



**DEPARTMENT OF PLANNING AND
COMMUNITY DEVELOPMENT**

TO: PLANNING COMMISSION

FROM: MIKE KAMINO, DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT *MK*

BY: ALLISON COOK, PRINCIPAL PLANNER *ac*

DATE: MAY 20, 2010

SUBJECT: HOUSING ELEMENT MONITORING REPORT

The purpose of this item is to present the City's Annual Progress Report on the Housing Element of the General Plan to the Planning Commission. This item is for information only and no formal action is requested of, or required by, the Planning Commission.

Government Code Section 65400 establishes the requirement that each city and county prepares an annual report on the status of the Housing Element of its General Plan and progress in its implementation to the State Department of Housing and Community Development. The City Council adopted the City's 2008-2014 Housing Element in November 2008, followed by certification of the Housing Element by the State Housing and Community Development Department (HCD) in January 2009. The Annual Progress Report is for the calendar year 2009.

As indicated on the attached HCD forms, during the 2009 calendar year, four above-moderate income single family homes were constructed in the City. Additionally, the City has made substantial progress in fulfilling the objectives of the numerous programs identified in the Housing Element, as demonstrated in Table C of the attached forms.

Following its presentation to the Planning Commission, the Annual Progress Report will be presented to the City Council in June 2010 as a public hearing, and then forwarded to the HCD.

RECOMMENDATION

Staff recommends that the Planning Commission receive and file the 2009 Annual Progress Report on the Housing Element.

ATTACHMENT:
Annual Element Progress Report

**Department of Housing and
Community Development**

ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: City of Agoura Hills

Mailing Address: 30001 Ladyface Court, Agoura Hills, CA 93101

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Reporting Period by Calendar Year: from 1-1-09 to 12-31-09

These forms and tables, (see sample – next page) 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 (Government Code Section 65400) at the addresses listed below:

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

-and-

Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Agoura Hills
 Reporting Period 1/1/2009 - 12/31/2009

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							
(9) Total of Moderate and Above Moderate from Table A3			▶▶	0	4	1	4				
(10) Total by income Table A/A3			▶▶		4	1	4				
(11) Total Extremely Low-Income Units*			0								

* Note: These fields are voluntary

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Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: 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 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 in-fill units*
No. of Units Permitted for Moderate						0	0
No. of Units Permitted for Above Moderate	4					4	4

* Note: This field is voluntary

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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.			2008	2009								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	29											29
	Non-deed restricted												
Low	Deed Restricted	18											18
	Non-deed restricted												
Moderate	Deed Restricted	19											19
	Non-deed restricted												
Above Moderate		43	3	4								7	36
Total RHNA by COG. Enter allocation number:		109											
Total Units ▶ ▶ ▶			3	4								7	102
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶ ▶													

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

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Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. 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.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Housing Rehabilitation Loan Program	Assist 6 households annually, or 36 over the planning period. Extensively advertise program availability.	Initiate expanded advertising in 2008.	In 1999, the City continued the expanded promotional coverage of the program made in 2008 in the City's quarterly newsletter to households and on the City website.
Section 8 Rental Assistance	Continue participation in program and advertise through affordable housing brochure. Encourage rental property owners to list properties with Housing Authority.	Develop and disseminate affordable housing brochure and rental property owner handout in 2009.	The affordable housing brochure is to be completed in 2010.
Code Compliance Inspection	Monitor housing conditions throughout the City; respond to complaints; provide information on rehabilitation assistance. Enforce UBC and Housing Code.	2008-2014	City staff continued to monitor housing conditions, responded to complaints and rectified conditions in 2009 to ensure code compliance.
Condominium Conversion Ordinance	Implement City Ordinance. Evaluate strengthening to require inclusionary units in projects proposed for conversion.	Complete review/ revision of Ordinance by 2009.	A draft of the Zoning Ordinance Amendment was prepared in 2009, which requires that condo conversions of ten or more units be consistent with the Inclusionary Housing Ordinance. The ZOA is expected to be reviewed by the City Council mid 2010.
Affordable Housing Development Assistance	Assist in development of at least 1 affordable rental and 1 affordable/mixed income ownership project.	Develop affordable housing brochure in 2009 to provide information on incentives.	The affordable housing brochure is to be completed in 2010. In 2009, the City undertook two projects to build affordable units. A team of consultants has been working on the design of the two sites under the direction of the City. One of these projects, 16 town homes, is expected to be entitled by the end of 2010.

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Inclusionary Housing Ordinance	Continue implementation of Ordinance. Utilize Housing Trust Fund revenues towards production of affordable housing for residents and the local workforce.	Adopt updated ordinance and in-lieu fees in 2008.	The Ordinance was adopted in July 2008, along with an increase in the in-lieu fees.
Affordable Housing Density Bonus	Update the City's Ordinance to implement current state requirements and coordinate with inclusionary provisions.	Update Ordinance in 2008. Provide density bonus information in affordable housing brochure in 2009.	The Ordinance was adopted in June 2008. The affordable housing brochure is to be completed in 2010.
City First-Time Homebuyer Program	Assist a minimum of ten households over the planning period. Focus assistance on purchase of new construction condominiums within the Redevelopment Project Area.	Advertise in affordable housing brochure beginning in 2009.	The affordable housing brochure is to be completed in 2010. No applications were received for the program in 2009, although there were several inquiries.
Mortgage Credit Certificate	Contact County to initiate participation in program. Advertise program availability in conjunction with the City's First Time Homebuyer Program.	Contact LA CDC in 2008 to initiate participation. Begin advertising campaign in 2009.	The LA CDC was contacted and paperwork filed, but misplaced by LA CDC. The paperwork will be refiled in 2010. An advertising campaign will begin in 2010, once the MCC Program is established.
Purchase of Affordability Covenants	Conduct outreach to rental property owners in RDA to negotiate affordable housing covenants. Acquire covenants for 20 very low income units.	Initiate contact with rental property owners in 2009.	The City contracted with a housing consultant to conduct outreach to the rental property owners to initiate discussions about covenants. None of the rental property owners in the RDA that the City contacted were interested in providing the covenants. The City will continue to pursue the covenants in the future.

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Sustainability and Green Building	Integrate principles of sustainability within the General Plan for adoption by 2009. Adopt a Green Building Program and develop educational materials to promote by 2010.	Adopt General Plan in 2009. Adopt Green Building Program in 2010.	The General Plan 2035 was adopted in March 2010, with goals and policies and implementation measures that reflect sustainability and green building practices. One of the implementation measures of the General Plan is to consider the preparation of a green building program. The Municipal Code is currently being updated to be consistent with the State Green Building Code, and will be adopted by the City by the end of 2010, pursuant to state law. In 2010, the City will be considering inclusion of LEED or similar standards in the Ladyface Mountain Specific Plan. Educational materials regarding green building practices and programs will be prepared in 2010.
Residential and Mixed-Use Sites Inventory	Maintain current inventory of sites; provide to developers along with information on affordable housing incentives.	Begin distributing affordable housing brochure in 2009.	The inventory is being maintained, and information from the inventory is being provided upon request to potential applicants/developers. The affordable housing brochure is to be completed in 2010.
Agoura Village Specific Plan	Facilitate residential mixed-use development in AVSP, including onsite provision of affordable units.	2008-2014	There are currently three applications that have been filed with the City to develop mixed use projects in the AVSP, including residential units. The City is awaiting additional information from the applicants to complete the applications. The applications are in the preliminary review stages. The applicants have been informed about the requirements for affordable housing.
Second Units	Implement the City's second unit ordinance to provide sites for rental housing, and educate public on availability.	Prepare educational materials on second units via affordable housing brochure by 2009.	The affordable housing brochure is to be completed in 2010.
Expedite Project Review	Continue to implement procedures for concurrent processing of residential projects, and pre-application reviews. Eliminate CUP for density bonus.	Eliminate density bonus CUP in 2008.	The Density Bonus Ordinance was adopted in June 2008, and eliminated the need for a CUP.
City Fee Reduction	Work with developers to provide fee reductions in exchange for affordable units.	2008-2014	In 2009, there were no residential projects to offer this incentive.
Zoning Ordinance Revisions	Revise the Zoning Code to address manufactured housing, SROs, community care facilities, transitional housing and emergency shelters.	Amend Code by 2009.	The City is currently updating the Zoning Code regarding these types of housing. The City is expected to adopt the Zoning Code revisions by the end of 2010.

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Fair Housing Program	Continue to contract with the San Fernando Valley Fair Housing Council to provide fair housing services and educational programs concerning fair housing issues. Assist in program outreach through referrals and distribution of informational materials.	Contact Fair Housing Council in 2008 to obtain brochure materials; include fair housing information in affordable housing brochure.	The City will contact the Fair Housing Council by mid 2010. The brochure will be prepared in 2010.
Accessible Housing	Develop procedures for reasonable accommodations for accessibility modifications.	2009	The procedures follow Chapter 1134(b) of the California Building Code for accessibility modifications to existing structures.