CITY OF DANA POINT PLANNING COMMISSION AGENDA REPORT

DATE: MARCH 11, 2019

TO: DANA POINT PLANNING COMMISSION

FROM: COMMUNITY DEVELOPMENT DEPARTMENT

MATT SCHNEIDER, DIRECTOR OF COMMUNITY DEVELOPMENT

BELINDA DEINES, SENIOR PLANNER

SUBJECT: 2018 ANNUAL HOUSING ELEMENT PROGRESS REPORT

RECOMMENDATION: That the Planning Commission review the 2018 Annual

Housing Element Progress Report, and receive and file the

report.

LOCATION: Citywide

REQUEST: To review the Annual Housing Element Progress Report for

2018 as required by State law to show progress on the

General Plan Housing Element

ENVIRONMENTAL: In accordance with CEQA, a Negative Declaration was

prepared as required for adoption of the Housing Element. The Annual Housing Element Progress Report does not

require further CEQA action.

BACKGROUND:

On December 3, 2013, the City Council adopted an update to the City's General Plan Housing Element for the 2014-2021 planning period. The 2018 Annual Housing Element Progress Report (APR) is the fifth report of the 5th Cycle 2014-2021 Housing Element.

State law requires the City to submit an APR to show progress on the General Plan Housing Element by April 1 of every year. This report provides an update on housing unit production and housing program implementation from January 1 through December 31, 2018. The 2018 Annual Housing Element Progress Report is attached as Supporting Document 1.

After review by the Planning Commission and City Council, the attached report will be submitted to the California Department of Housing and Community Development (HCD) as required by Title 25 of the California Code of Regulations.

DISCUSSION:

In order to address the housing needs in California, State law requires that each jurisdiction adopt a Housing Element as a chapter of its General Plan. The Housing Element includes the City's housing strategy to plan for existing and projected housing demand, identify adequate sites to accommodate the City's allocated share of regional housing needs, and analyze local policies, regulations and requirements that have the potential to constrain development of housing for all income levels.

Regional Housing Needs Assessment (RHNA)

RHNA allocation is a "fair share" number of units in four income categories as determined by the Southern California Association of Governments (SCAG). The State assigned the total number of units needed for the region, and SCAG used future planned housing and jobs to determine the number for each city. Dana Point has an allocation of 327 RHNA units to be addressed in the Housing Element.

Dana Point RHNA Allocations for the planning period of January 1, 2014 to October 31, 2021 are as follows:

Number of very-low income households (0-50% median)	76
Number of low income households (51-80% median)	53
Number of moderate income households (81-120% median) Number of above moderate-income households (121%+ median)	61 <u>137</u>
Total RHNA Allocation for 2014-2021	327

In 2018, the official area median income for Orange County is \$92,700 (based on a 4-person household), as determined by the U.S. Department of Housing and Urban Development (HUD) and HCD.

In Dana Point and other Orange County cities, the marketplace tends to naturally meet the demands for housing in the above moderate-income levels. Construction of any substantive number of units in the very-low and low income household categories would likely require innovative application and partnerships of City, County, State, and non-profit groups to meet these housing allocations.

New Reporting Requirements for 2018

In 2017, the Legislature enacted new housing-related bills that resulted in additional modifications to the APR submittal requirements. Assembly Bill 897 requires that the APR include the number of housing development application received in the reporting year. Senate Bill 35 requires that the APR include housing unit data including completed entitlements, issued building permits, and certificates of occupancy. Supporting Document 1 has been expanded to include new tables as required by HCD:

- Table A New housing unit applications submitted and "deemed complete" during the reporting year.
- Table A2 New housing unit data including affordability criteria, entitlement approval, issuance of building permit, and issuance of a certificate of occupancy.
- Table B Summary of prior permit activity (permits issued) in the current cycle including activity for the current reporting year.
- Table C (not applicable) Sites identified or rezoned to accommodate shortfall housing need. The City's 2014-2021 Housing Element does not require that the City identify an unaccommodated need of sites from the previous planning period, has a shortfall of sites as identified in the Housing Element, or is identifying additional sites required by no net loss law. Therefore, this table is not applicable.
- Table D Status and progress of housing program and policy implementation as specified in the Housing Element
- Table E (not applicable) This table only applies if the City approved any commercial development bonuses during the reporting year. To qualify, an applicant for a commercial development enters into an agreement for partnered housing to contribute affordable housing through a joint project or two separate projects and the commercial developer receives a development bonus.
- Table F Identifies units rehabilitated, preserved, and acquired for alternative adequate sites
- Summary Table The summary table auto-populates data entered on other tables related to project entitlements completed during the reporting year and if those projects received streamlined review pursuant to SB 35 streamlining provisions.

2018 Housing Project Activity

Table A of Supporting Document 1 provides data for projects submitted and "deemed complete" by the City's Planning Division within the 2018 reporting year. Residential projects are assigned unit categories: Single-Family Attached Units (SFA), Single-Family Detached Units (SFD), Two to Four Dwelling Units (2 to 4), Multiple-Family Dwelling Units (5+), Accessory Dwelling Units (ADU), and Mobile Homes (MH). Each of these units are quantified based on proposed affordability. A total of 30 housing units received planning approval during the 2018 reporting year.

2018 Housing Unit Production

HCD requires that the City report on new residential building permits issued during each year within the Housing Element cycle by income level, as noted on Table A2 in Supporting Document 1. In 2018, the City issued building permits for 64 single-family dwelling units (SFD), 4 duplex dwelling units, 109 multiple-family dwelling units (MFD), and 5 accessory dwelling units. Of the 64 SFD units, 41 units are located at the new South Cove condominium complex and 9 units are located in The Strands at Headlands. The 109 MFD units are under construction as part of the Prado West mixed-use apartment complex.

A total of 168 units are a combination of attached and detached single-family dwellings, with a sales price in excess of the maximum amount established for an affordable housing unit by HCD. Therefore, the 168 units have been identified with building permits issued in the above-moderate income level households (greater than 120% of median income).

Within the South Cove condominium project, 17 for-sale units will be restricted for affordable households. For purposes of the annual report, 9 for-sale units have been issued permits in which the monthly housing cost is calculated under the maximum monthly payment for moderate income level households (80-120% of median income). A total of 17 units will be restricted for affordable households and will be counted in the year when building permits are issued. In addition, five (5) accessory dwelling units are identified as moderate income in that the units are affordable by design as small-scale and ancillary to the main residence.

<u>Implementation of Housing Element Programs</u>

The City's 2014-2021 Housing Element identifies key housing goals, policies, quantified objectives and scheduled implementation of programs. Table D of Supporting Document A summarizes the City's actions taken during the 2018 reporting year. This summary includes monitoring of programs on an ongoing basis as well as implementation schedule within the eight-year cycle of the Housing Element.

Program Category #1: Identify Adequate Sites for a Variety of Housing Types

- The City Council adopted a local ordinance for ADUs, which is currently under review by California Coastal Commission.
- The City issued permits for 5 ADUs, exceeding the goal of 1-2 ADUs annually.

Program Category #2: Assist in the Development of Affordable Housing

- Housing Initiatives Program increased rental assistance from 41 to 47 Dana Point hotel employees, exceeding the goal of 20 employees annually. The program is operated by Mary Erickson Community Housing in collaboration with the Monarch Beach Resort.
- Staff has facilitated meetings with affordable housing developers to explore interest for building affordable and senior housing units.

Program Category #3: Remove Governmental Constraints to the Maintenance, Improvement, and Development of Housing

- The City's Parking and Circulation Oversight Task Force held quarterly meetings to evaluate citywide parking issues including residential parking. City staff conducted a parking count and occupancy study including residential neighborhoods adjacent to Lantern District/Town Center. The Task Force will provide the City Council with a draft Citywide Parking Implementation plan.
- City staff conducted a fee study and City Council adopted a revised fee resolution
 with provisions to waive all City imposed fees to cover cost of processing
 development permits and building permit fees for development of deed-restricted
 housing affordable to extremely-low, very-low, and low-income households. For

mixed-income developments, fees are discounted proportionally.

Program Category #4: Conserve/Improve Condition of Existing Stock of Affordable Housing

 Staff has researched and contacted the property owner of Coffield Apartments located at 25942 Domingo Ave. to consider utilizing housing funds for repair and rehabilitation of the existing units that provide affordable housing.

Program Category #5: Promote Housing Opportunities for All Persons

- City Council expanded the City's contract with Mercy house for full-time homeless outreach staff. Through homeless outreach staff and the housing resources assistance program, 10 individuals were placed into permanent supportive housing.
- Staff continues to monitor affordable housing currently under construction; for-sale moderate-income units: 5 units sold, 4 units under lottery.

Program Category #6: Preserve Existing Assisted Housing Developments

The units at Monarch Coast Apartments have converted to market-rate rents. Due
to the landslide and geological constraints that affected the subject property, the
Monarch Coast Apartments developer has had difficulty securing financing for
construction of additional market-rate rental units.

CONCLUSION:

The recommended actions are that the Planning Commission: 1) review the Annual Housing Element Progress report for 2018; and 2) Receive and File the Housing Element Progress Report (Supporting Document 1).

SUPPORTING DOCUMENT:

1. 2018 Annual Housing Element Progress Report

Belinda Deines, Senior Planner

Matthew Schneider, Director Community Development Department

Supporting Document 1: 2018 Annual Housing Element Progress Report

ATTACHMENT

Please Start Here

General Information								
Jurisidiction Name	Dana Point							
Reporting Calendar Year	2018							
Contact Information								
First Name	Belinda Ann							
Last Name	Deines							
Title	Senior Planner							
Email	bdeines@danapoint.org							
Phone	(949) 248-3570							
	Mailing Address							
Street Address 33292 Golden Lantern								
City	Dana Point							
Zipcode	92629							

Submittal Instructions

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

- 1. Online Annual Progress Reporting System (Preferred) This enters your information directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.
- 2. Email If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at <u>APR@hcd.ca.gov</u> and to OPR at <u>opr.apr@opr.ca.gov</u>. Please send the Excel workbook, not a scanned or PDF copy of the tables.

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ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation (CCR Title 25 §6202)

Note: + Optional field

Cells in grey contain auto-calculation formulas

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Jurisdiction	Dana Point	
Reporting Year	2018	(Jan 1 - Dec 31)

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		1			2	3	4				5				6	7	8	9	10
Prior APN*	Current APN	Street Address	Project Name⁺	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low-Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Total <u>PROPOSED</u> Units by Project	Total <u>APPROVED</u> Units by project	Total DISAPPROVED Units by Project (Auto-calculated Can Be Overwritten)	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes*
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ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation 25 §6202)

Reporting Year 2018	(Jan. 1 - Dec. 31)						Cells in grey contain	in auto-calculation formu	rulas																							
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668-271-04 668-271-04	663 DOHENY WAY SOUTH COVE 436 DOHENY WAY SOUTH COVE	BLD16-2321 BLD16-2019	SFA O										1		11/18/2 11/18/2 11/18/2	116	1			1 1			1/23/2018	1		N N N	Y	Other Other Other		1000 1000 1000		Coastal/Mello Act
668-271-04 668-271-04 668-271-04	663 DOHENY WAY SOUTH COVE 436 DOHENY WAY SOUTH COVE 662 DOHENY WAY SOUTH COVE 110 DOHENY WAY SOUTH COVE 111 DOHENY WAY SOUTH COVE	BLD16-2322 BLD15-1595	SFA O										1		11/18/2	216	1			1		1	1/23/2018 1/23/2018 03/08/18	1		N N	Y Y	Other		1000		Coastal/Mello Act Coastal/Mello Act
668-271-04 668-271-04 668-271-04	111 DOHENY WAY SOUTH COVE 112 DOHENY WAY SOUTH COVE 115 DOHENY WAY SOUTH COVE 15 PACIFIC RIDGE PLI HEADLANDS	BLD16-2005 BLD16-2002 BLD16-2009	SFA O																				02/13/18 03/08/18	1		N N	Y					
672-593-33 672-593-08	15 PACIFIC RIDGE PLI HEADLANDS 17 SHORELINE DRIVE HEADLANDS	BLD16-0080 BLD15-1117	SFD 0				+	= $+$			-+											1	03/21/18 05/16/18	1		N N	Y Y				$\pm \pm$	
668-271-04 668-271-04 672-241-07	17 SHORELINE DRIVE HEADLANDS 217 DOHENY WAY SOUTH COVE 218 DOHENY WAY SOUTH COVE 24 LOS MONTEROS	BLD16-2010 BLD16-1990 BLD17-0539	SFA 0 SFA 0					==														1	12/12/18 02/16/18 07/31/18	1		N N N	Y Y Y				1	
668-271-04	2559 DOHENY WAY SOUTH COVE	BLD16-2328	SFA O					$=$ \pm														1	07/19/18 06/06/18	1		N N	Y Y				##	
123-173-13 123-173-13 668-271-04	Z600 DOHENY WAY SOUTH COVE 2692 VIA CANON A 26932 VIA CANON B 2691 DOHENY WAY SOUTH COVE 2662 DOHENY WAY SOUTH COVE 2763 DOHENY WAY SOUTH COVE 2765 DOHENY WAY SOUTH COVE 321 DOHENY WAY SOUTH COVE 321 DOHENY WAY SOUTH COVE	BLD17-0807 BLD17-0808 BLD15-1686	2 to 4 O				+															1 1	05/25/18 05/25/18 06/06/18	1		N N N	Y Y				+==	vacant vacant
668-271-04 668-271-04 668-271-04	2662 DOHENY WAY SOUTH COVE 2763 DOHENY WAY SOUTH COVE	BLD16-2026 BLD15-1610	SFA 0 SFA 0																			1	06/06/18 06/06/18	1		N N	Y Y				1 =	
668-271-04 668-271-04	2765 DOHENY WAY SOUTH COVE 321 DOHENY WAY SOUTH COVE 323 DOHENY WAY SOUTH COVE	BLD16-2025 BLD16-2014	SFA O																			1	06/06/18 12/12/18	1		N N	Y				$\pm \pm$	
668-271-04	323 DOHENY WAY SOUTH COVE 325 DOHENY WAY SOUTH COVE 32591 SEA ISLAND		SFA O					===														1	06/22/18 02/27/18	1		N N	Y					
668-271-04 672-451-21	326 DOHENY WAY SOUTH COVE 33 RITZ COVE 34341 AMBER LANTERN 34545 VIA VERDE	BLD16-2013 BLD16-1925 BLD16-0503	SFA O SFD O					==														1 1	10/23/18 02/27/18 03/20/18 11/05/18 06/27/18	1		N N N	Y Y Y				1	
123-081-02	34645 CAMINO CAPISTRANO	BLD16-0373 BLD15-2006	SFD 0 SFD 0 SFD 0					===																1		N N	Y				1	
123-232-06 123-371-11	34831 CAMINO CAPISTRANO 35102 CAMINO CAPISTRANO	BLD17-0790 BLD17-0913	SFD 0 SFD 0	_			$+ \mp$	$= \mp$				$=$ \top								_		1	10/10/18 04/17/18	1		N N	Y Y				1	vacant
691-152-05 668-271-04 668-271-04 668-271-04	35411 BEACH 400 DOHENY WAY SOUTH COVE 427 DOHENY WAY SOUTH COVE 428 DOHENY WAY SOUTH COVE	BLD14-1158 BLD15-1608 BLD16-2022	SFA O					==														1	06/06/18 01/23/18 01/19/18	1		N N N	Y Y Y	<u> </u>	<u> </u>		1	
668-271-04	433 DOHENY WAY SOUTH COVE	BLD16-2021	SFA O									-						1				1	01/19/18	1		N N	Y				+==	
668-271-04 668-271-04	500 DOHENY WAY SOUTH COVE 537 DOHENY WAY SOUTH COVE 538 DOHENY WAY SOUTH COVE	BLD16-2315 BLD16-2316	SFA O					===														1	11/01/18 05/03/18 11/01/18	1		N N N	Y Y Y				_	
668-271-04 668-271-04	539 DOHENY WAY SOUTH COVE 551 DOHENY WAY SOUTH COVE 552 DOHENY WAY SOUTH COVE 555 DOHENY WAY SOUTH COVE	BLD16-2313 BLD16-2312	SFA O					==														1	03/22/18	1		N N N	Y				+	
668-271-04 668-271-04 668-271-04	555 DOHENY WAY SOUTH COVE 656 DOHENY WAY SOUTH COVE	BLD16-2307 BLD16-2327	SFA O					<u>=</u>														1	05/18/18 03/22/18 05/14/18	1		N N	Y Y Y		<u> </u>		##	
668-271-04 668-271-04 668-271-04	656 DOHENY WAY SOUTH COVE 657 DOHENY WAY SOUTH COVE 658 DOHENY WAY SOUTH COVE 659 DOHENY WAY SOUTH COVE	BLD16-2326 BLD16-2325	SFA O				$+ \mp$	$= \mp$			$=$ \mp	$-\top$										1	07/19/18 04/19/18	1		N N	Y				$\pm \mp$	
668-271-04 668-271-04 672-651-02	661 DOHENY WAY SOUTH COVE 7 OCEANFRONT LANE HEADLANDS	BLD16-2323 BLD16-1609	SFA O SFD O					==														1	04/19/18 07/19/18 04/19/18	1		N N N	Y Y				##	vacant
672-651-33 672-651-15 672-651-32	651 DOHENY WAY SOUTH COVE 7 OCEANFRONT LANE HEADLANDS 7 STRAND BEACH DR HEADLANDS 9 BEACH VIEW HEADLANDS 9 STRAND BEACH DR HEADLANDS	BLD14-1075 BLD15-1447 BLD17-0137	SFD 0 SFD 0				+ +	$=$ \pm														1	09/13/18 11/30/18 06/11/18	1		N N N	Y Y Y				$\pm \pm$	vacant vacant

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

 Jurisdiction
 Dana Point

 Reporting Year
 2018
 (Jan. 1 - Dec. 31)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

						Table I	3						
	Regional Housing Needs Allocation Progress												
	Permitted Units Issued by Affordability												
		1					2					3	4
In	come Level	RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
	Deed Restricted	76											76
Very Low	Non-Deed Restricted	70											76
	Deed Restricted	53											53
Low	Non-Deed Restricted	33											33
	Deed Restricted	61						9				31	30
Moderate	Non-Deed Restricted	01		3	2	4	8	5				31	30
Above Moderate		137		12	36	34	60	168				310	
Total RHNA	•	327	_	•	•	•	•	•	•	•	•		Ì
Total Units 44				15	38	38	68	182				341	159

Note: units serving extremely low-income households are included in the very low-income permitted units totals

Cells in grey contain auto-calculation formulas

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

5 §6202)	1
	Note: + Optional field
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Jurisdiction	Dana Point	
Reporting Year	2018	(Jan. 1 - Dec. 31)

	Table C																
						Si	tes Identified or			rtfall Housing N	eed						
	Project Iden	ntifier		Date of Rezone						Sites Description							
	1			2			3		4	5	6	7		8	9	10	11
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID ⁺	Date of Rezone	Very-Low Income	Low-Income	Moderate Income	Above Moderate Income	Type of Shortfall	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start	Data Entry Below																
		1														1	+
L	1															!	

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Dana Point	
Reporting Year	2018	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

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.

		element.	o mamoraneo, improvoment, and decoupling to meaning decidentics in the necessity
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
1.1 Housing Element Sites Monitoring	Maintain capacity to meet the RHNA	2012-2021	Compliance achieved through December 2018. City staff continues to monitor vacant and underutilized parcels on an annual basis. There are adequate sites identified to maintain capacity to meet the remaining RHNA allocation.
1.2 Density Bonus Housing	10 lower income units (through either market rate or SRO projects).	2014-2021	City staff proposes to update the City's existing density bonus ordinance in compliance with State regulations. Staff continues to assist with developer inquiries and encourages incentives for affordable housing.
1.3 Second Units	Approve 1–2 lower income second units annually, for a total of 10 units. Continue to promote second units as an affordable housing option in the City's Housing Resource Directory, with brochures, and on the City's website.	2014-2021	In 2018, the City issued permits for five (5) accessory dwelling units under the revised regulations. The City has exceeded its goal of ten (10) second units within the planning period and has approved a total of 22 ADUs to date. In October 2018, the City Council adopted local ordinance for ADUs and is currently under review by the California Coastal Commission. City staff continues to promote ADUs with updated handouts and resources on the City's website.
2.1 Mortgage Credit Certificates	Continue to apply with the County of Orange to maintain eligibility for Dana Point residents.	2014-2021, Annually	Compliance achieved through December 2018.
2.2 Mortgage Assistance Program	Continue to apply with the County of Orange to maintain eligibility for Dana Point residents.	2014-2021, Annually	Compliance achieved through December 2018.
2.3 CalHome First-Time Homebuyer Assistance	Continue to apply with the County of Orange to maintain eligibility for Dana Point residents.	2014-2021	Compliance achieved through December 2018.
2.4 Housing Initiatives Program	Provide assistance to 20 hotel employees residing in Dana Point annually.	2014-2021	Compliance achieved through December 2018. In 2018, the program increased rental assistance from 41 to 47 Dana Point hotel employees. The program is operated by Mary Erickson Community Housing in collaboration with Monarch Beach Resort.

3.1 Parking Standards Study		Conduct study in FY 2013/2014; at City Council discretion, adopt findings by December 31, 2015. by December 2010; adopt findings (if appropriate) in 2011	In 2018, the City's Parking and Circulation Oversight Task Force held quarterly meetings to evaluate citywide parking issues, including residential parking. City staff conducted a parking count and occupancy study including residential neighborhoods adjacent to Lantern District/Town Center. The Task Force has developed a draft Citywide Parking Implementation Plan that recommends zoning ordinance updates.
3.2 Development Fee Study		Conduct study by December 2010in FY 2013/2014; at City Council discretion, revise fees by December 31, 2015.	Fee study completed in 2018. In June 2018, the City Council adopted a revised fee schedule that waives all City imposed fees to cover the cost of processing development permits and building permit fees for the development of deed-restricted housing affordable to extremely-low, very-low, and low-income households. For mixed-income developments, the fees for processing will be discounted proportionally with the amount of deed restricted affordable dwelling units.
3.3 Priority Water and Sewer Service	Continue to provide adopted Housing Element to SCWD. Assist SCWD in adopting written procedures to provide priority service to lower income residential projects.	Send Housing Element to SCWD within one month of certification.	Housing Element sent to South Coast Water District.
3.4 Energy Conservation Study	Study measures for energy-savings in home construction, improvement, and utilities and provide findings to the public. Form a partnership with SDG&E to promote existing programs.	Conduct study during the next General Plan Update; at City Council discretion adopt incentive program by June 30, 2021. Promote SDG&E programs by June, 30 2014.	The City's Building Division staff established an expedited plan review process for residential solar building permits.
3.5 Extremely Low Income Housing	(<30% AMI) affordable housing from development fees.	Fee waivers and deferrals to be considered by City Council on a case-by-case basis. Conduct fee study in FY 2013/2014; at City Council discretion adopt incentive program by December 31, 2015.	schedule that waives all City imposed fees to cover the cost of processing development permits and building permit fees for the development of deed-restricted housing affordable to extremely-low, very-low, and low-income households. For mixed-income developments, the fees for processing will be discounted proportionally with the amount of deed restricted affordable dwelling units.
4.1 Owner Rehabilitation	Provide assistance to 4 lower or moderate income households annually, for a total of 20 ownership households.	2014-2021	The City has collected Housing In-Lieu fees to fund and begin implementation of this program in the next housing cycle.
4.2 Rental Rehabilitation	Provide assistance to 4 lower income households annually, for a total of 20 renter households.	2014-2021	The City may consider utilizing housing funds for repair and rehabilitation of the 24 low-income family units at Coffield Apartments, located at 25942 Domingo Avenue.
4.3 Neighborhood Conservation	Fund neighborhood improvements and monitor neighborhood conditions.	2014-2021	The City's Code Enforcement Division employs four full-time code enforcement officers who conduct inspections on a complaint basis. Staff monitors neighborhood conditions, encourages voluntary compliance, and issues citations as needed.

4.4 Condominium Conversions	Inform residents, property owners, and real estate agents of condominium conversion guidelines through the City's website.	2014-2021	Compliance achieved through December 2018. Staff proposes modifications to the existing condominium conversion ordinance as part of the annual zoning code clean-up.
5.1 Fair Housing Services	Continue to refer persons in need of housing assistance to the Fair Housing Council of Orange County and other non-profit housing groups. Make housing information available on the City's website and in the Housing Resources Directory.	2014-2021	Compliance achieved through December 2018.
5.2 Senior Home Assessments	Continue to refer seniors in need of free home assessments to South Coast Senior Services.	2014-2021	Compliance achieved through December 2018.
5.3 Housing Resources Assistance	Continually update the Dana Point Housing Resources Directory and assist individuals and organizations on an as-needed basis. Include a section highlighting housing options such as second dwelling units that are suitable for persons with special needs.	2014-2021	Compliance achieved through December 2018. Staff has updated information with access to new resources available both in print and online, especially with regard to homelessness. The City has expanded the contract with Mercy House for homeless outreach on a full-time basis. As of December 2018, outreach workers have assisted ten (10) individuals into permanent supportive housing.
5.4 Housing for Persons with Disabilities, including persons with Developmental Disabilities	Assist in the development or rehabilitation of up to 10 housing units; establish regulatory incentives, establish a relationship with developers of supportive housing; and work cooperatively with the Regional Center of Orange County in support of persons with disabilities, including persons with developmental disabilities.	be considered by City Council on a case-by-case basis. Regulatory incentives to be studied with City fee study in FY 2013/2014; at City Council discretion adopt incentive program by December 31, 2015.	Fee waivers and deferrals are to be considered by City Council on a case-by-case basis.
6.1 Affordable Housing Monitoring	Adopt affordability monitoring as a condition of approval for affordable housing projects. Notice tenants and make educational materials available at City Hall.	As affordable housing projects are approved from 2014–2021	South Cove - The condominium development at South Cove requires 17 moderate-income for-sale units as a condition of approval to meet Coastal/Mello Act requirements. The project is under construction and has sold five (5) units and are currently occupied. Four (4) units are available now to eligible buyers through a lottery process. Strand at Headlands - Staff continues to monitor construction and development of 12 employees' quarters units. Fountains at Sea Bluffs - Staff continues to enforce reporting requirements for the five low-income senior housing units.

6.2 Conservation of Existing	Monitor the affordability of existing	Negotiate with owners of	The units at Monarch Coast Apartments have converted to market-rate rents. Consider
Assisted	and new assisted units. Identify	Monarch Coast Apartments	replacement rent subsidy or build new units to replace those lost to conversion.
Housing	opportunities to preserve at-risk units	to preserve 44 units during	
	and negotiate with owners or develop	the planning period.	
	public/ private partnership with a		
	qualified nonprofit organization to		
	acquire and rehabilitate at-risk		
	housing units. Notify qualified		
	entities when affordable housing		
	projects may convert to market rents.		
	Assist OC Housing Authority with		
	information distribution when		
	application periods are open.		
6.3 Section 8 Rental	Continue to refer extremely low and	2014–2021	Compliance achieved through December 2018.
Assistance	very low income households to the		
	OC Housing Authority and		
	encourage property owners to		
	participate in the Section 8 program.		
	Assist OC Housing Authority with		
	information distribution when		
	application periods are open.		

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation (CCR Title 25 §6202)

Jurisdiction Dana Point

(Jan. 1 - Dec. 31)

2018

Reporting Period

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Cells in grev contain auto-calculation formulas		

	Table E								
	Commercial Development Bonus Approved pursuant to GC Section 65915.7								
	Project I	dentifier		Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
	1	1				2		3	4
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID*	Very Low Income				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Star	t Data Entry Below								
				_					-

Annual Progress Report

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Dana Point	
Reporting Period	2018	(Jan. 1 - Dec. 31)

Note: + Optional field	
Cells in grey contain auto-calculation formulas	

Table F Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)(2)

This table is optional. Jurisdictions may list (for informational purposes only) units that do not count toward RHNA, but were substantially rehabilitated, acquired or preserved. To enter units in this table as progress toward RHNA, please contact HCD at APR@hcd.ca.gov. HCD will provide a password to unlock the grey fields. 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 Government Code section 65583.1(c)(2).

Activity Type	Units that Do Not Count Towards RHNA* Listed for Informational Purposes Only			Units that Count Towards RHNA * Note - Because the statutory requirements severly limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.			The description should adequately document how each unit complies with subsection (c)(7) of Government		
	Extremely Low- Income ⁺	Very Low-Income ⁺	Low-Income⁺	TOTAL UNITS*	Extremely Low- Income ⁺	Very Low- Income ⁺	Low-Income*	TOTAL UNITS ⁺	Code Section 65583.1 ⁺
Rehabilitation Activity	17			17					Converted existing market-rate apartment complex to extremely-low 17-unit permanent supportive housing
Preservation of Units At-Risk									
Acquisition of Units									
Total Units by Income	17			17					

Annual Progress Report

Jurisdiction	Dana Point	
Reporting Year	2018	(Jan. 1 - Dec. 31)

Permitted Units Issued by Affordability Summary						
Inco	me Level	Current Year				
	Deed Restricted	0				
Very Low	Non-Deed Restricted	0				
	Deed Restricted	0				
Low	Non-Deed Restricted	0				
	Deed Restricted	0				
Moderate	Non-Deed Restricted	0				
Above Moderate		0				
Total Units 44		0				

Note: units serving extremely low-income households are included in the very low-income permitted units totals

Entitlement Summary	
Total Housing Applications Submitted:	25
Number of Proposed Units in All Applications Received:	30
Total Housing Units Approved:	30
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits							
Income	Rental Ownership Total						
Very Low	0	0	0				
Low	0	0	0				
Moderate	0	0	0				
Above Moderate	0	0	0				
Total	0	0	0				

Cells in grey contain auto-calculation formulas