

REPORT TO CITY COUNCIL

DATE: MARCH 11, 2020

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: RAMIRO ADEVA, COMMUNITY DEVELOPMENT DIRECTOR
DOUG HOOPER, PLANNING DIRECTOR

SUBJECT: 2019 GENERAL PLAN HOUSING ELEMENT ANNUAL PROGRESS REPORT

The purpose of this item is to provide the City Council with the *2019 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.

The APRs prior to 2018 accounted solely for new housing units that were completed and issued occupancy. For the current 2019 reporting period, cities are now required to report the number of new, proposed housing units received; the number of building permits that were issued; and the number of housing units that were completed and issued occupancy. The attached APR for 2019 consists of seven (7) separate tables (A-F) and a summary page that are summarized as follows:

Table A - The number of new, proposed housing units submitted are required to be reported in this table. In 2019, the City received 13 new residential development applications. Six (6) of the applications were for new single-family homes, and seven (7) of the applications were for new accessory dwelling units. Two (2) of the proposed single-family homes were submitted for reconstruction following their loss in Woolsey Fire. Of these 13 residential applications that were submitted in 2019, nine (9) were entitled in the same year.

Table A2 – Reported in this table are the number of housing units which were entitled in 2019; building permits that were issued in 2019, or were completed for occupancy in 2019. The APR reporting for years prior to 2018 accounted solely for housing units that were completed for occupancy. In 2019, entitlements were granted for three (3) new single-family homes (two of which were for reconstruction following their loss in the Woolsey Fire), and for four (4) new accessory dwelling units. Three (3) building permits were issued for single-family homes (one of which was for reconstruction following its loss in the Woolsey Fire), and (5) for new accessory dwelling units. Also, two (2) single-family homes, and four (4) accessory dwelling units, were completed for occupancy. All of these housing 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 eight (8) issued building permits reported for 2019 and shown in Table A-2, the City has exceeded its minimum RHNA share of “above moderate” household income level units for the current Housing Element cycle, with 45 minimum units having been allocated, and 76 units provided for 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 that were updated in 2018, 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 2019 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 2019. The City's recent purchase of property at the southwest corner of Driver Avenue and Colodny Drive will be evaluated for potential reporting purposes next year.

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. Staff will prepare 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 2020. In addition, staff will prepare an update to the Accessory Dwelling Unit Ordinance in 2020, for compliance with State law.

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 2019.

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 2019.

Table G - This table is to include locally owned property that were included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of. There are no such properties to report for 2019.

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 2019, 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 2019. 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 2019, 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 2019 APR. Four (4) single-family residential projects, and one (1) accessory dwelling unit project,

remained under construction in 2019 and each will be included in a future APR when it is completed for occupancy. In addition, three (3) separate projects in the Agoura Village Specific Plan area are currently being reviewed by staff and, combined, include 199 total proposed multi-family housing units. These projects have not been entitled.

Upon authorization of the City Council, staff will forward the *2019 General Plan Housing Element Annual Progress Report* to HCD and OPR.

RECOMMENDATION

Staff recommends the City Council authorize staff to forward the *2019 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: 2019 General Plan Housing Element Annual Progress Report

Please Start Here

General Information	
Jurisdiction Name	Agoura Hills
Reporting Calendar Year	2019
Contact Information	
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City	Agoura Hills
Zipcode	91301

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated.

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Jurisdiction	Agoura Hills	
Reporting Year	2019	(Jan. 1 - Dec. 31)

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

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
 Please contact HCD if your data is different than the material supplied here

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										76	31
	Non-Deed Restricted												
Low	Deed Restricted	19										76	19
	Non-Deed Restricted												
Moderate	Deed Restricted	20										76	20
	Non-Deed Restricted												
Above Moderate		45		17	15	2	7	27	8			76	
Total RHNA		115											
Total Units				17	15	2	7	27	8			76	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

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Agoura Hills		
Reporting Year	2019	(Jan. 1 - Dec. 31)	
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 conditions throughout the City; respond to complaints. Enforce UBC and Housing Code.	2013-2021	The program implementation is ongoing through code enforcement, building inspections, and the building permit 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	The program evaluation ongoing. Funding sources, including State and County CDBG funding sources, will be explored again in FY 2020-2021.
Condominium Conversion Ordinance	Implement City Ordinance, and require conversions to comply with City inclusionary requirements.	2013-2021	The Zoning Ordinance is consistent with this program. The Inclusionary Housing Ordinance was updated in 2018. Compliance with this program is ongoing.
Inclusionary Housing 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 Administrative Guidelines are to be prepared in 2020.
Affordable Housing Development Assistance	Provide financial and regulatory assistance. Promote through dealings with property owner and through "Guide to Housing" brochure.	Update "Guide to Housing" brochure in 2014	The "Guide to Housing" brochure is to be updated in 2020 for compliance with current State Housing Law and the 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	The Density Bonus Ordinance is to be updated in 2020 for consistency with State law.
Section 8 Rental Housing	Continue participation in program and advertise through the City's "Guide to Housing" brochure.	2013-2021	The program implementation is ongoing. The brochure is to be updated in 2020 for compliance with the Inclusionary Housing Ordinance, and the 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	The program implementation is ongoing through the development application review process; and updates to, and compliance with, the Green Building Code. Most recent education and public outreach efforts by the Building and Safety Division have included visiting booths and local home supply retail centers and local street fairs.
Residential and Mixed-Use Site Inventory	Maintain current inventory of sites; provide to developers along with information on affordable housing incentives.	2013-2021	The program implementation is ongoing through the development plan review process and continual interactions with the development community. New review of the current inventory of housing sites will occur in 2020, in preparation of the next Housing Element Update.
Agoura Village Specific Plan	Facilitate residential mixed-use development in Plan area, including on-site provisions of affordable units.	2013-2021	The program implementation is ongoing through the development plan review process for mixed-use projects proposed in the Agoura Village Specific Plan area.

Jurisdiction	Agoura Hills	
Reporting Period	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
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Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table E

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									

Jurisdiction	Agoura Hills	
Reporting Period	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
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Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)(2)

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).

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	2019	(Jan. 1 - Dec. 31)

Building Permits Issued by Affordability 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		8
Total Units		8

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

Housing Applications Summary	
Total Housing Applications Submitted:	13
Number of Proposed Units in All Applications Received:	13
Total Housing Units Approved:	9
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