

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202 )

**Jurisdiction** City of San Pablo

**Reporting Period** 1/1/2016 - 12/31/2016

**Table A**

**Annual Building Activity Report Summary - New Construction**  
**Very Low-, Low-, and Mixed-Income Multifamily Projects**

| Housing Development Information                                   |               |                               |                                    |            |                 |                       |                         | Housing with Financial Assistance and/or Deed Restrictions |  | Housing without Financial Assistance or Deed Restrictions |   |
|---|---------------|-------------------------------|------------------------------------|------------|-----------------|-----------------------|-------------------------|--|--|---|---|
| 1   | 2             | 3                             | 4                                  |            |                 |                       | 5                       | 5a   | 6  | 7   | 8   |
| Project Identifier<br>(may be APN No., project name or address)   | Unit Category | Tenure<br>R=Renter<br>O=Owner | Affordability by Household Incomes |            |                 |                       | Total Units per Project | Est. # Infill Units*                                       | Assistance Programs for Each Development | Deed Restricted Units                                     | Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions. |
|   |               |                               | Very Low-Income                    | Low-Income | Moderate-Income | Above Moderate-Income |                         |  | See Instructions                         | See Instructions  |   |
|   |               |                               |                                    |            |                 |                       |                         |  |  |   |   |
| 412-323-001   | SU            | O                             |                                    | 1          |                 |                       | 1                       | 1  |  | Program H-3.3.1   |   |
| 412-344-013   | SU            | O                             |                                    | 1          |                 |                       | 1                       | 1  |  | Program H-3.3.1   |   |
| 417-080-007   | SF            | R                             |                                    |            | 1               |                       | 1                       | 1  |  | Program H-3.4.1   |   |
| 410-240-005   | SF            | R                             |                                    |            | 1               |                       | 1                       | 1  |  | Program H-3.4.1   |   |
| 412-090-002   | SF            | R                             |                                    |            | 1               |                       | 1                       | 1  |  | Program H-3.4.1   |   |
|   |               |                               |                                    |            |                 |                       |                         |  |  |   |   |
|   |               |                               |                                    |            |                 |                       |                         |  |  |   |   |
|   |               |                               |                                    |            |                 |                       |                         |  |  |   |   |
| (9) Total of <b>Moderate and Above Moderate</b> from Table A3 ▶ ▶ |               |                               |                                    |            |                 |                       |                         | 5  |  |   |   |
| (10) Total by income Table A/A3 ▶ ▶                               |               |                               |                                    |            |                 |                       |                         | 5  |  |   |   |
| (11) Total <b>Extremely Low-Income</b> Units*                     |               |                               |                                    |            |                 |                       |                         |  |  |   |   |

\* 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

**Table A3**

### Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

|   | 1.<br>Single Family | 2.<br>2 - 4 Units | 3.<br>5+ Units | 4.<br>Second Unit | 5.<br>Mobile Homes | 6.<br>Total | 7.<br>Number of<br>infill units* |
|---|---------------------|-------------------|----------------|-------------------|--------------------|-------------|----------------------------------|
| No. of Units Permitted for<br><b>Moderate</b>       | 3                   |                   |                | 2                 |                    | 5           | 5                                |
| No. of Units Permitted for<br><b>Above Moderate</b> |                     |                   |                |                   |                    |             |                                  |

\* 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     | 160                             |        |        |        |        |        |        |        |        |        |                                 | 160                                  |
|  | Non-deed restricted |                                 |        |        |        |        |        |        |        |        |        |                                 |                                      |
| Low  | Deed Restricted     | 100                             |        | 2      |        |        |        |        |        |        |        | 2                               | 98                                   |
|  | Non-deed restricted |                                 |        |        |        |        |        |        |        |        |        |                                 |                                      |
| Moderate   | Deed Restricted     | 100                             |        |        |        |        |        |        |        |        |        |                                 | 97                                   |
|  | Non-deed restricted |                                 |        | 3      |        |        |        |        |        |        | 3      |                                 |                                      |
| Above Moderate   |                     | 100                             |        |        |        |        |        |        |        |        |        |                                 | 100                                  |
| Total RHNA by COG. Enter allocation number:  |                     | 460                             |        | 5      |        |        |        |        |        |        |        | 5                               | 455                                  |
| Total Units ▶▶▶  |                     |                                 |        |        |        |        |        |        |        |        |        |                                 |                                      |
| Remaining Need for RHNA Period ▶▶▶▶▶   |                     |                                 |        |        |        |        |        |        |        |        |        |                                 |                                      |

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<br>(By Housing Element Program Names)  | <b>Housing Programs Progress Report - Government Code Section 65583.</b><br>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<br>in H.E.               | Status of Program Implementation   |
| <b>Program H-1.1.1</b> -Establish City Staff Work Priorities for Implementing Housing Element Programs                     | Identification of annual work priorities for housing.  | Annually                           | Ongoing - Reviewed in April.   |
| <b>Program H-1.1.2</b> -Review the Housing Element Annually  | Review and monitor Housing Element implementation: submit Annual Report to HCD.  | Annually                           | Ongoing - Submit APR to HCD and OPR.   |
| <b>Program H-1.2.1</b> -Adopt Priority Procedures for Providing Water and Sewer Service to Affordable Housing Developments | Comply with Government Code Section 65589.7.   | 2015                               | Complying with Government Code Section 65589.7.  |
| <b>Program H-1.2.2</b> -Housing Coordination with Contra Costa County  | Maximize annual subsidies available to San Pablo residents.  | Annually                           | Ongoing - Staff has met with Contra Costa County Housing to review available funding opportunities, and monitors programs.   |
| <b>Program H-1.2.3</b> -Work with Housing Developers (Non-Profit and For-Profit) on Housing.                               | Outreach and involvement of non-profit and for-profit housing developers.  | Ongoing.                           | The City works with both non-profit and for-profit developers about development opportunities to create more housing units.  |
| <b>Program H-1.2.4</b> -Lobby for Changes to State Law Requirements and Housing Funding                                    | Work with other Contra Costa County jurisdictions and lobby for modifications to State law.  | 2016 and as needed                 | Ongoing.   |
| <b>Program H-1.3.1</b> -Publicize and Provide Information on Housing Programs  | Distribute educational materials at public locations and make public services announcements through different media at least two times a year.   | 2016 and update as needed          | Ongoing. Information on available programs through the County is currently provided in City offices and on the City's website. The San Pablo Economic Development Corporation is promoting WISH - Workforce Initiative Subsidy Homeownership - a program to assist qualified first-time homebuyers make the transition from renting to owning. |
| <b>Program H-1.3.2</b> -Undertake Community Outreach When Implementing Housing Element Programs                            | Conduct community outreach and distribute materials.   | Consistent with program timeframes | Ongoing. Information provided upon implementing programs.  |
| <b>Program H-1.3.3</b> -Conduct Neighborhood Meetings  | Early community involvement and discussion when housing developments are proposed.   | Ongoing                            | Ongoing. As developments are proposed.   |

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|  |   |                            |  |
|--|---|----------------------------|--|
| <b>Program H-2.1.1</b> -Provide Low Interest Loans for Housing Rehabilitation through the Contra Coast County Neighborhood Preservation Program. | Rehabilitation of 27 lower income units by 2023.  | 2015-2023                  | Ongoing. Information of the program provided to participants in the City's Residential Health and Safety program.  |
| <b>Program H-2.1.2</b> -Allow for Deferred Loans for Property Improvements   | Provision of 10 deferred loans for property improvements.   | 2015-2023                  | Ongoing. Information of programs through Contra Costa County is provided to the public and through the City's Residential Health and Safety program as available.  |
| <b>Program H-2.1.3</b> -Provide Technical Assistance and Counseling for Rehabilitation Loans   | Provision of technical assistance and referrals.  | Ongoing                    | Ongoing. Information of programs through Contra Costa County is provided to the public and through the City's Residential Health and Safety program as available.  |
| <b>Program H-2.2.1</b> -Implement the Neighborhood Clean-Up Program  | Reduce trash and improve the appearance of neighborhoods.   | Annually                   | Ongoing. The City provides a dump voucher program, available to all residents, four times a year which reduces the cost of dump fees. Additionally, the City provides free dumpsters seven (7) days in the calendar year for use by San Pablo residents. |
| <b>Program H-2.2.2</b> -Implement the Motor Vehicle Abatement Program  | 650 abandoned vehicles tagged per year.   | Ongoing                    | Ongoing. The City's Code Enforcement and Police Department implements the program consistently. For 2016, 767 abandoned vehicles were tagged.  |
| <b>Program H-2.2.3</b> -Monitor Housing Conditions   | Tracking of housing and neighborhood conditions to assist in identifying potential locations for neighborhood improvements. | 2016, 2018, 2020, and 2022 | Program for 2016 and beyond.   |

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|---|--|-------------------|---|
| <b>Program H-2.2.4-</b> Assist Contra Costa County with Implementing the Neighborhood Stabilization Program | Assistance for 5 lower income housing units.                               | 2015-2023         | Ongoing. Assistance provided to Contra Costa County as needed.  |
| <b>Program H-2.2.5-</b> Assist CESC with Healthy Homes Program Implementation                               | Healthy Homes improvements for 5 lower income units.                       | 2015-2023         | Ongoing. Assistance provided as needed.   |
| <b>Program H-2.2.6-</b> Assist Contra Costa County with Implementing Home Repair Programs                   | Repairs to 20 lower income homes.  | 2015-2023         | Ongoing. Assistance provided to Contra Costa County as needed.  |
| <b>Program H-2.3.1-</b> Inventory Potential Historically Significant Buildings                              | Mitigate potential impacts on historically significant buildings.          | Ongoing           | Inventory listed in the City's General Plan and updated as needed. Potential impacts monitored.   |
| <b>Program H-2.3.2-</b> Preserve Archaeologically Significant Sites   | Preservation of significant archaeological sites.                          | Ongoing           | Ongoing.  |
| <b>Program H-2.3.3-</b> Promote a Unified Architectural Design  | Unified design of buildings in the City.                                   | Ongoing           | Design Guidelines have been adopted by the City.  |
| <b>Program H-2.4.1-</b> Inspect Rental Housing Units.   | Inspect about 750 rental units per year.                                   | 2015-2023         | Inspections are ongoing through the City's Residential Health and Safety Program. For 2016, 571 rental units were inspected.  |
| <b>Program H-2.4.2-</b> Inspect Owner-Occupied Housing  | Inspect about 400 single-family, townhome, and condominium units per year. | 2015-2023         | Inspections are ongoing through the City's Building Division. For 2016, there were over 2000 individual inspections of which 323 were single-family, townhome, and resale condominium inspections.                          |
| <b>Program H-2.5.1-</b> Coordinate Building Plans with the Police Department                                | Police Department review of development proposals.                         | Ongoing           | Major development plans are routed to the Police Department for review and comment.   |
| <b>Program H-3.1.1-</b> Provide Density Bonuses and Incentives for Affordable and Special Needs Housing.    | Incentives for affordable housing to be built.                             | 2015 and Ongoing  | Density Bonuses were provided in 2015 with the approval of an 120 unit senior affordable housing project (Creekview Terrace). The developer will not be going forward with this project as it did not receive full funding. |
| <b>Program H-3.1.2-</b> Preserve At Risk Affordable Rental Units  | Preserve all at-risk units.  | Annual Monitoring | The City monitors threats to affordable rental units, and has recently adopted a multi-family overlay district to assist in maintaining potential at-risk rental units.   |
| <b>Program H-3.1.3-</b> Promote Contra Costa County's Mortgage Credit Certificate Program                   | Subsidy for 10 first-time homebuyers.                                      | 2015-2023         | Ongoing support of the program.   |
| <b>Program H-3.1.4-</b> Strive to Replace Housing   | Replacement of affordable housing units.                                   | 2015-2023         | Ongoing. In 2015, the City approved a 120 unit senior affordable housing project (Creekview Terrace). The developer will not be going forward with this project as it did not receive full funding.                         |
| <b>Program H-3.1.5-</b> Enact Inclusionary Housing Requirements   | Construction of affordable housing units as part of new development.       | In 2017           | Research for future project.  |
| <b>Program H-3.1.6-</b> Facilitate Affordable Rental and Cooperative Family Housing Opportunities           | Provision of affordable housing with support services.                     | Ongoing           | Ongoing.  |

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|--|--|-----------|--|
| <b>Program H-3.1.7-</b> Provide Information and Promote Rental Assistance Programs             | Continued availability of rental housing vouchers for San Pablo residents  | Annually  | Ongoing.   |
| <b>Program H-3.2.1-</b> Update the Zoning Ordinance to Implement Land-Use Designations         | Consistency of the Zoning Ordinance with the San Pablo General Plan 2030.  | In 2015   | An updated Zoning Ordinance was updated and adopted May 18, 2015.  |
| <b>Program H-3.2.2-</b> Promote Mixed Commercial/Residential Development                       | Development of mixed commercial/residential sites in the Mixed Use Center, Commercial Mixed Use and Residential Mixed Use areas. | In 2016   | The City continues to promote mixed use development through the various mixed use zoning ordinances and specific plans.  |
| <b>Program H-3.2.3-</b> Maintain an Inventory of Available Sites for Housing.                  | Listing of potential sites for housing.  | Ongoing   | The City continues to maintain an inventory of available sites for housing as identified in Appendix A of the 2015-2023 City of San Pablo Housing Element.   |
| <b>Program H.3.2.4-</b> Facilitate Lot Consolidation   | Creation of lot consolidation opportunities and increased housing development in support of the General Plan 2030.               | Ongoing   | Ongoing. The City continues to investigate opportunities to consolidate lots to increase housing development.  |
| <b>Program H-3.2.5-</b> Reduce Parking Requirements Along San Pablo Avenue Near Transit        | Parking incentives for new residential development in support of the General Plan 2030.  | Ongoing   | Reduced parking requirements are adopted as part of the Plaza San Pablo mixed use regulating code and have been applied throughout the development. No parking is required for new accessory dwelling units within 1/2 half mile of a bus stop pursuant to recently adopted state law on accessory dwelling units. |
| <b>Program H-3.2.6-</b> Reduce Parking Standards for Multi-Family and Mixed-Use Housing        | Parking incentives for new residential development in support of the General Plan 2030.  | In 2015   | Reduced requirements were applied to Creekside Terrace, a senior affordable housing project approved in 2015. The developer will not be going forward with this project as it did not receive full funding.  |
| <b>Program H-3.3.1-</b> Promote Second Units   | 20 new secondary dwelling units by 2023 (about 2 per year; 10 extremely low income, 5 very low income, and 5 low income).        | 2015-2023 | The City continues to support of secondary residential units as regulated by Zoning Ordinance Section 17.60.070, Secondary Residential Units. Building permits were issued for two units 2016.   |
| <b>Program H-3.3.2-</b> Promote the Development of Single Room Occupancy and Efficiency Units. | 10 new SRO extremely low-income units by 2023.   | In 2017   | Research for future projects. Single-Room Occupancy are regulated by Zoning Ordinance Section 17.60.090.   |
| <b>Program H-3.3.3-</b> Encourage Innovative and "Non-Traditional" Forms of Housing            | Opportunity for innovative housing types.  | In 2017   | Research for future projects.  |
| <b>Program H-3.3.4-</b> Facilitate Home Sharing and Tenant Matching Opportunities              | 10 home sharing opportunities created.   | 2015-2023 | The City continues to be open to home sharing opportunities. 0 units for 2015.   |
| <b>Program H-3.3.5-</b> Encourage Manufactured Housing   | 20 moderate income manufactured housing units  | 2015-2023 | The City continues to support manufactured housing and follows State regulations. 0 units for 2016.  |

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|---|---|-----------|--|
| <b>Program H-3.3.6</b> -Implement Employee Housing Requirements                                   | Compliance with State Health and Safety Code Section 17021.5.   | 2015-2023 | The City continues to comply with State Health and Safety Code Section 17021.5.  |
| <b>Program H-3.4.1</b> -Promote the Development of Larger Housing Units for Families              | 20 housing units with three or more bedrooms.   | 2015-2023 | The City continues to support larger housing units for families. Building permits were issued for three units for 2016.    |
| <b>Program H-3.5.1</b> -Facilitate Mixed-Use Center North Site Development                        | New student housing.  | 2015-2023 | The City has designated the Mixed Use Center North within the San Pablo Avenue Specific Plan.                              |
| <b>Program H-4.1.1</b> -Work with Housing Rights, Inc.  | Resolution of conflicts and disputes between landlords and tenants, and elimination of all forms of housing discrimination. | Ongoing   | Ongoing.   |
| <b>Program H-4.1.2</b> -Publicize Fair Housing Laws and Respond to Discrimination Complaints      | Obtain and distribute materials; discrimination complaints referrals.   | Ongoing   | Ongoing.   |
| <b>Program H-4.2.1</b> -Create Emergency Shelter Zoning   | Update as part of the Zoning Ordinance Update.  | In 2015   | Section 17.60.080, Emergency Shelters, was adopted as part of the Zoning Ordinance update in May, 2015.                    |
| <b>Program H-4.2.2</b> -Create Transitional and Supportive Housing Zoning                         | Update as part of the Zoning Ordinance Update.  | In 2015   | The Zoning Ordinance was adopted in May, 2015 and included updated language regarding transitional and supportive housing. |
| <b>Program H-4.2.3</b> -Implement Reasonable Accommodation Ordinance                              | Update as part of the Zoning Ordinance Update.  | In 2015   | Section 17.18.100, Reasonable Accommodation, was adopted as part of the Zoning Ordinance update in May, 2015.              |
| <b>Program H-4.2.4</b> -Apply Accessibility Standards   | Expand housing opportunities for persons with disabilities.   | Ongoing   | Ongoing. The City continues to endeavor to expand housing opportunities for persons with disabilities.                     |
| <b>Program H-4.2.5</b> -Update Residential Care Facility Zoning                                   | Update as part of the Zoning Ordinance Update.  | In 2015   | The Zoning Ordinance was adopted in May, 2015 and included updated language regarding Residential Care Facility Zoning.    |
| <b>Program H-4.2.6</b> -Outreach to People Living with Developmental Disabilities in San Pablo    | Inform families about housing and services available for persons with developmental disabilities.                           | In 2016   | Ongoing.   |
| <b>Program H-5.1.1</b> -Promote Home Weatherization Programs                                      | Implementation of energy conservation measures.   | Ongoing   | Ongoing. The City promotes these programs in coordination with Contra Costa County.  |
| <b>Program H-5.1.2</b> -Promote Solar Energy and Other Methods to Efficiently Heat and Cool Homes | Implementation of energy conservation measures.   | Ongoing   | Ongoing. The City continues to promote these programs.   |
| <b>Program H-5.1.3</b> -Require Energy Efficient Design   | Implementation of energy conservation measures.   | Ongoing   | Ongoing. The City continues to require energy efficient design.  |
| <b>Program H-5.1.4</b> -Adopt a Green Building Design Ordinance                                   | Adopt a Green Building Design Ordinance.  | In 2016   | The City adopted and currently follows the California Green Building Standards Code.                                       |



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|--|---|---------|----------|
| <b>Program H-5.1.5</b> -Encourage Environmentally Sensitive Construction Practices | Implementation of environmentally sensitive construction practices. | Ongoing | Ongoing. |
| <b>Program H-5.1.6</b> -Promote Water Conservation                                 | Implementation of water conservation measures                       | Ongoing | Ongoing. |

**General Comments:**

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