



City of Camarillo

AGENDA REPORT

Date: October 28, 2020

To: Honorable Mayor and Councilmembers

From: Greg Ramirez, City Manager *GR*

Submitted by: Joseph R. Vacca, Community Development Director

Subject: **2021-2029 Housing Element Update – Initial Draft Goals, Policies, & Programs**

SUMMARY

Introduce 2021-2029 Housing Element Update initial draft goals, policies, and programs to City Council for initial feedback. The draft goals, policies, and programs will subsequently be provided to the public for input at a public workshop. Staff will report back the results of the public workshop at a future joint City Council/Planning Commission meeting, for additional input.

DISCUSSION

Background

The State housing law mandates that all jurisdictions, including the City of Camarillo, periodically update their Housing Element. The City's existing 2013-2021 Housing Element will expire on October 15, 2021. In order to comply with the State mandate, the City must prepare, adopt, and submit the adopted 2021-2029 Housing Element Update to the California Department of Housing and Community Development (HCD) by October 15, 2021. The update will cover an 8-year period from October 15, 2021 through October 15, 2029.

On April 8, 2020 the City Council authorized the professional services agreement with Rincon Consultants, and Veronica Tam & Associates as the sub-consultant for the 2021-2029 Housing Element Update. The City began working with the consultants in late April once the agreement was executed.

Community Participation Plan

A key component to the Housing Element Update is a robust Community Participation Plan to encourage community input throughout the duration of the project. The Community Participation Plan includes the following opportunities for providing input. In addition to the workshops and meetings listed below, comments can be submitted

throughout the entire duration of the update process via project website (www.camarillohousingelement.com), project hotline (805-388-5372), email (planning@cityofcamarillo.org), and phone (805-388-5360).

COMPLETED WORKSHOPS/PUBLIC MEETINGS		
Event	Date	Purpose
➤ Public Workshop #1	August 27, 2020	Present Housing Element Update process, draft land inventory, and receive input.
➤ City Council Meeting (Planning Commission attended)	October 14, 2020	Present Housing Element Update process, draft land inventory, and report on the Public Workshop #1.
➤ City Council Meeting	October 28, 2020	Introduce initial draft goals, policies, and programs for initial feedback.
UPCOMING WORKSHOPS/PUBLIC MEETINGS		
Event	Date	Purpose
➤ Public Workshop #2	December 2020 (Tentative)	Present initial draft goals, policies, and programs for input.
➤ Joint City Council/Planning Commission Meeting	January 2020 (Tentative)	Present revised draft goals, policies, and programs for feedback, and report on the outcome of the Public Workshop #2.
➤ Planning Commission Public Hearing #1	March 2021 (Tentative)	Present draft 2021-2029 Housing Element Update.
➤ City Council Public Hearing #1	April 2021 (Tentative)	Present draft 2021-2029 Housing Element Update and receive direction to submit to HCD for preliminary review.
California Department of Housing and Community Development (HCD) 60-day preliminary review for compliance with housing law.		
➤ Planning Commission Public Hearing #2	July 2021 (Tentative)	Present final 2021-2029 Housing Element Update for adoption and recommendation to the City Council.
➤ City Council Public Hearing #2	August 2021 (Tentative)	Present final 2021-2029 Housing Element Update for adoption and receive direction to submit to HCD for review and certification. Deadline to submit for HCD review: October 15, 2021.
California Department of Housing and Community Development (HCD) 60-day review for compliance with housing law and certification.		

As shown in the table above, the first public workshop was held on August 27, 2020 to present the public with the 2021-2029 Housing Element Update process and draft land inventory, and to receive input. The City Council meeting was held on October 14, 2020 to present to the Councilmembers and the Planning Commissioners as attendees, the

2021-2029 Housing Element Update process, draft land inventory, and a report on the outcome of Public Workshop #1.

Initial Draft Goals, Policies, and Programs

The purpose of the City Council meeting on October 28, 2020 is to introduce the initial draft goals, policies, and programs for the City Council's preliminary review prior to releasing to the public for further consideration. The draft goals, policies, and programs will be brought back to the City Council for additional review prior to the Planning Commission and City Council Public hearings on the draft 2021-2029 Housing Element Update.

As with past Housing Element cycles, the 2021-2029 Housing Element Update must include goals, policies, and programs for the eight-year period. Each program must specify the responsible agency for implementing the program, the time frame during which the program must be completed, and the funding source for the program.

The existing 2013-2021 Housing Element includes three general housing goals for Camarillo, three general policies in support of these goals, and fifteen housing programs to achieve the general housing goals (attached). Many of the existing goals, policies, and programs are still applicable and may be carried forward into the 2021-2029 Housing Element Update, with proposed updates to address State housing law, recent local ordinance updates, and current City Council policies. The proposed initial draft goals, policies, and programs are as follows:

Proposed Initial 2021-2029 Housing Element Update Goals, Policies, and Programs

Goal 1: Protect the qualities that have created a highly desirable living environment in the City.

