



## Planning Commission Report

**Meeting Date:** November 8, 2012

**Subject:** Annual Housing Report for 2011 – Study Session

**Recommendation:** Receive the Annual Housing Report for year 2011.

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### REPORT SUMMARY

The State requires all jurisdictions to annually file a report of progress made in implementing programs in the General Plan, including the Housing Element. In the past, the City's Housing Element was not certified by the State and the City had not filed this report. To maintain certification, a public hearing to review the report has been scheduled before the City Council on December 18, 2012 after which, with direction, the report will be sent to the State Department of Housing and Community Development. The 2011 Annual Housing Element Progress Report is attached for the Planning Commission's review.

### BACKGROUND

The City's Housing Element includes 23 programs, each with an objective and an implementation timeline. If the City was unable to complete programs in the specified timeline, the State asks the City to modify the program timeline and to resubmit the Housing Element for review. The City is working on studies for several programs and, although timelines have lapsed in some cases, is meeting the timelines as specified because the work is currently in process. No modification of program timelines in the Housing Element is needed at this time.

### DISCUSSION

The State does not require the Planning Commission to take an action on the report; however staff would like to provide the Planning Commission with an opportunity to review the programs accomplished to date, and to review the remaining housing programs needed to finish implementing the Housing Element. The deadline to fully implement the programs is October 15, 2013. The following is a summary of information provided in this report.

### Housing Constructed or Entitled between 2006-2010, & in 2011

The current Housing Element planning cycle began on January 1, 2006, and the City adopted its Housing Element on November 15, 2011. The attached report summarizes housing that has been built or entitled (has received a planning approval but has not been built) for the time period between January 1, 2006 and December 31, 2011. Housing units built or entitled are provided in the chart on the following page.

#### Attachment(s):

1. 2011 Annual Housing Report
2. Housing Element Programs
3. Community Assistance Grant Funding 2012/13

#### Report Author and Contact Information:

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Senior Planner  
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**Multi-Family and Second Unit Residential Units Built or Entitled, 2006 – 2010, & 2011**

	2006-2010	2011	Total
Very Low	23	6	29
Low			
Moderate	8		8
Above Moderate (Market Rate)	761 <sup>1</sup>	38	799
	Total Housing		836

**Housing Program Accomplishments**

The City’s Housing Element was adopted on November 15, 2011 and certified by the State on February 12, 2012. The following chart summarizes progress in accomplishing the programs listing in the Housing Element to date.

**2011/2012 Housing Program Accomplishments**

Program Number and Name	Objective	Timeline In the City’s Housing Element	Status
Program 9.1 Upkeep and Maintenance of Vacated Buildings	Preserve existing housing stock	Ongoing	Ongoing
Program 9.2 Property Maintenance	Require housing to be maintained in an aesthetic, safe and habitable manner consistent with City codes	On-going, explore program restructuring by 2013	Ongoing
Program 9.3 Handyworker Program	Provide minor repairs and mobility assistance to approximately 48 low-income households per year	Ongoing	Ongoing
Program 9.4 Condominium Conversion Regulations	Limit the loss of rental housing by setting an annual cap on condominium conversions and providing tenant protections	Evaluate ordinance in 2011; amend in 2012, as appropriate	This program calls for the review of an existing ordinance. The ordinance is currently being studied with Program 10.1
Program 9.6 Rent Stabilization Ordinance	Investigate tenant complaints about unlawful rent increases, service reductions, evictions and relocations	Ongoing	Ongoing

<sup>1</sup> Housing units included in this count include units approved through development agreements at 8600 Wilshire (23 units), 9200 Wilshire (54 units), 9876 Wilshire (110 units), 9900 Wilshire (235 units). This number also includes 88 congregate care units (201 Crescent) built for seniors.

Program Number and Name	Objective	Timeline In the City's Housing Element	Status
Program 9.7 Monitoring Affordable Housing	Coordinate with service providers to monitor Section 8 renewals, advise tenants in advance of potential conversion dates, and provide opportunities to continue affordability covenants	Ongoing	Ongoing
Program 10.1 Density Bonus	Encourage the development of more affordable housing units by offering incentives to developers	Modify ordinance and promote the use of density bonus incentives by 2012	Currently being studied
Program 10.2 Inclusionary Housing	Require a minimum percent of units in development to be price-restricted as affordable to lower and moderate income households	Conduct Inclusionary Housing Nexus and In-Lieu Fee Study in 2011 and adopt ordinance by 2012	Currently being studied
Program 10.3 Housing Trust Fund	To be used to construct or help leverage construction of affordable housing	2012, to coincide with the adoption of an Inclusionary Housing Ordinance	Currently being studied
Program 10.4 Second Units	Encourage the provision of affordable second units	Conduct Second Unit Survey in 2010; evaluate revisions to current second unit standards, and amend the ordinance within 1 year of Housing Element adoption	Currently being studied
Program 10.5 Affordable Housing Production Brochure and Outreach	Summarize available incentives offered for the development of affordable housing	Develop & disseminate outreach materials in 2012	Completed
Program 10.6 Sustainability and Green Building	Promote resource efficiency and sustainability in new developments	Ongoing	Ongoing
Program 10.7 Partnerships with Affordable Housing Developers	Initiate partnerships with non-profit developers to assist in the development of affordable housing	Initial contact with local nonprofits by end of 2011; initiate an RFQ process by end of 2012	Meeting currently scheduled for November 27, 2012. Program on hold pending funding source
Program 11.1 Fair Housing Program	Promote fair housing practices and refer fair housing complaints to Housing Rights Center	Initiate advertising in 2011	Completed
Program 11.2 Senior Housing Development	Provide incentives to facilitate development of senior housing	Initiate RFQ process by end of 2012	Pending funding source

Program Number and Name	Objective	Timeline In the City's Housing Element	Status
Program 11.3 Senior Case Management Program	Assist frail elderly residents to remain independent and in their homes	Ongoing	Ongoing
Program 11.4 Senior Homesharing Program	Provide a free shared housing program which matches older people with others interested in sharing their homes	Evaluate Community Assistance Funds and determine grant amount annually	Currently unfunded, however considered in the City's budget and is foreseeable that a home sharing program could be funded in the future.
Program 11.5 Accessible Housing	Develop and adopt written procedures for reasonable accommodation requests and educate the public on the process of requesting an accommodation	2011	Planning Commission recommended adoption on October 11, 2012. Scheduled for first reading before the City Council on November 20, 2012
Program 11.6 Funding for Homeless Services	Fund a variety of service organizations that serve the homeless and persons at-risk of homelessness	Annual funding allocations	Ongoing
Program 12.1 Zoning Text Amendments for Special Needs Housing	Amend zoning ordinance to provide for special needs housing	Amend zoning code in 2012	Completed
Program 12.2 Adjust Development Standards	Evaluate and modify development standards to encourage more affordable housing units	Conduct comprehensive analysis of multi-family development standards in 2012 and amend zoning code by 2013	Currently being studied
Program 12.3 Reduced Fees for Affordable Housing	Provide waivers or reductions of certain taxes and fees for developments with low, very low, and moderate income housing units	Conduct fee study in 2012	Currently being studied
Program 12.4 Monitor the Development Review Process	Identify inefficiencies and uncertainties in the City's development review process for housing and promote alternative techniques intended to streamline the process	Annually, 2011-2013; modify incentive program as appropriate within 1 year	Currently in process

**GENERAL PLAN CONSISTENCY**

The Housing Element is one of the required elements in the General Plan and work done to implement the Housing Element is consistent with the General Plan.

