

APPENDIX H - HCD HOUSING ELEMENT REVIEW WORKSHEET

Locality Town of Danville Draft Yes - 6/1/09 Adopted _____ HCD Receipt Date _____
 Contact Person Kevin Gailey - Chief of Planning Phone (925) 314-3305 Coastal Zone No

D. In the jurisdiction use the *Building Blocks*' website? Yes No

Section numbers refer to the Government Code (Article 10.6).

I. Public Participation (GC 65588(c))

Page #

- A. Diligent efforts to achieve public participation of all economic segments of the community in the development and adoption of the element. Pgs. 2 - 5
- B. Description of how public input was or will be considered and incorporated in the element. Pg. 5

II. Review and Revision (GC 65588(a) & (b))

Page #

- A. Evaluation and revision of the previous element:
1. "Effectiveness of the element" (Section 65588(a)(2)): A review of the actual results of the previous element's goals, objectives, policies, and programs. The results should be quantified where possible (i.e., number of housing units rehabilitated). Pgs. 86 - 90; Tables 34 - 36 and Appendix A
 2. "Progress in implementation" (Section 65588(a)(3)): An analysis of the significant differences between what was planned in the previous element and what was achieved. Pg. 87 and Appendix A
 3. "Appropriateness of goals, objectives and policies" (Section 65588(a)(1)): A description of how the goals, objectives, policies and programs of the updated element incorporate what has been learned from the results of the previous element. Pg. 87 and Appendix A
- B. Adequate sites implementation/rezone program (GC Section 65584.09); if needed. Not needed.

III. Housing Needs Assessment (GC 65583(a))

	Owner	Renter	Total	Page #
A. <u>Population and Employment Trends</u>	-	-	-	Pgs. 1 -11
B. <u>Household Characteristics</u>				
1. Number of existing households	13,198 (89.1%)	1,618 (10.9%)	14,816	Pgs. 12 -19
2. Total households overpaying for housing	3,056 (24%)	645 (42%)	3,701 (26%)	Pg. 5 and Tables 2, 5 & 7
3. Lower income households overpaying	tbd	tbd	tbd	Pg. 14 & 32 and Table 15
4. Total number of existing extremely low-income households	tbd	tbd	tbd	Pgs. 14 & 32 and Table 15
5. Total number of projected extremely low-income households Individuals in Poverty (2007)			1,425 (3.4%)	Table 15

	Owner	Renter	Total	Page #
C. <u>Housing Stock Characteristics</u>				
1. Housing conditions: number of units needing rehabilitation/replacement	-	-	24 (>0.2%)	Pg. 21 and Table 15
2. Overcrowded households	tbd (<1.0 %)	tbd (<5.0 %)	161 (1.1 %)	Pgs. 14 & 32 And Table 15
3. Housing costs (for sale and rental)	\$789K	\$1,250 - \$1,850	n/a	Pg. 14 and Table 15
4. Housing units by type	-	-	15,130	Pg. 14 and Table 15
5. Vacancy rates	2.1%	2.1%		Pg. 5 and Table 2
	Owner	Renter	Total	Page #
D. <u>Special Housing Needs Analyses</u>				
1. Persons with disabilities	-	-	1,525	Pgs. 15 & 16 and Table 8
2. Elderly	tbd	tbd	4,300	Pg. 15 and Table 8
3. Large households	1,380	126	1,506	Pg. 18 and Table 8
4. Farmworkers (seasonal and permanent)	-	-	149	Pg. 18 and Table 8
5. Female headed households	-	-	1,049	Pg. 18 and Table 8
6. Homeless	-	-	3	Pgs. 18 & 19 and Table 8
				Page #
E. Analysis of opportunities for energy conservation in residential development [provide incentives to encourage green building practices, promote higher density, compact infill development and passive solar design].				Pgs. 84 and 85
				Page #
F. Analysis of existing assisted housing projects at-risk of converting to non-low income uses.				Pg. 28
1. Inventory of at-risk units				
2. Assessment of risk				
3. Estimate of replacement vs. preservation costs				
4. Identify qualified entities				
5. Identify potential funding				

- G. Projected housing need, including the locality's share of the regional housing needs as determined by the COG or HCD.

Pg. 2
Table 1

Income Category	New Construction Needs
Very low- (0-50% of area of median-income)	111
Other lower- (51-80% of area median income)	146
Moderate- (81-120% of area median income)	130
Above-moderate (over 120% of area median income)	196
TOTAL UNITS	583

IV. Sites Inventory and Analysis and Zoning for a Variety of Housing Types (GC Sections 65583(a)(3), 65583(c)(1) and 65583.2)

Page #

A. Sites Inventory (GC 65583.2(a) and (b))

- | | |
|--|-------------------------------|
| 1. Listing of properties by parcel number or unique reference (GC 65583.2(b)(1)) | Pg. 58 and Tables 28, 29 & 30 |
| 2. Listing of properties by size (GC 65583.2(b)(2)) | See above. |
| 3. Listing of properties by general plan designation and zoning (GC 65583.2(b)(2)) | See above. |
| 4. For non-vacant sites, description of existing uses (GC 65583.2(b)(3)) | See above. |
| 5. Map of sites (GC 65583.2(b)(7)) | Figure A
(to be prepared) |

B. Sites Inventory Analysis of Suitability and Availability (GC 65583.2)

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|---|-------------------------------------|
| 1. Realistic development capacity calculation accounting for site improvements and land-use controls (GC 65583.2(c)(1&2)) | Pgs. 58 - 69 and Tables 28, 29 & 30 |
| 2. Analysis of non-vacant and underutilized lands (GC 65583.2(g)) | Pg. 68 |
| 3. Identification of zoning appropriate for housing for lower-income households (GC 65583.2(c)(3)) | Pgs. 73 and 74 |
| 4. Environmental constraints (GC 65583.2(b)(4)) | Pgs. 54 - 56 |
| 5. Infrastructure including planned water, sewer, and other dry utilities supply (GC 65583.2(b)(5)) | Pgs. 56 and 57 |

C. Zoning for a Variety of Housing Types (GC 65583(c)(1) and 65583.2(c))

- | | |
|--|---|
| 1. Multifamily rental housing | Pgs. 43, 56 & 57 and Table 23 |
| 2. Housing for agricultural employees (permanent and seasonal) | Pg. 43 and Table 23 |
| 3. Emergency shelters | Pgs. 43, 56 and 57 |
| 4. Transitional housing | Pgs. 19, 43, 68, 79, Table 23 and Policies 3.2, 3.3 and 3.4 |
| 5. Supportive housing | Pgs. 19, 43, 82, 83, Table 23 and Policy 3.3 |
| 6. Single-room occupancy | Pg. 43 and Table 23 |
| 7. Mobilehomes/Factory-built housing | Pg. 43 and Table 23 |

V. Constraints on Housing (GC Section 65583(a)(4) and (5))

Page #

A. Governmental Constraints (GC 65583)(a)(4)

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|--|---|
| 1. Land-use controls (e.g., zoning-development standards, including parking, height limits; setbacks, lot coverage, minimum unit sizes, growth controls) | Pgs. 43 - 54 and Tables 19, 20, 21, 22 and 23 |
| 2. Codes and enforcement (e.g., any local amendments to UBC, degree or type of enforcement) | Pg. 54 |
| 3. On/Off-site improvements (e.g., curbing requirements, street widths, circulation improvements) | Pg. 45 |
| 4. Fees & exactions (permit and impact fees & land dedication or other requirements imposed on developers) | Pg. 45 and Tables 24, 25 and 26 |
| 5. Processing and permit procedures (e.g., permit and approval process including discretionary review procedures; description of permitted uses; design review process; planned development, processing times) | Pg. 51 and Table 27 |
| 6. To housing for persons with disabilities (reasonable accommodation procedure, zoning and land use, building codes) | Pg. 54 and Policy 3.1 |

Page #

B. Nongovernmental Constraints (GC Section 65583(a)(5))

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|------------------------------|--------|
| 1. Availability of financing | Pg. 36 |
| 2. Price of land | Pg. 35 |
| 3. Cost of construction | Pg. 35 |

VI. Quantified Objectives (GC Section 65583(b)(1))

Estimate quantified objectives for the number of housing units (by income level) over the time frame of the element: (See pages 9 – 72 and Tables 31 and 32)

	Extremely Low	Very Low	Low	Moderate	Above Moderate
Construction	0	9	96	182	414
Rehabilitation	-	-	-	-	-
Conservation/Preservation	-	-	-	-	-
TOTAL	0	9	96	182	414

VII. Other Topics

	Page #
Description of means by which consistency will be achieved and maintained with other general plan elements (GC Section 65583(c)(6)(B)).	Pg. 4
Construction, demolition and conversion of housing for lower-and moderate-income households in the coastal zone (GC Section 65588(c) and (d)).	n/a
C. Priority water and sewer services procedures for developments with units affordable to lower-income households (GC Section 65589.7).	Pgs. 56 & 57

VIII Housing Programs (GC 65583(c))

Summarize programs from the element below.

Program Purpose	Program Actions	Agency Responsible	Time Frame	Page No.
<i>Provide adequate sites (65583(c)(1)):</i>				
1. Programs to provide capacity to accommodate regional need	Goals 1 & 2, Policies 1.1 through 1.9 and Policies 2.1 through 2.9 (Particularly 1.7)	Development Services Dept. and various.	Refer to specific policies.	Pgs. 94 - 107
2. Programs to provide sites to accommodate all income levels	Goals 1, 2 & 3, Policies 1.1, 1.2, 1.3, 1.6, 1.7, 1.8, 2.1, 2.2, 2.3, 2.6, 2.8, 2.9 & 3.1	Development Services Dept. and various.	Refer to specific policies.	Pgs. 94 - 107
3. Program for a variety of housing types	Goals 1, 2 & 3, Policies 1.1, 1.2, 1.3, 1.7, 1.8, 2.1, 2.2, 2.3, 2.6, 2.8, 2.9, 3.1, 3.2, 3.3 & 3.4,	Development Services Dept. and various.	Refer to specific policies.	Pgs. 94 - 107

Program Purpose	Program Actions	Agency Responsible	Time Frame	
<i>Assist in the development of adequate housing to meet the needs of extremely low-, very low-, low- and moderate-income households (65583(c)(2)):</i>				
1. Utilize federal, State, and local financing and subsidies	Goals 1, 2, 3 & 4 Policies 1.4, 1.6, 2.8, 3.2, 4.1, 4.2, 4.3 & 4.6	Development Services Dept. and various.	Refer to specific policies.	Pgs. 94 - 114
2. Provide regulatory concessions and incentives	Goals 1, 2, 3 & 5 Policies 1.1, 1.2, 1.3, 1.6, 1.8, 2.2, 2.2, 2.4, 3.1, 5.1 & 5.3	Development Services Dept. and various.	Refer to specific policies.	Pgs. 94 - 116
3. Describe the amount and uses of monies in the redevelopment agency's L&M Fund	Goal 1 Policies 1.2, 1.4 , 1.6 & 2.6	Comm. Dev. Agency and various.	Refer to specific policies.	Pgs. 94 - 98 and 105
<i>Address governmental constraints (65583(c)(3)):</i>				
1. Land-use controls	Goal 5/Policies 5.1, 5.2 and 5.3	Development Services Dept. and various	Ongoing.	Pgs. 115 & 116
2. Building codes	See above.	See above.	Ongoing.	See above.
3. Site improvements	See above.	See above.	Ongoing.	See above.
4. Fees and exactions	See above.	See above.	Ongoing.	See above
5. Processing and permit procedures	See above.	See above.	Ongoing.	See above.
6. Housing for persons with disabilities	Goal 3/Policy 3.1,	See above.	Ongoing.	Pg. 107
<i>Conserve and improve the condition of the existing affordable housing stock (65583(c)(4))</i>	Goal 4 and Policies 4.1 through 4.7	Development Services Dept. and various.	Ongoing.	Pg. 111 -114
<i>Program to promote equal housing opportunities (65583(c)(5))</i>	Goal 6 and Policy 6.1	Development Services Dept. and various.	Ongoing.	Pgs. 116 & 117
<i>Preserve units at-risk (65583(c)(6)(d))</i>	Goal 7 and Policies 7.1 and 7.2	Development Services Dept. and various.	Ongoing.	Pgs. 117 & 118



*"Small Town Atmosphere
Outstanding Quality of Life"*

November 24, 2009

Jess Negrete
Department of Housing & Community Development -
Division of Housing Policy Development
1800 Third Street, Suite 430
P.O. Box 952053
Sacramento, California 94252-2053

RE: Revised Draft 2007 - 2014 Housing Element for the Town of Danville General Plan

Dear Mr. Negrete:

Enclosed is a copy of the Revised Draft 2007 - 2014 Housing Element for the Town of Danville General Plan. Edits made to the document since the HCD review of the initial draft Housing Element was supplied to HCD on July 21, 2009 are shown in ~~strikeout~~/underline format. The edits that respond to the comments in the HCD letter dated September 17, 2009, comments you supplied to Danville in context of HCD's review of the initial draft Housing Element, are accompanied with a comment "bubble" to link the draft edits back to respective comments in the September 17, 2009 letter.

The revised Draft 2007 - 2014 Housing Element will be considered by the Town Council at a noticed public hearing on December 15, 2009. You are being supplied a copy of the revised document with hopes that you will find the opportunity to review and comment on the adequacy of the HCD-prompted edits prior to that hearing date. We have not prepared an updated HCD Housing Element Checklist with for this draft as we are assuming your focus will be on the identified HCD-prompted edits. An updated HCD Housing Element Checklist will be prepared following Town Council action.

Please feel free to contact me at (925) 314-3305 if you have any questions regarding the revised Draft 2007 - 2014 Housing Element for the Town of Danville General Plan.

Sincerely,

Kevin Gailey
Chief of Planning
enc.

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*"Small Town Atmosphere
Outstanding Quality of Life"*

December 22, 2009

Jess Negrete
Department of Housing & Community Development -
Division of Housing Policy Development
1800 Third Street, Suite 430
P.O. Box 952053
Sacramento, California 94252-2053

RE: Danville 2007 - 2014 Housing Element

Dear Mr. Negrete:

Enclosed is a copy of the 2007 - 2014 Housing Element update for the Danville 2010 General Plan, approved by the Danville Town Council at their public hearing of December 15, 2009. The final version of the document reflects edits made to respond to HCD comments on the initial draft of the Housing Element (refer to your letter dated September 17, 2009) and reflects minor changes that were directed to be made by the Town Council in response to testimony received at the December 15, 2009 public hearing. You will recall that Danville forwarded on a working draft of the revised Housing Element to HCD in November that depicted all HCD-prompted edits as strike-out/red-line edits, with each edit accompanied with a comment "bubble" linking edits back to the respective comments in the September 17, 2009 letter. In our subsequent conversation regarding that transmittal, you indicated general satisfaction with the scope and content of the revisions while indicating a need to have additional discussion regarding some aspect(s) of the "adequate sites shortfall" analysis. Unfortunately that discussion could not occur prior to the Town Council's approval of the Housing Element last week. Given actions taken by the Town Council, the Town feels any reservations HCD had regarding the adequate sites shortfall will have been addressed to HCD's satisfaction.

The Town Council-initiated changes to the Housing Element were limited to the elimination of seven candidate sites from the Housing Opportunity Site list (refer to Table 34 and associated Figures B-1 and B-2). The removal of the seven sites will have little effect on the viability of the Town's implementation measures/work programs, committed to with the approval of the Housing Element, to respond to the adequate sites shortfall identified to be present for a portion of Danville's lower income RHNA. Only one of the seven sites eliminated was considered to be a candidate site for the requisite minimum density standard needed to address the adequate sites shortfall. That site (Site H-14 on Table 34) was a

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Mr. Jess Negrete
December 22, 2009
Page 2

relatively small site and had limited housing redevelopment potential (a two-site aggregation of 0.8 acres projected to have had only a 10 to 20 unit residential redevelopment potential).

Importantly, the Town Council coupled the elimination of seven sites with the addition of a new, significant site (i.e., the addition of Site H-26). The 4.9 acre site was placed on the Housing Opportunity Sites list to reflect recent and ongoing discussion with the property owner wherein the Town has been advised of efforts to market the site for redevelopment with a residential use. The property owner indicated during the meetings that the partially occupied office facility located on the property is a "fully depreciated commercial activity". He further indicated that he is not anticipating being able to secure full occupancy of the project in the foreseeable future - reflecting uncharacteristically high office vacancy rates in San Ramon's nearby 400-plus acre Bishop Ranch Office Park. Residential builders that have attended these preliminary meetings have indicated a desire to pursue a land use designation change for the entire property that would accommodate pursuit of a for-rent, market rate multiple family residential project in the range of 125 to 175 units. While this site is added to the list as a site necessitating redevelopment, it is clearly a viable candidate site for consideration in terms of the Town's efforts to address its adequate sites shortfall.

The addition of Site H-26 takes the aggregate acreage of the nineteen remaining sites on the revised Housing Opportunity Sites list to just under forty acres. Importantly, sites totaling 26.7 acres from that revised list are preliminarily cited as candidate sites for consideration of a 25 units per acre minimum density land use designation. The 25 units per acre minimum density land use designation, to be added through Danville's recently initiated general plan update effort, is needed to address the 7.9 acre shortfall of sites for the Very Low Income portion of Danville's RHNA. The ratio of acres-under-consideration to needed-to-supplied-acreage exceeds a 3:1 ratio (i.e., 26.7 acres versus 7.9 acres). Additionally, several of those sites are already engaged with either a developer-sponsored general plan amendment request for the requisite land use designation change (i.e., Sites H-24 and H-25) or are in active pre-submittal discussion with the Town for such land use designation change (i.e., Sites H-3, H-11, H-18, H-19 and H-26).

An updated HCD Housing Element Checklist has been completed and is being sent along with the approved Housing Element. Please feel free to contact me at (925) 314-3305 at your convenience if you have any questions.

Sincerely,



Kevin J. Gailey
Chief of Planning