




REPORT TO CITY COUNCIL

DATE: MARCH 27, 2019

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER 

BY: NATHAN HAMBURGER, ASSISTANT CITY MANAGER 
DOUG HOOPER, PLANNING DIRECTOR 

SUBJECT: 2018 GENERAL PLAN HOUSING ELEMENT ANNUAL PROGRESS REPORT

The purpose of this item is to provide the City Council with the *2018 General Plan Housing Element Annual Progress Report*, and to authorize staff to forward the attached report to the California Department of Housing and Community Development (“HCD”), and to the Governor’s Office of Planning and Research (“OPR”).

The City Council adopted the City’s *General Plan 2035* in March 2010, and the *2013-2021 Housing Element* in August 2013. HCD certified the Housing Element in September 2013. Government Code Section 65400 establishes the requirement that by April 1 of each year, each city and county file to HCD and OPR an Annual Progress Report (“APR”) on the implementation of the Housing Element for the previous calendar year. The APR is to identify new housing units for which building permits or certificates of occupancy were issued, each city’s progress toward meeting its Regional Housing Needs Assessment (“RHNA”) housing allocation, and each city’s progress toward completing the programs included in its Housing Element. State law also requires, prior to filing, the APR be reviewed by the legislative body (City Council) at a public meeting.

Prior APRs accounted solely for new housing units that were completed and issued occupancy. Cities are now required to report building permits that were issued in 2018 for new housing units, as well as housing units that were completed and issued occupancy. The attached APR for 2018 consists of seven (7) separate tables (A-F) and a summary page that are summarized as follows:

Table A - The number of housing units submitted and completed in 2018 are required to be reported in this table. In 2018, the City received two (2) new development applications for single-family homes, and one (1) mixed-use development application (Agoura Village West) that includes 64 proposed multi-family dwelling units. However, these applications are not entitled and, therefore, are not reported in Table A.

Table A2 - The housing units for which building permits were issued in 2018, or were completed for occupancy, are reported in this table. The APR reporting for prior years

accounted solely for housing units that were completed for occupancy. In 2018, 23 new housing units were completed for occupancy, including 18 multi-family apartment units (Old Agoura Apartments/Raven Ridge), one (1) single-family residence, and four (4) accessory dwelling units (“ADUs”). Four (4) separate building permits were also issued for two (2) new single-family residences and two (2) new ADUs, but each remained under construction in 2018. In total, these 27 new housing units are reported for 2018 and all units are included in the “above moderate” household income level category.

Table B - This table summarizes the City’s progress in meeting its Regional Housing Needs Assessment (“RHNA”) housing unit provisions in the current 2013-2021 Housing Element cycle. The RHNA is a state-mandated process that determines the amount of future housing growth that cities and counties must plan for in their Housing Elements. This “fair share” allocation concept seeks to ensure that each jurisdiction accepts responsibility for the housing needs of not only its resident population, but also for the jurisdiction’s projected share of regional housing growth across all household income categories. The Southern California Association of Governments (“SCAG”) is the agency responsible for developing an allocation methodology to distribute the region’s assigned share of state need to cities and counties by household income level.

The City’s allocated RHNA share for the 2013-2021 Housing Element cycle is as follows:

<i>Household Income Level</i>	<i>No. of Units</i>
Extremely & Very Low	31
Low Level	19
Moderate	20
<u>Above Moderate</u>	<u>45</u>
Total	115

As shown in APR Table B, and including the 27 new housing units reported for 2018 and shown in Table A-2, the City has exceeded its minimum RHNA share of “above moderate” household income level units for the Housing Element cycle, with 45 minimum units having been allocated, and 68 units provided to date. The City is currently deficient in meeting its RHNA share of lower income housing unit development. However, new housing development projects consisting of more than 10 units are subject to the City’s Inclusionary Housing Ordinance requirements, with at least seven (7) percent of the units to be designated for extremely low/very low household income levels, four (4) percent designated for low household income levels, and four (4) percent designated for moderate housing income levels.

