



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Montgomery and Members of the City Council

THROUGH: David N. Carmany, City Manager

FROM: Richard Thompson, Director of Community Development
Laurie B. Jester, Planning Manager
Michael P. Rocque, Assistant Planner

DATE: March 15, 2011

SUBJECT: Consideration of Housing Element Annual Progress Report as Required by the State of California Housing and Community Development Department.

RECOMMENDATION:

Staff recommends that the City Council receive and file the Housing Element Annual Report as required by the State of California Housing and Community Development Department.

FISCAL IMPLICATION:

There are no direct fiscal impacts associated with this recommendation.

BACKGROUND:

The State of California Government Code Section 65400 requires that each local jurisdiction and governing body prepare an annual report on the status and progress in implementing its five year Housing Element. The annual progress report is an important tool to facilitate implementation of a community's Housing Element and in tracking and monitoring progress in addressing housing needs and goals. The annual progress report includes information on the jurisdictions progress in addressing the regional housing needs allocating, including the number of housing units permitted by income level, the status of programs in the Housing Element and efforts to remove governmental constraints. In addition, the Department of Housing and Community Development encourages all jurisdictions to submit an annual report as the report is a useful tool in meeting the review and revise requirement of subsequent housing element revisions per Government Code Section 65588.

The Housing Element is one of the seven mandated elements of the local general plan. The Housing Element also functions as the City's long range plan for housing. Cities are required to provide opportunities for housing through programs; the City itself is not required to build housing. After the annual progress report is received and filed by the City Council, the Department of Housing and Community Development will review the annual progress report for compliance with State law and cities who demonstrate progress in its implementation of its Housing Element can qualify for housing programs and grant funds.

DISCUSSION:

The State of California Housing and Community Development requires that each city prepare an annual Housing Element progress report for the reporting period of January 1, 2010 through December 31, 2010 and that each annual progress report contain the following information (Exhibit A):

- 1) An annual building activity report summary based on established household income levels (Table A).
- 2) An annual building activity report summary based on the amount of extremely low income-low income units that were remodeled and or preserved (Table A2).
- 3) An annual building activity report summary for above moderate income levels (Table A3).
- 4) A table showing the Regional Housing Needs Assessment allocation of permitted units by affordability for the RHNA allocation period (Table B).
- 5) A Housing Element program implementation status update (Table C).

The City of Manhattan Beach primarily consists of moderate to above moderate income levels so much of the information that the Department of Housing and Community Development is asking for us to provide and report and is not applicable.

CONCLUSION:

The State of California Government Code Section 65400 requires that each local jurisdiction and governing body prepare an annual report on the status and progress in implementing its five year Housing Element. After City Council receives and files the report staff will submit the annual progress report to the Department of Housing and Community Development for review and compliance with State Laws. Once the Department of Housing and Community Development makes its findings, staff will correspond accordingly based on their comments and make any necessary changes and present these findings to City Council.

Attachments: 1. Annual Element Progress Report (APR)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Manhattan Beach

Reporting Period 01/01/2010 - 12/31/2010

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 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.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income					
(9) Total of Moderate and Above Moderate from Table A3 ▶▶			0	42	42						
(10) Total by income Table A/A3 ▶▶						42	42				
(11) Total Extremely Low-Income Units*											

* 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 infill units*
No. of Units Permitted for Moderate						0	
No. of Units Permitted for Above Moderate	40	2				42	

* 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. (2006 2014)		2006	2007	2008	2009	2010	2011	2012	2013	2014	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	236										236
	Non-deed restricted											
Low	Deed Restricted	149										149
	Non-deed restricted											
Moderate	Deed Restricted	160										160
	Non-deed restricted											
Above Moderate		350	169	182	112	46	44				553	-203
Total RHNA by COG. Enter allocation number:		895										
Total Units ▶ ▶ ▶			169	182	112	46	44				553	342
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
Continue to enforce provisions of the Zoning Code which specify District Development regulations for height, lot coverage, setbacks, open space, and parking	Section 10.12.030 has established standards to avoid "mansionization", including increased setback and open space requirements for new single family residences. Multi-family zones are generally exempt, in order to encourage development.	On-going	Currently being implemented and enforced on a project by project basis.
Continue to apply the Design Overlay as provided under Section 10.44 of the Municipal Code, as appropriate.	This provides a mechanism for establishing specific development standards and review procedures for certain areas of the City with unique needs.	On-going	Currently being implemented and enforced on a project by project basis.
Refrain from approval of lot mergers which would result in a reduction in the number of residences allowed.	Many homes have been constructed on double lots. The City has permitted the underlying subdivision to remain, in order that separate homes may potentially be built on each of the underlying lots.	On-going	Currently being implemented and enforced on a project by project basis. Maximum lot sizes were established which helps to maintain the number of residence.
Allow non-conforming dwellings to remain and improve.	The development process for improvements to smaller non-conforming residential structures has been streamlined. The non-conforming dwellings to be preserved tend to be smaller and less costly than newer housing in the community.	On-going	Currently being implemented and enforced on a project by project basis. The number of remodels has more than tripled over several years, compared to teardown and new construction.

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Consider utilizing Community Development Block Grant funds or exchange funds for home improvement loans for low income residents, consistent with income limits provided for such funding, and pursue additional sources of funding for City programs.	As noted in the program.	Review assesment of intertest in 2011, if interest exists intitate in 2012.	This program is being re-evaluated in the next CDBG fiscal year cycle in 2012.
Continue to allow infill in residential areas.	Development of existing vacant residential infill sites would result in the production of dwelling units on small sites scattered throughout the City.	On-going	Currently being implemented and enforced on a project by project basis.
Permit and facilitate the establishment of residential uses in certain commercial districts.	Provision of housing in mixed use areas is a long-time City housing policy. The City should consider allowing residential uses by right with specific criteria, subject to Planning Director review to assure that all standards are met.	Revise Code to eliminate use permit req. in 2011	This program is under review and consideration.
Continue to provide for a mixture of uses in the Manhattan Village area.	The Manhattan Village area contains a mix of hotel, office, research and development, retail, recreation and residential uses, including senior housing.	On-going	Currently being implemented and enforced on a project by project basis.
Revise development standards for residential uses in the CD and CNE District.	The City could revise existing ordinances so that the specific maximum number of units per lot would not be limited. Greater numbers of smaller units could result, attracting young people and seniors.	Revise Code by 2011	This program is under review and consideration.

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Regulate the conversion of rental stock to condominiums.	Section 10.88.080 of the Municipal Code requires that potential displacement of existing tenants be taken into consideration when evaluating requests for conversion of existing rental units to condominiums.	On-going	Currently being implemented and enforced on a project by project basis.
Provide incentives for housing affordable to low income households and senior housing.	Section 10.52.090 of the Municipal Code provides for density bonus or other incentives when low income housing is provided. Development standards may be modified where affordable housing is provided.	Annual review and on-going approval of projects as proposed	Currently being implemented and enforced on a project by project basis.
Streamline the development process to the extent feasible.	The City currently allows and encourages concurrent processing of all discretionary applications for a project, thereby streamlining the development process.	On-going	Currently being implemented and enforced on a project by project basis.
Allow the establishment of manufactured housing on single family residential lots.	In accordance with Section 10.52.100 of the Municipal Code, manufactured housing is permitted on single family lots not occupied by another dwelling.	On-going	Currently being implemented and enforced on a project by project basis.
Work with the private sector to facilitate the provision of low and moderate priced housing.	The City has produced two residential projects available to low and moderate income households. 1) Manhattan Terrace (48 units) senior citizen project occupied in 1991. 2) Manhattan Village (104 units) on Parkview Avenue in 1997.	Annual review of continuing affordability	Currently being implemented and enforced on a project by project basis.

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Allow second units in single family areas.	The City does not currently have a local ordinance regarding second family units. The City may develop its own second family unit program, both to facilitate provision of second family units and to establish standards suited to the unique neighborhoods.	Develop ordinance in 2011	This program is under review and consideration.
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<p>Continue to participate in Los Angeles County Housing Authority, and publicize availability of Section 8 rental assistance for households in the City.</p>	<p>Section 8 rental assistance is administered locally by the Los Angeles Community Development Commission (CDC). Low income households are provided the differential between the rental rate of a unit and what they can afford.</p>	<p>On-going. Publicize to landlords and tenants.</p>	<p>The City is working on publicizing this information via the newsletter, city website and other means.</p>
<p>Participate in the Home Ownership Program (HOP) and American Dream Down Payment Initiative (ADDI) programs.</p>	<p>These first-time homebuyers programs are administered by the Los Angeles Community Development Commission and are available to prospective residents of Manhattan Beach.</p>	<p>On-going. Publicize to residents</p>	<p>The City is working on publicizing this information via the newsletter, city website and other means.</p>
<p>Encourage shared housing programs for seniors and existing one person households.</p>	<p>Sharing of one housing unit by two or more roommates can render housing affordable to persons who could not otherwise afford housing individually.</p>	<p>Begin program in 2011</p>	<p>This program is under review and consideration. The City's Park and Recreation Department has an older adult programs supervisor that provides information and options to seniors.</p>
<p>Continue to participate it area wide programs to ensure fair housing.</p>	<p>The City will continue to contract with Fair Housing organizations to process complaints regarding housing discrimination within the City, and to provide counseling in landlord/tenant disputes.</p>	<p>On-going, annual review</p>	<p>Currently being implemented and enforced on a project by project basis.</p>
<p>Provide for the housing needs of seniors.</p>	<p>The Manhattan Village Senior Villas consists of 104 senior housing apartments. At which 80% of the household are reserved for low-moderate income. While the remaning 20% are at market-rate.</p>	<p>On-going</p>	<p>This program is under review and consideration. The City's Park and Recreation Department has an older adult programs supervisor that provides information and options to seniors.</p>

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Provide for the special needs of seniors so that they may remain in the community.	The Senior Care Management program provides services to predominantly low-income seniors. At any given time, the Senior Services Program may assist up to 110 senior citizens, of which 70% are low-income.	On-going-add shared housing program-2011	This program is under review and being considered as part of the City's 2011 general work plan.
Continue the active code enforcement program for illegal and substandard units.	The City has an active Code enforcement program which responds to complaints of substandard structures.	On-going	Currently being implemented and enforced on a project by project basis, by code enforcement staff.
Utilize Community Development Block Grant funds for home improvement loans for low income housing, consistent with income limits provided for such funding, and pursue additional sources of funding for City programs. This is identical to Program 2, above.	See CDBG program above	On-going	See CDBG program above for status
Require that residential uses adjacent to industrial or commercial uses be adequately buffered from such uses.	The Municipal Code requires that walls and setbacks be provided between industrial and residential uses and between commercial and residential uses.	On-going	Currently being implemented and enforced on a project by project basis.
Waive fees for installation of solar panels.	in order to encourage use of alternate energy, the City Council voted to waive any building fees for photovoltaic panels.	On-going	The City continues to waive fees for solar panels.
Enforce green building techniques.	The City has adopted the California Energy Code and continues to review its codes to encourage greener building techniques.	On-going-revise codes by 2011	Green building codes effective 1/1/11. Currently working on zoning code amendments with implementation set for spring/summer 2011.
Encourage water conservation.	Any measures to conserve water will also help conserve energy.	On-going-revise codes by 2012	Currently working on zoning code amendments with implementation set for spring/summer 2011.

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Provide a balance of residential and employment generating uses in the City, including mixed use projects.	Where individuals have an opportunity to live in close proximity to their work, vehicle miles traveled to and from work can be reduced, thus reducing energy consumption.	On-going- revise codes by 2012	This program is under review and consideration. The City is actively participating as one of the South Bay partner cities in the Vitality City Programs.
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