

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction SAN BUENAVENTURA

Reporting Period 01/01/2014 - 12/31/2014

Pursuant to GC 65400 local governments must provide by April 1 of each year the annual report for the previous calendar year to the legislative body, the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD). By checking the “Final” button and clicking the “Submit” button, you have submitted the housing portion of your annual report to HCD only. Once finalized, the report will no longer be available for editing.

The report must be printed and submitted along with your general plan report directly to OPR at the address listed below:

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

(10) Total by Income Table A/A3	28	0	2	89		
(11) Total Extremely Low-Income Units*	0					

* Note: These fields are voluntary

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

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

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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	0	0	0	0	0	0
No. of Units Permitted for Above Moderate	38	41	0	0	0	79	24

* 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.												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	861	0	28	0	0	0	0	0	0	0	28	833
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Low	Deed Restricted	591	0	0	0	0	0	0	0	0	0	0	591
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Moderate		673	0	2	0	0	0	0	0	0	0	2	671
Above Moderate		1529	0	89	0	0	0	0	0	0	-	89	1440
Total RHNA by COG. Enter allocation number:		3654											
Total Units ▶ ▶ ▶			0	119	0	0	0	0	0	0	0	119	
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													3535

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
1. Housing Preservation Loan Program	Assist 12 households.	2014-2021. Reopen to new applicants by 2014.	CD staff and Housing Authority reviewed program guidelines. Reopening HPP project is on hold on for further consideration of broader strategy of Affordable Housing Program: 1) retain (maintain/rehab); 2) grow (expand what we have - acquisition/rehab); and 3) produce new housing.
11. Workforce Housing	Provide financial and regulatory incentives to increase the supply of housing affordable to Ventura's lower-income workforce.	2014-2021	Construction was completed on Phase I of the Snapdragon Place Apartments, providing 28 units of CDBG assisted very-low income/ workforce housing. Acquisition was completed for a site at the Vince Street project to provide 10 CDBG & HOME assisted SRO units for homeless veterans.
13. Inclusionary Housing Ordinance	Continue to implement the inclusionary ordinance and monitor its effectiveness throughout planning period. Amend Density Bonus Ordinance such that additional units allowed under this ordinance can be counted towards determining the required number of inclusionary units, and repeal Section 24.445.030 of the Ordinance in order to	Amend Density Bonus Ord. and assess in-lieu fee by 2014, implement and monitor I	In 2013, the City amended the Density Bonus Ordinance to allow IHP units to be counted as units to qualify for Density Bonus units. Also in 2013, the City formed a Blue Ribbon Committee (BRC) to begin assessing the Inclusionary Housing program, and the possibility/ feasibility of an in-lieu fee. The BRC four times prior to submitting its report to the City Council in June 2014, at which time the Council directed no action until the CA Supreme Court rules on BIA/San Jose case.

	comply with State Density Bonus law.		
16. Other Housing Funding Options	Pursue various alternative or previously unutilized sources of funding for housing such as participation in the Ventura County Housing Trust Fund. Evaluate the effectiveness of this program during the City's final year of payment to determine performance/successes and then seek City Council consideration to fund another 4 years with installment plan.	TBD	The City continued paying on its 5-year commitment of \$200,000 to VCHTF, with the 4th of 5, \$40,000 payments made in August 2014. The VCHTF has raised about \$1.7M toward State \$2M match; loaned \$1.66M to six projects creating 94 units of affordable housing, \$610K of which was loaned to three projects (50 total affordable units) located in Ventura.
22. Use of City-Owned/ Publicly- Owned Land for Affordable Housing	Maintain an inventory of City-owned sites, as well as Downtown development opportunity sites; potentially provide assistance with site assembly and land write-downs to selected developers in exchange for the provision of affordable units, including extremely low-income housing where feasible; evaluate program effectiveness in 2014 after the Successor Agency Long Range Property Management Plan is approved and any approved identified properties for use by the City are transferred.	Evaluate program effectiveness in 2014	The Long-Range Property Management Plan, which comprises remnant properties formerly owned by the Redevelopment Agency (RDA), was approved in Spring 2014. Eligible properties are currently in the RFP process. City-owned properties are included in the Surplus Properties Program, which is currently inactive.
26. Fair Housing Program	The City will continue to promote fair housing practices, and provide educational information on fair housing to the public through the provision of fair housing seminars and workshops, and the distribution of printed fair housing brochures. The City will continue to contract with the Housing Rights Center and make fair housing services available to residents and landlords.	2014-2021	City provides CDBG funding for Housing Rights Center (HRC) to promote Fair Housing, including counseling and investigative services for housing discrimination, public education and outreach. Over 200 Ventura residents are provided services each year.
2. Housing Code Enforcement Program	Continue programs. Produce at least 1,000 Resale Reports each year. Continue to encourage applicants to legalize residential units under the Second Unit Amnesty Permit Program before the application deadline date of the end of calendar year 2013. Permit 100 units under this program, with all final	2014-2021, Through June 30, 2014 for amnesty program	2011: Building Records Disclosure Report (BRDR) Program started to ensure full disclosure of permitted building activity prior to transfer of property; both buyer and seller acknowledge receipt of permit information. 2014: Data re. 2nd Unit Amnesty not yet available.

	inspections carried out by June 30, 2014.		
3. Condominium Conversion Ordinance	Continue program.	Ongoing	
4. Section 8 Rental Assistance	The City will advocate for this program and encourage property owners to list available units.	Ongoing	
5. Preservation of Assisted Housing	Monitor at-risk units through contact one year prior to expiration; pursue options to purchase affordability covenants on all or portion of at-risk units; conduct tenant notification by notifying tenants at least one year prior to potential conversion to market-rate housing, providing information regarding tenant rights and conversion procedures should an owner decide to convert his/her property to non-low-income use, then offering tenants information regarding Section 8 rental subsidies and other available assistance through City and County agencies as well as non-profit organizations; Study creation of a 1:1 replacement program and a funding mechanism for at-risk units that convert to market rate units, meaning that, for each unit that drops off the City's list of publicly-assisted low-income housing, the City would replace that unit with either a rental or owner-occupied publicly-assisted low-income unit within a certain time frame.	2016	
6. Mobile Home Park Rent Stabilization Ordinance	Seek new funding/grant opportunities to continue program	Ongoing	
7. Mobile Home Park Preservation	Continue MHP zoning designation to maintain viable mobile home parks. The City will study the feasibility of creating a seniors only zoning designation for mobile home parks within a 2-year time period. This study would be funded through the General Fund, as directed by Council, through the Community Development Work Plan.	Ongoing, 2014-2016 for seniors only zoning designation	In 2013, City Council issued a moratorium on the conversion of 9 of Ventura's 16 mobile home parks that operate as "seniors" parks. Background research conducted in Fall 2014 in anticipation of ordinance creation.

8. Mobile Home Park Resident Ownership Program	Provide program information; support funding applications.	Ongoing	
9. Mobile Home Rehabilitation Grant Program	Assist an average of 15-30 households per year; market the availability of the program by providing brochures to local mobile home park associations, distributing at relevant public meetings, and displaying them at the City's public counters, public libraries, and the senior center.	2014-2021	Fifteen (15) MHRGP grants were completed in 2014, providing funding for critical repairs and improvements to low-income mobile home owner-occupants.
10. Rental Acquisition & Rehabilitation Program	Continue to seek opportunities for rehabilitation of deteriorating rental properties in locations that contribute to overall neighborhood revitalization.	2014-2021	In 2013, approximately \$300K in HOME funding was provided to the Housing Authority for acquisition/ rehab of two (2) distressed property units in Peppertree Condominiums. In 2014, an additional \$150K in HOME was provided for the acquisition/ rehab of a 3rd unit. All 3 newly restricted units are occupied by low-income families.
12. Homebuyer Assistance	Evaluate HAP Program guidelines and outside funding opportunities. Assist 1-2 households on an annual basis after program reopens; advertise program. Assist approximately 16 potential first time homebuyers within Ventura city limits in utilizing the WISH and IDEA programs by directing them to a participating local bank and to homebuyer counseling programs, certifying income and first time homebuyer requirements, and providing application preparation assistance.	June 30, 2014	Currently, there is no funding available for the HBAP program. The Housing Authority is publicizing WISH and IDEA programs.
14. Second Units	Facilitate development of at least 8 second units annually through information provided at the public counter and on the city website. Attend neighborhood council meetings and regional realtor and contractor association meetings to educate them on the City's regulations regarding both new and existing second units and their financial and processing advantages. Monitor and report on the effectiveness of this program in the City's annual General Plan Progress Report.	2014-2021	Data re. 2nd Unit Amnesty not available yet.
15. Non-Traditional Housing	The City will continue its efforts to	Ongoing	The Housing Authority assists Ventura residents in participating in the Ventura

	<p>facilitate the development of non-traditional housing types, including co-housing, assisted living facilities, and live-work units, through the development, adoption, and implementation of form based codes and adoption of a new Density Bonus Ordinance that will conform to the State Code.</p>		<p>County Homeshare Program. The Homeshare vision is to match an adult who is seeking affordable housing with a home provider who has a home with rooms to share.</p>
<p>17. 10-Year Strategy to End Homelessness</p>	<p>Continue to advocate and support the recommendations in the Strategy; actively participate in oversight of activities via the Interagency Council on Homelessness for Ventura County; work closely with the Ventura County Homeless and Housing Coalition; invite the Ventura County Homeless and Housing Coalition to prepare an annual progress report on the 10-Year Strategy to End Homelessness and present it to the City Council; where appropriate, incorporate recommendations from the annual progress reports into the next update of the Housing Element.</p>	<p>2014-2021</p>	<p>In an effort to expand a regional approach to reach comprehensive solutions in Ventura County, the cities of Ventura and Oxnard came to a contractual agreement in October of 2014 to share the Community Services manager position. The purpose of the shared arrangement is to have consistent policy and program implementation in Ventura County's two cities with the highest populations of homeless people.</p>
<p>18. Infill First Strategy</p>	<p>Continue to implement Infill-First Strategy. Utilize site assembly and the City's flexibility to encourage lot consolidation to help facilitate infill development. Maximize opportunities for higher density residential and mixed uses (e.g. 30 units per acre). Prepare up-to-date inventory of vacant and underutilized parcels to be made available to the public, in conjunction with information on available development incentives, every two years or as-needed. The City will also host a public outreach event once every two years upon release of each updated inventory in order to help publicize this information</p>	<p>Update land inventory every two years including 2015 and 2017.</p>	<p>The Community Development and GIS staff completed GIS mapping of approximately 377 vacant/ underutilized parcels in the City. This data will be transferred to City's Energov system for the 2015 effort.</p>
<p>19. Transitional/ Supportive Housing & Emergency Shelters</p>	<p>Continue to support organizations that meet the housing and supportive service needs of the homeless and those at risk of homelessness.</p>	<p>2014-2021</p>	<p>Ventura partnered with the City of Oxnard and the County of Ventura on a four-month seasonal warming shelter (operated by the Society of St. Vincent de Paul). Shelter services were provided from 12/01/13 through 03/31/15.</p>

20. Farm Worker Housing	Continue to implement the City's Zoning Regulations and encourage developments that offer affordable housing to farm workers and their families.	2014-2021	In 2014, a \$300,000 CDBG grant was provided to Cabrillo Economic Development Collaborative for the acquisition of a site for its Snapdragon Place Apartments Phase I project. Housing units are for very-low income/ workforce (farmworker) housing.
21. Adaptive Reuse Ordinance	In 2013-2014, the City will evaluate the effectiveness of the City's nonconformity regulations and determine if provisions for an adaptive reuse ordinance with tailored development standards and building codes should be adopted. Consideration of an ordinance amendment would include technical review with local developers and builders, public outreach, and a local adoption process in 2014-15.	Evaluate nonconformity regulations in 2013-2014, w/ potential adoption in 2014-15	In the Summer of 2014, a Community Development intern conducted an assessment of nonconformity regulations, prospective Ventura projects, and best practices from other jurisdictions. Study results were presented to City staff, developers, architects, etc. in discussion about feasibility of implementing an Adaptive Reuse ordinance.
23. Affordable Housing Program	Pro-actively advertise the updated Program through creation of a brochure geared towards developers, and the addition of information on the City's website by December 2014, after which the City will monitor and respond as necessary if State density bonus law is updated.	Create brochure by December 2014, then monitor State density bonus law updates f	Staff training completed on the Density Bonus provisions for planners who process development projects and work closely with developers. An Affordable Housing webpage was created on the City's website, along with various policy-related resources that are available on the webpage.
24. Streamlined Processing Procedures	Continue to implement departmental procedures and protocols to streamline processing times, complete form based codes where necessary, and report on the number and outcome of consistency rezone requests in the City's annual report to State HCD on the City's progress in implementation of its Housing Element.	2014-2021	
25. Streamlining 100% Affordable Projects tied to Finance Funding Cycles	In 2014-15, the City will collaborate with the Housing Authority and affordable housing developers on a pilot program for a streamlined permit approval process for qualifying 100% affordable projects tied to an annual deadline for selected finance funding cycle. Provide public input and Planning Commission and Design Review Committee review and comment on the	2014-2017	A committee comprising housing development representatives was formed in 2014 to assess the possibility of streamlining the permitting process for 100% affordable housing projects. Committee discussion have included reduced permit processing time (six sigma presentations) housing design menu, and addressing technical study requirements as conditions of approval, not at entitlement in order to save time for tax credit filing deadlines. The committee is continuing its work into 2015.

	streamlined permit approval process prior to implementation. In 2016-17, evaluate the effectiveness of the pilot program and determine if process steps and requirements were successful and consider for formal adoption.		
27. Accessible Housing Program	<ul style="list-style-type: none"> * Continue to make reasonable accommodations through its zoning, building code and permit processing procedures for residential accessibility improvements. * Work with the Tri-Counties Regional Center to implement an outreach program that informs families within the City of housing and services available for persons with developmental disabilities. * Provide rental assistance to make housing more affordable for persons with developmental disabilities, identifying the housing needs of such persons through coordination with the Regional Center. * Identify constraints to housing access and, based on this information, develop guidelines for providing rental assistance and market this program to persons with developmental disabilities. * Pursue state and federal funding sources for direct support of housing construction and rehabilitation that are designated for persons with disabilities. * Continue to implement American with Disabilities Act requirements for provision of accessible units in multi-family development. * Provide accessible units in projects receiving state or federal funds. * Provide rehabilitation grants to income qualified households for access improvements. * Promote Universal Design in conjunction with new development. 	2014-2021	Ongoing
28. Universal Design	Work with home builders to offer universal	2014-2021	City continues working with homebuilders in providing universal design

	design options prior to construction, and to encourage discussion of design options with home purchasers prior to unit construction.		features in new construction.
29. Reasonable Accommodation	Continue to enforce the City's Building Code, which incorporates accessibility standards contained in Title 24 of the California Administrative Code, to ensure full compliance with reasonable accommodation procedures of the Fair Housing Act. The City will also continue to implement its existing procedure to process reasonable accommodation requests through its Community Development Department.	Ongoing	City continues to comply with State and Federal law in facilitating reasonable accommodation; the State accessibility code for housing provides for reasonable accommodation. CD webpage contains information, process and application form to seek accommodation by the CD Director in development projects.

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General Comments: