

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Morro Bay
 Reporting Period 1/1/2015 - 12/31/2015

Table A

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

Housing Development Information							Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development See Instructions	Deed Restricted Units See Instructions	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income					
none			0	0	0	0					
(9) Total of Moderate and Above Moderate from Table A3 ▶▶			0			21	21				
(10) Total by income Table A/A3 ▶▶						21	21				
(11) Total Extremely Low-Income Units*			0								

* Note: These fields are voluntary

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Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* 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	0	0	0	0	0	0	0
No. of Units Permitted for Above Moderate	18	3	0	0	0	21	

* Note: This field is voluntary

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Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		2014	2015									Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9			
Very Low	Deed Restricted	39	3	0								3	36
	Non-deed restricted		0	0									
Low	Deed Restricted	24	17	0								17	7
	Non-deed restricted		0	0									
Moderate	Deed Restricted	27	0	0									27
	Non-deed restricted		0	0									
Above Moderate		65	9	21								30	35
Total RHNA by COG. Enter allocation number:		155											
Total Units ▶ ▶ ▶			29	21								50	105
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

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

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General Comments:

Table C

Morro Bay Program Implementation Status, 2015

Housing Programs Progress Report - Government Code Section 65583.

Program Description (By Housing Element Program Names)

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
	<p>Program H-1.1</p> <p>The City of Morro Bay will give the highest priority for residential development to affordable housing projects. These projects will automatically be allowed first priority for the allocation of new residential growth in each year. The priority for affordable units will also include the allocation of water and other resources as consistent with the Local Coastal Plan.</p>	Annually	<p>Although no new affordable housing projects were proposed in 2015, the City advocates for affordable housing by providing information directly to the public about opportunities for accessory dwelling units and density bonuses. Development options are explained to prospective applicants. As new affordable housing projects are proposed, whether rental or home-ownership, they are given highest priority.</p>
Program H-1.2	<p>Program H-1.2</p> <p>To ensure there is a sufficient supply of multi-family zoned land to meet the City's Regional Housing Needs Allocation (RHNA), the City will help facilitate lot consolidations to combine small residential lots into larger developable lots by annually meeting with local developers to discuss development opportunities and incentives for lot consolidation to accommodate affordable housing units. As developers/owners approach the City interested in lot consolidation for the development of affordable housing, the City will offer the following incentives on a project-by-project basis:</p> <ul style="list-style-type: none"> •Allow affordable projects to exceed the maximum height limits, •Decrease setbacks, and/or •Reduce parking requirements. 	Ongoing	<p>The City works with Applicants on a case-by-case basis to identify areas where affordable housing units can be accommodated. The City's Affordable Housing Ordinance does provide incentives for density bonuses and options for development standards to be relaxed consistent with State housing law.</p>
Program H-1.3	<p>Program H-1.3</p> <p>To ensure affordable multi-family projects meet maximum densities, the City will continue to implement procedures with objective standards to promote flexibility in development standards (height, parking, and setbacks) and promote the use of density bonuses to increase densities. The City will biannually review the multi-family development standards in the Zoning Ordinance and revise as necessary to ensure they don't act as a constraint to the development of affordable housing in the city. The City will give priority to projects that provide extremely low-, very low-, and low-income housing.</p>	Case-by-case	<p>In 2015, the City started a comprehensive update of our General Plan, Local Coastal Plan (LCP), and Zoning Ordinance to better accommodate this goal. The draft GP/LCP known as Plan Morro Bay received grant funding from the Coastal Commission and Ocean Protection Council. The City's General Plan Advisory Committee was formed to help develop policy language to increase residential development in the downtown area and other commercial areas, and also allow for flexibility with proposing development, especially small lots which may be constrained by size. In addition, the City's Zoning Ordinance was amended and certified by the Coastal Commission to prohibit single family residential development in high density zones (R-3 and R-4) in order to ensure high density developments. This was done in order to ensure high density zoned lots are developed appropriately and not under-utilized.</p>
Program H-1.4	<p>Program H-1.4</p> <p>In order to create a vibrant, pedestrian- and bicycle-friendly small urban atmosphere in the downtown area and ensure optimal access to services and public transportation, the City will encourage the development of new high-density housing in and adjacent to the downtown commercial district. To facilitate this goal, the City will inventory vacant and underutilized lots in and adjacent to the downtown business district, identify sites or areas where re-zoning to high-density residential or mixed use categories might be desirable and modify the City's zoning map as appropriate.</p>	Ongoing	<p>The City has started an update of our General Plan, Local Coastal Plan, and Zoning Ordinance to better accommodate this goal. This includes allowing mixed use residential/commercial developments. Also, draft policy language is being developed to allow for increased residential development in the downtown area and other commercial areas. The Zoning Ordinance is being amended to implement these policies and also re-zone some of these lots by adding a mixed use overlay as appropriate.</p>
Program H-1.5	<p>Program H-1.5</p> <p>The City will consider establishing minimum residential density requirements for the R-3, R-4, and MCR zoning districts.</p>	Dec-18	<p>In 2014, the City applied for an LCP amendment to the Coastal Commission to amend the City's Zoning Ordinance to prohibit single family residential development in high density zones (R-3 and R-4) in order to ensure high density developments. In addition, the draft Zoning Ordinance will include standards addressing minimum density.</p>
Program H-1.6	<p>Program H-1.6</p> <p>The City will explore the option of expanding the number of liveaboard slips to increase the variety of housing types offered in Morro Bay.</p>	Dec-15	<p>The City has started updating its Local Coastal Plan and is coordinating that review with the California Coastal Commission. The Coastal Commission has informed the City that they are not in favor of increasing residential uses on liveaboard slips. The Coastal Commission governs approval of coastal development permits for uses in this area.</p>

Table C

Morro Bay Program Implementation Status, 2015

Housing Programs Progress Report - Government Code Section 65583.

Program Description (By Housing Element Program Names)

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
Water Resources	<p>Program H-2.1</p> <p>The City will, to the extent feasible, allocate water resources to allow maximum growth to full buildout consistent with limitations contained in the certified Local Coastal Plan, General Plan, and Ordinance 266 as amended. At least annually, the Public Services Department will provide an update to the City Council on available water supplies, projected demand under the General Plan, and the status of projects to ensure adequate supply to meet the needs of the community in accordance with the Water Management Plan, the General Plan, and this element.</p>	Annually	The Community Development Department gives annual updates to the City Council. This includes identifying annual water allocations as required.
Funding	<p>Program H-3.1</p> <p>The City will continue to work with the private sector, nonprofit agencies and to secure funds and be supportive of others pursuing funds through state and federal programs for development of new lower-income housing and rehabilitation of existing lower-income households (including mobile homes). As funding becomes available, the City will prioritize a portion of the funds to encourage the development of housing for extremely low-income households.</p> <p>In addition, in light of budget constraints and reduced staffing levels, it is unlikely that the City will pursue grant funds for affordable housing acquisition or new construction projects. Housing grant funds will be pursued for energy efficiency audits and retrofits and infrastructure repairs. Pursuit of funds for rehabilitation will occur when it is determined there is a sufficient level of interest in this type of program.</p>	Apply for funding annually	Staff regularly engages with outside agencies to promote affordable housing goals in the City. This includes coordinating with cities and the County as well as previously utilizing Civic Spark intern assistance through funding by the County Air Pollution Control District and the County of SLO's Energy Watch Program to increase awareness of energy efficiency audit programs for residential development.
Methods	<p>Program H-4.1</p> <p>The City will contact HCD, housing advocates, affordable housing providers, and other appropriate information resources on an annual basis in order to stay current with the latest options for providing affordable housing.</p>	Annually	The City reviews monthly newsletters from HUD, HCD, California Housing Consortium, and Peoples' Selfhelp Housing Corporation regarding funding programs and latest options consistent with state law. City staff also attended a HUD hosted workshop regarding HOME, CDBG, and CalHome programs. Staff also attends conferences to stay abreast of housing laws.
	<p>Program H-4.2</p> <p>Most recent housing developments in Morro Bay have not been constructed to the maximum densities allowed by zoning. Market conditions, bank financing, and insurance requirements have favored the construction of single-family detached houses. To increase housing supply and obtain densities closer to those envisioned by zoning policies, the City will do the following:</p> <ul style="list-style-type: none"> - Implement Section 17.21.70 of the City Zoning Code (Additional Incentives) that offers incentives for developing greater than the minimum densities in the multiple-family zones. The City is sensitive to the loss of multi-family- zoned land to less intensive uses, particularly given the limited number of vacant multi-family sites remaining in Morro Bay and their potential contribution toward meeting the City's housing needs. 	Ongoing	In 2014, the City amended the entirety of the City's Affordable Housing Ordinance which is in the Zoning Ordinance at Chapter 17.50 which offers a number of incentives for increasing density and providing flexibility. The Ordinance was then submitted for LCP certification to Coastal Commission as an Local Coastal Plan (LCP) amendment. Included in the Affordable Housing Ordinance update was amendment to prohibit single family development in the R-3 and R-4 high density zoning districts in order to ensure multi-family development is provided. In addition the City is working on a draft Zoning Ordinance which is a comprehensive update which, consistent with State law, will include incentives for increasing density and adding mixed use overlay to allow for additional housing.
Housing Costs	<p>Program H-5.1</p> <p>The City will review its user charges for public services and facilities to ensure the charges are consistent with the costs of improvements and maintenance.</p>	Every three years since 2015	The City reviews fees, etc. on an annual basis to ensure user charges for public services and facilities are consistent with the costs of improvements and maintenance. The City of Morro Bay's fees are generally considered to be low compared to other cities in the County. The City reviews and updates fees annually through the Master Fee Schedule and has updated or increased fees when it was necessary to ensure charges are consistent with costs of improvements and maintenance.
General Affordability & Variable Density	<p>Program H-6.1</p> <p>The City will continue to implement the inclusionary requirements of Section 17.50 of the Municipal code which requires that all new residential development projects of 5 or more for-sale units provide a minimum of one unit or 10 percent of the total number of units, whichever is greater, to be affordable to families with incomes in the very low-, low- or moderate-income ranges, depending on the needs of the City at the time of approval. The lower-income units may be either for rent or for sale, but shall remain affordable for at least 30 years, or such other term approved by the City, consistent with state law.</p>	Ongoing	The City reviews applications on a case-by-case basis for affordable housing potential. Projects are conditioned accordingly to ensure compliance with the Affordable Housing Ordinance. Affordable units that have provided on-site for sale units or for-rent units have recorded covenants against the property to ensure compliance with the conditions for a minimum of 30 years or more depending on funding source.

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Morro Bay Program Implementation Status, 2015

Housing Programs Progress Report - Government Code Section 65583.

Program Description (By Housing Element Program Names)

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
	<p>Program H-6.2</p> <p>As an alternative to building inclusionary units, the City will allow a development to pay an in-lieu fee. Currently, the fee amount is determined with the following method: (construction cost x percentage of fee based on project size, where construction costs include all expenses related to the development of housing units, including land, construction, on- and off-site infrastructure, and associated soft costs). The City will conduct an analysis on the current method to determine whether the current fees are appropriate. If they are found to not be appropriate, the City will conduct a nexus study. Once established, the in-lieu fees will be collected and held in an affordable housing trust fund. To ensure any modifications to the City's Inclusionary Program as a result of the nexus study do not adversely impact market-rate housing, the City will also evaluate whether the Inclusionary Program poses a constraint to the development of housing. If this is found to be the case, the City will revise the program to ensure it is not a constraint to development.</p>	<p>Jun-16</p>	<p>The City's updated Affordable Housing Ordinance does allow payment of an in-lieu fee where provision of on-site units is not possible. Developments which have paid in-lieu fees have been required to pay all fees prior to issuance of any building permits. Those in-lieu fees have been used to provide both new affordable units elsewhere or preserve existing affordable units at risk of conversion and thereby extend years of affordability.</p>
	<p>Program H-6.3</p> <p>The City will continue to require affordable housing developments to be designed consistent with the surrounding neighborhood in order to enhance the sense of belonging to the community. Forms, materials, and proportions should be utilized that are compatible with the character of the surroundings.</p>	<p>Ongoing</p>	<p>The City adopted Residential Design Guidelines in July of 2015 which would include both affordable housing developments and other residential development.</p>
	<p>Program H-6.4</p> <p>The City will codify neighborhood preservation guidelines for affordable units in Section 17.28.200 of the Morro Bay Municipal Code when the Zoning Ordinance is amended.</p>	<p>Aug-15</p>	<p>The City adopted Residential Design Guidelines in July of 2015. The guidelines have not been codified because to do so, would also require an LCP amendment with the Coastal Commission. The guidelines approved as guidelines allow for flexibility. The City is currently updating its General Plan, and LCP which would include a Community Design Element.</p>
	<p>Program H-6.5</p> <p>The City may, on a case-by-case basis, allow for modifications/incentives to development standards, such as common access driveways, building height restrictions, parking, distance between buildings, setbacks, lot coverage, screening, varying lot sizes, open space requirements, fast-track permitting, density bonuses, variable densities on multi-family zones property, transfer of development credits, fee assistance, and any other modifications/incentives or combination of modifications/incentives, which are jointly agreed upon by the applicant and the decision-maker, as an incentive for constructing specific affordable housing projects. This is not intended to be an exhaustive list of modifications/incentives available to the applicant and/or decision-maker. The City will prepare public outreach materials, including adding information to the City's website to inform the public of a variety of types of modifications or incentives offered.</p>	<p>Ongoing</p>	<p>The City works with Applicants on a case-by-case basis to identify areas where development standards may be relaxed in order to provide the maximum number of housing units pursuant to the City's Affordable Housing Ordinance which allows for development incentives. In addition, the City's current Zoning Ordinance includes a Planned Development (PD) overlay on certain properties in town which also allows for modification or deviation of standards by Planning Commission upon findings of public benefit.</p>
	<p>Program H-6.6</p> <p>The City will consider amending the Community Housing Ordinance to require that housing units developed under the terms of this code section be priced for sale or rental to persons of moderate or lower income.</p>	<p>Dec-18</p>	<p>The City has started updating our General Plan and Local Coastal Plan and doing a comprehensive Zoning Code update to better accommodate this goal. The revised plan will be combined into a consolidated GP/LCP known as Plan Morro Bay.</p>
<p>Housing Trust Fund</p>	<p>Program H-7.1</p> <p>This fund will be used to assist nonprofit and for-profit developers to construct lower-income housing, purchase land, write down land or financing costs, rehabilitate or preserve existing units, prepare other implementation measures consistent with this element, and/or monitor housing policies and programs on an ongoing basis.</p> <p>Assuming that the current market conditions will continue to exist during the 5-year Housing Element time frame, the City estimates that it will assist two to seven units.</p>	<p>2012</p>	<p>City staff sits on the board of the Housing Trust Fund and coordinates with other public agencies, private, and non-profit developers of affordable housing to advocate and support affordable housing. City in-lieu fees have been used to preserve existing affordable units in the City that were at risk of conversion. In 2015, an award of \$50,000 was approved as local match for a tax credit application for the Ocean View Manor apartments, a low- and very low income senior rental development. This helped to extending years of affordability (recast the loan) and preserve existing affordable units at risk within the next few years.</p>
<p>Mixed Housing Types</p>	<p>Program H-8.1</p> <p>The City will allow the conversion of older motels to residential use, subject to discretionary review, outside the Visitor-Serving Commercial (C-VS) and Waterfront (WF) zones. Criteria for approving residential uses will be stated in the Zoning Ordinance. These conversions will also receive a priority in the unit allocation list.</p>	<p>Ongoing</p>	<p>The City has a process in place through the Zoning Ordinance to allow the conversion of older motels to residential uses which is through the Conditional Use Permit process. No conversion of projects have come forth but they would receive priority if identified.</p>

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Mixed Use	<p>Program H-9.1</p> <p>The City will develop criteria for determining the appropriate compatible mix of residential and commercial development to ensure neighborhood consistency.</p>	Jun-16	<p>The City has started updating the General Plan and Local Coastal Plan with input by the City's General Plan Advisory Committee (GPAC) to address this goal by provide clearer policies. In addition, we are starting a comprehensive update of the City's Zoning Ordinance to allow new standards such as a mixed use overlay to allow for additional residential development in commercial areas.</p>
Secondary Units	<p>Program H-10.1</p> <p>To comply with AB 1866, the City will continue to permit secondary dwelling units ministerially (by right) in all residential zones. An administrative coastal development permit, which does not require approval at a Planning Commission hearing but does require noticing, is required for new secondary units in or outside the coastal appeals jurisdiction.</p>	Ongoing	<p>The City implements State law / AB 1866 with regards to Accessory Dwelling Units. Because the City is located in the coastal zone, an ADU does require an Administrative Coastal Development Permit but which does not require Planning Commission approval. The City also encourages accessory dwelling units when communicating to the public or providing guidance on potential housing projects.</p>
Section 8 Subsidies	<p>Program H-11.1</p> <p>The City will coordinate its efforts with the appropriate agencies to continue receiving Section 8 subsidy monies.</p>	Ongoing	<p>The City supports Section 8 housing subsidies and coordinates with the Housing Authority of San Luis Obispo (HASLO) which is the local agency that manages the local Section 8 program.</p>
Special Needs Groups	<p>Program H-12.1</p> <p>The City will encourage local private organizations to assist elderly, disabled, and disadvantaged persons in the repair and rehabilitation of their housing.</p>	Ongoing	<p>Staff regularly engages with outside agencies to promote affordable housing goals in the City.</p>
Minimizing Impact	<p>Program H-13.1</p> <p>The City is considering adopting neighborhood compatibility standards for new developments in existing neighborhoods. The City will consider developing a standard set of criteria to use in determining whether proposed projects are compatible with the existing neighborhoods in which they are proposed, the purpose of which is to give project proponents clear direction for project design and to provide staff and the Planning Commission with clear guidelines for decision-making. These criteria could include a pre-application process to provide clear direction for the project.</p>	Jun-15	<p>The City adopted Residential Design Guidelines in July of 2015 to meet this objective.</p>
Mobile Home Park Upkeep	<p>Program H-14.1</p> <p>The City will promote the continued upkeep of existing economically viable mobile home parks by keeping park owners informed of opportunities through HCD to maintain mobile home parks through energy retrofits, housing rehabilitation, and weatherization programs.</p>	Every two years since 2015	<p>The City works with local mobile home park owners on a case by case basis to assist with park improvements. In addition, other mobile home parks have received building permits from HCD for miscellaneous improvements to update and improve the parks.</p>
	<p>Program H-14.2</p> <p>The City will when feasible apply for a grant to conduct a feasibility study to determine the possibility of a mobile home park conversion program. The study will include an inventory of the number of units that are RVs, trailers, or mobile homes on a chassis (not on permanent foundation), the condition of the units, and the identification of opportunities to replace them with new permanent affordable housing units.</p>	Oct-14	<p>The City has not developed an inventory of mobile home park or applied for grant funding. It has been infeasible due to the City's undertaking of a comprehensive update of its General Plan/ Local Coastal Plan and Zoning Ordinance which is a multi-year effort. The City hopes to complete this objective upon completion of the update of the General Plan/LCP.</p>

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Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
At-Risk Units	<p>Program H-15.1</p> <p>The City will maintain a list of all dwellings in the city that are subsidized by government funding or low-income housing developed through local regulations or incentives. The list will include, at least, the number of units, the type of government program, and the date on which the units may convert to market-rate dwellings. No units have been identified as at-risk of converting to market rate within 10 years of the beginning of the 5th cycle Housing Element planning period.</p> <p>The City will require all property owners to provide at least 2 years' notice prior to the conversion of any units for lower-income households to market-rate units in any of the following circumstances:</p> <ul style="list-style-type: none"> <input type="checkbox"/>The units were constructed with the aid of government funding. <input type="checkbox"/>The units were required by the City's Affordable Housing Program. <input type="checkbox"/>The project was granted a density bonus. <input type="checkbox"/>The project received other incentives. Such notice will be given at least to the following: <ul style="list-style-type: none"> <input type="checkbox"/>The City <input type="checkbox"/>HCD <input type="checkbox"/>Housing Authority of the City of San Luis Obispo <input type="checkbox"/>Residents of at-risk units <input type="checkbox"/>Any others deemed appropriate 	Ongoing	The City maintains a list of subsidized housing units. This information regarding those properties at risk of conversion is included in the Housing Element. Those properties those are closest to affordability expiration have been in contact with the City and are attempting to submit for tax credit applications to finance project renovations. In addition, the City Council has awarded in-lieu funds to assist with local match and local support.
Conversion to Condominiums	<p>Program H-16.1</p> <p>The City will continue to comply with Government Code Section 65590 et seq. that sets forth the requirements for conversions, demolitions, and replacement housing in the coastal zone.</p>	Ongoing	The City currently implements Government Code Section 65590.
Demolished Units	<p>Program H-17.1</p> <p>The City will require the abatement of unsafe structures, while giving property owners ample time to correct deficiencies. Residents displaced by such abatement should be provided relocation assistance.</p>	Ongoing	The City currently follows this requirement. In addition, since the Housing Element was adopted, the City has added 2 part-time code enforcement officers to assist the Building Division with code violations related to Municipal Code requirements.
Senior Housing	<p>Program H-18.1</p> <p>The City will utilize CDBG and other state or federal monies to assist in the development of lower-income senior rentals.</p>	As available	In 2015, the City received a request for in-lieu funds from Peoples Self Help Housing as local match for a state tax credit application to preserve 40 units of existing low income senior rentals (HUD Section 202). The application was successful which allowed the City to extend the years of affordability to residents.