Goal 2: Encourage the availability of a variety of housing types, designs, tenures and prices to meet the needs of present and future City residents.

Goal 3: Ensure that the quality of residential development is adequate to protect the health, safety and general welfare of all City residents, and to promote housing opportunities for all households.

Policy 1: Preserve the high quality of the City's existing housing stock and residential environment.

Policy 2: Meet the City's local housing needs commensurate with its fair share of regional needs, including housing that is affordable to all income groups, to the maximum feasible extent.

Policy 3: Promote accessibility to housing opportunities by all households, regardless of income, race, color, religion, national origin, ancestry, sex, marital status, age, familial status, disabilities/medical conditions, source of income, sexual orientation, or any other arbitrary factors.

Program 1: Density Bonus and Other Incentives for Affordable Housing – To maintain a supply of affordable housing and to maximize the number of affordable units available to eligible households, the City will encourage developers of new residential developments to include affordable units, in exchange for receiving density bonus and/or other incentives. Inclusion of affordable housing within residential developments must comply with the guidelines established by the City Council Policy 7.09, Inclusionary Housing (adopted 2006, amended 2015) to minimize differentiation between market-rate units and affordable units. In order to preserve long-term affordability, residential housing developers of projects with affordable units will enter into an Affordable Housing Agreement with the City, which:

- a. Requires that affordable units are dispersed throughout the development for which the affordable housing obligation is created, incentivized or otherwise induced.
- b. Requires that affordable units are similar in exterior appearance to market rate units of like plan type (but may include alternate equipment and interior finishes).
- c. Requires that affordable units are available for occupancy at the same time market rate units are available for occupancy in each development phase.
- d. Requires that affordable units are distributed among income groups, in accordance with the City's density bonus ordinance, or as otherwise negotiated or incentivized.
- e. Requires that affordable units are distributed among a range of unit sizes and types to address the housing needs of a diverse demographic.
- f. Establishes the sales prices or rents of the affordable units for moderate-income and lower-income households (i.e., extremely low-, very low- and low-income); establishes the number, type, and phasing of affordable units;
- g. Requires that affordable units are among a range of unit sizes and types (i.e. single story, two-story, efficiency) to address the housing needs of a diverse demographic.
- h. Limits through deed restriction the initial and subsequent renters/purchasers of affordable units to those certified by the City as being eligible households;
- i. Requires for-sale affordable units to be owner-occupied;
- j. Prohibits buyers of for-sale affordable units from being dependent students, owners of other real property, and owners of liquid assets with a total value of greater than \$100,000.
- k. Limits the resale price of an affordable unit to that which is affordable to the same income category as the seller;
- l. Requires a minimum covenant term of 55 years for rental affordable units.
- m. Requires a minimum covenant term of 55 years for for-sale affordable units, resetting with each subsequent transfer of property title.

Responsible agency: Department of Community Development

Timeframe: Ongoing
Funding source: General fund
Program objective: Maintain a long-term supply of affordable housing units in the city.

Program 2: Affordable Housing Bonus Points Under Residential Development Control System – Title 20 of the Camarillo Municipal Code, Development Control, intends to provide a steady residential growth by allotting 400 dwelling units each year. The allotment process exempts low- and very-low income units as well as projects that contain four or less residential units. In addition, in order to encourage the provision of affordable housing under the Residential Development Control System, Part B of the allocation scoring criteria awards bonus points to market-rate projects that include affordable housing units. Title 20, Development Control, is not an impediment to providing affordable housing units and complying with RHNA.

Effective January 1, 2020, Senate Bill 330 prohibits the City from implementing its residential development control system on the number of residential permits issued through January 1, 2025.

Responsible agency: Department of Community Development
Timeframe: Ongoing
Funding source: General fund
Program objective: Increase the supply of affordable housing through the residential development control system.

Program 3: Accessory Dwelling Units (ADU) - ADUs provide an effective means of addressing the needs of moderate- and lower-income households, including seniors on fixed incomes. The City will continue to allow ADUs in accordance with the State laws, as well as provide handouts and/or informational displays at the Community Development counter, on City's website, and other appropriate locations detailing the requirements and the process for obtaining approval.

Responsible agency: Department of Community Development
Timeframe: Ongoing
Funding source: General fund
Program objective: To provide variety of housing options for lower- and moderate-income households.

Program 4: Fair Housing Practices – In order to discourage discriminatory housing practices, the City will contract with the Housing Rights Center to investigate discrimination complaints, fair housing violations, respond to complaints regarding fair housing issues, and provide referral and counseling services to Camarillo residents. In addition, the Housing Rights Center provides fair housing public workshops that discuss the rights of both renters and landlords. The Housing Rights Center also provides local jurisdiction and County staff with annual housing rights training.

Responsible agencies: Department of Community Development;

	Housing Rights Center
Timeframe:	Ongoing
Funding source:	CDBG
Program objective:	To discourage discriminatory housing practices in the City of Camarillo.

Program 5: Nonprofit Housing Organizations – To pursue the development and preservation of affordable housing, the City will continue to collaborate with the Area Housing Authority of the County of Ventura (AHACV) and other nonprofit organizations (such as Many Mansions, Habitat for Humanity of Ventura County, House Farmworkers, and Cabrillo Economic Development Corporation).

The City will also provide staff support in completing funding applications and serve as liaison with state and federal funding agencies as well as providing technical assistance on engineering and planning matters. The City will continue to meet with non-profits to discuss potential affordable housing opportunities in the City, especially for very low- and extremely low-income households and housing for persons with special needs (such as the elderly, farmworkers, and persons with disabilities, including persons with developmental disabilities, and other special needs groups).

The City will proactively contact nonprofit housing developers and agricultural stakeholders to share the inventory of properly zoned sites for residential and mixed-use development and funding opportunities. The City will also expeditiously assist builders and stakeholders to pursue funding resources, infrastructure availability, if necessary, and entitlements.

Annually, the City will conduct a meeting with nonprofit housing and supportive service providers to discuss needs in the City and funding opportunities, as part of its CDBG Request for Proposal process. The City will continue to expedite entitlements for affordable housing projects.

Responsible agency:	Department of Community Development	Timeframe:	Ongoing
Funding source:	General fund		
Program objective:	To maximize the uses of all housing resources to assist affordable housing.		

Program 6: Code Compliance – The City will continue to encourage the maintenance of residential, structural, and site conditions through code compliance efforts. The City maintains a proactive code compliance program that conducts surveys twice a year for property maintenance, responds daily to code compliance issues, and refers property owners to appropriate maintenance and repair assistance programs.

Responsible agency:	Department of Community Development
Timeframe:	Ongoing
Funding source:	General fund
Program objective:	To maintain and preserve the quality of existing housing stock.

Program 7: Affordable Housing Preservation Program (ownership units) – To minimize the number of at-risk owner-occupied affordable units from converting to market-rate, the City will preserve as many units as feasible by implementing the City Council Policy 7.12, Affordable Housing Preservation Program (adopted February 12, 2020). The affordable units identified as at-risk of conversion to market rate will be monitored, and the City will facilitate the extension of affordability covenants through appropriate means, including purchase by the City with grant funding when and if the units become available for purchase. The General Fund may be used to assist with the purchases if the General Fund can be repaid in full by the resale proceeds. Upon resale of the unit, the City will update the affordability agreements to comply with City’s affordable housing policies, including extending of the term to 55 years, which will reset with each subsequent transfer of property title.

Responsible agency: Department of Community Development
Timeframe: Ongoing
Funding source: CDBG funds, General fund
Program objective: To ensure the long-term preservation of affordable ownership housing units.

Program 8: Housing Choice Vouchers Payment Standards – In order to encourage landlord participation in the Housing Choice Vouchers (Section 8) program, the City will support the efforts of the Area Housing Authority of the County of Ventura (AHACV) to petition for increases in the payment standards to reflect local market conditions. The City will also help promote the program by providing links to the AHACV website.

Responsible agencies: AHACV; Department of Community
Timeframe: Ongoing
Funding source: Section 8 funds
Program objective: To ensure that Housing Choice Vouchers (Section 8) payment standards support local rent levels.

Program 9: Inclusionary Housing Programs – City Council Policy 7.09, Inclusionary Housing (adopted June 14, 2006, amended March 25, 2015), establishes guidelines for the inclusion of affordable housing within residential developments. Based on this policy, each residential development will be reviewed to consider the inclusion of affordable housing units for a range of incomes, including lower and moderate-income households. The guidelines apply to new residential developments and the conversion of existing apartments to condominiums. The City will continue to maintain a monitoring program for the inclusionary housing units to support the successful implementation of this program.

Responsible agency: Department of Community Development
Timeframe: Ongoing
Funding source: General fund
Program objective: Continue to maintain a monitoring program to

support the successful implementation of this program.

Program 10: Adequate Sites – The City has a Regional Housing Needs Allocation (RHNA) of 1,373 units, including 352 extremely low/very low-income, 244 low-income, 270 moderate-income, and 507 above moderate-income units for the 2021-2029 RHNA planning period. The City is committed to ensuring adequate capacity in its residential sites inventory to meet its RHNA.

Responsible agency: Department of Community Development Timeframe: Ongoing
Funding source: General fund
Program objective: Provide adequate residential sites and opportunities for affordable housing commensurate with the City’s RHNA.

Program 11: Design Flexibility – the City will continue to utilize the Residential Planned Development (RPD) process to provide flexibility from development standards in the approval of development applications. Through the RPD approval process, the City will continue to allow modifications in development standards as an incentive to encourage the development of housing for lower-income households. Periodic review of the Municipal Code requirements is done to ensure design standards do not impede the development of affordable housing.

Responsible agency: Department of Community Development Timeframe: Ongoing
Funding source: General fund
Program objective: To facilitate the development of housing and ensure that development standards do not unnecessarily constrain the development of housing.

Program 12: Housing Rehabilitation Assistance – The City utilizes Community Development Block Grant (CDBG) funds to fund a housing rehabilitation program. The program provides grants or loans at below-market interest rates to lower-income households to address health and safety issues, code violations, overcrowding, accessibility, and maintenance and repairs. In addition, the City is working with Habitat for Humanity of Ventura County to provide maintenance and repairs for lower income households through Habitat Home Repair Program.

Responsible agency: Department of Community Development
Timeframe: Ongoing
Funding source: CDBG
Program objective: To preserve and conserve the City’s affordable housing stock; facilitate rehabilitation of six housing units annually or 48 units during the planning period.

Program 13: Seek Grant Funding to Support Housing Activities –The City will apply for grant funding when available to support affordable housing activities. Grant funding applications may include Community Development Block Grant (CDBG) and Permanent Local Housing Allocation (PLHA). CDBG funds may support Habitat for Humanity Home Repair Program to provide lower-income households with needed home repairs. CDBG funds may also support the City’s Affordable Housing Property Acquisition Program to preserve existing affordable housing units and/or to provide new affordable housing units. PLHA funding may support the City’s citywide First Time Homebuyer Down Payment Assistance Loan Program to help lower-income, moderate-income, and workforce households achieve homeownership.

Responsible agency: Department of Community Development
Timeframe: Ongoing
Funding source: CDBG, PLHA
Program objective: To preserve existing and provide new affordable housing stock; and encourage homeownership at all income levels.

Program 14: First Time Homebuyer Down Payment Assistance Loan Program - The City’s Economic Development Strategic Plan Action Item f., Housing Diversification, states that the City will consider options (including locations, entitlements, etc.) for accommodating specialized urban housing types attractive to all generations, while protecting the quality of Camarillo’s established lower density neighborhoods. To help address action item f., the City will encourage affordability and homeownership at all income levels by providing down payment assistance to lower-income, moderate-income, and workforce households. The program will provide down payment assistance loans with available grant funding. The City Council Policy 7.13, First Time Homebuyer Downpayment Assistance Loan Program (February 12, 2020), provides first down payment assistance limited to households selected to purchase a unit through the City’s Affordable Housing Preservation Program. The City also applied for the State’s Permanent Local Housing Allocation (PLHA) grant for a citywide down payment assistance loan program limited to lower- and moderate- income households. The grant application is pending review.

Responsible agency: Department of Community Development
Timeframe: Ongoing
Funding source: CDBG and any other available grant funds
Program objective: To encourage affordability and homeownership at all income levels

Program 15: Housing Policies – The City has five existing City Council policies that address affordable housing, including policies 7.6 – Affordable and Senior Housing Programs (adopted 1992, amended 1998), 7.09 – Inclusionary Housing (adopted 2006, amended 2015), 7.12 – Affordable Housing Preservation Program (adopted 2020), 7.13 – First Time Homebuyer Downpayment Assistance Loan Program (adopted 2020), and 11.09 – CDBG Property Acquisition Procedure (adopted 1993, amended 1998). The

City will review each policy for internal consistency and for current affordable housing needs, and update if necessary.

Responsible Agency:	Department of Community Development
Timeframe:	During the 8-year Housing Element period
Funding source:	CDBG and any other available grant funds
Program objective:	To encourage availability of affordable housing to households at all income levels and demographics

Program 16: Zoning Ordinance Amendments – To facilitate shelter development and housing for persons with disabilities, the City will complete the following zoning ordinance amendments as required by State law:

- Zoning Ordinance Amendments to Facilitate Shelter Development. Pursuant to State law, review and if necessary, update relevant portions of the City’s Zoning Ordinance (such as Section 19.62.166, Emergency shelter and transitional housing) to address the following recent changes to State law regarding housing for the homeless: Low Barrier Navigation Centers (AB 101); Emergency and Transitional Housing (AB 139).
- Zoning Ordinance Amendments to Facilitate Housing for Persons with Disabilities. Pursuant to State law, amend Section 19.04.781, Supportive Housing, of the City’s Zoning Ordinance to address the provision of supportive housing as a use by right in zones where multi-family and mixed uses are permitted (AB 2162).

Responsible agency:	Department of Community Development
Timeframe:	Within 1 year of Housing Element adoption
Funding source:	General Fund
Program objective:	To comply with State regulations for facilitating shelter development and to facilitate housing for persons with disabilities

Next Steps

After the October 28, 2020 City Council meeting, staff will:

- Incorporate any initial feedback received from the City Council on the initial draft goals, policies, and programs for inclusion in the draft 2021-2029 Housing Element Update.
- Introduce the initial draft goals, policies, and programs to the public at a second public workshop for input, anticipated Winter 2020/21.
- Provide the City Council and the Planning Commission at a joint meeting with an update on the public input received at the second public workshop; and provide an additional opportunity to review the draft goals, policies, and programs prior to inclusion in the draft 2021-2029 Housing Element Update, anticipated Winter 2020/21.

- Work with the consultant team on the draft 2021-2029 Housing Element Update document.
- Prepare for the first set of Planning Commission and City Council public hearings to present the draft 2021-2029 Housing Element Update, anticipated Spring 2020/21.

BUDGET IMPACT

None. There is no budget impact as a result of this action.

SUGGESTED ACTION

Review the initial draft goals, policies, and programs for inclusion in the draft 2021-2029 Housing Element Update and provide initial feedback.

ATTACHMENTS

Table of Contents – Updates to the 2013-2021 Housing Element goals, policies, and programs.
2013-2021 Housing Element goals, policies, and programs.

Finance Review: MU

TABLE OF CONTENTS
 UPDATES TO THE 2013-2021 HOUSING ELEMENT GOALS, POLICIES, AND
 PROGRAMS

<i>2013-2021 Housing Element Goals, Policies, & Programs</i>	<i>Proposed revisions for inclusion in the 2021-2029 Housing Element</i>
Goal 1	Update the goal language for clarity.
Goal 2	Update the goal language for clarity.
Goal 3	Update the goal language for clarity.
Policy 1	Update the policy language for clarity.
Policy 2	Update the policy language for clarity.
Policy 3	Update the policy language for clarity.
Program 1 – Affordable Housing Agreement	Update the program name and description for clarity and consistency with City’s current activities.
Program 2 – Encouragement of Elderly, Affordable and Rental Housing Through Residential Development Control System Criteria	Update the program name and description for clarity and consistency with City’s current activities.
Program 3 – Design and Dispersal of Inclusionary and/or Density Bonus Affordable Units	Combine with program #1 for efficiency and clarity.
Program 4 – Second Units	Update the program name and description for clarity and consistency with City’s current activities. (Re-numbered as program 3).
Program 5 – Fair Housing Practices	Update the program description for clarity, consistency with City’s current activities, and compliance with State requirements. (Re-numbered as program 4).
Program 6 – Nonprofit Housing Organizations	Update the program description for clarity and consistency with City’s current activities. (Re-numbered as program 5).
Program 7 – Code Compliance	Update the program description for clarity and consistency with City’s current activities. (Re-numbered as program 6).
Program 8 – Preservation of	Update the program name and description for clarity

Existing Affordable Housing	and consistency with City's current activities. (Re-numbered as program 7).
Program 9 – Housing Choice Vouchers Payment Standards	No Revisions. (Re-numbered as program 8).
Program 10 – Inclusionary Housing Programs	Update to include the information from the City Council Policy 7.09 (adopted June 14, 2006, updated March 25, 2020). (Re-numbered as program 9).
Program 11 – Adequate Sites	Update to include 6 th cycle RHNA information. (Re-numbered as program 10).
Program 12 – Single Room Occupancy (SRO) Housing	Delete. This program was completed during the 2013-2021 Housing Element period.
Program 13 – Design Flexibility	No Revisions. (Re-numbered as program 11).
Program 14 – Housing Rehabilitation Assistance	Update the program name and description for clarity and consistency with City's current activities. (Renumbered as program 12).
Program 15 – Preservation of Mobile Home Parks	Delete. This program was completed during prior Housing Element periods.
	Add new program: Seek Grant Funding to Support Housing Activities. (Numbered as program 13)
	Add new program: First Time Homebuyer Down Payment Assistance Program. (Numbered as program 14).
	Add new program: Housing Policies. (Numbered as program 15).
	Add new program: Zoning Ordinance Amendments. (Numbered as program 16).



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7.5 HOUSING PLAN

7.5.1 Goals and Policies

The housing goals of Camarillo are to:

- Goal 1** *Protect the qualities that have created a highly desirable living environment in the City.*
- Goal 2** *Encourage the availability of a variety of housing designs, tenures and prices to meet the needs of present and future City residents.*
- Goal 3** *Ensure that the quality of residential development is adequate to protect the health, safety and general welfare of City residents.*

In support of these goals, the following policies are adopted:

- Policy 1** *Preserve the high quality of the City's existing housing stock and residential environment.*
- Policy 2** *Meet the City's local housing needs commensurate with its fair share of regional needs, including housing that is affordable to all income groups, to the maximum feasible extent.*
- Policy 3** *Promote accessibility to housing opportunities by all households, regardless of income, race, color, religion, national origin, ancestry, sex, marital status, age, familial status, disabilities/medical conditions, source of income, sexual orientation, or any other arbitrary factors.*

7.5.2 Housing Programs

This section describes the City's housing programs, including the funding source and objectives for the 2013 – 2021 planning period.

1. AFFORDABLE HOUSING AGREEMENT

To maintain a supply of affordable housing, maximize the number of affordable units to eligible households, and preclude windfall profits, the City requires developers of projects (including affordable housing units for which a density bonus exemption or other incentive(s) is granted) to enter into an Affordable Housing Agreement which:

- a. Establishes the sales prices or rents of the affordable units for lower-income households (i.e., extremely low, very low and low income);



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- b. Establishes the number, type, and phasing of affordable units;
- c. Limits through deed restriction the initial and subsequent renters/purchasers of affordable units to those certified by the City as being eligible households;
- d. Requires for-sale affordable units to be owner-occupied;
- e. Limits the resale price of an affordable unit to that which is affordable to the same income category as the seller;
- f. Provides for the City to receive any proceeds of the last sale or transfer under the terms of the agreement that are in excess of the amount at which the unit could be purchased; and
- g. Affordable housing agreements shall be for a minimum period of 30 years.

Responsible Agency: Department of Community Development

Timeframe: Ongoing

Funding source: General fund

Program objective: Maintain a long-term supply of affordable housing and preclude windfall profits.

2. ENCOURAGEMENT OF ELDERLY, AFFORDABLE AND RENTAL HOUSING THROUGH RESIDENTIAL DEVELOPMENT CONTROL SYSTEM CRITERIA

In order to encourage the provision of elderly, affordable and rental housing under the Residential Development Control System, Part B of the allocation criteria was amended to award bonus points over and above the other points earned by a project. This action would encourage developers to offer a portion of their project as elderly, affordable or rental housing. This would target projects which are not comprised completely of such housing or which do not offer at least 25 percent of their units as affordable (which would then qualify for a density bonus).

In addition to the criteria set forth in Title 20 of the Camarillo Municipal Code, the City Council has the power to use (and has used) supplemental criteria that are consistent with the intent of the Residential Control System and the General Plan. These criteria include whether the project will enable the City to provide a balance of housing types and values that will accommodate a variety of families including families of moderate income and families of limited or fixed incomes. The City Council also considers the general location, type, value, size and relationship to adjoining properties in order to ensure reasonable public services and not unduly increase the costs for providing such services.



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Responsible Agency:	Department of Community Development
Timeframe:	Ongoing
Funding source:	General fund
Program objective:	Increase the supply of elderly affordable or rental housing through the residential development control system.

3. DESIGN AND DISPERSAL OF INCLUSIONARY AND/OR DENSITY-BONUS AFFORDABLE UNITS

In order to minimize the differentiation between affordable and market rate units, and to ensure that no portion of the city contains an overconcentration of affordable units, the City intends to encourage the building of affordable inclusionary housing units in all specific plans and other developments that include market-rate housing. In addition, the City will consider the amendment or creation of policies that encourage developers to design inclusionary and/or density-bonus housing projects with affordable units that are:

- a. Dispersed throughout the development for which the affordable housing obligation is created, incentivized or otherwise induced, unless the developer can demonstrate that including the affordable units on-site makes the development economically infeasible.
- b. Similar in exterior appearance to market rate units of like plan type (but may include alternate equipment and interior finishes).
- c. Available for occupancy at the same time market rate units are available for occupancy in each development phase.
- d. Distributed among four target income groups (Extremely-Low, Very Low, Low and Moderate), in accordance with the City's density bonus ordinance, or as otherwise negotiated or incentivized.
- e. Distributed among a range of unit sizes and types (i.e. single story, two-story, efficiency) to address the housing needs of a diverse demographic.
- f. Subject to an affordability agreement to ensure long-term affordability in accordance with City ordinances and policies.

These proposed policy amendments would not apply to fully affordable housing projects, except to the extent that such a fully affordable housing project will be of a design that



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conforms with the City's Community Design Element standards and is compatible with surrounding market rate housing.

Responsible Agency:	Department of Community Development
Timeframe:	Within one year of Housing Element adoption
Funding source:	General fund
Program objective:	Adopt new General Plan policies and/or Zoning Code amendments and/or City Council policies to implement the dispersal and design requirements for affordable housing.

4. SECOND UNITS

Second units provide an effective means of addressing the needs of very low and extremely low income households, including seniors on fixed incomes. The City will continue to allow second units on lots with existing single-family residences, maintaining minimum separation and rear yard requirements to ensure compatibility with adjoining properties, as well as provide brochures and/or informational displays at the Community Development counter and other appropriate locations (with PDF versions for website distribution) detailing the benefits of second units and the process for obtaining approval.

Responsible Agency:	Department of Community Development
Timeframe:	Ongoing
Funding source:	General fund
Program objective:	To provide rental units for low-income households.

5. FAIR HOUSING PRACTICES

In order to discourage discriminatory housing practices, the City supports fair housing programs to investigate discrimination complaints, and provide referral and counseling service. The City contracts with the Housing Rights Center which distributes fair housing materials at various locations throughout the City, including but not limited to City Hall and on the City's website, the Board of Realtors office, and apartment complexes in the City. Fair housing literature is provided in various languages, including English, Spanish, Arabic, and Tagalog. Additionally, the City facilitates fair housing workshops that discuss the importance of fair housing practices for both renters and landlords. The Housing Rights Center also investigates fair housing violations as well as responds to complaints regarding fair housing issues.



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Responsible Agencies:	Department of Community Development; Housing Rights Center
Timeframe:	Ongoing
Funding source:	CDBG
Program objective:	To discourage discriminatory housing practices in the City of Camarillo.

6. NONPROFIT HOUSING ORGANIZATIONS

The City will continue to collaborate with the Area Housing Authority of the County of Ventura (AHACV) and other nonprofit organizations (such as Many Mansions, Habitat for Humanity of Ventura County, Housing Farmworkers, and Cabrillo Economic Development Corporation) to pursue the development and preservation of affordable housing. Between 2011 and 2013, the City provided a donation of \$100,000 to the Ventura County Housing Trust Fund (VCHTF). These funds, totaling \$750,000 from various agencies, were used as loans to future affordable housing projects in Ventura County.

The City will also provide staff and clerical aid in completing funding applications and serve as liaison with state and federal funding agencies as well as providing technical assistance on engineering and planning matters. The City will continue to meet with non-profits to discuss potential affordable housing opportunities in the City, especially for very low and extremely low income households and housing for persons with special needs (such as the elderly, farmworkers, and persons with disabilities, including persons with developmental disabilities, and other special needs groups). The City will proactively contact nonprofit housing developers and agricultural stakeholders to share the inventory of properly zoned sites for residential and mixed use development and funding opportunities. The City will also expeditiously assist builders and stakeholders to pursue funding resources, infrastructure availability, if necessary, and entitlements. Annually, the City will conduct a meeting with nonprofit housing and supportive service providers to discuss needs in the City and funding opportunities, as part of its CDBG Request for Proposal process. The City will continue to expedite entitlements for affordable housing projects.



7.0 City of Camarillo Housing Element

Responsible Agency:	Department of Community Development
Timeframe:	Ongoing
Funding source:	General fund
Program objective:	To maximize the uses of all housing resources to assist affordable housing.

7. CODE COMPLIANCE

The City shall continue to encourage the maintenance of residential structural and site conditions through code compliance efforts. The City maintains a proactive code compliance program that conducts surveys twice a year for property maintenance, responds daily to code compliance issues, and refers property owners to appropriate maintenance and repair assistance programs.

Responsible Agency:	Department of Community Development
Timeframe:	Ongoing
Funding source:	General fund
Program objective:	To maintain and preserve existing housing stock.

8. PRESERVATION OF EXISTING AFFORDABLE HOUSING

The City shall continue to strive to preserve existing affordable housing. This includes avoiding the intrusion of commercial and industrial land uses in existing residential neighborhoods as well as preserving the existing stock of affordable housing. In addition, the City shall assist in minimizing the number of units lost when affordability agreements terminate.

Most of the City's affordable housing projects are not at risk of converting to market rate during the ten-year 2013-2023 at-risk housing planning period. Only two assisted developments have restrictions that could expire during this time: Ponderosa Village Senior Apartments and Corte Madera apartments.

Assisted units identified as at risk of conversion will be monitored, and the City will facilitate the extension of affordability covenants through appropriate means, including purchase by a non-profit organization. The City will also ensure that owners of at-risk housing comply with noticing requirements, tenant education, and include a timeline for the



7.0 City of Camarillo Housing Element

conversion/preservation of the units. The City will continue to monitor the at-risk units to insure compliance with any statutory requirements.

Responsible Agency:	Department of Community Development
Timeframe:	Ongoing
Funding source:	CDBG funds, General fund
Program objective:	To ensure the long-term preservation of affordable housing.

9. HOUSING CHOICE VOUCHERS PAYMENT STANDARDS

In order to encourage landlord participation in the Housing Choice Vouchers (Section 8) program, the City will support the efforts of the Area Housing Authority of the County of Ventura (AHACV) to petition for increases in the payment standards to reflect local market conditions. The City will also help promote the program by providing links to the AHACV website.

Responsible Agencies:	AHACV; Department of Community Development
Timeframe:	Ongoing
Funding source:	Section 8 funds
Program objective:	To ensure that Housing Choice Vouchers (Section 8) payment standards support local rent levels.

10. INCLUSIONARY HOUSING PROGRAMS

In 2006, the City Council adopted an Inclusionary Housing Policy that establishes guidelines for the inclusion of affordable housing within residential developments. Based on this policy, each residential development shall be reviewed to consider the inclusion of affordable housing units for a range of incomes, including lower and moderate income households. The guidelines apply to new residential developments and the conversion of existing apartments to condominiums. Developments within the Springville Specific Plan area are also obligated to provide inclusionary housing units. The City of Camarillo has prepared a public handout that describes the inclusionary housing policy and what is expected from developers. The handout is available at the public counter. The City will continue to maintain a monitoring program for the inclusionary housing units to support the successful implementation of this program.

Responsible Agency:	Department of Community Development
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7.0 City of Camarillo Housing Element

Timeframe:	Ongoing
Funding source:	General fund
Program objective:	Continue to maintain a monitoring program to support the successful implementation of this program

11. ADEQUATE SITES

The City has a Regional Housing Needs Allocation (RHNA) of 2,224 units, including 539 extremely low/very low income, 366 low income, 411 moderate income, and 908 above moderate income units for the 2014-2021 RHNA planning period. The City is committed to ensuring adequate capacity in its residential sites inventory to meet its RHNA.

Responsible Agency:	Department of Community Development
Timeframe:	Ongoing
Funding source:	General fund
Program objective:	Provide adequate residential sites and opportunities for affordable housing commensurate with the City's RHNA.

12. SINGLE ROOM OCCUPANCY (SRO) HOUSING

The Camarillo Zoning Code does not currently define SROs or include specific provisions for their development. The City will amend the Zoning Code within two years of adoption of the Housing Element to facilitate the development of this housing type.

Responsible Agency:	Department of Community Development
Timeframe:	Within two years of Housing Element adoption
Funding source:	General fund
Program objective:	To provide housing opportunities for extremely low income and special needs households.

13. DESIGN FLEXIBILITY

The City will continue to utilize the Residential Planned Development (RPD) process to provide flexibility from development standards in the approval of development applications. Through the RPD approval process, the City will continue to allow modifications in development standards as an incentive to encourage the development of housing for lower-income



7.0 City of Camarillo Housing Element

households. Periodic review of the Municipal Code requirements is done to ensure design standards do not impede the development of affordable housing.

Responsible Agency:	Department of Community Development
Timeframe:	Ongoing
Funding source:	General fund
Program objective:	To facilitate the development of housing and ensure that development standards do not unnecessarily constrain the development of housing.

14. HOUSING REHABILITATION ASSISTANCE

The City utilizes CDBG funds to operate a Housing Rehabilitation Program. The program provides loans at below-market interest rates to lower income households to address health and safety issues, code violations, overcrowding, accessibility, and maintenance and repairs. In addition, the City is working with Habitat for Humanity to provide maintenance and repairs for lower income households through Habitat's Neighborhood Revitalization Program.

Responsible Agency:	Department of Community Development
Timeframe:	Ongoing
Funding source:	CDBG
Program objective:	To preserve and conserve the City's affordable housing stock; facilitate rehabilitation of six housing units annually or 48 units during the planning period.

15. PRESERVATION OF MOBILE HOME PARKS

The City previously assisted in the conversion of two mobile home parks to resident ownership. The City will continue to monitor and where possible assist the preservation of mobile home parks as an affordable housing resource.



7.0 City of Camarillo Housing Element

Responsible Agency:	Department of Community Development
Timeframe:	Ongoing
Funding source:	General Fund, CDBG
Program objective:	To retain affordable housing opportunities in mobile home parks, whenever feasible.

7.5.3 Quantified Objectives

The City's quantified objectives for new construction, rehabilitation and conservation are presented in TABLE 7-45.

TABLE 7-45 Quantified Objectives – 2013-2021 City of Camarillo

	Income Category					Totals
	Ex. Low	V. Low	Low	Mod	Upper	
New Construction (RHNA)	266	273	366	411	908	2,224
Rehabilitation Assistance	8	20	20	--	--	48
Conservation of At-Risk Housing	56	73	16	--	--	145