



2013-2021 HOUSING ELEMENT

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December 2013

11 HOUSING

The Housing Element provides an indication of the need for housing in the community, particularly the availability, affordability, and adequacy of housing. This Housing Element serves as a strategy to address housing needs across the economic and social spectrum of the City of West Hollywood.

STATUTORY REQUIREMENTS

Housing Element Requirements

The West Hollywood Housing Element as a mandated chapter of the General Plan has been designed to satisfy the requirements of State law. Section 65583 of the California Government Code establishes the required components for a Housing Element. The Housing Element consists of the following four sections: (1) Statutory Requirements; (2) Context and Strategies; (3) Goals and Policies; and (4) Housing Programs. The Technical Background Report (bound separately) provides a detailed assessment of the City's existing and projected housing needs, constraints and opportunities for addressing those needs, and an evaluation of the City's achievements under the prior 2008-2014 Housing Element. (The Housing Element planning period was originally set for July 1, 2008 through June 30, 2014, but this planning period was amended to end on October 15, 2013).

This fifth cycle of the Housing Element update covers the planning period of October 15, 2013 through October 15, 2021. The Housing Element is designed to achieve the following objectives set forth in State law:

1. Identify adequate sites for a range of housing opportunities;
2. Assist in the development of adequate and affordable housing;
3. Address constraints to meeting the City's housing needs;
4. Conserve and improve the condition of housing; and
5. Promote housing opportunities for all persons

The "Context and Strategies" summarizes the City's housing needs based on the detailed review of population and housing stock characteristics contained in the Technical Background Report (TBR). The TBR contains specific information on the community's housing needs, constraints to housing development, and resources available for the delivery of housing services and affordable housing. Included in the Technical Background Report is also the City's ability to provide adequate sites to meet its share of the regional housing needs assigned to the City by the Southern California Association of Governments (SCAG).

A key component of the TBR is the summary of the process and results of the City's community outreach program for the Housing Element update. Through various avenues, the City consulted

with residents and community stakeholders regarding housing needs and recommendations on housing programs.

Having documented the extent of housing needs in the community, as well as market conditions in the TBR, the Housing Implementation Plan sets forth goals and policies to address the identified housing needs and remove/mitigate constraints to the preservation and development of affordable housing. Specific housing programs designed to implement the City's goals and policies are identified in the section entitled "Housing Programs."

Relationship to Other General Plan Elements

According to State planning law, the Housing Element must be consistent with other General Plan elements. While each of the elements is independent, the elements are also interrelated to a degree. Certain goals and policies of each element may also address issues that are primary subjects of other elements. This integration of issues throughout the General Plan creates a strong basis for the implementation of plans and programs and achievement of community goals. The Housing Element is most closely tied to the Land Use Element as residential development capacities established in the Land Use Element are incorporated into the Housing Element.

CONTEXT AND STRATEGIES

The City of West Hollywood is well recognized as one of the most progressive and inclusive communities in the region. As a leader in many aspects relating to the provision of housing, the City takes pride in its proactive efforts in addressing the needs of all socioeconomic segments of the community.

Changing Housing Needs

West Hollywood is a dynamic community with extensive and changing housing needs. The elderly, persons with disabilities (including those with developmental disabilities), and persons living with HIV/AIDS and other medical conditions continue to represent significant components of the population. However, these residents often have limited incomes and are therefore less equipped to compete in the market for decent housing. Providing affordable housing and alternative housing arrangements (e.g., assisted living, residential care) for the seniors to age in place and for other persons with special needs to remain in the community is an important goal of the City.

Providing suitable housing for families requires a diversification of the City's housing stock. Through new construction, the City will facilitate a range of housing options to meet the varied needs of all residents.

Aging Housing Stock

Almost 91 percent of the City’s housing stock is at least 30 years of age, a threshold when housing generally shows signs of aging, requiring major upgrades to the physical structures and systems (such as electrical and plumbing). Specifically, approximately half of the housing stock is at least 50 years old. Many of the City’s rental housing developments have not gone through any major upgrades.

In addition to maintenance and upkeep issues, the age of the housing stock also means that the City has a large number of soft-story structures that would present safety concerns in the event of an earthquake.¹ A typical soft-story building in West Hollywood is an apartment building with “tuck-under” parking. Seismic improvements to upgrade these structures can be costly.

In this Housing Element, the City outlines a number of actions toward formulating a comprehensive strategy to address the aging of the housing stock. The strategy would explore incentives, financial and technical assistance, and monitoring efforts to facilitate rehabilitation of the City’s aging housing stock. In addition, acquisition/rehabilitation of deteriorating housing and housing at risk of opting out of the rental market (being Ellised) represents a key strategy that works to improving the quality of the housing stock while providing long-term or permanently affordable housing.

A major obstacle to meeting this housing need is the lack of funding. Due to loss of redevelopment funding, the Homes and Gardens program has been suspended. However, new programs that focus on other incentives to encourage repairs and rehabilitation are included in this Housing Element.

Loss of Affordable Housing

West Hollywood has extensive needs for affordable housing. Approximately 45 percent of the City’s households earn lower incomes. As of 2013, West Hollywood has approximately 15,049 rent stabilized units and 1,147 publically assisted rental housing units. In addition, over 1,100 households in the City are recipients of Section 8 Housing Choice Vouchers. With rising housing costs in the region, the City must make all feasible efforts to protect its affordable housing stock. Housing options available to the City’s workforce, elderly, persons with disabilities, lower income families, and other persons with special needs remain limited. Ownership housing is beyond the reach of most lower and moderate income households in the community.

To provide permanent affordable housing in face of diminishing housing funds from the federal and state levels, the City relies heavily on its locally generated funds. The City’s Inclusionary Housing program plays a key role in creating permanent affordable housing that meets the needs of the community. However, as one of the most densely developed communities in the southland, the City must balance the need for new housing with the need to protect the quality and integrity of existing neighborhoods.

¹A soft-story building is a multi-story building with openings in places where a shear wall would currently be required for stability as a matter of earthquake engineering design.

Neighborhood Integrity

Many neighborhoods in the City are developed with a mix of uses and underdeveloped properties face development pressure to be redeveloped into higher intensity uses. In recent years, the high prices and rents of newly developed housing have made it feasible for developers to purchase underdeveloped properties to make room for condominium developments that do not necessarily address the demographics of the community.

The City values its residential neighborhoods. As a strategy to facilitate new construction, the City will direct future housing development away from the existing residential neighborhoods. Mixed-use and transit-oriented developments in commercial areas along transportation corridors will be encouraged through land use planning and incentives

GOALS AND POLICIES

Goal H-1: Provide affordable rental housing.

Intent: To protect the existing supply of affordable rental housing.

- H-1.1 Address the effects of the vacancy de-control regulation (aka Costa-Hawkins) on the rent stabilized housing stock through local measures and legislative efforts.
- H-1.2  Retain and maintain existing affordable rental housing.
- H-1.3 Work to prevent or minimize displacement of existing residents.
- H-1.4 Encourage the replacement of multi-family housing that is demolished with housing that is affordable to a wide spectrum of households.
- H-1.5 Maintain a condominium conversion ordinance aimed at preserving the City's rental housing stock, and providing tenant protections for units approved for conversion.

Goal H-2: Maintain and enhance the quality of the housing stock and residential neighborhoods.

Intent: To maintain and enhance the quality and integrity of existing residential neighborhoods through programs and incentives to assist in rehabilitation efforts.

- H-2.1  Assist landlords and other property owners in maintaining and improving their properties through the City's residential rehabilitation assistance programs, State programs (such as the Mills Act), and other innovative mechanisms.
- H-2.2 Promote strong, on-site management of apartment complexes to ensure the maintenance of housing and neighborhood quality.
- H-2.3  Establish and maintain development standards that support housing and mixed-use developments while protecting and enhancing the quality of life goals.
- H-2.4  Continue to support healthy neighborhoods by addressing public health and safety issues in cooperation with other public agencies and perform ongoing property inspections.

Goal H-3: Encourage a diverse housing stock to address the needs of all socioeconomic segments of the community.

Intent: To provide adequate housing to meet the diverse needs of the community, with due consideration for households with special needs.

- H-3.1  Facilitate the development of a diverse range of housing options including, but not limited to, single-family homes, second/accessory units, multi-family rental housing, condominiums and townhomes, live/work units, housing in mixed use developments, and other flexible housing types.
- H-3.2 Support the development of affordable housing by non-profit organizations through financial assistance and/or regulatory incentives.
- H-3.3 Continue to implement the Inclusionary Housing Ordinance to ensure that new housing developments expand affordable housing opportunities for lower and moderate income households.
- H-3.4  Promote universal design in the construction of new housing and rehabilitation of existing housing.
- H-3.5 Facilitate the development of housing with on-site supportive services for seniors, persons with disabilities and other medical conditions, and other persons with special needs.
- H-3.6 Encourage the development of mixed-income housing that includes various household compositions to accommodate a range of ages and family types.

Goal H-4: Provide for adequate opportunities for new construction of housing.

Intent: To provide adequate housing sites through appropriate land use and zoning designations to accommodate the City's diverse housing needs.

- H-4.1  Encourage and provide incentives for the development of housing in mixed use and transit-oriented developments.
- H-4.2 Provide adequate sites to meet the City's housing needs, including those of special groups, including seniors, persons with disabilities (including developmental disabilities or other medical conditions), the homeless, veterans, single parents, and large households.
- H-4.3  Encourage the adaptive reuse of existing structures for residential purposes.
- H-4.4 Pursuant to State law, prioritize water and sewer services for affordable housing development in the event allocation of services is required.

Goal H-5: Provide for a government environment that facilitates housing development and preservation.

Intent: To mitigate potential governmental constraints to housing development, preservation, and affordability.

- H-5.1 Provide incentives where feasible to offset or reduce the costs of affordable housing development, including density bonuses and flexibility in site development standards.
- H-5.2 Periodically review City fees and regulations to ensure that they do not unduly constrain housing development.
- H-5.3 Consider planning and development fee reductions for developments that meet the affordable and special housing needs of the community.
- H-5.4 Continue to provide for timely and coordinated processing of residential and mixed use development projects in order to minimize project holding costs.

Goal H-6: Promote equal access to housing for all.

Intent: To promote equal opportunity for all residents to reside in the housing of their choice.

- H-6.1 Prohibit discrimination in the sale or rental of housing to anyone on the basis of race, color, sex, age, family status, marital status, parenthood, pregnancy and pregnancy-related conditions, occupancy by a minor child, ancestry, ethnic origin, national origin, citizenship, religion, source of income, status as a student, sexual orientation, gender identity, disability, political affiliation or opinion, medical conditions including, but not limited to AIDS or AIDS-related conditions.
- H-6.2 Continue to utilize and pursue housing funds, as available and appropriate, to provide housing for people with disabilities, including AIDS/HIV and the frail elderly.
- H-6.3 Support non-profit service providers that help meet the diverse housing and supportive service needs of the community.
- H-6.4 Assist in settling disputes between tenants and landlords.

HOUSING PROGRAMS

The goals and policies presented earlier are implemented through a series of housing programs offered primarily through the City's Department of Human Services and Rent Stabilization and Community Development Department. Housing programs define the specific actions the City will undertake to achieve the stated goals and policies.

Preservation of Existing Housing

1. Incentives for Rehabilitation

Aging housing stock is a major housing concern in the City. Preserving the City's existing housing requires an understanding of the extent of the issues and the feasibility and costs of preservation, and then devising an appropriate strategy to address the issues.

In 2012, the City completed an exterior conditions windshield survey of all residential properties in the City to determine the extent of potential visible seismic issues. In 2013, the City will complete a study of incentives for multi-family housing rehabilitation and best practices in other jurisdictions.

Timeframe and Objectives:

- In 2014, design a multi-family housing rehabilitation program that incorporates technical assistance for landlords, seismic retrofitting, water and energy efficiency upgrades, weatherization, sustainability improvements, and universal design, and to address impacts for tenants-in-place during rehabilitation. Explore incentives, including possible financial assistance to encourage participation.
- Pursue financial resources to assist housing providers to upgrade the City's housing stock with green building improvements. Conduct a study in 2014 to explore incentives for upgrading historic buildings.
- Identify properties with soft-story vulnerability and draft a programmatic response, including incentives to encourage retrofitting.

Funding Sources:

General Fund; other State and federal funds; SB 391

Responsible Agencies:

Department of Human Services and Rent Stabilization/Rent Stabilization and Housing Division; Community Development Department/Current and Historic Preservation Planning Division

2. Multi-Family Rehabilitation and Acquisition/Rehabilitation

Under this program, the City provides funds and/or regulatory incentives to non-profit housing providers to purchase deteriorated properties or properties at risk of being demolished or otherwise removed from the rental housing market. The non-profits in turn coordinate the rehabilitation, maintenance, and management of the projects as long-term affordable housing for special needs and/or lower income households.

Timeframe and Objectives:

- Identify apartment complexes in need of rehabilitation and support non-profits in acquisition and rehabilitation on an ongoing basis.
- Use survey tools to scan and analyze block-by-block areas of need of various improvements within the City by 2015.
- Educate the public (both tenants and landlords) through brochures, City newsletters, and City website, social media, and other innovative communication tools, etc., regarding the rights and responsibilities of maintaining housing quality standards.
- Annually explore funding availability from State and Federal sources for acquisition and rehabilitation activities, such as HOME funds, Multifamily Housing Program (MHP) funds, and Low Income Housing Tax Credits (LIHTC) as an ongoing collaboration with affordable housing providers.
- Promote the incorporation of universal design features in residential rehabilitation, particularly in City-assisted projects as part of the regular permitting processes.

Funding Sources:

Affordable Housing Trust Fund

Responsible Agencies:

Department of Human Services and Rent Stabilization/Rent Stabilization and Housing Division; Department of Public Works/Code Compliance Division

3. Home Secure Program

Offered as a component of the case management services through the Jewish Family Services at the Comprehensive Services Center, the Home Secure Program offers free security devices and home protection measures, including door locks, grab bars, peepholes, and smoke detectors, to lower income residents, especially seniors and persons with disabilities.

Timeframe and Objectives:

- Continue to advertise the availability of this program on the City's website and provide brochures at public counters on an ongoing basis.
- Continue to conduct community outreach and make referrals through social services and rent stabilization constituent contacts to enroll aging and at-risk populations in the Jewish Family Services case management program.

Funding Sources:

General Fund

Responsible Agencies:

Department of Human Services and Rent Stabilization/Social Services Division; Jewish Family Services

4. Mills Act Contracts and Historic Preservation

The City of West Hollywood is dedicated to both preservation of historic resources and affordable housing. Overall, 83 multi-family properties in the City are designated as local Cultural Resources. Among these, 46 are subject to the City's Rent Stabilization Ordinance. Historic properties can be more expensive to repair and maintain, due to the special care in quality of material and details required. To ensure proper rehabilitation and maintenance of these designated properties, it may be necessary to provide incentives to the property owners.

One incentive is the Mills Act. Mills Act contracts are offered to owners of properties, which are designated as Cultural Resources within the City. Under these contracts, the basis for property tax assessments is changed from last sale price to an analysis of the income stream of the property for rental units (or a presumed income stream for owner-occupied units), in recognition of the higher maintenance costs for historic properties. In exchange for lowered property taxes, the property owner agrees to a ten-year maintenance plan for the building.

In 2013, the City issued a Request for Proposal (RFP) and contracted with a consultant team for assistance in developing an incentive program for multi-family properties that are designated historic resources.

Timeframe and Objectives:

- Conduct outreach regarding the Mills Act to owners of historic properties annually.
- Continue to advertise the availability of this program through brochures at public counters.
- Complete study on historic preservation rehabilitation incentives in 2014 and develop a framework for a program to address historic properties.

Funding Sources:

Departmental budget

Responsible Agencies:

Community Development Department/Current and Historic Preservation Planning Division

5. Code Compliance

Code compliance is a means to ensure the character and quality of neighborhoods and housing is maintained. The City implements an active code compliance program to identify properties in violation of the City's Property Maintenance Code to work with property owners to rectify substandard conditions. However, many multi-family rental housing properties in the City have not undergone any major systems upgrade, and many substandard conditions, such as aging electrical and plumbing systems, are not visible without in-depth inspections. Moreover, in most cases (smoke detectors being a notable exception), the City cannot mandate that property owners upgrade building systems to current standards.

Timeframe and Objectives:

- Continue to implement the Code Compliance program to ensure routine property maintenance and eliminate substandard building conditions.
- In 2014, explore the feasibility of establishing a Rental Housing Inspection program that focuses on physical/structural conditions. (This program will work hand-in-hand with the City's efforts to facilitate multi-family rehabilitation described later.)
- Explore opportunities for incentivizing upgrades to current standards (see Program 2).
- In 2014, explore Franchise Tax Board Substandard Housing program for prohibiting certain income tax deductions for landlords who are delinquent in addressing Health and Safety Code violations.
- By 2015, review the existing program to evaluate its effectiveness and impact on neighborhood conditions to determine if the program needs to be modified or continued.

Funding Sources:

Departmental Budget

Responsible Agencies:

Department of Public Works

Preservation of Affordability

6. Rent Stabilization Ordinance

The City enacted the Rent Stabilization Ordinance in June 1985 to maintain the affordability of rental housing in West Hollywood. The Ordinance regulates residential rent levels, requires that rental units meet specific maintenance standards, and protects tenants from eviction except in specified circumstances. Under the Ordinance, the Maximum Allowable Rent (MAR), the most a landlord could charge, is the initial rent charged for the tenancy plus any intervening general adjustments allowed by the City that the landlord charged to the tenant.

In 1995 the Costa-Hawkins Rental Housing Act was passed to enforce gradual Statewide de-control of rent-controlled housing as vacancy occurs. Full implementation of Costa-Hawkins began in 1999.

Timeframe and Objectives:

- Continue to maintain a Rent Stabilization program, and work towards alleviating the effects of State mandated vacancy decontrol through legislative action and local incentives to maintain affordable rents.
- In 2014, explore the issues of aging in place for elderly and disabled persons and find solutions such as a legislative change to allow for unit swapping as an exemption under Costa-Hawkins.
- By 2015, conduct a review of the Net Operating Income (NOI) mechanism to determine its effectiveness.
- Continue to conduct workshops to educate landlords and tenants on matters related to the Rent Stabilization Ordinance, including topics such as property maintenance, registration, mediation, and evictions.

Funding Sources:

Departmental budget

Responsible Agencies:

Department of Human Services and Rent Stabilization/Social Services Division

7. Housing Choice Vouchers (Section 8)

The Housing Choice Vouchers (formerly known as Section 8 Certificates) is designed to assist extremely low and very low income households in making their monthly rental payments by providing a rent subsidy directly to the participating property owner in the private sector. The objective of the program is to provide the means for decent, safe, sanitary rental housing for families who might not otherwise be able to afford this type of housing. The Los Angeles County Housing Authority administers the Housing Choice Voucher program. As of March 2013, over 1,100 households in West Hollywood were receiving Housing Choice Vouchers. The vast majority of these recipients were seniors and/or persons with disabilities. Based on HUD regulations, 70 percent of the new voucher recipients must be extremely low income households. Issuance of new housing vouchers has been suspended due to reductions in federal funding for the Housing Choice Voucher Program.

Timeframe and Objectives:

- Continue to encourage local landlords to accept rental vouchers on a daily or as-needed basis and continue programmatic response through Rent Stabilization Ordinance and social services agencies for landlords terminating Section 8.

- Include information in semi-annual mailings to property owners outlining the benefits of the Housing Choice Voucher program.
- Undertake proactive measures to ensure the continued availability and usefulness of Housing Choice Vouchers for extremely low and very low income West Hollywood residents. Specifically, work with the Los Angeles County Housing Authority to maintain and increase the payment standards for vouchers to reflect the actual cost of renting in Los Angeles County.

Funding Sources:

HUD funds

Responsible Agencies:

Housing Authority of the County of Los Angeles

8. Preservation of Publicly Assisted Housing

In addition to the City’s rent stabilized housing stock, the City has an inventory of affordable housing that is assisted with local, state, and federal housing funds. There are 1,147 publicly assisted units in multi-family developments in West Hollywood, consisting of 266 WHCHC units, 365 County-managed housing units, and 353 units owned by other housing providers. Currently, four projects, totaling 321 units, are at-risk of losing their affordability. Three of these developments (800 Kings Road, 1123 Fuller, and Fairfax Tower) are assisted with project-based Section 8 contracts under agreements with HUD. These Section 8 contracts are due to expire prior to October 15, 2023 (timeline for the at-risk housing analysis period). The property located at 800 Kings Road was recently granted an extension of their HUD contract to 2022; Fairfax Tower and 1123 Fuller have already submitted applications to renew their Section 8 contracts and are awaiting approval. Extensions for both projects are expected and conversion of these projects to market-rate housing is highly unlikely. However, for purposes of the Housing Element, State law treats these projects as potentially at risk of losing their subsidies.

The fourth at-risk project, located at 1274 Crescent Heights, has restrictive covenants for 26 affordable units for low-income families that are set to expire on January 1, 2014. The developer participated in the Los Angeles County Multi-family Bond Program in 1980s and the rent restrictions on these 26 units will likely expire in 2014.

Timeframe and Objectives:

- **Monitor At-Risk Units:** Semi-annually monitor the at-risk projects by continuing to maintain close contact with the property owners regarding their long-term plan for the projects.
- **Conduct Tenant Education:** Coordinate with the County and HUD to conduct meetings to educate the public regarding “at-risk” housing. It has been a long-established City strategy to create permanent affordable housing in the City. Virtually all affordable housing units in the City are available either in perpetuity or for a very long term. For the three projects that require short-term renewal of subsidy contracts, communicate

to the public regarding the limited potential for and required process of conversion and available tenant protection and assistance.

- **Work with Potential Purchasers:** Should the property owners be interested in selling the properties, provide financial and technical assistance to the WHCHC or other non-profit organizations interested in purchasing and/or managing the units at risk.
- **1274 Crescent Heights:** The City has already reached out to the Housing Authority of the County of Los Angeles regarding the expiration of the regulatory agreement associated with the County of Los Angeles Multi-family Housing Bond Program. Unfortunately, the City has limited resources to preserve these units as the City's Affordable Housing Trust Fund is over obligated at this time and the City no longer has access to redevelopment funds for low and moderate income housing. The City will consider the feasibility of introducing a legislative item in 2013 supporting a permanent funding source for the development, rehabilitation and preservation of affordable units.
- **Pursue State and Federal Funding:** Assist non-profit organizations in pursuing State and federal funds for the preservation of at-risk units.

Funding Sources:

Affordable Housing Trust Fund; State and federal funds

Responsible Agencies:

Department of Human Services and Rent Stabilization/Social Services Division

9. Condominium Conversion Ordinance

Apartment projects proposed for conversion to common interest developments are subject to the City's condominium conversion regulations. These regulations require a permit for conversion, and substantial compliance with current zoning requirements for newly developed condominiums, including parking requirements. The Ordinance further makes provisions for protecting the rights of tenants currently residing in the units that are approved for conversion. These provisions comprise specific purchasing rights for the tenants as well eviction clauses to which they must adhere.

Timeframe and Objectives:

- Continue to enforce the Condominium Conversion Ordinance.
- Monitor conversion activities annually to ensure the ordinance continues to work effectively in the protection of the City's rental housing stock and tenant rights.

Funding Sources:

Departmental budget

Responsible Agencies:

Community Development Department/Current and Historic Preservation Planning Division

10. Residential Referral List

As an attractive, diverse urban community, West Hollywood has a tight rental market, with very low vacancies and high rent levels. To assist those seeking rental units in West Hollywood, the City publishes and updates weekly a list of residential units available for rent. The list is compiled based on information provided by local landlords and apartment management companies. The list is available online and emailed to persons registered to receive the updates.

Timeframe and Objectives:

- Continue to make available and update weekly the residential referral list of rental units. Expand the referral list to include accessibility as part of the listed amenities to assist persons with disabilities in identifying suitable units.
- Continue to encourage landlords to participate in this program to expand access to information by prospective tenants.

Funding Sources:

Departmental budget

Responsible Agencies:

Department of Human Services and Rent Stabilization/Rent Stabilization and Housing Division

Production of Housing

11. Mixed Use and Transit-Oriented Development

A key policy direction of the City's General Plan is to ease the development pressures from residential neighborhoods, while providing opportunities for new housing construction by encouraging mixed use and transit-oriented development along commercial corridors. Mixed use development standards in the commercial areas are flexible, with the intention of accommodating a range of unit types and sizes.

As part of the 2011 General Plan update, the City rezoned and upzoned portions of La Brea Avenue, Santa Monica Boulevard, Fairfax Avenue, Robertson Boulevard, and Beverly Boulevard to encourage commercial, mixed use, and transit-oriented developments (where existing high levels of transit services are provided, and where future service enhancements are anticipated).

The Transit Overlay Zone (TOZ), created by the General Plan, identifies sites close to major transit nodes for which modifications to parking requirements, or other development standards may be considered when individual projects provide specified supplemental Transportation Demand Management programs. The TOZ designation is intended to encourage mixed-use development in locations with adequate transit service to reduce the need for auto trips.

The General Plan update also created the Mixed-Use Incentive Overlay zone, which identified

certain locations where a mix of residential and commercial uses is encouraged. The Mixed-Use Incentive Overlay zone is intended to focus residential mixed-use projects in high priority nodes, focused on commercial corridors and including locations with high transit levels of service and major intersections. New development with a mix of residential and commercial uses in this overlay zone may receive an additional 0.5 FAR and ten (10) feet in height.

Timeframe and Objectives:

- By 2015, amend the Zoning Code to implement the Transit Overlay Zone, providing incentives to facilitate transit-oriented mixed use development at specific locations.
- Assist interested developers in site identification and as appropriate, support developers in funding applications.

Funding Sources:

Departmental budget

Responsible Agencies:

Community Development Department/Long Range and Mobility Planning Division; Department of Human Services and Rent Stabilization/Rent Stabilization and Housing Division

12. Inclusionary Housing Ordinance

The Inclusionary Housing Ordinance requires residential developers to set aside a portion of units in each new housing development for lower and moderate income households. This set-aside is 20 percent for projects with over ten units and one unit for projects with ten or fewer units. For projects with ten or fewer units, however, the City allows the option of paying an in-lieu fee that is deposited into the City's Affordable Housing Trust Fund. In addition, under certain circumstances, projects of any size can apply to provide inclusionary units off site.

To encourage the construction of affordable housing, the City provides developers who include inclusionary units in their projects with density bonuses. In addition to the standard bonus (per State density bonus law), bonuses can allow density increases up to 100 percent above the maximum density permitted by the underlying zone, if certain provisions are met. The Inclusionary Housing Ordinance also provides the following regulatory incentives: reduced requirements in the form of "concessions" or modifications to development standards (height, setbacks, open space), and permit lower minimum parking requirements. The Inclusionary Housing Ordinance should be periodically monitored for full conformance with the State density bonus requirements.

Timeframe and Objectives:

- Continue to implement the Inclusionary Housing Ordinance.
- Continue to monitor market conditions and development trends to ensure that the Ordinance works effectively to provide affordable housing in the community but does not unduly constrain housing development in general. If constraints are identified, the

City will make necessary improvements to the ordinance to enhance its effectiveness in facilitating the development of housing for all income groups.

- Continue to prioritize inclusionary housing units for tenants displaced due to Ellis Act and consider developing a programmatic approach within the Inclusionary Housing Ordinance to assist persons with disabilities (including persons with developmental disabilities) and those aging in place.
- Consider revising the Inclusionary Housing Ordinance to specifically identify the very low income households.

Funding Sources:

Departmental budget

Responsible Agencies:

Community Development Department/Long Range and Mobility Planning Division;
Department of Human Services and Rent Stabilization/Rent Stabilization and Housing
Division

13. Affordable Housing Development through Partnerships with Non-Profits

WHCHC plays a major role in providing affordable housing in West Hollywood. Established in 1986, the WHCHC was formed to build, rehabilitate, and manage affordable housing developments for lower income and special needs households in the City. WHCHC has been recognized for its attractive developments and high standard of property management. WHCHC projects include Sierra Bonita, a mixed-use building with 42 affordable units for people with disabilities, including development disabilities, and the Courtyard at La Brea, a mixed-use building with units set aside for people with disabilities and transitional age youth.

WHCHC leverages local funds provided through the Affordable Housing Trust Fund with other outside funding, such as Low Income Housing Tax Credits (LIHTC) to provide units that are deeply subsidized. In addition to financial assistance, WHCHC receives regulatory incentives from the City, including reduced parking requirements and waiver of development fees for affordable projects.

In addition to WHCHC, the City has worked with other non-profits including Menorah Housing, Los Angeles Housing Partnership, and Alternative Living for the Aging, and is interested in continuing to support non-profits in the provision of affordable housing.

Timeframe and Objectives:

- Continue to support WHCHC and other non-profit organizations in the development of affordable and special needs housing through the provision of financial and regulatory incentives.

- Devise incentives for the development of housing for extremely low and low income households including persons with disabilities, for example, explore the feasibility of fee incentives.

Funding Sources:

Affordable Housing Trust Fund; LIHTC

Responsible Agencies:

Department of Human Services and Rent Stabilization/Rent Stabilization and Housing Division; West Hollywood Community Housing Corporation

14. Workforce Housing, Family Housing, and Ownership Housing Opportunities

The City provides affordable rental housing for lower income households through its Rent Stabilization Ordinance; Inclusionary Housing Ordinance; partnership with nonprofits to develop, acquire, and rehabilitate affordable housing; and Housing Choice Vouchers. Homeownership remains out of reach for most of the City’s lower and moderate income households. Housing options for young families and the City’s workforce are limited in the community.

Timeframe and Objectives:

- Explore creative housing types such as accessory dwelling units, co-op housing, micro units, and other flexible housing types to increase opportunities for affordable homeownership.

Funding Sources:

Departmental Budget

Responsible Agencies:

Community Development Department/Long Range and Mobility Planning Division; Department of Human Services and Rent Stabilization/Rent Stabilization and Housing Division

15. Commercial Development Impact Fee

In conjunction with the Inclusionary Housing Ordinance, the City has established a Commercial Development Impact Fee to mitigate the impact of new commercial development on the need for affordable housing and generate additional revenues for affordable housing activities. Under this program, new commercial developments in West Hollywood are required to provide housing affordable to employees or pay an in-lieu impact fee, which is placed in the Affordable Housing Trust Fund to be used for a variety of housing activities, including rehabilitation and new construction.

Timeframe and Objectives:

- Continue to implement the Commercial Impact Fee program.

- Monitor market conditions and development trends regularly to ensure that the Commercial Impact Fee works effectively to provide affordable housing in the community but does not unduly constrain development in general.
- In 2014, issue a Request for Proposals to study the Commercial Impact Fees, and adjust if necessary.

Funding Sources:

Departmental budget

Responsible Agencies:

Community Development Department/Long Range and Mobility Planning Division

16. Green Building

West Hollywood adopted one of the nation’s first mandatory Green Building Ordinance and it became effective on October 1, 2007. The ordinance ensures that new buildings will be healthier for residents, and use energy and resources more efficiently. Flexibility, responsiveness to local conditions, and cost-effectiveness are key features of the ordinance. The City has created a Green Building Manual to help guide developers through the process. The Green Building Requirements and Incentives for Private Development Ordinance focuses on the following:

- Establishes new development standards that apply to all development, including all new residential and commercial projects, as well as remodels and tenant improvements;
- Develops a point system for new construction with incentives for projects that achieve “exemplary” status; and
- Implements “green building” education and outreach program

The “green” development standards are green building requirements for remodels, tenant improvements, additions and new construction. These standards were incorporated into the Zoning Ordinance so that all projects incorporate elements such as drought-tolerant landscaping, low-flow plumbing fixtures, and energy efficient appliances.

The green building point system is applied to all new structures, with incentives for projects that go above and beyond minimum requirements. The requirements are structured as a point system to allow for maximum flexibility and the points allowed reflect West Hollywood’s unique opportunities and constraints. Specifically, the point system was designed to emphasize locally-available materials, encourage green elements to be incorporated early into project design and provide flexibility to alter green elements as the project evolves.

Timeframe and Objectives:

- Continue to implement the Green Building program that offers incentives and flexibility for compliance, and update as needed.
- Continue to fund and operate the Green Building Resource Center.

- Promote green building standards in the City’s affordable housing stock by providing financial assistance for improvements.

Funding Sources:

Departmental budget

Responsible Agencies:

Community Development/Long Range and Mobility Planning Division and Building and Safety Division

17. Potential Sites for RHNA

The City will continue to use specific plans and zoning to ensure that adequate sites are available (as defined by state housing element law, Government Code section 65583) to accommodate the City’s Regional Housing Needs Allocation (RHNA) for all income groups. Each year, as part of the City’s annual evaluation of its implementation of the General Plan, the City will monitor the City’s progress in meeting the RHNA with production and remaining capacity in development potential in relation to the City’s RHNA. For the 2013-2021 planning period, the City has been assigned a RHNA of 77 units (19 very low income, 12 low income, 13 moderate income, and 33 above moderate income units). As of April 2013, proposed developments are expected to add a net total of 1,532 housing units to the City. A significant portion of these dwelling units (232 units) are also expected to be affordable to lower and moderate income households, as a direct result of the City’s Inclusionary Housing Ordinance.

Overall, the City’s residential sites inventory—which includes proposed projects, opportunity sites and vacant and underutilized sites—offers a total capacity of 2,567 housing units, exceeding the City’s RHNA of 77 units for this Housing Element planning period.

Timeframe and Objectives:

- Ensure that adequate capacity exists to accommodate the City’s RHNA of 77 housing units.
- Encourage mixed-use development at key nodes along commercial boulevards.
- Annually monitor the City’s progress toward meeting the RHNA, including an analysis of any RHNA shortfalls, and evaluate the land availability to meet the remaining RHNA.

Funding Sources:

Departmental budget

Responsible Agencies:

Department of Human Services and Rent Stabilization/Rent Stabilization and Housing Division; Community Development Department/Long Range and Mobility Planning Division

Removal of Governmental Constraints

18. Zoning Ordinance

The West Hollywood Zoning Ordinance underwent a number of revisions in 2013 to address a range of housing issues and ensure compliance with State and federal laws. The City will continue to monitor its policies, standards, and regulations to ensure they work to facilitate residential development in the community and guarantee equal housing access and opportunities to its residents.

The Rent Stabilization and Housing Division and Long Range and Mobility Planning Division jointly engaged a consultant in 2010 to study existing zoning and building codes and generate new guidelines for accessory dwelling units, or “granny flats,” to increase the housing stock with minimal community impact. The study recommended various adjustments to the Zoning Code that would facilitate the development of second units in certain low-density zones and on lots that could accommodate them.

Timeframe and Objectives:

Pursuant to State Law, the Zoning Ordinance will be amended, within one year of the adoption of the 2008-2014 Housing Element, to address the following:

- Beginning in 2014, conduct a study to explore the suitability of various housing types such as micro units, co-op housing, accessory dwelling units, and other flexible housing types, or tools such as parcel subdivision, to meet the housing needs of the underserved groups, such as seniors aging in place and moderate income households.

Funding Sources:

Departmental budget

Responsible Agencies:

Community Development Department/Long Range and Mobility Planning Division

19. Streamlined Processing

Residential development in West Hollywood requires permits and/or approvals from various City departments, such as a permit to remove rental units from the Rent Stabilization and Housing Division, and Planning Commission approval of a subdivision map and site plan. In order to streamline project processing, the City requires Planning Commission review of apartments and projects with five or more units in R1, R2, and R3 zones, or nine or more units in R4 zones.

Timeframe and Objectives:

- Continue to work on improving the streamlined processing procedures and by 2015 develop a handbook to guide developers through the City processes and requirements.

- Continue to offer pre-application conference with project applicants to identify issues and concerns prior to application submittal.

Funding Sources:

Departmental budget

Responsible Agencies:

Community Development Department/Current and Historic Preservation Planning Division;
Department of Human Services and Rent Stabilization/Rent Stabilization and Housing Division

20. Fee Waivers for Affordable Housing

The City levies various impact fees on new developments to address deficiencies in community amenities, such as parks, transit-related facilities, and art. To ensure that impact fees do not constrain affordable housing development, the City exempts WHCHC projects and residential developments with more than 25 percent affordable housing units from the art, park, and transportation fees (per Section 19.64.030(a) of the Zoning Ordinance). In addition, the City Council has adopted a policy waiving all City-imposed plan check and other fees for nonprofit-sponsored projects that are 100 percent affordable.

Timeframe and Objectives:

- Continue to waive art, park, and transportation fees for residential projects with 25 percent or more affordable units.
- Continue to waive all City-imposed plan check and other fees for nonprofit-sponsored projects are 100 percent affordable.
- In 2014, review the City’s various planning and development fees, as was done in 2006 and 2010, to ensure they are reasonable and do not unduly constrain housing development.

Funding Sources:

Departmental budget

Responsible Agencies:

Community Development Department/Current and Historic Preservation Planning Division

Equal Housing Opportunity

21. Fair Housing Program

As a participating jurisdiction in the Los Angeles County CDBG program, fair housing services are coordinated by the County Community Development Commission on behalf of the City. The County contracts with the Housing Rights Center, a non-profit organization, to identify, mediate, investigate, and if necessary, prosecute landlords and property owners in violation of fair

housing laws. The Housing Rights Center also provides information to the public about housing discrimination and landlord/tenant rights and responsibilities.

Timeframe and Objectives:

- Continue to provide fair housing information to the public regularly as needed via the public counters, message boards, City website, and neighborhood watch, and in response to telephone inquiries.
- Continue to provide referral to the Housing Rights Center, State Fair Employment and Housing, HUD Fair Housing and Equal Opportunity division, and other legal services as appropriate.
- By the end of 2014, have specific City staff liaison appointed to coordinate with various stakeholders including the Western Center for Independent Living and other housing organizations at least semi-annually to provide updated education and outreach on fair housing issues.

Funding Sources:

CDBG; Departmental budget

Responsible Agencies:

Department of Human Services and Rent Stabilization/ Rent Stabilization and Housing Division

22. Tenant/Landlord Mediation

Mediation is an informal and voluntary way of resolving disputes between tenants and landlords. The City offers a mediation program as an alternative means to settle disputes regarding maintenance, housing services, and other tenant/landlord issues. Mediation is free, voluntary, and informal. Mediation is conducted by the Legal Services Division in a neutral setting. The City also contracts with Dispute Resolution Services to provide additional mediation services. The mediator is an impartial third party who serves to facilitate the discussion and focus on all the issues. The tenant and landlord have the opportunity to communicate openly and directly with each other to arrive at a mutually satisfactory agreement.

Timeframe and Objectives:

- Continue to offer the mediation program and promote the program through information on City website, program brochures at public counters, social media, and other innovative communication tools.

Funding Sources:

Departmental budget

Responsible Agencies:

Department of Administrative Services/Legal Services Division and Dispute Resolution Services

23. Tenant Eviction Protection Program

The City's Rent Stabilization Ordinance limits the grounds on which a tenant may be evicted to the following: nonpayment of rent; creating a nuisance or using a rental unit for illegal purposes; subleasing without a landlord's permission; failure to provide the landlord with reasonable access; violating the rental agreement; and failure to renew a rental agreement. Tenants may also be evicted when the owner seeks to withdraw the entire property from the rental housing market pursuant to the Ellis Act. Certain of these evictions entitle the tenant to receive relocation assistance from the tenant's landlord.

Timeframe and Objectives:

- Continue to prevent unlawful eviction and fund legal aid organizations that provide tenant education and representation regarding landlord/tenant disputes.
- Renew contracts with mediation service providers annually.
- Annually review current laws and recommend any needed modifications to ensure protection of tenants to the maximum extent legally possible.
- Continue to monitor and investigate allegations of tenant harassment.

Funding Sources:

Departmental budget

Responsible Agencies:

Department of Human Services and Rent Stabilization/Rent Stabilization and Housing Division and Department of Administrative Services/Legal Services Division

24. Services for Special Needs Populations

The City financially supports various non-profit services providers that help meet the supportive services needs of West Hollywood residents, including lower income households, seniors, disabled persons (including persons with developmental disabilities), persons with HIV/AIDS, the homeless, and veterans. Major non-profit service providers active in West Hollywood include Affordable Living for the Aging, Menorah Housing, Being Alive, and AID For AIDS. Services currently offered through these organizations include case management, roommate referrals, senior nutrition sites, home improvement assistance, health center, in-home supportive services, peer counseling, short-term financial assistance for rent and utilities, and legal services. The City Council also appoints members to the Senior Advisory Board and Disabilities Advisory Board to address the needs of these special needs populations.

To assist in meeting the special housing needs of the homeless, the Department of Human Services and Rent Stabilization, Social Services Division, provides shelter referrals to various facilities, including: PATH (People Assisting the Homeless); and the Year-Round Emergency Shelter Hotline. Referral is also provided for medical needs, food distribution, case management, and counseling.

The Social Services Division publishes on-line a social services directory to provide the community with detailed information on assistance or services available, including food and shelter, AIDS education, pre-school, job placement, legal services, mental health services, and homeless services. These services are provided by contracts with local non-profit agencies and by in-house programs. The directory can also be obtained by contacting the Human Services Department.

Timeframe and Objectives:

- Continue to provide financial support to non-profit services providers that help meet the supportive services needs of West Hollywood's diverse community, especially those with extremely low incomes.
- Annually update the social services directory, and make it available to residents at public counters and on City website.
- In 2014, coordinate with Bet Tzedek, or another legal services agency, and other service providers to develop an educational seminar for tenants and landlords regarding reasonable accommodations.

Funding Sources:

CDBG; Departmental budget

Responsible Agencies:

Department of Human Services and Rent Stabilization/Social Services Division

25. Enhanced Management Program

The Enhanced Management Program is administered by WHCHC at all of its projects, which include 333 units in West Hollywood. This program combines standard property management practices with referral to community service agencies, information about supportive services and community building activities. At each WHCHC development, a Resident Services Coordinator is available and responsible for maintaining contact with residents and monitoring their need for social services.

Timeframe and Objectives:

- Continue to coordinate with WHCHC to continue the Enhanced Management Program at all current and future housing projects.
- Encourage other nonprofit housing providers to follow the WHCHC model

Funding Sources:

Departmental budget

Responsible Agencies:

Department of Human Services and Rent Stabilization/Rent Stabilization and Housing Division

26. Community Engagement

The City values community input and strives to outreach to all segments of the community. The City will engage the community on an ongoing basis regarding housing issues. Mechanisms may include:

- Newsletters and interactive information, such as InfoMap on City website and other communication tools.
- An education series on housing-related topics.
- Technical Assistance Panels of professionals to give feedback to the City on land use and design issues related to the development and improvement of housing.
- Dedicate city webpages to housing-related resources to homeowners and landlords, including incentives and programs offered by local utility companies on sustainable improvements, and financial assistance for utility payments.

Timeframe and Objectives:

- Design and initiate a community engagement program in 2014.

Funding Sources:

Departmental budget

Responsible Agencies:

City Manager's Office; Department of Human Services and Rent Stabilization/Rent Stabilization and Housing Division; Community Development Department/Long Range and Mobility Planning Division

SUMMARY OF QUANTIFIED OBJECTIVES

The following table summarizes the City’s quantified objectives for the period of 2013 through 2021.

Table 11-1: Summary of Quantified Objectives (2013-2021)

	Extremely Low	Very Low	Low	Moderate	Above Moderate	Total
Units to be Constructed ¹			152	80	1,300	1,532
Units to be Rehabilitated ²	167	96	139	248		650
Units to be Preserved (At-Risk Units)	160	161				321

1. Based on proposed projects
2. Pilot program for rehabilitation