

ANNUAL ELEMENT PROGRESS REPORT *Housing Element Implementation* (CCR Title 25 §6202)

Jurisdiction City of Lake Forest
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 (may be APN No., project name or address)	Unit Category	Tenure R=Renter 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	
(9) Total of Moderate and Above Moderate from Table A3 ▶			8	489	497						
(10) Total by income Table A/A3 ▶ ▶			8	489	497						
(11) Total Extremely Low-Income 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	2	3	6	11	
(2) Preservation of Units At-Risk	1	2	9	12	
(3) Acquisition of Units				0	
(5) Total Units by Income	3	5	15	23	

* 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. 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			8			8	
No. of Units Permitted for Above Moderate	388	20	81	0	0	489	

* 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.		2013	2014	2015	2016							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	647	20									20	627
	Non-deed restricted												
Low	Deed Restricted	450	167									167	283
	Non-deed restricted												
Moderate	Deed Restricted	497											276
	Non-deed restricted		20	145	48	8						221	
Above Moderate		1,133	29	688	461	489						1,667	-534
Total RHNA by COG. Enter allocation number:		2,727											
Total Units ▶ ▶ ▶			236	833	509	497						2,075	652
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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General Comments:

**Table C
Program Implementation Status**

<p>Program Description (by Housing Element Program Names)</p>	<p align="center">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.</p>		
<p>Name of Program</p>	<p>Objective</p>	<p>Timeframe in H.E.</p>	<p>Status of Program Implementation</p>
<p>Program 1: Land Use Policy, Entitlements, and Development Capacity</p>	<p>Maintain and monitor the residential sites inventory to ensure adequate sites remain to accommodate the RHNA throughout the RHNA period. Receive and process development applications for projects within the New Neighborhoods.</p>	<p>Annual monitoring and reporting throughout the planning period.</p>	<p>The City's adopted Housing Element for 2013-2021 includes an inventory of available sites with residential land use designations which allow a range of residential development opportunities to accommodate the RHNA. Adequate sites remain in the inventory to accommodate the remaining RHNA.</p> <p>During 2016, the City has received and processed applications for 8 New Neighborhoods totaling 657 units.</p>
<p>Program 2: Monitor Residential Capacity (No Net Loss)</p>	<p>Develop and implement a formal evaluation procedure pursuant to Government Code Section 65863 by January 1, 2014.</p>	<p>Develop and implement a formal evaluation procedure pursuant to Government Code Section 65863 by January 1, 2014.</p>	<p>The City has developed an annual monitoring and tracking tool on a project-by-project level to ensure that adequate inventory is available to meet the City's RHNA obligations.</p>
<p>Program 3: Facilitate Affordable Housing Production</p>	<p>Maintain contact information for affordable housing developers for the purposes of soliciting their involvement in development projects in Lake Forest. Participate with affordable housing developers to review available federal and State financing subsidies and apply as feasible on an annual basis. Assist and support developers of housing for lower-income households, especially housing for extremely low-income households, with site identification, supporting applications, conducting pre-application meetings, assisting with design and site</p>	<p>Update list and contact information for affordable housing developers annually thereafter.</p> <p>Provide ongoing participation and assistance to interested affordable housing developers.</p> <p>Annual monitoring and reporting throughout the planning period.</p>	<p>The City maintains and periodically updates a list containing contact information for affordable housing developers.</p>

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	requirements, and providing State mandated regulatory incentives and concessions. Monitor and enforce AHIP provisions and collaborate with developers of affordable housing over the planning period to facilitate the construction of 250 affordable units over the planning period (10 extremely low-income, 40 very low-income, and 200 low-income units).		
Program 4: Farm Employee Housing	Review and revise the Zoning Code to address compliance with Health and Safety Code Sections 17021.5 and 17021.6.	Review and revise the Zoning Code within one year of adoption of the Housing Element.	Zone Change 12-14-4673 was approved on June 16, 2015, which added a definition for “agricultural employee quarters” as well as allowing such housing by right within the City’s Agricultural and Open Space zones.
Program 5: Monitor Changes in Federal and State Housing, Planning, and Zoning Laws	Monitor State and federal legislation as well as City development process and zoning regulations to identify and remove housing constraints.	Annual monitoring and reporting throughout the planning period.	City staff and the City Attorney’s office regularly monitor changing legislation and perform regular updates to the zoning regulations accordingly.
Program 6: Sites for Homeless Shelters	Provide financial support to non-profit organizations that shelter the homeless (subject to available funding and on a case-by-case basis). Assist non-profit organizations identify potential sites for homeless shelters. Continue staff participation in the Commission to End Homelessness and support of a Homeless Liaison within the Police Services Department.	Annual monitoring and reporting throughout the planning period.	No opportunities to assist non-profits to locate a homeless shelter were identified during 2016. Housing Authority partnership with a non-profit to provide two City-owned transitional housing units is ongoing. City staff participates on local committees to find regional solutions and identify potential sites (see 9 below).
Program 7: Transitional and Supportive Housing	Provide financial support to non-profit organizations that provide transitional/ supportive housing for homeless (subject to available funding and on a case-by-case basis).	Annual monitoring and reporting throughout the planning period.	During the 2016-2017 fiscal year, the City anticipates assisting 4,215 individuals through seven nonprofit programs, which provide services including food pantries and emergency housing programs, primary health care, counseling/advocacy and referral services for fair housing, case management and a meals-on-wheels

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			program for seniors, and before and after school care programs for children. Total anticipated expenditure for this activity is \$59,861.
Program 8: Coordination with Social Service Agencies	Continue to evaluate on an annual basis allocation of CDBG. Funds to social service agencies to benefit Lake Forest residents.	Annual monitoring and reporting throughout the planning period.	In 2016-2017 fiscal year, seven social service agencies were funded to provide support and assistance to residents.
Program 9: Rental Assistance	Continue to contract with the OCHA to administer the Housing Choice Vouchers Program with the goal of assisting an average of approximately 190 extremely low and very low income households annually during the planning period. Promote the Housing Choice Vouchers program on City website. Support the OCHA's applications for additional voucher allocations and efforts to maintain and expand voucher use in the City.	Ongoing implementation and annual monitoring throughout the planning period.	Residents continue to be assisted by the Housing Choice Voucher program, which is a HUD Sec.8 program that is administered by County. During FY 2016-2017, it is anticipated that 240 very-low income households will receive voucher assistance.
Program 10: Conservation of Existing and Future Affordable Units	<p>The City will work with property owners, interest groups and the State and federal governments to implement the following programs on an ongoing basis to conserve its affordable housing stock:</p> <ul style="list-style-type: none"> • <u>Monitor Units at Risk:</u> Maintain contact with providers and owners to monitor the status of existing and future affordable units, including the 255 at-risk units. • <u>Work with Owners:</u> Provide technical assistance to owners of properties with at-risk units by identifying funding sources and supporting grant or tax credit applications for the extension of affordability covenants. • <u>Work with Potential Purchasers:</u> Where feasible, provide technical assistance to public and non-profit agencies interested 	Ongoing implementation and annual monitoring and reporting throughout the planning period. Within 60 days of notice of intent to convert at-risk units to market rate rents, the City will work with potential purchasers using HCD's current list of Qualified Entities (http://www.hcd.ca.gov/hpd/hrc/tech/presrv/), educate tenants of their rights, and assist tenants to obtain rental assistance in accordance with this program.	<p>In 2016, a total of 255 affordable units were available in the City, all designated "at risk".</p> <p>The City actively monitors these units. Should a notice of intent to convert to market rate units be filed, work with potential purchasers to preserve the units, and ensure that tenants were properly notified of their rights under California law.</p>

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	<p>in purchasing and/or managing properties that include units at risk.</p> <ul style="list-style-type: none"> • <u>Tenant Education</u>: The California Legislature extended the noticing requirement of at-risk units opting out of low income use restrictions to one year. Should a property owner pursue conversion of the units to market rate, the City will ensure that tenants were properly noticed and informed of their rights and that they are eligible to receive Section 8 vouchers that would enable them to stay in their units. 		
Program 11: Housing Rehabilitation Loan Program	Assist 10 lower income homeowners annually.	Annual allocation of CDBG funds through the HUD Action Plan process, and annual monitoring and reporting through the HUD CAPER process throughout the planning period.	During the 2016-2017 fiscal year, it is anticipated that six income-qualified homeowners will participate in and complete needed repairs and improvements to their home (e.g., roofing, plumbing, electrical, and flooring) via the City's Housing Rehabilitation Loan Program. Total allocation for this activity is \$235,257.
Program 12: Code Enforcement and Neighborhood Preservation	Continue to implement the applicable sections of the Lake Forest Municipal Code, including the California Building Code.	Ongoing implementation and annual monitoring and reporting throughout the planning period.	<p>In addition to inspections in Target Areas, Code Enforcement inspectors continue to inform property owners of rehabilitation.</p> <p>Furthermore, as part of the annual Neighborhood Pride Paint Program, it is anticipated that five homes could be professionally prepped and painted. The program assists the City's efforts to enhance the appearance of homes in the community and preserve property values. Total of \$ \$30,000 in CDBG funds is allocated for this activity.</p>
Program 13: Homebuyer Assistance	Continue to promote the MCC and SCHFA programs by notifying eligible applicants to County programs and providing information	Ongoing implementation and annual monitoring and reporting throughout the	The City participates in the Mortgage Credit Certificate Program through a cooperative agreement with the County of Orange.

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Programs	on the City's website with the goal of assisting five households to achieve home ownership annually during the planning period.	planning period.	Although the program currently applies only to census tracts outside of Lake Forest, the City will continue to monitor the program for any future applicability to Lake Forest households.
Program 14: Fair Housing Services	Continue to contract with a fair housing service provider to provide fair housing services. Maintain the link on the City website providing information about fair housing services. Participate in the Regional Analysis of Impediments to Fair Housing Choice and work to mitigate impediments identified in the study.	Annual allocation of funds to fair housing service provider. Annual monitoring and reporting throughout the planning period.	The City's website provides information about fair housing matters, including contact information for the Fair Housing Council of Orange County services. In Fiscal Year 2016-2017, City awarded FHCOC a \$6,000 grant for services to investigate housing discrimination matters. FHCOC anticipates assisting 48 Lake Forest households.