Avenue/N. California sites as mixed use development with high density multi-family housing through Mixed Use Planned Development by the end of 2003. Continue to offer extra credits under the Growth Limitation Plan for residential projects that consolidate small contiguous parcels for large scale residential development Funding: None required	The City has approved several housing projects on sites listed in Table IV-3, Key Multiple Family Residential Development Sites in the Housing Element. The Cole Avenue/N.California site has been rezoned for mixed use with 181 residential units and a contribution of $1.3 million towards affordable housing. This project also included several exceptions to development regulations, including setbacks and parking. In 2005, an application was submitted to the City for a mixed use project for the BART site including approximately 550 housing units. In addition, the Planning Commission has approved a Conditional Use Permit for 2383 N. Main Street (Windsor Apartments) for 125 units, including 13 affordable units, and construction of this project has started. A General Plan amendment to increase the allowed height to the Measure A height limit for this site was also approved by the City Council in February 2004. The Oakland Boulevard at Trinity Avenue site was approved for development of 17 units of affordable family housing, and included parking reductions, variances for setback requirements, and fast tracking of processing. This project was completed in 2006. Additional sites for residential development in the Core Area have been identified as part of the General Plan update process. The City Council has also indicated interest in the inclusion of residential mixed-use development in the Mt. Diablo Boulevard/Locust Street Precise Plan currently underway.

Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs
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Program 3.2: Create zoning mechanisms such as height bonuses, and in-lieu parking fees for projects that incorporate a minimum percentage of affordable units. Responsibility: Community Development Department Time Frame: Adopt and implement zoning mechanisms to facilitate affordable housing development in 2003. Utilize the City's website and develop a brochure to market the incentives available for affordable housing development in 2003 Funding: None required	With the adoption of the Inclusionary Housing ordinance in February 2004, the City is requiring affordable housing in every new housing development of 10 units or more and is offering several incentives such as smaller units. The ordinance also allows projects of two to nine units to pay an in-lieu fee, or, if single-family detached, to provide a secondary unit.
Policy 4: Continue to allow the designation of the new residential land use category, Single Family High, 6 to 9 dwelling units per acre, in certain areas to increase the supply of housing, consistent with the character and integrity of existing neighborhoods.	
Program 4.1: Through the planned development process, allow residential projects on smaller lots. Responsibility: City Council and Community Development Department Time Frame: Ongoing Funding: None required	In 2005, the City Council approved a 48-unit condominium on a 0.5 acre lot at 1605 Riviera Avenue through the Planned Development process. The site has been cleared, however construction has not yet commenced as of 2007.
Policy 5: Preserve and protect the natural topography by limiting residential development on hillsides with average slopes of 15% or greater.	
Program 5.1: Continue to enforce Ord. No. 1776, Hillside Performance Standards, and Ord. No. 1791, the Walnut Creek Hillside/Open Space Protection Initiative. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	Ongoing.
Policy 6: Allow mobile homes and factory built housing on appropriately located sites.	

Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs
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Program 6.1: Continue to implement City adopted regulations that allow mobile home and manufactured housing in single-family districts. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	Ongoing.
Policy 7: Allow second family units in appropriate locations.	
Program 7.1: Continue to implement the City's Second Family Unit Ordinance. Review these regulations to address attached and concentration issues to provide more flexibility aimed at increasing the supply of second family units. Responsibility: Community Development Department Time Frame: Review with the intent to establish modified second unit regulations to increase flexibility by the end of 2004. Utilize the City's website and develop a brochure to market the second unit opportunities to homeowners beginning 2005 Funding: None required Quantified Objectives: Promote Second Family Unit Ordinance via City website and brochures to achieve 25 second units over five years.	The City has approved 23 Second Family Units since adoption of the Housing Element in October 2002, and adopted a revised ordinance consistent with State Law, effective May 7, 2004. In addition, CDD has prepared an easy to use checklist and package of materials for use by homeowners. This material is available to the public on the Department's web page.
Program 7.2: Study and consider creating incentives for development of new second family units as part of new residential subdivisions, in order to diversify the type of housing unit created. Responsibility: City Council and Community Development Department Time Frame: Study incentives for incorporating second units into new subdivisions in 2005 Funding: None required	The Inclusionary Ordinance encourages second family units in new single-family developments because the units would meet the inclusionary requirement by providing moderate-income rental housing, instead of having the developer pay an in-lieu fee, or reducing a sales price on a home to below market, both of which increase project cost.

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Policy 8: Encourage innovative housing approaches in the design and ownership of units to increase the availability of affordable housing.	
Program 8.1: Encourage the use of the planned development process to allow innovative approaches aimed at increasing affordable housing. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	In 2005, the City Council approved a 48-unit condominium on a 0.5 acre lot at 1605 Riviera Avenue through the Planned Development process. The PD rezoning allowed for a reduction in parking and an increase in density, and the project resulted in a total of 5 affordable units. The site has been cleared, however construction has not yet commenced as of 2007.
Program 8.2: Promote the development of zero lot line homes in residential areas where such development would be compatible with the existing neighborhood and planned residential density. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	No applications that proposed zero lot line homes were reviewed in 2007.
Program 8.3: Study and consider zoning code amendments to allow for "duplex/halfplex" units on corner lots in single-family districts, with design review to ensure a single-family home appearance is maintained, and where at least one of the units is subject to affordability restrictions. Responsibility: City Council and Community Development Department Time Frame: Study zoning amendments in 2004/05 Funding: None required	In 2004, the City approved a 12-lot subdivision called Kinross Terrace which consisted of 10 detached units and 2 attached units on a corner lot. The lot sizes for the 2 attached units were 3,916 and 4,992-sqaure feet. The other ten lots ranged from 5,476 to 30,208-square feet. One of the attached units was deed restricted at a sales price affordable to moderate income households, pursuant to state and federally approved income limits, where households spend no more than 35% of their income on housing costs. The unit will be maintained as affordable for a 45-year period, through a deed of trust executed by the eligible buyer.

Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs
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Program 8.4 Revise the Duplex Residential District (D-3) to encourage home ownership. Responsibility: Community Development Department Time Frame: Revise zoning code in 2005 Funding: None required	The City has processed a condominium conversion through a Parcel Map Waiver on two duplex units located at 1275 Sheppard Court. The 2 units are zoned Duplex Residential (D-3) and the conversion allowed for separate ownership of the units
Program 8.5 Adopt development standards for duplex condominiums. Responsibility: Community Development Department Time Frame: Revise zoning code by the end of 2004 Funding: None required	No action taken, although there is a newly constructed project approved in the D-3, Duplex district at 1717 Almond Ave., which includes two single-family units.
Program 8.6: Lobby the State Legislature to address the issue of construction defect law as it inhibits the development of multifamily housing and shared wall construction. Responsibility: City Manager and City Council. Time Frame: 2002 Funding: None required	No action taken; State legislation in 2002 addressed this issue.
Policy 9: Consider the reuse of institutional sites, such as schools, hospitals, and post offices, for residential purposes consistent with other community needs.	
Program 9.1: The City will identify appropriate secondary uses for all institutional sites in the City, as they become available. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	Ongoing; no sites have become available since the Housing Element was adopted.

Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs
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Availability of Land	
Policy 10: Provide an adequate supply of residentially zoned land at sufficient densities to accommodate existing and future housing needs, so long as such development does not jeopardize hillside vistas, open space resources or natural features. *(Meas. P, Ord. 1781, 11/5/91)*	
Program 10.1: Consistent with the Growth Limitation Plan, conduct periodic inventories of vacant land, underutilized land and inappropriately zoned sites to determine their suitability for more intense residential use. Provide copies of the vacant and underutilized land inventory for public distribution at the counter. Responsibility: Community Development Department Time Frame: First sites inventory completed in 2001; update inventory at least once a year Funding: None required Quantified Objectives: Ensure provision of sites to meet the City's remaining RHND of 765_units (277 very low-, 153 low-, 278 moderate-income, and 57 above moderate income units)	Vacant and underutilized properties were identified in *General Plan 2025*, which was adopted in April 2006.
Program 10.2: Identify Community Development Block Grant (CDBG), RDA Housing Fund, City revolving bond funds and other sources of funding to assist with the purchase of land for affordable housing. Responsibility: Community Development Department Time Frame: At least once a year, evaluate the feasibility of pursuing additional funding from other sources, such as HCD and HUD Funding: None required	In 2007, the City set aside $2.8 million of CDBG, RDA and In Lieu Fees for land acquisition and new construction of affordable housing. $860,000 was expended towards the development of Casa Montego II, 33 units of very low income senior housing, and the remaining amount was earmarked for the acquisition land suitable for a new affordable housing development.

Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs
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Program 10.3: Keep and maintain a list of sites potentially suitable for affordable housing. Responsibility: Community Development Department Time Frame: Update sites inventory at least once year Funding: None required	A list of suitable sites is maintained within Appendix B of the Housing Element.
Program 10.4: Keep and maintain a list of housing proponents and provide information regarding affordable housing projects and potential housing opportunities to these organizations and individuals on an as needed basis. Responsibility: Community Development Department Time Frame: Update list of housing proponents at least once year Funding: None required	The City maintains a list of individuals interested in finding affordable housing. As new affordable rental and home ownership opportunities become available in the City, information is distributed to the interest list via mail. In 2007, staff notified affordable housing developers about four land acquisition opportunities. All four sites were researched by developers for feasibility. Two of the four sites showed strong potential, and one of those is currently under negotiations.
Program 10.5: Identify sites in the Core Area where it may be appropriate to amend the General Plan to increase allowable heights to Measure A limits, for projects including a certain proportion of affordable housing units. Responsibility: Community Development Department Time Frame: As proposals are received Funding: None required	The Walnut Creek BART Station site and the Toyota dealership site on North Broadway, were identified in *General Plan 2025* as an area where the height limit should be raised up to the Measure A limits. In addition, a project that was granted a General Plan height increase, the Windsor Apartments project, went from a 35' height limit to a 50' height limit to allow for 125 units, including 13 affordable units at 2383 N. Main Street (the project is under construction as of 2007).

