DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name:
City of Westmorland

HOUSING POLICY
DEVELOPMENT, HCD

APR 07 2011

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Reporting Period by Calendar Year:
From January 1, 2010 to December 31, 2010

Submitted to:

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Division of Housing Policy Development
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-and-

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

Jurisdiction City of Westmorland

Reporting Period January 1, 2010 - December 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	
single family				1			1				
single family						1	1				
(9) Total of **Moderate and Above Moderate** from Table A3 ►											
(10) Total by income Table A/A3 ►				1		1	2				
(11) Total **Extremely Low-Income** Units*											
* Note: These fields are voluntary											

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section65583.1(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 which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

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

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

* Note: This field is voluntary

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.			2006	2007	2008	2009	2010					Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	61											61
	Non-deed restricted												
Low	Deed Restricted	42											33
	Non-deed restricted		4	3		1	1					9	
Moderate	Deed Restricted	40											40
	Non-deed restricted												
Above Moderate		113	7	1			1					9	104
Total RHNA by COG. Enter allocation number:		256	11	4	0	1	2					18	238
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

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

Table C – Program Implementation Status

Program Number	Activity	Timing	Responsibility	Accomplishment
Goal A-1: Provide governmental framework for the development and implementation of a successful housing program.				
A-1-1	Identify funding to update zoning ordinance	1st Quarter 2009	Planning C&ED	The City is looking to secure funding to complete this Zoning Code update. The City applied for a CDBG grant in 2009 as well as for the highly competitive Prop. 84 funding and was not awarded either grant. Due to the lack of funding, the City has not been able to staff a position to pursue additional funding sources at this time. The City plans to pursue the most recent round of CDBG grants due in May 2011 in hopes of securing funding to complete this Zoning Code update.
A-1-2	Complete update to meet all laws, codes	December 2009	Planning City Council	The City is looking to secure funding to complete this Zoning Code update.
A-1-3	Complete update to include new zones and amend existing ones	December 2009	Planning	The City is looking to secure funding to complete this Zoning Code update.
A-2-1	Adopt new building codes	3rd Quarter 2009	Planning City Council	No new building codes have been adopted.
H-1-1-1	Develop list of developers to get input for strategies	2nd Quarter 2009	Planning C&ED	Due to lack of funding, the City has not been able to staff a person to complete this list.
H-1-1-2	Survey cities to identify successful processes	1st Quarter 2010	Planning C&ED	Due to lack of funding, the City has not been able to staff a person to complete this survey.
H-1-1-3	Coord w/HCD to become aware of new programs and laws	Immediate and On-going	Planning C&ED	The City plans to pursue the most recent round of CDBG grants due in May 2011.
H-1-2-1	Use RDA set-aside funds for minor programs	Annually at Budget	City Clerk RDA Board C&ED	The City is waiting to see what happens with redevelopment funds and whether the funds will be taken away before committing to any projects.

Program Number	Activity	Timing	Responsibility	Accomplishment
Goal H-1: Increase availability of permanent housing for all social and economic segments of the City.				
H-1-2-2	Apply for HCD CDBG, HOME, Prop 1C	2009 through 2013	C&ED	The City applied for a CDBG grant in 2009 as well as for the highly competitive Prop. 84 funding and was not awarded either grant. Due to the lack of funding, the City has not been able to staff a position to pursue additional funding sources at this time. The City plans to pursue the most recent round of CDBG grants due in May 2011 in hopes of securing funding to complete this Zoning Code update.
H-1-2-3	NSP Funds from State of California	Immediate	C&ED	Due to the lack of funding, the City has not been able to staff a position to pursue additional funding sources at this time.
H-1-2-4	USDA-RD funds	1st Quarter 2009	C&ED	Due to the lack of funding, the City has not been able to staff a position to pursue additional funding sources at this time.
H-1-2-5	Continue to meet with developers and monitor zone changes; update maps at annual report time	Immediately and on-going	City Clerk Planning C&ED	Due to the lack of funding, the City has not been able to staff a position to meet with developers. During the year 2009–2010, the City only processed 1 building permit for the construction of a single-family home. The economic downturn has affected the housing market in Westmorland, and developers have not pursued any new residential projects in the City.
H-1-2-6	Technical assistance to public and private developers	Immediate	City Clerk Planning C&ED	During the year 2009–2010, the City only processed 1 building permit for the construction of one single-family home. The economic downturn has affected the housing market in Westmorland, and developers have not pursued any new residential projects in the City.
H-1-2-7	Continue one-stop front counter processing.	Immediate and On-going	City Clerk Building Planning	The City has put together a packet of information that they provide to developers.
H-1-2-8	Update ministerial procedures for multifamily and other land uses.	Immediate and On-going	Planning City Council	No changes have been made to the City's ministerial procedures.

Program Number	Activity	Timing	Responsibility	Accomplishment
H-1-2-9	Regularly update marketing brochure of programs and financing	On-going	City Clerk Planning C&ED	City staff is in the process of reviewing the City's current brochures and will make necessary revisions this year.
H-1-2-10	Publish housing element and annual plans; plan workshops as necessary	3rd Quarter 2009	City Clerk Planning C&ED	The City will be adding the Housing Element to the website this quarter.
H-1-2-11	Adopt tiered environmental reviews	When hire new personnel	Planning City Council	The City's environmental review has been left in place due to the lack of staffing and development interest.
H-1-3-1	Funding for in-fill small developments	3rd Quarter 2009	City Clerk Planning C&ED	No residential development has occurred during 2009—2010.
H-1-3-2	Investigate CalHFA	4th Quarter 2009	City Clerk Planning C&ED	The City does not have the staff to pursue CalHFA.
H-1-4-1	Participate w/County to reduce homelessness	January 2009 Annually	City Clerk Planning C&ED	The City has not been approached about doing a countywide homeless count but would be willing to participate if one is planned.
H-1-5-1	Permit emergency shelters in Industrial zones	By element annual date	Planning C&ED	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.
H-1-6-1	Define SRO and allow in multifamily zones by right	By element annual date	Planning City Council	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.
H-1-6-2	Define Supportive Housing and allow where multifamily is permitted	By element annual date	Planning City Council	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.
H-1-6-3	Define transitional housing and allow where multifamily is permitted	By element annual date	Planning City Council	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.

Program Number	Activity	Timing	Responsibility	Accomplishment
H-1-6-4	Encourage developers to apply for MHP Supportive Housing	Immediate On-going	Planning C&ED	No residential development has occurred during 2009–2010.
H-1-7-1	Encourage independent living for seniors	By element annual date	Planning C&ED	The Housing Authority of Brawley has a senior center and a senior housing project in the City of Westmorland.
H-1-7-2	Frail elderly and group homes	By element annual date	Planning C&ED	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.
H-1-8-1	Define "family" in emergency ordinance	2nd Quarter 2009	Planning City Council	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.
H-1-8-2	Adopt reasonable accommodation in emergency ordinance	2nd Quarter 2009	Planning City Council	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.
H-1-8-3	Adopt universal design for disabled assistance	By element annual date	Planning Building City Council	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.
H-1-8-4	Explore need for small grant for accessibility enhancement program	RDA Budget 2009	City Clerk Planning C&ED	The City is waiting to see what happens with redevelopment funds and whether the funds will be taken away before committing to any projects.
H-1-8-5	Establish ministerial procedures to reduce parking for special needs	By element annual date	Planning Building City Council	The City's ministerial procedures have been left in place due to lack of staffing and lack of development during the year 2009–2010.
H-1-9-1	Coord w/IVHA to determine need for farmworker housing	By element annual date	Planning City Council C&ED	There is no farmworker housing in Westmorland.
H-1-9-2	Permit farmworker housing in any zone that permits the type of housing	By element annual date	Planning City Council	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.

Program Number	Activity	Timing	Responsibility	Accomplishment
H-1-9-3	Comply w/Employee Housing Act	By element annual date	Planning City Council	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.
H-1-10-1	Coord w/County and IVHA for housing vouchers	Immediate	Planning C&ED	The City refers needy families to the IVHA.
H-1-11-1	Develop policy for concurrent applications	Immediate	Planning C&ED	The City does currently offer concurrent review of applications but has not had any project to review this year.
H-1-11-2	Codify density bonus to meet GC Section 65915	By element annual date	Planning C&ED	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.
H-1-11-3	Permit manufactured homes in all residential zones	By element annual date	Planning City Council	The City is looking to secure funding to complete necessary updates to bring the Zoning Code into compliance with new state laws.
H-1-11-4	Consider additional incentive and assist in application preparation for low income housing	2nd Quarter 2009	Planning City Council C&ED	The City would be willing to defer portions of loans if there was an interested developer with a potential project.
Goal H-2: Maintain sufficient sites for a range of housing types to meet the needs of all segments of the community which can be supported by infrastructure.				
H-2-1-1	Designate some downtown vacant land as "in-fill" parcels	By December 2009	Planning City Council C&ED	The City does not currently have the staff to complete this task nor has the development community expressed any interest in developing infill sites.
H-2-1-2	Designate 82.7 acres for all levels and densities	By December 2009	Planning City Council	The City does not currently have the staff to process redesignation.
H-2-1-3	Initiate annexations	2nd Quarter 2009	Planning City Council	No sites have been annexed.
H-2-2-1	Designate PUD Zone	By element annual date	Planning City Council	The City is looking to secure funding to complete Zoning Code updates, including the addition of the PUD zone.

Program Number	Activity	Timing	Responsibility	Accomplishment
H-2-3-1	Develop lot consolidation policy/program	By element annual date	Planning Building City Council	The City is looking to secure funding to complete Zoning Code updates, including the addition of a lot consolidation program.
H-3-1-1	Review development proposals for conflict with adjacent land uses	Immediate and w/ Zoning Update	Planning Building C&ED	No proposals for residential projects have been received during the year 2009–2010.
Goal H-3: To preserve, rehabilitate, and enhance existing housing and neighborhoods.				
H-3-1-2	Apply for CDBG funds to install public service facilities	Annually at budget	City Clerk Public Works Planning C&ED	The City applied for a CDBG grant in 2009, which was not awarded. Due to the lack of funding, the City has not been able to staff a position to pursue additional funding sources at this time. The City plans to pursue the most recent round of CDBG grants due in May 2011.
H-3-1-3	Research programs for low and moderate income families to assist them through the foreclosure process; NSP Funds possible.	Immediate and in conjunction withH-1-2-3	Planning C&ED	Due to the lack of funding, the City has not been able to staff a position to pursue additional funding sources at this time.
H-3-1-4	Investigate the use of HOME or CDBG funds to assist families facing foreclosure	Immediate and in conjunction with H-1-2-3	Planning C&ED	The City applied for a CDBG grant in 2009, which was not awarded. Due to the lack of funding, the City has not been able to staff a position to pursue additional funding sources at this time. The City plans to pursue the most recent round of CDBG grants due in May 2011.
H-3-2-1	Continue to participate in the CDBG owner occupied rehabilitation program	Immediate and during CDBG funding cycle	Planning C&ED	The City applied for a CDBG grant in 2009, which was not awarded. Due to the lack of funding, the City has not been able to staff a position to pursue additional funding sources at this time. The City plans to pursue the most recent round of CDBG grants due in May 2011.
H-3-3-1	Consider establishing a code enforcement department	Immediate as funding available	Planning City Council	The City is in the process of considering this department.
H-3-4-1	At Risk Units – none exist during planning period	On-going	Planning C&ED	There are no units at risk.

Program Number	Activity	Timing	Responsibility	Accomplishment
H-3-4-2	Developers to provide monitoring for eligibility	Immediate and on-going	Planning C&ED	There are no units at risk.
Goal H-4: Ensure that all housing programs are available without discrimination on the basis of race, color, religion, sex, national origin, or any other arbitrary factor.				
H-4-1-1	City to access HUD and State programs to obtain fair housing program outline for adoption	Immediate and on-going	City Clerk Planning City Council	The City currently refers residents with discrimination complaints to the state.
H-4-1-2	Review and update brochure for public	Immediate and on-going	City Clerk Planning City Council	The City is in the process of putting a link to fair housing resources on the City's website.
H-4-1-3	Contact Inland Fair Housing and Mediation Board to discuss their programs	Immediate and on-going	City Clerk Planning City Clerk	The City is in the process of putting a link to fair housing resources on the City's website.
H-4-1-4	Designate City Clerk as the first point of contact for discrimination complaints	Immediate and on-going	City Clerk City Council	The City is in the process of putting a link to fair housing resources on the City's website.
H-4-1-5	Distribute fair housing information brochures in public places	Immediate and on-going	City Clerk City Council	The City is in the process of putting a link to fair housing resources on the City's website.
H-4-1-6	Place fair housing information in booth at annual Honey Bee Festival	Immediate and on-going	City Clerk City Council	The City is in the process of putting a link to fair housing resources on the City's website.
H-4-1-7	Distribute fair housing info with water bills	Immediate and on-going	City Clerk	The City is in the process of putting a link to fair housing resources on the City's website.
H-4-1-8	Require recipients of locally administered programs affirm their commitment to fair housing laws	Immediate and on-going	City Clerk Planning C&ED	The City does not currently administer any housing programs.
H-4-2-1	Analyze potential displacement for all developments assisted by the City	4th Quarter 2009	City Clerk Planning C&ED	No residential development occurred during the 2009—2010 year.

Program Number	Activity	Timing	Responsibility	Accomplishment
Goal H-5: Encourage and enhance intergovernmental, public, and private coordination and cooperation to achieve an adequate supply of housing for all economic and social segments of the community.				
H-5-1-1	Analyze consistency between zoning ordinance and general plan	By element annual date	Planning C&ED	The City is looking to secure funding to complete the Zoning Code update. The City applied for a CDBG grant in 2009 as well as for the highly competitive Prop. 84 funding and was not awarded either grant. Due to the lack of funding, the City has not been able to staff a position to pursue additional funding sources at this time. The City plans to pursue the most recent round of CDBG grants due in May 2011 in hopes of securing funding to complete this Zoning Code update.
H-5-1-2	Prepare general plan amendment for inconsistencies	By element annual date	Planning C&ED	The City plans to secure funding to update the Zoning Code first and then will pursue funding to complete general plan amendments.
H-5-1-3	Research funding sources for general plan amendments	By element annual date	Planning C&ED	The City plans to secure funding to update the Zoning Code first and then will pursue funding to complete general plan amendments.
H-5-2-1	Maintain membership in IVHA	Immediate and on-going	Planning City Council	The City maintains an ongoing membership with IVHA.
H-5-2-2	Participate in annual homelessness survey	Immediate and on-going	Planning C&ED	The City has not been contacted by the county to participate in a homeless survey.
H-5-3-1	Work with other jurisdictions to solve Valley-wide problems	Immediate and on-going	Planning C&ED	The City meets with other cities annually to work on valley-wide homeless issues.
Goal H-6: Encourage the use of energy efficient and "green" technology in the development of housing.				
H-6-1-1	Adopt new ICC Building codes available in March 2009	Immediate and on-going	Planning C&ED	Due to lack of funding to hire a staff person, no new building codes have been adopted.
H-6-1-2	Contact utility providers to get their energy info for distribution	Immediate and on-going	Planning City Clerk	The City refers interested residents to the Imperial Irrigation District (IID), which offers energy efficiency programs. The City will also provide a link on the City's website to the IID.

Program Number	Activity	Timing	Responsibility	Accomplishment
H-6-1-3	Place energy efficiency information brochures in City Hall	Immediate and on-going	Planning C&ED	The City refers interested residents to the Imperial Irrigation District (IID), which offers energy efficiency programs. The City will also provide a link on the City's website to the IID.
H-6-1-4	Work with building professionals to optimize building performance	Immediate and on-going	Planning Building	The City refers interested residents to the Imperial Irrigation District (IID), which offers energy efficiency programs. The City will also provide a link on the City's website to the IID.
H-6-1-5	Investigate implementing LEEDS rating system	3rd Quarter 2010	Planning Building	The City refers interested residents to the Imperial Irrigation District (IID), which offers energy efficiency programs. The City will also provide a link on the City's website to the IID.
H-6-1-6	Consider adopting LEEDS provisions for all new development	3rd Quarter 2010	Planning Building	The City refers interested residents to the Imperial Irrigation District (IID), which offers energy efficiency programs. The City will also provide a link on the City's website to the IID.
H-6-1-7	Work with IID to make sure residents know about programs	Immediate and on-going	Planning Building	The City refers interested residents to the Imperial Irrigation District (IID), which offers energy efficiency programs. The City will also provide a link on the City's website to the IID.