



HOUSING POLICY  
DEVELOPMENT, HCD

MAR 28 2011

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West Sacramento, CA 95691

City Council  
City Manager  
City Clerk  
Human Resources  
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Building  
(916) 617-4683

Public Works &  
Community Development  
Planning  
Engineering  
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Redevelopment  
Economic Development  
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Refuse & Recycling  
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**FIRE**  
2040 Lake Washington Boulevard  
West Sacramento, CA 95691

Administration  
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**POLICE**  
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West Sacramento, CA 95605

Administration  
(916) 617-4900

Code Enforcement  
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**PUBLIC WORKS**  
1951 South River Road  
West Sacramento, CA 95691  
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March 16, 2011

California Department of Housing and Community Development  
Division of Housing Policy Development  
P.O. Box 952053  
Sacramento CA 94252-2053

Re: Housing Element Annual Report

Dear Housing Policy Development Staff:

As required by Government Code section 65400, enclosed please find the City of West Sacramento's Housing Element Annual Report for the period covering January 1, 2010 to December 31, 2010. We are pleased to report that the City has made significant progress in achieving a number of Housing Element Programs, such as:

- **Program 1.4 – Redevelopment Project Area Goals:** During the reporting period, Parkside at Sycamore, a new multi-family affordable housing project, was completed. Parkside provides 48 very low-income units, 13 low-income units and 1 market rate unit.
- **Program 1.6 – Pursue State and Federal Funding:** The City/Agency applied for (or supported) and was awarded the following grant applications for the construction of affordable housing during the reporting period:

<b>Grant Type</b>	<b>Amount</b>
Multi-family housing program grant for the BRIDGE housing project	\$4,981,230
NSP Grant for foreclosed single family home acquisition, rehabilitation and resale	\$1,047,543
CDBG General allocation grant for first time homebuyers, multi-family rehab, and a universal preschool	\$600,000
CalHome grant for mobile home park unit rehab and replacement	\$1,000,000
HOME Investment Partnerships Program grant for first time homebuyers	\$800,000
<b>Total</b>	<b>\$8,428,773</b>

- Program 3.1 – Energy Conservation:** The City is continuing to work with PG&E to promote energy efficiency, conservation opportunities, and assistance programs for residents and business interests. In 2009, the City applied for and received a \$108,953 EECBG grant for energy upgrades at multi-family projects. During the reporting period staff worked on implementation of the project by conducting outreach to multifamily property owners within the city. In 2010, the City adopted a Green Building Ordinance to encourage sustainable building practices within the City.
- Program 5.1 – Local, State and Federal Funding for Infrastructure:** The City applied for and was awarded two grant applications for infrastructure improvements during the reporting period:

<b>Grant Type</b>	<b>Amount</b>
Statewide Park Development Grant for the construction of Sycamore Park	\$4,106,374
CalTrans Transportation Planning Grant for completion of a bicycle, pedestrian and trails master plan	\$120,000
<b>Total</b>	<b>\$4,226,374</b>

California Department of Housing and Community Development  
Division of Housing Policy Development  
March 16, 2011  
Page 3

The report will highlight other areas where the City has made progress and where program objectives have not been met. Be assured that City Staff is working arduously to meet our Housing Element program objectives. Should you have any questions on the Report, please do not hesitate to contact Kathy Allen at 916-617-4555.

Sincerely,



Charline Hamilton  
Director of Community Development

enclosure

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202 )

Jurisdiction City of West Sacramento  
 Reporting Period 1-Jan-10 - 31-Dec-10

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

1 Project Identifier (may be APN No., project name or address)	2 Unit Category	3 Tenure R=Renter O=Owner	4 Affordability by Household Incomes				5 Total Units per Project	5a Est. # Infill Units**	6 Housing with Financial Assistance and/or Deed Restrictions		8 Housing without Financial Assistance or Deed Restrictions	
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income			Assistance Programs for Each Development See Instructions	Deed Restricted Units See Instructions		Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
Parkside at Sycamore (2115, 2121, 2129 West Capitol Ave)	5+	R	48	13		1	62	62	None	Inc.	NA	
(9) Total of Moderate and Above Moderate from Table A3			48	13	0	134	134					
(10) Total by income Table A/A3			48	13		135	196	62				
(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 West Sacramento  
Reporting Period 1-Jan-10 - 31-Dec-10

**Table A2**  
**Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65883.1(c)(1)**

Please note: Units may only be credited to the table below when a jurisdiction has included a program, it's housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.(c)(1)

Activity Type	Affordability by Household Incomes				(4) Description of Activity Including Housing Element Program Reference
	Very Low-Income	Low-Income	Moderate-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

**Table A3**  
**Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)**

No. of Units Permitted for Moderate	1.	2.	3.	4.	5.	6.	7.
	Single Family	2 - 4 Units	5+ Units	Second Unit	Mobile Homes	Total	Number of Infill units*
No. of Units Permitted for Above Moderate	111	6	15		2	134	6

\* Note: This field is voluntary

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202 )

Jurisdiction City of West Sacramento  
 Reporting Period 1-Jan-10 - 31-Dec-10

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.		RHNA Allocation by Income Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level	Year 1		Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9			
Very Low	Deed Restricted	912	2	20	60	0	48	0				130	782
	Non-deed restricted												
Low	Deed Restricted	829	19	23	73	4	13	2				134	695
	Non-deed restricted												
Moderate	Deed Restricted	1,075	19	13	6	1	0	0				39	1,036
	Non-deed restricted												
Above Moderate		2,531	1,054	499	326	100	108	134				2,231	300
Total RHNA by COG.													
Enter allocation number:		5,347										2,534	
Total Units			1,104	555	465	105	169	136					2,813
Remaining Need for RHNA Period													

TABLE C

PROGRAM IMPLEMENTATION STATUS

PROGRAM IMPLEMENTATION STATUS			
Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including progress in removing regulatory barriers as identified in Housing Element.		
Name of Program	Objective	Deadline in H.E.	Status of Program Implementation
1.1 Vacant Land Inventory to Accommodate Future Housing Needs	Evaluate housing production by type and affordability in the City every two years. Analyze housing production against sites identified in the land inventory. Maintain an adequate supply of land.	Update in 2008, 2010 and 2012	The vacant land inventory was last updated in 2008 as part of the Housing Element update. The update revealed an adequate number of vacant and underdeveloped sites to accommodate its fair-share housing allocation through 2013. Vacant and underdeveloped sites are capable of supporting 12,294 new units, with a surplus capacity of 7,967 housing units. Due to staffing constraints the vacant land inventory was not updated in 2010. The next update to the Vacant Land Inventory is scheduled to be completed in 2012.
1.2 Inclusionary Housing Requirements for Residential Development	Enforce inclusionary housing ordinance for new construction. Rental: 5% affordable each to very low-, low-, and moderate-income households. Ownership: 5% affordable to low-income households; 10% affordable to moderate-income households.	On-going	Due to the economic downturn, minimal housing construction occurred within the City in 2010. During the reporting period, two inclusionary units were constructed. City staff continues to work with developers to implement of the Inclusionary Housing Ordinance. Staff drafted changes to Chapter 15.40 (city wide Inclusionary Housing Ordinance) and will present the changes to the City Council in 2011.
1.3 Density Bonuses	Update the Affordable Housing Density Bonus implementing ordinance (Chapter 17.48) Construct 10 affordable units through the density bonus.		A draft updated Density Bonus ordinance has been developed but was not presented for public comment during the reporting period. This program will be delayed until the later years of this planning period due to the economic downturn.
1.4 Redevelopment Project Area Goals	Increase affordable housing stock within the West Sacramento Redevelopment Project Area by	On-going	The City continues to implement Chapter 15.10 of the Municipal Code regarding inclusionary housing requirements in the Redevelopment Project Area. During the reporting period, all units at the Parkside at Sycamore project were completed.

	developing 10 affordable units per year with the requirement that: 30% are developed or rehabilitated in the Redevelopment Project Area and affordable to low- and moderate-income households (of which half must be very low-income). 15% of units developed or rehabilitated by other entities (public or private) be affordable (of which 40 % must be very low-income).		Parkside is a new multi-family affordable housing complex that provides 48 very low-income units, 13 low-income units and 1 market rate unit. In 2010 the City received a \$1,047,543 NSP grant for foreclosed single family home acquisition, rehabilitation, and resale. The City purchased and rehabilitated 10 homes, 6 of which have been resold to low-income owners.	
1.5	Secondary Dwelling Units	Permit 5 secondary units during planning period.	On-going	While the Community Development Department believes that some secondary dwelling units were completed during the reporting period, a separate tracking system for the development of secondary units has not been implemented.
1.6	Pursue State and Federal Funding	Pursue sufficient State and Federal funding to achieve the City's new construction objectives of 289 extremely low-income units, 290 very low-income units, 527 low-income units, and 685 moderate-income units.	On-going	The City/Agency applied for (or supported) and was awarded the following grant applications during the reporting period: a \$1,047,543 NSP grant for foreclosed single family home acquisition, rehabilitation, and resale; a \$600,000 CDBG General Allocation Grant for first time homebuyers, multifamily rehabilitation, and a universal preschool; a \$1,000,000 CalHome grant for mobile home park unit rehabilitation and replacement; a \$4,981,230 multifamily housing program grant for the BRIDGE housing project; and a \$800,000 HOME Investment Partnerships Program grant for the first time homebuyer program..
1.7	Site Assembly by the Redevelopment Agency	Assemble parcels for one affordable housing project between 2008 and 2013.	On-going	The Agency maintains a Land and Vacant Land Inventory to assist in assessing potential sites for development. No sites were purchased/assembled by the Redevelopment Agency during the reporting period.
1.8	Manufactured Homes	Continue to allow construction of new mobile home parks and/or manufactured home subdivisions.	On-going	Information on the development of manufactured housing is provided at the City's permit counter and is available on the City's website. No sites have been identified for a new Mobile Home Park and no proposals have been submitted for new mobile home parks or manufactured home subdivisions. During the reporting period, staff continued work on a non-profit mobile home park study.
1.9	Homebuyer Assistance	Assist 60 lower-income homebuyers	On-going	The City continued to contract with the Home Loan Counseling Center to administer the First Time Homebuyer Program and provide first time homebuyer courses to applicants. During the reporting period, one low-income first time homebuyer received down payment assistance from the City's First Time Homebuyer Program, for a total of \$73,500. Funds for the down payment assistance loan came from CDBG program income.

1.10 Cooperation with Affordable Housing Providers	Complete at least one affordable housing project with the WSHDC or another housing developer.	On-going	The Agency provided an additional \$1.45 million loan to the West Sacramento Housing Development Corporation for the acquisition of a 22 unit multifamily property, which units were combined with the acquisition of two previous properties (Patos de Castillo) to create Patos/River Rose. The rehabilitation of all units at Patos/River Rose was completed in October 2009, which created a total of 33 very low-income units and 12 low-income units.
1.11 Annual Report on Housing Element Implementation	The City will prepare an annual report to the City Council (as required by Government Code Section 655400) on achievements in implementing housing programs and meeting the objectives of the City's Housing Element. The report will include activities of all City departments responsible for implementing programs contained in the HE.	On-going	This report is being prepared for review by the City Council. Staff submits the Housing Element Annual Report every year for review and comment.
1.12 Address Housing Constraints	Update the zoning code, density bonus ordinance, and mobile home park ordinance to conform to current State law requirements and remove constraints on the development of housing affordable to all income levels.	On-going	Planning and Housing staff met to discuss changes to the zoning code related to SB 2. Staff amended the City Zoning Ordinance in October 2010 to add a section for non conforming mobile home parks. This addition of this section provides mobile home park owners greater flexibility to make infrastructure improvements at existing mobile home parks, many of which are non-conforming due to their size.
1.13 Minimum Density of 20 dwelling units per acre in R-3 zones	Ensure that available sites are developed at densities greater than the minimum densities and an adequate number of housing units are developed to meet future housing needs.	On-going	The City of West Sacramento is currently revising its General Plan. It is anticipated that the revised General Plan will be adopted in late-2011. The City's General Plan DEIR, which is currently being developed, will require all R-3 land to be developed at a minimum density of 20 du/acre.
1.14 Establish Urban Design Standards for the Triangle Specific Plan Area	Adopt Urban Design Standards for the Triangle Specific Plan area to encourage denser development and consider the results of the fee study to reduce development impacts fees.	On-going	City staff worked on development of the Urban Design Standards for the Bridge District (formerly known as the Triangle) throughout the 2009 reporting period. The City Council approved the Bridge District design standards in February 2010. In February 2010 the City Council approved a new financing structure for the Bridge District. The Bridge District land owners approved the final formation of the Community Facilities District during the reporting period.
2.1.1 Housing Rehabilitation (Single-family)	Assist in rehabilitating 15 housing units per year with funding provided by all applicable programs.	On-going	Mercy Housing California continues to administer the City's Residential Rehabilitation Program, which provides low-interest loans and grants to low-income owner-occupant residents of single family homes and mobile homes. The current economic downturn has severely affected successful program implementation. The loss of home equity has reduced the pool of potential applicants for the program. During the reporting period, ten grants and one loan were approved through the City's Residential Rehabilitation Program for a total of \$170,675.

			In 2010 the City received a \$1,047,543 NSP grant for foreclosed single family home acquisition, rehabilitation, and resale. The City purchased and rehabilitated 10 homes, 6 of which have been resold to low-income owners.
2.1.2 Housing Rehabilitation (Multifamily)	Assist in rehabilitating 25 housing units per year with funding provided by all applicable programs.	On-going	The current economic downturn has severely affected successful program implementation. The loss of equity in multifamily properties has reduced the pool of potential applicants for the program. During the reporting period no units were rehabilitated.
2.2 Preservation of Affordable Rental Housing	Continue to maintain the affordability of subsidized rental housing in the City. (See also Program HE-PR-2.3)	On-going	No rent restricted units were at risk of converting to market rate rents during the reporting period.
2.3 Preservation of Mobile Home Parks	Assist all mobile home parks through this strategy.	On-going	In 2008, City staff applied for and received a \$125,000 CDBG grant for mobile home infrastructure improvements. During the reporting period, staff worked on implementation of the program. The City's Mobile Home Park Improvement Program provides forgivable loans to mobile home park owners for infrastructure improvements while requiring park owners to adhere to set operating standards and to offer long-term leases to residents. In 2010, the City approved a \$90,000 loan to Agape Mobile Home Park for electrical upgrade improvements to all mobile homes in the park. The upgrades includes installation of a new transformer pad and stubbed conduits, providing and installing new 100-amp pedestals to all 54 mobile home spaces, and installing underground electrical lines to provide 100-amp service to all trailer pedestals
3.1 Energy Conservation	Increase public awareness and information on energy conservation opportunities and assistance programs for new and existing residential units and comply with State energy conservation requirements. See Programs HE-PR-1.6 and 1.11.	On-going	The City is continuing to work with PG&E to promote energy efficiency, conservation opportunities, and assistance programs for residents and business interests. In 2009, the City applied for and received a \$108,953 EECBG grant for energy upgrades at multi-family projects. During the reporting period staff worked on implementation of the project by conducting outreach to multifamily property owners within the city. In 2010, the City adopted a Green Building Ordinance to encourage sustainable building practices within the City.
4.1 Mixed-Use Development	Support construction of 150 housing units in one or more mixed-use projects between 2008	On-going	During the reporting period, construction was completed on Parkside at Sycamore, a planned 62-unit mixed-use development on West Capitol Avenue near the intersection of Sycamore Avenue. The project, approved by the City in 2007,

		and 2013. See Programs HE-PR-1.6 and 1.11.		includes 61 units of affordable housing, an on-site manager's unit, a 2,200 square foot community center, and a 1,600 square foot retail space. In 2007, the Redevelopment Agency committed up to \$4,500,000 in Housing Set-Aside Funds for this project.
5.1	Local, State, and Federal Funding for Infrastructure	Support infrastructure improvements for 50 units of affordable housing, including new construction and/or revitalization in older neighborhoods. See Program HE-PR-1.6.	On-going	The City/Agency applied for and was awarded two grant applications for infrastructure improvements during the reporting period: a \$4,106,374 Statewide Park Development Grant for the construction of Sycamore Park and a \$120,000 CalTrans Transportation Planning Grant for completion of a bicycle, pedestrian and trails master plan. Both of these grant awards will support new housing in the Redevelopment Project Area.
6.1	Yolo County Homeless Services Coordination Program	Maintain support, services, and facilities to assist West Sacramento homeless residents.	On-going	The City continues to provide \$20,029 annually to fund the Homeless Service Coordination Project. The 10 Year Plan to End the Homelessness was adopted in April, 2010. Yolo County 10 Year Plan Executive Commission was established in May 2010 to implement the 10 Year Plan. The plan, among other things, seeks to reduce the number of homeless by creating more humane and more economical systems to serve people experiencing homelessness. City staff attends monthly meetings and sits on the Executive Committee of the Yolo County Homeless and Poverty Action Coalition. Staff also participates in quarterly Northern California Homeless Roundtable workshops.
6.2	Section 8 Rental Assistance	Inform rental property owners who have been assisted with public funds, their obligations regarding the Section 8 voucher program and ensuring rental units are available to Section 8 voucher holders.	On-going	As part of the Affordable Housing Monitoring Program, City staff continues to work with properties with Regulatory Agreements to inform them about Section 8 Vouchers.
6.3	Equal Housing Opportunity	Promote and ensure compliance with State and Federal fair housing requirements; continue financial support of, and participation in, local joint power agreements to promote fair housing.	On-going	The Human Rights-Fair Housing Commission of Sacramento continues to provide and promote fair housing services in West Sacramento. The City participates in a bi-annual fair housing event sponsored by the Human Rights/Fair Housing Commission of Sacramento. Fair housing information and links are available on the City's website at: <a href="http://www.cityofwestsacramento.org/city/depts/hci/fairhousing.asp">http://www.cityofwestsacramento.org/city/depts/hci/fairhousing.asp</a>
6.4	Emergency Shelter and Transitional Housing	Continue to implement current zoning and permitting for homeless facilities and services.	On-going	The City continues to allow existing and new emergency shelter/transitional housing according to Chapter 17.23 of the Municipal Code, which identifies appropriate sites for such facilities and establishes clear guidelines for the development and

			management. No applications have been received for new emergency shelter/transitional housing facilities. The Broderick Christian Center, which manages a Transitional Housing Program, continues to operate in the City.
6.5 Accessibility for Persons with Disabilities	Increase accessibility in housing for persons with disabilities through facilitation of development, maintenance, and improvement of new and existing housing.	On-going	The City's Planning and Building Divisions enforce State and Federal accessibility requirements on new developments. A reasonable accommodation ordinance, to provide exception in zoning and land-use for housing for persons with disabilities, is yet to be adopted by the City.
6.6 Special Housing Needs	Collaborate with one or more affordable housing developers and secure sufficient funding to develop at least one special needs housing project between 2008 and 2013.	On-going	City staff continues to work with builders on inclusionary housing requirements to ensure housing will meet the needs of all household types. While staff works with housing developers to provide affordable housing for special needs groups, no specific incentives have been created for special needs housing. Parkside at Sycamore, which is a 62-unit multi-family project, provides 7 units for extremely low income households. The project is expected to attract families and it is anticipated that large families, single-parent households, and female-headed households will reside at the project. Parkside at Sycamore was completed during the reporting period. Full implementation of this objective has been delayed due to limited financing for housing projects in the current economic climate.
6.7 Condominium Conversion Ordinance	To assist in the prevention of the loss of affordable housing units through conversion to condominiums. Develop a condominium conversion ordinance when needed.	On-going	The City's condominium conversion ordinance needs to be updated; however, this program will be delayed until the later years of this planning period due to the economic downturn.