Program 10.6: Identify sites and specific areas where increasing height and number of stories above Measure A limits with voter approval for affordable housing projects may be desirable. Develop a voter information program and explore the community's interest in amending Measure A to facilitate affordable housing on the identified sites. Responsibility: Community Development Department Time Frame: Identify sites in 2002 and explore community interest in 2003 Funding: None required	*General Plan 2025*, which was adopted in April 2006, includes policies to facilitate community discussion about increasing the Measure A height limits for the Palos Verde Mall (located at the intersection of Pleasant Hill Road and Geary Road), the former Co-op site (1510 Geary Road), and the City owned properties on Lawrence Way.
Policy 11: Encourage the annexation of vacant land that is appropriate for residential uses.	
Program 11.1: Prezone the Pleasant Hill BART station and Park Mead areas in the City's Sphere of Influence with consideration for densities that encourage annexation (see Section III.B.3, Development in the Unincorporated Sphere of Influence). Responsibility: Community Development Department. Time Frame: Prezone areas in 2003 Funding: None required	*General Plan 2025*, which was adopted in April 2006, includes land use designations for the land around the Pleasant Hill BART station.
Policy 12: Give priority to residential land uses over other land uses if development potential is constrained by inadequate sewer and water facilities.	

Program 12.1: Through the Growth Limitation Plan, monitor the capacity of sewer and water systems. Should a constraint develop, give priority to residential land uses over non-residential land uses, regardless of the demand generated by these uses. Specifically, consistent with State law, provide priority status for water and sewer services for residential projects serving lower income households. Responsibility: Community Development Department Time Frame: Ongoing monitoring of sewer and water capacities Funding: None required	Ongoing; no constraints have developed.
Affordability	
Policy 13: Give high priority to housing that is affordable to Walnut Creek workers, first time buyers and renters of all income levels.	
Program 13.1: Continue to set aside a portion of the City's CDBG annual allocation for housing programs, consistent with the Contra Costa Consortium Consolidated Plan and the City's Annual Action Plan requirements. Responsibility: City Council and Community Development Department Time Frame: Set aside funding annually Funding: CDBG funds	The City annually sets aside 50% of the CDBG allocation for housing programs.

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Program 13.2: Continue to allocate the 20% tax-increment redevelopment funds collected for low and moderate income housing for the City's approved housing programs, which may include new construction, acquisition, and rehabilitation of affordable housing, as well as other housing programs such as first-time homebuyer assistance and affordability covenants. Responsibility: Redevelopment Agency and Community Development Department Time Frame: Set aside funding annually Funding: RDA funds	The City annually sets aside 20% of Redevelopment Agency funds toward affordable housing programs and development. In 2007, the City committed an additional $300,000 in 80% RDA funds toward housing programs and development, In 2007, the 20% set aside and $300,000 of 80% RDA funds were used to fund the City's First Time Homebuyer Program, the Home Rehabilitation Loan Program, and New Construction/Site Acquisition Program.
Program 13.3: Continue to allocate revenues generated from the early redemption of Mortgage Revenue Bonds 1984 Issue for affordable housing programs. Responsibility: City Council and Community Development Department Time Frame: Allocate funding annually Funding: City Revolving Bond funds	These funds have been committed to a new 33-unit housing development for seniors, Casa Montego II, which will be located directly adjacent to the developer's existing low-income residential facility, Casa Montego I, built in 1989.
Program 13.4: Continue to seek federal, state and local funding sources to assist low income, first time, homebuyers (mortgage assistance payments, down payment assistance, or equity sharing) Responsibility: Community Development Department Time Frame: At least once a year, set aside staff resources to research and pursue additional funding sources for affordable housing development Funding: None required	Staff leveraged the Inclusionary Housing and First Time Homebuyer Programs by modifying program requirements to be able to take advantage of CalHFA mortgage assistance.

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Program 13.5: Provide information and assistance to potential first time home buyers to participate in programs such as the East Bay Delta Lease-Purchase Homeownership Program offered by the East Bay Delta Housing Financing Authority. Responsibility: Community Development Department/City Council Time Frame: Ongoing promotion of the first-time homebuyers programs via City website and brochures Funding: East Bay Delta Mortgage Revenue Bond and other funding sources	The City provided information to Homebuyers on the ABAG-Lease Purchase Program as well as the County Downpayment Program, Mortgage Credit Certificates, CalHFA financing programs, and other assistance over the phone, on the City's website, and at First-Time Homebuyer Fairs conducted annually.
Program 13.6: Encourage sweat equity programs for the construction of homes for first time homebuyers. Responsibility: Community Development Department/City Council Time Frame: Ongoing as development opportunities arise Funding: CDBG, RDA, and City Revolving Loan funds, among others	No such opportunities arose in 2006.
Program 13.7: Continue to participate in the Mortgage Credit Certificate Program, or other similar programs. Responsibility: Community Development Department Time Frame: Ongoing promotion of the MCC program via City website and brochure Funding: MCC allocation	The City continues to market the County's Mortgage Credit Certificate program to eligible homebuyers.

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Program 13.8: Provide information to local developers and sponsors of available state and federal financing programs for rental apartment and single-family housing construction. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	The City has assisted nonprofits in their search for predevelopment and development funds.
Program 13.9: Coordinate with the Contra Costa County Housing Authority to ensure full use of the Section 8 Rental Assistance Payments Program in Walnut Creek. Responsibility: Community Development Department Time Frame: Ongoing promotion of the Section 8 program via City website and brochure Funding: HUD Section 8 allocation Quantified Objectives: Continue to assist approximately 100 very low income households with Section 8 rental assistance	Staff regularly refers residents interested in Section 8 Rental Assistance to the Contra Costa Housing Authority. To assist current Section 8 voucher recipients to find housing, staff maintains and distributes an updated Low-Income Rent-Assisted Units list.
Program 13.10: Allow density bonuses consistent with State law and the City's Growth Limitation Plan. Compliance with the Growth Limitation Plan will not limit the provision of density bonuses consistent with State law. All density bonus units shall remain affordable for the longest feasible time, but in no case less than the designated period required by State law and/or any financing sources. Responsibility: Community Development Department Time Frame: Ongoing promotion of the density bonus program to developers Funding: None required	The City allows residential projects on commercially designated properties (see Program 3.1, above), which functions as a density bonus. The City allowed density increases for residential projects, but has not received a formal request for a density bonus. In 2006, the City began drafting a density bonus ordinance to comply with newly adopted SB1818, and the proposed ordinance is scheduled to be heard by the City Council in February of 2009.

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Program 13.11: Adopt a Density Bonus Ordinance including requirements residential developers must meet to qualify for a density bonus, consistent with State law. Responsibility: Community Development Department and City Council Time Frame: Adopt Density Bonus Ordinance in 2003 Funding: None required	The City did not adopt a Density Bonus Ordinance in 2003 and the law subsequently changed with the passage of SB 1818. In 2005, the City's Housing Program Manager position became vacant, and was subsequently filled in early 2006. At that time the Community Development Department and the City Attorney's office reviewed the requirements of SB 1818, and the new Housing Program Manager began drafting a Density Bonus Ordinance in mid 2006. The City's Housing Program Manager position became vacant again in late 2006, and again in mid 2008, but other Planning Department staff has continued the work to draft the ordinance. The City anticipates adopting a density bonus ordinance consistent with State law by early 2009.
Program 13.12: Continue to give development review priority to affordable housing projects. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	The City expedites the review process for 100% affordable projects. Since all residential projects now have an affordable component they are taken on a first-come, first-served basis.
Program 13.13: Streamline and expedite the development review process for affordable housing projects by appointing a subcommittee (one representative from the Design Review Commission and one representative from the Planning Commission) to review and provide input at the time of an initial application. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	In 2007, the Affordable Housing Committee continued to operate with one member from the Planning Commission, and one ad-hoc member from the Design Review Commission. The City Council has a Housing Committee with two members who review items prior to full Council review.

Review of 2001-2006 City of Walnut Creek Housing Element Policies and Programs
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Program 13.14: Using Affordable Housing funds, provide assistance with the payment of City fees for the construction of housing affordable to people with very low and low incomes, when appropriate. Consider creation of a City Fee Deferral Program, to allow for a 5-year deferral or financing of city building permit and planning entitlement fees for affordable housing units. Responsibility: Community Development Department and City Council Time Frame: Evaluate feasibility of creating program in 2002 Funding: Affordable Housing funds	In 2007, the City committed additional funds to Casa Montego II, for 33 units of very low income senior housing. The City has not had a practice of deferring permits or fees, other than traffic mitigation fees, for affordable housing.
Program 13.15: Pursue federal, state and other available funds for affordable housing. Responsibility: Community Development Department and City Council Time Frame: At least once a year, set aside staff resources to research and pursue additional funding sources for affordable housing development Funding: None required	The City worked with nonprofits to obtain Tax Credit funds, and Multifamily Housing Program funds, as well as 202 funding from HUD. In 2005 and 2006, the City applied for, and was awarded, a Workforce Housing Reward Grant to support the development of Casa Montego II, a 33-unit development for low- and very-low-income seniors. Funds from the workforce housing reward grant were expended in 2007.
Program 13.16: Periodically write in support or otherwise advocate for additional financial resources for affordable housing as such programs advance through the legislature. Responsibility: City Council Time Frame: Ongoing Funding: None required	In 2006, the City wrote a letter in support of legislation designed to increase the County Housing Trust Fund through an increase in the County recordation fee for property deeds. The County Housing Trust Fund has not been established.

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Program 13.17: Look for opportunities to encourage the inclusion of affordable housing units in market rate housing projects consistent with the Growth Limitation Plan. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	The City adopted an Inclusionary Housing Ordinance in March 2004.
Program 13.18 Encourage the development of a Shared Housing Program, operated by a private organization or non-profit agency that would match property owners with vacant rooms with persons who are looking for shared housing opportunities. Responsibility: Community Development Department. Time Frame: Evaluate potential program and possible funding sources in 2002/03 Funding: CDBG, Affordable Housing funds	No action taken.
Program 13.19 As part of the revision of the Growth Limitation Plan, study the feasibility of a jobs/housing linkage fee to fund a Housing Trust Fund to facilitate affordable housing projects. Responsibility: Community Development Department Time Frame: Evaluate feasibility of creating linkage fee program in 2003 Funding: None required	In 2005 the City adopted a commercial development fee for an affordable workforce-housing fund.
Program 13.20: Lobby the State Legislature to require water and sewer districts to provide for fee deferrals for affordable housing projects where a certain percentage of units are reserved for low income households. Responsibility: City Manager and City Council Time Frame: 2002 Funding: None required	No action taken.

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Program 13.21: Independent of the state density bonus provisions, housing projects granted density or height increases (or other approvals allowing the development of additional residential units) should include at least 10 percent affordable units, or contribute towards affordable housing. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required Quantified Objective: 25 low income and 25 moderate-income units	The City's Inclusionary Housing Ordinance that was adopted in 2004 requires 10 percent affordable units for all multi-family residential developments that are larger than 9 units. Projects of 2-9 units can pay an in lieu fee.
Program 13.22 To the extent financially feasible, assist in the development of very low, low- and moderate-income housing units. Responsibility: Community Development Department Time Frame: Ongoing Funding: CDBG, RDA and Affordable Housing Funds Quantified Objective: 20 very low, 60 low and 30 moderate income units	The City committed an additional $1,000,000 to Casa Montego II, a 33-unit very low income senior development. Other funds budgeted for new construction/site acquisition are expected to be committed by early 2009. In 2007, the City also provided 3 first time homebuyer loans to low- and moderate-income families, one of which purchased a below market rate homes within the City.
Program 13.23 Study and adopt an inclusionary housing program and ordinance. Responsibility: Community Development Department Time Frame: 2002/2003 Funding: None required	The Inclusionary Housing Ordinance was studied in 2003, and adopted March 2004.
Policy 14: Require that relocation assistance be provided to low- and moderate-income households when private redevelopment of land occurs.	

Program 14.1: Continue to implement Ord. No. 1747 which requires applicants to provide relocation assistance to any person or family whose income does not exceed 80% of the area median income. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	Ongoing.
Special Housing Needs	
Policy 15: Support efforts to provide temporary and permanent shelter and transitional housing for homeless persons.	
Program 15.1: Continue to provide funding, when appropriate, to organizations that provide transitional housing and assist the homeless, using CDBG funds. Responsibility: Community Development Department and City Council Time Frame: Allocate funding annually Funding: CDBG funds	The City provides CDBG funds to support the County Homeless Shelter operation, Shelter, Inc.'s Emergency Shelter and Emergency Rental Assistance Program, as well as numerous organizations providing critical support services to homeless individuals and families, as well as those at risk of becoming homeless.
Program 15.2: Consider continuing funding for operation of the permanent homeless shelter in Central Contra Costa County, using CDBG or Affordable Housing funds. Responsibility: Community Development Department and City Council Time Frame: Contribution provided in 2001; consider funding annually Funding: CDBG and/or Affordable Housing funds	The City provides CDBG funds to support the County Homeless Shelter operation, Shelter, Inc.'s Emergency Shelter and Emergency Rental Assistance Program, as well as numerous organizations providing critical support services to homeless individuals and families, as well as those at risk of becoming homeless.

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Program 15.3: Continue to allow placement of emergency shelter facilities and transitional housing consistent with the zoning regulations. Responsibility: Community Development Department Time Frame: Continue to offer community residential care facilities and housing for the homeless the exemption status from the City's Growth Limitation Plan Funding: None required	No such applications were received in 2007.
Program 15.4: Continue to participate in Contra Costa Consortium for HOME and HOPWA funds for homeless, transitional, and other special needs housing. Responsibility: Community Development Department Time Frame: Allocate funding annually Funding: HOME and HOPWA funds	Projects in the City were awarded a total of $3,275,000 in HOME funds and $351,863 in HOPWA funds from the County Consortium in 2006 and 2007.
Program 15.5: Develop and initiate a program to provide services and support to the Walnut Creek homeless population. Responsibility: Community Development Department and Cultural and Community Services Department Time Frame: The Fresh Start program was developed and initiated in 1999; ongoing operation of program Funding: City homeless funds	The City of Walnut Creek works collaboratively with Fresh Start, a local non-profit that assists homeless Walnut Creek residents, and with Phoenix Programs, an organization that operates a homeless encampment outreach project. The City's housing staff strive to maintain contact with the County service providers to learn the needs of the homeless and has facilitated meetings between homeless representatives and City management. In the spring of 2004, Consortium members, other public agencies, and private service providers adopted a countywide plan to end homelessness in ten years. In 2007, the City continued to participate in the process of implementing the ten-year plan by attending monthly Contra Costa Interjurisdictional Council on Homelessness (CCICH) meetings.

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Program 15.6: Periodically monitor, through the Fresh Start program, the needs of the homeless in the Walnut Creek area. Responsibility: Community Development Department Time Frame: Monitor homeless needs at least once a year to modify program objectives if necessary Funding: City homeless funds	The City of Walnut Creek works collaboratively with Fresh Start, a local non-profit that assists homeless Walnut Creek residents, and with Phoenix Programs, an organization that operates a homeless encampment outreach project.
Program 15.7: Coordinate with the County and other entitlement cities to address the housing and social service needs of the homeless in Contra Costa County. Responsibility: Community Development Department Time Frame: Ongoing Funding: CDBG, RDA, and Affordable Housing funds, among others	The City participates in the County Consortium of jurisdictions to streamline the CDBG application process and to identify the county's highest priority housing and community development needs in order to maximize the Consortium's ability to address those needs through a collaborative funding process.
Policy 16: Encourage the development of housing accessible to people with disabilities.	
Program 16.1: If financially feasible, appropriate funds to agencies that provide services and permanent affordable housing for people with disabilities, using CDBG or Affordable Housing funds. Responsibility: Community Development Department and City Council Time Frame: Ongoing Funding: CDBG or Affordable Housing funds	The City funds Independent Living Resource, Diablo Valley Foundation for the Aging, Lions Center for the Visually Impaired, Senior Outreach Services, and other organizations serving the disabled with CDBG and CSG (General Fund) funds.

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Program 16.2: Encourage the provision of housing for people with disabilities in multifamily housing projects. Responsibility: Community Development Department Time Frame: Continue to provide exemption status under the City's Growth Limitation Plan development cap for community residential care facilities for seniors, persons with disabilities, and other persons with special housing needs Funding: None required	All City subsidized projects must be accessible to persons with disabilities.
Program 16.3: Continue to enforce the State Handicapped Accessibility and Adaptability Standards. Responsibility: Community Development Department, Building Division Time Frame: Ongoing Funding: None required	Ongoing

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Program 16.4: Study and consider zoning text amendments to the Service Commercial zoning district to conditionally allow residential care facilities. Responsibility: Community Development Department Time Frame: 2003 Funding: None required Quantified Objective: 100 residential care beds	This zoning text amendment will be considered as part of the comprehensive Zoning Ordinance update in 2008.
Program 16.5: Analyze and determine whether there are constraints on the development, maintenance, and improvement of housing for persons with disabilities, consistent with SB 520 enacted January 1, 2002. The analysis will include land use controls, permit procedures and building codes. If any constraints are identified in these areas, the City will develop a program to remove the constraints and provide reasonable accommodation for housing intended for persons for disabilities. Responsibility: Community Development Department Time Frame: Complete analysis by early 2003 and implement program by mid-2003 Funding: None required	Residential care homes for seven or more people are permitted by right in all single-family and duplex zones within the City if the occupants of the facility meet the definition of handicapped under the Fair Housing Act.
Policy 17: Continue to provide information to senior citizens regarding available senior housing programs and opportunities.	
Program 17.1: Continue to work with nonprofit organizations that provide counseling and housing services to senior citizens and low-income families throughout the City. Responsibility: Community Development Department Time Frame: Allocate funding annually Funding: CDBG funds	Through the CDBG program, the City funds Housing Rights, Inc. for tenant/landlord and fair housing services. The City also funds Pacific Community Services, Inc. with local general funds through the Community Services Grant to provide first time homebuyer classes and fairs.
Policy 18: Balance construction of senior citizen housing with the need for other types of housing in Walnut Creek.	

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Program 18.1: Conduct a study every five years to determine the housing needs of senior citizens, particularly those of low- and moderate- income. Responsibility: Community Development Department Time Frame: Conduct study every five years coterminous with the Contra Costa Consolidated Plan Funding: CDBG or Affordable Housing funds	A study determining the housing needs of senior citizens was undertaken in 2005 as part of the Contra Costa Consortium 2005-2009 Consolidated Plan.
Policy 19: Encourage the development of residential care and skilled nursing facilities for senior citizens.	
Program 19.1: Continue to grant special consideration for units that serve very low- and low-income groups. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	The City has fast tracked Villa Vasconcellos and the Casa Montego II affordable housing projects.
Program 19.2: Lobby the State legislature to allow the development of assisted living, long term nursing home beds, and board and care home units to be counted towards the Regional Housing Needs Determination (RHND) Responsibility: City Manager and City Council Time Frame: 2002 Funding: None required	No action taken
Fair Housing Opportunities	
Policy 20: Promote fair housing opportunities for all people.	

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Program 20.1: Continue to allocate funds to support local non-profit organizations for fair housing counseling and education and outreach efforts. Responsibility: Community Development Department and City Council Time Frame: Allocate funding annually and provide information on fair housing services at City Hall, library, City website, and other community facilities Funding: CDBG or Affordable Housing funds	The City contracts with Housing Rights to provide fair housing services, and provides funding to Pacific Community Services, a full service housing counseling agency.
Program 20.2: Take necessary actions to address impediments to fair housing choice identified in the Contra Costa Consortium's Analysis of Impediments to Fair Housing Choice. Responsibility: Community Development Department Time Frame: Adhere to time frame established in the Analysis of Impediments to Fair Housing Choice Funding: CDBG, RDA, Affordable Housing funds, among others	In 2005, the Consortium reviewed the Analysis of Impediments to Fair Housing Choice (AI) and found that the analysis and recommendations were still accurate. Through the consolidated planning process, the Consortium readopted the 2002 AI. Following the recommendations of the AI, the City obtained Housing Element certification, funded several housing counseling agencies, and adopted an inclusionary housing ordinance and commercial linkage fee ordinance. The City regularly works with lenders to further fair housing, and provides fair housing information resource and referral on the City's website, over the phone and in person at City Hall. The City also holds a First Time Homebuyer Fair annually, which is always attended by a certified fair housing agency, and includes a presentation on predatory lending and housing discrimination. Also, in response to feedback received from the Department of Fair Housing and Equal Opportunity, the Contra Costa Consortium is developing a strategy for increasing minority access to housing programs through expansion of brochure translations, publications and other available translation services.

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GOAL 2: To encourage energy conservation designs in residential development	
Energy Conservation	
Policy 21: Encourage the incorporation of energy conservation design features in existing and future residential development.	
Program 21.1: Continue to enforce the State Energy Conservation Standards for new residential construction and additions to existing structures. Responsibility: Community Development Department, Building Division Time Frame: Ongoing Funding: None required	Ongoing. Additionally, the City committed funding toward a 70 units of low-income senior housing that included environmentally-friendly "green" features such as a photovoltaic electrical system, solar thermal panels for hot water, recycled content carpet and ground concrete flooring, and drought tolerant landscaping.
Program 21.2: Require solar heating and cooling opportunities consistent with the Subdivision Map Act. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	Ongoing
GOAL 3: To meet Walnut Creek's regional housing needs.	
Regional Housing Needs	
Policy 22: Strive to meet Walnut Creek's share of regional housing needs.	

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Program 22.1: Attempt to produce 1,653 dwelling units between January 1, 1999 and June 30, 2006, the City's share of the region's housing needs as estimated by ABAG. Encourage the construction of at least 120 units per year for very low-, low-, and moderate-income households. Responsibility: Community Development Department Time Frame: Achieve production between January 1, 1999 and June 30, 2006 Funding: CDBG, RDA, and Affordable Housing funds, among others	The City continues to make progress towards the production of dwelling units affordable to all income levels. In 2007, construction continued on 70 units of very low-income senior housing; and construction began on 33 very low-income senior units. The City's Inclusionary Ordinance continues to generate low and moderate units within the City. All projects with 10 or more units must provide a minimum of 10% affordable units.
Policy 23: Consistent with the Growth Limitation Plan, allow the construction of at least 1,653 housing units within the City limits through June 2006. In newly annexed areas, count only new residential projects approved after the date of annexation against the residential cap.	
Program 23.1: Review the residential development cap every five years when the Housing Element is revised to determine if the number is still appropriate based on the amount and rate of residential development. Responsibility: City Council Time Frame: During 2002, the City will conduct a process to re-evaluate the Growth Limitation Plan, and determine new allocations for commercial and residential development beyond the year 2003, and to ensure that the City can realistically address its regional fair share housing allocation. Funding: None required	General Plan 2025 adopted in April of 2006 includes a policy (Policy 9.3 of Chapter 4) which states: "Establish a housing cap consistent with the Regional Housing Needs Determination allocation assigned to the City of Walnut Creek and exempt affordable units from the cap. Review the cap every 5 years for its adequacy in meeting the City's regional housing needs allocation."
Policy 24: Exempt the following residential projects from the traffic standards of the Growth Limitation Plan. a. Golden Triangle Replacement Housing b. Affordable Housing c. Housing in close proximity to BART (density bonus units) Housing units developed under these three exemptions are deducted from the development cap.	

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Program 24.1: Complete construction of the residential development in the Mixed Use District that complies with the conditions of approval for the three Golden Triangle office projects as described in Section III of the Element. Responsibility: Community Development Department Time Frame: Continue to offer exemption status under the Growth Limitation Plan for mixed-use development that meets the replacement housing conditions set forth in the Golden Triangle Funding: None required	See Program 2.1, above
Program 24.2: During revision of the Growth Limitation Plan in 2002, develop a plan that includes exemptions for affordable housing, including affordable housing for seniors and families in both rental and ownership housing projects, with provisions to encourage the development of housing affordable to large families. Ensure affordable housing meets state and federal affordability and income guidelines. Revise the Growth Limitation Plan to allow affordable housing projects qualifying for a state density bonus to be exempt from the Plan as well. Monitor and review the development cap to ensure that the regional housing needs for the current and future housing element update cycles are accommodated. Responsibility: Community Development Department Time Frame: Develop plan in 2002/03 Funding: None required	See, Program 23.1, above. In addition, in 2003, the City Council amended the preference criteria to award additional points to mixed use (residential) projects, to projects which exceed the City's minimum requirements for affordable housing for seniors or large families, for projects which meet or exceed the midpoint residential density for that land use designation, and for residential projects that incorporate affordable units developed in partnership with community-based or non-profit organizations. These new preference criteria eliminate any potential constraint that could have been imposed by the Traffic Weighted Point System on residential projects.

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Program 24.3: Provide exemptions in the revised Growth Limitation Plan for units in close proximity (approximately one-half mile) to BART. Responsibility: Community Development Departments Time Frame: 2003 Funding: None required	No action taken, although the Growth Limitation Plan does include an exemption for density bonus units within close proximity to BART.
Policy 25: Assure that the goals, implementation measures and specific housing programs in this document are pursued within the established time frame to the extent possible and continue to be compatible with other elements of the General Plan.	
Program 25.1 Report to the Planning Commission and City Council annually on the Housing Element programs and the City's progress toward meeting its affordable housing goals. Responsibility: Community Development Department Time Frame: Report on progress annually Funding: None required	City staff reports to Council annually with the adoption of the City Budget.
Policy 26: Support a regional approach to solving the housing problems that cannot be solved by individual jurisdictions.	
Program 26.1: Support the efforts of the Contra Costa County Housing Authority to increase the supply of affordable housing in Contra Costa County. Responsibility: City Council Time Frame: Ongoing Funding: None required	The City worked with countywide jurisdictions on the formation of a Contra Costa Housing Trust Fund. The City's adoption of the Inclusionary Housing Ordinance assisted Concord and Pleasant Hill and Contra Costa County in the adoption of similar ordinances, and Contra Costa County, Orinda, Lafayette and Moraga have considered similar ordinances.

Program 26.2: Consider providing financial support to public and nonprofit agencies that provide services for special housing needs. Responsibility: City Council Time Frame: Allocate funding annually Funding: CDBG, RDA, and Affordable Housing funds, among others	The 70-unit senior housing development on Geary serves special needs populations in 33% of the units, very low income seniors, and includes 3 HOPWA (Housing Opportunities for People with AIDS) units. The 33-unit development on La Casa Via will also serve very low-income seniors.
GOAL 4: To protect and conserve the existing housing stock where possible and appropriate.	
Housing Preservation	
Policy 27: Conserve the City's existing housing stock including existing rental housing and single-family homes that are affordable to low and moderate income households.	
Program 27.1: Review and revise the zoning code, as necessary, to ensure that adequate protection exists to prevent the replacement of existing units with larger units that are not in keeping with neighborhood character. Responsibility: Community Development Department Time Frame: Review and revise zoning code by the end of 2002 Funding: None required	The Zoning Ordinance was amended in 2002 to include additional design review thresholds and criteria for oversized homes.

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Program 27.2: As a condition of approval on projects that receive density bonuses, prohibit the conversion of affordable housing units to market rate rents, through regulatory agreements and/or recordation of deed restrictions which ensure affordability for the longest feasible time but in no case less than the designated period required by State law and/or any financing sources. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	City-funded projects as well as inclusionary units are required to have a 45-year term of affordability if ownership, and a 55-year term if rental.
Program 27.3: Work with the owners of housing projects that are at risk of converting to market rate rents within 10 years and develop a program for long-term preservation of these units. Responsibility: Community Development Department Time Frame: Ongoing monitoring of at-risk housing status; ensure that the property owner notify tenants of potential risk at least one year prior to conversion eligible date pursuant to State and federal requirements; work with nonprofit organizations to pursue preservation of at-risk units as affordable housing Funding: CDBG, RDA, and Affordable Housing funds, HCD and HUD At Risk Housing Preservation funds, among others Quantified Objectives: Work to preserve the 79 units at risk due to expiration of Section 8 contract	No action taken.

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Program 27.4: Continue the residential rehabilitation loan program to provide loans, using CDBG funds or other sources of funds, to low- and moderate-income households for single-family housing rehabilitation and maintenance. Responsibility: Community Development Department and City Council Time Frame: Ongoing Funding: CDBG or other housing funds Quantified Objectives: Provide rehabilitation assistance to 2 low- and moderate-income households annually for a total of 10 households over five years	In 2007, the City spent approximately $226,000 in rehabilitation loans and grants.
Program 27.5: Participate in residential rehabilitation programs and consider allocating a portion of CDBG or other sources of funds to agencies administering these programs. Responsibility: Community Development Department Time Frame: Annually assess allocation to residential rehabilitation programs Funding: CDBG or other housing funds	The rehabilitation program is funded by City CDBG and RDA funds and is administered by County Rehab staff under City staff supervision.
Program 27.6: Continue to regulate the conversion of condominiums as required in Article 7 of the Walnut Creek Subdivision Ordinance, which pertains to condominium conversion. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required	The City is monitoring the conversion of a 340-unit rental housing development on Marchbanks Drive, and a 174 unit rental development on Creekside Drive.

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Program 27.7: Investigate complaints and take appropriate action about Building and Housing Code Violations in single-family and multiple family rental housing. Responsibility: Community Development Department, Building Division Time Frame: Ongoing Funding: None required	The City Housing staff works with the Building Inspection Supervisor and the Code Enforcement Supervisor to follow up on code violation complaints.
Program 27.8: Lobby State legislators to review and revise the State's requirements (AB 438) for qualifying rehabilitated, rent-restricted units for credit towards meeting regional fair share housing requirements. Responsibility: City Manager and City Council Time Frame: Ongoing Funding: None required	No action taken.
Program 27.9: Require new multifamily residential projects involving demolition of residential units that are affordable to low and moderate income households to include an equivalent number of affordable housing units. This program applies to residential units affordable for at least one year prior to demolition. Responsibility: Community Development Department Time Frame: Ongoing Funding: None required Quantified Objective: Replacement of existing units.	The City requires that units that are 30 years old or newer be replaced if they are demolished.
Policy 28: Encourage the relocation of structurally sound housing units scheduled for demolition to compatible neighborhoods when appropriate land can be found.	

Program 28.1: Notify the public prior to the sale of any homes acquired for any public improvement project. Responsibility: Community Development Department. Time Frame: Ongoing Funding: None required	Ongoing; no homes have become available since the Housing Element was adopted.