Table C - Sites that were identified or rezoned in 2018 to accommodate a shortfall of housing needs are required to be reported in this table. The properties included in the Housing Element residential sites inventory remains acceptable by HCD for this Housing Element cycle, and there were no new or alternate housing sites identified or rezoned to report for 2018.

Table D - The implementation status of the City's Housing Element programs are reported in this table. As noted in the APR, many of the implementation measures of the Housing Element are ongoing, and some will need to be completed this coming year to meet the goals outlined in the Housing Element. The Inclusionary Housing Ordinance was updated in 2018 for consistency with case law, and to reflect current market conditions. Inclusionary housing administrative guidelines will be prepared in 2019 for review by the City Council. Staff will also be preparing a zoning ordinance amendment to the Density Bonus Ordinance, for compliance with State law, with the goal of having this ordinance considered by the Planning Commission and City Council in 2019.

Table E - Housing units that were approved as part of a commercial density bonus agreement for partnered affordable housing are required to be reported in this table. There are no such housing units to report for 2018.

Table F - This optionable table is to include housing units that were rehabilitated, preserved or acquired for alternative adequate sites. There are no such housing units to report for 2018.

Summary Page - This summary page includes three tables. The "Entitled Units Summary" table includes the total number of housing units that received building permits or were completed for occupancy in 2018, as reported in Table A-2. The "Submitted Applications Summary" table is to include the number of housing units that were both submitted and completed in 2018. As noted in Table A, there were such no units to report. The "Use of SB 35 Streamlining Provisions" is to include all projects reported in Table A-2 for which the required streamlining review provisions of SB 35 were requested. No project reported in Table A-2 included this provision.

In 2018, several other housing projects were in various phases of construction, in post-entitlement, or in the application review process, but are not reported for the 2018 APR. Three (3) single-family residential projects remained under construction in 2018 and each will be included in a future APR when it is completed for occupancy. Three (3) other housing projects have been entitled and not previously reported in past APRs because no building permits for these projects have been issued to date. These include the Cornerstone mixed-use project consisting of 35 "above moderate" income level apartment units, and two (2) separate single-family residences, that will be included in a future APR if and when building permits are issued. Staff is also currently reviewing separate applications for the construction of five (5) new single-family residences. In addition, four

(4) separate projects in the Agoura Village Specific Plan area are currently being reviewed by staff and, combined, include 210 total proposed multi-family housing units. These projects have not been entitled.

Upon authorization of the City Council, staff will forward the *2018 General Plan Housing Element Annual Progress Report* to HCD and OPR.

RECOMMENDATION

Staff recommends the City Council authorize staff to forward the *2018 General Plan Housing Element Annual Progress Report* to the California Department of Housing and Community Development and the Governor's Office of Planning and Research.

Attachment: 2018 General Plan Housing Element Annual Progress Report

Please Start Here

General Information	
Jurisdiction Name	Agoura Hills
Reporting Calendar Year	2018
Contact Information	
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City	Agoura Hills
Zipcode	91301

Submittal Instructions

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. **Online Annual Progress Reporting System (Preferred)** - This enters your information directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. **Email** - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

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Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	31										68	31
	Non-Deed Restricted												
Low	Deed Restricted	19										68	19
	Non-Deed Restricted												
Moderate	Deed Restricted	20										68	20
	Non-Deed Restricted												
Above Moderate		45	17	15	2	7	27					68	
Total RHNA		115											
Total Units			17	15	2	7	27					68	70

Note: units serving extremely low-income households are included in the very low-income permitted units totals
Cells in grey contain auto-calculation formulas

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Housing Maintenance	Monitor housing conditons throughout the City; respond to complaints. Enforce UBC and Housing Code.	2013-2021	Implementation ongoing though code enforcement and building plan review process.
Housing Rehabilitation Program	Consider sources of funding and updating program guidelines to provide financial assistance for home repairs for low and moderate income households	Re-evaluate program by 2015	Ongoing. Funding sources to be explored again in FY 2019-2020.
Condominium Conversion Ordinance	Implement City Ordinance, and require conversions to comply with City inclusionary requirements.	2013-2021	Zoning Ordinance is consistent with this program. Inclusionary Housing Ordinance was updated in 2018. Compliance is ongoing.
Inclusionary Houisng Program and Housing Trust Fund	Continue implementation and re-evaluate Ordinance to provide consistency with case law and market conditions. Establish implementing regulations for Housing Trust Fund.	Develop regulations by 2015 and re-evaluate Ordinance by 2017	The Inclusionary Housing Ordinance and in-lieu fees were updated in 2018 for consistency with case law and to reflect current market conditions. Inclusionary Housing Administrative Guidelines are to be prepared in 2019.
Affordable Housing Development Assistance	Provide financial and regulatory assistance. Promote through dealings with property owners and through "Guide to Housing" brochure.	Update "Guide to Housing" brochure in 2014.	"Guide to Housing" brochure to be updated in 2019 for compliance with State housing law and City Municipal Code.
Affordable Housing Density Bonus	Maintain density bonus program, and advertise through City's "Guide to Housing" brochure on the City website.	2013-2021	Density Bonus Ordinance and "Guide to Housing" brochure to be updated in 2019.
Section 8 Rental Housing	Continue participation in program and advertise through the City's "Guide to Housing" brochure.	2013-2021	Implementation ongoing. Brochure to be updated in 2019 for compliance with Inclusionary Housing Ordinance, and Density Bonus Ordinance update.
Sustainability and Green Building	Implement General Plan sustainability policies/actions. Provide education/outreach to residents and development community on Green Building Program.	2013-2021	Implementation ongoing through the development plan review process and compliance with the Green Building Code. Education/outreach efforts to be explored again in 2019.
Residential and Mixed-Use Site Inventory	Maintain current inventory of site; provide to developers along with information on affordable housing incentives.	2013-2021	Implementation ongoing through the development plan review process and continual interactions with development applicants.
Agoura Village Specific Plan	Facilitate residential mixed-use development in Plan area, including on-site provisions of affordable units.	2013-2021	Implementation ongoing through the development plan review process for mixed-sue projects proposed in the Agoura Village Specific Plan area.
Second Units	Review and refine Ordinance as appropriate to better facilitate the provision of second units.	Review/ Revise Ordinance in 2014	Second Unit Ordinance was revised in 2014. Accessory Dwelling Unit Ordinance was adopted in 2017 and replaced the Second Unit Ordinance.

Table E

Commercial Development Bonus Approved pursuant to GC Section 65915.7

Commercial Development Bonus Approved pursuant to GC Section 65915.7										
Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved	
1				2				3	4	
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved	
Summary Row: Start Data Entry Below										

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

Jurisdiction	Agoura Hills
Reporting Period	2018 (Jan. 1 - Dec. 31)

Note: + Optional field
 Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)(2)									
<p>This table is optional. Jurisdictions may list (for informational purposes only) units that do not count toward RHNA, but were substantially rehabilitated, acquired or preserved. To enter units in this table as progress toward RHNA, please contact HCD at APR@hcd.ca.gov. HCD will provide a password to unlock the grey fields. Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in Government Code section 65583.1(c)(2).</p>									
Activity Type	Units that Do Not Count Towards RHNA* Listed for Informational Purposes Only				Units that Count Towards RHNA* Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				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*	Extremely Low-Income*	Very Low-Income*	Low-Income*	TOTAL UNITS*	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Total Units by Income									

Jurisdiction	Agoura Hills	
Reporting Year	2018	(Jan. 1 - Dec. 31)

Entitled Units Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		27
Total Units		27

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

Submitted Applications Summary	
Total Housing Applications Submitted:	0
Number of Proposed Units in All Applications Received:	0
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas