

Please Start Here

General Information	
Jurisdiction Name	Lafayette
Reporting Calendar Year	2019
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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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ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

(CCR Title 25 §6202)

Table A Housing Development Applications Submitted																			
Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Notes	
1					2	3	4	5							6	7	8	9	10
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project (Auto-calculated Can Be Overwritten)	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes*
Summary Row: Start Data Entry Below							13	0	9	0	6	14	122	164	151	0	0		
167-130-035	167-130-035	3476 Echo Springs R	HDP11-19	HDP11-19	SFD	O	5/14/2019	0							1	1	1	No	
167-140-002	167-140-002	3506 Echo Springs R	HDP27-19	HDP27-19	SFD	O	12/11/2019	0							1	1	1	No	
167-270-021	167-270-021	Reliez Valley Rd	HDP05-19	HDP05-19	SFD	O	3/12/2019	0							1	1	1	No	
167-313-012	167-313-012	1817 Del Rey St	DR13-19	DR13-19	SFD	O	6/3/2019	0							1	1	1	No	
169-120-009	169-120-009	1544 Rancho View E	HDP20-19	HDP20-19	SFD	O	9/30/2019	0							1	1	1	No	
177-083-008	177-083-008	3206 Palomares Ave	SU04-19	SU04-19	ADU	R	5/1/2019	0					1		1	1	1	No	
177-130-002	177-130-002	3127 Stanley Blvd	DR15-19	DR15-19	SFD	O	6/21/2019	0							1	1	1	No	
185-342-021	185-342-021	1371 Sunset Loop	DR18-19	DR18-19	SFD	O	7/26/2019	0							1	1	1	No	
185-390-040	185-390-040	El Curtola Drive	HDP03-19	HDP03-19	SFD	O	3/7/2019	0							1	1	1	No	
185-390-040	185-390-040	El Curtola Dr	SU03-19	SU03-19	ADU	R	3/7/2019	0					1		1	1	1	No	
185-400-024	185-400-024	1379 El Curtola Blvd	HDP06-19	HDP06-19	SFD	O	3/12/2019	0							1	1	1	No	
185-450-005	185-450-005	918 Raintree Place	DR05-19	DR05-19	SFD	O	2/22/2019	0							1	1	1	No	
232-190-029	232-190-029	21 Northridge Ln	HDP10-19	HDP10-19	SFD	O	4/19/2019	0							1	1	1	No	
233-021-011	233-021-011	Stuart St	Samantha Townhomes	DR23-19	5+	O	10/24/2019	2		1		1		10	14	12	No		
233-150-007	233-150-007	3268 Judith Lane	SU08-19	SU08-19	ADU	R	6/28/2019	0					1		1	1	1	No	
233-191-024	233-191-024	955 Stow Lane	SU13-19	SU13-19	ADU	R	11/13/2019	0					1		1	1	1	No	
234-061-003	234-061-003	857 Birdhaven Court	DR07-19	DR07-19	SFD	O	3/1/2019	0						1	1	1	1	No	
234-061-003	234-061-003	857 Birdhaven Ct	SU02-19	SU02-19	ADU	R	3/1/2019	0					1		1	1	1	No	
236-060-003	236-060-003	692 St Marys Rd	DR01-19	DR01-19	SFD	O	1/18/2019	0						1	1	1	1	No	
236-080-026	236-080-026	752 St. Mary's Rd	SU01-19	SU01-19	ADU	R	2/28/2019	0					1		1	1	1	No	
236-151-008	236-151-008	3305 Sweet Dr	HDP16-19	HDP16-19	SFD	O	8/2/2019	0						1	1	1	1	No	
237-050-017	237-050-017	3141 Somerset Plact	DR09-19	DR09-19	SFD	O	5/6/2019	0						1	1	1	1	No	
237-142-003	237-142-003	3337 Betty Ln	DR03-19	DR03-19	SFD	O	1/30/2019	0						1	1	1	1	No	
237-170-007	237-170-007	3235 Rohrer Dr	DR26-19	DR26-19	SFD	O	11/6/2019	0						5	5	5	5	No	
238-180-001	238-180-001	1 Dianne Court	HDP19-19	HDP19-19	SFD	O	9/17/2019	0						1	1	1	1	No	

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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	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	138		2								2	136
	Non-Deed Restricted												
Low	Deed Restricted	78		2	1		3					6	72
	Non-Deed Restricted												
Moderate	Deed Restricted	85					7					38	47
	Non-Deed Restricted		3	10	9	2	7						
Above Moderate		99	13	62	25	29	70					199	
Total RHNA		400											
Total Units			16	76	35	31	87					245	255

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

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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
H-1.1.1: Rehabilitation/Preservation Program	Make info available to citizens; support Housing Authority	Ongoing	Information on rehabilitation and preservation programs is on the City's web page. Pamphlets are available in City offices and Building Department. Provided information to all homeowner associations.
H-1.1.2: Code Enforcement	Encourage rehab and/or elimination of physically obsolete buildings and substandard housing	Ongoing	Hired full-time City Code Enforcement Officer in 2006. In 2019 Code Enforcement investigated 355 complaints and issued 45 warning letters across all complaint types.
H-1.2.1: Maintenance of Existing Residential Zoning	Retain existing residential zoning and revise the Zoning Ordinance to disallow certain commercial use; ensure conformity of non-residential structures with existing residential character	Ongoing	In 2019 the City received one application for a non-residential structure in a residential zoning district - for Cancer Support Community. Schools, churches, emergency facilities, and other quasi-public / community serving uses require land use permits Commercial uses are not permitted in residential zones.
H-1.2.2: Conversion of Housing Units Downtown	Develop inventory of residential units that have been converted to non-residential units without the required permits.	Complete	Inventory completed - notices sent to 2 properties with illegally-converted units allowing a 5-year timeframe within which to correct the matter. This deadline was October 22, 2019. One property owner has submitted and application to redevelop the site pursuant to density bonus law thus exceeding the maximum residential density of 35 du/acre. A total of 71 units of rental housing is anticipated.
H-1.2.3: Conversion of Illegally Converted Residential Units	Work with property owners through the permit process to reclaim illegally converted units.	2016-2017	Please see response to H-1.2.2 above.
H-1.4.1: Condo Conversions	Consider amendments to existing regulations to allow exemptions for limited equity residential cooperatives that provide long-term affordability, and other actions.	2018	No property owner has sought and exemption or code amendment for limited equity residential cooperative during the term of the Housing Element. Based on the lack of interest, staff has not undertaken work on this program.
H-1.5.1: Energy Conservation	Provide informatoin to the public on programs for energy conservation improvements and other actions	Ongoing	Materials on energy conservation are provided on the City's web site, at the City offices and at the Lafayette Library and Learning Center. The City has approved 5 different Property Assessed Clean Energy (PACE) programs, including California First, CSCDA Open Platform, Fig Tree, HERO, and Ygrene.
H-1.5.2: Green Building Program	Develop a program for residential, industrial and commercial uses; consider incentives to property owners whose buildings exceed minimum requirements, such as green building awards; other actions	2017-2018 / Ongoing Implementation	The Environmental Action Plan adopted by the City Council in 2017 sets forth goals and programs on green construction. Annually the City recognizes individuals and businesses through its Green Awards program.
H-1.5.2: Green Building Incentives	Offer incentives to property owners whose buildings exceed minimum CalGreen requirements.	Ongoing	Ongoing. The City continues to grant Environmental Awards of Excellence to residents which obtain LEED certification.
H-1.5.3: Annual Earth Day	Sponsor an annual Earth Day event, providing info to citizens on environmental sustainability	Ongoing	The 14th Annual Earth Day was held in April 2019.
H-1.5.4: Home Energy Retrofit Program	Work with the County to offer subsidized home energy assessments and rebates on energy efficiency improvements.	Ongoing	Ongoing. Please see response to H-1.5.1 above.
H-1.5.6: Environmental Action Plan	Develop a plan to include specific goals, policies and programs for community sustainability.	2016	Completed in 2017.
H-1.6.1: Review Existing Zoning Regulations that Protect Existing Smaller Units	Strengthen Design Review findings to ensure that new homes and additions are in keeping with the character of the neighborhood.	2016	The City created Downtown Design Review findings set forth in 6-275(d) LMC. The City has also adopted Phase 1 Objective Design Standards in conjunction with the update to the Residential Design Guidelines.
H-1.7.1: Capital Improvement Program	Determine annual special capital project needs and funding availability	Ongoing	No special capital projects or funding availability in 2019.
H-1.8.1: Ongoing Monitoring of Conversion Risks	Monitor affordable housing projects to determine risk of conversion to market rate, and work with owners to keep units affordable.	Ongoing	No conversions from BMR to market rate were submitted in 2019 and no inquiries were made on the part of property owners. All 96 BMR units will remain affordable to income qualified households. 10 new BMR units received certificates-of-occupancy in 2019, and 3 BMR units received Planning approval / entitlements.
H-1.8.2: Ongoing Monitoring of Federal Preservation Activities.	Ongoing review of federal actions and appropriations on Section 8 contracts, etc.	Ongoing	The City's housing consultant monitors Federal preservation activities and appropriations.
H-1.8.3: Respond to Notices of Intent to Prepay	Support efforts to retain FHA and HUD subsidized units through the use of locally and regionally available funds.	Ongoing	No 'notices-of-intent-to-prepay' were received by the City in 2019. The City received one Notice-of-Default on a for-sale BMR unit. We reached out to the property owner and offered to pay off the outstanding balance and work with the property owner on favorable repayment terms to ensure that the BMR unit stayed available to a qualified household.
H-1.8.4: Support Ongoing Rental Subsidies in Lafayette	Continue to support the Housing Authority rental subsidies for units in Lafayette.	Ongoing	Ongoing.

H-2.1.1: Housing Rehabilitation in Non-Residential Areas	Encourage housing rehab in commercial zoning districts.	Ongoing	DR05-18 Louie - demo and rebuild residential in the downtown MRA zone; DR06-18 Façade improvements for Chateau Lafayette section 8 senior housing; DR15-18 request to demolish and rebuild SFR in RB Zone; DR16-18 Park Lafayette Apts facade improvements.
H-2.1.2: New Mixed Use Developments	Support projects that include a mix of residential and commercial in the downtown	Ongoing	"The Brant" by Lennar Homes is under construction - 66 for-sale condominiums in a mixed use project with 5,400 square feet of commercial uses including a full service restaurant. 10 units are affordable to very low to moderate income households.. Application and preapplication meetings have occurred to facilitate interagency coordination for review for Miramar - 198 units (20% of which will be BMR) and 40,000 square feet of commercial.
H-2.4.1: Downtown Strategy and Specific Plan	Implement the goals, policies and programs of the Strategy and Plan	2017	The updated Parking Ordinance was adopted by Council in November 2018 and is now in effect. Updates to zoning are in progress. Downtown Design Guidelines were completed shortly after the DSP. Phase 1 objective design standards have been adopted.
H-2.4.2: Downtown Densities	Analyze the zoning densities in the Downtown to determine whether density changes are warranted to address traffic, parking, neighborhood compatibility, and other impacts.	2017	The program has been deferred for implementation to 2020-2021. The City is currently is underway with preparing an update to our Housing Element and a more comprehensive General Plan update. Recently enacted State law prohibits local jurisdictions from downzoning or otherwise reducing the development potential below that which was permissible on January 1, 2018.
H-2.4.3: RHNA Monitoring Program	Maintain the residential sites inventory to ensure capacity for the 400 allocated units.	Ongoing	Ongoing. Staff is currently underway with updating the Housing Element and an early task is analyzing housing opportunity sites in light of new state law.
H-2.5.1: Second Dwelling Unit Construction	Periodic review of the existing Second Unit Ordinance and determine number of units that have been built to discern appropriate modifications	Ongoing	The City Council has a longstanding practice of subsidizing the application fees for accessory dwelling units (f.k.a. second units), and they are fast-tracked. The City Council has updated the municipal code to address changes in state law effective 1/1/2017 and 1/1/2020. Whereas historically the maximum permissible size of an ADU was 750 sq.ft., it is now 1,200 sq.ft. Several additional changes were made primarily to streamlining.
H-2.5.2: Amnesty Program for Existing Unpermitted Second Units	Establish a process to legalize nonconforming second units. Work with owners to ensure compatibility with the neighborhood and current building standards are followed	2015	Completed. Staff researched what other communities have done, best practices, and pitfalls to avoid. New state law governing Accessory Dwelling Unit required updates to the municipal code. The Amnesty subcommittee determined the best way to reduce illegal units is to make it easier to build them legally, namely through reduced costs, which is now being implemented. Applications for SU/ADU by year: 2017=14, 2018=9, 2019=14, 2020= 5 YTD, projected ~20.
H-2.5.3: Second Unit Costs	Assess the fiscal burden on homeowners to create second units.	2017	Lafayette has reduced its fees and charges Accessory Dwelling Units on a per square footage basis; with no fees whatsoever for ADUs less than 750 sq.ft.
H-2.7.1: Infill Sites	Maintain an inventory of sites suitable for development	Ongoing	Ongoing.
H-2.7.2: Lot Consolidation and Redevelopment if Non Vacant Sites	As appropriate, provide assistance to developers of residential projects to redevelop non-vacant sites, using a variety of incentives such as priority processing, technical assistance, fee deferrals, and other actions	2016 and ongoing	The City posts site information online, including a map room where interested parties can access information on parcel size, zoning and other details. Additionally, information regarding the housing element, inventory of vacant and underdeveloped sites, density bonus ordinance and inclusionary housing ordinance can be found in the housing web of the City's website. Pre-application meetings with developers of housing occur regularly to help them understand process, fees, timeline, inclusionary housing and density bonus provisions.
H-3.1.2: Housing Fund	Create a fund with contributions collected from private and public sources to support the City's housing programs	2019	Completed; As December 31, 2019 the City's housing fund contains \$1,569,781.
H-3.1.3: Tax Exempt Financing	Require developers using tax-exempt financing to include language in agreements to permit Section 8 Voucher holders to apply for BMR units in the development	Ongoing	Ongoing.
H-3.1.4: Available Funding	Support efforts to obtain State and federal assistance to develop affordable housing for seniors, large households, and those with special needs.	Ongoing	Ongoing.
H-3.1.5: Establish an Inclusionary Housing Ordinance	Complete an ordinance to require a percentage of units be made affordable in for-sale market rate developments	2013	Completed Inclusionary Housing Ordinance and adopted in 2016/2017 for for-sale units. Updated inclusionary housing ordinance in 2018 to also include rental units. The ordinance requires 15% of multi-family units to be affordable to BMR households.
H-3.1.5: Tax Increment Financing Activities	Support State and regional efforts to reinstate RDA-like tools for affordable housing.	Ongoing	Ongoing.
H-3.2.1: Senior Housing	Support the establishment of a virtual senior village to allow seniors to remain in their homes, and which provides one-stop resource support for transportation, health, etc.	2020	Ongoing. Visit: www.lamorindavillage.org
H-3.3.1: Developmentally Disabled	Consider implementing programs to coordinate housing activities with the Regional Center and its partners to encourage housing providers to designate portions of new affordable developments for people with disabilities, including development disabilities	2019	Ongoing.
H-3.4.1: Density Bonus Regulations	Support developments that provide affordable housing and/or senior housing using the density bonus.	Ongoing	The City Council adopted a density bonus ordinance in 2014.

H-3.5.1: Larger Units	Considering requiring developers to include 3 bedroom units in proposed multifamily developments to address larger household sizes.	2017	Ongoing; the City continues to encourage developers to include larger units in their developments. The 12-unit project at 210 Lafayette Circle which was approved in 2018 contains two three-bedroom units. Paloma Lafayette completed in 2019 provides 18 2 & 3 bedroom units ranging in size from approx. 1,300 to 2,400 sq. ft. (3 BMR units)
H-3.5.3: "Family" Definition	Ensure that the zoning code's definition of family is consistent with state and federal law.	2017	In progress.
H-3.6.2: Emergency Shelter Capacity Monitoring	Ensure sufficient sites in appropriate zones to accommodate a shelter of up to 30 beds.	Ongoing	The City maintains zoning which allows emergency shelters to be established. The current best practices for homeless persons no longer includes emergency shelters, but rather a housing first model, moving people directly into permanent, supportive housing.
H-4.1.1: Equal Housing Opportunity	Promote equal opportunity by supporting the investigation and disposition of housing discrimination complaints, coordinating with service providers.	Ongoing	Ongoing.
H-4.1.2: Nondiscrimination Clauses	Provide nondiscrimination clauses in rental agreements and deed restrictions for housing constructed with City assistance.	Ongoing	Ongoing.
H-5.1.1: Fast Track Processing	Provide fast track processing for projects with affordable housing.	Ongoing	Ongoing.
H-5.1.2: Application Fees	Consider reductions in development application fees for projects containing 25% or more affordable units.	Ongoing	The City will consider reducing or waiver certain fees for projects containing a higher percentage of BMR units. No applications met this criterion in 2019.
H-5.1.3: Development Impact Fees	Consider deferment of City impact fees to the certificate of occupancy state for projects with 25% or more affordable units.	Ongoing	Ongoing. The City has and will continue to grant concessions and waivers allowing for the deferral of development impact fees for projects that provide a significant percentage of BMR units.
H-5.1.4: CEQA Process	Follow CEQA procedures to expedite permit processing for all development.	Ongoing	Development projects are reviewed for compliance with CEQA; most infill developments receive categorical exemptions.
H-5.1.5: Review and Revise the Zoning Ordinance	Consider revisions based on analysis of governmental constraints.	2016	Completed in 2014.
H-5.3.1: Annual Report	Prepared the annual report describing amount and type of housing activity as per the Housing Element	Ongoing	Ongoing
Program H-5.3.2: Demographic Information: Update demographic information on the City's website as the complete results of the 2010 Census, and other data, become available. This includes relevant demographic information from the American Community Surveys. Incorporate this information in the Annual Housing Element Report, as warranted.	Program H-5.3.2: Demographic Information: Update demographic information on the City's website as the complete results of the 2010 Census, and other data, become available. This includes relevant demographic information from the American Community Surveys. Incorporate this information in the Annual Housing Element Report, as warranted.	Complete	Done.
H-3.7.1: Ongoing Estimates of the Demand for Emergency Housing	Consult with the Contra Costa County Task Force on Homelessness to maintain ongoing estimates of the demand for emergency housing in Lafayette.	Ongoing	Ongoing

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 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)

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									

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Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	3
	Non-Deed Restricted	0
Moderate	Deed Restricted	7
	Non-Deed Restricted	7
Above Moderate		70
Total Units		87

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

Housing Applications Summary	
Total Housing Applications Submitted:	55
Number of Proposed Units in All Applications Received:	164
Total Housing Units Approved:	151
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