F. Assisted Housing at Risk of Conversion

Overview of Assisted Units and Units At Risk

As part of the Housing Element, cities are required to identify units with affordability covenants that could expire during the coming 10-year period (2008-2018). Appendix C provides a listing of affordable units that either participate in a federal, state or local assistance program, or are income-restricted through some other control measure such as density bonus. Also included is a list of units that are at-risk of conversion to market rate, along with an analysis of potential resources and techniques the city could use to extend the covenants of affordable units. This information is used in establishing quantified objectives for units that can be conserved during this planning period.

As noted in Appendix C, Table C-1, a total of 519 assisted housing units were identified in Culver City. Of this number, 125 were secured through the use of the Mortgage Assistance Program (MAP) for first-time home buyers.

Assisted affordable units that are at-risk of conversion during 2008-2018 are listed in Table C-2 in Appendix C. As shown in the table, there are a total of 101 units that are at risk during this period: 23 very-low-income units, 19 low-income units, 10 low/moderate-income units and 49 moderate-income units.

Preservation Analysis

California Housing Element Law requires Housing Elements to include a study of all low- and moderate-income housing units that may be lost to the affordable inventory through the expiration of affordability restrictions during the next ten-year period. For this Housing Element, the at-risk analysis covers the period from July 1, 2008 through June 30, 2018.

There are three types of situations that can result in the conversion of publicly-assisted affordable units:

1. **Prepayment of HUD mortgages - Section 202, and Section 811.** Section 202 assistance provides a direct loan to non-profit organizations for project development and rent subsidy for low-income elderly tenants. Section 811 provides assistance for the development of units for physically handicapped, developmentally disabled, and chronically mentally ill residents. There are no Section 202 or 811 units at risk over the next ten years.
2. **Redevelopment Housing Set-Aside Covenant Expiration:** The premise of the Redevelopment Agency Housing Set Aside Fund is to increase, improve and preserve the community's supply of affordable housing for families of very-low, low and moderate incomes (*Health and Safety Code* §33334.2(a). Eligible activities include acquisition, rehabilitation, rental assistance and assistance to first-time home buyers. In exchange for the use of Housing Set-Aside Funds, income and affordability restrictions are placed on the property in the form of covenants. These covenants are for 45 years for ownership projects and 55 years for rental projects. These restriction timeframes have increased since the last Housing Element cycle. During the last cycle, ownership project restrictions were for 10 years and rental project restrictions were for 15 years. In Culver City, over the next 10 years, affordability covenants on 101 units have the potential

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to expire. Of ~~this number~~these, 23 are for a group home for persons with developmental disabilities and 29 are owner-occupied homes~~-ownership~~.

3. **Other: Expiration of affordability restrictions from the use of density bonuses and equity sharing:** Equity sharing allows households who utilized the ~~our Mortgage Assistance Program (~~MAP~~)~~ to purchase a home, to "buy out" of the covenant restriction prior to the expiration date. Under the MAP, the original owner must resell the property to another qualified (up to moderate-income) household. Through equity sharing, the covenant is removed if the original owner agrees to share a percentage of equity with the Redevelopment Agency. These funds are in turn deposited back into the Housing Set-Aside Fund. Density bonus units expire in either 10 or 30 years, depending on the level of incentives. As ~~stated in the previous section~~noted above, 29 homes purchased through the MAP will expire prior to 2018. No density bonus properties in Culver City ~~were found to be~~are at-risk for expiration over the next 10 years.

At Risk Status

As noted above, the most prevalent type of "at-risk" conversion in Culver City is the expiration of Housing Set-Aside Funds income and affordability use restrictions/ covenants. For example, as part of an extensive revitalization program in a severely blighted area, the Culver City Redevelopment Agency rehabilitated and placed affordability and income restrictions on over 26 units. Over the next 10 years, income and affordability restrictions on 20 of these units will expire. Additionally, through the ~~our Mortgage Assistance Program (~~MAP~~)~~, which provided second trust deeds for up-to-moderate-income first-time homebuyers, 29 covenants will expire over the next 10 years. There is also the additional risk of property owners deciding to "equity share" out of their covenant prior to the expiration date. As note in Table C-2, 96 covenants from the MAP will be in effect after 2018, but the property owners have the right to "equity share" out of the covenant prior to the expiration date.

Cost Analysis

A combination of rehabilitation, new construction and tenant-based rental assistance will be utilized in addressing either the preservation or replacement of at risk units.

Rehabilitation: The primary factors used to analyze the cost of preserving affordable housing units through rehabilitation include materials, and labor. The per-unit rehabilitation cost of $48,000 is estimated based on information obtained by a cost estimator who was secured by the Redevelopment Agency to give a cost analysis of several prototypical Housing Set Aside Fund projects.

New Construction/Replacement: New construction implies construction of a new property with the same number of units and similar amenities as the one removed from the affordable housing stock. The cost of constructing new housing units can vary greatly depending on factors such as location, density, unit sizes, construction materials, and on- and-off-site improvements. Based on data compiled from a cost estimator retained by the Redevelopment Agency, average per-unit construction cost (including land acquisition cost) in Culver City is approximately $450,000 per unit.

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Tenant-Based Rental Assistance: This type of assistance largely depends on the income of the household, the housing costs of the unit, and the number of years the assistance is provided. A very-low-income four-person household in Los Angeles earns up to $37,000 annually and can afford up to $925 monthly for rent. The difference between $925 and the median rent for a two-bedroom unit ($1,600) is $675 and would require a rental subsidy of $675 per month, or $8,100 per year.

Funding/Financial Resources:

Efforts by the ~~C~~city to retain affordable housing units is drawn upon by two types of preservation resources: Redevelopment Agency Housing Set-Aside Funds and Section 8 Rental Assistance.

- **Section 8 Rental Assistance:** The Culver City Housing ~~Agency (Housing~~ Division~~)~~ administers both Housing Set-Aside Funds from the Redevelopment Agency and the Section 8 Housing Choice Voucher Program (HCVP). The ~~Section 8~~ HCVP~~Housing Choice Voucher Program~~ is a tenant-based rental subsidy. ~~The~~ Culver City ~~Housing Agency~~ is allotted 384 vouchers annually.
- **Redevelopment Agency Housing Set Aside Fund:** As required by ~~S~~state law, the Culver City Redevelopment Agency sets aside 20% of the gross tax increment revenues received from the Redevelopment Area into a low- and moderate-income housing fund for affordable housing activities.

Between 2008 and 2014, the Agency anticipates $47 million to be deposited into the Redevelopment Housing Set-Aside Funds. Funding will be used for the following programs:

- Land Acquisition
- New Construction
- Rental Assistance
- Single-Family Housing Set-Aside Fund Loans and Grants
- Multi-Family Housing Set-Aside Fund Grants
- Single- and Multi-Family Housing Set-Aside Fund (paint-up/fix-up)
- Senior Roommate Matching
- Installation of safety and security devices for the elderly and disabled

G. Growth Needs

1. Overview of the Regional Housing Needs Assessment

The Regional Housing Needs Assessment (RHNA) is a key tool for local governments to plan for anticipated growth. The RHNA quantifies the anticipated need for housing within each jurisdiction for the 8½-year period from January 2006 to July 2014. Communities then determine how they will address this need through the process of updating the Housing Elements of their General Plans.

Under state law, regional councils of governments are required to develop housing needs plans for use by local governments in their Housing Element updates. The regional housing needs analysis is derived from the statewide growth forecast, which is then

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allocated to regions, cities and counties based on a variety of factors such as local growth trends, future development potential, job growth, and physical constraints (e.g., floodplains, steep slopes, biological habitat). The current RHNA was adopted by SCAG in July 2007. The future need for housing is determined primarily by the forecasted growth in households in a community. Each new household, created by a child moving out of a parent's home, by a family moving to a community for employment, and so forth, creates the need for a housing unit. The housing need for new households is then adjusted to maintain a desirable level of vacancy to promote housing choice and mobility. An adjustment is also made to account for units expected to be lost due to demolition, natural disaster, or conversion to non-housing uses. The sum of these factors – household growth, vacancy need, and replacement need – determines the construction need for a community. Total housing need is then distributed among four income categories on the basis of the county's income distribution, with adjustments to avoid an over-concentration of lower-income households in any community. It should be noted that the extremely-low-income category, which was added to state Housing Element law by Assembly Bill 2634 of 2006, was not included in the RHNA adopted by SCAG. Cities are required to estimate the level of need in this category either through an analysis of Census data or by assuming it is one-half of the very-low-income need. This needs assessment utilizes the latter approach.

2. 2006-2014 Culver City Growth Needs

~~The Southern California Association of Governments (~~SCAG~~)~~ determined the RHNA growth needs for each city within the SCAG region, plus the unincorporated areas. The total housing growth need for the City of Culver City during the 2006-2014 planning period is 504 units. This total is distributed by income category as shown in Table II-26.

Table II-26
Regional Housing Growth Needs –
Culver City

Extremely Low*	Very Low	Low	Moderate	Above Moderate	Total
65	64	80	85	211	504
13%	13%	16%	17%	42%	100.0%

*The RHNA did not include the extremely-low category. It is estimated to be ½ of the very-low-income need, per Government Code §65583.a.1
Source: SCAG 2007
Note: The RHNA planning period is 1/1/06-6/30/14

All new units built or preserved after January 1, 2006 are credited in the current RHNA period, which extends through June 2014[14]. A discussion of the city's net remaining growth need is provided in the land inventory section of Chapter III.

[14] The current six-year Housing Element planning period is July 1, 2008 through June 30, 2014. However, the time frame established by the state legislature for the Regional Housing Needs Assessment is 8½ years, from January 1, 2006 through June 30, 2014.

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III. RESOURCES AND OPPORTUNITIES

A. Land Resources

1. Regional Growth Needs 2006 - 2014

In accordance with *Government Code* §65584, projected housing needs for each city and county in the Southern California region are prepared by the Southern California Association of Governments (SCAG) under a process known as the Regional Housing Needs Assessment (RHNA). SCAG's Regional Council adopted the final RHNA ~~Regional Housing Need Allocation~~ in July 2007. The RHNA covers the 8.5-year planning period of January 1, 2006 to June 30, 2014.

The RHNA process began with an update of the population, employment and household forecasts for both the region as a whole and for each County. These forecasts were largely derived from California Department of Finance (DOF) population and employment forecasts and modified by regional demographic and modeling efforts by SCAG. SCAG then disaggregated the regional and County forecasts to each jurisdiction and estimated the number of dwelling units needed to achieve a regional target vacancy rates (2.3% owner-occupied and 5% rental) and to account for projected housing demolitions. The total housing needed in each jurisdiction was then distributed by income category (very low, low, moderate and upper income) based on the city's income distribution as reported in the 2000 Census.

All new units built or preserved after January 1, 2006 are credited in the current RHNA period. Table III-1 shows the net remaining growth need after crediting units built during 2006 and 2007. (A detailed breakdown of these new units by income category is provided in Appendix B).

Table III-1
Net Remaining RHNA –
Culver City

	Income Category			
	VL*	Low	Mod	Above
RHNA (total)	129	80	85	211
Units Built 2006-07	0	9	14	58
RHNA (net remaining)	129	71	71	153

*Includes the extremely-low category
Source: City of Culver City Community Development Department, 1/2008

2. Inventory of Sites for Housing Development

Section 65583(a)(3) of the *Government Code* requires Housing Elements to contain an "inventory of land suitable for residential development, including vacant sites and sites having potential for redevelopment, and an analysis of the relationship of zoning and public facilities and services to these sites." A detailed analysis of vacant land and potential redevelopment opportunities has been prepared and is described in

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Appendix B. The results of this analysis are summarized in Table III-2 below, which indicates the number of dwelling units approved ~~(that are located on various parcels as shown in Appendix B) and the number of dwelling~~ as well as potential units that could be built ~~(~~based on ~~various~~ the analysis of parcels ~~as~~ shown in Appendix B~~)~~. The table shows that the city's land inventory, including projects approved and the potential development of vacant and underutilized parcels, exceeds the net remaining RHNA in the lower-income category. Although there are fewer potential units in the moderate and above-moderate categories than allocated in the RHNA, the large surplus of potential lower-income units far exceeds this difference and the RHNA requirements are satisfied. It is noteworthy that a significant portion of new affordable units during this planning period are expected to be produced through the RDA Housing Strategy. Since the City is a partner in these projects, they have a higher likelihood of successful implementation.

Table III-2
Land Inventory Summary –
Culver City

	Income Category		
	Lower	Mod	Above
Units approved		0	~~45~~73
Potential mixed-use units on vacant commercial sites	65	0	0
RDA Housing Strategy sites	157~~184~~	51~~67~~	41
Potential units on underutilized commercial sites w/proposed projects	~~461~~ 435	0	0
Potential units on underutilized commercial sites – high potential	111	0	0
Potential units on underdeveloped Residential Medium Density sites	~~788~~ 0	0	~~0~~ 660
~~Potential units on other underutilized commercial sites~~	~~7,309~~	~~0~~	~~0~~
Total Potential Units	~~8,915~~ 768	~~67~~51	~~86~~ 774
RHNA (net 2008-2014)	200	71	153
Surplus (Deficit)	~~8,715~~ 568	(420)	~~(67)~~ 621

Source: City of Culver City Community Development Dept., 6/2008

Transit-Oriented-Development (TOD) District. A TOD district was identified in an amendment to the city's Mixed Use Ordinance adopted on March 17, 2008 (see Figure IV-1 on p. IV-6). This new district is comprised of several properties that are near and/or adjacent to the light rail transit station located near the intersection of Venice and Robertson Boulevards and represents a significant opportunity for affordable housing. The Exposition (or "Expo") Line is the latest expansion of the light rail system in Los Angeles County (see Figure III-1). The project is being constructed in two phases – the first phase extends from downtown Los Angeles to its interim terminus in Culver City, with the second phase continuing on to Santa Monica. The initial phase is scheduled to commence operations by the end of 2010. The land inventory analysis in Appendix B contains details on

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<ins>properties within the TOD District that have the potential to be developed with new affordable housing.</ins>

Figure III-1
Expo Light Rail Overview

Expo

Expo Line Quarterly Update
Hotline: (213) 922-EXPO (3976)
Visit our website at: *BuildExpo.org*

Winter 2009

››› Construction Continues:

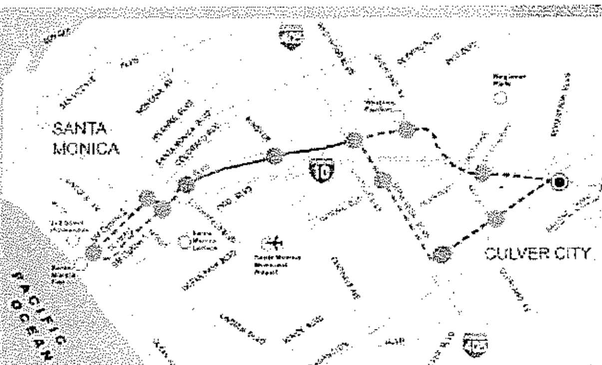
Currently, FCI/Fluor/Parsons, FFP, is demolishing the east side of Flower Street, from Washington Boulevard to Exposition Boulevard, in preparation for utility relocation and upgrades. Once these upgrades are completed, street improvements such as new curbs, sidewalks, street signs, traffic signals and street lighting will be installed. Additionally, excavation of the trench continues, along with track bed preparation, from the west opening of the trench to Vermont Avenue.

Utility relocation and improvements along the Exposition right-of-way have also commenced between Vermont Avenue and La Brea Avenue. Gas, water, cable and electrical utility relocations are being performed in the intersections along this stretch. Those intersections include: Raymond Avenue, Gramercy Place, Arlington Avenue, Buckingham Road, Vermont Avenue, Western Avenue, Crenshaw Boulevard and Farmdale Avenue.

Along the Exposition right-of-way from La Brea Avenue to Venice/Robertson, FFP is busy building the foundations for the La Brea and La Cienega aerial stations. Six 132 inch wide by 70 feet long CIDH pilings weighing 70,000 pounds each will make up the La Brea station while the La Cienega station will have eight. Fifty-one smaller CIDH pilings (measuring 24 inch by 70 feet) will also be installed at each station to complete the foundation work for the bridges.

The demolition and reconstruction of the South National Bridge has been on-going since June 2008. Once complete, the newly constructed bridge will be used for east/west vehicle traffic while the North National Bridge will be used exclusively for pedestrians and bicyclists.

Phase 2:



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Public Facilities and Infrastructure. A discussion of public facilities and infrastructure needed to serve future development is contained in Section IV.B, Non-Governmental Constraints. There are currently no known service limitations that would preclude the level of development described in the RHNA, although developers will be required to pay fees or construct public improvements prior to or concurrently with development.

B. Financial and Administrative Resources

1. State and Federal Resources

Community Development Block Grant Program (CDBG) - Federal funding for housing programs is available from the Department of Housing and Urban Development (HUD) through Los Angeles County. The city expects to receive a 2008-09 allotment of $300,000 from the ~~U.S. Department of Housing and Urban Development's~~ CDBG Program. The city allocates the entitlement to programs serving senior citizens, the disabled, and infrastructure improvements.

The city does not currently participate in other HUD programs such as HOME, Emergency Shelter Grant (ESG) or Housing Opportunities for Persons with AIDS (HOPWA), although the city is investigating opportunities to apply for HOME funds.

Section 8 Rental Assistance – The Section 8 Housing Choice Voucher Program (HCVP) assists very-low-income senior citizens, families and the disabled with the cost of rental housing. Generally, a tenant pays 30% of his or her adjusted income towards the rent and the Section 8 program pays the balance directly to the landlord. The Culver City Housing Division selects program participants from a waiting list of qualified households, giving preference to Culver City residents, Veterans, the elderly and the disabled. In 2008-09, the Division is allotted 384 voucher spaces by HUD. The waiting list for assistance in 2007 consisted of approximately 8,000 households from Culver City and the surrounding area.

Family Self-Sufficiency Program (FSS) - This program provides one-on-one counseling and job development services to Section 8 HCVP participants. The program links participants to community resources and supportive services, such as childcare and alcohol and drug treatment, budgeting, and education. The program assists at least 25 participants and is funded by a ~~U.S. Department of Housing and Urban Development~~HUD FSS Coordinator Grant.

2. Local Resources

Culver City Redevelopment Agency (CCRA) - State law (*Health and Safety Code* §33000 et seq.) allows cities to establish redevelopment agencies for the purpose of eliminating blight. The CCRA was established in 1971 with the City Council serving as the Agency's Board of Directors.

In 1986, state legislation was adopted requiring redevelopment agencies to set aside 20% of their tax increment revenue for activities related to affordable housing. Agencies must direct these funds toward assisting housing for low- and moderate-income households. The 20% tax increment is generally referred to as "set-aside funds" or the "Low/Moderate Income Housing Fund" (LMIHF). Agencies may spend set-aside monies for land or building acquisition, site improvements, construction or rehabilitation of buildings, subsidies, and financing tools. The Agency's proposed activities and uses of funds are described in a Ten-Year Implementation Plan.

Health & Safety Code §33334.4(a) requires that ~~the~~ CCRA Housing Set Aside Funds be expended over each ten-year period of the Implementation Plan for the Culver City Redevelopment Project to assist housing for persons of low income and ~~housing for persons of~~ very-low income in at least the same proportion as the total number of housing units needed (as determined by the RHNA~~Regional Housing Needs Assessment~~) for each of those income groups ~~bears to the total number of units needed for persons of moderate-, low-, and very-low-income~~. Based upon the housing needs set forth in Table II-26 (page II-32), 43.9% of the CCRA's Housing Set Aside Funds would need to be expended to assist housing for very-low-income persons and 27.2% would need to be expended to assist housing for low-income persons over each ten-year period of the Implementation Plan. However, these percentages may be adjusted to reflect units that are newly constructed over the duration of the Implementation Plan with other locally-controlled government assistance, provided that the units meet the additional requirements set forth in *Health & Safety Code* §33334.4(a).

Further, *Health & Safety Code* §33334.4(b) requires that ~~the~~ RDA Housing Set Aside Funds be expended over the duration of the Implementation Plan to assist housing that is available to all persons regardless of age in at least the same proportion as the number of low-income households with a member under age 65 years bears to the total number of low-income households of the community as reported in the most recent census. As noted in Chapter II, Table II-23 (page II-23), about 80% of Culver City households were headed by persons under age 65. Therefore, 80% of the CCRA Housing Set Aside Funds need to be expended over the duration of the Implementation Plan to assist housing for low- and moderate-income persons that is not age-restricted to seniors.

Through the use of its Housing Set Aside fund, the CCRA provides various programs that assist low- and moderate-income persons/families. These programs are as follows:

- **Rental Assistance Program (RAP)** - This program assists up to moderate-income, similar to the federally funded Section 8 HCVP Program. Funded through Redevelopment Agency Set-Aside Funds, the program can currently aid up to 100 households.
- **Neighborhood Preservation Program (NPP)** - This program offers grants, rebates, emergency grants, and deferred loans to assist in the rehabilitation and maintenance of housing. Qualified low-income to moderate-income homeowners and owners of multi-family housing with a percentage of low-income tenants can take advantage of these resources. The program funds a wide range of rehabilitation needs as well as remodeling and additions to accommodate increasing family size. Special improvements for the disabled or elderly, such as ramps and grab bars can also receive funding. Redevelopment Agency Funds support this program.

- **Home Secure Program –** This program assists elderly and disabled persons with living in a safe home environment through the free installation of safety and security devices, fire detectors and carbon monoxide monitors.
- **Alternative Living for the Aging –** Working with a non-profit organization, the Culver City Housing Division (Housing Division) assists with matching senior citizens who wish to share their homes with live-in students, middle aged individuals, or other elderly.
- **Acquisition and Rehabilitation –** This program eliminates blight and nuisance through the acquisition and/or rehabilitation and installation of professional management of multifamily housing units in an effort to enhance and enrich neighborhoods and create affordable housing units.
- **Housing Rights Center –** The Housing Division contracts with the Housing Rights Center to handle housing discrimination complaints and questions regarding tenant-landlord rights.
- **Landlord-Tenant Mediation Board** - The city encourages tenants and owners of rental property to solve rent increase problems without expensive litigation by requesting mediation services.

On March 17, 2008, the Agency approved the Comprehensive Housing Strategy (CHS). The CHS allocates Housing Set Aside Funds to meet the requirements of RHNA and Redevelopment Law. The implementation of the CHS will commence in early 2010 with Year 1 – 2 projects. The strategy is based upon the concept of providing smaller low-density, scattered-site, mixed-income housing developments. With RHNA providing a target number for Agency assisted and non-assisted units, staff identified sites for affordable for-sale and rental housing over the 8½-year planning cycle. Prototypical affordable projects were identified and in some cases preliminary site plans were prepared. These prototypical projects were then priced using standard construction cost estimating techniques. The projected cost for meeting the total required housing production program was calculated and a funding strategy was developed to accommodate housing demand utilizing a combination of Agency Set-Aside Housing Funds and/or lending from private institutions, and also county, state and federal funding sources. An implementation program was then developed for each program year. Since the city's housing needs far exceed the Agency's resources, most Agency funds are used to leverage development or cover the gap for affordable housing development. The strategy also relies on state density bonus law to meet RHNA targets using the same low-density, scattered-site, mixed-income housing approach.

The Housing Division has surveyed the city to identify blighted or underutilized sites for affordable housing development. From this investigation, over 80 potential project sites have been identified. These sites were organized into four tiers for new construction, which included: 1) Agency-owned sites suitable for residential and mixed-used development; 2) small-lot development; 3) medium-lot development; and 4) TOD sites. Included with the four tiers were also sites designated for preservation or rehabilitation projects.

In order to achieve RHNA goals, the city must develop approximately 17 units of very-low-income housing, 10 units of low-income housing and 11 units of moderate-income housing annually.

The CHS accomplishes the following four broad objectives:

- Assess the key housing needs and funding requirements facing Culver City today and over the 8½-year planning cycle.
- Identify three priority affordable housing sites that can be developed over the first year of the planning cycle, which will address affordable housing needs, eliminate blight and nuisance, protect stable single-family residential neighborhoods and maintain Culver City's "small-town feel".
- Provide realistic housing initiatives that best address the city's unmet housing needs consistent with the goals and objectives of the Housing Element over this planning cycle with small- and medium-sized developments, building preservation and rehabilitation.
- Effectively allocate the Agency's Housing Set-Aside funds consistent with state law to meet the city's housing needs.

Additionally, the CHS included a fiscal analysis of each project and the projected cash flow of the LMIHF. At Fiscal Year End (FYE) 2007-2008, the LMIHF had an unencumbered balance of $17 million. Projected deposits into the LMIHF over the next Planning Cycle are estimated at $60 million. These funds will be supplemented with private monies, and grant/loan funds from HUD 202 and 811 and state Prop. 1C/TOD. Chart 3 of the CHS provides the Agency's cash flow over the next Planning Cycle and Charts 6 and 7 provide a financial analysis of each project site.

C. Energy Conservation Opportunities

State law (*Government Code* §65583(a)(7)) requires a Housing Element to provide an analysis of opportunities for energy conservation in residential development. Not only do such energy conservation measures reduce consumption of non-renewable or limited resources, but they can also substantially lower housing maintenance costs. Despite the mild climate of Southern California, old fixtures and appliances and older housing construction may wastefully consume water, gas, and electrical resources.

In Culver City, where 50% of the housing stock was constructed before 1950 and more than two-thirds was built before the adoption of state energy conservation standards in 1975, a substantial number of units are likely to be using energy and water inefficiently. The city's best strategy for effective energy conservation is to promote and encourage energy efficient retrofitting of existing homes. Common and effective measures include weather-stripping and caulking of doors and windows and installation of insulation in ceilings and walls.

All new residential construction in the city is required to be constructed in an energy efficient manner through compliance with state energy conservation standards. In addition, a new Solar Photovoltaic Ordinance has recently been adopted by the city. All new construction projects, commercial or multi-family, of 3 or more units or 10,000 new square feet or greater, are required to install 1 kilowatt (kw) of solar photovoltaic power for each 10,000 square feet of new construction, not including parking garage areas. Additionally, new additions of over 10,000 square feet or major renovations of over 10,000 square feet are required to install 1 kilowatt of solar photovoltaic power for each 10,000 square feet of major renovation or additional area. The solar photovoltaic requirement does not apply to new construction, major remodels, or additions of less than 10,000 square feet. One kilowatt of solar photovoltaic power is estimated to add less than 1/2 of 1% to the cost of construction. This ordinance not only helps to conserve energy, but also reduces greenhouse gas emissions.

The city has also adopted a Water Conservation Ordinance designed to limit water consumption and effectively reduce monthly water costs.

During Fiscal Year 2009-2010, the city's Redevelopment Agency will introduce its Affordable and Green Rehabilitation Program through the use of Housing Set Aside Funds. With the recent approval of the Solar Photovoltaic Ordinance, the Housing and Building Divisions will work to provide grants for projects that have a low/moderate income component and include other sustainable features such as higher efficiency windows and insulation. This grant is proposed to be offered as a rebate where property owners/developers will be reimbursed for the cost of "greening" their affordable units.

These programs, along with land use strategies such as encouraging TOD projects, will all further local and statewide energy conservation goals.

IV. CONSTRAINTS

A. Governmental Constraints

1. Land Use Plans and Regulations

a. General Plan

Each city and county in California must prepare a comprehensive, long-term General Plan to guide its future. The Land Use Element of the General Plan establishes the basic land uses and density of development within the various areas of each city. Under state law, the General Plan elements of general law cities must be internally consistent and the city's zoning must be consistent with the General Plan. Because Culver City is a chartered city, that law does not apply. However, it is good planning practice and provides a strong legal foundation to support land use regulations if a charter city's zoning requirements follow the directions and vision of its General Plan. Thus, the land use plan provides suitable locations and densities to implement the policies of the Housing Element.

The City of Culver City General Plan Land Use Element provides for six residential land use designations, as shown in Table IV-1.

Table IV-1
Residential Land Use Categories –
Culver City General Plan

Designation	Maximum Density*	Description
Low Density – Single Family	8.7 DU/AC	One dwelling unit per lot on lots not less than 5,000 square feet in area
Low Density – Two Family	17.4 DU/AC	One to two dwellings per lot/parcel on parcels of not less than 5,000 square feet
Low Density – Three Family	29 DU/AC	Up to three dwelling units per parcel at not less than 1,500 square feet of net lot area per unit
Low Density -Multiple Family	15 DU/AC	Multiple family dwellings, as well as single family, two family and three family dwellings, on parcels of 15,000 square feet or more
Medium Density – Multiple Family	29 DU/AC	Multiple family dwellings, as well as single family, two family and three family dwellings, on parcels of up to 13,000 square feet.
Planned Residential Development	Flexible number of units	Large residential complexes which may consist of more than one building on a site of one acre or larger

Source: Culver City General Plan.
*Density expressed in dwelling units per net acre.

In addition to the residential land use categories, housing is also permitted in several commercial land use designations, including the Neighborhood Serving Corridor, General Corridor, and Downtown designations. Residential development can be either exclusively residential in residential zones or mixed with commercial uses in commercial zones. Further, in commercial zones the only type of housing allowed is mixed-use housing (with commercial retail uses). The industrial land use designations do not allow housing.

The City of Culver City General Plan is not considered a constraint to the goals and policies of the Housing Element. Except for approximately 6.4% of all parcels in the city (about 875 parcels out of 13,615 parcels) that are non-conforming to their General Plan designations, the city's zoning is consistent with the General Plan and adequate sites with appropriate densities have been identified that could accommodate the 2006-2014 RHNA.

b. Zoning Designations and Development Standards

The city regulates the type, location, density, and scale of residential development through the Municipal Code. Zoning regulations serve to implement the General Plan and are designed to protect and promote the health, safety, and general welfare of residents. The Municipal Code also helps to preserve the character and integrity of existing neighborhoods, and sets forth residential development standards for each zone district.

The six zones that allow for exclusive residential ~~subdivisions~~ use are as follows:

- R-1 Single-Family Residential
- R-2 Two-Family Residential
- R-3 Three-Family Residential
- RLD Low Density Multiple-Family Residential
- RMD Medium Density Multiple-Family Residential
- RHD High Density Multiple Family Residential

In addition to these ~~six major~~ zones ~~listed above~~, residential uses are permitted within either mixed-use or live/work projects in the following four commercial zoning districts:

- CN Commercial Neighborhood
- CG Commercial General
- CC Commercial Community
- CD Commercial Downtown

As noted in Chapter III, the interim terminus of the Metropolitan Transportation Authority's Expo light rail line, which is now under construction, will be located near the intersection of Venice and Robertson Boulevards in the eastern portion of Culver City. The city's Redevelopment Agency is actively involved in the planning process for mixed-use development adjacent to the transit station. Affordable housing has the potential to be developed in one or more of the various properties located within the TOD District One property, the Exceptional Children's Foundation site, has been identified as one of the affordable housing opportunity sites found in the Comprehensive Housing Strategy.

A summary of the types of residential ~~development~~ use permitted ~~by the City's~~ within each zoning ~~ordinance~~ district is provided in Table IV-2.

Table IV-2
Permitted Residential Development by Zone

Housing Type Permitted	R-1	R-2[1]	R-3[2]	RLD	RMD	RHD	CN	CG	CC	CD
SF Detached[3]	P	P	P	P	P	P				
Duplex		P	P	P	P	P				
Triplex			P	P	P	P				
Multi-Family				P	P	P				
Second Units (Accessory Dwelling Units)+	A	A	A							
Emergency Shelters							C	C	C	
Care Facility (6 or fewer)[4]	P	P	P	P	P	P	P	P	P	P
Care Facility (7+)[4]				C	C	C	C	C	C	
Senior Citizen Congregate Care				C	C	C	C	C	C	
Live/work units							P	P	P	P
Mixed Use Projects							P	P	P	P

Source: Culver City Zoning Code
1 Maximum 2 dwelling units either attached (duplex) or detached
2 Maximum 3 dwelling units either attached (triplex) or detached or combination
3 Includes factory built modular homes and mobile homes/manufactured housing on permanent foundations
4 Per the Zoning Code, Transitional Housing is included in the definition of Residential Care Facility
+ Allowed only on lots that are at least 6,000 square feet in area.
P=Permitted A=Administrative Use Permit C=Conditional Use Permit

Low-income housing can be accommodated in all zones permitting residential use in Culver City. These may include second residential units in the R-1, R-2 and R-3 districts, multi-family apartments in the RLD, RMD and RHD zones, as well as ~~the~~ high-density commercial/residential mixed-use developments within the Commercial districts. For details regarding how affordability is determined please refer to Appendix B.

Development Standards – Residential Districts

A summary of the development standards for the six major zones permitting residential development is provided in Table IV-3. Allowable densities range from 8.7 units/acre in the R-1 zone up to 29.0 units/acre in the RMD and RHD zones. These development standards continue to be viewed as necessary to protect the public health, safety and welfare and maintain the quality of life, and are not considered constraints on the development of housing for all income levels.

Minimum lot area per parcel is generally 5,000 square feet or the average of residential lots within a 500-foot radius of the proposed subdivision, whichever is greater. Density bonuses would permit up to 35% more units than allowed by the underlying zone pursuant to state law.

The Planned Development (PD) District is ~~also~~ applied to areas of existing large scale, multiple-family residential and commercial complexes that are general planned for a PD Zone, and to sites suitable for similar large-scale development. Within the PD District, there is no maximum density - only minimum site area (one acre) and height limit (56 feet) apply. A Comprehensive Plan establishes all other standards within the PD District.

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Table IV-3
Zoning Development Standards

Development Standard	R-1	R-2	R-3	RLD	RMD	RHD
Minimum Lot Area (sq.ft.) per parcel	5,000[1]	5,000[1]	5,000[1]	5,000[1]	5,000[1]	5,000[1]
Minimum Front Yard (ft.)	20	15	10[2]	10[2]	10[2]	10[2]
Minimum Side Yard (ft.)	4	4	5	10	5	10
Minimum Rear Yard (ft.)	10	10	10	15	10[4]	15
Maximum Building Height (ft.)	30	30	30	30	30	40
Maximum Density (units/acre)[5]	8.7	17.4	26.1	15.0	29.0	29.0
Minimum Building Area (sq. ft.)	1,000 ground floor	1,000 single family 750 duplex	1,000 single family 750 duplex or triplex	500 studio to 1,100+ 3 bedroom[3]	500 studio to 1,100+ 3 bedroom[3]	500 studio to 1,100+ 3 bedroom[3]

Source: Culver City Zoning Code
Notes:
1 Condominium, townhome, or planned development projects may be subdivided with smaller air space sizes for ownership purposes.
2 Or one-half of building height, whichever is greater
3 More than 3 bedrooms: 150 sf for each additional bedroom
4 5 feet when adjacent to an alley
5 Based on applicable minimum development standards (excluding density bonus)

Development Standards - Mixed-Use

Residential/commercial ~~development in~~ mixed-use projects are allowed in four of the city's six commercial zoning districts at densities ranging from ~~cannot exceed~~ 35 to 65 units/acre.~~du/ac and under certain circumstances (such as a condition for a community benefit or a Density and Other Bonus Incentive or [DOBI] application) the density can be increased~~ The normal maximum density of 35 units/acre may be increased to 50 units/acre outside of the TOD district when community benefits are provided. Within the TOD district, a density up to 65 units/acre may be approved with community benefits. City Council Resolution No. 2008-R015 established the Community Benefit Incentive Program. As part of the program, a menu of potential benefits was created that include streetscape improvements, pocket parks and public open spaces, metered public parking in excess of code required parking, and other benefits as determined by the City Council. Depending on the type of mixed-use project and its location, some or all of these benefits could be required as part of the approval to increase the project density above the base density of 35 units/acre.

Specific development standards are shown in Table IV-4. These development standards allow building heights ranging from 35 to 56 feet depending on location. The 35-foot height limit only applies to parcels that are adjacent to lower-density R-1 or R-2 areas. The 56-foot height limit is allowed on parcels in the CD and CG zones where they will not create conflicts with adjacent residential uses or on sites that are adjacent to a parcel in another jurisdiction where a density higher than 35 units/acre is permitted. Four mixed-use projects have been approved since 2006 ranging in density from 29 to 65 units/acre (see Appendix B, Table B-2), and three additional projects with densities from 47 to 65 units/acre are currently in the review process (Appendix B, Table B-4).

Table IV-4
Mixed-Use Development Standards

Minimum Lot Size

Parcels less than 5,000 square feet not be permitted to have mixed use development unless combined with abutting lots to create a minimum 5,000 square foot lot.

Density

35 Du/Acre and up to 50 Du/Acre with community benefits; in Transit Oriented Development District areas, 35 Du/Acre and up to 65 Du/Acre with Community Benefits.

Height

Adjacent to R1 or R2 Zone	Adjacent to R3, RLD, RMD, or RHD Zone	Adjacent to Non-Residential Zone	Split Jurisdiction Lot
CN, CD, & CG Zone • 35 ft • 45 ft for portion of building 35 ft or more from R1 or R2 Zone	CN Zone • 45 ft CD or CG Zone • 45 ft on lots less than 150 ft in depth • 56 ft on lots 150 ft or more in depth	CN Zone • 45 ft CD or CG Zone • 56 ft	CN Zone • 45 ft CD or CG Zone • 56 ft

Setbacks (1)

Building Height	Street Wall	Side and Rear Adjacent to Residential Zone	Side and Rear Adjacent to Non-Residential Zone	Adjacent to Alley
Underground	None Required			
Portion of Building 15'-0" or less	A zero setback is required. (2)	A 10 ft setback is required. (3)	No setback is required.	2 ft (4)
Portion of Building greater than 15'-0"	A 5 ft setback is required	A 60 degree clear-zone angle must be maintained, measured from 15 ft above the existing grade and from 10 ft from the rear/side property line.	No setback is required	2 ft (4)
Portion of Building greater than 35'-0" abutting R1 or R2 Zone	N/A	A 35 ft setback is required.	N/A	N/A
Portion of Building greater than 45'-0" abutting R3, RLD, RMD or RHD Zone	N/A	A 50 ft setback is required.	N/A	N/A

(1) Screening, landscaping or greater setback than prescribed herein, may be required where necessary to comply with visual clearance requirements for driveways and where the reviewing authority under a site plan review may condition the use necessary to protect the public interest due to lot, site plan or building configuration and operations.
(2) A setback up to 5 ft from the property line may be permitted if the setback area is enhanced with high quality paving material, landscaping or other similar features.
(3) Adequate screening and landscaping shall be provided
(4)The width of an alley may be credited toward the setback requirement for properties adjacent to residential zones.

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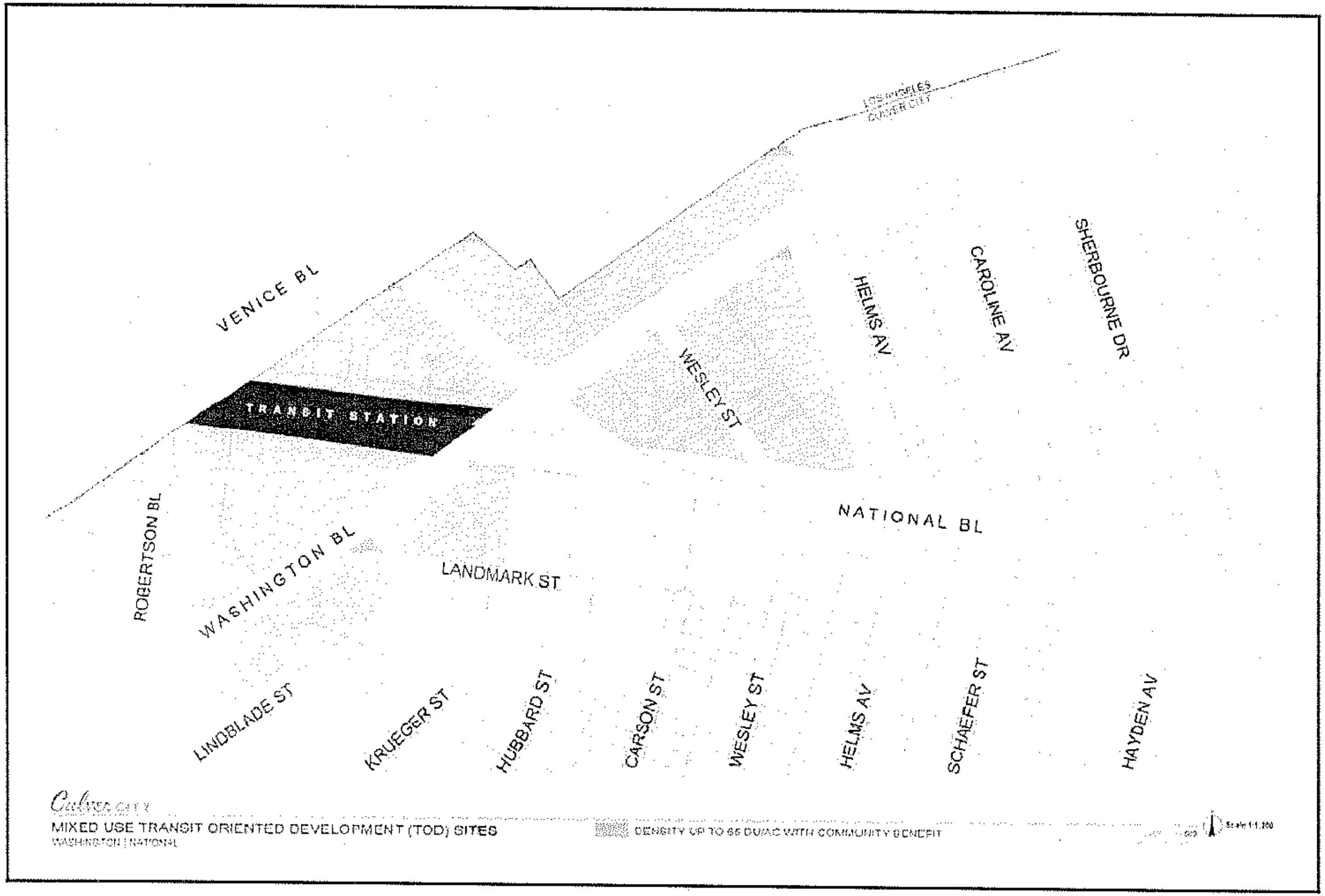
Figure IV-1
Transit Oriented Development District



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c. Special Needs Housing

Persons with special needs include those in residential care facilities, persons with disabilities, farm workers, persons needing emergency shelter or transitional/supportive living arrangements, and single room occupancy units. The city's provisions for these housing types are discussed below.

- **Residential Care Facilities and Housing for Persons with Disabilities** – Residential care facilities refer to any family home, group home, or rehabilitation facility that provide non-medical care to persons in need of personal services, protection, supervision, assistance, guidance, or training essential for daily living.

  State requirements. *Health and Safety Code* §§1267.8, 1566.3, 1568.08 require local governments to treat licensed group homes and residential care facilities with six or fewer residents no differently than other by-right single-family housing uses. "Six or fewer persons" does not include the operator, the operator's family, or persons employed as staff. Local agencies must allow these licensed residential care facilities in any area zoned for residential use, and may not require licensed residential care facilities for six or fewer persons to obtain conditional use permits or variances that are not required of other family dwellings.

  The Culver City Municipal Code provides the following definition:

  > *Residential Care Facility. Facilities providing 24-hour residential, assisted living, social and personal care for children, the elderly, and people with limited ability for self-care. Varying levels of care and supervision are provided. Residential care facilities may include basic services and community space. Includes: board and care homes; children's homes; transitional houses; orphanages; rehabilitation centers; convalescent homes, nursing home and similar facilities. Excludes facilities for persons requiring surgical or other primary medical treatment.*

  Measure 2.L includes a commitment to amend the Code regarding transitional housing, which will include removing "transitional houses" from the definition of Residential Care Facilities.

  The Code identifies ~~R~~residential care facilities that serve six or fewer persons ~~are identified~~ as permitted uses within any residential or commercial zoning district with no allowable discretionary review authority on the part of the ~~C~~city. Large care facilities (7 or more persons) are conditionally permitted in the RLD, RMD, RHD, CN, CG and CC zones.

- ~~**Housing for Persons with Disabilities –**~~ The city's building code incorporates the California Building Code 2007 Edition. Accessibility provisions contained in the Code include Title 24 of the California Code of Regulations, which applies to new and remodel construction permits within the city.

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Definition of "family". The Municipal Code does not currently contain a definition of "family." Measure 2.M is included in the Housing Plan to provide a definition consistent with state law.

Reasonable accommodation procedures. The Municipal Code does not currently contain a description of reasonable accommodation procedures for persons with disabilities. Measure 2.N is included in the Housing Plan to provide such procedures consistent with state law.

Maximum concentration requirements. There are no concentration or separation requirements for residential care facilities or group homes in the Zoning Code.

Site planning requirements. There are no special site planning requirements (other than parking, height, and setbacks) for residential care facilities in the Zoning Code.

Parking requirements. One parking space per three beds is required for residential care facilities.

There are currently four group homes in Culver City that address the supportive service and housing needs of persons challenged by developmental disabilities. These homes include the Barman, Braddock/Jasmine, Fairbanks and Caroline Homes. These homes serve a total of 21 persons. All of these homes exist due to assistance from the city's Redevelopment Agency to either purchase, lease or rehabilitate the property. The Agency recently completed the rehabilitation of Barman Home with a total investment of $101,000 to address health and safety issues and install accessible bathrooms and ramps. The Agency will continue to address the housing needs of this population as highlighted in the Comprehensive Housing Strategy. One of the properties within the TOD district proposed in Year 7 with Exceptional Children's Foundation (ECF) will provide 50 units of low- and very-low-income housing for persons with developmental disabilities. This site is currently owned by ECF.

- **Farm Worker Housing –** The city's Zoning Ordinance does not identify farm worker housing separately as a permitted use. No agricultural activities are found within Culver City or in the surrounding communities. In addition, the 2000 Census did not identify any migrant or permanent farm worker households in the city.

- **Emergency Shelters, ~~and~~ Transitional and Supportive Housing –** Senate Bill 2 of 2007 strengthened the planning requirements for local governments in the area of emergency shelters and transitional/supportive housing. Cities must estimate the number of persons in need of emergency shelter and determine whether adequate capacity currently exists to serve the need. If there is insufficient capacity, cities are required to identify at least one zone where emergency shelters may be established "by right" (i.e., without a conditional use permit) or enter into a multi-jurisdictional agreement with up to two other agencies to provide a facility.

Section 17.700.010 of the Culver City Municipal Code includes the following definition:

> *Emergency Shelter. Facilities for the emergency or temporary shelter and feeding of indigents or disaster victims, operated by a public or non-profit agency. These accommodations may include temporary lodging, meals, laundry facilities, bathing, counseling, and other basic support services.*

As noted in the Housing Needs Assessment (Chapter II), it is estimated that there may be 40 to 50 homeless persons in Culver City at any given time. In 2008 the city approved a conditional use permit application for a 60-bed full-time emergency shelter, Upward Bound House. ~~Since t~~This facility has a greater capacity than the city's estimated need, however it does not serve single homeless men~~, it is permissible for the City to require a CUP for future emergency shelters~~. Emergency shelters are identified by the Zoning Code as a conditionally permitted use within the CN, CG and CC commercial zoning districts. In order to minimize constraints on future emergency shelters, Measure 2.L is included in the Housing Plan to allow such facilities in at least one zone "by-right" subject to appropriate development standards. The city has also retained the services of St. Joseph Center to provide outreach and referrals to supportive services and housing to the homeless in the city (grant of $51,000 in 2008).

SB 2 also provides that transitional and supportive housing ~~is~~ shall be considered a residential use that ~~shall be~~is subject only to those procedures and requirements ~~restrictions~~ that apply to other residential dwellings of the same type in the same zone. The city's Zoning Code does not ~~impose any additional requirements on~~contain a definition for transitional or supportive housing. Measure 2.L is included in the Housing Plan (Chapter V) to amend the Code to include a definition and regulations for these uses that are ~~not applicable to~~no more restrictive than for other residential developments of the same type in the same zone, ~~therefore the regulations are~~ in conformance with SB 2. This will include an amendment to the definition of Residential Care Facilities.

- **Single Room Occupancy –** Although no specific development standards or land use category are explicitly stated for Single Room Occupancy (SRO) dwellings, the Zoning Code authorizes the city to determine that an SRO use is similar to other commercial uses allowed in the Code (such as hotels). An SRO would then be subject to the development standards for that similar use. One SRO facility has been established in the city under these regulations. In order to clarify regulations regarding SROs, Measure 2.K is included in the Housing Plan (Chapter V) to amend the Municipal Code to provide explicit reference, development standards and permit procedures to encourage and facilitate SRO housing.

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d. Off-Street Parking Requirements

The city's parking requirements for residential zones vary by residential type and housing product (Table IV-5). Two off-street parking spaces are required for single-family, duplex or triplex dwellings. Parking requirements for multi-family dwellings and the residential component of mixed-use development are based on the number of bedrooms, and include standards for guest parking. Mobile homes are required to have one space per site, plus one guest parking space for each two mobile home sites. There is no direct provision in the Code for the reduction in parking standards as an incentive for the provision of affordable housing, although the city's Density Bonus Ordinance includes provisions for incentives according to the provisions of *Government Code* §65915.

Table IV-5
Residential Parking Requirements

Type of Unit	Minimum Parking Space Required
Single Family, duplex and triplex units	2 spaces per dwelling unit
Mobile home park	1 space for each mobile home site plus 1 guest spaces for each 2 mobile home sites
Multi-family dwellings and residential component of Mixed-use development	Studio and 1 bedroom, less than or equal to 900 sf - 1 space
	Studio and 1 bedroom, greater than 900 sf - 2 spaces
	2-3 bedroom units -- 2 spaces
	4 bedroom units -- 3 spaces (plus 1 space for every bedroom greater than 4)
	Guest parking – 1 space for every 4 residential units
Accessory (Second) Units	1 uncovered space in addition to that required for the primary dwelling unit
Live/work unit	Up to 900 sf – 2 spaces Greater than 900 up to 1500 sf–3 spaces Greater than 1500 sf – 4 spaces
Senior housing	1 space per unit, plus 1 guest parking space for each 10 units
Senior Citizen Congregate Care Housing	1 space for each 2 residential units, plus one guest/employee space for each 4 units
Residential Care Facilities	1 space for each 3 patient beds

Source: Culver City Zoning Code

The graduated parking requirement based on unit size in multi-family projects, and the reduced standard for senior housing units helps to encourage development of smaller, more affordable units. These parking standards are reasonable and do not act as a constraint to affordable developments.

Moreover, in the Westside portion of Los Angeles County there is high housing density coupled with traffic congestion. Culver City, which is surrounded by the City of Los Angeles, is committed to mitigating impacts of surrounding developments to the extent possible. A shortage of parking, in both residential and commercial projects, often leads to spill-over parking in surrounding residential neighborhoods. Both prospective residents and existing neighbors of new developments want to be assured that adequate parking will be available. Developers have also indicated a preference for more than one parking space because they view it as an amenity and selling point, especially when spill-over parking creates problems.

Nevertheless, Measure 2.O in the Housing Plan includes a commitment to reduce required parking for studio and 1-bedroom units to one space when the units are reserved for lower-income households.

e. Accessory Units

The creation of a second unit on a single-family lot is permitted within the R-1, R-2 and R-3 Zones with approval of an Administrative Use Permit. The units may not exceed 600 square feet, and must be developed on a minimum lot size of 6,000 square feet. The Code does not place occupancy restrictions on second units.

f. Density Bonus

Under state law (SB 1818 of 2004), cities and counties must provide a density increase up to 35% over the otherwise maximum allowable residential density under the Municipal Code and the Land Use Element of the General Plan (or bonuses of equivalent financial value) when builders agree to construct housing developments with units affordable to low- or moderate-income households. Chapter 17.580 of the Culver City Zoning Code reflects current state law regarding density bonus and other affordable housing incentives. The city has utilized the Density Bonus Program in the past to support the development of lower-income senior, handicapped, and family dwelling units.

g. Mobile Homes/Manufactured Housing

There is often an economy of scale in manufacturing homes in a plant rather than on site, thereby reducing cost. State law precludes local governments from prohibiting the installation of mobile homes on permanent foundations on single-family lots. It also declares a mobile home park to be a permitted land use on any land planned and zoned for residential use, and prohibits requiring the average density in a new mobile home park to be less than that permitted by the Municipal Code. In the Zoning Code, the definition of single family detached dwelling Includes factory built modular homes and mobile homes/manufactured housing on permanent foundations. Housing of this type would thus be subject to development standards consistent with single-family detached dwellings.

h. Condominium Conversions

Condominium conversions of existing developments of five or more rental dwelling units may be permitted subject to approval of a Site Plan Review and Tentative Map by the Planning Commission. Compliance with basic Property Development Standards for the zoning district is required. Developments of less than five rental units are prohibited from converting to condominiums.

i. Building Codes and Enforcement

State law prohibits the imposition of building standards that are not necessitated by local geographic, climatic or topographic conditions and requires that local governments making changes or modifications in building standards must report such charges to the Department of Housing and Community Development and file an expressed finding that the change is needed.

The city's Building Code incorporates the California Building Codes 2007 Edition. The city's Building Code also incorporates the California Building, Plumbing, Mechanical and Electrical Codes. These are considered the minimum necessary to protect the public's health, safety and welfare.

As noted in Chapter III, a new Solar Photovoltaic Ordinance has recently been adopted by the city. All new construction projects, commercial or multi-family, of 3 or more units or 10,000 new square feet or greater, are required to install 1 kilowatt (kw) of solar photovoltaic power for each 10,000 square feet of new construction, not including parking garage areas. Additionally, new additions of over 10,000 new square feet or major renovations of over 10,000 square feet are required to install 1 kilowatt of solar photovoltaic power for each 10,000 square feet of major renovation or additional area. The solar photovoltaic requirement does not apply to new construction, major remodels, or additions of less than 10,000 square feet. One kilowatt of solar photovoltaic power is estimated to add less than 1/2 of 1% to the cost of construction.

These codes and regulations are reasonable and necessary to ensure health and safety, as well as encourage energy conservation and reduce greenhouse gas emissions. No additional regulations have been imposed by the city that would unnecessarily add to housing costs.

Code Enforcement staff attempts to assist property owners in carrying out needed maintenance and repairs by providing information and referrals to city assistance programs, particularly for low-income or disabled persons and the elderly.

2. Development Processing Procedures

a. Residential Permit Processing

State Planning and Zoning Law provides permit processing requirements for residential development. Within the framework of state requirements, the city has structured its development review process in order to minimize the time required to obtain permits while ensuring that projects receive careful review.

Early consultation with city staff is encouraged to identify issues as soon as possible and reduce processing time. Applicants are required to complete a Preliminary Project Review (PPR) Request prior to submitting a project application. A PPR Request form summarizing the project along with plans indicating a proposed site plan, parking, and pedestrian and vehicular access are circulated among city departments for review, followed by a meeting of the Project Review Committee (PRC) (comprised of representatives of the reviewing department) with the applicant. This consultation allows the applicant to determine the feasibility of the project and make adjustments during the preliminary planning stages to minimize costs. The PPR/PRC meeting is held within two to three weeks after the PPR request submittal.

After the PPR/PRC meeting, the applicant assembles an application and more detailed plans, including elevations, architectural design, and additional information that may have been noted in the PPR/PRC meeting (such as technical studies or a tentative map) and submits a formal discretionary application with the Planning Division. Concurrent processing of required discretionary entitlements (e.g., subdivision and site plan review requests) is also provided as a means of expediting the review process. Similar to the PPR process with a PRC meeting, a discretionary application is also circulated to various city Departments (Public Works, Building Safety, Fire Prevention, Planning) for comment and review. At the application PRC meeting, staff will provide more detailed comments on the more complete plans, draft conditions of approval, and any required corrections to the plans that must be completed prior to distributing them to the Planning Commission for a public hearing. After a sufficient public noticing period, a public hearing is held. Once a decision is made by the Planning Commission, the discretionary application is then ready for building permit plan check (unless the discretionary entitlement procedures require that first the City Council make a final decision after a Planning Commission recommendations have been made). Generally, the application PRC meeting is held within two to three weeks after submittal of the discretionary application. If deemed complete at the application PRC meeting, staff usually is able to schedule the Public Hearing within 9 to 11 weeks after the PRC meeting.

Single- and two-family developments (with no subdivision) require only building permits (i.e., "by-right") while multi-family and mixed-use developments are processed the same way as described above.

The Building permit plan check review period for the processing of residential building permits is generally ten days for the first round of reviews by various city departments and five days for resubmittal, depending on the city's workload. Building codes are applied to new construction, and are monitored and inspected under the building permit process. Where no permits have been obtained, inspections are made in response to request and complaints. As indicated previously, the city's Building Code incorporates the California Building Codes 2007 Edition. The city's Building, Mechanical, Plumbing and Electrical codes include minor revisions and amendments to the Uniform Codes that exceed state standards. These amendments are related to fire alarms, smoke detectors, sprinkler systems, and other basic safety measures. All new structures are required to provide fire sprinklers. Although this requirement adds incrementally to the cost of construction, it is considered a vital public safety issue that justifies the additional cost.

These procedures help to ensure that the development review process meets all legal requirements without causing a significant unwarranted constraint to housing development.

b. Environmental Review

Environmental review is required for all development projects under the California Environmental Quality Act (CEQA). Most projects in Culver City are either Categorically

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Exempt or require only an Initial Study and Negative Declaration or Mitigated Negative Declaration. Developments that have the potential of creating significant impacts that cannot be mitigated require the preparation of an Environmental Impact Report. Most residential projects require a Negative Declaration and take two to three weeks to prepare, excluding the required public review period. Those requiring a Mitigated Negative Declaration typically take three weeks to process, again excluding required public review periods. The preparation and public review period for negative declarations and mitigated negative declarations is included within the 9 to 11 weeks it takes to get a complete application to the Planning Commission for a public hearing. Categorically Exempt developments such as accessory residential units require a minimal amount of time. As a result, state-mandated environmental review does not pose a significant constraint to housing development.

3. Development Fees and Improvement Requirements

State law limits fees charged for development permit processing to the reasonable cost of providing the service for which the fee is charged. Various fees and assessments are charged by the city and other public agencies to cover the costs of processing permit applications and providing services and facilities such as schools, parks and infrastructure. Almost all of these fees are assessed through a pro rata share system, based on the magnitude of the project's impact or on the extent of the benefit that will be derived. Table IV-6 shows typical development fees associated with development of a 120-unit affordable apartment/condominium project within Culver City, including entitlement costs. For the project described above the school fees ($289,300) and the sewer facility charge ($162,720) are not part of the entitlement costs and payment would be required either prior to Building Permit issuance or prior to Certificate of Occupancy. Subtracting these costs, the minimum entitlement and plan check fees for this type of project would be approximately $73,523, or $613 per unit.

Because many of the fees are "deposit to cost" or are based on building valuation, the precise cost of development fees cannot be tabulated. However, the cost per unit and per square foot is useful as a "general rule of thumb" for estimating minimum development fees. The city periodically evaluates the actual cost of processing development permits when revising its fee schedule. The last fee schedule update was adopted in July 2007.

In order to facilitate development of covenanted low- to moderate-income units, the city specifically exempts such projects from In-lieu Parkland Fees and Art in Public Places Fees. Single family dwellings are exempted from this fee, and for a duplex or second unit the park fee is only 50% of the fee for that second unit. These exemptions serve as incentives in addition to the Density Bonus Program.

After the passage of Proposition 13 and its limitation on local governments' property tax revenues, cities and counties have faced increasing difficulty in providing public services and facilities to serve their residents. One of the main consequences of Proposition 13 has been the shift in funding of new infrastructure from general tax revenues to development impact fees and improvement requirements on land developers. The city requires developers to provide on-site and off-site improvements necessary to serve their projects.

Such improvements may include water, sewer and other utility extensions, street construction and traffic control device installation that are reasonably related to the project. Dedication of land or in-lieu fees may also be required of a project for rights-of-way, transit facilities, recreational facilities and school sites, consistent with the Subdivision Map Act. Measure 2.P in the Housing Plan (Chapter V) states that the city will offset the Surcharge for New Construction discretionary application fee for Agency-assisted projects with housing set-aside funds.

Table IV-6
Summary of Development Fees, 2007 –
Multiple-Family Development (Apartment or Condominium)

Number of Units		**120**
Building floor area		**110,000 sq. ft.**
Fee Category	**Rate**	**Estimated Cost**
School Fees (Culver City Unified School District)	$2.63 per SF	$289,300
Culver City Public Works Fees		
Discretionary Project Review	Min. 4 hours (hourly rate of $192) plus a 4% surcharge	$799
Traffic Study Review	Fee ranges from $1,560 to $3,952 depending on ADT	$1,560
Stormwater Pollution Prevention Plan Check	One acre to less than 5 acres(different fee if 5 acres or more): $1,250 + $0.20 per 100 sq. ft. over one acre	$1,250
Inspection Fees (driveway, curb & gutter, sidewalk, etc.)	Min: $112 per hour with minimum 2 hours or $224 min per various driveway, curb, gutter, and sidewalk inspections	$1,344
Geotechnical Report Review	Hourly rate or cost plus 25% consultant with $500 minimum	$500 Minimum
Sewer Facility Charge(one-time fee at connection)	Culver City Portion: $678 to $2,247 per unit depending on number of bedrooms; L.A. Portion: varies from year to year	Culver City portion only assuming all 2 bedroom: $1,356/unit X 120 Units = $162,720
Culver City Building Safety Fees		
Plan Check Fee	75% of building permit fee	Varies
Building Permit Fee	$8,990.12 for the first $1,000,000 valuation plus $5.91 for each additional $1,000.00 or fraction thereof	$8,990.12
Seismic Fee	Valuation x $.0001	$100

Culver City Planning Fees**		
Surcharge for New Residential Construction***	$250 per unit over 2 with maximum $12,750	$12,750
Tentative Tract Map	Flat Rate of 50% of $10,951	$5,475.50
Tentative Tract Map Surcharge	50% of $28 for each land/airspace lot	$1,694
Density Bonus and Other Incentives	Flat Rate of $21,081	$21,081
Environmental Analysis: Mitigated Negative Declaration	Flat Rate of $3,059	$3,059
Site Plan Review	Flat Rate of $14,920	$14,920
Total City Development Fees*		$525,543 Min.
Cost Per Square Foot		$4.78 Min.
Cost Per Unit		$4,380 Min.

Source: City of Culver City, Planning, Building Safety and Public Works Department fee schedules, January 2008
* Does not include non-city fees
** In order to facilitate development of covenanted low- to moderate-income units, the city specifically exempts such projects from paying In-lieu Parkland Fees and Art in Public Places Fees -thus the two fees are not shown in the table.
***This fee was enacted as means of recovering the cost of staff time associated with projects – larger projects tend to take up more time so the fee is based on number of units rather than a flat rate.

The city's Capital Improvement Program (CIP) contains a schedule of public improvements including streets, bridges, and other public works projects to facilitate the continued build-out of the city's General Plan. The CIP helps to ensure that construction of public improvements is coordinated with private development.

City road standards vary by roadway designation as provided in Table IV-7).

Table IV-7
Road Improvement Standards

Roadway Designation	Number of Lanes	Right-of-Way Width
Primary Arterial	4 - 6	95 ft.
Secondary Arterial	2 - 4	80 – 94 ft.
Collector Street	2	60 – 79 ft.
Local Street	2	60 ft. or less

Source: City of Culver City General Plan Circulation Element

The city's road standards are typical for cities in Los Angeles County and do not act as a constraint to housing development. Since the city is fully developed, it is unlikely that any new streets or roadway widening will be required through the subdivision process. With new development projects (housing, commercial, or mixed-use), the city's Public Works Department will usually require public right-of-way improvements for public rights-of-way adjacent to proposed development projects. These improvements can vary depending on the specifics of each development and may include relocation of utilities, new street trees and tree grates, repaving of adjacent alleys, repaving of adjacent sidewalks and streets, restriping of traffic lanes, and installation of traffic signals.

Although development fees and improvement requirements increase the cost of housing, cities have little choice in establishing such requirements due to the limitations on property taxes and other revenue sources needed to fund public improvements.

B. Non-Governmental Constraints

1. Environmental Constraints

Environmental constraints include physical features such as steep slopes, fault zones, floodplains, sensitive biological habitat, and agricultural lands. In many cases, development of these areas is constrained by state and federal laws (e.g., FEMA floodplain regulations, the Clean Water Act and the Endangered Species Act, and the state Fish and Game Code and Alquist-Priolo Act). The city's land use plans have been designed to protect sensitive areas from development, and to protect public safety by avoiding development in hazardous areas. While these policies constrain residential development to some extent, they are necessary to support other public policies.

2. Infrastructure Constraints

As in most cities of similar in age, Culver City faces challenges of aging infrastructure and related maintenance issues. However, the city's physical infrastructure is generally of adequate size and capacity to accommodate the projected build-out of the General Plan.

- **Wastewater** – The city is served by the Hyperion Wastewater Treatment Plant operated by the City of Los Angeles. The treatment plant has a design capacity of 450 million gallons per day, is currently functioning at approximately 80% of capacity and treating 360 million gallons per day (source: Entrada FEIR February 2008). It is unlikely, but expansion of the Hyperion treatment plant may be required if changes in Los Angeles or Culver City land uses cause increased wastewater flows. Wastewater system expansions are the responsibility of the developer with fees paid to cover major capital expenditures.

- **Water** – Water for city residents is supplied by Golden State Water Company and the City of Los Angeles Department of Water and Power (portion of the city west of McLaughlin Avenue. The system depends primarily on imported water from Metropolitan Water District (MWD). Water system expansions to individual projects are the responsibility of the developer with fees paid to cover major capital expenditures.

- **Dry Utilities** – Gas, electricity, and telephone services are provided by Southern California Gas Company, Southern California Edison, and Verizon Communications, respectively. All systems are adequate and are upgraded as demand increases. Supplies of natural resources, such as water and gas, currently appear adequate.

- **Storm Water Drainage** – Storm water runoff is primarily handled by a flood control system maintained by the Los Angeles County Department of Public Works. Surface drainage utilizes streets and gutters until it reaches catch basins. The storm drain system is currently operating within capacity, and is sized to accommodate planned growth within the city. The city is required by the National Pollutant Discharge Elimination System (NPDES) to address water

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quality runoff for construction activities and post-construction runoff from all types of development, including residential projects. Best management practices (BMPs) are implemented through the city's NPDES regional storm-water discharge permit. Individual projects are required to comply with all applicable NPDES requirements.

- **Schools and Parks** – The city collects school fees on behalf of the Culver City Unified School District to pay for buildings and facilities. Public Parks are developed and maintained by the city's Parks, Recreation and Community Services Department. Municipal Code Title 15, §§15.06.300-15.060.330 (Residential Development Park Dedication and In Lieu Parkland Fee) requires that all new residential developments of two or more dwelling units or additions of one or more units on existing residential developments either dedicate land or pay a fee for the development and/or maintenance of public parks. Title 15 states a goal of providing 3 acres of parkland for every 1,000 residents or, if no land is available, to pay a fee that quantifies the 3 acres per 1,000 resident objective. Residential developments containing units which are covenanted for affordability or for senior citizens are exempted from this fee.

- **Road Improvements and Parking** – Roadways in Culver City are subject to high levels of traffic, which would be further impacted by new development. To the extent possible, the city addresses this issue by requiring developers to mitigate negative traffic impacts through various methods, such as improvements to the roadway network and traffic control systems and implementation of the Travel Demand Management strategies.

  One of the primary infrastructure issues associated with the current level of development is the limited capacity of on-street parking. The city is addressing this constraint incrementally by ensuring that all new developments, both residential and commercial, provide adequate off-street parking.

  The city has a Capital Improvement Program to schedule public improvements including roadway network, traffic control systems and other public works projects to allow for the continued build-out of the city's General Plan. This helps to ensure the progression of improvements to be timely with anticipated development.

3. Land Costs

Land represents one of the most significant components of the cost of new housing. Land values fluctuate with market conditions, and have been steadily increasing since 2000. The recent downturn in the housing market is expected to have a moderating effect on land values, however.

Per-unit land cost is directly affected by density – higher density allows the cost to be spread across more units, reducing the total price. Recent new mixed-use developments have been approved in the range of 44 to 65 units per acre, and exclusive residential

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RMD developments have been approved at 29 units per acre. This facilitates lower per-unit land costs compared to lower-density development.

4. Construction Costs

Construction cost is affected by the price of materials, labor, development standards and general market conditions. The city has no influence over materials and labor costs, and the building codes and development standards in Culver City are not substantially different from other cities in the West Los Angeles area.

5. Cost and Availability of Financing

Culver City is similar to most other communities with regard to private sector home financing programs. The recent crisis in the mortgage industry will affect the availability and cost of real estate loans, although the long-term effects are unpredictable. The credit "crunch" resulted when "sub-prime" lenders during the past several years made it possible for low-income families or others who could not qualify for standard mortgages to become home owners even though they might not have had the credit history and income to support repayment of the loans. The problem typically occurred with adjustable rate mortgages (ARMs) after the initial fixed interest rate period expires (often three years) and the interest rate converts to market. Because ARMs often offer "teaser" initial interest rates well below market for the first few years, monthly payments may increase by several hundred dollars when the loan converts to market rate. When property values were increasing, as was the case from 2000 to 2006, homeowners had the option of refinancing to a new loan when the initial rate expired. However, in the current market with declining values, homeowners may owe more than the resale value of their home, making refinancing impossible. As a result of these conditions, there has been a significant rise in foreclosure rates, and changes in mortgage underwriting standards are likely to have greater impacts on low-income families than other segments of the community.

Under state law, it is illegal for real estate lending institutions to discriminate against entire neighborhoods in lending practices because of the physical or economic conditions in the area ("redlining"). City staff is not aware of any significant incidence of discriminatory lending practices in recent years.

C. Fair Housing

State law prohibits discrimination in the development process or in real property transactions, and it is the city's policy to uphold the law in this regard. Fair housing issues are addressed in Culver City through a contract with the Housing Rights Center, a non-profit organization located in Los Angeles. The Center provides information to the public about housing discrimination and landlord/tenant rights and responsibilities. In addition, the city has established a Landlord-Tenant Mediation Board to offer voluntary mediation services to the landlord tenant community.

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V. HOUSING PLAN

A. Goals, Objectives and Policies

Goal 1 *A city with residential neighborhoods that offer residents the qualities of a peaceful, small-town environment.*

Goal 2 *A city with a variety of housing opportunities that complement and enhance the city's goals for continued economic vitality and prosperity.*

Goal 3 *Promote access to affordable housing for all income levels and address the housing needs of the homeless and special needs populations.*

Objective 1. Housing Maintenance. Encourage a high level of housing maintenance to promote the availability of decent housing and to protect the quality of neighborhood environments.

Policy 1.A *Maintain a housing stock free of health or safety hazards.*

Policy 1.B *Maintain quality neighborhood living environments throughout the entire city*

Policy 1.C *Provide assistance to low- and moderate-income households to encourage the rehabilitation and adequate maintenance of existing housing units.*

Policy 1.D *Monitor the maintenance of residential properties and enforce the provisions of the city's building code and property maintenance regulations.*

Policy 1.E *Promote assistance programs and enforce applicable health and safety standards to prevent overcrowding in units.*

Policy 1.F *Enforce zoning and building code regulations to prevent the illegal conversion of garages and accessory structures into dwelling units.*

Policy 1.G *Promote energy conservation measures to reduce future operating costs.*

Objective 2. Housing Supply. Maintain opportunities for developing a variety of housing types while protecting the character and stability of existing Culver City neighborhoods.

Policy 2.A *Provide for a residential lifestyle that is environmentally sound and aesthetically pleasing and that places a high priority on quality development.*

Policy 2.B *Coordinate the plans, programs, and policies of all city departments in order to ensure that residential development is orderly, and that new development is adequately and effectively served by a balanced system of transportation, transit, community facilities, and* *public services. Residential development must be sensitive to the environmental, recreational, social and economic needs of the community. In addition, as part of this policy, promote access, where feasible, to the future Light Rail Transit facilities at Washington and National Boulevards, for new residential development.*

Policy 2.C *Preserve the character, scale, and quality of established residential neighborhoods.*

Policy 2.D *Allow mixed use residential development in areas that allow mixed use per the Zoning Code.. Such developments must be sensitive to adjacent residential uses and reinforce the commercial use of the area.*

Policy 2.E *Investigate the potential for future housing and open space opportunities in the undeveloped areas of the city; study the potential for housing that allows Culver City residents currently living in single-family homes to have the opportunity to purchase smaller units or units that are a part of mixed-use developments as their needs change while they age; and encourage affordable housing for young professionals.*

Policy 2.F *Promote programs that seek to provide housing opportunities to meet the needs of people who work in the city so that they do not have to commute long distances, thereby addressing the regional issue of achieving an adequate jobs/housing balance for the western portion of Los Angeles County, while still supporting an increase in employment opportunities within the city.*

Objective 3. Housing Affordability. Provide rental and home ownership housing opportunities that are compatible with the range of income levels of Culver City residents

Policy 3.A *Encourage the inclusion of affordable housing units in new housing developments by granting incentives as called for by the Zoning Code and the state density bonus law.*

Policy 3.B *Actively support affordable housing development by private and non-profit housing developers.*

Policy 3.C *Encourage a balanced geographical distribution of lower-income housing in order to eliminate the potential of creating areas of high concentrations of any one type of household.*

Policy 3.D *Conserve existing affordable housing, particularly rental and assisted units.*

Objective 4. Housing Access. Improve access to quality housing for all members of the community by eliminating discrimination, reducing physical constraints, increasing the number of affordable housing units, and supporting access to emergency shelters.

Policy 4.A	*Promote efforts aimed at the development of housing available to all income and age levels.*
Policy 4.B	*Promote housing opportunities for families of all income levels to help maintain the family-oriented character of the city into the future.*
Policy 4.C	*Assist first time home buyers to purchase housing with alternative financing mechanisms.*
Policy 4.D	*Promote rental assistance programs to minimize the extent to which lower-income households must pay more than 30% of their income for housing.*
Policy 4.E	*Promote fair housing and non-discrimination in housing sales and rentals by supporting organizations that provide information, counseling and mediation on fair housing laws and landlord-tenant disputes.*
Policy 4.F	*Prohibit discrimination in the sale or renting of housing to anyone on the basis of their race, ethnicity, national origin, sex, age, family status or sexual orientation.*
Policy 4.G	*Combat red-lining practices in mortgage lending and insurance underwriting.*
Policy 4.H	*Encourage the rehabilitation and construction of barrier-free housing for persons with disability.*
Policy 4.I	*Assist homeless persons by referral to services and provision of emergency services.*
Policy 4.J	*Enable elderly and/or disabled persons to continue living in their homes by providing information on caregivers and funding for caregivers through such sources as the Los Angeles County In-Home Supportive Services.*
Policy 4.K	*Facilitate the ability for caregivers to live in the homes of the people they care for by providing information on funding sources such as the Los Angeles County In-Home Supportive Services.*

Quantified Objectives

The city's six-year quantified housing objectives are described in Table V-1, below. These objectives reflect the city's assessment of what is feasible during the planning period in light of existing and proposed housing programs, land use policies, financial resources, and anticipated economic conditions.

Table V-1
Quantified Objectives (2008-2014) –
Culver City

	Income Category					
	Ex. Low	V. Low	Low	Mod	Upper	Totals
New Construction*	0	129	80	85	211	504
Rehabilitation	0	13	12	15	0	40
Conservation	100**	1	7	4	0	112

* Quantified objective for new construction is for the period 1/1/2006 - 6/30/2014 per the RHNA
**Through the use of Redevelopment Agency Housing Set Aside funds, tenant based rental assistance will be made available to extremely low income households through the Rental Assistance Program (RAP). Funding supports up to 100 households annually.

B. Housing Programs

Government Code §65583(b) requires that the Housing Element set forth a six-year schedule of actions for the 2008 to 2014[15] planning period that the city intends to undertake to implement its stated policies and objectives. The following section describes the measures that the city plans to implement consistent with its identified policies and objectives described above. Table V-2, Program Implementation Summary – 2008-2014 (page V-14), identifies the time-frame, responsible agency, and funding source for implementation of housing programs and their quantitative objectives.

Some of the implementation measures described below call for amendments to the Municipal Code or other policy documents. All such actions will require a public review process that includes public notice, hearings and deliberations by the Planning Commission and City Council.

Measure 1. Continue Current Housing Programs. The Housing Division currently implements a variety of programs that assist city residents with the purchase or rental of housing, promote building maintenance and rehabilitation, and support fair housing practices. Programs currently provided by the city include:

A. Section 8 Program. Help very-low- and extremely-low-income households secure decent, safe and sanitary affordable housing through the provision of rental subsidies through the Section 8 program and conduct outreach to attract new property owners.

B. Rental Assistance Program. Assist extremely-low- through ~~up-to~~-moderate-income households to pay for housing through the Rental Assistance Program (RAP) and conduct outreach to attract new property owners.

C. Shared Housing. Contract with Alternative Living for the Aging (ALA) to facilitate roommate matching for up-to-moderate income residents searching for alternative independent-living situations.

15 For new construction, the planning timeframe is 2006 – 2014 to coincide with the RHNA.

D. Existing Covenanted Buildings. Monitor existing covenanted buildings for compliance with affordability restrictions, and with occupancy and maintenance covenants in order to upgrade and maintain the character and condition of the neighborhoods while preserving affordability to residents.

E. Homeless Service Referrals. Assist homeless persons and families through referral to temporary shelter facilities and services in the Westside area, providing hotel/motel vouchers as needed, and referrals to the Rental Assistance Program.

F. Emergency Shelters. Support the use of the Armory (10808 Culver Boulevard) as an emergency cold weather shelter for homeless persons and families, for so long as the National Guard continues to lease the property. Support efforts by Upward Bound House to complete the conversion of its ~~a~~ motel property on Washington Boulevard to a Family Emergency Shelter. (see also Measure 2L)

G. Emergency Food Vouchers. Refer needy clients for one-time food vouchers on an emergency basis to the Culver City Area Interfaith Alliance and the SAVES program of St. Augustine Catholic Church.

H. Group Homes. Monitor group homes and housing for person with special needs which are supported by RDA Housing Set Aside Funds to ensure compliance with the Federal Housing Quality Standards (HQS), and City Health and Safety Codes. The Agency will continue to address the housing needs of this population as highlighted in the Comprehensive Housing Strategy. One of the properties within the TOD district that is proposed in Year 7, the Exceptional Children's Foundation (ECF), will provide 50 units of low- and very-low-income housing for persons with developmental disabilities. This site is currently owned by ECF.

I. Neighborhood Preservation Program. Implement the Neighborhood Preservation Program (NPP) that provides grants, rebates, emergency grants, and deferred loans to qualified low- and moderate-income households and to owners of multi-family housing with qualified low-income tenants to rehabilitate and maintain sound housing conditions, to make modifications to accommodate persons with disabilities, and to install energy-saving features.

The Housing Division's Neighborhood Preservation Program has been very successful over the years. Since 1992, the NPP has averaged 100 units a year. Through this program 784 single family homes have been preserved and 771 multiple-family units have been preserved since 1992. The Housing Division will continue to provide this program and work with a cost estimator to determine the per-square-foot cost of new construction and rehabilitation. This information is used to update the grant amounts offered under NPP and ensure that the grants available are realistic with the current market.

The Neighborhood Preservation Program is marketed on the Culver City website and bi-annually in local newspapers. The main method of advertising is through the placement of door tags specially designed for the NPP. As part of the city's routine monitoring for blight, when Housing Division Inspectors identify a property suffering from deferred maintenance, a door tag is placed on the home and followed up with a letter to the property owner informing them about the NPP and how it can assist in addressing the outstanding issues with their property.

Additionally, in an effort to "put a new face" on affordable housing and help educate the public on the City's efforts to address the affordable housing needs of residents, in 2007 the Housing Division retained a local public relations firm to help develop public outreach and public relations materials. These materials include a property owner outreach tool, an outreach tool to the development community informing them of the benefits of developing affordable housing and how the city can provide financial assistance, and a fact sheet providing an overview of city programs and projects.

J. Graffiti Removal. Work with property owners to remove graffiti through the Public Works Department and encouraging local monitoring by owners. Continue to help community groups to organize volunteer graffiti removal activities.

K. Fair Housing Counseling. Contract with the Housing Rights Center (HRC) to provide information and assistance regarding tenant/landlord rights and issues and to address discrimination claims.

The Housing Division has contracted with the HRC for over 10 years. For fiscal year 2008-2009 the HRC contract is approved for $21,000 and $21,630 for fiscal year 2009-2010. Since, fiscal year 2000-2001, over 2,600 clients have contacted HRC for housing information or to file a complaint. When the Housing Division is contacted regarding a fair housing complaint, the client is referred to HRC to obtain information pertaining to their rights and how to file a complaint.

All participants in the Housing Division rental assistance programs are provided the HUD fair housing information booklet during their initial briefing session and annually during the annual recertification process. The Housing Division also has fair housing posters and outreach material posted in the Housing Division lobby. The HRC, through its contract with the Housing Division, is responsible for disseminating information to the general public through the local library and senior center.

Additionally, Housing Division staff attends fair housing training and co-sponsors a fair housing workshop with HRC annually. The most recent workshop was held in September 2008.

L. Landlord-Tenant Mediation Board. Fund mediations of rent increase issues between landlords and tenants through the Landlord Tenant Mediation Board.

M. Temporary Emergency Rental and Relocation Assistance Program. Provide funds for security deposit for individuals forced to relocate due to change of use or code enforcement, or for up-to-moderate income tenants involuntarily displaced due to government action such as code enforcement actions or change in land use.

N. Property Acquisition and Rehabilitation Program. Provide opportunities to create affordable housing through the Property Acquisition and Rehabilitation program by providing assistance for management and preservation of affordable housing to specified problem buildings.

O. Home Secure. Contract with Jewish Family Services to provide and install security and safety devices and offer education and community resource information.

P. Affordable Housing Development Assistance. Offer assistance to developers to fund affordable housing projects for property acquisition and rehabilitation.

The Redevelopment Agency's Comprehensive Housing Strategy (CHS) investigated 80 sites throughout the city for their suitability for affordable housing development. Of these, 10 sites were prioritized and placed in four tiers: Agency-Owned Sites, Small Lots, Medium Lots, and TOD. When the Agency launches its Outreach/Public Relations Campaign in early 2009, focus will be placed on the development community. Potential developers will be provided information on the 10 priority sites highlighted in the CHS. Two of the sites are owned by the Agency and planning and development will begin during years 1-2 of the Planning Cycle. If financially feasible, the Agency will provide assistance to the 10 projects highlighted in the CHS.

Q. Redevelopment Agency Housing Replacement. Use financial resources of the Agency to help replace residential units lost as a result of Redevelopment Agency actions.

Measure 2. Programs to Facilitate Additional Housing. To support the policies of the Housing Element, the Housing and Planning Divisions will implement the following programs.

A. Density Bonus Program. Provide information on the Density Bonus Ordinance to affordable housing applicants.

B. West Culver City Residential Rehabilitation Program. ~~Consider reintroducing a program to o~~Offer rehabilitation grants to eligible property owners in West Culver City and ~~to~~ provide grants to affordable housing developers who wish to acquire and rehabilitate units to provide low-income rental housing.

The West Washington Residential Rehabilitation program is approved in the Agency's 2009-2010 Budget for $300,000. This program had previously been suspended to reallocate funding to other programs and housing production. The guidelines governing this program will be completed by December 2009. Advertisement of the program to developers and property owners will begin immediately thereafter.

C. Second Unit Ordinance. Implement the Second Unit Ordinance, which allows the construction of accessory dwelling units subject to an Administrative Use Permit.

D. Design Guidelines. Develop design guidelines for residential zones to ensure that new multiple-family developments will be consistent with the existing low-

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density character of the neighborhood. Consider the effect the Guidelines may have on housing supply and affordability.

E. Nine Units per Lot Restriction. Analyze the impact of the nine units-per-lot restriction in the RMD Zone and consider eliminating the restriction.

F. Comprehensive Housing Strategy (CHS)/Redevelopment Site Study. As part of the CHS~~Comprehensive Housing Strategy~~, ~~complete~~ a study of Redevelopment Agency-owned sites will be undertaken to analyze opportunities for housing or mixed-use developments with affordable housing components. This will include a review of sites located along commercial corridors that are currently used only for parking to determine if small-scale parking garages combined with housing would be feasible. Additionally, where financially feasible, the Housing Division will include extremely-low-income units in the mix of potential projects identified in the CHS.

Preliminary analysis of Agency-owned sites was conducted from early 2007 to early 2008. This information was incorporated in the CHS, which was approved by the Agency on March 17, 2008. Community Development staff from the Building Safety, Housing, Planning and Redevelopment Divisions collaborated in evaluating the Agency-owned sites using six criteria:

- *Financial Feasibility* – The project is cost effective and makes sound financial sense.
- *Implementation* – The project is suitable for the area without rezoning, can quickly move through the entitlement process, and has limited construction constraints.
- *Timing* – The project can be accomplished in a reasonable timeframe.
- *Neighborhood Impact* – The project make sense for the neighborhood and is compatible in terms of density, housing type, parking, mix of incomes, and impact on traffic. The project addresses blight and nuisance and improves the appearance of the neighborhood.
- *Economic Benefit* – The project increases the tax base and solves other fiscal needs of the city.
- *Community Impact* – The project site is near transit, creates open space, promotes sustainability goals, removes blight and nuisance, and substantially improves the appearance of the community.

In addition to these criteria, prototype affordable projects were identified and preliminary site plans were prepared. These prototype projects were then priced using industry standard construction cost estimating techniques. Charts 5, 6 and 7 in the CHS detail the financial feasibility, site analysis and timeframe for each Agency-owned site.

G. Comprehensive Housing Strategy and Infill Development Programs. Monitor applications for mixed-use developments along commercial corridors and for residential developments in the RMD zone and encourage developers to apply for DOBI applications in order to include affordable units within development projects. ~~i~~If proposed developments are part of the CHS~~Comprehensive Housing Strategy~~, work with the developer to ensure an affordable housing component. Maintain the city's site inventory of underutilized or vacant residential and commercial lots which are appropriate for infill or mixed-use development, to be used as an informational tool for the city's CHS~~Comprehensive Housing Strategy~~.

H. Comprehensive Housing Strategy/Housing Priority List. As part of the CHS~~Comprehensive Housing Strategy~~, acquire sites identified in the city's housing priority list and build affordable housing commensurate with the quantified objectives. To the extent possible, the Agency will initiate the process to acquire sites identified in the CHS 18 months prior to Planning Cycle Year of project commencement. While it is the objective of the Agency to develop these sites and create additional affordable housing units, this objective is dependent on forces that are not within the Agency's control such as market conditions and property owner cooperation.

The strategies and timeframes for these sites are shown in Charts 4 and 7 of the CHS, which outline how the Agency will produce both for-sale and rental affordable housing over the 8-1/2 year planning cycle by using a four-tiered approach. These tiers include: Agency-owned sites, small-lot development (4-6 units), medium-lot development (20-30 units) and transit-oriented development.

The funding strategy to develop these units is threefold. First, when financially feasible, Housing Set Aside Funds will be directly utilized. Second, the Agency will discount or donate Agency-owned land to a developer for the production of affordable housing. Lastly, Housing Set Aside Funds may be leveraged with bond financing when available.

I. Washington/Venice Land Use. As part of the preparation of the CHS, which was approved by the Redevelopment Agency on March 17, 2008, portions of Washington Place and Venice Blvd. were investigated to identify sites for the potential development of affordable multi-family housing. Sites were identified on both Washington and Venice and in each case a preliminary site plan and cost analysis was conducted. As part of the CHS, an affordable multi-family development is planned on Venice during years 5-6 of the Planning Cycle. Additionally, an affordable multi-family development is also projected for development on West Washington Place in Year 7 of the Planning Cycle. Eighteen months prior to development, a full analysis of the site will be conducted and negotiations to acquire the sites will commence. To the best extent possible, the Agency will initiate the process to acquire the sites identified above contingent upon market conditions and property owner cooperation. ~~Evaluate the potential for purely residential multi-family development, with an affordable component, along sections of Washington Place and Venice Boulevard (12204 through 12320 Washington Place and 10800 through 10818 Venice Boulevard), which currently have an overwhelmingly residential character.~~

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J. Work Force Housing. The City of Culver City staff collaborated with staff from other jurisdictions in the Westside Council of Governments (COG) to complete a Workforce Housing Study. The target households for workforce housing are those that are above the eligible income levels for traditional affordable housing programs (typically 120% of median income) but still cannot afford housing. The study provides suggestions on how to create workforce housing using various private sector/government ventures and creative financing. Money and programs set aside for traditional affordable housing cannot be used due to income restrictions on these programs. To bring awareness to the local Culver City community regarding the need for Workforce Housing, a presentation will be given to the Culver City City Council in Spring 2009. Additionally, staff is reviewing the CHS to incorporate Workforce Housing into proposed projects where feasible. This review will be completed during 2009-2010. Because funding for Workforce Housing cannot come from redevelopment set-a-side funds and requires private sector collaboration and/or creative financing, implementation of workforce housing measures is difficult and cannot easily be included in housing programs or strategies that normally can be expected to rely on Agency set-aside funds. ~~The Planning Division will review the Westside Cities Work Force Housing Study and evaluate the potential for a Work Force Housing program that facilitates the ability for employees of the City's major employers, including the City's Fire and Police personnel, to purchase housing in the City.~~

K. Single Room Occupancy (SRO) Housing. The Municipal Code will be amended to include a specific reference to and development standards and permit procedures for SROs with the purpose of encouraging and facilitating SRO housing; additionally a definition of SRO Housing will be included in the amendment.

L. Zoning for Emergency Shelters and Transitional/Supportive Housing. The city will amend the Municipal Code within one year of Housing Element adoption in compliance with SB 2, including development standards that will apply to emergency shelters. At this time, the city is evaluating the creation of an overlay zone in the eastern portion of the city generally bounded by Ballona Creek on the west, Jefferson Storm Drain on the south, Fairfax Avenue on the east and Washington Boulevard on the north to accommodate emergency shelters by right. This area includes parcels zoned IG (General Industrial) and CG (General Commercial) and encompasses approximately 30 acres. The area is well-served by bus transit and is located near a variety of services. However, as part of the evaluation process the City Council may determine that another area is better suited for this purpose. Any alternate location that may be determined to be better suited for emergency shelters shall comply with the requirements of SB 2. As part of the Municipal Code amendment, appropriate findings and development standards will be adopted in compliance with SB 2.

In addition, within one year of Housing Element adoption the Code will be amended to include a specific reference to and development standards and permit procedures for transitional and supportive housing that are no different than for other residential uses of the same type in the same zone. This will include a revision to the definition of Residential Care Facilities.

M. Definition of "Family". The Municipal Code will be amended to include a definition of "family" consistent with state law.

N. Reasonable Accommodation Procedures. Consistent with state law (*Government Code* §65583.c.3), the Municipal Code will be amended to include reasonable accommodation procedures for persons with disabilities.

O. Reduced Parking For Affordable Units. The city will amend the parking standards to require only one parking space for lower-income studio and 1-bedroom units.

P. Surcharge Fee for New Construction. The city will amend the fee schedule to offset the New Construction Surcharge fee for affordable units assisted by the Agency with housing set-aside funds.

Measure 3. Housing Division Administrative Activities. To assist affordable housing developers and preserve affordable housing opportunities, the city's Housing Division will provide the following administrative services.

A. Financial Support and Technical Assistance. Provide financial support and technical assistance to organizations that develop housing for populations with special needs.

To encourage the inclusion of affordable housing units in new housing development, the Housing Division will work in partnership with Planning and Redevelopment to offer density bonuses and financial assistance where appropriate to developers. The city will continue to inform developers when they first contact Redevelopment or Planning that the Agency may be able to provide some financial assistance to their project in exchange for affordability commitments. Additionally, Planning will continue to inform developers about the benefits of density bonus when projects are submitted for review.

B. Financing Negotiations for Affordable Housing Development. Work with local banks and lending agencies, on behalf of public and private developers, to assist developers with the acquisition of financing for low-income and moderate-income rental housing.

C. Facilitate Financing Negotiations for Home Purchases. Work with private lenders to provide mortgage financing to facilitate home ownership.

Due to market conditions, the Agency no longer offers the Mortgage Assistance Program (MAP). The MAP program was introduced in 1993 and 124 up-to-moderate-income households were able to achieve the dream of homeownership through this program. However, Culver City is a high-cost area and the second trust deed of $60,000 provided through the MAP program became inadequate as home prices escalated. A combination of rental and ownership housing is a key to success for any community. Because ownership for up-to-moderate households is very difficult in Culver City, the CHS addresses this issue through the production of ownership units through the

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Redevelopment Agency. The CHS proposes to create 24 ownership housing units for up-to-moderate-income households over the next Planning Cycle. Where appropriate, these households will be assisted with a second trust deed to keep their mortgage payments affordable.

D. Preserve At-Risk Affordable Housing Units. There are a total of 101 affordable units at risk during the next Planning Cycle. The first covenants will start to expire in 2009. The Housing Division is contacting property owners one year before the covenant expiration date to inquire about their interest in extending their covenants. In exchange for extending covenants the city offers property owners funding assistance for rehabilitation to address deferred maintenance through the Neighborhood Preservation Program (NPP) and rental assistance to qualified households through the Rental Assistance Program. Coupling funds for rehabilitation with funds for rent subsidy enhances the financial feasibility of maintaining affordability covenants.

Measure 4. Regulatory Incentives. To foster the development of affordable housing, the city will make available the following regulatory incentives.

A. Development Incentives. The city will work with developers who wish to process a Density or Other Bonus Incentive (DOBI) application which makes available appropriate incentives in exchange for dedicating a percentage of dwelling units to low-income and/or moderate-income households.

B. Streamline Permit Approval Process. While adhering to public review periods, the city will give priority processing to applications that provide extremely-low-, very-low-, low-, and moderate-income housing in order to reduce development costs associated with time delays.

C. Consultant Priority Processing Program. The city will make available the "Fee for Service" Program that allows applicants the option to utilize planning consultants to process project applications.

Measure 5. Distribute Public Information. The preparation and distribution of public information material is an effective measure for informing residents and developers about housing programs and activities of benefit to themselves and the community. Providing this information to the public effectively fosters the policies and objectives adopted by the city.

A. Promotion of Housing Programs. Market the availability of housing rehabilitation and maintenance programs with brochures, flyers, and other public information materials.

B. Distribution of Anti-Graffiti Design Information. Provide developers with information regarding architectural designs, building materials and landscaping that serve to deter graffiti.

C. Distribution of Noise Abatement Information. Distribute information about noise abatement practices, and materials including landscape elements such as walls or berms that may reduce noise impacts to the community.

D. Database of Housing Opportunities. As a tool for the city's Comprehensive Housing Strategy, maintain a database of housing development opportunities on commercial lots which are appropriate for mixed-use and affordable housing development.

Table V-2
Program Implementation Summary – 2008-2014

Implementation Measures/Programs	Responsible Agency	Funding Source	Objectives and Schedule
Measure 1. Continue Current Housing Programs			
A. Section 8 Program. ~~Help very low-income households secure decent, safe and sanitary affordable housing through the provision of rental subsidies through the Section 8 program and conduct outreach to attract new property owners.~~	Housing Division	HUD	384 households throughout the planning period
B. Rental Assistance Program. ~~Assist up to moderateincome households to pay for housing through the Rental Assistance Program (RAP) and conduct outreach to attract new property owners.~~	Housing Division	RDA set-aside	100 households throughout the planning period
C. Shared Housing. ~~Contract with Alternative Living for the Aging (ALA) to facilitate roommate matching for up to moderate income residents searching for alternative independent living situations.~~	Housing Division	RDA set-aside	150 households throughout the planning period
D. Existing Covenanted Buildings. ~~Monitor existing covenanted buildings for compliance with affordability restrictions, and with occupancy and maintenance covenants in order to upgrade and maintain the character and condition of the neighborhoods while preserving affordability to residents.~~	Housing Division	RDA set-aside	Monitoring is conducted annually and as needed to assure compliance
E. Homeless Service Referrals. ~~Assist homeless persons and families through referral to temporary shelter facilities and services in the Westside area, providing hotel/motel vouchers as needed, and referrals to the Rental Assistance Program.~~	Housing Division	RDA set-aside	Refer Homeless to a sponsor agency; provide 20 individuals with hotel/motel vouchers as needed; refer homeless to emergency RAP; work with a homeless service provider to conduct homeless outreach.
F. Emergency Shelters. ~~Support the use of the Amory (10808 Culver Boulevard) as an emergency cold weather shelter for homeless persons and families, for so long as the National Guard continues to lease the property. Support efforts by Upward Bound House to complete the conversion of a motel property on Washington Boulevard to a Family Emergency Shelter.~~	Housing Division / Parks, Recreation & Community Services Department (PRCS)	Los Angeles Homeless Services Authority; Housing Division Budget	Provide 65 year-round beds for women with dependent children Provide a weather-activated safe haven for up to 80 persons each year during November-March
G. Emergency Food Vouchers. ~~Refer needy clients for one-time food vouchers on an emergency basis to the Culver City Area Interfaith Alliance and the SAVES program of St. Augustine Catholic Church.~~	PRCS	PRCS Budget	Continue to refer needy clients to food voucher providers; secure food vouchers from providers.
H. Group Homes. ~~Monitor group homes and housing for person with specials needs which are supported by RDA Housing Set Aside Funds to ensure compliance with the Federal Housing Quality Standards (HQS), and City Health and Safety Codes.~~	Housing Division	RDA set-aside	Monitoring annually or as-needed

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Implementation Measures/Programs	Responsible Agency	Funding Source	Objectives and Schedule
I. Neighborhood Preservation Program. ~~Implement the Neighborhood Preservation Program (NPP) that provides grants, rebates, emergency grants, and deferred loans to qualified low- and moderate-income households and to owners of multi-family housing with qualified low-income tenants to rehabilitate and maintain sound housing conditions, to make modifications to accommodate persons with disabilities, and to install energy-saving features.~~	Housing Division	RDA set-aside	75 units annually
J. Graffiti Removal. ~~Work with property owners to remove graffiti through the Public Works Department and encouraging local monitoring by owners. Continue to help community groups to organize volunteer graffiti removal activities.~~	Public Works	Public Works Budget	Remove graffiti within 48 hours
K. Fair Housing Counseling. ~~Contract with the Housing Rights Center (HRC) to provide information and assistance regarding tenant/landlord rights and issues and to address discrimination claims.~~	Housing Division	RDA set-aside	Provide information and assistance as needed Sponsor one fair housing workshop annually.
L. Landlord-Tenant Mediation Board. ~~Fund mediations of rent increase issues between landlords and tenants through the Landlord-Tenant Mediation Board.~~	Housing Division	RDA set-aside	Provide services as requested throughout the planning period
M. Temporary Emergency Rental and Relocation Assistance Program. ~~Provide funds for security deposit for individuals forced to relocate due to change of use or code enforcement, or for up to moderate income tenants involuntarily displaced due to government action such as code enforcement actions or change in land use.~~	Housing Division	RDA set-aside	Provide assistance as needed throughout the planning period
N. Property Acquisition and Rehabilitation Program. ~~Provide opportunities to create affordable housing through the Property Acquisition and Rehabilitation program by providing assistance for management and preservation of affordable housing to specified problem buildings.~~	Housing Division	RDA set-aside	Ongoing as sites are identified throughout the planning period
O. Home Secure. ~~Contract with Jewish Family Services to provide and install security and safety devices and offer education and community resource information.~~	Housing Division	RDA set-aside	Assist up to 20 elderly and disabled households annually
P. Affordable Housing Development Assistance. ~~Offer assistance to developers to fund affordable housing projects for property acquisition and rehabilitation.~~	Housing Division	RDA set-aside	Ongoing as feasible development opportunities become available. Assist 10 priority projects identified in the Agency's Comprehensive Housing Strategy during the planning period.
Q. Redevelopment Agency Housing Replacement. ~~Use financial resources of the Agency to help replace residential units lost as a result of Redevelopment Agency actions.~~	Housing Division	RDA set-aside	Ongoing ~~as necessary~~ rehabilitation assistance throughout the planning period
Measure 2. Programs To Facilitate Additional Housing			
A. Density Bonus Program. ~~Provide information on the City's Density Bonus Ordinance to affordable housing applicants.~~	Housing and Planning Divisions	RDA set-aside Planning Division Budget	Ongoing
B. West Culver City Residential Rehabilitation Program. ~~Consider reintroducing a program to offer rehabilitation grants to eligible property owners in West Culver City and to provide grants to affordable housing developers who wish to acquire and rehabilitate units to provide low-income rental housing.~~	Housing and Planning Divisions	RDA set-aside	Ongoing (currently budgeted at $300,000 annually)

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Implementation Measures/Programs	Responsible Agency	Funding Source	Objectives and Schedule
C. Second Unit Ordinance. ~~Implement the Second Unit Ordinance which allows the construction of accessory dwelling units subject to an Administrative Use Permit.~~	Planning Division	Planning Division Budget	Process applications as they are submitted.
D. Design Guidelines. ~~Develop design guidelines for residential zones to ensure that new multiple-family developments will be consistent with the existing low-density character of the neighborhood.~~	Planning Division	Planning Division Budget	Drafting of design guidelines currently in process and will be completed in FY ~~2008/~~2009/2010
E. Nine Units per Lot Restriction. ~~Analyze the impact of the nine-units-per-lot restriction in the RMD Zone and consider eliminating the restriction.~~	Planning Division	Planning Division Budget	Submit analysis to City Council in 2009-2010.
F. Comprehensive Housing Strategy(CHS)/Redevelopment Site Study. ~~As part of the Comprehensive Housing Strategy, complete a study of Redevelopment Agency owned sites to analyze opportunities for housing or mixed-use developments with affordable housing components. This will include a review of sites located along commercial corridors that are currently used only for parking to determine if small scale parking garages combined with housing would be feasible.~~	RDA	RDA set-aside	~~Submit study to Agency~~Complete site study and pursue 10 priority projects during this planning period.
G. Comprehensive Housing Strategy and Infill Development Programs. ~~Monitor applications for mixed-use developments along commercial corridors and for residential developments in the RMD zone and if proposed developments are part of the Comprehensive Housing Strategy, work with the developer to ensure an affordable housing component. Maintain the city's site inventory of underutilized or vacant residential and commercial lots which are appropriate for infill or mixed-use development, to be used as an informational tool for the city's Comprehensive Housing Strategy.~~	Planning Division	Planning Division Budget	~~Ongoing~~Pursue affordable housing development throughout the planning period pursuant to the CHS.
H. Comprehensive Housing Strategy/Housing Priority List. ~~As part of the Comprehensive Housing Strategy, acquire sites identified in the City's housing priority list and build affordable housing commensurate with the quantified objectives.~~	Housing Division	RDA set-aside	Facilitate production of the City's RHNA allocation within the planning period.
I. Washington/Venice Land Use. ~~Evaluate the potential for purely residential multifamily development, with an affordable component, along sections of Washington Place and Venice Boulevard (12204 through 12320 Washington Place and 10800 through 10818 Venice Boulevard), which currently have an overwhelmingly residential character.~~	Planning Division	Planning Division Budget	~~Submit analysis to City Council~~Years 5-7 of the Planning Cycle
J. Work Force Housing. ~~The Planning Division will review the Westside Cities Work Force Housing Study and evaluate the potential for a Work Force Housing program that facilitates the ability for employees of the city's major employers, including the city's Fire and Police personnel, to purchase housing in the city.~~	Planning Division	Planning Division Budget	Submit analysis to City Council in 2009-2010
K. Single Room Occupancy (SRO) Housing.	Planning Division	Planning Division Budget	Add a specific reference, development standards and permit procedures for SRO housing in the Municipal Code in 2009-2010.

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Implementation Measures/Programs	Responsible Agency	Funding Source	Objectives and Schedule
L. Zoning for Emergency Shelters and Transitional/Supportive Housing.	Planning Division	Planning Division Budget	Add a specific reference, development standards and permit procedures for emergency shelters and transitional/supportive housing in the Municipal Code within one year of Housing Element adoption.
M. Definition of "Family".	Planning Division	Planning Division Budget	Add a definition of "family" in the Municipal Code in 2009-2010.
N. Reasonable Accommodation Procedures.	Planning Division	Planning Division Budget	Adopt reasonable accommodation procedures for persons with disabilities in the Municipal Code in 2009-2010.
O. Reduced Parking For Affordable Units.	Planning Division	Planning Division Budget	Adopt reduced parking in the Municipal Code in 2009-2010.
P. Reduced Surcharge Fee for New Construction/Other Fees.	Planning Division	Planning Division Budget	Adopt reduced surcharge fee in 2009-2010..
Measure 3. Housing Division Administrative Activities			
A. Financial Support and Technical Assistance. ~~Provide financial support and technical assistance to organizations that develop housing for populations with special needs.~~	Housing Division	RDA set-aside	Ongoing as feasible development projects are identified
B. Financing Negotiations for Affordable Housing Development. ~~Work with local banks and lending agencies, on behalf of public and private developers, to assist developers with the acquisition of financing for low-income and moderate-income rental housing.~~	Housing Division	RDA set-aside	Ongoing as feasible development projects are identified
C. Facilitate Financing Negotiations for Home Purchases. ~~Work with private lenders to provide mortgage financing to facilitate home ownership.~~	Housing Division	Housing Division Budget	Ongoing throughout the planning period
D. Preserve At-Risk Affordable Housing Units.	Housing Division	NPP and RAP	Contact property owners one year prior to covenant expiration dates for at-risk projects.
Measure 4. Regulatory Incentives			
A. Development Incentives. ~~The City will work with developers who wish to process a Density or Other Bonus Incentive (DOBI) application which makes available appropriate incentives in exchange for dedicating a percentage of dwelling units to low-income and/or moderate-income households.~~	Planning Division	Planning Division Budget	Publicize the DOBI program on the City website and at the public counter Process applications as received
B. Streamline Permit Approval Process. ~~While adhering to public review periods, the City will give priority processing to applications that provide verylow-, low-, and moderate-income housing in order to reduce development costs associated with time delays.~~	Planning Division	Planning Division Budget	Facilitate affordable housing development by reducing permit processing time for affordable units throughout the planning period

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Implementation Measures/Programs	Responsible Agency	Funding Source	Objectives and Schedule
C. Consultant Priority Processing Program. ~~The City will make available the "Fee for Service" Program that allows applicants the option to utilize planning consultants to process project applications.~~	Planning Division	Planning Division Budget	Facilitate affordable housing development by giving applicants the option to expedite project processing through the use of outside contract staff throughout the planning period
Measure 5. Distribute Public Information			
A. Promotion of Housing Programs. ~~Market the availability of housing rehabilitation and maintenance programs with brochures, flyers, and other public information materials.~~	Housing Division	RDA set-aside	~~Ongoing~~Continue to promote housing programs throughout the planning period
B. Distribution of Anti-Graffiti Design Information. ~~Provide developers with information regarding architectural designs, building materials and landscaping that serve to deter graffiti.~~	Planning Division	Planning Division Budget	~~Ongoing~~Continue to promote anti-graffiti program throughout the planning period
C. Distribution of Noise Abatement Information. ~~Distribute information about noise abatement practices, and materials including landscape elements such as walls or berms that may reduce noise impacts to the community.~~	Planning Division	Planning Division Budget	~~Ongoing~~Continue to distribute noise abatement information throughout the planning period
D. Data Base of Housing Opportunities. ~~As a tool for the City's Comprehensive Housing Strategy, maintain a database of housing development opportunities on commercial lots which are appropriate for mixed-use and affordable housing development.~~	Planning and Housing Divisions	Planning and Housing Division Budgets	~~Ongoing~~Continue to maintain database of development opportunities throughout the planning period

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Appendix A

Evaluation of the 2001 Housing Element

Section 65588(a) of the *Government Code* requires that jurisdictions evaluate the effectiveness of the existing Housing Element, the appropriateness of goals, objectives and policies, and the progress in implementing programs for the previous planning period. This appendix contains a review of the housing goals, policies, and programs of the previous housing element, adopted in 2001 and evaluates the degree to which these programs have been implemented during the previous planning period. This analysis also includes an assessment of the appropriateness of goals, objectives and policies. The findings from this evaluation have been instrumental in determining the city's 2008 Housing Implementation Program.

Table A-1 summarizes the programs contained in the previous Housing Element along with the source of funding, program objectives, accomplishments, and implications for future policies and actions.

Table A-2 evaluates the appropriateness of previous goals and policies, and identifies any changes that are called for in response to the city's experience during the past planning period.

Table A-3a summarizes the new housing units built during the 1998 – 2007 period. Units built after January 1, 2006 are credited in the new RHNA period.

Table A-3b summarizes market-rate projects built in Multi-Family Residential zones during the period 2000-2008.

Table A-4 presents the city's progress in meeting the quantified objectives from the previous Housing Element.

Table A-1
Housing Element Program Evaluation - City of Culver City
2001 – 2007

Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
1. Continue Current Housing Programs					
A. Mortgage Assistance Program	Housing Division	Redevelopment Set-Aside Funds	Continue the Mortgage Assistance Program to financially assist 100 low and moderate income first-time homebuyers.	36 households/ $1.5 million expended	Due to the market, the program was eliminated in Dec. 2005. Research is being conducted for the feasibility of resurrecting the program.
B. Section 8 Program	Department of Housing and Urban Development	Housing Division	Continue to assist 425 very low income households to pay for housing through the Section 8 Program.	384 households annually/	Continue to assist very low income households through the Section 8 program and conduct outreach to attract new property owners.
C. Rental Assistance Program	Housing Division	Redevelopment Set-Aside Funds	Continue to assist 125 very low and low income households to pay for housing through the Rental Assistance Program (RAP).	100 households annually/ $2 million expended	Continue to assist very low- to moderate-income households through RAP and conduct outreach to attract new property owners.
D. Shared Housing	Housing Division	Redevelopment Set-Aside Funds	Continue to assist 150 households to locate alternative independent living situations through the Shared Housing Program.	161 households/ $340,000 expended	Continue to contract with Alternative Living for the Aging (ALA) to facilitate roommate matching for up-to-moderate income residents searching for alternative independent living situations.
E. Kinston Avenue Pride Strategy	Housing Division	Redevelopment Set-Aside Funds	Continue the Kinston Avenue Pride Strategy to upgrade the character and condition of the neighborhood while preserving affordability including offering the RAP to 29 households	Housing has conducted three neighborhood clean-ups on Kinston Avenue and held one Pride Day. Affordability covenants are monitored annually and Housing staff monitors Kinston on a weekly basis for trash, bulky items and nuisance. Additionally, Housing has included Wade Street as well. During the last cycle two clean-up days were executed and this area is also monitored on a weekly basis.	Continue to monitor existing covenanted buildings for occupancy and maintenance. Although this program has been eliminated, we continue to lease-up residents through Section 8 and RAP. Bi-annually, the Housing Division sponsors a street clean-up and on a weekly basis monitors for bulky trash items and graffiti.

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Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
F. Homeless Service Referrals	Housing Division/Park, Recreation and Human Services	Housing Division Budget	Continue to assist 20 homeless individuals and families through referral to temporary shelter facilities in the Westside area.	• Development of Homeless Strategy • Development of Homeless Sub-Committee • Development in collaboration with the City Atty. a Homeless Ad Hoc Committee • Develop RFP for Homeless Outreach • Secured Homeless Outreach Provider • Good Neighbor Policy on cold weather shelter • Leased up 2 homeless referrals to RAP. • Provided 2 emergency hotel/motel vouchers.	• Continue referrals to St. Joseph Center. • Continue to provide hotel/motel vouchers as needed. • Continue referrals to emergency RAP. • Continue to work with St. Joseph and/or a homeless service provide to conduct homeless outreach
G. Emergency Shelters	Parks, Recreation & Community Services Department	Parks, Recreation & Community Services Department Budget	Continue to make existing facilities available as emergency cold weather shelters for homeless persons and families (only one facility – the Armory).	The Cold Weather Shelter operates in the Armory from November through March from 7:00 p.m. to 7:00 a.m. and was in operation from 2001 to 2007. The last two years it has been operated by Volunteers of America through funding received from Los Angeles Homeless Services Authority. The department supported the VOA by processing their paperwork, calling in work orders to repair items, and supported the "Project Homeless Connect".	The PR&CS department will continue to support the organization contracted by LAHSA to administer the Cold Weather Shelter at the Armory. The City Council and PR&CS supported Upward Bound House's efforts to convert a motel property on Washington Blvd. to a Family Emergency Shelter. PR&CS will continue to represent the city at the monthly Westside Shelter & Coalition Meeting.
H. Emergency Food Vouchers	Parks, Recreation & Community Services Department Budget	Parks, Recreation & Community Services Department	Continue to provide one-time food vouchers on an emergency basis through the Parks, Recreation & Community Services Department.	PR&CS has offered a Holiday Certificate Program during the month of December that has served about 50 individuals & families per year. Year around, it refers needy clients to the SAVES program at St. Augustine Catholic Church. It also taps into a limit resource for food vouchers from the Westside Shelter & Coalition.	PR&CS is in the process of transitioning the Holiday Certificate Program to the Culver City Area Interfaith Alliance so more clients can be served. We will continue to refer needy clients to the SAVES program at St. Augustine Catholic Church and secure food vouchers from the Westside Shelter & Coalition.

Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
I. Group Homes	Housing Division	Redevelopment Set-Aside Funds	Continue to monitor group homes to ensure compliance with the city's Group Home Programs. The 2000-2005 objective is 3 homes for 18 individuals.	• Barman House – 8 residents • Home Ownership Made Easy. – 16 residents	Continue to monitor group homes to ensure compliance.
J. Neighborhood Preservation Program (NPP)	Housing Division	Redevelopment Housing Funds	Continue to implement the Neighborhood Preservation Program (NPP) for qualified low and moderate income households and to owners of multi-family housing with qualified low income tenants. 2000-2005 objective: 500 households.	• 254 single family households • 266 multi-family households • $2.4 million expended	Continue to offer grants, rebates, emergency grants and deferred loans to assist in the rehabilitation and maintenance. Research is being conducted to increase grant amounts to keep pace with the rising cost of repairs and maintenance. Additionally, an affordable and green component will be added to NPP to encourage property owners to include sustainable elements to their homes.
K. Physical Accessibility Improvements	Housing Division	Redevelopment Set-Aside Fund	Continue to fund the installation of residential features, which assist disabled persons through Home Secure and NPP as needed.	Through the NPP program listed above, physical accessibility improvements have been achieved through this program.	Continue to fund installations which assist disabled persons (i.e. ramps, handicapped accessible bathrooms, door widening) through NPP. This Program will not be carried over to the new Housing Element because as stated, it is implemented through NPP.
L. Graffiti Removal	Inter-Departmental	Inter-Departmental	Continue to work with building owners to remove graffiti by coordinating the services of removal companies and encouraging local monitoring by owners. Continue to help community groups to organize volunteer graffiti removal activities.	Normal response to graffiti reports is 24-48 hours. Graffiti reporting increased steadily from available data from June 2002 to July 2007, but there was a drop from FY June 2005- July 2006 (7,467), to FY June 2006- July 2007 (6,889). This data indicates that 31,853 graffiti incidents have been addressed from June 2002 to July 2007.	City Council recently approved the budget for graffiti removal to be done in-house rather than to contract out (under Public Works Department). Eventually the programs will be extended to 7 days a week. The Police Dept. will be working towards prosecution of suspects. The PD is adding a new graffiti component to their diversion program for youth in lieu of court to educate them on the work, time and money it takes to remove graffiti. Continue to monitor Kinston Avenue, Globe Avenue and Wade Street on a weekly basis for graffiti.

Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
M. Weatherization	Housing Division	Redevelopment Set-Aside Funds	Continue to fund weatherization through the NPP as needed.	See NPP.	Continue to fund weatherization through NPP. This Program will not be carried over to the new Housing Element because as stated, it is implemented through NPP.
N. Fair Housing Counseling	Housing Division	Section 8 Administration Fee	Continue to provide information and assistance regarding landlord/tenant rights and issues and to investigate allegations of discrimination.	1,631 households/ $118,000 expended	Continue to contract with Housing Rights Center to provide legal information and fair housing assistance regarding tenant/landlord rights and issues and to address discrimination claims.
O. Landlord-Tenant Mediation Board	Housing Division	Redevelopment Set-Aside Funds	Continue to mediate disputes between landlords and tenants through the Landlord Tenant Mediation Board. 2000-2005 objective: 10 cases.	66 mediation sessions	Continue to fund mediations of rent increase issues between landlords and tenants through the Landlord-Tenant Mediation Board.
P. Temporary Emergency Rental and Relocation Assistance Program	Housing Division	Redevelopment Housing Funds	Continue Temporary Emergency Rental and Relocation Assistance Program that provides security deposit to individuals forced to relocate due to change of use or code enforcement. 2000-2005 objective: 50 residents.	One (1) household was relocated as a result of the Baldwin Hotel project. This household was provided with a Section 8 voucher and relocated to Long Beach.	Continue to provide funds for individuals forced to relocate due to change of use or code enforcement.
Q. Create Affordable Rental Environments (CARE)	Housing Division	Redevelopment Housing Funds	Continue CARE program to provide opportunities for rehab assistance with management and preservation of affordable housing to specified problem rental buildings. Expand program to include creating affordable units in residential motels in need of rehabilitation. 2000-2005 objective: 20 units.	Grandview Palms – Grant of $748,283 for one low and 3 up-to-moderate affordable units and through DOBI, 8 low and 11 up-to-moderate affordable units.	This program has been folded into the much larger Property Acquisition and Rehabilitation program which is a new measure/program that will be listed in the new Housing Element. Through Property Acquisition and Rehabilitation, the city will continue to provide opportunities to create affordable housing.
R. Home Secure	Housing Division	Redevelopment Housing Funds	Continue to contract with the Jewish Family Services to provide and install security and safety devices and offer education & community resource information. 2000-2005 objective: 515 units.	238 households/ $140,661 expended	Continue to contract with JFS to install security and safety devices and offer education and community resource information.

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Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
S. Helms and Caroline Affordable Housing Project	Housing Division	Redevelopment Housing Funds	Continue to offer grants to affordable housing developers acquire, rehabilitate, and provide affordable housing to low income renters. 2000-2005 objective: 13 units.	• Grandview Palms – Assisted living facility for $748,283. • Jackson Avenue – 9-unit complex for $1,010,000. • Globe Avenue – 7 residential properties for $3,103,000.	This program was folded into the larger Acquisition and Rehabilitation Program and Housing will continue to offer assistance to developers to fund affordable housing projects for property acquisition and rehabilitation.
T. Security Deposit Reimbursement Program	Housing Division	Redevelopment Housing Funds	Continue to provide assistance with security deposit and first month's rent to low- and moderate-income tenants displaced due to code enforcement action or change in land use. 2000-2005 objective: 125 units.	No household utilized this program during the last Housing Element period. Only one (1) household was relocated due to government action and they were provided a Section 8 voucher for relocation.	Continue to assist up-to-moderate income tenants displaced due to code enforcement actions or change in land use. This Program will be folded into the Temporary Emergency Rental and Relocation Assistance Program noted above.
2. Programs To Facilitate Additional Housing					
A. Density Bonus Program	Housing Division Planning Division	Housing/Planning Division Budgets	Develop a local program to implement the ~~S~~state ~~D~~density bonus law by granting developers a minimum 25% density bonus for the inclusion of affordable housing units in a development of five or more units. Developers dedicating at least 10% of units to very low-income households, 20% of units to low-income households, or 50% of units to qualifying senior citizens would qualify for the density bonus plus an additional incentive that improves the financial feasibility of the proposed project. 2000-2005 objective: 15 units.	• •Grandview Palms • 8 low units and 11 up-to-moderate units. • •4178 Center St.- duplex – 1 low unit. • •Studio Royale – 1 very low and 2 low units. • Density bonuses incorporated in the October 2005 zoning code update. The program uses the state guidelines. • Information for Density bonuses was updated in an easy to read description of the requirements for eligibility for density bonus.	Continue to work with Planning to provide information to applicants at the counter and process any DOBI applications that may submitted during the next planning cycle.
B. West Culver City Residential Rehabilitation Program	Redevelopment Agency and Housing Division	Redevelopment Housing Funds	Implement program to offer rehabilitation grants to eligible property owners and provide grants to affordable housing developers to acquire and rehabilitate units to provide housing to lower income renters. 2000-2005 objective: 35 units.	27 units	This program was discontinued in 2005 when funds were allocated to focus on new construction. Staff is researching the re-introduction of this program during the 2008-2009 fiscal year.

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Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
C. Second Unit Ordinance	Planning Division	Planning Division Budget	Develop an ordinance to permit second dwelling units while minimizing impacts on the surrounding neighborhood with consideration to design, scale, and parking issues. 2000-2005 objective: 50 units.	In November, 2004, the Second Unit Ordinance was adopted. Part of the 2005 zoning code update included this ordinance allowing accessory dwelling units with an approval of an Administrative Use Permit (AUP) in R1, R2, and R3 zones. The zoning code update also established standards for the development of Accessory Dwelling Units that took into consideration design, scales, and parking issues	Planning will continue to work with applicants who wish to build second units under the Second Unit Ordinance provisions. In 2008, one AUP was granted for the construction of a second unit under the Second Unit Ordinance provisions. A revised Second Unit Measure/Program for the new Housing Element will reflect ongoing work on Second Unit applications as noted above.
D. Lot Consolidation Program.	Planning Division	Planning Division Budget	Develop a lot consolidation program for lots in the Medium Density Multiple-Family (RMD) Zone to encourage affordable units in areas suited for higher densities. As part of the program, analyze the impact of the 9 units-per-lot restriction and consider eliminating the restriction. Develop design guidelines for residential zones that would ensure that new multiple-family development would be consistent with the existing low-density character of the neighborhood. 2000-2005 objective: 20 units.	No applications have been submitted that request lot consolidation or densities that exceed the 9 units per lot restriction.	This program will be revised to focus on the development of design guidelines to ensure that new multi-family development will be consistent with the character of the surrounding neighborhood.
E. Mixed Use Development Standards	Planning Division	Planning Division Budget	Develop standards and incentives that support and promote the construction of mixed use residential units in commercial zones including eliminating artificial caps. 2000-2005 objective: 50 units.	Mixed Use development standards, that allow high densities along commercial corridors, were incorporated into the new Zoning Code that was approved in 2005. Two mixed use projects with a total of 37 units have been given discretionary approval and as of the writing of this table, are in building permit plan check.	Revisions to the mixed use development standards that address concerns regarding neighborhood impacts were approved in early 2008. This program will be revised to focus on infill development, both residential and mixed-use.

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Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
F. Redevelopment Site Study	Redevelopment Agency and Housing Division	Redevelopment Housing Funds	Complete a study of Redevelopment Agency-owned sites to analyze opportunities for housing or mixed-use developments including sites along commercial corridors that are currently underutilized with parking to determine if small scale parking garages combined with housing would be feasible. 2000-2005 objective: 20 units	Housing Strategy program- a survey of over 80 sites to be potentially used to develop affordable housing with set-aside funds (this list includes some commercial properties). The Redevelopment Agency bought several underutilized commercial properties that fit this description, and signed agreements specifically to develop mixed use projects. Mixed use ordinance adoption as part of the October 2005 zoning code update to encourage housing in commercial zones (mixed with commercial on bottom floors).	Acquire sites identified in the housing priority list, and build affordable housing. The city will be establishing a community benefits program in conjunction with the Mixed Use provisions that, by improving neighborhood access to parking and open space could improve the likelihood of approval of such projects.
G. Infill Development Program	Planning Division	Planning Division Budget	Develop a site inventory of underutilized or vacant residential and commercial lots in the city appropriate for infill housing or mixed-use development. Update the inventory periodically and ensure that the inventory is easily accessible. 2000-2005 objective: 25 units.	In late 2007, and early 2008 an inventory was created for both commercial and RMD zoned areas in preparation for the new Housing Element. Since 2001 staff has had a steady stream of 4 to 6 unit condominium applications. In the RMD zoned areas, approximately 27 net new units have been built on lots that were underdeveloped.	Staff will continue to monitor and process applications for residential and mixed use developments along the commercial and RMD zoned areas. An inventory of vacant and underutilized sites will be maintained to be used as an informational tool for the city's Comprehensive Housing Strategy.
3. Housing Division Administrative Activities					
A. Monitor Assisted Units	Housing Division	Housing Division Budget	Monitor the ongoing affordability status of 275 assisted units.	Monitoring was done throughout the planning period.	City will continue to monitor the 521 affordability units for compliance; however, this is a routine administrative requirement and will not be carried forward in the new Housing Element as a separate program.
B. Financial Support and Technical Assistance	Housing Division	Housing Division Budget	Provide financial support and technical assistance to organizations that develop housing for populations with special needs.	• Grandview Palms – Assisted living. • ECF/WOW – Group home. • Studio Royale – Congregate senior living facility.	Continue to provide financial assistance to organizations that develop housing for populations with special needs.

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Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
C. Facilitate Financing Negotiations for Affordable Housing Development	Housing Division	Housing Division Budget	Work with local banks and lending agencies, on behalf of public and private developers, to assist them with the acquisition of financing for low-income and moderate-income rental housing.	Meetings were held with Bank of America to determine the types of methods to leverage Housing Set Aside Funds.	The Culver City Housing Division will continue to work with developers for the provision of affordable housing units as feasible projects are identified.
D. Facilitate Financing Negotiations for Home Purchases	Housing Division	Housing Division Budget	Work with private lenders to encourage them to provide mortgage financing that facilitates home ownership.	36 households through MAP. Conducted homeownership workshops in conjunction with private lending institutions and credit counselors for first time buyers.	Continue to work with private lenders to provide mortgage financing.
E. Redevelopment Agency Housing Replacement	Redevelopment Agency	Redevelopment Housing Funds	Continue to replace residential units lost as a result of Redevelopment Agency actions with financial resources from the Agency.	11 units were removed at the Baldwin Motel site and a Replacement Housing Plan was developed as part of that removal.	The Agency will follow through with the actions called for in the Baldwin Motel Replacement Housing Plan.
F. Facilitation of Affordable Housing Construction	Housing Division Planning Division	Housing/Planning Division Budgets	Work with developers to facilitate the construction of low- and moderate-income housing units.	• Grandview Palms ($748,283 in assistance).	Continue to offer financial assistance to developers for the construction of affordable units. This program will be consolidated with other similar program activities.
G. Monitor State and Federal Programs	Housing Division	Housing Division Budget	Continue to monitor and evaluate state and federal housing programs for application in meeting Culver City's housing needs.	Monitoring is done on an ongoing basis. Several Culver City Housing ~~Agency~~ Division staff members are assigned to monitor both ~~S~~state~~d~~ and ~~F~~federal websites for changes in regulations or fund opportunities.	This is a routine function of the Housing Division and a designated program is no longer necessary.
H. Promote Location Efficient Mortgages Program	Housing Division	Housing Division Budget	Promote the advantages and availability of the Location Efficient Mortgages (LEM) which creates savings in the cost of owning a home for low-income and moderate-income households in an urban neighborhood.	Due to the current difficult housing market, the MAP program was discontinued. Because MAP no longer exists, there was no point in continuing with the mortgage locator program.	This program will be discontinued. The Housing Division eliminated the Mortgage Assistance Program (MAP) because based on the median housing cost in Culver City, it was impossible even for a moderate income person to purchase a home.
4. Regulatory Incentives					
A. Reduced Parking and Other Development Incentives to Encourage Affordable Housing	Planning Division	Planning Division Budget	Grant developers a reduction in parking requirements, relax development standards, financial incentives and/or other appropriate means determined by the city for	The city has been in discussions with developers who have enquired about reduced parking and other potential development incentives in return for affordable units. Staff has	The city will continue to work with developers who wish to process a DOBI application.

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Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
			dedicating a percentage of dwelling units to low-income and/or moderate-income households, consistent with the dedicated percentages of the ~~S~~state ~~D~~density ~~B~~bonus law.	made them aware of the Zoning Codes density bonus provisions that fall back on ~~S~~state ~~D~~density ~~B~~bonus ~~Incentive L~~law.	
B. Streamline Permit Approval Process	Planning Division	Planning Division Budget	Give priority processing to applications that provide very low-income, low-income, and moderate-income housing to reduce development costs associated with time delays.	The city has made efforts in streamlining applications with affordable housing components; applicant driven issues such as financing and changes in designs have slowed down the process	Should any application be submitted, staff will make every effort at given it priority processing, however, proper public review periods will still be adhered to.
C. Allow Adaptive Reuse of Commercial Structures	Planning Division	Planning Division Budget	Encourage adaptive reuse of commercial structures (e.g., office, hotels, and motels) to residential use by allowing increased density in proportion to the number of new affordable units.	No adaptive reuse applications have been received.	Should any application be submitted for adaptive reuse, staff will work with the developer to process this type of project. However, this program will be consolidated with other infill development activities and not carried forward as a separate program.
D. Consultant "Fee for Service" Priority Processing Program	Planning Division	Planning Division Budget	Continue Fee for Service Program that allows applicants the option to utilize planning consultants to process project applications.	The Fee for Service program has not been requested by applicants and staff has not needed to use this program for processing in a timely manner.	The city will continue to offer this service should applicants request it.
5. Distribute Public Information					
A. Promotion of Housing Programs	Housing Division	Redevelopment Agency	Aggressively market the availability of housing rehabilitation and maintenance programs with brochures, flyers, and other public information materials.	• Fiesta La Ballona • Chamber of Commerce Faire • Annual Owner's Appreciation Dinner • Property Owner Open House • Newspaper advertisements	Continue to market Housing programs to the public. Housing Staff has entered into a contact with BIG Imagination a local public relations firm to help develop public relations and outreach materials.
B. Distribution of Anti-Graffiti Design Information	Housing Division Planning Division	Housing Division Budget	Provide developers with information regarding architectural designs, building materials and landscaping that serve to deter graffiti.	Public Works Department requires anti-graffiti coating on certain items such as poles for discretionary projects. Planning Division has landscaping requirements which on a case-by-case basis will serve to deter graffiti. For example, when a sound	This program will be carried forward in the new Housing Element.

Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
				wall was required to be constructed for a carwash proposal a planter was required with plants such as ivy to deter graffiti.	
C. Distribution of Noise Abatement Information	Code Enforcement and Building Safety Divisions	Housing/Planning Division Budgets	Distribute information about noise abatement practices, and materials including landscape elements such as walls or berms that may reduce noise impacts to the community.	There are required construction hours per the building code. As a part of a project's conditions of approval staff has required special installation requirements for walls, windows, and other construction specifications to reduce noise especially when projects abut residential projects or include mixed use with residential and retail uses. Per mixed use development standards included in the 2005 Zoning Code update all mixed use and live/work projects shall be designed to meet certain performance standards, including walls on all sides of residential and live/work units to be constructed to minimized the transmission of noise and vibration. A minimum impact insulation class (IIC) of 60 shall be required for all residential and live/work walls, floors, and ceilings.	Upgraded noise reduction measures for multi-family and mixed use projects are required either by code or as project-specific mitigation measures. This program will be carried forward in the new Housing Element.
D. Distribution of Resource Conservation Measures Information	Housing Division	Code Enforcement and Building	Distribute information about resource-conservation measures to encourage application in existing units.	This information is available at the Housing front counter and new property owners are informed by Housing staff	This program is no longer provided and will not be carried forward in the new element.
E. Distribution of Housing Opportunities Information	Housing Division	Housing Division Budget	Develop a program to distribute information about housing development opportunities on commercial and industrial lots in the city.	As feasible projects are identified they are brought to the attention of the development community	Housing will continue this program.

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Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
6. Revise Zoning Code					
A. Permit Residential Development in Commercial or Industrial Zones to Exceed the R-4 Nine Units-Per-Lot Limit	Planning Division	Planning Division Budget	Revise the Zoning Code to permit residential development within specified commercial and industrial zones to exceed the nine unit-per-lot limit of RMD zoning.	In October 2005, a new Zoning Code was approved, which included mixed use development standards allowing high density housing in commercial zones and removed the 9 unit cap for mixed use development. Industrial zones per the General Plan and new Zoning Code do not allow housing.	This program was completed and need not be carried forward.
B. Develop Standards for Live/Work Units	Planning Division	Planning Division Budget	Revise the Zoning Code to create standards and incentives that enable the provision of residential units with nonresidential uses.	In October 2005, a new Zoning Code was approved and it included development standards that allow live/work units at 35 du/acre. Prior to passage of the new Zoning Code, 7 Live Work Units along Washington Blvd in the East Washington Overlay Zone were built.	This program was completed and need not be carried forward.
C. Condominium Conversion Ordinance	Planning Division	Planning Division Budget	Adopt a condominium conversion ordinance that establishes minimum housing quality standards, preserves affordability, and minimizes dislocation of tenants.	In 2002 a new condominium conversion ordinance was adopted and was subsequently carried over into the new Zoning Code in 2005. This ordinance provides protection for and addresses impacts to existing tenants and establishes housing quality standards.	This program was completed and need not be carried forward.
D. Develop Criteria for Residential Units in Commercial/ Industrial Zones	Planning Division	Planning Division Budget	Develop criteria to ensure that residential units placed in commercial and industrial zones are compatible with the surrounding uses in terms of rhythm, scale, and design.	In 2005, the new Zoning Code was approved with mixed use development performance standards. These standards protect the residential portion of a mixed use development from obtrusive ground floor retail uses.	This program was completed and need not be carried forward.

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Implementation Measures/Programs	Responsible Agency	Funding Source	Implementation Measure/Program Objectives	Accomplishments	Recommended Future Actions
E. Review of Zoning Ordinance	Planning Division	Planning Division Budget	Complete a comprehensive review of the Zoning Ordinance to eliminate disincentives for developing housing including, but not limited to, parking requirements for multiple-family units.	The new mixed use development standards contained in the 2005 Zoning Code eliminated disincentives for housing along commercial zones. Parking standards overall were not reduced but were simplified to make it easier for developers to design their projects without confusing parking requirements and layouts.	This program was completed and need not be carried forward.

Table A-2
Appropriateness of Housing Element Goals, Objectives and Policies
City of Culver City
2001 – 2007

Goal/Objective/Policy		Appropriateness
GOAL 1: Provide residential neighborhoods that offer current and future residents the qualities of a peaceful, small-town environment		This Goal is still appropriate and it will be carried forward with refinements.
Objective 1. **Housing Maintenance**. Attain a high-level of housing maintenance to assure the availability of decent housing and to protect the quality of neighborhood environments.		This Objective is still appropriate and it will be carried forward with refinements.
Policy 1.A	Maintain a housing stock free of health or safety hazards.	This policy is still appropriate and it will be carried forward.
Policy 1.B	Maintain quality neighborhood living environments throughout the entire city	This policy is still appropriate and it will be carried forward.
Policy 1.C	Provide financial assistance to low-income and moderate-income households to encourage the rehabilitation and adequate maintenance of existing housing units.	This policy is still appropriate and it will be carried forward with refinements.
Policy 1.D	Aggressively monitor the maintenance of residential properties and enforce the provisions of the City's building code and property maintenance regulations.	This policy is still appropriate and it will be carried forward with refinements.
Policy 1.E	Promote assistance programs and enforce applicable health and safety standards to prevent severe overcrowding in units.	This policy is still appropriate and it will be carried forward with refinements.
Policy 1.F	Enforce zoning and building code regulations to prevent the illegal conversion of garages and accessory structures into dwelling units.	This policy is still appropriate and it will be carried forward.
Policy 1.G	Promote measures that exceed the requirements of the ~~S~~state ~~E~~energy conservation ~~S~~standards to reduce future operating costs.	The principles underlying this policy are still appropriate and the policy will be carried forward with refinements.
Policy 1.H	Encourage owners to retrofit existing housing units with resource conserving fixtures and to perform energy saving measures.	The principles underlying this policy are covered by revised Policy 1.G and this policy will not be carried forward.
GOAL 2: Provide a variety of housing opportunities that complement and enhance the City's goals for continued economic vitality and prosperity.		This Goal is still appropriate and it will be carried forward with refinements.
Objective 2. Housing Supply. Maintain opportunities for developing all types of housing while protecting the character and stability of existing Culver City neighborhoods.		This Objective is still appropriate and it will be carried forward with refinements.
Policy 2.A	Provide for a residential lifestyle that is environmentally sound, aesthetically pleasing and that places a high priority on quality development.	This policy is still appropriate and it will be carried forward with refinements.
Policy 2.B	Coordinate the plans, programs, and policies of all City departments in order to create planned, orderly, and citywide residential development adequately and efficiently served by a balance system of transportation, community facilities, and public services sensitive to the environmental, recreational, social and economic characteristic of the community.	This policy is still appropriate and it will be carried forward with refinements.
Policy 2.C	Encourage the construction of compatible residential development on underdeveloped lots in neighborhoods designated for two, three or multiple-family housing.	The principles underlying this policy are still appropriate and will be carried forward by Policy 2.E.

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Goal/Objective/Policy		Appropriateness
Policy 2.D	Allow residential development in industrial and commercial areas, only where such development protects residents from adjacent uses and reinforces the primary character and use of the area.	The principles underlying this policy are still appropriate and the policy will be carried forward with refinements.
Policy 2.E	Emphasize mixed residential/commercial development on the south side of Culver Boulevard between Overland and Madison Avenues. (Land Use Element, Objectives and Policies Specific to the City's Sub-Areas, Central Sub-Area, Objective 28. Policy 28.D).	This policy will be deleted because there is no need to emphasize mixed use development in one particular area since the City has adopted a comprehensive mixed use ordinance that applies to most commercial zones.
Policy 2.F	Investigate the potential for future housing and open space opportunities in the undeveloped areas of the City. (Land Use Element, Goals, Objectives and Citywide Land Use Policies, Objective 2. Policy 2.C)	This policy is still appropriate and it will be carried forward.
Policy 2.G	Promote access to transit and neighborhood services in new residential development.	The principles underlying this policy are addressed by Policy 2.B and accordingly this policy will be deleted.
Policy 2.H	Consider the impact on schools when reviewing proposed housing projects.	This policy is standard land use planning practice and will be deleted from the new element.
Policy 2.I	Balance employment opportunities in the City with the supply of housing to ensure that people who work in the City have a reasonable opportunity to live there and do not have to commute long distances and contribute to regional traffic congestion and air pollution.	The principles underlying this policy are still appropriate and will be carried forward with refinements.
Objective 3. Housing Affordability. Provide rental and home ownership housing opportunities that are compatible with the range of income levels of all current and future Culver City residents.		This Objective is still appropriate and it will be carried forward with refinements.
Policy 3.A	Encourage the inclusion of a percentage of affordable housing units in new housing developments by granting density bonuses of a least 25%, reduced parking requirements, relaxed development standards, financial incentives and/or other appropriate means determined by the City. (Land Use Element, Goals, Objectives and Citywide Land Use Policies, Objective 3. Policy 3.A)	The principles underlying this policy are still appropriate and will be carried forward with refinements.
Policy 3.B	Actively support affordable housing development by private and non-profit housing developers.	This policy is still appropriate and it will be carried forward.
Policy 3.C	Provide a balanced distribution of lower-income housing in order to eliminate the potential of creating areas of high concentrations of any one type of household.	This policy is still appropriate and it will be carried forward with refinements.
Policy 3.D	Conserve existing affordable housing, particularly mobile homes (in mobile home parks), rental, and assisted units.	This policy is still appropriate and it will be carried forward with refinements.
Policy 3.E	Develop standards to regulate the conversion of apartment units to condominiums to preserve rental housing and to ensure a balance between the owner occupied and renter occupied housing needs of the community. (Land Use Element, Goals, Objectives and Citywide Land Use Policies, Objective 3. Policy 3.D)	Action completed – no longer necessary.
Objective 4. Housing Access. Improve access to quality housing for all members of the community by eliminating discrimination, reducing physical constraints, increasing affordability, and supporting access to emergency shelter.		This Objective is still appropriate and it will be carried forward with refinements.
Policy 4.A	Continue efforts to promote development of housing available to all income and age levels.	This policy is still appropriate and it will be carried forward with refinements.
Policy 4.B	Promote housing opportunities for families of all income levels to help maintain the young, family-oriented character of the City into the future.	This policy is still appropriate and it will be carried forward.
Policy 4.C	Actively assist first time home buyers to purchase housing with alternative financing mechanisms.	This policy is still appropriate and it will be carried forward with refinements.

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Goal/Objective/Policy		Appropriateness
Policy 4.D	Minimize the extent of overpayment by lower-income households by assisting with rental-housing payments.	This policy is still appropriate and it will be carried forward with refinements.
Policy 4.E	Continue efforts to promote fair housing and non-discrimination in housing sales and rentals by supporting organizations that provide information, counseling and mediation on fair housing laws and landlord-tenant disputes.	This policy is still appropriate and it will be carried forward with refinements.
Policy 4.F	Prohibit discrimination in the sale or renting of housing to anyone on the basis of their race, ethnicity, national origin, sex, age, family status or sexual orientation.	This policy is still appropriate and it will be carried forward.
Policy 4.G	Combat red-lining practices in mortgage lending and insurance underwriting.	This policy is still appropriate and it will be carried forward.
Policy 4.H	Actively assist with the rehabilitation and construction of barrier-free housing for persons with disability.	This policy is still appropriate and it will be carried forward with refinements.
Policy 4.I	Assist homeless persons by referral to services and provision of emergency services.	This policy is still appropriate and it will be carried forward.

Table A-3a
Residential Development by Income Category
City of Culver City
1998 – 2007

Project	Area in Acreage	General Plan	Zoning/ Allowed Density	Actual Density	1998 - 2005				Total	2006 – 2007				Total
					VL	Low	Mod	Upper		VL	Low	Mod	Upper	
Affordable Units*														
Grandview Palms – 4061 Grand View Boulevard	1.44	Med. Den. Multi-Family	RMD/ 29 du/a	48.6 du/a							9	14	47	70
4178 Center St.	0.13	Low Density Two-Family	R-2/ 2 du/lot	2 units max/2 units built on site 1 of which is affordable**.		1			1					
3975 Overland Ave. Studio Royale	2.2	Planned Residential Development	Planned District (PD)/ No maximum	45.9 du/a or 101 du max. 101 du on site 3 of which are affordable**.	1	2			3					
Market Rate Units**								92	92				11	11
Totals					1	3		92	96		9	14	58	81

* With affordability covenants
** Per Culver City Permits Plus Reporting System and State Controller's Report.

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