



AGENDA REPORT SUMMARY

Meeting Date: March 22, 2022

Subject: Housing Element Annual Status Report

Prepared by: Steve Golden, Interim Planning Services Manager

Reviewed by: Laura Simpson, Interim Community Development Director

Approved by: Gabriel Engeland, City Manager

Attachment(s):

1. Housing Element Annual Progress Report Resolution
2. [Housing Element Annual Progress Report \(Calendar Year 2021\)](#) (Excel File)
3. Housing Element Annual Progress Report (Calendar Year 2021) (Saved as PDF files)

Initiated by:

Staff

Previous Council Consideration:

None

Fiscal Impact:

None anticipated

Environmental Review:

This is exempt from environmental review pursuant to CEQA Guidelines Section 15061(b)(3) because there is no possibility that receiving an update on the Housing Element's Programs status will have a significant effect on the environment. As a separate and independent basis, this report is also exempt under CEQA Guidelines Section 15378(b)

Policy Question(s) for Council Consideration:

None as the city is required to submit the Housing Element Annual Progress Report to the state each year. The City Council is being asked to receive the report and provide the public with an opportunity to comment on the status of the Housing Element's Programs.

Summary:

- Provides an update on the status and progress implementing the city's Housing Element; and
- Gives the public an opportunity to provide oral testimony and written comment.

Staff Recommendation:

City Manager

GE

Reviewed By:

City Attorney

JH

Finance Director

JE



Subject: Housing Element Annual Progress Report (Calendar Year 2021)

Receive the progress report, provide the public with an opportunity to provide oral testimony or written comment, and approve the resolution authorizing staff to submit the report to the state as required by law.

Purpose

Provides the public with an opportunity to give oral testimony and written comment and the City Council with an update on the status of the Housing Element's Programs.

Background

Pursuant to Government Code Section 65400, each city and county is required to prepare a Housing Element Annual Progress Report (APR) on the status and progress in implementing its housing element. The APR must be prepared using forms and definitions adopted by the California Department of Housing and Community Development (HCD). The forms were first implemented in 2010 and the forms have been updated with data requirements in intervening years since then, plus other revisions have been included to enhance and improve the forms. The APR is meant to serve as a tool for tracking housing production data and the progress of a jurisdiction's Housing Element implementation. The city of Los Altos 2015-2023 Housing Element was adopted by the City Council in March 2015 and certified by HCD the following October. The Housing Element is to be updated on an eight-year cycle as provided for by the regional planning oversight of the Association of Bay Area Government's compliance with SB 375 the Sustainable Communities and Climate Protection Act. Without this structure, housing elements must be updated on five-year cycles.

Discussion

The city of Los Altos Housing Element APR for Calendar Year (CY) 2021 is attached. To ensure accountability with respect to housing production in 2021, Table A reports on housing development applications that were submitted to the city in 2021. It should be noted that for the column "Date Application Submitted", HCD's definition for "application submitted" means an application submittal that has been determined complete by the jurisdiction. HCD instructs users that if the application was incomplete at the time of submittal, then to enter the date the application was determined complete by the city. Therefore, if an application was submitted to the city in 2021, but was not determined complete until 2022, it would not be included in this table. Table A2 includes the annual building activities including new construction (building permits issued), projects entitled (planning entitlement), and completed units (certificates of occupancy or final inspections). These tables include each housing site identified by assessor's parcel number and address, and contains a variety of data including but not limited to: type/category of housing units, tenure, affordability level, deed restrictions, and density bonus eligibility. For the CY2021 APR the following qualifications apply to the data reported:



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- Housing projects where there is no net gain in residential units have been excluded. For example, where a parcel is demolishing one single-family residence and replacing it with one single-family residence have been excluded from the tables.
- The affordability level for ADUs (issued building permits only) have been assigned an income category based on a statewide survey of ADUs and further research conducted by the Association of Bay Area Government (ABAG). For communities with Fair Housing concerns, ABAG has recommended the following assumptions to apply to the affordability of ADUs for communities with Fair Housing concerns: 5% very low income, 30% low income, 50% moderate income, and 15% above moderate income.

With regards to the city's progress in meeting the Regional Housing Needs Allocation (RHNA), Table B summarizes the Permitted Units Issued by Affordability and incorporates the previous reporting years. The Summary table, attached, provides a summary of the housing production numbers for the CY2021 APR. Progress on Housing Element program implementation is summarized in Table D. Housing Element programs are listed with a brief explanation regarding progress made in the reporting year. Note that many programs continue to be addressed on an on-going basis, while other are complete.

The Housing Element APR was provided to the Planning Commission at their March 17th meeting.

Recommendation

Receive the progress report, provide the public with an opportunity to provide oral testimony or written comment, and approve the resolution authorizing staff to submit the report to the state as required by law.