**NEXT STEPS**

A public hearing on the Annual Housing Report has been scheduled before City Council on December 18, 2012. With direction from the City Council the report will be sent to the State Office of Planning and Research and the State Department of Housing and Community Development.

Report Reviewed By:

*Peter Norman For:*

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Michele McGrath  
Principal Planner

# Attachment 1

## Housing Report

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# Department of Housing and Community Development

## ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: City of Beverly Hills

Mailing Address: 455 N Rexford Drive, 140  
Beverly Hills, CA 90210

Contact Person: Peter Noonan, AICP CEP Title: Senior Planner

Phone: 310-285-1127 FAX: 310-858-5966 E-mail: pnoonan@beverlyhills.org

Reporting Period by Calendar Year: from January 1, 2011 to December 31, 2011

These forms and tables, (see sample – next page) 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 (Government Code Section 65400) at the addresses listed below:

### **Department of Housing and Community Development**

Division of Housing Policy Development

P.O. Box 952053

Sacramento, CA 94252-2053

-and-

### **Governor's Office of Planning and Research**

P.O. Box 3044

Sacramento, CA 95812-3044

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

Jurisdiction City of Beverly Hills  
Reporting Period 1/1/2011 - 12/31/2011

Table A

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

1	Project Identifier (may be APN No., project name or address)	2	Unit Category	3	4			5	5a	6		7	8
					Affordability by Household Incomes					Total Units per Project	Est. # Infill Units*		
Tenure		Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income	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.							
R=Renter O=Owner													
	4344025001	SU	O	1				1			0	1	
	4330009007	SU	O	1				1			0	1	
	4348003009	SU	O	1				1			0	1	
	4341012015	SU	O	1				1			0	1	
	4350001027	SU	O	1				1			0	1	
	4341036001	SU	O	1				1			0	1	
(9) Total of Moderate and Above Moderate from Table A3		▶		0	40	40	40	40					
(10) Total by income Table A/A3		▶		6	40	40	46	46					
(11) Total Extremely Low-Income Units*		▶											

\* Note: These fields are voluntary  
SU = Second Unit

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

<b>Jurisdiction</b>	City of Beverly Hills
<b>Reporting Period</b>	1/1/2011 - 12/31/2011

**Justification for Counting Non-Deed Restricted Second Units as Very Low Income Housing** - In 2010 the City of Beverly Hills conducted a study of existing second units and found that 81% of existing units were either offered rent free or offered at a rent less than \$400 a month. This qualifies 81% of new second units built as Very Low Income housing. Please see pages 584 - 587 of the City's 2006-2014 Housing Element for a summary of the 2010 Second Unit Study and findings (Attached).

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

Jurisdiction City of Beverly Hills  
Reporting Period 1/1/2011 - 12/31/2011

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 it 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 Government Code Section 65583.1 subsection (c )(7) of
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity					
(2) Preservation of Units At-Risk					
(3) Acquisition of Units					
(5) Total Units by Income					

\* 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							
No. of Units Permitted for Above Moderate		4	34	2		40	

\* Note: This field is voluntary

During 2011, 24 new homes received a certificate of occupancy. Single Family homes have not been included in the inventory of new homes because it is assumed that any new single family home is replacing an existing single family home.

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

Jurisdiction City of Beverly Hills  
Reporting Period 1/1/2011 - 12/31/2011

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.	2011 (Year 6)		2012 (Year 7)		2013		2014		Total Units to Date (all years)	Total Remaining RHNA by Income Level
	2006-2010 (Years 1-5)	2011 (Year 6)	2012 (Year 7)	2013	2014	2013	2014			
Very Low	Deed Restricted	146								117
	Non-deed restricted		23	6					29	
Low	Deed Restricted	113								113
	Non-deed restricted									
Moderate	Deed Restricted	117								109
	Non-deed restricted		8						8	
Above Moderate		178	761	40					801	0
Total RHNA		554	792	46					838	339
Enter allocation number:										
Total Units										
Remaining Need for RHNA Period										

Note: Units serving extremely low-income households are included in the very low-income permitted units totals.  
This chart includes both units which were built and finalized and units which were entitled during the planning period

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

Jurisdiction City of Beverly Hills  
Reporting Period 1/1/2011 - 12/31/2011

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	Objective	Timeframe in H.E.	Status of Program Implementation
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.			
Program 9.1 Upkeep and Maintenance of Vacated Buildings	Preserve existing housing stock	Ongoing	The city continues to implement the current program.
Program 9.2 Property Maintenance	Require housing to be maintained in an aesthetic, safe and habitable manner consistent with City codes	On-going, explore program restructuring by 2013	The City continues to implement the current program. In 2011 the city's Code Enforcement Office closed 263 violations related to residential property maintenance. A study is planned in 2013 to establish a rental housing inspection program.
Program 9.3 Handyworker Program	Provide minor repairs and mobility assistance to approximately 48 low-income households per year	Ongoing	In the first three quarters of the current fiscal year (2011-2012), the program provided minor home repairs to 12 single-family homes and 29 multi-family homes for a total of 41 homes (average of 13 homes repaired in each quarter). As such the program is on target to meet the goal of repairing 48 homes in the year.
Program 9.4 Condominium Conversion Regulations	Limit the loss of rental housing by setting an annual cap on condominium conversions and providing tenant protections	Evaluate ordinance in 2011; amend in 2012, as appropriate	The city's current ordinance was evaluated in 2011 and the determination was made not to adjust the annual cap at that time but to reevaluate the ordinance in 2012 along with the multi-family development standards (program)
Program 9.6 Rent Stabilization Ordinance	Investigate tenant complaints about unlawful rent increases, service reductions, evictions and relocations	Ongoing	The city continued to implement the current program. In 2011 the city's Code Enforcement Office opened eight (8) rent stabilization cases and responded to 647 inquiries either over the phone, through email, or in person.

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Housing Element Implementation  
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Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 9.7 Monitoring Affordable Housing	Coordinate with service providers to monitor Section 8 renewals, advise tenants in advance of potential conversion dates, and provide opportunities to continue affordability covenants	Ongoing	The City continues to implement the current program. The city has one very-low income housing building. The building has an affordability covenant and as 150 units and is available to very low income seniors. The city contacts with Menorah Housing Foundation to oversee and administer the units.
Program 10.1 Density Bonus	Encourage the development of more affordable housing units by offering incentives to developers	Modify ordinance and promote the use of density bonus incentives by 2012	The city is currently studying changes to its density bonus ordinance that would include lists of waivers and concessions. Changes to the city's density bonus ordinance are planned to occur concurrently with programs 10.2, 10.3, 12.2, and 12.3.
Program 10.2 Inclusionary Housing	Require a minimum percent of units in development to be price-restricted as affordable to lower and moderate income households	Conduct Inclusionary Housing Nexus and In-Lieu Fee Study in 2011 and adopt ordinance by 2012	The city is currently conducting a nexus study for an inclusionary housing program and in-lieu fee that could be paid into a housing trust fund. The study will also identify meaningful incentives including fee reductions to implement programs 12.2 and 12.3.
Program 10.3 Housing Trust Fund	To be used to construct or help leverage construction of affordable housing	2012, to coincide with the adoption of an Inclusionary Housing Ordinance	Through development agreements, the city has negotiated approximately \$3 Million dollars to be used to establish a housing trust fund. The three projects however have not been built to date and so rather than establishing the trust fund without having an identified funding source, the city has tied the housing trust fund to the in-lieu fees in program 10.3.

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Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 10.4 Second Units	Encourage the provision of affordable second units	Conduct Second Unit Survey in 2010; evaluate revisions to current second unit standards, and amend the ordinance within 1 year of Housing Element adoption	A second unit study was conducted in 2010 and the results were discussed in the housing element. The city is currently studying changes to the ordinance that could further incentivize the development of second units. This program is running a little behind schedule with an ordinance expected in April, 2013 which would be 5 months later than anticipated.
Program 10.5 Affordable Housing Production Brochure and Outreach	Summarize available incentives offered for the development of affordable housing	Develop & disseminate outreach materials in 2012	The city has produced two housing brochures, one summarizes the city's available incentives for developing affordable housing, while the second brochure provides information on current housing programs to people in need of affordable housing.
Program 10.6 Sustainability and Green Building	Promote resource efficiency and sustainability in new developments	Ongoing	The City continues to implement the current program in consistency with State law which required the city to remove its green building program and replace it with the State's CalGreen building code.
Program 10.7 Partnerships with Affordable Housing Developers	Initiate partnerships with non-profit developers to assist in the development of affordable housing	Initial contact with local nonprofits by end of 2011; initiate an RFQ process by end of 2012	The city held an information session with local non-profit housing corporations and affordable housing developers. Lacking a funding source (refer to Program 10.3), the city has not pursued partnerships or initiation of an affordable housing project to date due to a lack of funding. With establishment of the affordable housing fund, partnerships with developers will be more realistic.
Program 11.1 Fair Housing Program	Promote fair housing practices and refer fair housing complaints to Housing Rights Center	Initiate advertising in 2011	The city provides fair housing information on the city's website (www.beverlyhills.org) and in the brochures created under program 10.5

ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation  
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Jurisdiction City of Beverly Hills  
Reporting Period 1/1/2011 - 12/31/2011

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Program Description (By Housing Element Program Names)	Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
<p>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>				
Program 11.2 Senior Housing Development		Provide incentives to facilitate development of senior housing	Initiate RFQ process by end of 2012	This program was commenced with program 10.7. Due to a lack of funding at this time, this program has not evolved from an initial meeting with affordable housing managers and developers
Program 11.3 Senior Case Management Program		Assist frail elderly residents to remain independent and in their homes	Ongoing	The City continues to implement the current program and provides a number of programs providing assistance to seniors including: the Beverly Hills Active Club (\$5.5K) which provides exercise classes and activities at La Cienega and Roxbury Parks, the Senior Center and senior library at Roxbury Park (funded through the city library), and Jewish Family Services (\$86K) which provides a broad range of support services to seniors living independently.
Program 11.4 Senior Home sharing Program		Provide a free shared housing program which matches older people with others interested in sharing their homes	Evaluate Community Assistance Funds and determine grant amount annually	This program was not funded in the 2011-2012 fiscal year over concerns of effectiveness; with restructuring, funds could be provided in the future.
Program 11.5 Accessible Housing		Develop and adopt written procedures for reasonable accommodation requests and educate the public on the process of requesting an accommodation	2011	The city is in the process of adopting a reasonable accommodation procedure into the zoning code. The reasonable accommodation ordinance is expected to be adopted by end of the calendar year.

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

Jurisdiction City of Beverly Hills  
Reporting Period 1/1/2011 - 12/31/2011

Table C

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Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 11.6 Funding for Homeless Services	Fund a variety of service organizations that serve the homeless and persons at-risk of homelessness	Annual funding allocations	<p>In the fiscal year 2011-2012, the city contributed \$85,000 to the CLASP (Changing Lives And Sharing Places) homeless outreach program, and more than \$50,000 for shelter beds at PATH (People Assisting The Homeless). Results of a recent homelessness survey indicates there are on average 49 homeless persons in the City of Beverly Hills on any given night of the year. Funds provided to PATH reserve 49 beds in emergency shelters in the local area that are to be offered to persons currently homeless in Beverly Hills. The city also provides PATH with five Section 8 vouchers to be used for longer-term housing for homeless persons. CLASP regularly reaches out to homeless persons in the city with the intention of providing those persons with assistance and support including shelter. Other services funded in the 2011-2012 fiscal year include: the Westside Food Bank (\$75K), Chiron, Inc. (\$20K) which provides crisis response, All Saints which provides meals and limited homeless services, Saban Free Clinic (\$6K) which provides medical services and showers, and Step Up on Second (HOST Program) which provides outreach to homeless persons. The city provides Step Up on Second with five Section 8 vouchers to be used for longer-term housing for homeless persons.</p> <p>Also in the 2011-2012 fiscal year the city purchased an apartment unit in a supportive housing project that Step Up on Second constructed in Los Angeles with the intent that that unit will provide permanent supportive housing to a person formerly homeless in Beverly Hills.</p>
Program 12.1 Zoning Text Amendments for Special Needs Housing	Amend zoning ordinance to provide for special needs housing	Amend zoning code in 2012	The city adopted an ordinance on November 23, 2012 that is consistent with housing element program 12.1 and consistent with the requirements under SB2.

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

**Jurisdiction** City of Beverly Hills  
**Reporting Period** 1/1/2011 - 12/31/2011

Table C

Program Implementation Status

**Program Description (By Housing Element Program Names)** 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.

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 12.2 Adjust Development Standards	Evaluate and modify development standards to encourage more affordable housing units	Conduct comprehensive analysis of multi-family development standards in 2012 and amend zoning code by 2013	The city is conducting a study to understand what incentives, concessions and waivers would be most beneficial to building affordable housing in the city. This study is intended to inform upcoming modifications to the city's multi-family development standards in 2013.
Program 12.3 Reduced Fees for Affordable Housing	Provide waivers or reductions of certain taxes and fees for developments with low, very low, and moderate income housing units	Conduct fee study in 2012	The city is currently studying fee reductions through a nexus study. That study is intended to identify fee reductions that would be meaningful to local affordable housing builders. The study is expected to be finalized in 2012 and fee reductions introduced shortly after the new year.
Program 12.4 Monitor the Development Review Process	Identify inefficiencies and uncertainties in the City's review and promote alternative techniques intended to streamline the process	Annually, 2011-2013; modify incentive program as appropriate within 1 year	The city is currently updating its zoning code to reduce inefficiencies and uncertainty in the development process. This zoning update is also intended to streamline the development review process. Additionally, in an effort to streamline permitting, the community development department was restructured to form a dedicated group of zoning code and building experts as part of a dedicated group focused on processing permits.

**General Comments:**

Housing counts provided in this report are for the calendar year 2011. Housing counts for previous years in the housing cycle (2006 - 2010) have also been included to provide a grand total for housing developed in the cycle. Information on housing programs is for calendar year 2011, unless otherwise specified. The city's budget is set on the fiscal year and so some program accomplishments have been presented based on funding made available during the 2011/2012 fiscal year rather than calendar years. All City policy work is current to October 2012.

# Attachment 2

## Housing Programs

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## **2008-2014 Housing Programs**

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The Housing Element programs have been numbered to following sequentially behind the City's other General Plan Programs, which are numbered 1.0 – 8.0.

Housing Element statutes now require an analysis of the needs of extremely low income (<30% AMI) households, and programs to assist in the creation of housing for this population. The Beverly Hills Housing Element sets forth numerous programs which help to address the needs of extremely low income households, including: Home Repair and Improvement (Imp 9.4); Rent Stabilization (Imp 9.6); Monitoring Affordable Housing (Imp 9.7); Housing Trust Fund (Imp 10.3); Second Units (Imp 10.4); Partnerships with Affordable Housing Developers (Imp 10.7); Senior Housing Development (Imp 11.2); Senior Case Management (Imp 11.3); Senior Homesharing (Imp 11.4); Funding for Homeless Services (Imp 11.6); and Zoning Text Amendments for Special Needs Housing.

### **9.0 Conserve and Improve Existing Housing Stock**

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#### ***Imp 9.1 Upkeep and maintenance of vacated buildings***

The City requires the exterior of vacated multi-family structures that will be demolished for redevelopment to be adequately maintained as a condition of tentative map approvals and extensions.

The City's Code Enforcement Office (Community Preservation) maintains a list of all vacant properties in the City, monitors the sites, and works with the property owners to assure that the properties are maintained in an appropriate manner.

Timeline: Ongoing

Funding Source: Department Budget

Responsible City Section: Community Development Department

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#### ***Imp 9.2 Property Maintenance***

The City requires housing to be maintained in an aesthetic, safe and habitable manner consistent with City codes. The program is run as part of the City's comprehensive Code Enforcement program (Community Preservation) and is structured as a reactive, complaint-driven inspection process. The City will explore restructuring the program to include a random housing inspection program.

Timeline: On-going, explore program restructuring by 2013

Funding Source: Department Budget

Responsible City Section: Community Development Department

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### ***Imp 9.4 Home Repair and Improvement***

The Handyworker Program provides minor home repair, and improved security and mobility assistance to low income tenants and homeowners in single and multi-family units. The program is administered by Jewish Family Services at no cost to the qualifying low-income owner or tenant. Jewish Family Services provides community outreach, applicant screening, pre-construction site visits, repairs and remodeling, and confirmation that the property meets the City's standards for habitability.

Population Served: Extremely Low, Very-Low and Low- income (up to 80% AMI)households

Eligible Repairs: Interior/ Exterior Repairs, Energy Conservation Activities, Security/ Safety Improvements

Managed By: Jewish Family Services

Maximum Award Amount: \$2,000 grant. Award amount may increase up to \$5,000 if additional repairs are required to meet the City's standards for habitability.

Target: Serve 40 low income households per year.

Timeline: On-going

Funding Source: CDBG

Responsible City Section: City Manager's Office

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### ***Imp 9.5 Condominium Conversions***

This program limits loss of rental housing units due to the conversion of existing apartment buildings to condominiums by setting an annual cap and providing protections for tenants.

Currently, apartment buildings proposed for conversion to condominium ownership are subject to the City's condominium conversion regulations (Beverly Hills Municipal Code Sections 10-2-710, 711, and 712). These regulations set forth a series of tenant protections including tenant noticing, relocation provisions, right of first purchase, and extended lease provisions for senior and disabled households. These regulations also set an annual limit on the number of conversions allowed.

The City will evaluate the effectiveness of the existing ordinance, and consider modifying it to require a number of units in any building converted to be set aside as affordable rental or ownership housing. The City will also evaluate the benefit of offering an in-lieu fee option that would go into the City's Housing Trust Fund and be used to provide affordable housing elsewhere in the City.

Timeline: Evaluate ordinance revisions to address affordability in 2011, and, as appropriate, amend the ordinance in 2012.

Funding Source: Departmental Budget

Responsible City Section: Community Development Department

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**Imp 9.6 Rent Stabilization**

Continue the City's rent stabilization ordinance to investigate tenant complaints regarding unlawful rent increases, service reductions, evictions and relocations.

The Community Preservation Office administers the rent stabilization program which affects approximately 12,800 apartment units in the City. The ordinance limits annual rent increases to no more than ten percent and provides tenant protections through required noticing of rent increases and evictions. Community Preservation officers respond to approximately 480 inquiries from residents annually, with approximately 30 complaints requiring follow-up investigation. Most complaints are resolved within 45 days, with the remainder being referred to "stepped up enforcement action", including but not limited to citations and further legal action.

Timeline: On-going

Funding Source: Departmental Budget

Responsible City Section: Community Preservation

Target: Investigate 30 complaints per year.

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**Imp 9.7 Monitoring Affordable Housing**

The City of Beverly Hills currently has one assisted housing project providing 150 units of affordable rental housing to very low income seniors. This project was originally financed under the HUD Section 202 program with project-based Section 8 certificates providing ongoing affordability. Although this project is not currently at risk of being converted to market rate housing, the City will continue to coordinate with the service provider to monitor Section 8 renewals, advise tenants in advance of any potential conversion dates, and provide opportunities to continue affordability covenants.

Number of Units: 150

Number of Affordable Units: 150 (Extremely Low and Very Low Income, Senior/ Disabled)

Year Built: 1988

Affordability Covenant: 40 years

Owner/Operator: Menorah Housing Foundation

Timeline: On-going

Funding Source: Departmental Budget

Responsible City Section: Human Services Division, Community Services Department

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**10.0 Provide New Housing Opportunities**

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**Imp 10.1 Density Bonus**

Beverly Hills updated its residential density bonus ordinance in 2005

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consistent with current State requirements as specified under SB 1818. In summary, applicants of residential projects of five or more units may apply for a density bonus and additional incentive(s) if the project provides for one of the following, per State policy:

- 10% of the total units for lower income households; or
- 5% of the total units for very low income households; or
- A senior citizen housing development that limits residency based on age requirements for housing for older persons; or
- 10% of the total dwelling units in a condominium for moderate income households.

The amount of density bonus varies according to the amount by which the percentage of affordable housing units exceeds the established minimum percentage, but generally ranges from 20-35% above the specified General Plan density. In addition to the density bonus, eligible projects may receive 1-3 additional development incentives, depending on the proportion of affordable units and level of income targeting.

The State requires the following incentives to be offered in conjunction with the density bonus:

- A reduction in parcel development standards (coverage, setback, zero lot line and/or reduced parcel sizes)
- Approval of mixed use zoning in conjunction with the housing project
- Other regulatory incentives or concessions proposed by the applicant, or the City that would result in identifiable cost reductions

By the City's ordinance, incentives offered are determined by the Planning Commission during the review process.

Pursuant to State requirements and at the request of the developer, the City will also permit a reduced parking ratio for density bonus projects. To the extent the density bonus cannot be accommodated due to the City's development standards, the City will waive or modify applicable standards to accommodate the bonus.

In order to provide greater certainty in the type of development incentives and concessions that could be requested, the City will modify the current ordinance to include specific lists of options.

Timeline: Modify the ordinance and promote the use of density bonus incentives through the City's Affordable Housing Brochure (Imp 10.5) by 2012.

Funding Sources: Department Budgets

Responsible City Section: City Manager's Office; Community Development Department

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### ***Imp 10.2 Inclusionary Housing***

Beverly Hills will pursue adoption of an inclusionary housing program to require a minimum percent of units in development to be price-restricted as affordable to lower and moderate income households. The Ordinance will

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require either: (a) provision of affordable housing on-site; (b) provision of affordable units off-site; or (c) payment of an affordable housing in-lieu fee. Current case law (*Palmer/Sixth Street Properties v. City of Los Angeles*) limits the application of inclusionary requirements to: 1) for-sale housing projects, 2) rental projects receiving financial or regulatory assistance from the city subject to a written development agreement.

The City will conduct an inclusionary housing nexus study to document the relationship between residential development and demand for affordable housing, and to determine both the maximum supportable and recommended in-lieu fee amount. Based on the study's findings, the City will develop and adopt an inclusionary housing ordinance structured to offer incentives to help offset the cost of providing affordable units. In-lieu fees generated from the program will be contributed to the City's Housing Trust Fund.

Incentives offered under the Inclusionary Housing program will be linked with incentives offered under the City's Density Bonus program (Imp 10.1a)

Timeline: Conduct Inclusionary Housing Nexus and In-Lieu Fee Study in 2011, and adopt Ordinance by 2012.

Funding Sources: Department Budgets; future Inclusionary Housing In-lieu Fees.

Responsible City Section: City Manager's Office; Community Development Department

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### ***Imp 10.3 Housing Trust Fund***

Because the City does not have a Redevelopment Agency and has limited access to state and federal housing resources, the City faces practical and financial constraints in its ability to facilitate the construction of affordable housing. To create a more viable funding source, the City will establish a Housing Trust Fund that will be used to construct or help leverage construction of affordable housing. Potential Trust Fund resources include development agreements and in-lieu fees from an Inclusionary Housing Program. An Affordable Housing Program will be established to manage the Trust Fund and establish parameters for allocation of funds towards projects, including consideration of priority assistance to projects which include a portion of units affordable to extremely low income households.

Since January 1, 2006, the City has entered into three development agreements that included over \$4 million in funds allocated for the Housing Trust Fund. To date, none of these projects has submitted for building permits, and therefore, no funds have yet been collected. This program will move forward once a funding source has been identified, and will coincide with the collection of fees.

Timeline: 2012, to coincide with the adoption of an Inclusionary Housing Ordinance

Funding Sources: Inclusionary Housing In-lieu Fees, Development Agreements

Responsible City Section: City Manager's Office

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### ***Imp 10.4 Second Units***

In compliance with AB 1866, Beverly Hills has developed both a ministerial approval process for second units that are less than 650 square feet in size, as well as a discretionary review process for larger second units proposed on properties above Santa Monica Boulevard. The City has received and approved an average of 3 discretionary applications annually since the current ordinance was adopted in 2003. In order to collect information on second units to determine who lives in them, rent ranges, size, and additional steps the City can take to encourage construction of second units, the City conducted a Citywide survey of residential property owners. One of the questions posed in the survey is the amount of rent charged on existing second units (if any), as a means of assessing affordability and contribution towards addressing the community's regional housing needs (RHNA). Of the 40 occupied second units in the survey, 81 percent were provided rent free or for a rental amount affordable to very low income households. The results of the survey indicate that the majority of second units in Beverly Hills are occupied by caregivers or elderly parents of the primary homeowner.

To further encourage the provision of second units, the City will evaluate modifications to its second unit ordinance, including:

- Greater flexibility in second unit standards in R-1 zones south of Santa Monica Boulevard
- Allowances for larger sized second units, of up to 1,000 square feet by right to reduce processing times, and facilitate the provision of second units with bedrooms (all other review requirements would remain). This may encourage housing options for single parent families and care-givers.
- For second units built above a garage, allowance for an increase in the permitted height up to the height of the primary residence.
- Allowances for reduced setback requirements where privacy is not compromised

The Community Development Department will develop a brochure to provide information on the City's second unit standards, and promote their development.

Timeline: Conduct Second Unit Survey in 2010. Evaluate revisions to current second unit standards, and amend the ordinance within one year of adoption of the Housing Element.

Funding Sources: Department Budgets

Responsible City Section: Community Development Department

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### ***Imp 10.5 Affordable Housing Production Brochure and Outreach***

The City will develop a brochure to summarize available incentives offered for the development of affordable housing, including fee waivers, density bonuses, modified standards for senior and disabled housing and Housing Trust Fund resources. The brochure will also summarize the City's multi-family

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(R-4) development standards, highlighting density incentives for lot consolidation, the "efficiency bonus" and "bonus units above garages" zoning provisions. A series of web page and downloadable handouts will be made available on the City's website, in the permit center, and in other public information areas. [As an initial step, all materials will be mailed to major for-profit and nonprofit housing and mixed-use developers, and informational materials directing the development community to the webpage will be broadly distributed to increase awareness.]

Timeline: Develop and disseminate outreach materials in 2012.

Funding Sources: Departmental Budget

Responsible City Sections: Community Development Department

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### ***Imp 10.6 Sustainability and Green Building***

"Green buildings" are structures that are designed, renovated, re-used or operated in a manner that enhances resource efficiency and sustainability. These structures reduce water consumption, improve energy efficiency, and lessen a building's overall environmental impact. The City of Beverly Hills adopted a local green building program in 2008, establishing requirements similar to the green building measures under the US Green Building Council's LEED Program (Leadership in Energy & Environmental Design). The program applied to all new multi-family, mixed-use and commercial buildings, and renovations of multi-family, mixed-use and commercial buildings totaling over 50% in cost of the building's valuation. In 2011, the City modified its existing green building program in light of the State of California's Green Building Code (known as Calgreen). In adopting the Calgreen building code local amendments were adopted in order to preserve aspects of the City's original green building program. Modifications of Calgreen include requiring new multi-family and commercial buildings to be constructed to 15% greater energy efficiency than the State's Energy Code (Title 24), and include solar energy collection systems. If compliance with the program would frustrate the ability to provide affordable housing in a project, some or the entire program can be waived.

Beverly Hills has also adopted a Sustainable City Plan in conjunction with recent amendments to its General Plan. The overall goal of the Sustainable City Plan is to reduce the City's carbon footprint by providing a model framework for sustainable practices for the environment, the economy and social equity.

Timeline: Ongoing.

Funding Sources: Departmental Budget

Responsible City Sections: Community Development, Public Works Departments

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### ***Imp 10.7 Partnerships with Affordable Housing Developers***

In today's housing market, creative approaches are required to finance and build affordable and special needs housing. Beverly Hills successfully partnered with the non-profit Menorah Housing Foundation to achieve development of 150 units of affordable senior housing, and has contracted with Alternative Living for the Aging for implementation of the senior shared

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housing program in the past. Both of these organizations own and manage numerous affordable housing developments for seniors in greater Los Angeles and can serve as potential resources for future senior housing in Beverly Hills. Several other local non-profits have an excellent track record in securing State and federal funds to build quality, affordable housing, including –Abode Communities (formerly LA Community Design Center), West Hollywood Housing Corporation, Jamboree Housing, and National Community Renaissance. The City has recently been in talks with local non-profit housing providers and is actively pursuing partnership opportunities.

The City will initiate a partnership and continue to work with non-profit developers to assist in the development of housing affordable to extremely low and lower income households. The City will annually invite non-profit developers to discuss the City's plans, resources, site development opportunities and RFQ process. The City will select a non-profit developer to develop an affordable housing project, and will support in this effort through leveraging local Housing Trust Funds, assisting in the application for State and federal financial resources, facilitating project entitlement, and providing a package of incentives such as fee deferrals and relaxed development standards.

Timeline: Make initial contact with local nonprofits by the end of 2011. Conduct an annual meeting with builders and nonprofits to review resources, incentives and City goals. Initiate an RFQ process by the end of 2012, select a developer and pursue development of an affordable housing project. Consider providing priority assistance to projects which include a portion of units affordable to extremely low income households.

Funding Source for Administrative Costs: Departmental Budget

Funding Source for Development Cost: Housing Trust Fund

Responsible City Section: City Manager's Office, Community Development Department

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## **11.0 Promote Equal Housing Opportunities and Special Needs Housing**

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### ***Imp 11.1 Fair Housing Program***

As a participating jurisdiction in the Los Angeles County CDBG program, fair housing services are coordinated by the County Community Development Commission on behalf of the City. The County currently contracts with the Housing Rights Center (HRC) to serve as the provider of fair housing and tenant-landlord information for its participating jurisdictions, including Beverly Hills. HRC provides fair housing investigation and coordinates referral services to assist individuals who may have been the victims of discrimination. Many of the people who contact HRC have basic questions about landlord and tenant rights and responsibilities; HRC's housing counselors provide clients with comprehensive information to help resolve tenant/landlord issues.

The City will continue to promote fair housing practices, and refer fair housing complaints to Housing Rights Center. As a means of furthering fair housing education and outreach in the local community, the City will advertise the fair housing program through placement of fair housing services brochures at public counters in City Hall and the library, at the

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Beverly Hills Senior Center, and on the City's website.

Timeline: Initiate advertising in 2011.

Funding Source: CDBG

Responsible City Section: Human Services Division, Community Services Department

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### ***Imp 11.2 Senior Housing Development***

The need for senior housing in the City is significant and growing, with nearly 30 percent of households in Beverly Hills headed by a senior citizen. Of the City's 1,600+ senior renter households, 45 percent are lower income (<80% AMI). Extremely low income (ELI) seniors (<30% AMI) face acute affordability problems, with two-thirds spending more than half their incomes on rent. The City will actively pursue development of an affordable housing project targeted towards Beverly Hills' extremely low and lower income residents. As indicated in Program 10.7 (Partnerships with Affordable Housing Developers), the City intends to issue an RFQ and select a developer to build an affordable housing project, and will provide the following incentives to facilitate development:

- Flexible development standards (reduced parking requirements, modified setbacks, etc.)
- Density bonuses
- City support in affordable housing funding applications (targeting those that support deeper targeting to ELI households)
- Deferral/Reduction in development fees, including waiver of any potential CUP fee
- Direct financial assistance through Housing Trust Fund
- Project entitlement assistance

Timeline: Initiate an RFQ process by the end of 2012, select a developer and pursue development of a housing project affordable to the City's lower and extremely low income residents. Funding Source for Administrative Costs: Departmental Budget

Funding Source for Development Cost: Housing Trust Fund

Responsible City Section: City Manager's Office, Community Development Department

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### ***Imp 11.3 Senior Case Management Program***

The City contracts with Jewish Family Services to provide a comprehensive case management program to assist frail elderly residents to remain independent and in their homes.

The following continuum of supportive services are provided to seniors who are frail, economically needy, and/or socially isolated:

- Comprehensive assessment – In-home psycho-social assessment of
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functional abilities, health status, mental and cognitive abilities, support network, financial health, safety risks, eligibility for government benefits and other programs. The comprehensive assessment includes:

- o Development of an individual care plan – Identifies senior's needs and associated services that will allow continued independence.
- o Service coordination – Coordination with appropriate services, including in-home care-workers, ERS, home delivered meals, assistance to obtain governmental benefits, arranging for other community based services, transportation assistance, and coordination of services with medical providers, family, and social supports.
- o Emergency Response Systems (ERS) – ERS are medical devices placed in a senior's home and connected to a central emergency location.
- o Monitoring/ home visits: Social workers make regularly scheduled home visits to assure quality of services, and that changing needs are met.
- Additional Services: Information, referral and crisis intervention, consultation and advocacy, and assistance to families to further support the senior's independent living.

Approximately 28 Beverly Hills seniors are served annually under the comprehensive case management program. In addition, Jewish Family Services provides broad case management services through the Beverly Hills Senior Center, including information, referral and crisis intervention, serving approximately 200 seniors per year.

Timeline: On-going

Funding Source: CDBG, City of Beverly Hills Community Assistance Fund

Responsible City Section: City Manager's Office

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### ***Imp 11.4 Senior Homesharing Program***

Alternative Living for the Aging (ALA) provides a free shared housing program which matches older people with others (younger and older) interested in sharing their homes. Housing counselors at ALA interview each potential roommate and obtain references, leaving the decision to the potential roommates whether to make a match. Sharing a home promotes independent living, provides additional income for the provider, an affordable rent for the seeker, and the potential for deeper relationships for both. The average age of community members in Beverly Hills is growing older, and over 750 seniors currently live alone in single-family homes in the City. Shared housing promotes the efficient use of the housing stock, and can help address the housing needs of seniors in our community. The City has provided funds to ALA in the past to help fund their roommate matching service, and anticipates the program will be funded again in future years when there are fewer budget constraints. Beverly Hills residents continue to have access to ALA's home sharing program.

Timeline: Evaluate Community Assistance Funds and determine grant amount annually.

Funding Source: City of Beverly Hills Community Assistance Grant Funds

Responsible City Section: Human Services Division, Community Services Department

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### ***Imp 11.5 Accessible Housing***

Pursuant to Senate Bill 520, jurisdictions are required to analyze constraints to the development, maintenance, and improvement of housing for persons with disabilities, and take measures to remove constraints. As part of this Housing Element, Beverly Hills has conducted a review of zoning, building codes, and permit processing procedures, and while the City has not identified any institutional barriers to the provisions of accessible housing, the City does not have in place specific procedures for requesting reasonable accommodations. As a means of facilitating such requests and removing potential constraints for persons with disabilities, the City will develop and adopt written procedures for reasonable accommodation requests with respect to zoning laws, permit processing, and building laws. Procedures will specify who may request an accommodation, time frames for decision-making and specific modification provisions.

Timeline: By 2011, develop and adopt specific written procedures for reasonable accommodation requests, and inform and educate the public on the process of requesting an accommodation.

Responsible City Section: Community Development Department

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### ***Imp 11.6 Funding for Homeless Services***

Beverly Hills launched the CLASP (Changing Lives and Sharing Places) Homeless Outreach and Engagement Program in January 2008. The program provides street outreach workers (through Step Up On Second) to assess the needs of homeless individuals in the City, provide case management, and to refer them to the appropriate services and shelter. The CLASP program currently has 46 homeless people in the City on its active case management list. Shelter is offered through People Assisting The Homeless (PATH), funded by the City to provide approximately 1,000 shelter bed nights per year.

Through its Community Assistance Grant Program, the City funds a variety of service organizations that serve the homeless and persons at-risk of homelessness. These organizations/programs include the All Saints Homeless Assistance Program, the Westside Food Bank, the Los Angeles Free Clinic, and the Maple Mental Health Counseling Center.

Service Providers: Step Up on Second; PATH; various other service agencies

Timeline: Annual funding allocations

Funding Source: City of Beverly Hills Community Assistance Grant Funds; Community Development Block Grant

Responsible City Section: Human Services Division, Community Services

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## **12.0 Remove Governmental Constraints**

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### ***Imp 12.1 Zoning Text Amendments for Special Needs Housing***

As part of the governmental constraints analysis for the Housing Element update, the following revisions to Beverly Hills' Zoning Code have been identified as required under State law:

- Add a definition of "family" which is inclusive and non-discriminatory to the Code.
  - Add a "Community Care Facility" category and definition to the Code. List community care facilities with six or fewer occupants as permitted by-right in residentially zoned areas. Permit Community Care Facilities with seven or more occupants in various residential zone districts with a conditional use permit.
  - Add a Single-Room Occupancy (SRO) definition, use category, and development standards for SRO's to the Code. Permit SRO's with a conditional use permit within the multi-family residential R-4 zoning overlay district where congregate housing for elderly and disabled persons is allowed. Develop standards to regulate SROs.
  - Add a definition for Transitional Housing, and Supportive Housing to the Code and treat them as residential uses subject to the same requirements as other residential uses of the same type in the same zone.
  - Establish an Emergency Shelter definition and use category, and allow as a by-right, permitted use in the multi-family residential R-4 zoning overlay district where congregate housing for elderly and disabled persons is allowed. Shelters will be subject to the same development and management standards as other uses permitted in the specific zone. The City will develop written objective standards for emergency shelters to regulate the following as permitted under SB 2:
    - The maximum number of beds/persons permitted to be served nightly;
    - Off-street parking based on demonstrated need, but not to exceed parking requirements for other residential or commercial uses in the same zone;
    - The size/location of exterior and interior onsite waiting and client intake areas;
    - The provision of onsite management;
    - The proximity of other emergency shelters, provided that emergency shelters are not required to be more than 300 feet apart;
    - The length of stay;
    - Lighting;
    - Security during hours that the emergency shelter is in operation.
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Timeline: Amend the zoning code in 2012 (within one year of adoption of the Element) to make explicit provisions for a variety of special needs housing.

Funding Source: Departmental Budget

Responsible City Section: Community Development Department

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### ***Imp 12.2 Adjust Development Standards***

While the City's development standards are aimed at ensuring the quality of development, certain standards may have the effect of constraining the provision of certain housing types. The Housing Element constraints analysis identifies the City's minimum unit size as a disincentive to the construction of smaller, more affordable units for the City's workforce. In addition, the Element identifies the City's height districts and parking location requirements as potential constraints to development. The City will commit to reducing its minimum unit size requirements, and will conduct an analysis of its multi-family development standards and establish measurable parameters to assess which other standards serve as an actual constraint to development of housing for a range of housing types. For those standards identified as a constraint, the City will implement revisions to mitigate, to include, but not limited to an evaluation of the following:

- Replacing the current density calculation for multi-family projects in the zoning code with a maximum floor area ratio
- Modifying development standards for single-lot projects
- Allowing greater flexibility in the type, and location of multi-family parking
- Allowing the same number of units to be rebuilt on properties which have more units than currently would be allowed
- Providing additional incentives for workforce housing over and above those contained in the provisions of the State Density Bonus.

Timeline: Conduct a comprehensive analysis of multi-family development standards in 2012. Amend the zoning code by 2013 to reduce minimum unit sizes and other development standards as supported by the analysis.

Funding Source: Departmental Budget

Responsible City Section: Community Development Department

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### ***Imp 12.3 Reduced Fees for Affordable Housing***

Beverly Hills collects various fees from development to cover the costs of processing permits and providing services and facilities. The City will evaluate the economic benefit of providing waivers or reductions of certain taxes, and fees including certain project fees for developments containing very low, low- and moderate-income housing units, as well as for housing developed under the City's modified standards for Multiple-family Residences for Elderly and Handicapped Persons (Deed Restricted).

The California legislature passed AB 641 in 2007 which helps to address the cash flow problems inherent in many affordable housing projects during the construction phase. For affordable housing developments in which at least 49 percent of the units are affordable to lower income households, AB 641 prohibits local governments from requiring the payment of local developer fees prior to receiving a certificate of occupancy.

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Timeline: Conduct fee study in 2012, and adopt modified development fees for affordable housing.

Funding Source: Departmental Budget

Responsible City Section: Community Development Department

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***Imp 12.4 Monitor the Development Review Process***

Beverly Hills has formed a Development Review Taskforce. Members of the Taskforce will review the City's development review processes, identify inefficiencies and uncertainties in the City's review, and promote alternative techniques intended to streamline the process and to add greater levels of certainty in the development review process.

The City's Development Plan Review process for housing projects will be evaluated on a project-level basis to identify, and to the extent possible reduce any potential points of uncertainty in the process. All points in the review process will be evaluated; including application of the Development Plan Review findings, specifically Finding "B", which relates to a project's potential to promote harmonious development. This evaluation will be conducted in conjunction with the Annual Housing Element Report to HCD. Procedures will be modified as appropriate within one year to assure certainty in the City Development Plan Review process.

Timeline: Annually, 2011 – 2013, modify incentive program as appropriate within one year

Funding Source: Departmental Budget

Responsible City Section: Community Development Department

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# **Attachment 3**

## **CDBG Funding 2012/13**

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**TABLE 1: CITY OF BEVERLY HILLS COMMUNITY ASSISTANCE GRANT FUNDING 2012/13**

	Applicants	Service Provided	City Funding Began	2010/11 Allocation	2011/12 Allocation	2012/13 Request	Resident Benefit %	Financials	Option A	Option B	5/9/2012 CC Ad Hoc Rec 2012/13	5/15/2012 City Council Rec 2012/13
1.	All Saints Homeless Assistance Program	Homeless Assistance, Case Management, and Bus Tokens	2003	\$9,300	\$9,300	\$18,000	5%	Adequate	\$9,300	\$9,300	\$9,300	\$9,300
2.	*B.H. Active Adult Club	Senior Activities Club	1974	\$5,500	\$5,500	\$20,000	68%	Adequate	\$5,500	\$5,500	\$11,000	\$11,000
3.	Beverly Hills CPR	CPR Education and Training	2009	\$50,000	\$50,000	\$50,000	70%	Undeare	\$50,000	\$50,000	\$50,000	\$50,000
4.	B.H. Education Foundation	Fundraising Activities for School District	2006	In-Kind Only (\$10,000)	In-Kind Only (\$10,000)	\$35,000	100%	Adequate	In-Kind Only (\$10,000)	In-Kind Only (\$10,000)	In-Kind Only (\$10,000)	In-Kind Only (\$10,000)
5.	Chiron Inc.	Crisis Response Team	2011	N/A	\$20,000	And In-Kind \$24,000	30-40%	Undeare	\$20,000	\$20,000	In-Kind \$15,000	In-Kind \$15,000
6a.	Jewish Family Service	Service to Beverly Hills Seniors	2005/CDBG since 1994	\$56,000	\$71,000	\$75,410	100%	Adequate	\$71,000	\$80,000	\$80,000	\$80,000
6b.	Jewish Family Service	Homecare/Emer. Purchase	N/A	N/A	N/A	\$35,000	100%	Adequate	\$9,900	\$23,000	\$23,000	\$23,000
6c.	Jewish Family Service	Senior Peer Volunteer	2011	N/A	\$15,000	\$15,000	100%	Adequate	\$0	\$0	\$10,000	\$10,000
7.	Maple Counseling Center, The	Low Cost Counseling/Senior Counseling	1984	\$75,000	\$75,000	\$105,000	17.76%	Adequate	\$75,000	\$80,000	\$75,000	\$75,000
8.	New Directions, Inc.	Homeless Services for Veterans	2006	\$0	\$0	\$5,000	Not Reported	Adequate	\$0	\$0	\$0	\$0
9.	People Assisting the Homeless (PATH)	Shelter Beds for CLASP Program	1994	\$52,350	\$51,039	\$75,000	100%	Adequate	\$51,039	\$75,000	\$75,000	\$75,000
10.	Saban Free Clinic	Free Medical Services	1992	\$5,000	\$6,111	\$30,000	1.28%	Adequate	\$6,111	\$6,111	\$6,111	\$6,111
11.	Venice Family Clinic	Primary Health Care & Support Services	2007	N/A	N/A	\$56,960	0.30%	Adequate	\$0	\$0	\$0	\$0
12.	Westside Food Bank	Feeding Low Income Residents	1986	\$75,000	\$75,000	\$80,000	N/A	Adequate	\$75,000	\$80,000	\$80,000	\$80,000
	<b>New Applicant(s)</b>											
13.	Good Shepherd	Meal Program	N/A	NA	N/A	\$10,000	35-50%	Adequate	\$0	\$0	\$0	\$0
14.	Step Up On Second	HOIST Program	N/A	N/A	N/A	\$50,000	100%	Adequate	\$0	\$50,000	\$45,000	\$45,000
15.	**Enhancement	CLASP Program	2008	N/A	N/A	N/A	100%	N/A	\$5,100	\$5,100	\$5,100	\$5,100
16.	Theatre 40	Theater Arts	2006	N/A	N/A	\$24,000	78-100%	Adequate	In-Kind-Only	In-Kind Only	In-Kind Only	In-Kind Only
17.	***Theatre Guild	Theater Arts	2002/3	N/A	N/A	\$17,000	Not Reported	Adequate	In-Kind Only	In-Kind Only	In-Kind Only	In-Kind Only
	<b>Totals:</b>			\$328,150	\$377,950	\$735,370			\$377,950	\$484,011	\$484,511	\$484,511
	Base Budget (General Funds)			\$157,950	\$157,950	\$157,950			\$157,950	\$157,950	\$157,950	\$157,950
	Additional General Funds											\$106,561
	TOT Funds			\$170,200	\$220,000	TBD			\$220,000	\$325,061	\$326,561	\$220,000
												<b>TOTAL:</b>
												<b>\$484,511</b>

\*additional \$5,500 approved by Council 12/06/11. Total of \$11,000 for FY 2011-12

\*\*Staff initiated budget enhancement

\*\*\*Application received 3/9/12 after deadline (2/29/12)