

City of Piedmont  
COUNCIL AGENDA REPORT

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DATE: March 19, 2018

TO: Mayor and Council

FROM: Paul Benoit, City Administrator

SUBJECT: Receipt of the Annual Progress Report on the Implementation of the City's Housing Element

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RECOMMENDATION:

Receive the attached 2016 and 2017 Annual Progress Reports for the implementation of the Piedmont General Plan Housing Element programs and policies, as required by California Government Code Section 65400.

BACKGROUND:

Section 65400 of the California Government Code (See Exhibit C, page 18) describes the legal requirements for an annual progress report on the effectiveness of the City's housing policies and programs. Piedmont's current Housing Element is for the term 2015-2023, and the attached progress report can be an assessment tool to assist the City in planning for an updated Housing Element as the year 2023 approaches.

Goals for new housing production are set by the State of California and then allocated to jurisdictions in the Bay Area region by the Association of Bay Area Governments (ABAG). The planning period for the Bay Area, or the time frame between the due date for one housing element and the due date for the next housing element, is January 31, 2015 – January 31, 2023. For more information on the projection or planning periods, please refer to this schedule:

<http://www.hcd.ca.gov/community-development/housing-element/docs/housing-element-update-schedule.pdf>

On July 18, 2013, the ABAG Executive Board adopted the current Regional Housing Need Assessment (RHNA). The RHNA assigned to the City of Piedmont the construction of 60 new housing units for the period of 2015 through 2022, or approximately seven (7) new housing units per year. The 60 new housing units were distributed into the following four categories: 24 very low income housing units; 14 low income housing units; 15 moderate income housing units; and 7 above moderate housing units. The City of Piedmont continues to implement the policies and programs included in the 2015-2023 Housing Element adopted in 2014 as the policy document guiding the City toward meeting this allocation.

The City of Piedmont and the cities of Albany, Emeryville, Dublin and Newark, along with the unincorporated portion of Alameda County, constitute the Alameda Urban County for purposes of many housing programs, including receiving funding from the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program. Through Alameda County

Housing and Community Development, the City participates in the EveryOneHome program to provide services and housing to homeless individuals and families. The City also pools its resources with other Alameda County jurisdictions to administer fair housing programs.

This report covers the 2016 and 2017 Housing Progress Reports (Exhibit A, page 3 and Exhibit B, page 17, respectively). In 2016, the City of Piedmont issued building permits for the construction of five (5) new housing units (4 new accessory dwelling units and 1 new house). In 2017, the City of Piedmont issued building permits for seven (7) new housing units (6 accessory dwelling units and 1 new house). With the comprehensive updates to City Code Chapter 17 in 2017, the term “second unit” was replaced by the term “accessory dwelling unit” in order to be consistent with terminology of the California Government Code.

The attached progress reports show that the City of Piedmont is very close to meeting the annual rate of construction of new housing units anticipated by the RHNA, having issued building permits for the construction of 12 new units out of an allocation of 60 new units by the end of 2022. However, with the passage of AB 2299 and SB 1069 in 2016, which resulted in Piedmont being prohibited from requiring parking for accessory dwelling units, the City’s ability to provide housing units that are rent-restricted to low or very-low income tenants was greatly impaired. All accessory dwelling units approved since the beginning of 2017 are able to be rented at market rates.

By: Pierce Macdonald-Powell, Senior Planner

EXHIBITS:

- Exhibit A, page 3      Annual Progress Report 2016
- Exhibit B, page 10    Annual Progress Report 2017
- Exhibit C, page 18    California Government Code Section 65400(a)(2)

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

Jurisdiction PIEDMONT

Reporting Period 01/01/2016 - 12/31/2016

Pursuant to GC 65400 local governments must provide by April 1 of each year the annual report for the previous calendar year to the legislative body, the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD). By checking the “Final” button and clicking the “Submit” button, you have submitted the housing portion of your annual report to HCD only. Once finalized, the report will no longer be available for editing.

The report must be printed and submitted along with your general plan report directly to OPR at the address listed below:

Governor’s Office of Planning and Research  
P.O. Box 3044  
Sacramento, CA 95812-3044

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

Jurisdiction PIEDMONT  
 Reporting Period 01/01/2016 - 12/31/2016

**Table A**

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

Housing Development Information							Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income			See Instructions	See Instructions	
612 Magnolia	SU	Renter	1	0	0	0	1	0		Second Unit Permit Exception	
12 Seaview Avenue	SU	Renter	0	0	0	0	0	0			
312 Olive Avenue	SU	Renter	0	0	0	0	0	0			
87 Huntleigh Road	SU	Renter	1	0	0	0	1	0		Second Unit Permit Exception	
53 Cambrian Avenue	SF	Owner	0	0	0	0	0	0			
<b>(9) Total of Moderate and Above Moderate from Table A3</b>			0	3							
			2	0	0	3					

(10) Total by Income Table A/A3						
<b>(11) Total Extremely Low-Income Units*</b>	0					

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

Jurisdiction PIEDMONT

Reporting Period 01/01/2016 - 12/31/2016

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

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

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

\* Note: This field is voluntary

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

Jurisdiction PIEDMONT  
 Reporting Period 01/01/2016 - 12/31/2016

**Table A3**  
**Annual building Activity Report Summary for Above Moderate-Income Units**  
**(not including those units reported on Table A)**

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for <b>Moderate</b>	0	0	0	0	0	0	0
No. of Units Permitted for <b>Above Moderate</b>	1	0	0	2	0	3	0

\* Note: This field is voluntary

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

**Jurisdiction**      PIEDMONT

**Reporting Period**    01/01/2016    -    12/31/2016

**Table B**

**Regional Housing Needs Allocation Progress**

**Permitted Units Issued by Affordability**

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.												Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	0	1	2	0	0	0	0	0	0	0	3	0
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Low	Deed Restricted	0	0	0	0	0	0	0	0	0	0	0	0
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Moderate		0	0	0	0	0	0	0	0	0	0	0	0
Above Moderate		0	11	3	0	0	0	0	0	0	-	14	0
Total RHNA by COG. Enter allocation number:		0											
Total Units    ▶ ▶ ▶			12	5	0	0	0	0	0	0	0	17	
Remaining Need for RHNA Period    ▶ ▶ ▶ ▶ ▶													0

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



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

Jurisdiction PIEDMONT

Reporting Period 01/01/2016 - 12/31/2016

**Table C**

**Program Implementation Status**

Program Description (By Housing Element Program Names)	<b>Housing Programs Progress Report - Government Code Section 65583.</b> Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 4H: Health and Safety Code 17021.5 Compliance	Amend the Municipal Code to ensure compliance with the employee housing provisions of California Health and Safety Code 17021.5.	2016	City complies with State law
Program 5.A: Shared Housing Publicity and Media Initiative	Increase awareness of Piedmont's newly modified shared housing regulations, and encourage single seniors and other small households in the City to participate in the program.	2016	The City continues to inform residents on the regulations for renting rooms.
Program 5.B: Shared Housing Matching Services	Consider participating in ECHO Housing's shared housing program as a way to improve housing opportunities for lower income seniors and extremely low income households.	2016	The City refers residents to ECHO's services when requested or the opportunity is brought to our attention.
Program 5.C: Allowances for Temporary Home Improvements	Allow Planning and Building Code exceptions for certain temporary home improvements which help Piedmont	Ongoing	Code Section 17.22A allows for reasonable accomodation to provide individuals with disabilities accomodation in regulations and procedures.

	seniors remain in their homes as their physical capabilities change.		
Program 5.D: Assistance to Nonprofit Developers	Provide assistance to nonprofit entities interested in developing housing for low and moderate income Piedmont residents, including the elderly and others with special needs.	Ongoing	The City has not yet had any requests from non-profit developers but is ready to provide assistance when applicable.
Program 5.E: Accommodations for Disabled Persons	Provide access to printed and web-based information which describe the procedures for making a Piedmont home "barrier free".	2015	The City has not yet had any requests for this information but is willing to provide resources when needed.
Program 5.F: Housing Support for Families in Crisis	Support public and non-profit agencies in Alameda County which provide food and shelter for families in crisis.	Ongoing	Piedmont continues to provide financial assistance to Alameda County to fund countywide programs. The City stays apprised of homelessness issues, works with homeless service providers, and will offer referrals for any Piedmont resident faced with the risk of homelessness.
Program 5.G: EveryOne Home	Participate in the Alameda County EveryOne Home Program, a Countywide planning effort to increase housing opportunities for extremely low income and disabled persons and strengthen the services the County provides to the homeless.	Ongoing	A count was not conducted in 2016
Program 5.H: Faith Community Participation	Work with the local faith community to serve residents in need within Piedmont and the greater East Bay, and to identify potential partners for meeting local extremely low income housing needs.	Ongoing	Implemented on an-going basis. Local houses of worship continue to provide volunteer-run services (food drives, etc.) for lower income persons.
Program 2.D Condominium Conversions	Maintain the existing requirement that the removal of any multi-family rental apartment must be matched by the creation of a new rental apartment elsewhere in the city.	Ongoing	Included in our Municipal Code (19.63 C) Have not yet had any requests from property owners to go through this process.
Program 2.E: Update of Design Guidelines	Update the 1988 City of Piedmont Residential Design Guidelines, consistent with Action 28.E of the Piedmont General Plan. The update process should include public input, which should be facilitated by one or more Planning Commission study sessions.	2015-2016	Updates to the Design Guidelines did not yet occur in 2016 but are expected in the upcoming years.

<p>Program 3.A: Second Unit Ordinance Assessment and Revisions</p>	<p>Within three years of Housing Element adoption, complete an assessment of Piedmont's Second Unit regulations, with a focus on the incentives that are being used to promote rent-restricted units and the steps that can be taken to increase second unit production and occupancy rates.</p>	<p>2017</p>	<p>This is planned to be done in 2017.</p>
<p>Program 3.B: Affordable Second Unit Public Information Campaign</p>	<p>Initiate a public information and education campaign about second units, including definitions, regulations for their use, opportunities for their construction, and the various incentives offered by the City to create rent-restricted units. The campaign should add a "human interest" dimension by focusing on the stories of actual second unit owners and tenants in Piedmont.</p>	<p>2015</p>	<p>The City continues to provide information on second units to the public. Information about Second Units, including a FAQ has been added to the City Website.</p>
<p>Program 3C: Monitoring Affordable Second Unit Opportunities</p>	<p>Monitor the supply of unintended second units, illegal or suspected second units, and vacant second units. A confidential data base listing the addresses of such units shall be maintained for administrative purposes. Recognize the potential for such properties to help meet the City's affordable housing needs, and take proactive steps to realize this potential in the coming years.</p>	<p>Ongoing</p>	<p>The City implements this program on an on-going basis, and continues to review all planning and building proposals to determine the presence of "unintended" units on Piedmont properties. Talk to property owners about registering these as second units, so that they are rentable, rather than keeping them to just personal or guest quarters.</p>
<p>Program 3D: Monitoring Additional Second Unit Development Opportunities</p>	<p>Monitor potential opportunities for second units within new homes and on existing homes located on larger lots that are conducive to second unit creation.</p>	<p>Ongoing</p>	<p>Ongoing, the City promotes the creation of second units at the counter when we recognize an opportunity</p>
<p>3E. Incentives for Renewal of Expiring Rent Restrictions</p>	<p>Develop incentives for the owners of rent-restricted second units to renew the affordability restrictions for their units upon expiration of the 10-year deed restriction.</p>	<p>2017</p>	<p>The City will need to address expiring incentives in 2017. This is much more difficult with changes to Government Code Section 65852.2 as a result of AB2299 and SB1069.</p>

Program 4.A: Media Strategy	Prepare printed brochures and web-based materials which inform residents about the planning and building processes in Piedmont.	Ongoing	City regularly updates and improves its paper handouts and website to describe current requirements and respond to "FAQs".
Program 4.B: Home Improvement Seminars	Conduct City-sponsored meetings, programs, and seminars which inform residents on home improvement and maintenance practices in Piedmont.	Ongoing	No seminars have been held since 2010 due to lack of funding and staff resources.
Program 4.C: Building Code Updates and Ongoing Enforcement	Continue to implement the California Building Code of Regulations, as locally amended. Update or amend the codes as state requirements change, and as conditions in Piedmont warrant.	Ongoing	This action is implemented on an ongoing basis and continues to be relevant.
Program 4.D: Fee Review	Review all planning and building fees to be sure that they cover required costs but are not more than is necessary to provide the required City services.	Ongoing	Planning Department fees were addressed, increased, and went into effect July 1, 2015.
Program 4.E: Temporary Staff Additions	Add contract staff as needed to ensure prompt processing of all applications.	Ongoing	Standard operating procedure.
Program 4.F: Capital Improvement Plan Updates	Annually update the Capital Improvements Plan to ensure that municipal systems are kept in good condition.	Ongoing	The City has a CIP committee that advises on priority projects.
Program 5.I: Second Units for Extremely Low Income Households	Maintain an inventory of second units that are available at rents that are affordable to extremely low income households. Explore ways to expand this inventory and encourage the development of additional extremely low income second units through the City's affordable second unit program and other means.	Ongoing	The City's Second Unit Code provides an exemption for units which are 300 square feet or less to meet parking requirements if they rent the unit at an extremely low rate for a period of 10 years. No property owners requested this exemption in 2016.
Program 5.J: Housing for Extremely Low Income Families	Develop incentives to meet the needs of Piedmont's extremely low income households potentially including modified development standards for new multi-family buildings that include units for extremely low income families.	2016	The City's Second Unit Code provides an exemption for units which are 300 square feet or less to meet parking requirements if they rent the unit at an extremely low rate for a period of 10 years. No property owners requested this exemption in 2016.

Program 5.K: Developmentally Disabled Residents	Coordinate with the Regional Center for the East Bay, the East Bay Housing Consortium, and other organizations to better respond to the housing needs of developmentally disabled Piedmont residents and ensure that sufficient resources exist within and around the community to meet these needs.	Ongoing	Ongoing
Program 6.A: Title 24	Continue to enforce Title 24 requirements for energy conservation	Ongoing	Standard Practice
Program 6.B: Green Housing	Explore ways to encourage and incentivize greener residential construction.	Ongoing	The City follows the California Green Building Code. Building Permits for residential solar energy systems are expedited with a flat fee. City participates in Energy Upgrade California and PACE programs.
Program 6.C: Renewable Energy Funding Assistance	Participate in Energy Upgrade California or equivalent programs which assist homeowners with renewable energy and energy efficiency improvements on their property.	Ongoing	City continues to participate in Energy Upgrade California and PACE programs. Building Permits for residential solar energy systems are expedited with a flat fee.
Program 6.D: Financial Assistance	Promote the use of programs which reduce residential energy costs.	Ongoing	City advertises energy reduction programs as a part of the Climate Action Plan. Building Permits for residential solar energy systems are expedited with a flat fee. City participates in Energy Upgrade California and PACE programs.
Program 2.C Use of Original Materials and Construction Methods	Maintain Planning and Building standards which allow the use of original materials and construction methods in home remodeling.	Ongoing	Because of the California Green Building Code and the City's Construction and Demolition regulations, property owners are incentivized to reuse or up cycle materials in order to meet diversion requirements.
Program 7.A: Public Information	Provide printed information on fair housing laws at City Hall and web based information on the City's website.	Ongoing	Ongoing program
Program 7.B: Fair Housing Referrals	Continue the City's referral arrangement with ECHO Housing on fair housing issues and discrimination complaints.	Ongoing	Ongoing program
Program 1.A Vacant Land Inventory	Prepare a regular update of the City's vacant land inventory, indicating the status and availability of each site in Table 4-2 for potential development.	2015, ongoing	Ongoing Maintenance
Program 1.B: Redevelopment of the former PG&E Site	Support the redevelopment of the former	Ongoing	Permit Issued in 2015 to construct 7 new townhomes. Construction in

	PG&E site on Linda Avenue with housing developed at the maximum density permitted by zoning.		progress.
Program 1.C: Market-Rate Second Units	Maintain zoning regulations that support the Development of market rate second units in Piedmont neighborhoods.	Ongoing	The City continues to promote market rate units as well as affordable units.
Program 1.D: Data on Second Unit Rents	Use sources such as business tax records, reviews of locally advertised rentals, and direct surveys to track the rents being charged for local second units, and gather other relevant data on second unit occupancy, and use.	2016	Annual mailers are sent to rent restricted units to track units being rented and the amount charged for rent.
Program 1.E: Allowances for Housing in the Commercial Zone	Work with the owners of properties in Zone "D" to facilitate proposals for mixed use development, including new mixed use projects on underutilized commercial sites and the addition of residential units to existing commercial structures.	Ongoing	Staff is currently working on Zoning Code changes and eventually will work on updating the City's Design Guidelines to further facilitate multi-family/mixed use development in Zone D.
Program 1.F: Facilitating Multi-Family Development	Continue to develop and implement incentives to facilitate multi-family development on land zoned for multi-family or commercial uses in Piedmont. The City will also implement recent CEQA exemptions for infill projects so that environmental review costs are reduced for multifamily development.	Ongoing	No new regulations or proposed multi-family projects in 2016, hopes to incorporate guidelines for multi-family and mixed-use projects when Design Guidelines are updated.
Program 2.A: CDBG Funding	Apply for Community Development Block Grant (CDBG) funds for housing maintenance and production on an annual basis, and establish a process for informing the public that such funds are available. If and when such funds are received, a priority should be placed on their use to assist households with incomes less than 30 percent of area median income.	Ongoing	These grants are administered and advertised by Alameda County HCD.
Program 2.B: Preservation of Small Homes	Maintain zoning and design review regulations that protect the existing supply	Ongoing	The City continues to promote Municipal Code section 17.22.4(b) which explicitly indicates its intent to preserve the supply of homes that are 1,800 SF

	<p>of small (less than 1,800 square feet) homes in Piedmont.</p> <p>Explore other incentives to protect small homes, including design awards for exemplary small home improvement projects.</p>		<p>or less.</p>
<p>Program 4.G: Monitoring the Effects of the City Charter</p>	<p>Piedmont's rent-restricted second unit program has been successful in accommodating and achieving the City's share of the regional housing need, including producing housing for very low income households. However, the Charter requires a citywide vote for zoning map changes, which constrains the development of a variety of housing types, particularly high-density multi-family housing. To address this constraint, the City has allowed multi-family density housing in the commercial zone and created new incentives for multi-family uses. This Program supplements these two programs by monitoring and annually evaluating and reporting on the effects of the City Charter on: (a) the cost and supply of housing, particularly multifamily housing and (b) the effectiveness of City strategies to mitigate related impacts. Based on the outcome of the evaluation, the City will adopt strategies to address and mitigate identified constraints.</p>	<p>Annually</p>	<p>Ongoing maintenance</p>

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

Jurisdiction PIEDMONT

Reporting Period 01/01/2016 - 12/31/2016

General Comments:



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# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

Jurisdiction PIEDMONT

Reporting Period 01/01/2017 - 12/31/2017

Pursuant to GC 65400 local governments must provide by April 1 of each year the annual report for the previous calendar year to the legislative body, the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD). By checking the “Final” button and clicking the “Submit” button, you have submitted the housing portion of your annual report to HCD only. Once finalized, the report will no longer be available for editing.

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Governor’s Office of Planning and Research  
P.O. Box 3044  
Sacramento, CA 95812-3044

## ANNUAL ELEMENT PROGRESS REPORT

### Housing Element Implementation

(CCR Title 25 §6202 )

**Jurisdiction** City of Piedmont  
**Reporting Period** 1/01/2017 - 12/31/2017

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

Housing Development Information								Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
125 Hillside Avenue	ADU	R	0	1	0	0	1	1	None	0	Less than 600 s.f.
63 Wildwood Avenue	ADU	R	0	0	1	0	1	1	None	0	Attached, 2-bedrooms
534 Boulevard Way	ADU	R	0	0	1	0	1	1	None	0	Detached
26 Littlewood Drive	ADU	R	1	0	0	0	1	1	None	1	Rent restricted for 10 yrs
45 Highland Avenue	ADU	R	0	0	1	0	1	1	None	0	
14 Scenic Avenue	ADU	R	0	1	0	0	1	1	None	0	Attach 1-bed 300 sf unit
139 Lexford Avenue	SFR	O	0	0	0	1	1	1	None	0	Vacant subdivided lot
(9) Total of Moderate and Above Moderate from Table A3 ▶			0	0	0	0					
(10) Total by income Table A/A3 ▶ ▶			1	2	3	1	7	7			
(11) Total Extremely Low-Income Units*			0								

\* Note: These fields are voluntary

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

**Jurisdiction** PIEDMONT

**Reporting Period** 01/01/2017 - 12/31/2017

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

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

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

\* Note: This field is voluntary

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

Jurisdiction PIEDMONT  
 Reporting Period 01/01/2017 - 12/31/2017

**Table A3**  
**Annual building Activity Report Summary for Above Moderate-Income Units**  
**(not including those units reported on Table A)**

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for <b>Moderate</b>	0	0	0	4	0	4	4
No. of Units Permitted for <b>Above Moderate</b>	1	0	0	0	0		0

\* Note: This field is voluntary

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

Jurisdiction PIEDMONT

Reporting Period 01/01/2017 - 12/31/2017

**Table B**  
**Regional Housing Needs Allocation Progress**  
**Permitted Units Issued by Affordability**

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.												Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level	RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9			
Very Low	Deed Restricted	0	1	2	0	0	0	0	0	0	0	3	21
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Low	Deed Restricted	0	0	0	0	0	0	0	0	0	0	2	12
	Non-Restricted		0	0	2	0	0	0	0	0	0		
Moderate		0	0	0	4	0	0	0	0	0	0	4	11
Above Moderate		0	11	3	1	0	0	0	0	0	-	15	0
Total RHNA by COG. Enter allocation number:		60											
Total Units ▶ ▶ ▶			12	5	7	0	0	0	0	0	0	24	
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													44

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

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

Jurisdiction PIEDMONT

Reporting Period 01/01/2017 - 12/31/2017

**Table C**

**Program Implementation Status**

Program Description (By Housing Element Program Names)	<b>Housing Programs Progress Report - Government Code Section 65583.</b> Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 4H: Health and Safety Code 17021.5 Compliance	Amend the Municipal Code to ensure compliance with the employee housing provisions of California Health and Safety Code 17021.5.	2016	City complies with State law
Program 5.A: Shared Housing Publicity and Media Initiative	Increase awareness of Piedmont's newly modified shared housing regulations, and encourage single seniors and other small households in the City to participate in the program.	2016	The City continues to inform residents on the regulations for renting rooms.
Program 5.B: Shared Housing Matching Services	Consider participating in ECHO Housing's shared housing program as a way to improve housing opportunities for lower income seniors and extremely low income households.	2016	The City refers residents to ECHO's services when requested or the opportunity is brought to our attention.
Program 5.C: Allowances for Temporary Home Improvements	Allow Planning and Building Code exceptions for certain temporary home improvements which help Piedmont	Ongoing	City Code Division 17.76 allows for reasonable accomodation to provide individuals with disabilities accomodation in regulations and procedures.

	seniors remain in their homes as their physical capabilities change.		
Program 5.D: Assistance to Nonprofit Developers	Provide assistance to nonprofit entities interested in developing housing for low and moderate income Piedmont residents, including the elderly and others with special needs.	Ongoing	The City has not yet had any requests from non-profit developers but is ready to provide assistance when applicable.
Program 5.E: Accommodations for Disabled Persons	Provide access to printed and web-based information which describe the procedures for making a Piedmont home "barrier free".	2015	The City has not yet had any requests for this information but is willing to provide resources when needed.
Program 5.F: Housing Support for Families in Crisis	Support public and non-profit agencies in Alameda County which provide food and shelter for families in crisis.	Ongoing	Piedmont continues to provide financial assistance to Alameda County to fund countywide programs. The City stays apprised of homelessness issues, works with homeless service providers, and will offer referrals for any Piedmont resident faced with the risk of homelessness.
Program 5.G: EveryOne Home	Participate in the Alameda County EveryOne Home Program, a Countywide planning effort to increase housing opportunities for extremely low income and disabled persons and strengthen the services the County provides to the homeless.	Ongoing	A count of sheltered and un-sheltered homeless individuals was conducted in January 2017. Piedmont City planning staff participated in the survey of un-sheltered homeless individuals.
Program 5.H: Faith Community Participation	Work with the local faith community to serve residents in need within Piedmont and the greater East Bay, and to identify potential partners for meeting local extremely low income housing needs.	Ongoing	Implemented on an-going basis. Local houses of worship continue to provide volunteer-run services (food drives, etc.) for lower income persons.
Program 2.D Condominium Conversions	Maintain the existing requirement that the removal of any multi-family rental apartment must be matched by the creation of a new rental apartment elsewhere in the city.	Ongoing	Included in our Municipal Code (19.63 C) Have not yet had any requests from property owners to go through this process.
Program 2.E: Update of Design Guidelines	Update the 1988 City of Piedmont Residential Design Guidelines, consistent with Action 28.E of the Piedmont General Plan. The update process should include public input, which should be facilitated by one or more Planning Commission study sessions.	2015-2016	Updates to the Design Guidelines did not yet occur in 2017 but are expected in the upcoming years. Design Guidelines and policies were compiled into an Interim Design Guidelines document in March of 2017.



<p>Program 3.A: Second Unit Ordinance Assessment and Revisions</p>	<p>Within three years of Housing Element adoption, complete an assessment of Piedmont's Second Unit regulations, with a focus on the incentives that are being used to promote rent-restricted units and the steps that can be taken to increase second unit production and occupancy rates.</p>	<p>2017</p>	<p>The Second Unit Ordinance was amended and re-written as a new Accessory Dwelling Unit (ADU) Ordinance in 2017. The ADU Ordinance is consistent with State law.</p>
<p>Program 3.B: Affordable Second Unit Public Information Campaign</p>	<p>Initiate a public information and education campaign about second units, including definitions, regulations for their use, opportunities for their construction, and the various incentives offered by the City to create rent-restricted units. The campaign should add a "human interest" dimension by focusing on the stories of actual second unit owners and tenants in Piedmont.</p>	<p>2015</p>	<p>The City continues to provide information on accessory dwelling units (previously called second unit permits) to the public. Information about accessory dwelling units, including a FAQ section has been added to the City Website.</p>
<p>Program 3C: Monitoring Affordable Second Unit Opportunities</p>	<p>Monitor the supply of unintended second units, illegal or suspected second units, and vacant second units. A confidential data base listing the addresses of such units shall be maintained for administrative purposes. Recognize the potential for such properties to help meet the City's affordable housing needs, and take proactive steps to realize this potential in the coming years.</p>	<p>Ongoing</p>	<p>The City implements this program on an on-going basis, and continues to review all planning and building proposals to determine the presence of "unintended" units on Piedmont properties. Staff talks to property owners about registering these as second units, so that they are rentable, rather than keeping them as only personal or guest quarters.</p>
<p>Program 3D: Monitoring Additional Second Unit Development Opportunities</p>	<p>Monitor potential opportunities for second units within new homes and on existing homes located on larger lots that are conducive to second unit creation.</p>	<p>Ongoing</p>	<p>Ongoing, the City promotes the creation of second units at the counter when we recognize an opportunity. Piedmont's floor area limits for new residences are relaxed when the construction of a new residence includes a new accessory dwelling unit.</p>
<p>3E. Incentives for Renewal of Expiring Rent Restrictions</p>	<p>Develop incentives for the owners of rent-restricted second units to renew the affordability restrictions for their units upon expiration of the 10-year deed restriction.</p>	<p>2017</p>	<p>The City will need to address expiring incentives in 2018. This is much more difficult with changes to Government Code Section 65852.2 as a result of AB2299 and SB1069.</p>

Program 4.A: Media Strategy	Prepare printed brochures and web-based materials which inform residents about the planning and building processes in Piedmont.	Ongoing	City regularly updates and improves its paper handouts and website to describe current requirements and respond to "FAQs".
Program 4.B: Home Improvement Seminars	Conduct City-sponsored meetings, programs, and seminars which inform residents on home improvement and maintenance practices in Piedmont.	Ongoing	No seminars have been held since 2010 due to lack of funding and staff resources.
Program 4.C: Building Code Updates and Ongoing Enforcement	Continue to implement the California Building Code of Regulations, as locally amended. Update or amend the codes as state requirements change, and as conditions in Piedmont warrant.	Ongoing	This action is implemented on an ongoing basis and continues to be relevant.
Program 4.D: Fee Review	Review all planning and building fees to be sure that they cover required costs but are not more than is necessary to provide the required City services.	Ongoing	Planning Department fees were addressed, increased, and went into effect July 1, 2017.
Program 4.E: Temporary Staff Additions	Add contract staff as needed to ensure prompt processing of all applications.	Ongoing	Standard operating procedure.
Program 4.F: Capital Improvement Plan Updates	Annually update the Capital Improvements Plan to ensure that municipal systems are kept in good condition.	Ongoing	The City has a CIP committee that advises on priority projects.
Program 5.I: Second Units for Extremely Low Income Households	Maintain an inventory of second units that are available at rents that are affordable to extremely low income households. Explore ways to expand this inventory and encourage the development of additional extremely low income second units through the City's affordable second unit program and other means.	Ongoing	The City's Accessory Dwelling Unit (ADU) Ordinance is consistent with state laws that took effect in 2017 / 2018. The City will need to address new incentives in 2018. This is more difficult with changes to Government Code Section 65852.2 as a result of AB2299 and SB1069. The City can no longer use exceptions to the parking requirements for accessory dwelling units as incentives for rent restrictions. The City continues to use exceptions to the floor area limits for ADUs (800 s.f.) as an incentive for rent restrictions (rents affordable to households earning low incomes and very low incomes).
Program 5.J: Housing for Extremely Low Income Families	Develop incentives to meet the needs of Piedmont's extremely low income households potentially including modified development standards for new multi-family buildings that include units for extremely low income families.	2016	The City will need to address new incentives in 2018. This is more difficult with changes to Government Code Section 65852.2 as a result of AB2299 and SB1069.

Program 5.K: Developmentally Disabled Residents	Coordinate with the Regional Center for the East Bay, the East Bay Housing Consortium, and other organizations to better respond to the housing needs of developmentally disabled Piedmont residents and ensure that sufficient resources exist within and around the community to meet these needs.	Ongoing	Ongoing
Program 6.A: Title 24	Continue to enforce Title 24 requirements for energy conservation	Ongoing	Standard practice
Program 6.B: Green Housing	Explore ways to encourage and incentivize greener residential construction.	Ongoing	The City follows the California Green Building Code. Building Permits for residential solar energy systems are expedited with a flat fee. City participates in Energy Upgrade California and PACE programs.
Program 6.C: Renewable Energy Funding Assistance	Participate in Energy Upgrade California or equivalent programs which assist homeowners with renewable energy and energy efficiency improvements on their property.	Ongoing	City continues to participate in Energy Upgrade California and PACE programs. Building Permits for residential solar energy systems are expedited with a flat fee.
Program 6.D: Financial Assistance	Promote the use of programs which reduce residential energy costs.	Ongoing	City advertises energy reduction programs as a part of the Climate Action Plan. Building Permits for residential solar energy systems are expedited with a flat fee. City participates in Energy Upgrade California and PACE programs.
Program 2.C Use of Original Materials and Construction Methods	Maintain Planning and Building standards which allow the use of original materials and construction methods in home remodeling.	Ongoing	Because of the California Green Building Code and the City's Construction and Demolition regulations, property owners are incentivized to reuse or up-cycle materials in order to meet diversion requirements.
Program 7.A: Public Information	Provide printed information on fair housing laws at City Hall and web based information on the City's website.	Ongoing	Ongoing program
Program 7.B: Fair Housing Referrals	Continue the City's referral arrangement with ECHO Housing on fair housing issues and discrimination complaints.	Ongoing	Ongoing program
Program 1.A Vacant Land Inventory	Prepare a regular update of the City's vacant land inventory, indicating the status and availability of each site in Table 4-2 for potential development.	2015, ongoing	Ongoing maintenance
Program 1.B: Redevelopment of the former PG&E Site	Support the redevelopment of the former	Ongoing	Permit Issued in 2015 to construct 7 new townhomes. Construction in

	PG&E site on Linda Avenue with housing developed at the maximum density permitted by zoning.		progress.
Program 1.C: Market-Rate Second Units	Maintain zoning regulations that support the Development of market rate second units in Piedmont neighborhoods.	Ongoing	The City continues to promote market rate units as well as affordable units.
Program 1.D: Data on Second Unit Rents	Use sources such as business tax records, reviews of locally advertised rentals, and direct surveys to track the rents being charged for local second units, and gather other relevant data on second unit occupancy, and use.	2016	Annual mailers are sent to rent-restricted units to track units being rented and the amount charged for rent.
Program 1.E: Allowances for Housing in the Commercial Zone	Work with the owners of properties in Zone "D" to facilitate proposals for mixed use development, including new mixed use projects on underutilized commercial sites and the addition of residential units to existing commercial structures.	Ongoing	In 2017, the City Council adopted Zoning Code amendments for the commercial zone on Grand Avenue and Highland Avenue. Changes clarified existing standards, removed conflicting standards, and relaxed lot coverage, parking, and other standards. Staff will work on updating the City's Design Guidelines to further facilitate multi-family/mixed use development in Zone D in 2018.
Program 1.F: Facilitating Multi-Family Development	Continue to develop and implement incentives to facilitate multi-family development on land zoned for multi-family or commercial uses in Piedmont. The City will also implement recent CEQA exemptions for infill projects so that environmental review costs are reduced for multifamily development.	Ongoing	No proposed multi-family projects in 2017. The City hopes to incorporate guidelines for multi-family and mixed-use projects when Design Guidelines are updated in 2018.
Program 2.A: CDBG Funding	Apply for Community Development Block Grant (CDBG) funds for housing maintenance and production on an annual basis, and establish a process for informing the public that such funds are available. If and when such funds are received, a priority should be placed on their use to assist households with incomes less than 30 percent of area median income.	Ongoing	These grants are administered and advertised by Alameda County HCD.
Program 2.B: Preservation of Small Homes	Maintain zoning and design review regulations that protect the existing supply	Ongoing	The City continues to promote Municipal Code section 17.02.010.B which explicitly indicates its intent to preserve the supply of small homes.

	<p>of small (less than 1,800 square feet) homes in Piedmont.</p> <p>Explore other incentives to protect small homes, including design awards for exemplary small home improvement projects.</p>		
<p>Program 4.G: Monitoring the Effects of the City Charter</p>	<p>Piedmont's rent-restricted second unit program has been successful in accommodating and achieving the City's share of the regional housing need, including producing housing for very low income households. However, the Charter requires a citywide vote for zoning map changes, which constrains the development of a variety of housing types, particularly high-density multi-family housing. To address this constraint, the City has allowed multi-family density housing in the commercial zone and created new incentives for multi-family uses. This Program supplements these two programs by monitoring and annually evaluating and reporting on the effects of the City Charter on: (a) the cost and supply of housing, particularly multifamily housing and (b) the effectiveness of City strategies to mitigate related impacts. Based on the outcome of the evaluation, the City will adopt strategies to address and mitigate identified constraints.</p>	<p>Annually</p>	<p>Ongoing maintenance</p>

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

Jurisdiction PIEDMONT

Reporting Period 01/01/2017 - 12/31/2017

General Comments:

