

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction SAN BUENAVENTURA

Reporting Period 01/01/2017 - 12/31/2017

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

(9) Total of Moderate and Above Moderate from Table A3			19	646		
(10) Total by Income Table A/A3	36	34	19	646		
(11) Total Extremely Low-Income Units*	13					

* 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	4	0	4	0
No. of Units Permitted for Above Moderate	249	66	73	0	0	388	0

* 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	49	0	36	0	0	0	0	113	748
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Low	Deed Restricted	591	0	0	0	12	34	0	0	0	0	46	545
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Moderate		673	0	2	41	0	19	0	0	0	0	62	611
Above Moderate		1529	0	89	55	223	646	0	0	0	-	1013	516
Total RHNA by COG. Enter allocation number:		3654											
Total Units ▶ ▶ ▶			0	119	145	235	735	0	0	0	0	1234	
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													2420

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
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 inspections carried out June 30, 2014	2014-2021. Through June 30, 2014 for amnesty program	2017: No Changes. Beginning in 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.
3. Condominium Conversion Ordinance	Continue program.	Ongoing	2017: No Changes
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	Ongoing, 2014-2016 for seniors only zoning designation	2017: No changes. In 2015, City Council adopted Ordinance No. 2015-010, establishing a Seniors Mobile Home Park Overlay zone (MHP-S), which applies to eight (8) of Ventura's sixteen (16) Mobile Home Parks.

	Work Plan.		
8. Mobile Home Park Resident Ownership Program	Provide program information; support funding applications.	Ongoing	2017: No changes.
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	2017: Fifteen (15) MHRGP grants were completed, providing funding for critical repairs and improvements to owner-occupied mobile home units.
4. Section 8 Rental Assistance	The City will advocate for this program and encourage property owners to list available units.	Ongoing	2017: No Changes
5. Preservation of Assisted Housing	Monitor at-risk units through contract 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 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	2017: The City continues to monitor units for expiration, and to assist in the re-sales to income-qualified buyers.
6. Mobile Home Park Rent Stabilization Ordinance	Seek new funding/grant opportunities to continue program.	Ongoing	2017: No changes.

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	2017: No changes
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 comply with State Density Bonus law.	Amend Density Bonus Ord. and assess in-lieu fee by 2014, implement and monitor 1	2017: The City has continued implementing the existing IHP policies, with completion of two for-sale housing projects, and several large-scale rental and for-sale projects under construction. Further, with 2016 California Supreme Court decision on inclusionary ordinance upheld, City staff worked on program ideas in 2017 and the City Council subcommittee on Homelessness and Affordable Housing reviewed the proposed scope of the IHP/AHP Overhaul project in November, anticipated to begin in Spring 2018, and completed by early 2019. In 2014, the IHP Blue-Ribbon Committee (BRC) reported to City Council on its progress in assessing the IHP, and the possibility of establishing an in-lieu fee.
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	2017: The City approved an Accessory Dwelling Unit ordinance, which allowed ADUs in multiple zones in addition to the R-1 zone and eliminated the minimum lot size requirement. Four ADU/2nd Units were permitted in 2017.
16. Other Housing Funding Options	Pursue various alternative or previously unutilized sources of funding for housing such as participation in the Ventura County 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	In 2015-2016, the City completed its 5-year commitment of \$200,000 to the VCHTF. By the end of 2017, the trust fund has loaned over \$4M, \$724,900 of which was invested in City of Ventura projects, creating 56 new units of very-low and low-income housing.
17. 10-Year Strategy to End Homelessness	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	2014-2021	In March 2017 City Council approved an Emergency Shelter Zoning Ordinance and Map Amendment, Case No. OA-1-17-3866, that established an overlay district (Emergency Shelter Overlay District) that will provide a location where emergency shelters, with full supportive services, can be established with a Conditional Use Permit.

	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.		
19. Transitional/ Supportive Housing & Emergency Shelters	Provide adequate sites for homeless & at-risk homeless population. Support establishment of regional Homeless Service Center in City.	2014-2021	The 2017-2018 Winter Warming Shelter was operated at the Ventura Armory from December 2017 through March 2018. See Program 17 (above) regarding the City's pursuits of a zoning ordinance to allow, through a Conditional Use Permit, co-location of shelter and supportive services.
25. Streamline 100% Affordable Projects tied to Finance Funding Cycles	In 2014-15, the City 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 streamlined permit approval process prior to implementation of the pilot program and determine if process steps and requirements were successful and consider for formal adoption.	2014-2017	After a committee of housing development representatives spent time in 2014 and 2015 considering the feasibility of streamlining the permitting process for 100% affordable housing projects, it was determined that streamlining would not be feasible at this time, and the committee was disbanded.
26. Fair Housing Program	The City will continue to promote fair housing practices, 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 to make fair housing services available to residents and landlords.	2014-2021	2017: City continues to provide CDBG funding for Housing Rights Center (HRC) to promote Fair Housing, including counseling and investigative services for housing discrimination, public education and outreach. Approximately 200 Ventura residents are provided services each year. Also, in 2017-2018 HRC participated in Tenant Rights assistance workshops provided in response to the December 4, 2017 Thomas Fire, which directly or indirectly caused many low-income residents to lose or be at risk of losing their housing.
27. Accessible Housing Program	* Continue to make reasonable accommodation through its zoning, building code and permit processing procedures for residential accessibility	2014-2021	Ongoing

	<p>improvements.</p> <ul style="list-style-type: none"> * Work with the Tri-Counties Regional Center to implement an outreach program that informs families within the City of housing and services available for person 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. 		
28. Universal Design	Work with home builders to offer universal design options prior to construction, and to encourage discussion of design options with home purchasers prior to unit construction.	2014-2021	2017: City continues working with home builders in providing universal design 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	Ongoing	2017: The City approved a Reasonable Accommodation request for a room addition necessary to accommodate a resident with disabilities. The Community Development department approved the zone clearance. The 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

	Housing Act. The City will also continue to implement its existing procedure to process reasonable accommodation request through its Community Development Department.		and application form to seek accommodation by the CD Director in development projects.
11. Workforce Housing	Provide financial and regulatory incentives to increase the supply of housing affordable to Ventura's lower-income workforce.	2014-2021	2017: No new workforce housing was completed in 2016, however, the Snapdragon project with 22 units for extremely-low, very-low, and low-income households, as well as veterans, will begin construction in 2018 and be completed in 2019.
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 program 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	2017: In 2016, the City partnered with the Ventura County Community Development Collaborative (VCCDC), which promotes homeownership through financial coaching, lending, and realty services. VCCDC assists with marketing efforts for the City's Inclusionary Housing units and provides homeowner workshops for residents in Ventura's Westside community.
15. Non-Traditional Housing	The City will continue its efforts to 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.	Ongoing	The 300-unit development under construction throughout 2017 includes 30 live/work units. The project will be completed in 2018. The V.C. Area Agency on Aging's Homeshare program matches people seeking housing with homeowners who have a room to rent. Additionally, the City continued its partnership with the Homeless 2 Home collaborative.
18. Infill First Strategy	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.	Update land inventory every two years including 2015 and 2017	In 2016, the City Council initiated the General Plan Refinement project, which directed the creation of Mixed Use Land Designations for the Corridors consistent with the 2005 General Plan's Infill First strategy. Housing Element Land Inventory (HELI) sites designated Mixed Use would be required to provide residential uses as part of a mixed-use projects. As part of this effort, staff expanded areas outside the corridor that would be suitable for infill housing. In late 2017, HCD conducted a preliminary review of the proposed Amendment; several changes were incorporated by City staff. Completion of the Amendment is anticipated to be in 2018.

	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.		
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	Continued with HOME grant support of Snapdragon Place Apartments Phase II, for very-low income/ workforce housing (including farm worker). Additionally, the Rancho Verde construction and Westview reconstruction projects will include farm-worker 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 nonconforming regulations in 2013-14, potential adoption in 2014-15	A draft Adaptive Reuse Ordinance was prepared in 2015. Assessment of the feasibility of such an ordinance in Ventura was considered in 2017. It was determined that constraints such as a limited area the ordinance would be applicable to (the downtown area, 90% of which is within the Coastal Zone) and few opportunities for implementing the ordinance, would yield little value for the effort.
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 provisions 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	In 2016, the State transferred to the City the vacant site located adjacent to the Veterans Home of California, Ventura. The City Council accepted the Grant Deed and authorized a Declaration of Restrictive Covenant. In April 2018, City Council will select a development of the for the approximately 9.68-acre lot. Additionally, four other sites formerly owned by the Redevelopment Agency (RDA) remain under consideration for development.
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	With new Inclusionary Housing units coming online, and the pending overhaul of the Inclusionary & Affordable housing programs, publicity about the new program will be developed in 2018-2019.

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 on its Housing Element.	2014-2021	The Community Development department continues to monitor permitting procedures and protocols to streamline processing times.
1. Housing Preservation Loan Program	Assist 12 households	2014-2021. Reopen to new applicants by 2014.	2017: No Changes. Reopening HPP project is on hold 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.

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General Comments: