



DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

HOUSING ELEMENT ANNUAL PROGRESS REPORT (APR) INSTRUCTIONS

INTRODUCTION

Note: Some instructions and definitions can be found in the column headers of the tables. (Cells with red markers)

Government Code section 65400 requires that each city, county, or city and county, including charter cities, prepare an annual progress report (APR) on the status of the housing element of its general plan and progress in its implementation, using forms and definitions adopted by the Department of Housing and Community Development (HCD). The following form is to be used for satisfying the reporting requirements of Government Code section 65400, subdivision (a)(2).

These forms and instructions, originally adopted March 27, 2010, have been updated to incorporate new APR requirements pursuant to Chapter 374, Statutes of 2017 (Assembly Bill 879); Chapter 366, Statutes of 2017 (Senate Bill 35); and Chapter 664, Statutes of 2019 (Assembly Bill 1486).

How to submit the Housing Element Annual Progress Report (APR)

The APR must be submitted to the Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year using the forms and tables specified by HCD. The APR provides information for the previous calendar year and must be submitted separately to both HCD and OPR (Gov. Code, § 65400.). There are two methods available for submitting APRs:

1. Online Annual Progress Reporting System - This allows jurisdictions to upload directly into HCD's database, limiting the risk of errors. To use the online system, email APR@hcd.ca.gov, and request login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*
2. Email - Jurisdictions complete the Excel APR forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. When using the email method, send the electronic version as an Excel workbook attachment. Do not send a scanned copy of the tables. In addition to submitting Housing Element APRs, jurisdictions must also submit General Plan Annual Progress Reports to both HCD and OPR. Please email these documents to APR@hcd.ca.gov and opr.apr@opr.ca.gov.

NOTE: When submitting successor entity reporting data as required pursuant to California Health and Safety Code 34176.1, the data must be identified as an addendum to the APR and emailed to APR@hcd.ca.gov concurrently with the APR submittal. When using the online system, this report should be sent separately to the APR email box to satisfy the Government Code section 65400 reporting requirement.

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DEFINITIONS

1. "Above moderate income" means households earning more than 120 percent of area median income.

2. "Annual Progress Report (APR)" means the housing element annual progress report required by Government Code section 65400 and due to HCD by April 1 of each year reporting on the prior calendar year's activities.

3. "Application submitted" means an application submittal that has been determined complete by the jurisdiction.

4. "Area Median Income (AMI)" means the median household income based on household size of a geographic area of the state, as annually updated by the California Department of Housing and Community Development (HCD), pursuant to Health and Safety Code section 50093.

5. "Certificate of occupancy date" is the date(s) the certificate(s) of occupancy, or other evidence of readiness for occupancy (e.g., final inspection, notice of completion), was/were issued.

6. "Committed Assistance" is when a local government has entered into a legally enforceable agreement within a specific

7. "Completed Entitlement" means a housing development or project which has received all the required land use approvals or entitlements necessary for the issuance of a building permit. This means that there is no additional action required to be eligible

8. "Density Bonus" as defined in Government Code section 65915.

9. "Extremely low-income" means a household earning less than 30 percent of area median income pursuant to Health and Safety Code, section 50105.

10. "Infill housing unit" is defined as being a unit located within an urbanized area or within an urban cluster on a site that has been previously developed for urban uses, or a vacant site where the properties adjoining at least two sides of the project site are, or previously have been, developed for urban uses. For the purposes of this definition, an urbanized area or an urban cluster is as defined by the United States Census Bureau.

11. "Locality" or "local government" means a city, including a charter city, a county, including a charter county, or a city and county, including a charter city and county.

12. "Lower-income or Low-Income" means a household earning less than 80 percent of area median income pursuant to Health and Safety Code, section 50079.5.

13. "Moderate income" means households whose income does not exceed 120 percent of area median income pursuant to Health and Safety Code, section 50093.

14. "Permitted units" mean units for which building permits for new housing construction have been issued by the local government during the reporting calendar year. For this purpose, "new housing unit" means housing units as defined by the Department of Finance for inclusion in the Department of Finance's annual "E-5 City/County Population and Housing Estimates" report, which is the same as the Census definition of a housing unit.

Note: Accessory dwelling units (ADU) and junior accessory dwelling units (JADU) pursuant to Government Code sections 65852.2 and 65852.22 meet the definition above.

15. "Production report" or "Annual Progress Report (APR)" means the information reported pursuant to subparagraph (D) of paragraph (2) of subdivision (a) of Section 65400 of Government Code.

16. "Project" or "Development" refers to a housing related activity where new construction of a unit(s) is proposed or has had a building permit and/or certificate of occupancy issued during the reporting calendar year. This may include single family, mixed use, multifamily, accessory dwelling unit, or any other developments where housing units, as defined by the U.S. Census Bureau and the California Department of Finance, are a component of the project.

17. "Realistic Capacity" means an estimate of the number of units that can be accommodated on each site in the inventory. The estimate must include adjustments to reflect land use controls and site improvement requirements but may rely on established minimum density standards.

18. "Reporting period" means the prior calendar year's activities for the housing element annual progress report required by Government Code section 65400 and due to HCD by April 1 of each year and utilized to create the determination for which locality is subject to the Streamlined Ministerial Approval (SB35 Streamlining) Provisions.

19. "RHNA" means the local government's share of the regional housing need allocation pursuant to Government Code section 65584 et seq.

20. Unit Category: type of units that are classified under the following categories:

- **Single Family-Detached Unit (SFD)**- a one-unit structure with open space on all four sides. The unit often possesses an attached garage.

- **Single Family-Attached Unit (SFA)**- a one-unit structure attached to another unit by a common wall, commonly referred to as a townhouse, half-plex, or row house. The shared wall or walls extend from the foundation to the roof with adjoining units to form a property line. Each unit has individual heating and plumbing systems.
 - **2-, 3-, and 4-Plex Units per Structure (2-4)**- a structure containing two, three, or four units and not classified as single-unit attached structure.
 - **5 or More Units per Structure (5+)**- a structure containing five or more housing units.
 - **Accessory Dwelling Unit (ADU)** - means a unit that is attached, detached or located within the living area of the existing dwelling or residential dwelling unit which provides complete independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel on which the single-family dwelling is situated pursuant to Government Code section 65852.2. An ADU also includes the following: an efficiency unit, as defined in Section 17958.1 of the Health and Safety Code or a manufactured home, as defined in Section 18007 of the Health and Safety Code.
 - **Mobile Home Unit/Manufactured Home** – a one-unit structure that was originally constructed to be towed on its own chassis. *Please note: Spaces in a mobile home park can be counted towards RHNA, if the spaces counted are new hook-ups/spaces rather than new mobile home park residents moving onto existing lots.*
21. “Very low-income” means households earning less than 50 percent of area median income pursuant to Health and Safety Code, section 50105.

AUTHORITY CITED: Government Code section 65400.

FORM INSTRUCTIONS GENERAL INFORMATION

Fields in gray auto-populate. No data entry is needed.

Some of the cells are locked to ensure data can be automatically uploaded to the online system.

Tables A and A2 of the worksheet are currently configured to accept up to 1,000 lines of data. Insert rows if needed.

Projects are now tracked at all stages of development, from initial application to final certificate of occupancy.

All dates must be entered as month/date/year (e.g., 6/1/2018).

The form works best with macros enabled in Excel.

Begin with the “Start Here” tab, as previous years’ information will pre-populate in Table B after the jurisdiction’s name is entered.

START HERE

Enter general contact and report information in the “Start Here” tab.

It is important to start with this worksheet because the answers entered will affect how information is displayed (e.g. permit numbers from prior years are pre-populated when jurisdiction’s name is entered).

Information to enter includes:

- City or County name
- Reporting calendar year (e.g., 2019). *Please note: The reporting year will always be from January 1 – December 31 of the previous year.*
- Contact person
- Title
- Email
- Phone
- Mailing address

This sheet includes instructions regarding submitting the Housing Element APR to HCD and OPR.

TABLE A Housing Development Applications Submitted

Only include data on housing units and developments for which an application was submitted (and deemed complete) between January 1st and December 31st of the reporting year identified on the “Start Here” tab. In table A, an “application” is a formal submittal of a project for approval. This application is either an application for a discretionary entitlement, or where only a ministerial process is required (e.g., zoned by right), the application for a building permit.

Project Identifier: Include the Current Assessor Parcel Number (APN) and street address. The Prior APN, Project Name and Local Jurisdiction Tracking ID are optional.

- Prior APN – Enter an APN previously associated with the parcel, if applicable (optional field).
- Current APN – Enter the current available APN. If necessary, enter additional APNs in the notes section field number 10.
- Street Address – Enter the number and name of street.
- Project Name – Enter the project name, if available (optional field).
- Local Jurisdiction Tracking ID – This may be the permit number or other identifier (optional field).

2. Unit Types: Each development should be categorized by one of the following codes. Refer to “Unit Category” in the Definitions section for additional descriptions. Use the drop-down menu to select one of the following options:

- SFA (single-family attached unit)
- SFD (single-family detached unit)
- 2-4 (two- to four-unit structures)
- 5+ (five or more unit structure, multifamily)
- ADU (accessory dwelling unit)
- MH (mobile home/manufactured home)

3. Tenure: Identify whether the units within the development project are either proposed or planned at initial occupancy for either renters or owners. Use the drop-down menu to select one of the following options:

- Renter occupant (R) or
- Owner occupant (O)

4. Date Application Submitted: Enter the date the housing development application was determined complete by the local government (refer to “application submitted” under definitions). Enter date as month/day/year (e.g., 6/1/2018).

5. Proposed Units Affordability by Household Incomes: For each development, list the number of units proposed in the application by affordability level and whether the units are deed restricted or non-deed restricted. Refer to the Definitions section for additional descriptions:

Very low-income households: 0-50% AMI

Low-income households: 50-80% AMI

Moderate-income households: 80-120% AMI

Above-moderate households: above 120%

[To verify income levels, refer to the income limit charts on HCD’s website at <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>](http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml) (see section for Official State Income Limits).

6. Total Proposed Units by Project: This field auto-populates with the total number of units proposed, as entered in #5 (total of deed restricted & non-deed restricted units for Very Low-, Low-, Moderate- and Above Moderate- income households).

7. Total Approved Units by Project: Enter the number of units that the jurisdiction approved for this project application.

8. Total Disapproved Units by Project (auto-populated, can be overwritten). This field will subtract “Total Approved Units by Project” from “Total Proposed Units by Project” *Note: This field is auto-populated, but can be overwritten.*

9. Was “Application Submitted” pursuant to Government Code section 65913.4, subdivision (b) (Streamlined Ministerial Approval Process (SB 35 Streamlining))? Use the drop-down menu to select one of the following options:

- No
- Yes – But no action taken
- Yes – Approved

- Yes – Denied

10. Notes: Use this field to enter any applicable notes about the project or development. Completion of this field is optional.

TABLE A2

Annual Building Activity Report Summary – New Construction, Entitled, Permits and Completed Units

Fields 1 through 15 Housing Development Information

This table requires information for very low, low, moderate and above moderate income housing affordability categories and for mixed-income projects. Include data on net new housing units and developments that have received any one of the following:

- An entitlement
- A building permit
- A certificate of occupancy or other form of readiness that was issued during the reporting year.

Please note: Only building permits are used for the purposes of determining progress towards RHNA (fields 7, 8 and 9 of this table, described below).

New housing units: For the APR, “new housing unit” means housing units as defined by the Department of Finance for inclusion in the Department of Finance’s annual “E-5 City/County Population and Housing Estimates” report, which is the same as the census definition of a housing unit.

Development activity spanning multiple years: It is highly likely that the same project will be reported in multiple years of APRs. For example, a project should be listed in three separate APRs if it is entitled in one year, receives the building permit next year, and the certificate of occupancy in the year following.

In scenarios where development activity spans multiple years, the jurisdiction should only report activity that occurred within the reporting year. For example, if a project received building permits in 2018, but received entitlements in 2017, the 2018 APR should only report the building permit information (fields 7, 8 and 9), and not include entitlement information (fields 4, 5 and 6).

Separate living quarters: A house, an apartment, a mobile home, a group of rooms, or a single room occupied as separate living quarters, or if vacant, intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants live separately from any other individuals in the building and which have direct access from outside the building or through a common hall. For vacant units, the criteria of separateness and direct access are applied to the intended occupants whenever possible.

Please note: Group quarters facilities, such as dormitories, bunkhouses, and barracks cannot be counted as housing units, but student housing that is set up as separate living quarters per the census definition can be counted. This type of student housing must be counted per unit, and not on a bedroom or per person basis.

Net new units: If a building is being demolished to build the new units, the APR should report net new units. For example, if 10 units are being demolished on a site to build a 100-unit building, the APR should report 90 new units. In the case of new construction where fewer units are being built than were there previously, do not report negative permits. For example, if 10 units are being torn down on a site to build 5 units, this would not count as any new units on the APR and should not be reported as a negative number.

To assist in reporting demolished/destroyed units, refer to section number 20 below (Table A2, column 20).

All new unit information is to be listed in the following fields:

Fields 1 through 3 – Project Identifier and Unit Types

1. Project Identifier: Include the Current Assessor Parcel Number (APN) and street address. The prior APN, project name or local jurisdiction tracking ID are optional.

- Prior APN – Enter an APN previously associated with the parcel, if applicable (optional field).
- Current APN – Enter the current available APN. This field allows a maximum of 40 characters. If necessary enter additional APNs in the notes section field number 21.
- Street Address – Enter the number and name of street.
- Project Name – Enter the project name, if available (optional field).
- Local Jurisdiction Tracking ID – This may be the permit number or other identifier (optional field).

2. Unit Category Codes: Each development should be categorized by one of the following codes: Refer to “Unit Category” in the Definitions section for additional descriptions. Use the drop-down menu to select one of the following options:

- SFA (single-family attached unit)

- SFD (single-family detached unit)
- 2-4 (two- to four-unit structures)
- 5+ (five or more unit structure, multifamily)
- ADU (accessory dwelling unit)
- MH (mobile home/manufactured home)

3. Tenure: Identify whether the units within the development project are either proposed or planned at initial occupancy for either renters or owners. Use the drop-down menu to select one of the following options:

- Renter occupant (R) or
- Owner occupant (O)

Fields 4 through 6 – Completed Entitlement

4. Affordability by Household Income – Completed Entitlement: For each development, list the number of units that have been issued a completed entitlement during the reporting year by affordability level and whether the units are deed restricted or non-deed restricted. Refer to the Definitions section for additional descriptions:

- Very low-income households: 0-50% AMI
- Low-income households: 50-80% AMI
- Moderate-income households: 80-120% AMI
- Above-moderate households: above 120%

[To verify income levels, refer to the income limit charts on HCDs website at http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml](http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml) (see section for Official State Income Limits).

5. Entitlement Date Approved: Enter the date within the reporting year that all required land use approvals or entitlements were issued by the jurisdiction; leave blank if entitlement was approved outside the reporting year. Enter date as month/day/year (e.g., 6/1/2018). Refer to definition of “Completed Entitlement.”

6. # of Units Issued Entitlements: This is an auto-populated field. This field reflects the total number of units that were entitled for very-low, low, moderate, and above moderate income, as entered in field 4 on this table.

Fields 7 through 9 – Building Permit

7. Affordability by Household Income – Building Permits: For each development, list the number of units that have been issued a building permit during the reporting year by affordability level and whether the units are deed restricted or non-deed restricted. Refer to the Definitions section for additional descriptions:

- Very low-income households: 0-50% AMI
- Low-income households: 50-80% AMI
- Moderate-income households: 80-120% AMI
- Above-moderate households: above 120%

[To verify income levels, refer to the income limit charts on HCDs website at http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml](http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml) (see section for Official State Income Limits).

8. Building Permits Date Issued: Enter the date within the reporting year that the building permit was issued by the jurisdiction; leave blank if building permit was issued outside the reporting year. Enter date as month/day/year (e.g., 6/1/2018). Refer to definition of “Permitted Units.”

9. # of Units Issued Building Permits: This is an auto-populated field. This field will sum units that were permitted for very-low, low, moderate, and above moderate income, as entered in field 7 on this table.

Fields 10 through 12 – Certificates of Occupancy

10. Affordability by Household Income – Certificates of Occupancy: For each development, list the number of units that issued certificates of occupancy or other form of readiness (e.g., final inspection, notice of completion) during the reporting year by affordability level and whether the units are deed restricted or non-deed restricted. Refer to the Definitions section for additional descriptions:

- Very low-income households: 0-50% AMI
- Low-income households: 50-80% AMI
- Moderate-income households: 80-120% AMI
- Above-moderate households: above 120%

[To verify income levels, refer to the income limit charts on HCDs website at http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml](http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml) (see section for Official State Income Limits).

11. Certificates of Occupancy (or other forms of Readiness) Date Issued: Enter the date the certificate of occupancy or other form of readiness (e.g., final inspection, notice of completion) was issued for the project. For most jurisdictions, this is the final step before residents can occupy the unit. Leave blank if certificate of occupancy was not issued in the reporting year. Enter date as month/day/year (e.g., 6/1/2018).

12. # of Units Issued Certificates of Occupancy or other forms of Readiness: This is an auto-populated field. This field will sum units that were issued a certificate of occupancy for very-low, low, moderate, and above moderate income, as entered in field 10 on this table.

13. How many of the Units were Extremely-Low Income Units (Optional): To gain a greater understanding of the level of building activity to meet the needs of extremely low-income households in the state, HCD asks that you estimate, to the extent possible, the number of units affordable to extremely-low income households. This number will be a subset of the number of units affordable to very low-income households, as indicated in fields 4, 7 and 10 above. *Please note: The number entered in the very low section will not be reduced by the number entered here. Although completion of this field is optional, your input would be greatly appreciated.*

14. Was Project approved using Government Code section 65913.4, subdivision (b) (Streamlined Ministerial Approval Process (SB 35 Streamlining))? Use the drop-down menu to select one of the following options:

- “Y” if jurisdiction approved the project application pursuant to the streamlined ministerial approval process (SB 35 Streamlining).
- “N” for all other situations.

15. Are these infill units? To gain a greater understanding of the level of infill housing activity in the state, HCD asks that you clarify if the housing units reported are infill by selecting “Yes” or “No.” Although completion of this field is optional, your input would be greatly appreciated. See Definitions section for “infill housing units” definition.

Fields 16 through 18: Please note, if any units are reported as very-low, low, or moderate income in fields 4, 7 or 10 then information in fields 16, 17 and/or 18 must be completed to demonstrate affordability. In the absence of justification that the unit is affordable to a very- low, low, and moderate income household, the unit must be counted as above-moderate income.

Fields 16 and 17 Housing with Financial Assistance and/or Deed Restrictions

For all housing units developed or approved with public financial assistance and/or have recorded affordability deed restriction or covenants, identify funding sources and/or mechanisms that enable units to be affordable.

16. Assistance Programs Used for Each Development: Enter information here if units received financial assistance from the city or county and/or other subsidy sources, have affordability restrictions or covenants, and/or recapture of public funds upon resale.

Use the drop-down menu to select the acronym of the applicable funding program(s), as listed below. To select more than one funding source click once then select the cell again and click another source.

- Acq/Rehab: CalHFA Acquisition/Rehab Loan Program
- AHP: Affordable Housing Program - Fed Home Loan
- AHSC: Affordable Housing and Sustainable Communities
- CalHOME: CalHOME
- CDBG: Community Development Block Grant
- CDLAC: CDLAC Bonds (CA Debt Limit Allocation Committee)
- CESH: CA Emergency Solutions & Housing
- ESG: Emergency Solutions Grant
- GSAF: Golden State Acquisition Fund
- HOME: Housing Investment Partnership Program
- HOPWA: Housing Opportunities for Persons with AIDS
- IIG: Infill Infrastructure Grant
- LHTF: Local Housing Trust Funds
- LIHTC: CTCAC/Low Income Housing Tax Credits
- MHP: Multifamily Housing Program - HCD
- MHSA: Mental Health Services Act Funding
- MPRROP: Mobilehome Park Rehab & Resident Ownership Program
- MRB: Mortgage Revenue Bonds
- MyHOME: MyHome Down Payment Assistance
- NHTF: National Housing Trust Fund
- NPLH: No Place Like Home
- PBS8: Section 8 Project-Based Rental Assistance
- PDLP: Predevelopment Loan Program
- RAD: Rental Assistance Demonstration Program
- RDA: Redevelopment Agency or Successor Agency Funds
- Sec 202: HUD Section 202 Housing for the Elderly

- Sec 811: Section 811 Project Rental Assistance
- SERNA: Joe Serna Jr Farmworker Housing Program
- SHMHP: Supportive Housing MHP
- SNHP: Special Needs Housing Program - CalHFA
- TOD: Transit Oriented Development Program
- USDA: USDA Rural Development Housing Programs
- VHHP: Veterans Housing and Homeless Prevention Program
- Other: Describe in Notes

17. Deed Restriction Type: Enter information here if units in the project are considered affordable to very-low, low, and/or moderate income households due to a local program or policy, such as an inclusionary housing ordinance, regulatory agreement, or a density bonus. This field should not be used to enter the number of deed restricted units. Identify the mechanism used to restrict occupancy based on affordability to produce “deed restricted” units. Use the drop-down menu to select one of the following options

- “INC” if the units were approved pursuant to a local inclusionary housing ordinance.
- “DB” if the units were approved using a density bonus.
- “Other” for any other mechanism. Describe the source in notes section number 21.

18. Housing without Financial Assistance or Deed Restrictions: Enter information here if the units are affordable to very-low, low and moderate income households without financial assistance and/or deed restrictions. In these cases, affordability must be demonstrated by proposed sales price or rents.

- Sales prices and rents must meet the definition of affordable as defined in Health and Safety Code Section 50052.5 for owner-occupied units or Health and Safety Code section 50053 for renter-occupied units.
- Describe how the newly constructed rental or ownership housing units were determined to be affordable to very- low, low, and moderate income households without either public subsidies or restrictive covenants. This may be based on various methods considering sales prices or rents relative to the income levels of households such as through a survey of comparable units in the area that show the unit would be affordable to very-low, low, or moderate income households.
 - The jurisdiction can consider comparable rental prices or new sales prices (actual or anticipated). The jurisdiction should consider costs for renters (i.e., 30% of household income for rent and utilities) or owners (e.g., 30% of household income for principal, interest, taxes, insurance and utilities, pursuant to Title 25 CCR Section 6920)
 - In the absence of justification that the unit is affordable to a very- low, low, and moderate income household, the unit must be counted as above-moderate income.

19. Term of Affordability or Deed Restriction: If units have committed financial assistance and/or are deed restricted, enter the duration of the affordability or deed restriction. If units are affordable in perpetuity, enter 1,000. If multiple funding sources or deed restrictions on the development have different terms of affordability, please enter the longest term of affordability. Although completion of this field is optional, your input would be greatly appreciated.

20. Demolished/Destroyed Units: This section is to report if the project and associated APN, has a permit, entitlement or certificate of occupancy in the reporting year, and the APN previously had demolished or destroyed units.

- Enter the “Number of Demolished or Destroyed Units” in the reporting calendar year.
- From the drop down menu select “demolished” if the units were torn down. Select “Destroyed” if the units were lost due to fire or other natural disaster.
- From the drop down menu “Demolished/Destroyed Units Owner or Renter” select “R” for renter or “O” for owner.

21. Notes: Use this field to enter any applicable notes about the project or development.

TABLE B

Regional Housing Needs Allocation Progress – Permitted Units Issued By Affordability

Table B is a summary of prior permitting activity in the current planning cycle, including permitting activity for the calendar year being reported. To assist jurisdictions in completing this form, HCD has pre-filled permit data as reported to HCD on prior APRs. Past unit information will auto-populate when the jurisdiction’s name in the general information section of the “Start Here” tab is entered. Current year permitted units will auto-populate from data reported in table A2. If permit activity for current year is inaccurate, jurisdictions should make adjustments on field number 7, Affordability by Household Income – Building Permits in table A2.

[Please contact HCD at APR@hcd.ca.gov](mailto:APR@hcd.ca.gov) if data from previous years does not populate or if different than the information supplied in Table B. Any changes made by localities to previous years' data in Table B will not update prior APR records maintained by HCD.

Table B reports the number of units for which permits were issued to demonstrate progress in meeting the jurisdiction's share of regional housing need for the planning period.

- 1. Regional Housing Needs Allocation by Income Level:** Lists the jurisdiction's assigned RHNA for the planning cycle by income group. This field will be auto-populated once the jurisdiction's name is entered in the "Start Here" tab.
- 2. Year:** Lists the building permit data for each year of the RHNA planning cycle beginning in the first year and ending with the data from the current reporting year which can be found in Table A2.
- 3. Total Units to Date (all years):** Totals the number of units permitted in each income category.
- 4. Total Remaining RHNA by Income Level:** This field uses the information from the "Total Units to Date" category and deducts the units by income category from the jurisdiction's assigned RHNA number. Note: The total units remaining to meet the RHNA allocation is in the bottom right hand corner.

TABLE C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need

Please note: This table should only be filled out when a city or county identified an Unaccommodated Need of sites from the previous planning period Government Code section 65584.09, has Shortfall of Sites as identified in the housing element Government Code section 65583, subdivision (c)(1); or is identifying additional sites required by No Net Loss law pursuant to Government Code section 65863. The data in this inventory serves as an addendum to the housing element sites inventory. This table should not include rezoning for a specific project.

- 1. Project Identifier:** Include the Assessor Parcel Number (APN) and street address. The project name and local jurisdiction tracking ID are optional.
- 2. Date of Rezone:** If rezone was required, identify the date the rezone occurred. Enter date as month/day/year (e.g., 6/1/2018).
- 3. RHNA Shortfall by Household Income:** For each development or site, list the number of units that are affordable to the following income levels (refer to Definitions section for more detail):
 - Very low-income households: 0-50% AMI
 - Low-income households: 50-80% AMI

Note: rezoning is not required to accommodate moderate or above moderate RHNA shortfall.
- 4. Type of Shortfall:** From the dropdown list, select one of the following for each project:
 - **No Net Loss** (Government Code section 65863): When a jurisdiction permits or causes its housing element sites inventory site capacity to be insufficient to meet its remaining unmet RHNA for lower and moderate-income households. In general, a jurisdiction must demonstrate sufficient capacity on existing sites or make available adequate sites within 180 days of there being insufficient sites to meet the remaining RHNA.
 - **Unaccommodated Need** (Government Code section 65584.09): When a jurisdiction failed to identify or make adequate sites available in the prior planning period to accommodate its RHNA by income category. Note: When this condition occurred, the housing element in the current planning period in most cases will have a program to make available adequate sites to address the unmet RHNA by income category in the first year of the planning period.
 - **Shortfall of Sites** (Government Code section 65583, subdivision (c)(1)): When a jurisdiction does not identify adequate sites to accommodate its RHNA by income category in the current planning period. Note: When this condition occurred, the housing element for the current planning period must have included a program to make available adequate sites to address the unmet RHNA by income category. For jurisdictions on an eight year planning period, the rezones must be complete within the first three years of the planning period.
- 5. Parcel Size (Acres):** Enter the size of the parcel in acres.
- 6. General Plan Designation:** Enter the new General Plan Land Use designation. If no change was made, enter the current designation.
- 7. Zoning:** Enter the new zoning designation for the parcel. If no change was made, enter the current zoning designation.
- 8. Density Allowed:** Enter the minimum and maximum density allowed on each parcel. This is the density allowed after any zoning amendments are made. If no maximum density enter N/A.

9. Realistic Capacity: Enter the estimated realistic unit capacity for each parcel. Refer to Definitions for more information about “Realistic Capacity.”

10. Vacant/Non-vacant: From the drop-down list, select if the parcel is vacant or non-vacant. If the parcel is non-vacant, then enter the description of existing uses in Field 11.

11. Description of Existing Uses: Include a description of existing uses. Description must be specific (i.e. SFR, MF, surplus school site, operating business, vacant commercial building, parking lot). Classifications of uses (i.e. “commercial”, “retail”, “office”, or “residential”) are not sufficient.

TABLE D

Program Implementation Status pursuant to Government Code section 65583

Report the status/progress of housing element program and policy implementation for **all** programs described in the housing element:

- 1. Name of Program:** List the name of the program as described in the element.
 - 2. Objective:** List the program objective (for example, “Update the accessory dwelling unit ordinance”).
 - 3. Timeframe in Housing Element:** Enter the date the objective is scheduled to be accomplished.
 - 4. Status of Program Implementation:** List the action or status of program implementation.
- For your information, the following list includes the statutory requirements for housing element programs:

- Adequate sites (Gov. Code, § 65583, subd. (c)(1)). *Please note: Where a jurisdiction has included a rezone program pursuant to Government Code section 65583.2, subdivision (h) to address a shortfall of capacity to accommodate its RHNA, Table C must include specific information demonstrating progress in implementation including total acres, brief description of sites, date of rezone, and compliance with by-right approval and density requirements.*

- Assist in the development of low- and moderate-income housing (Gov. Code, § 65583, subd. (c)(2)).
- Remove or mitigate constraints (Gov. Code, § 65583, subd. (c)(3)).
- Conserve and improve existing affordable housing (Gov. Code, § 65583, subd. (c)(4)).

Promote and affirmatively further fair housing opportunities (Gov. Code, § 65583, subd. (c)(5)).

- Preserve units at-risk of conversion from low-income use (Gov. Code, § 65583, subd. (c)(6)).

Please note: Jurisdictions may add additional rows in Table D to include all Housing Element programs, or to provide clarification or information relevant to demonstrating progress towards meeting RHNA objectives.

TABLE E

Commercial Development Bonus Approved pursuant to Government Code section 65915.7

Government Code section 65915.7 states:

“(a) When an applicant for approval of a commercial development has entered into an agreement for partnered housing described in subdivision (c) to contribute affordable housing through a joint project or two separate projects encompassing affordable housing, the city, county, or city and county shall grant to the commercial developer a development bonus as prescribed in subdivision (b). Housing shall be constructed on the site of the commercial development or on a site that...” meets several criteria.

If the jurisdiction has approved any commercial development bonuses during the reporting year, enter the following information:

- 1. Project Identifier:** Include the parcel’s APN number and street address. The project name and local jurisdiction tracking ID are optional.
- 2. Units Constructed as Part of the Agreement:** For each development, list the number of units that are affordable to the following income levels (refer to definitions for more detail):
 - Very low-income households: 0-50% AMI
 - Low-income households: 50-80% AMI
 - Moderate-income households: 80-120% AMI
 - Above-moderate households: above 120%
- 3. Description of Commercial Development Bonus:** Include a description of the commercial development bonus approved by the jurisdiction.
- 4. Commercial Development Bonus Date Approved:** Enter the date that the jurisdiction approved the commercial development bonus. Enter date as month/day/year (e.g., 6/1/2018).

TABLE F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1, subdivision (c)(2)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved consistent with the standards set forth in Government Code section 65583.1, subdivision (c)(2).

Units that Do Not Count Toward RHNA: The jurisdiction may list for informational purposes only, units that do not count toward RHNA but were substantially rehabilitated, acquired or preserved.

[Units that Count Toward RHNA: To enter units in this table as progress toward RHNA, please contact HCD at APR@hcd.ca.gov. HCD will provide a password to unlock the grey fields.](#)

In order to count units reported in this table as progress towards RHNA, the jurisdiction will need to provide information (detailed below) to demonstrate that the units meet the standards set forth in Government Code section 65583.1, subdivision (c)(2).

If HCD agrees that the units meet the standards set forth in Government Code section 65583.1, subdivision (c)(1) these units may credit up to 25 percent of the jurisdiction's adequate sites requirement per income category.

To count these units towards RHNA, the jurisdiction shall document *how* the units meet the standards set forth the requirements of the Government Code section 65583.1, subdivision (c) (2).

[For the jurisdiction to count units in Table F, the jurisdiction must have 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 Government Code section 65583.1, subdivision \(c\)\(2\). These program requirements are summarized on the Alternative Adequate Sites Checklist.](#)

Table G

Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of, pursuant to Government Code section 65400.1

Chapter 664, Statutes of 2019 (AB 1486) added to the Government code section 65400.1, which requires jurisdictions to include in this APR a listing of sites owned by the locality that were included in the housing element sites inventory and were sold, leased, or otherwise disposed of during the reporting year.

The listing of sites must include the entity to whom the site was transferred, and the intended use of the site. This table is only required for CY 2019 and later.

Frequently Asked Questions

Can I leave a row blank?	Yes, you may leave blank rows in between rows that have information.
How do I delete rows?	<p>Click on a cell in the row(s) and type Ctrl-d. Note: Macros must be enabled</p> 
Why are the rows not summing correctly?	The summary tab and sum rows only include activities that occurred during the reporting year , according to the year entered in the "Start Here" tab.
Why are some cells highlighted yellow or green?	<p>Yellow Cells: Required cells for each row become highlighted yellow once any cell in the row contains a character. The affordability descriptions become highlighted and required once any lower or moderate income units are entered into the form.</p> <p>Green Cells: Cells highlighted green are where you indicate the number of units by affordability. This is required for any project in Table A. This is also required for the applicable sections (completed entitlement, issued building permits, issued certificates of occupancy) of Table A2. For example, if a project in Table A2 was issued a building permit, but not an entitlement or certificate of occupancy during the reporting year, you would enter the unit count in one of the green cells in the building permit section only. You may leave the other sections blank even though they are highlighted green, since they wouldn't apply to this example. Once a value is entered into this range, the range will no longer be highlighted green.</p>
Why are the date cells highlighted red?	<p>Cells can be highlighted red for two reasons:</p> <p>Date cells: Sometimes, dates that are copied and pasted into this form are formatted as text. When pasting dates into the form please paste with the "match destination formatting" option. If the date cells are still highlighted red, they contain text. These must be converted to dates. To do so, open a blank workbook and paste in the dates that are formatted as text. In an adjacent column, enter the function =DATEVALUE and refer the function to the cell with date formatted as text. This will result in a 5-digit number. Copy and paste these 5-digit numbers back into the APR form, then change the format of the cells to "Short Date" (i.e., 3/4/2012).</p> <p>Text cells: Cells can also be highlighted red if the length of the text entered into the cell exceeds the character limit.</p>
Can the same project be included in both Table A and Table A2?	Yes. Table A tracks all applications for residential development that were received and deemed complete during the reporting year. Table A2 tracks all entitlements, building permits, and certificates of occupancy for residential development that were issued in the reporting year. If a project was applied for and received entitlements, building permits, and/or certificates of occupancy during the reporting year, that project would be listed in both Table A and Table A2.
What if I have nothing to report?	At minimum, the "Start Here" tab and Table D must be completed. If you have nothing to report in any of the other tables, please leave them blank, do NOT put N/A or something similar.
How do I correct or update the values in Table B?	Table B contains data HCD has received from prior APR submittals as of December 4, 2019. If the numbers do not match your records, please contact HCD.
Do I upload this form into the record for the 5th Cycle or the 6th Cycle?	HCD's guidelines are as follows: If the 6th cycle started BEFORE July 1, 2019, the APR must be uploaded into the 6th cycle. If the 6th cycle started AFTER July 1, 2019, the APR must be uploaded into the 5th cycle record.
Do I need to take the form to my Council or Board prior to submitting the APR?	Government Code section 65400 requires the planning agency to provide this report to the legislative body (i.e. local Council or Board), HCD, and OPR by April 1 of each year. The statute does not specify in which order they be provided, and HCD does not require the report to be submitted to the legislative body prior to submitting it to HCD.
Can I use this form for a prior year?	You can use this form for 2018 and 2019. Make sure to change the reporting year in row 5 of the "Start Here" tab. Table G is not required for 2018. For the years 2017 and prior, you must use the old version of the APR form found on our website.
Does submitting the Housing Element APR fulfill the requirements of submitting a General Plan APR?	No. Government Code section 65400 requires jurisdictions to also submit a General Plan Annual Progress Report to OPR and HCD. These can be emailed to opr.apr@hcd.ca.gov and APR@hcd.ca.gov

Please Start Here

General Information	
Jurisdiction Name	Newport Beach
Reporting Calendar Year	2019
Contact Information	
First Name	Melinda
Last Name	Whelan
Title	Assistant Planner
Email	
Phone	9496443221
Mailing Address	
Street Address	100 Civic Center Drive Bay 1B
City	Newport Beach
Zipcode	92663

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated.

v 12_23_19

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is reopened.

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://apr.hcd.ca.gov/APR>

Submittal Instructions

Please save your file as Jurisdictionname2019 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2019

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. Online Annual Progress Reporting System (Preferred) - Please see the link to the online system to the left. This enters your information directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. Email - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	Newport Beach	
Reporting Year	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Notes	
1				2	3	4	5								6	7	8	9	10
Prior APN ¹	Current APN	Street Address	Project Name ²	Local Jurisdiction Tracking ID ³	Unit Category (SFA, SFD, 2 to 4, 5+, ADU, MH)	Tenure (R=Rentor, O=Owner)	Date Application Submitted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project (Auto-calculated Can Be Overwritten)	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes ⁴
Summary Row: Start Data Entry Below																			
	425 471 55	2510 W. Coast Highway		PA2019-249	5+	R	12/02/2019	3							33	36		No	a new mixed-use developme
	049 051 17	313 Fullerton Ave.	Harder Accessory Dwelling Unit	PA2017-238	ADU	R	01/14/2019		1							1		No	Conversion of existing living i
	049 064 13	435 Aliso Ave.	Casey Accessory Dwelling Unit	PA2019-221	ADU	R	06/27/2019								1	1		No	New detached garage with A
	442 261 05	850 San Clemente	Vivante	PA2018-185	5+	R	09/04/2019								90	90		No	Senior Living Project
	423 321 10	3920 SEASHORE DR			2 to 4	O	01/02/2019								2	2		No	NEW DUPLEX W/ ATT GAR 265f
	425 471 03	226 TUSTIN AVE			SFD	O	01/02/2019								1	1		No	NEW SFR W/GARAGE & SUBTEF
	439 241 49	20452 SANTA ANA AVE			5+	O	01/02/2019								3	3		No	NEW MFR (1) 3-UNIT 3417/135
	048 283 01	2282 CHANNEL RD			SFD	O	01/02/2019								1	1		No	NEW SFR W/ATT GARAGE 4153
	439 241 49	20452 SANTA ANA AVE			5+	O	01/02/2019								4	4		No	NEW MFR (1) 4-UNIT 3794/181
	423 181 04	410 VIA LIDO NORD			SFD	O	01/03/2019								1	1		No	NEW SFR W/ATT GARAGE 310:
	475 042 01	4531 CAMDEN DR			SFD	O	01/04/2019								1	1		No	NEW SFR W/BASEMENT & GAR
	047 201 20	1722 OCEAN FRONT W			SFD	O	01/08/2019								1	1		No	NEW 3 STORY SFR & GARAGE 3
	423 325 05	3805 SEASHORE DR			SFD	O	01/08/2019								1	1		No	NEW SFR & GAR 2409/367 SF
	423 335 04	3506 OCEAN FRONT W			SFD	O	01/08/2019								1	1		No	NEW SFR & GAR 2909/375 SF
	423 335 05	3505 SEASHORE DR			SFD	O	01/08/2019								1	1		No	NEW SFR & GARAGE 2946/374
	423 081 06	511 36TH ST			SFD	O	01/10/2019								1	1		No	NEW SFR W/ATT GARAGE 3,63f
	050 182 11	1604 BAY FRONT S			SFD	O	01/14/2019								1	1		No	NEW SFR W/GAR 4982 & 613 S
	047 082 15	3004 OCEAN FRONT W			SFD	O	01/15/2019								1	1		No	NEW SFR & ATT GARAGE 2944/
					2 to 4	O									2			No	
																		No	NEW DUPLEX W/ ATTACHED GARAGE 3191 SF & 381 SF 1/UNIT 411 R3 (2005 SF), 204 SF PATIO, GARAGE/CARPORT (192 SF, 150 SF), 2/UNIT 411 1/2 R3 (1560 SF), GARAGE/CARPORT (189 SF, 150 SF).
	423 071 14	411 39TH ST					01/15/2019								2			No	
	048 222 19	1734 MIRAMAR DR			SFD	O	01/18/2019								1	1		No	NEW SFR W/GAR 3521 & 619 S
	459 123 29	704 POPPY AVE			SFD	O	01/22/2019								1	1		No	NEW SFR W/GARAGE & BASEM
	458 242 03	1819 PORT STIRLING PL			SFD	O	01/22/2019								1	1		No	NEW SFR W/BASEMENT 5,407f
	048 291 12	2132 SEVILLE AVE			SFD	O	01/23/2019								1	1		No	NEW SFR & GAR 3069/539 SF
	052 061 27	221 HELIOTROPE AVE			SFD	O	01/24/2019								1	1		No	NEW SFR W/ATT GARAGE 2,90f
	459 141 12	433 ISABELLA TER			SFD	O	01/25/2019								1	1		No	NEW SFR W/ATT GAR 7742 & 1

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

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
 Please contact HCD if your data is different than the material supplied here

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2								3	4	
Income Level		RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	1						91				94	
	Non-Deed Restricted							1	2				
Low	Deed Restricted	1										1	
	Non-Deed Restricted								1				
Moderate	Deed Restricted	1											1
	Non-Deed Restricted												
Above Moderate		2		115	197	186	716	406	23			1643	
Total RHNA		5											
Total Units				115	197	186	716	498	26			1738	1

Note: units serving extremely low-income households are included in the very low-income permitted units totals
 Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Newport Beach	
Reporting Year	2019	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

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.

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
1.1.1	Improve housing quality and prevent deterioration of existing neighborhoods by strictly enforcing building code regulations and abating code violations and nuisances.	Ongoing	The building inspectors and code enforcement officers continually enforce code regulations, abatement violations, and nuisances. A quarterly report on code enforcement activities is available and kept on file at the City. The City Council awarded funding for the Senior Home Assistance Repair Program. (See Program 1.1.2 for details.)
1.1.2	Investigate the use of federal funds and local funds, including Community Development Block Grants (CDBG) and the Affordable Housing Fund, to provide technical and/or financial assistance, if necessary, to existing lower- and moderate-income, owner-occupants of residential properties through low-interest loans or emergency grants to rehabilitate and encourage the preservation of existing housing stock.	Ongoing	On April 29, 2015, the City published Request For Proposal (RFP) No. 15-55 for

1.1.3

Require replacement of housing demolished within the Coastal Zone when housing is or has been occupied by very low-, low-, and moderate-income households within the preceding 12 months. The City shall prohibit demolition unless a determination of consistency with Government Code Section 65590 has been made. The specific provisions implementing replacement unit requirements are contained in Chapter 20.34 of the Municipal Code.

Ongoing

On October 29, 2019, the Community Development Director determined that Nev

1.1.4

The City will continue to implement the Residential Building Records (RBR) program to reduce and prevent violations of building and zoning ordinances by providing a report to the all parties involved in a transaction of sale of residential properties, and providing an opportunity to inspect properties to identify potentially hazardous conditions, resources permitting. The report provides information as to permitted and illegal uses/construction, and verification that buildings meet zoning and building requirements, including life safety requirements.

Ongoing

This City report allows the City to verify that its residential buildings meet zoning ;

2.1.1	<p>Maintain rental opportunities by restricting conversions of rental units to condominiums in a development containing 15 or more units unless the vacancy rate in Newport Beach for rental housing is an average of 5 percent or higher for four (4) consecutive quarters, and unless the property owner complies with condominium conversion regulations contained in Chapter 19.64 of the Newport Beach Municipal Code.</p>	<i>Ongoing</i>	<p>A vacancy rate survey is completed upon receiving an application for the conversion of 15 or more rental units to condominiums. No projects of 15 or more units were submitted in 2019.</p>
2.1.2	<p>Take all feasible actions, through use of development agreements, expedited development review, and expedited processing of grading, building and other development permits, to ensure expedient construction and occupancy for projects approved with lower- and moderate-income housing requirements.</p>	<i>Ongoing</i>	<p>Pending applications that include affordable housing will be expedited.</p>
2.1.3	<p>Participate with the County of Orange in the issuance of tax exempt mortgage revenue bonds to facilitate and assist in financing, development and construction of housing affordable to low and moderate-income households.</p>	<i>Ongoing</i>	<p>The issuance of tax-exempt mortgage revenue bonds is project driven, and the developer typically applies for the bonds. No applications were received.</p>
2.1.4	<p>Conduct an annual compliance-monitoring program for units required to be occupied by very low-, low-, and moderate-income households.</p>	<i>Ongoing</i>	<p>Annual compliance monitoring has been conducted for 2019 and the report for th</p>

2.1.5	<p>Provide entitlement assistance, expedited entitlement processing, and waive application processing fees for developments in which 5 percent of units are affordable to extremely low-income households. To be eligible for a fee waiver, the units shall be subject to an affordability covenant for a minimum duration of 30 years. The affordable units provided shall be granted a waiver of park in-lieu fees (if applicable) and traffic fairshare fees.</p>	Ongoing	No eligible projects were processed in 2019.
2.1.6	<p>Affordable housing developments providing units affordable to extremely low-income households shall be given the highest priority for use of Affordable Housing Fund monies.</p>	Ongoing	See status of Program 1.1.2.
2.2.1	<p>Maintain a brochure of incentives offered by the City for the development of affordable housing including fee waivers, expedited processing, density bonuses, and other incentives. Provide a copy of this brochure at the Planning Counter, the website and also provide a copy to potential developers.</p>	Ongoing	A brochure is maintained and provided on the City website and in the public lobby.

2.2.2	The City shall provide more assistance for projects that provide a higher number of affordable units or a greater level of affordability. At least 15 percent of units shall be affordable when assistance is provided from Community Development Block Grant (CDBG) funds or the City's Affordable Housing Fund.	Ongoing	This program was considered in evaluating the proposals for the RFP and choosing the projects described in Program 1.1.2.
2.2.3	For new developments proposed in the Coastal Zone areas of the City, the City shall follow Government Code Section 65590 and Title 20.	Ongoing	See status of Program 1.1.3.
2.2.4	All required affordable units shall have restrictions to maintain their affordability for a minimum of 30 years.	Ongoing	Staff continues to include this affordability restriction as a standard condition on a
2.2.5	Advise and educate existing landowners and prospective developers of affordable housing development opportunities available within the Banning Ranch, Airport Area, Newport Mesa, Newport Center, Mariners' Mile, West Newport Highway, and Balboa Peninsula areas.	Ongoing	A brochure has been created and distributed that outlines development incentives and entitlement assistance available in the City. The brochure is maintained at the public counter in Bay C at the Civic Center and on the City website.
2.2.6	Participate in other programs that assist production of housing.	Ongoing	City staff attends Orange County Housing Authority (OCHA) Cities Advisory Com

2.2.7

New developments that provide housing for lower-income households that help meet regional needs shall have priority for the provision of available and future resources or services, including water and sewer supply and services.

Ongoing

In 2017, the Newport Crossings Mixed-Use project, a 350-dwelling unit mixed-use

2.2.8

Implement Chapter 20.32 (Density Bonus) of the Zoning Code and educate interested developers about the benefits of density bonuses and related incentives for the development of housing that is affordable to very low-, low-, and moderate-income households and senior citizens.

Ongoing

Implemented as projects are submitted. Density bonus information and incentives are included in an informational brochure available to the public. In 2017, the Newport Crossings Mixed-Use project, a 350-dwelling unit mixed-use development, was submitted within the Airport Area under the Residential Overlay of the Newport Place Planned Community. In exchange for providing 78 units affordable to low-income households, the developer has requested a density bonus of 91 units (35% bonus), an incentive to allow for flexibility with unit mix, and a development waiver of building height. The Environmental Impact Report (EIR) was certified and the project was approved by the Planning Commission on February 21, 2019. In December 2019, an application was submitted for a new mixed-use development located at 2510 West Coast Highway that includes the development of 36 dwelling units, three of which would be restricted for very low-income households. In exchange for providing the very low-income units, the developer has reil, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a sc

2.3.1	Study housing impacts of proposed major commercial/industrial projects during the development review process. Prior to project approval, a housing impact assessment shall be developed by the City with the active involvement of the developer. Such assessment shall indicate the magnitude of jobs to be created by the project, where housing opportunities are expected to be available, and what measures (public and private) are requisite, if any, to ensure an adequate supply of housing for the projected labor force of the project and for any restrictions on development due to the "Charter Section 423" initiative.	Ongoing	In conjunction with the environmental review required under the California Environmental Quality Act (CEQA), potential impacts to population, housing, and employment is reviewed and analyzed. Recent development trends have consisted of redevelopment of commercial and industrial sites for residential development or mixed-use, which has created new housing opportunities in the City. No major commercial/industrial projects were submitted in 2019.
3.1.1	Provide a streamlined "fast-track" development review process for proposed affordable housing developments.	Ongoing	The City will prioritize the development review process for all affordable housing projects.
3.1.2	When a residential developer agrees to construct housing for persons and families of very low, low, and moderate income above mandated requirements, the City shall either (1) grant a density bonus as required by state law, or (2) provide other incentives of equivalent financial value.	Ongoing	The City considers density bonuses and other incentives on a project-by-project basis. Chapter 20.32 (Density Bonus) is included in the Zoning Code and is implemented as projects are submitted. As mentioned in Program 2.2.8, the approved Newport Crossings Mixed-Use project includes 78 units affordable to low-income households, and the developer has requested a density bonus of 91 units (35% bonus), an incentive to allow for flexibility with unit mix, and a development waiver of building height.
3.1.3	Develop a pre-approved list of incentives and qualifications for such incentives to promote the development of affordable housing. Such incentives include the waiver of application and development fees or modification to development standards (e.g., setbacks, lot coverage, etc.).	Ongoing	Waivers and incentives are considered by the Planning Commission and City Council on a project-by-project basis. Staff received information from the Department of Housing and Community Development (HCD) on examples of pre-approved incentive programs from the City of Los Angeles and the City of Anaheim. Staff will continue research with HCD to develop pre-approved incentives. As mentioned in Program 2.2.8, the Newport Crossings Mixed-Use project includes 78 units affordable to low-income households, and the developer has requested a density bonus of 91 units (35%), an incentive to allow for flexibility with unit mix, and a development waiver of building height.

3.2.1	When requested by property owners	Ongoing	The City continually monitors requests for zone changes of vacant and developed properties from nonresidential to residential and approves when determined to be compatible and feasible. When approved, these sites are mapped for residential uses on both the Zoning District Map and General Plan Land Use Map. In 2019, the Newport Airport Village Project was actively under review. The request consists of rezoning nonresidential property to mixed-use land uses, including up to 329 residential units plus an allowance for density bonus units.
3.2.2	Recognizing that General Plan Policy LU6.15.6 may result in a potential constraint to the development of affordable housing in the Airport Area, the City shall maintain an exception to the minimum 10-acre site requirement for projects that include a minimum of 30 percent of the units affordable to lower-income households. It is recognized that allowing a smaller scale development within an established commercial and industrial area may result in land use compatibility problems and result in a residential development that does not provide sufficient amenities (i.e. parks) and/or necessary improvements (i.e. pedestrian walkways). Therefore, it is imperative that the exception includes provisions for adequate amenities, design considerations for the future integration into a larger residential village, and a requirement to ensure collaboration with future developers in the area.	Ongoing	The Residential Overlay of the Newport Place Planned Community implements this program by providing an exception to the 10-acre site requirement for residential development projects in the Airport Area that include a minimum of 30 percent of the units affordable to lower income households. In 2019, the Newport Crossings Mixed-Use project, a 350 dwelling unit mixed-use development was approved within the Airport Area under the Residential Overlay. In exchange for providing 78 units affordable to low-income households, the project is eligible for the 10-acre site requirement, a 91-unit density bonus, and development incentives and waivers. The application included a Site Development Review to ensure that the sufficient amenities and neighborhood integration improvements are provided. The project provides extensive on-site recreational amenities, including separate pool, entertainment, and lounge courtyards with eating, seating, and barbeque space; a rooftop terrace; a fifth-level view deck; a club room for entertainment and gatherings; and a fitness facility. In addition, a 0.5-acre public park is proposed to be constructed and dedicated to the City, and a public plaza is located in front of the retail shops facing the main corner of the project at Corinthian Way and Martingale Way.

3.2.3

The City will encourage and facilitate residential and mixed-use development on vacant and underdeveloped sites listed in Appendix H3 by providing technical assistance to interested developers with site identification and entitlement processing. The City will support developers funding applications from other agencies and programs. The City will post the Sites Analysis and Inventory on the City's webpage and marketing materials for residential and mixed-use opportunity sites, and will equally encourage and market the sites for both for-sale development and rental development. To encourage the development of affordable housing within residential and mixed-use developments, the City shall educate developers of the benefits of density bonuses and related incentives, identify potential funding opportunities, offer expedited entitlement processing, and offer fee waivers and/or deferrals.

Ongoing

Appendix H3 is the Sites Analysis and Inventory which identifies sites that can be developed for housing within the planning period and that are sufficient to provide for the City's share of the regional housing need allocation to provide realistic opportunities for the provision of housing to all income segments within the community. Appendix H3 can be found in the Housing Element available at the Planning Division or online at <http://www.newportbeachca.gov/index.aspx?page=2087> The City has completed the following:

1. A user-friendly Sites Analysis and Inventory is on the City's website.
2. A brochure is available on the website and in the public lobby that promotes the incentives and opportunities for affordable housing projects, which includes information of the City's Sites Analysis and Inventory.
3. A layer and note have been added in the City's Geographic Information System (GIS) to identify sites within the inventory to assist staff in providing information to interested developers.

The City will encourage density bonus and offer incentives to interested developers.

Effective January 1, 2020, State law (Assembly Bill 1486, Statutes of 2019) requires a listing of sites owned by the City, that are included in the sites inventory, and that have been sold, leased, or otherwise disposed of in the prior year. The list shall include the entity to whom each site was transferred and their intended use. The City does not own any of the sites listed in the current housing opportunity sites; therefore, no listing of sites is provided.

3.2.4

<p>The City will monitor and evaluate the development of vacant and underdeveloped parcels on an annual basis, and report the success of strategies to encourage residential development in its Annual Progress Reports required pursuant to Government Code 65400. If identified strategies are not successful in generating development interest, the City will respond to market conditions and will revise or add additional incentives.</p>	<p style="text-align: center;">Ongoing</p>	<p>In 2019, construction began the development of the Plaza Corona del Mar project, six detached residential condominiums units on an identified vacant site in Corona del Mar.</p> <p>The City also has significant projects on sites identified as underutilized:</p> <ul style="list-style-type: none">• Uptown Newport was approved in February 2013, for the construction of up to 1,244 residential units, 11,500 square feet of retail commercial, and 2.05 acres of park space. The Uptown Newport Planned Community requires densities between 30 du/acre and 50 du/acre, consistent with the densities of the General Plan, and allows additional density opportunities with a density bonus. Construction of the first phase of the project (462 apartment units, including 91 affordable units) was under construction in 2019 and 227 of these units were completed and finalized in 2019.• The Newport Crossings Mixed-Use project is located on a site identified as underutilized. The project was submitted in 2017 and was under review in 2018. The project includes the development of 350 residential apartment units, including 78 units affordable to low-income households. The Environmental Impact Report (EIR) was certified and the project was approved by the Planning Commission on February 21, 2019.• In December 2019, an application was submitted for a new mixed-use development located at 2510 West Coast Highway that includes the development of 36 dwelling units, three of which would be restricted for very low-income households. In exchange for providing the very low-income units, the developer has requested a density bonus of nine units (35% bonus) and development waiver of building height. The project is anticipated to be reviewed by the Planning Commission in 2020.
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4.1.1	<p>Annually contact owners of affordable units for those developments listed in Table H12 as part of the City's annual monitoring of affordable housing agreements to obtain information regarding their plans for continuing affordability on their properties, inform them of financial resources available, and to encourage the extension of the affordability agreements for the developments listed in Table H12 beyond the years noted.</p>	<p>Ongoing</p>	<p>Staff maintains an updated contact list for affordable units in conjunction with the 2014-2021 Housing Element. LDM Associates (consultant) included this information that was sent to the owners as a part of the annual monitoring. During the RFP process for the expenditure of the affordable housing funds, the City and LDM Associates reached out to the owners of the existing affordable housing units within the City and there was no interest to extend the existing affordable housing covenants except from Seaview Lutheran (see Program 1.1.2 for details).</p>
4.1.2	<p>The City shall maintain registration as a Qualified Preservation Entity with HCD to ensure that the City will receive notices from all owners intending to opt out of their Section 8 contracts and/or prepay their HUD insured mortgages. Upon receiving notice that a property owner of an existing affordable housing development intends to convert the units to a market-rate development, the City shall consult with the property owners and potential preservation organizations regarding the potential use of Community Development Block Grant (CDBG) funds and/or Affordable Housing Fund monies to maintain affordable housing opportunities in those developments listed in Table H12 or assist in the non-profit acquisition of the units to ensure long-term affordability.</p>	<p>Ongoing</p>	<p>The City of Newport Beach is registered as a Qualified Preservation Entity with HCD as of 2012. When notification is received, City staff will evaluate the potential use of monies to preserve the affordable units.</p>

4.1.3

<p>Continue to maintain information on the City's website and prepare written communication for tenants and other interested parties about Orange County Housing Authority Section 8 opportunities to assist tenants and prospective tenants to acquire additional understanding of housing law and related policy issues.</p>	<p>Ongoing</p>	<p>Pamphlets informing prospective tenants and landlords about the Orange County Housing Authority (OCHA) Section 8 program have been made available in the public lobby and information is posted on the City website.</p>
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4.1.4

<p>Investigate availability of federal, state, and local programs and pursue these programs, if found feasible, for the preservation of existing lower-income housing, especially for preservation of lower-income housing that may convert to market rates during the next 10 years. In addition, continually promote the availability of monies from the Affordable Housing Fund as a funding source for the preservation and rehabilitation of lower-income housing. A list of these programs, including sources and funding amounts, will be identified as part of this program and maintained on an ongoing basis.</p>	<p>Ongoing</p>	<p>The City attends OCHA meetings and has continued to investigate available programs and evaluate the feasibility of participating in such programs.</p>
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4.1.5	<p>The City shall inform and educate owners of affordable units of the State Preservation Notice Law (Government Code Section 65863.10-13), if applicable. Pursuant to the law, owners of government-assisted projects cannot terminate subsidy contract, prepay a federally-assisted mortgage, or discontinue use restrictions without first providing an exclusive Notice of Opportunity to Submit an Offer to Purchase. Owners proposing to sell or otherwise dispose of a property at any time during the 5 years prior to the expiration of restrictions must provide this Notice at least 12 months in advance unless such sale or disposition would result in preserving the restrictions. The intent of the law is to give tenants sufficient time to understand and prepare for potential rent increases, as well as to provide local governments and potential preservation buyers with an</p>	Ongoing	<p>Staff and consultant LDM Associates (“LDM”) were able to coordinate meetings and phone calls with property owners of existing units subject to affordable housing covenants or agreements. The owners were not interested in extending the existing affordable housing covenants. Newport Harbor I at 1538 Placentia Avenue is in the process of terminating. Their six-month notice was flagged by HCD and discussions are continuing between LDM staff, the owner’s representative and HCD.</p>
4.1.6	<p>In accordance with Government Code Section 65863.7, require a relocation impact report as a prerequisite for the closure or conversion of an existing mobile home park.</p>	Ongoing	<p>Zoning Code Section 20.28.020 ensures compliance with the Government Code Section. No relocation impact reports were proposed in 2019.</p>

4.1.7

<p>Participate as a member of the Orange County Housing Authority Advisory Committee and work in cooperation with the Orange County Housing Authority to provide Section 8 Rental Housing Assistance to residents of the community. The City will, in cooperation with the Housing Authority, recommend and request use of modified fair-market rent limits to increase the number of housing units within the City that will be eligible to participate in the Section 8 program. The Newport Beach Planning Division will prepare and implement a publicity program to educate and encourage landlords within the City to rent their units to Section 8 Certificate holders, and to make very low-income households aware of availability of the Section 8 Rental Housing Assistance Program.</p>	<p>Ongoing</p>	<p>Staff attends the quarterly meetings of the OCHA Cities Advisory Committee.</p> <p>Staff continually works in cooperation with the County to provide Section 8 rental housing assistance to residents.</p> <p>A link to the Orange County Housing Authority website has been placed on the City website to provide information on the Section 8 program.</p> <p>City staff worked closely with OCHA staff to facilitate the award of the Veterans Affairs Supportive Housing (VASH) Vouchers to the Newport Shores project (see Program 4.1.4).</p>	
<p>4.2.1</p>	<p>Implement and enforce the Water Efficient Landscape Ordinance and Landscape and Irrigation Design Standards in compliance with AB 1881 (2006). The ordinance establishes standards for planning, designing, installing, and maintaining and managing water-efficient landscapes in new construction and rehabilitated projects.</p>	<p>Ongoing</p>	<p>All new development projects are reviewed for compliance with the City's Water Efficient Landscape Ordinance.</p>

4.2.2	Affordable housing developments that receive City assistance from Community Development Block Grant (CDBG) funds or from the City's Affordable Housing Fund shall be required, to the extent feasible, include installation of energy efficient appliances and devices, and water conserving fixtures that will contribute to reduced housing costs for future occupants of the units.	Ongoing	As part of the SHARP program energy efficiency is a priority with upgraded sinks, water heaters, weather-proof windows and new water efficient toilets.
4.2.3	Investigate the feasibility and benefits of using a portion of its CDBG or other local funds for the establishment and implementation of an energy conserving home improvements program for lower-income homeowners.	Ongoing	Continuously monitor requests for assistance and Code Enforcement quarterly reports to determine need.
4.2.4	Maintain a process for LEED certified staff members to provide development assistance to project proponents seeking LEED certification, which will in turn increase the LEED points granted to projects.	Ongoing	In 2019, the City staff included one Leadership in Energy and Environmental Design (LEED) accredited staff member who was available to provide technical assistance when requested.
4.2.5	To encourage voluntary green building action, the City shall maintain a green recognition program that may include public recognition of LEED certified buildings (or equivalent certification), payment of a display advertisement in the local newspaper recognizing the achievements of a project, or developing a City plaque that will be granted to exceptional developments.	Ongoing	Staff will work on construction of a new webpage that will provide recognition to LEED certified buildings by displaying their project with pictures and their name or other information they would want advertised. An informational flyer is also being drafted to encourage green building that will advertise the new webpage and will be provided in the public lobby.

5.1.1	Apply for United States Department of Urban Development Community Development Block Grant funds and allocate a portion of such funds to sub-recipients who provide shelter and other services for the homeless.	Ongoing	Through the approved Action Plans for Fiscal Year 2019-20, the City allocated funding to the following organizations to preserve the supply of emergency and transitional housing: Families Forward and Fair Housing Foundation.
5.1.2	Cooperate with the Orange County Housing Authority to pursue establishment of a Senior/Disabled or Limited Income Repair Loan and Grant Program to underwrite all or part of the cost of necessary housing modifications and repairs. Cooperation with the Orange County Housing Authority will include continuing City of Newport Beach participation in the Orange County Continuum of Care and continuing to provide CDBG funding.	Ongoing	<p>The City refers low-income residents to Orange County for rehabilitation of mobile homes, to Neighborhood Housing for first time buyer programs, and to Rebuilding Together for handyman service for low-income and senior households.</p> <p>The City Council awarded Affordable Housing Funds for an agreement with Habitat for Humanity Orange County (Habitat OC) granting up to \$600,000 to establish a critical home repair program for low-income seniors (Senior Home Assistance Repair Program). It is estimated that approximately 30 repair projects will be completed at various locations throughout the City. To date, there have been 11 projects, including nine already completed. There is money remaining in this program and applications are currently being accepted (see Program 1.1.2).</p>
5.1.3	Permit, where appropriate, development of senior accessory dwelling "granny" units in single-family areas of the City. The City will promote and facilitate the development of senior accessory dwelling units by providing brochures and/or informational materials at the building permit counter, online, and other appropriate locations detailing the benefits and the process for obtaining approval.	Ongoing	In 2017 and 2018, the City amended its regulations to permit the development of Accessory Dwelling Units (ADUs) in single-family residential zoning districts to conform with changes in State Law. In 2019, there were two ADUs submitted, three ADUs permitted, two ADUs under construction, and one ADU finalized.

5.1.4

Work with the City of Santa Ana to provide recommendations for the allocation of HUD Housing Opportunities for Persons with AIDS (HOPWA) funds within Orange County.	Ongoing	The management of the HOPWA funds transferred from Santa Ana to Anaheim in 2016. As a result, City staff will stay up-to-date on services provided with HOPWA funds and Ryan White Program funds through the HIV Planning Council meeting agendas. If needed, City staff will attend the related budget allocation meetings which are usually held in August or September of each year.
5.1.5 Maintain a list of "Public and Private Resources Available for Housing and Community Development Activities."	Ongoing	City maintains a list of resources that are available for housing and community development activities. A list of resources and links are provided on the City's website.
5.1.6 Encourage the development of day care centers as a component of new affordable housing developments, and grant additional incentives in conjunction with a density bonus per the Chapter 20.32.	Ongoing	No projects were submitted that included the establishment of a day care center.

5.1.7

Encourage senior citizen independence through the promotion of housing services related to in-home care, meal programs, and counseling, and maintain a senior center that affords seniors opportunities to live healthy, active, and productive lives in the City.

Ongoing

The City provided \$25,000 in CDBG funds to Age Well Senior Services home-delivered meals program. The mobile meals program provides home-delivered meals to individuals who are homebound due to age, illness, or disability.

The City also operates the OASIS Senior Center. Services include:

- A multi-purpose center owned and operated by the City of Newport Beach in partnership with the Friends of OASIS nonprofit dedicated to meeting needs of senior citizens and their families.
- Classes in art, health & fitness, music & dance, foreign languages, technology, enrichment, and much more.
- A state-of-the-art fitness center for those ages 50 and older which provides a safe, comfortable, senior-friendly exercise environment for the active older adult including access to hire a personal trainer for individualized programs. Separate membership required to join.
- Regularly scheduled low-cost special events and socials such as luncheons, concerts, barbecues, a talent show and volunteer recognition.
- Travel department coordination of day and overnight trips.
- Curb-to-curb transportation program for residents of Newport Beach ages 60 and older who are no longer driving to use for medical appointments, grocery shopping, banking, and to attend OASIS classes (fee required).
- Social services information and referral for seniors and their families dealing with a need for caregiver services, housing, transportation, work resources, legal matters, and more. Informational and supportive counseling is available to seniors and their family members on an individual basis.
- Various health resources and screenings for seniors, including flu shots, blood pressure, memory screenings, hearing screenings, and health insurance counseling services.
- Regularly scheduled support group meetings at the Center to help senior citizens and their families cope with stress, illness, life transitions, and crises.
- Lunch program for active and homebound senior citizens ages 60 and older that is funded by the federal government through the Older American Act. A donation is requested for meals, which are provided by Age Well Senior Services.

5.1.8	<p>The City shall work with the Regional Center of Orange County (RCOC) to implement an outreach program informing families within the City of housing and services available for persons with developmental disabilities. Information will be made available on the City's website. The City shall also offer expedited permit processing and fee waivers and/or deferrals to developers of projects designed for persons with physical and developmental disabilities.</p>	Ongoing	<p>Information was added to the City website under Housing Assistance regarding resources through the RCOC which began implementation of an outreach program. The City remains in contact with RCOC on implementing outreach programs as they are developed. The City works with the housing consultant at the RCOC. When projects are submitted, they will be offered expedited permit processing and the possibility of fee waivers.</p>
6.1.1	<p>Contract with an appropriate fair housing service agency for the provision of fair housing services for Newport Beach residents. The City will also work with the fair housing service agency to assist with the periodic update of the Analysis of Impediments to Fair Housing document required by HUD. The City will continue to provide public outreach and educational workshops, and distribute pamphlets containing information related to fair housing.</p>	Ongoing	<p>The City contracted with the Fair Housing Foundation to provide these services. The Fair Housing Foundation provided the following trainings, seminars, and outreach activities in the City in 2019:</p> <ul style="list-style-type: none"> • Two Community Booths – 9/28/19 and 10/19/19 • Two Tenant Rights Workshops – 5/5/19 • Two Landlord Workshops – 2/14/19 and 11/20/19 • Two Management Trainings – 3/6/19 and 6/18/19 <p>Pamphlets containing information on Fair Housing and Dispute Resolution Services are available at the public counter.</p>
7.1.1	<p>As part of its annual General Plan Review, the City shall report on the status of all housing programs. The portion of the Annual Report discussing Housing Programs is to be distributed to the California Department of Housing and Community Development in accordance with California state law.</p>	Ongoing	<p>s annual Housing Element Report will be submitted to HCD.</p>

Jurisdiction	Newport Beach	
Reporting Period	2019	(Jan. 1 - Dec. 31)

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

Note: "+" indicates an optional field
 Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)(2)

This table is optional. Jurisdictions may list (for informational purposes only) units that do not count toward RHNA, but were substantially rehabilitated, acquired or preserved. To enter units in this table as progress toward RHNA, please contact HCD at APR@hcd.ca.gov. HCD will provide a password to unlock the grey fields. 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 Government Code section 65583.1(c)(2).

Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				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 ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Total Units by Income									

Jurisdiction	Newport Beach	
Reporting Year	2019	(Jan. 1 - Dec. 31)

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	2
Low	Deed Restricted	0
	Non-Deed Restricted	1
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		23
Total Units		26

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

Housing Applications Summary	
Total Housing Applications Submitted:	250
Number of Proposed Units in All Applications Received:	496
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas