

2018 COTATI Housing Element Annual Progress Report

TABLE A - Housing Development Applications Submitted

Unit Information

Project Identifier		Proposed Units Affordability by Household Incomes									
Current APN	Street Address	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 Proposed Units by Project	Total Approved Units by Project	Total Disapproved Units by Project
144-353-003	80 Henry Street	0	0	0	0	0	1	0	1	1	0
046-353-021	121 Flamingo Rd	0	0	0	0	0	1	0	1	1	0
144-340-020	382-384 E Street	0	0	0	0	0	0	2	2	2	0
Totals		0	0	0	0	0	2	2	4	4	0

Project Information

Project Identifier					Unit Types				
Prior APN	Current APN	Street Address	Project Name	Local Jurisdiction Tracking ID	Unit Category	Tenure	Date Application Submitted	Was Application Submitted Pursuant to SB 35 Streamlining?	Notes
n/a	144-353-003	80 Henry Street	New ADU permit	18136	ADU	Owner	09/26/2018	No	New ADU
n/a	046-353-021	121 Flamingo Rd	New ADU permit	18307	ADU	Owner	12/19/2019	No	New ADU
n/a	144-340-020	382-384 E Street	Duplex Rebuild from fire	18154	SFA	Owner	08/29/2018	No	Rebuild of existing fire damage

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TABLE A2 - Annual Building Activity Report Summary - New Construction

Entitlements

Project Identifier			Affordability by Household Income - Entitlements								
Current APN	Street Address	Local Jurisdiction Tracking ID	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	Entitlement Date Approved	# of Units Issued Entitlements
144-353-033	80 Henry St	18136	0	0	0	0	0	1	0	09/26/2018	1
046-580-021	121 Flamingo Rd	18307	0	0	0	0	0	1	0	12/19/2018	1
144-340-020	382 E school St	18154	0	0	0	0	0	0	2	08/29/2018	2
Totals			0	0	0	0	0	2	2		4

Building Permits

Project Identifier			Affordability by Household Income - Building Permits								
Current APN	Street Address	Local Jurisdiction Tracking ID	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	Building Permits Date Issued	# of Units Issued Building Permits
144-353-033	80 Henry St	18136	0	0	0	0	0	1	0	09/26/2018	1
046-580-021	121 Flamingo Rd	18307	0	0	0	0	0	1	0	12/19/2018	1
144-340-020	382 E school St	18154	0	0	0	0	0	0	0		0
Totals			0	0	0	0	0	2	0		2

Certificate of Occupancy											
Project Identifier			Affordability by Household Income - Certificate of Occupancy								
Current APN	Street Address	Local Jurisdiction Tracking ID	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	Certificates of Occupancy or other forms of readiness Date Issued	# of Units Issued Certificates of Occupancy or other forms of readiness
144-353-033	80 Henry St	18136	0	0	0	0	0	1	0	12/26/2018	1
046-580-021	121 Flamingo Rd	18307	0	0	0	0	0	1	0	05/16/2019	1
144-340-020	382 E school St	18154	0	0	0	0	0	0	0		0
Totals			0	0	0	0	0	2	0		2

Project Information																	
Project Identifier					Unit Types			Housing with Financial Assistance and/or Deed Restrictions					Demolished/Destroyed Units				
Prior APN	Current APN	Street Address	Project Name	Local Jurisdiction Tracking ID	Unit Category	Tenure	Extremely Low Income Units	Was Project Approved using SB 35 Streamlining?	Infill Units?	Assistance Programs for each Development	Deed Restriction Type	Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Number of Demolished/Destroyed Units	Demolished or Destroyed Units?	Demolished or Destroyed Units Owner or Renter	Notes
	144-353-033	80 Henry St	New ADU	18136	ADU	Owner	0	N	Y			1		0			No entitlement required
	046-580-021	121 Flamingo Rd	New ADU	18307	ADU	Owner	0	N	Y			1		0			No entitlement required
	144-340-020	382 E school St	Duplex Rehab	18154	2 to 4	Owner	0	N						0			

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TABLE B - Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Income Level	RHNA Allocation	Restrictions	Year 1 - 2015	Year 2 - 2016	Year 3 - 2017	Year 4 - 2018	Year 5 - 2019	Year 6 - 2020	Year 7 - 2021	Year 8 - 2022	Year 9 - 2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low*	35	Deed restricted	0	1	3	0	0	0	0	0	0	4	31
		Non-Restricted	0	0	0	0	0	0	0	0	0		
Low	18	Deed restricted	0	3	0	0	0	0	0	0	0	13	5
		Non-Restricted	0	0	10	0	0	0	0	0	0		
Moderate	18	Deed restricted	0	0	0	0	0	0	0	0	0	15	3
		Non-Restricted	2	0	11	2	0	0	0	0	0		
Above Moderate	66		3	16	22	0	0	0	0	0	0	41	25
Total Units			5	20	46	2	0	0	0	0	0	73	
Total RHNA	137		Total Remaining Need for RHNA Period										64

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

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TABLE C - Sites Identified or Rezoned to Accommodate Shortfall Housing Need

No Data Available

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TABLE D - Program Implementation Status

Housing Programs Progress Report - Government Code Section 65583			
Program Description			
Name of Housing Element Program	Objective	Timeframe in H.E.	Status of Program Implementation
1-1 Housing Rehabilitation & Home Ownership	Improve neighborhoods by providing opportunities for rehabilitation, through various state and regional programs	Annually	The City has not yet identified a source of funds to assist in rehabilitation. Home ownership has been successful in this cycle through Inclusionary Zoning.
1-2 Non-Profit & Agency Coordination	Continue existing and develop new relationships with agencies, nonprofits and others to assist in rehab assistance.	Ongoing	The City continues to work with the County's Community Development Commission and others to look for new opportunities for partnerships.
1-3 Capital Improvement Program	Determine priorities for CIP project in order to maintain older neighborhoods.	Annually	A major sewer project which had been an impediment is currently under construction. The project will allow at least two housing projects in the pipeline to continue uninterrupted. Due to the constraint, the City prioritized the funding and implementation of this project.
1-4 Housing Inspection & Code Enforcement	Compliance with health & safety requirements.	Ongoing	The City had one unit that was red-tagged in this cycle. We have managed to work successfully with owners/tenants to immediately address problematic conditions.
1-5 Mobile Home Park Conversion to Ownership	Facilitate resident purchase.	Ongoing	The City will continue to make residents aware of the program as needed..
1-6 Inventory Affordable Housing and Mobile Home Parks	Maintain inventory of affordable units & mobile home parks	Ongoing	This inventory has been completed for all conventionally built units with restrictions. The mobile home park inventory is not yet complete.
1-7 Preservation of Affordable Units	Conserve supply of affordable units.	Ongoing	In this cycle, no units have been at risk of converting to market rate.
2-1 Adequate Housing Sites	Maintain adequate inventory of sites.	Ongoing	The City's inventory of sites continues to be adequate to accommodate our RHNA.
2-2 Affordable Housing Requirement	Implement Chapter 17.31 of Land Use Code	Ongoing	The City has been implementing Chapter 17.31; all residential projects entitled in this cycle have inclusionary requirements and/or density bonuses.
2-3 Second Dwelling Units	Periodically review ordinance to ensure no revisions are needed.	Bi-annual	Cotati continues to review ADUs under State law provisions. The City is currently developing a local ADU and JADU ordinance.

2-4 Emergency Shelters, Transitional Housing & Supportive Housing	Seek sources of funding to support for shelters, transitional & supportive housing	Ongoing	Code changes were completed in May 2015. The City has partnered with Catholic Charities to provide space and facilities for their Safe Parking program and are investigating other possible opportunities to partner. We have several state licensed neighborhood facilities in the City.
2-5 Priority Water & Sewer	Communicate housing priorities to Public Works	Immediately Upon Adoption	Public Works has been provided the Housing Element and is aware of the priorities for infill development at higher densities. Ongoing coordination resulted in the prioritization of the sewer project identified in Program 1-3.
2-6 Barrier Removals for Multi-Family Development	Amend LUC to eliminate CUP requirement in NU zone and reduce parking requirements.	Ongoing	This project has not yet been initiated but will be completed together with any applications for housing in the NU zone. To date we have had no NU zoned project applications. We are, however, currently in the midst of evaluating the mix of housing allowed in one of our commercial zones (currently allows 25% residential and we are evaluating impacts of raising that to 50%).
3-1 Affordable and Special Needs Housing Incentives	Amend LUC to allow for reduced standards and provide incentives to developers.	Ongoing	In this cycle, the city is anticipating density bonus entitled projects to pull building permits with construction expected in 2019.
3-2 Planning for Affordable and Special Needs Housing	Policy is in effect.	Ongoing	The City's Land Use Code requires 10% of all units in new subdivisions to be single story and universally accessible to allow for full conversions in the future if needed/wanted.
3-3 Funding for Affordable and Special Needs Housing	Seek available funding for lower income and special needsd housing.	Ongoing	The City encourages the conversion of moderate to low and low to very low inclusionary units through a trade of credits; i.e., 1.5 moderate income units = 1 low income unit) in order to increase the numbers of units at lower income levels. The County CDC toolbox, though helpful, did not provide immediate assistance. Hard dollars are what is needed to bridge the large gap between development costs and affordable rents.
3-4 Reasonable Accommodation	Ensure reasonable accommodations are provided	Ongoing	The City processes requests for reasonable accommodations, as needed.
3-5 Senior Shared Housing Programs	Work with County CDC & non profit housing organizations to determine interest in a senior shared housing program.	Ongoing	The LUC amendments have been completed and our current work with an ADU/JADU ordinance will also address the senior share program.

3-6 Maintain Adequate Staff	Ensure adequate staff to process housing development applications.	Ongoing	The City has entered an ongoing contract with an outside consulting firm who processes projects when workload exceeds staff capacity. We have utilized the firm with five housing projects in this cycle.
3-7 Tax Exempt Financing	Require developers utilizing tax exempt financing to include Section 8 vouchers.	Ongoing	To date, we have had no developers utilize tax exempt financing.
3-8 Review Processing Fees	Explore opportunities to reduce fees and provide discounts to affordable projects.	Ongoing	The City developed a Fee Deferral program to help project proponents reduce carrying costs on units under construction. We've also worked with individual developers to spread out the timing of the affordable units so that proceeds from the market rate units can help carry costs of the affordable units.
3-9 Monitor Use Permit Requirements for Affordable Housing	Monitor requirement for UP on multi-family projects in the NU zone.	Ongoing	In this cycle, we have so far not had any applications for projects in the NU zone.
4-1 Housing Discrimination Complaints	Ensure that residents have access to information regarding fair housing rights.	Ongoing	In this cycle, the City has had no fair housing complaints. We have information available at our front counter and on our website.
4-2 Nondiscrimination Clauses	Include nondiscrimination clauses in agreements for publically assisted housing units.	Ongoing	The City's only current housing assistance comes through deed restrictions; those legal documents all require non-discrimination language
4-3 Nondiscrimination Coordination	Continue to address fair housing issues through organizations that provide assistance.	Ongoing	In this cycle, we have so far not had any discrimination complaints or need for mediation.
5-1 Energy Conservation & Efficiency	Promote energy efficiency and conservation	Ongoing	The adopted General Plan focuses on infill development in lieu of extension of services. In addition, most of our developable area is covered by mixed use or multi-family zoning. A requirement of our soon-to-be-adopted Climate Action Plan requires 50% of all new residential units to be solar ready with panels at final inspection.
6-1 Annual Report	Prepare an annual report to the City Council describing implementation of the Element.	Annual	This Annual Progress Report (APR) is scheduled annually to be presented to Council in the Spring.

6-2 Workshops & Public Hearings	Hold workshops that provide the public, developers and service providers with opportunities to review and discuss Element.	Ongoing	Due to the low volume of development projects in the City; we have not yet been able to determine areas of needed amendment so no new proposals have been evaluated. The October 2017 fires which devastated much of Sonoma County's housing stock has continued to have ripple effects throughout the County and many efforts with differing areas of focus are underway. We expect one or more of those to result in an Element amendment.
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TABLE E - Commercial Development Bonus Approved pursuant to GC Section 65915.7

No Data Available

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TABLE F - Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(2)

Affordability by Household Incomes (Units that DO NOT count towards RHNA)					
Activity Type	Extremely Low-Income	Very Low-Income	Low-Income	Total Units	Description of Activity
Rehabilitation Activity	0	0	0	0	
Preservation of Units At-Risk	0	0	0	0	
Acquisition of Units	0	0	0	0	
Mobilehome Park Preservation	0	0	0	0	
Total Units by Income	0	0	0	0	
Affordability by Household Incomes (Units that DO count towards RHNA)					
Activity Type	Extremely Low-Income	Very Low-Income	Low-Income	Total Units	Description of Activity
Rehabilitation Activity	0	0	0	0	
Preservation of Units At-Risk	0	0	0	0	
Acquisition of Units	0	0	0	0	
Mobilehome Park Preservation	0	0	0	0	
Total Units by Income	0	0	0	0	

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TABLE G - Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of (CCR Title 25 §6202)

No Data Available

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TABLE H - Locally Owned Surplus Sites (CCR Title 25 §6202)

No Data Available

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LEAP Reporting (CCR Title 25 §6202)

No Data Available