



CITY of CALABASAS
CITY COUNCIL AGENDA
SPECIAL MEETING – STUDY SESSION
WEDNESDAY, MARCH 31, 2021
VIA ZOOM TELECONFERENCE
www.cityofcalabasas.com

**IMPORTANT NOTICE REGARDING THE MARCH 31, 2021
SPECIAL MEETING/STUDY SESSION**

This meeting is being conducted utilizing teleconferencing and electronic means consistent with Governor Newsom's Executive Order N-29-20, regarding the COVID-19 pandemic. The live stream of the meeting may be viewed on the City's CTV Channel 3 and/or online at <http://www.cityofcalabasas.com/>. In accordance with the Governor's Executive Order, the public may participate in the meeting using the following steps:

From a PC, Mac, iPhone or Android device please go to:

<https://us02web.zoom.us/j/89602108646?pwd=NW56UzRtZzRQQ0dUY01QaGtTRjJ1UT09>

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Or Telephone: Dial(for higher quality, dial a number based on your current location):
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558-8656 or +1-301-715-8592 or +1-312-626-6799

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In the event a quorum of the City Council loses electrical power or suffers an internet connection outage not corrected within 15 minutes, the meeting will be adjourned. Any items noticed as public hearings will be continued to the next regularly scheduled meeting of the City Council. Any other agenda items the Council has not taken action on will be placed on a future agenda.

Please access a [Guide to Virtual Meeting Participation](#) for more information on how to join City Council or Commission meetings.

Any legal action by an applicant, appellant, or other person, seeking to obtain judicial review of any City Council decisions may be subject to the 90-day filing period of, and governed by, Code of Civil Procedure sections 1094.5 and 1094.6.

CLOSED SESSION – 6:30 P.M.

1. Conference with Labor Negotiators (Gov. Code Section 54957.6)
City Negotiator: Kindon Meik, City Manager
Employees: All Unrepresented Employees

OPENING MATTERS – 7:00 P.M.

Call to Order/Roll Call of Councilmembers
Pledge of Allegiance
Approval of Agenda

ANNOUNCEMENTS/INTRODUCTIONS – 7:15 P.M.

ORAL COMMUNICATION – PUBLIC COMMENT – 7:25 P.M.

CONSENT – 7:35 P.M.

1. Adoption of Resolution No. 2021-1723, amending Resolution No. 2017-1571 establishing the amount and procedure for health benefit reimbursement for management retirees

CONTINUED BUSINESS – 7:45 P.M.

2. Annual progress report for 2020 regarding the City of Calabasas 2030 General Plan 2014-2021 Housing Element

SPECIAL ITEM – 8:15 P.M.

3. Study Session of the 2021–2029 Housing Element Update

TASK FORCE REPORTS – 9:15 P.M.

CITY MANAGER’S REPORT – 9:20 P.M.

FUTURE AGENDA ITEMS – 9:25 P.M.

ADJOURN – 9:30 P.M.

The City Council will adjourn to a regular meeting scheduled on Wednesday, April 14, 2021, at 7:00 p.m.



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: MARCH 25, 2021

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: SCOTT H. HOWARD, CONTRACT CITY ATTORNEY
MATTHEW T. SUMMERS, ASSISTANT CITY ATTORNEY
COLANTUONO HIGHSMITH & WHATLEY, PC

SUBJECT: ADOPTION OF RESOLUTION NO. 2021-1723 OF THE CITY COUNCIL OF THE CITY OF CALABASAS, AMENDING RESOLUTION NO. 2017-1571 REGARDING THE EXISTING AMOUNT AND PROCEDURE FOR HEALTH BENEFIT REIMBURSEMENT FOR MANAGEMENT RETIREES.

MEETING DATE: MARCH 31, 2021

SUMMARY RECOMMENDATION:

Staff recommends City Council adopt Resolution No. 2021-1723 amending Resolution 2017-1571 regarding the existing amount and procedure for health benefit reimbursement for management retirees.

REPORT:

BACKGROUND

In March 2020, the California Attorney General published a legal opinion that a City could not provide benefits to City Council Members greater than those available to the most generously benefitted group of non-safety employees, and further required that cities take steps to correct the situation.¹ The City's health and welfare benefits program complies with the Opinion and underlying applicable law, because the City offers the same health and other welfare benefits to current City Council Members

¹ 103 Ops.Cal.Atty.Gen. 8 (March 3, 2020)

as are offered to the City's management employees group, on the same terms and at the same prices. The City Attorney and the Finance Department further reviewed the retiree medical benefits program and determined that the City's existing retiree medical benefits program regulations, stated in Resolution No. 2017-1571, need to be clarified to specify the reimbursement procedures and requirements for eligible management retirees seeking reimbursement for adjusted to confirm its intent as a reimbursement for specified health insurance costs borne by eligible retirees. The proposed resolution amends Resolution 2017-1571 to confirm the requirements and procedures allowing for reimbursements, up to the same defined cap as currently imposed, of the medical benefits premium costs incurred by each eligible retiree. The proposed resolution maintains the same list of eligible management positions as before. It is not an expansion of the program to additional positions.

ANALYSIS

The City may pay the premiums, dues, or other charges for health and welfare benefits² for retired employees and retired Council Members, if retired Council Members are provided the same benefits, on the same terms and prices, as a large group of employees.³ The benefits extended to both current and retired City Council Members must not be more generous than those provided to the most generously benefitted group of non-safety employees, meaning persons who are not sworn law enforcement, firefighter, or other public safety employees.⁴ The City complies with these requirements for its health and welfare benefits provided to both current and retiree Council Members.

The City's existing retiree medical benefit program allows eligible management retirees, and certain eligible dependents, to receive reimbursements for certain qualified medical insurance expenses, up to a cap defined as the cost for an employee and one dependent charged by PERS for the PERS Choice Medical Supplement coverage for the lifetime of the eligible management retiree. Eligible management retirees are those persons who have served at least five years with the City and were City Council Members, City Managers, or within a Management Classification. A surviving spouse or qualified dependent of an eligible management retiree who retired after January 25, 2017 can also receive a reduced benefit for their lifetime, or, if a surviving spouse, until they remarry.

To be eligible for the benefit, a management retiree must currently either retire from the City and never work for another PERS agency or, if they were simultaneously employed by the City and another PERS agency, later retire only from that other PERS agency, not any other PERS agency. Staff recommends the City Council simplify the program to provide the benefit to eligible management retirees who serve

² Gov't Code, § 53205.

³ Gov't Code, § 53202.3.

⁴ Gov't Code, § 53208.5, subd. (b.).

at least five years with the City and retire from the PERS system, regardless of which agency is their last employer. If an eligible management retiree, who has retired from the PERS system, later takes another PERS employment position, then the benefit would be suspended during their reinstatement, but could later be restarted upon subsequent retirement. Staff do not propose any changes to the existing maximum reimbursement amount cap.

In compliance with applicable law, the proposed resolution amends the program's regulations to provide that retirees eligible for retiree medical benefits must submit proof of payment of eligible medical insurance premium or copayment costs to then receive a reimbursement of their eligible health and welfare benefits costs. Health and welfare benefits costs defined as eligible for reimbursement include medical insurance, Medicare supplement insurance, and dental, vision, or other medical insurance premium or copayment costs paid by the Management Retiree or qualifying dependent. The proposed resolution clarifies that eligible management retirees must submit proof of costs within the timelines and with such supporting detail as required by the City's Finance Department.

If adopted, staff will then provide notice and detailed explanations as to the proposed changes to all existing and potential future eligible management retirees, ahead of the proposed July 1, 2021 effective date.

FISCAL IMPACT.

The adoption of this Resolution will not increase the City's anticipated costs for the retiree medical benefits program. The adoption of this resolution may result in reduced costs for the City, if any eligible retirees receive reduced reimbursement payments as a result of incurring eligible medical benefits premiums costs below the maximum reimbursement amount or failing to submit appropriate documentation as needed for reimbursement.

REQUESTED ACTION:

Staff recommends that the City Council adopt the Proposed Resolution.

ATTACHMENT:

Resolution No. 2021-1723

**ITEM 1 ATTACHMENT
RESOLUTION NO. 2021-1723**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, AMENDING RESOLUTION NO. 2017-1571 REGARDING THE EXISTING AMOUNT AND PROCEDURE FOR THE CITY'S EXISTING HEALTH BENEFIT REIMBURSEMENT FOR MANAGEMENT RETIREES.

WHEREAS, the City desires to adjust the rules and regulations governing the City's existing program for paying medical insurance premiums for Management Retirees who meet certain eligibility requirements, without changing the list of persons eligible for the program.

NOW THEREFORE, effective July 1, 2021, Resolution 2017-1571 is hereby amended to read as follows:

Section 1. Definitions.

- a. City. The City of Calabasas, California
- b. Dependent. The term used synonymously with the Internal Revenue Service's (IRS's) definition of a "spouse" or a "permanently and totally disabled" person. Dependent shall also include a domestic partner or domestic partnership, as defined in Section 297 of the California Family Code, and all rights and responsibilities granted to a spouse or surviving spouse shall be granted equally to a domestic partner to the extent provided by Section 297.5 of the California Family Code. Proper legal documentation verifying a legal marriage or registered domestic partnership, or a permanent and total disability, is required. Recognition of a "dependent" is determined at the time the Management Retiree ends employment with the City.
- c. Management Retiree. An individual who was employed by the City in one of the following salary classifications according to the City Council's Resolution Approving a Salary Schedule for Permanent Employees in effect at the time the individual's employment with the City ended: City Council, City Manager, or Management Classification.

- d. Eligible Health and Welfare Benefits Costs. Health and welfare benefits costs eligible for reimbursement, under the terms and conditions of this Resolution, shall include the following: medical insurance premium or copayment costs paid by the Management Retiree or qualifying dependent; Medicare supplement medical insurance premium or copayment costs paid by the Management Retiree or qualifying dependent; dental, vision, or other medical insurance premium, copayment, or other health and welfare benefits costs paid by the Management Retiree or qualifying dependent.
- e. PERS. California Public Employees Retirement System.

Section 2. Eligibility to receive health and welfare benefit costs reimbursement payments after retiring from PERS is limited to the persons listed in this Resolution. A Management Retiree is eligible to receive health and welfare benefit costs reimbursement payments if the Management Retiree:

- a. Has been employed full-time by the City for a minimum of five (5) years; and
- b. Retires from the PERS System. Eligibility shall be suspended during any period of reinstatement at any PERS Agency, then shall be restored upon subsequent retirement from the PERS System.

Section 3. Provision for Health and Welfare Benefit Costs Reimbursement Payments after Retiring from PERS.

The City shall reimburse each eligible Management Retiree for the eligible Management Retiree's health and welfare benefits costs, in an amount not to exceed the "Supplement/Managed Medicare Monthly Rate (M)" listed under "Employee & 1 Dependent" for the "PERS Choice Medical Supplement" coverage identified on the rate sheet entitled: "*CalPERS 20__ Regional Health Premiums (Actives and Annuitants)*" for the Los Angeles area provided by PERS for each year.

In the event that the Management Retiree dies, the qualifying dependent, if one exists, shall receive a reduced health and welfare benefits costs reimbursement payment, in an amount not to exceed the "Supplement/Managed Medicare Monthly Rate (M)" listed under "Employee Only" for the "PERS Choice Medical Supplement" coverage identified on the rate sheet entitled: "*CalPERS 20__ Regional Health Premiums (Actives and Annuitants)*" for the Los Angeles area provided by PERS for each year, until the time of his/her death, or until he/she re-marries. This "Dependent Benefit" shall only be provided to Management Retirees who retire after January 25, 2017.

As these cited rates are adjusted by PERS, likewise will the maximum reimbursement amount to the Management Retiree or qualifying dependent be adjusted so that the maximum reimbursement amount and the cost identified by PERS are identical.

The health and welfare benefit costs reimbursement payment will be made by the City directly to the Management Retiree or his/her qualifying dependent on at least a quarterly basis. Neither concurrent retirement from PERS and the City, nor a minimum age requirement is necessary to receive this benefit, however health and welfare benefit costs reimbursement payments will begin only after retirement from PERS has occurred, under the conditions specified above in Section 2.

This is a reimbursement program only. On regular basis as required by the City, the Management Retiree is responsible to provide documentary proof to the City that the Management Retiree incurred health and welfare benefit costs eligible for reimbursement.

The City Manager and Chief Financial Officer are authorized to promulgate regulations and a required reimbursement request form to implement this Resolution and to document compliance that all reimbursement payments made by the City are authorized under this Resolution.

Section 4. Effective Date.

This Resolution shall take effect on July 1, 2021.

Section 5. Conflict with Other Documents.

Should any provision herein conflict with any applicable memorandum of understanding or employment agreement, the provisions of those other documents shall prevail. All other and former retirement health benefits contrary to, or inconsistent with any provisions hereof are amended to conform herewith.

Section 6. The City Clerk shall certify to the adoption of this resolution and shall cause the same to be processed in the manner required by law.

PASSED, APPROVED, AND ADOPTED this 31st day of March, 2021.

James R. Bozajian, Mayor

ATTEST:

APPROVED AS TO FORM:

Maricela Hernandez, City Clerk
Master Municipal Clerk
California Professional Municipal Clerk


Scott H. Howard
Colantuono, Highsmith & Whatley, PC
City Attorney



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: MARCH 11, 2021

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MAUREEN TAMURI, COMMUNITY DEVELOPMENT DIRECTOR, AICP 
MICHAEL KLEIN, SENIOR PLANNER, AICP *MAK*

SUBJECT: ANNUAL PROGRESS REPORT FOR 2020 REGARDING THE CITY OF CALABASAS 2030 GENERAL PLAN 2014-2021 HOUSING ELEMENT

MEETING DATE: MARCH 31, 2021

SUMMARY RECOMMENDATION:

Receive and file the attached annual progress report for 2020 regarding the City of Calabasas 2030 General Plan 2014-2021 Housing Element.

BACKGROUND:

California Government Code § 65400 (b) requires filing of an annual progress report regarding the Housing Element of the General Plan for all cities and counties. The annual report must be delivered to the City Council, the State Office of Planning and Research, and the California Department of Housing and Community Development ("HCD"). This agenda item meets the statutory requirements.

The 2008-2014 Housing Element was adopted by City Council on December 10, 2008 as part of the City's 2030 General Plan update, and the Element was approved and certified as being compliant with State housing law by HCD on April 23, 2009. That Housing Element was updated and replaced by the 2014-2021 Housing Element on September 11, 2013, and the Element was approved and certified as being compliant with State housing law by HCD on July 19, 2013. The attached 2019 Annual Progress Report (Attachment A) was prepared based on the

2014-2021 Housing Element and the 5th Regional Housing Needs Allocation (RHNA) cycle.

DISCUSSION/ANALYSIS:

Summary of Production: The attached progress report summarizes residential building activity, 5th cycle RHNA progress, and progress of housing program implementation for the calendar year of 2020. The report was prepared on forms provided by HCD, using definitions adopted by HCD. In addition to tracking progress towards RHNA through the issuance of building permits, HCD is collecting data on what kind of housing projects are submitted to local jurisdictions and which projects are either approved, approved with less units than permitted, or denied.

Table A of the progress report (replicated below) documents all proposed new residential housing development activity, based on projects that received entitlements from January 1 to December 31, 2020. Note that entitled projects do not count towards progress of meeting RHNA.

2020 Entitlement Activity (Table A)	
Income Category	New Units Entitled in 2020
Very Low	0
Low	0
Moderate	7
Above Moderate	6
TOTALS:	13

Table A2 of the progress report (which is replicated below) documents all residential building activity, based on building permits issued from January 1 to December 31 of 2020.

2020 Building Activity (Table A2)	
Income Category	New Units Constructed in 2020
Very Low	0
Low	0
Moderate	5
Above Moderate	2
TOTALS:	7

Table B of the progress report (which is replicated below) documents the total number of residential units that have received building permits during the City’s 5th cycle RHNA, since the reporting period began in 2014.

2014-2020 Building Summary (Table B)			
Income Category	Assigned RHNA	New Units Constructed 2014-2020	Remaining RHNA
Very Low	88	12	76
Low	54	0	54
Moderate	57	13	44
Above Moderate	131	181	0
TOTALS:	330	206	174

As stated in the table above, there have been 206 new residential units constructed in the City between 2014 and 2020. Because 181 of those units were above moderate income, the surplus of those units cannot serve as a substitute for the affordable category units. Therefore, there are 174 units remaining to be built in the 5th RHNA cycle.

The twelve (12) units identified above in the “Very Low” income category are in the Avanti and Paxton developments, while the units identified in the “Above Moderate” income category are a combination of new market-rate condo/townhouse units, single-family dwellings and Accessory Dwelling Units (ADUs). Per HCD criteria, an ADU may only be counted as affordable if there is a long term covenant or the property owner has provided evidence that the ADU will be rented at an affordable rate or occupied without rent.

Housing Element Programs Implementation: Under CA Housing law, each jurisdiction is required to identify specific programs in its housing element that will allow it to implement the stated policies and achieve the stated goals and objectives. Programs shall include specific action steps that the jurisdiction will take to implement its policies and achieve its goals and objectives. Programs shall also include a specific timeframe for implementation, identify agencies responsible for implementation, and (whenever possible) identify measurable outcomes. The City is required to include its progress towards achieving these programs in the annual Housing Element progress report to HCD.

Consistent with the above requirements, the City’s 2014-2021 Housing Element identifies strategies and programs that focus on: 1) conserving and improving existing housing; 2) providing adequate housing sites; 3) assisting in the provision of affordable housing; 4) removing governmental constraints to housing development; and 5) promoting fair and equal housing opportunities. The following

table from the progress report identifies the City’s programs for these categories, and our progress towards implementation of each program.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Housing Conservation and Maintenance			
Single-family Rehabilitation Program	Assist 5 households annually, for 40 units over the planning period.	2014-2021	The City continues to provide Residential Rehabilitation assistance utilizing Community Development Block Grant, (CDBG) funds. The City provided assistance to ten (10) households during fiscal year 2019-2020, for a total of \$87,691.
Home Repair Program	Coordinate with code enforcement to identify low/mod homeowners and provide loans on as needed basis.	2014-2021	No qualifying homes have yet been identified. However, the City Council has allocated up to \$500,000 from the City's Affordable Housing Trust Fund to provide loans (up to \$100,000) for homeowners to make repairs necessary to bring substandard properties into conformance with the Calabasas Building Code.
Rental Assistance Program	Provide ongoing assistance to 50 households, contingent on funding.	2014-2021	The City continued to provide monthly subsidies to 50 residents through 2020. The subsidies increased from \$241/month to \$250/month in October 2020.
Rental Registration Program	Continue to maintain the rental database.	Update the database on an annual basis.	Annual rent information provided by apartment owners is entered into the City's rental database in July of every year, and reported to the City Council.
Mobile Home Park Preservation	Provide tenants information on MPROP funding as appropriate.	2014-2021	Staff continues to work with Park management to keep tenants informed about the CDBG Residential Rehabilitation program.
Preservation of Assisted Housing	Preserve affordable units that are at-risk of going to market rate, due to expiration or termination of bond obligations, and will undertake the following steps: 1) conduct economic analysis; 2) meet with property owner; 3) explore outside funding/ program options; and 4) provide technical assistance to tenants.	2014-2021	The City had identified 140 affordable units at Malibu Canyon at risk of going to market rate because the associated bonds were set to expire in 2016. Subsequently, the City was informed in 2017 of Avalon Bay’s intent to pay off their bond early, putting an additional 120 affordable units at risk of going to market rate. While the City was unsuccessful at preserving the affordable units at both properties, the City followed the steps outlined in the program in order to attempt to preserve the units. In both cases, staff conducted an economic analysis to determine the cost of buying down the rents, and determined that was not a viable option because the City’s Affordable Housing Trust Fund would be exhausted in less than two years. The City contacted both property owners prior to the expiration of the bonds to discuss options for preserving the affordable units. Malibu Canyon was not interested in

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
			preserving the units. After meeting with staff to discuss options for preserving units, Avalon Bay submitted an initiative to construct 161 new market rate units and preserve 80 affordable units. The initiative was not approved by the voters at the March 3, 2020 election. Staff researched funding opportunities, including assistance from LA County, for both properties, but could not find enough funding that would provide long term preservation. Finally, staff has been available to provide assistance to each tenant for their rights, and has proactively updated the City's website to include resources for tenant rights and other affordable housing options within the City and the region.
Condominium Conversion Ordinance	Implement the City's current ordinance. Evaluate strengthening to require inclusionary units in projects approved for conversion.	Complete review/ revision of ordinance by 2015.	The City continues to implement the current Ordinance. No progress has been made regarding revisions to the Ordinance.
Variety of Housing Sites			
Residential Sites Inventory	Provide information on available sites and incentives to developers. Monitor impact of max 20 du/acre densities on feasibility, and modify as appropriate.	Maintain sites inventory ongoing. Report impacts of max. densities in Annual Housing Element Report to HCD.	Staff continues to maintain the sites inventory. Annual Housing Element progress reports are underway.
Second Units	Re-evaluate second unit standards and educate public on availability. Prepare design guidelines and sample site plans. Seek to achieve 12 new second units.	2015	Complete. The City has updated its second unit ordinance in response to state legislation regarding Accessory Dwelling Units. As a result, the Planning Department approved 12 new ADUs in 2020.
Annexation of Unincorporated Areas	Pursue phased annexation of adjacent unincorporated areas.	2014-2021	In December 2013, the City Council approved a Resolution to initiate proceedings related to the annexation of Craftsman Corner. In May 2014, Council directed staff to initiate LAFCO proceedings related to the annexation of West Agoura Road and pre-zoned the territory accordingly. In January 2019, LAFCO denied

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
			the City request to annex West Agoura Road, which would have helped the City provide a more sustainable workforce/job balance.
Development of Affordable Housing			
Inclusionary Housing Ordinance	Provide developers with information on available options and incentives to fulfill inclusionary requirements. Identify specific projects and programs for expenditure of in-lieu fee revenues.	Identify programs in Housing Element (2013) for Housing Fund. Develop & disseminate Affordable Housing brochure (2014).	The Inclusionary Housing ordinance is available to the public on the City's website via the link to our updated Municipal Code. On July 25, 2013 the Planning Commission approved a mixed-use project, which includes 80 condominium units, 8 of which are one-and two-bedroom affordable units. Qualified tenants moved into these units in 2017. A townhouse project on Las Virgenes Road completed construction in 2020, 4 of the 78 units are deed restricted for very low income qualified tenants. The City held a lottery to establish a priority wait list for these units, which were occupied by the end of 2020.
Commercial/Industrial Impact Fee Program	Provide developers with information on available options and incentives to fulfill inclusionary requirements. Identify specific projects and programs for expenditure of in-lieu fee revenues.	Identify programs in Housing Element (2013) for Housing Fund.	Staff continues to provide developers with information regarding the inclusionary requirements. Programs for expenditure of funds were identified in the 2014-2021 Housing Element.
Affordable Housing Development Assistance	Provide financial, regulatory and site identification assistance in support of affordable housing, with the goal to achieve one project in planning period.	Develop project concept and issue RFQ in 2018	Scheduled for future reporting period.
Green Building	Implement Green Initiative and promote the City's Green Building Program.	2014-2021	The City continues to implement the Green Building Ordinance.
Removal of Constraints to Housing			
Density Bonus Program	Promote density bonus incentives via dissemination of the Affordable Housing brochure.	Develop and disseminate Housing brochure in 2014.	Density Bonus information is provided by staff to all project applicants with qualifying projects.
Development Code Amendment	Amend the Code to reduce separation requirement between shelters to 300 feet.	2014	Amendment not yet initiated.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Equal Housing Opportunities and Special Needs			
Fair Housing Program	Contract with the Housing Rights Center (HRC) to promote open and fair housing practices, and to facilitate communication between tenants and landlords. Assist in program outreach through referrals and distribution of educational info.	2014-2021; Include fair housing information in Affordable Housing brochure in 2014.	The City has contracted with HRC to promote open and fair housing practices. Information has been made available on the City's website.
Universal Design/Visit ability	Provide housing that is physically accessible to people of all abilities.	2014-2021	All new multi-family projects are designed to meet current ADA requirements. Planning continues to approve modifications of private residences to provide physical access, i.e. ramps and elevators.
Senior Housing Opportunities	Actively pursue senior housing opportunities and housing support services. Consult with senior housing and gerontology experts to assist in adequately planning for the community's senior citizens.	2014-2021; Begin consultations in 2014.	On November 28, 2012, the City Council approved moving forward with preliminary design and cost estimate for a senior center on the Civic Center property. Construction of the new senior center commenced in 2015. The new Senior Center opened in June 2016.
Housing Opportunities for Persons Living with Disabilities	Work in cooperation with the NLACRC to publicize information on available resources for housing and services. Pursue State and Federal funds available for supportive housing and services in future affordable housing projects.	Publicize NLACRC resources in 2014; Evaluate funding resources at least annually; Pursue funding at least once during planning period in conjunction with affordable projects.	Evaluation initiated.

Affordable Housing Update: The City Council received a report regarding the status of rental rates and affordable housing units in the City of Calabasas on January 13, 2021. While the City offers funds for residential rehab, and Rental Assistance, these programs do not satisfy the City’s obligation for producing new affordable housing units under RHNA. The following tables identify currently available affordable housing in the City. Note that only long-term government restricted units qualify as affordable housing under RHNA.

Current Affordable Housing:

Name	Address	No. of Units	Income Level	Expiration Date
Avanti	23500 Park Sorrento	8	Very Low Income	2046
Canyon Creek	4803 El Canon	75	Very Low Income	2066
Paxton	4240 Las Virgenes Rd	4	Very Low Income	2048
Total: 87 units				

FISCAL IMPACT/SOURCE OF FUNDING:

None

REQUESTED ACTION:

That the City Council receive and file the attached 2020 annual progress report regarding the 2014-2021 Housing Element of the 2030 General Plan.

ATTACHMENTS:

Attachment A: 2020 Annual Housing Element Progress Report

Please Start Here

General Information	
Jurisdiction Name	Calabasas
Reporting Calendar Year	2020
Contact Information	
First Name	Michael
Last Name	Klein
Title	Senior Planner
Email	mklein@cityofcalabasas.com
Phone	8182241710
Mailing Address	
Street Address	100 Civic Center Way
City	Calabasas
Zipcode	91302

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_28_20

Jurisdiction	Calabasas	
Reporting Year	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS Housing Element

Table A

							Date Application Submitted
					2	3	4
Prior APN⁺	Current APN	Street Address	Project Name⁺	Local Jurisdiction Tracking ID⁺	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)
Summary Row: Start Data Entry Below							
	2072025012	23306 Hill Road	N/A	190000026	SFD	O	3/6/2020
	4455047014	24226 Dry Canyon Cold Creek Road	N/A	180000265	SFD	O	11/3/2020
	2079004035	22848 Sparrowdell	N/A	ZCL-2020-098	ADU	R	7/21/2020
	2052019012	26124 Roymar	N/A	ZCL-2020-163	ADU	R	11/5/2020
	4455054020	24011 Alder Place	N/A	ZCL-2020-189	ADU	R	12/16/2020
	2052019048	3682 Avenida Callada	N/A	ZCL-2020-218	ADU	R	12/17/2020
	2052015018	5405 Ruthwood	N/A	ZCL-2020-161	ADU	R	11/23/2020
	2069034020	24803 Via Pradera	N/A	ZCL-2020-133	ADU	R	10/30/2020
	2052032009	5059 Ludgate Dr	N/A	ZCL-2020-002	ADU	R	2/12/2020
	2068020013	23207 Park Esperanza	N/A	ZCL-2020-004	ADU	R	1/30/2020
	2052019050	26118 Kenrose Circle	N/A	ZCL-2020-045	ADU	R	4/20/2020
	2079019042	22715 Sparrowdell Dr	N/A	ZCL-2020-049	ADU	R	7/2/2020

Project Identifier

Unit Types

Jurisdiction	Calabasas	
Reporting Year	2020	(Jan. 1 - Dec. 31)

Table A2					Annual Building Activity		
Project Identifier					Unit Types		
1					2	3	
Prior APN ⁺	Current APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted
Summary Row: Start Data Entry Below					0		
	2079003054	22968 Hummingbird Way B		ZCL-2019-057	ADU	R	
	2068020013	23207 Park Esperanza		ZCL-2020-004	ADU	R	
	2069085009	3895 Prado de la Mariposa		PL1900987	ADU	R	
	2052019057	26151 Kenrose CR		ZCL-2020-039	ADU	R	
	2079004035	22848 Sparrowdell		ZCL-2020-098	ADU	R	

Jurisdiction	Calabasas	
Reporting Year	2020	(Jan. 1 - Dec. 31)

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
					8			4					
Very Low	Deed Restricted	88										12	76
	Non-Deed Restricted												
Low	Deed Restricted	54											54
	Non-Deed Restricted												
Moderate	Deed Restricted	57											
	Non-Deed Restricted				1	2	4	1		5		13	44
Above Moderate		131		15	15	43	18	78	10	2		181	
Total RHNA		330											
Total Units				15	24	45	22	83	10	7		206	174

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



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: MARCH 22, 2021

TO: HONRABLE MAYOR AND COUNCILMEMBERS

FROM: TOM BARTLETT, AICP, CITY PLANNER
MICHAEL KLEIN, AICP, SENIOR PLANNER

SUBJECT: STUDY SESSION OF THE 2021–2029 HOUSING ELEMENT UPDATE

**MEETING
DATE:** MARCH 31, 2021

SUMMARY RECOMMENDATION:

That the City Council review feedback from the Planning Commission and community, and provide direction to staff regarding the 2021–2029 Housing Element Update.

BACKGROUND:

Every city and county in California must prepare, adopt and implement a General Plan, which establishes overall goals and policies for future growth of the jurisdiction. As set out in the California Government Code, a city's General Plan must include a Housing Element as one of seven mandatory elements. The Housing Element must include policies and programs to meet existing and future housing needs for the City across a wide socio-economic spectrum, as established by the California Department of Housing and Community Development (HCD) and the Southern California Association of Governments (SCAG).

On July 16, 2020, the Planning Commission held a kick-off meeting to discuss the 2021-2029 Housing Element Update process, take public comment and provide preliminary direction to staff. Staff updated the housing site inventory based on feedback from the Planning Commission, and posted the sites map online for public comment. Additionally, staff developed an online survey with 11 questions for Calabasas residents to provide feedback on the preference for various policy options. The survey was posted on the City website for six weeks; an advertisement with the

website link was placed in the *Acorn*, and the *Las Virgenes Enterprise* (Valley News Group); and, a postcard sent to every residential unit in the City. The City received 913 responses to the survey, which closed on September 30, 2020.

On September 30, 2020, staff held a virtual Community Workshop to provide the public with information regarding the 2021-2029 Housing Element update. In the Community Workshop, staff received active participation by the attendees via quick micro-surveys, site-by-site review of possible sites, and questions and answers. Sixteen people attended the Community Workshop.

On October 15, 2020, the Planning Commission held a public meeting to discuss the results of the online survey and the Community Workshop. The Commission opened the discussion up for additional public comment and provided staff with direction. The Commission also requested that staff return to a future meeting in order to fine-tune the housing site inventory, based on feedback from the community and Commissioners.

On February 4, 2021, the Planning Commission held a public meeting to discuss the housing site inventory in more detail. Staff presented the Commission with two options (see discussion item below) of housing site inventories that incorporate different strategies to achieve HCD's requirements for meeting the City's 6th Cycle RHNA allocation. Although the Commission did not take formal action, the Commissioners unanimously expressed support for Option A (see Attachment A).

DISCUSSION:

6th Cycle of the Regional Housing Needs Assessment (RHNA)

SCAG started the 6th cycle RHNA process through a Local Input Survey, which was distributed to the planning departments for all cities and counties in the region. The survey allowed the Calabasas Planning staff to review SCAG's growth projections and identify errors/constraints in their draft methodology. Planning staff's input also included one-on-one discussions with SCAG representatives to demonstrate the City's severe topographical constraints and extreme wildfire susceptibility. SCAG then used the local input as a basis for finalizing its methodology for RHNA distribution.

Late in 2019, SCAG received from HCD a regional allocation of 1,344,740 total new housing units. Shortly afterward, SCAG issued draft RHNA sub-allocations to the region's individual cities and counties; the City of Calabasas received a preliminary draft allocation of 351 total new housing units, with 290 of those units (more than 80% of the total) to fall into Moderate Income, Low Income, and Very Low Income affordability categories. The draft allocation was later updated by SCAG, and the Calabasas sub-allocation was increased slightly to 353 total housing units. In September 2020 SCAG started the appeals process for the RHNA allocations, and

concluded the appeal hearings in February 2021. Because the allocation to City of Calabasas was substantially lower than the allocations for other local jurisdictions (attributed largely to the up-front efforts by staff to inform SCAG of the City’s many constraints), we elected to not file an appeal. SCAG received 48 appeals during the appeal period, but it granted only two of the appeals. RHNA allocations were then re-adjusted for each jurisdiction one final time, based on the two granted appeals. The final RHNA allocations were adopted by SCAG on March 4, 2021. The City’s final RHNA allocation increased by one additional unit, and detailed below.

6th Cycle RHNA for City of Calabasas

Income Level	Percent of Area Median Income (AMI)	Housing Units	Percent
Very Low	31-50%	132	37%
Low	51-80%	71	20%
Moderate	81-120%	70	20%
Above Moderate	120% +	81	23%
Total		354	100%

State HCD: Plan for Adequate Sites Above and Beyond RHNA

For the preceding RHNA cycles, the City included a reasonable buffer of available sites in its Housing Element. This buffer (or ‘surplus’ of future housing capacity) proved beneficial when the City prepared the 5th RHNA cycle update because the City was able to rely on a surplus of identified sites from the 4th RHNA planning cycle to meet the City’s new 5th RHNA. However, with the City’s higher 6th cycle RHNA allocation, including a much higher percentage of affordable units, as well as substantially more stringent site justification requirements, the existing planned and zoned housing sites will not be adequate. Furthermore, HCD will now requires local jurisdictions to identify enough future housing sites inventory to not only cover the jurisdiction’s 6th RHNA, but to also provide for an additional buffer capacity above the RHNA. The buffer capacity is required to accommodate realistic production rates of affordable housing units; plus having the buffer can allow for instances when a smaller residential project may have to be considered for a given property. (The “No Net Loss” Law -- Government Code section 65863 -- requires enough sites be maintained to meet the RHNA for all income levels throughout the planning period.) The recommendation from HCD is that local jurisdictions adopt a housing site inventory with a buffer of at least 20% over the allocated RHNA.

Staff prepared two housing site inventory options based on feedback from the community via the online survey and virtual workshop, and feedback from the Planning Commission. These options reflect multiple requirements by HCD that must be satisfied in order to include a site in the inventory, as well as an analysis of site feasibility. Both options require restructuring density thresholds, and the adoption of a new Affordable Housing Overlay Zone (see discussion below). The Affordable Housing Overlay Zone would permit higher densities in exchange for provision of greater percentages of affordable housing. Without an Affordable Housing Overlay Zone, the City would be faced with having to rezone or up-zone far more properties – sufficient to accommodate approximately 3,000 total new residential units. This total would be needed because the City must demonstrate capacity for the allocated number of affordable housing units, which otherwise are accomplished through the City’s inclusionary housing program at an average of less than ten percent of all new units. Additionally, both site inventory options include mixed use sites in Craftsman Corner, taking advantage of the City’s planned annexation of this area. As noted above, the Planning Commission reviewed both options at a public meeting on February 4, 2021. After taking public comment and having received written correspondence from the public, the Commission discussed both housing sites options, after which each Commissioner stated their support for Option A.

Option A (see Attachment A) focuses on infill development and repurposing commercially developed properties for multi-family residential use, with a concentration of higher densities along Calabasas and Agoura Road. The sites inventory for this option includes an affordable housing overlay zone on Mixed Use properties and on the Avalon Bay Apartment complex. This approach is aligned with the community survey results. Option A does not include any vacant lands along Mulholland Highway, and does not require the rezoning of any undeveloped parcels.

Option B (see Attachment B) removes the Avalon Apartment Complex from the inventory. However, to offset the loss of housing unit capacity provided by Avalon, this option requires the addition of vacant sites along Mulholland Highway and a rezone program to change these sites from single-family to multi-family zones. Under state law, any property that is part of a rezone effort to meet RHNA is required to be zoned for “by-right” development.

Both options also include within the inventory of future housing sites, several properties located within the planned Craftsman’s Corner Annexation Territory. For the City to rely on a planned annexation area for any future housing in its Housing Element, the annexation must be accomplished within three years. And if the annexation is not completed within that timeframe, the city must replace the planned housing sites with other comparable sites within the city.

Affordable Housing Overlay Zone

New HCD rules require cities to use past performance to identify realistic production of affordable housing. As demonstrated in the table below, the average rate of production for affordable housing in Calabasas is less than 10% of all new housing units. Affordable housing production is accomplished via the City’s inclusionary housing ordinance, which requires any project with five or more residential units to provide deed restricted affordable housing. At a rate of 10%, the City would have to develop a housing inventory with enough feasible sites (mostly vacant) to accommodate approximately 3,000 new residential units, which would yield 300 affordable units via the Inclusionary Housing program to meet the City’s RHNA allocation for very low, low and moderate income housing.

Past Housing Production Statistics

Project Name	Property Type	Source of Assistance	Total Project Units	Affordable Units	% of Total Units Designated Affordable
Paxton Calabasas 4240 Las Virgenes	Townhomes	Inclusionary Ordinance	74	4 Very Low Income	5%
Avanti 23500 Park Sorrento	Condos	Inclusionary Ordinance; Density Bonus	80	8 Very Low Income	10%
Calabasas Creekside 23480 Park Sorrento	Senior Apartments	Inclusionary Ordinance; Density Bonus	42	5 Very Low Income	12%

To increase the production of affordable housing, and reduce the need for a substantially greater total number of new housing units, staff suggests development of an *Affordable Housing Overlay Zone*. Rather than just increasing maximum allowable site densities by right, the overlay zone could be applied to any multi-family zoned property, and would require a property owner to provide additional affordable housing to take advantage of a higher maximum allowable density. For example, for any project that simply meets the City’s inclusionary housing requirement of 5-15% of the units dedicated to very low income housing, a property owner would remain subject to the maximum allowable density of 20 dwelling units per acre for a parcel in the CMU zone. However, if the property owner proposes a project that includes at least 25% of the total units for very low income units, then the Affordable Housing Overlay Zone would allow an increase in density to 35 dwelling units per acre. (Note, however, that State-mandated density bonuses are separately determined under the State formulas, and by law cannot be factored into a local jurisdiction’s housing sites capacity calculations.) As a result, it is the intent of an Affordable Housing Overlay Zone to encourage development of more affordable housing by allowing greater density than would otherwise be permitted.

Minimum Density

In accordance with HCD's "default density" criteria for suburban jurisdictions such as Calabasas, 20 dwelling units per acre is the *minimum* density threshold for sites to be considered suitable for providing housing affordable to very low and low income households. The current permitted density in the Commercial Mixed Use (CMU) and Residential Multi-Family (RM) zones is a maximum of 20 dwelling units per acre. As a result, it is necessary to adjust the permitted density for the CMU and RM-16/20 zones to a range of 20 to 24 dwelling units per acre. This adjustment would comply with HCD's requirement of identifying housing inventory sites that have a minimum density of 20 dwelling units per acre in order to accommodate very low and low income units.

Also, by setting a new maximum allowable density that is only slightly higher, at 24 units per acre, the City can better utilize the incentive based Affordable Housing Overlay Zone as the principal means of accomplishing the new RHNA goals.

Housing Element Background Report

One of the requisite components of a Housing Element update is the "Housing Element Background Report". The purpose of the Housing Element Background Report is to provide an analysis of population and housing characteristics, identify special housing needs among certain population groups, evaluate existing housing conditions, and provide other important information to support the goals, policies, and programs that will meet the needs of current and future Calabasas residents. The draft Background Report is available for review on the City's website at:

<https://www.cityofcalabasas.com/government/community-development/2021-2029-housing-element-update/resources>

Additional General Plan Element Updates

In addition to the 2021-2029 comprehensive update of the Housing Element, the City also must prepare and adopt several other related updates to the General Plan; these include updates to the Land Use Element, Safety Element and Circulation Element. All of these updates are required by new State laws, and to maintain internal consistency throughout the General Plan.

ENVIRONMENTAL IMPACT REVIEW:

An Environmental Impact Report (EIR) is being prepared for the 2021-2029 Housing Element update and associated updates to the General Plan. A Notice of Preparation (NOP) was circulated on February 8, 2021, with the commenting period ending on March 9, 2021. Additionally, staff held an EIR scoping meeting on February 22, 2021, to solicit input on the content of the environmental analysis that will be included

in the EIR. Once completed, the draft EIR will be available for public review in advance of public hearings by the Planning Commission and City Council.

RECOMMENDATION:

That the City Council review feedback from the Planning Commission and community, and provide direction to staff regarding the 2021–2029 Housing Element Update.

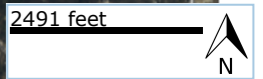
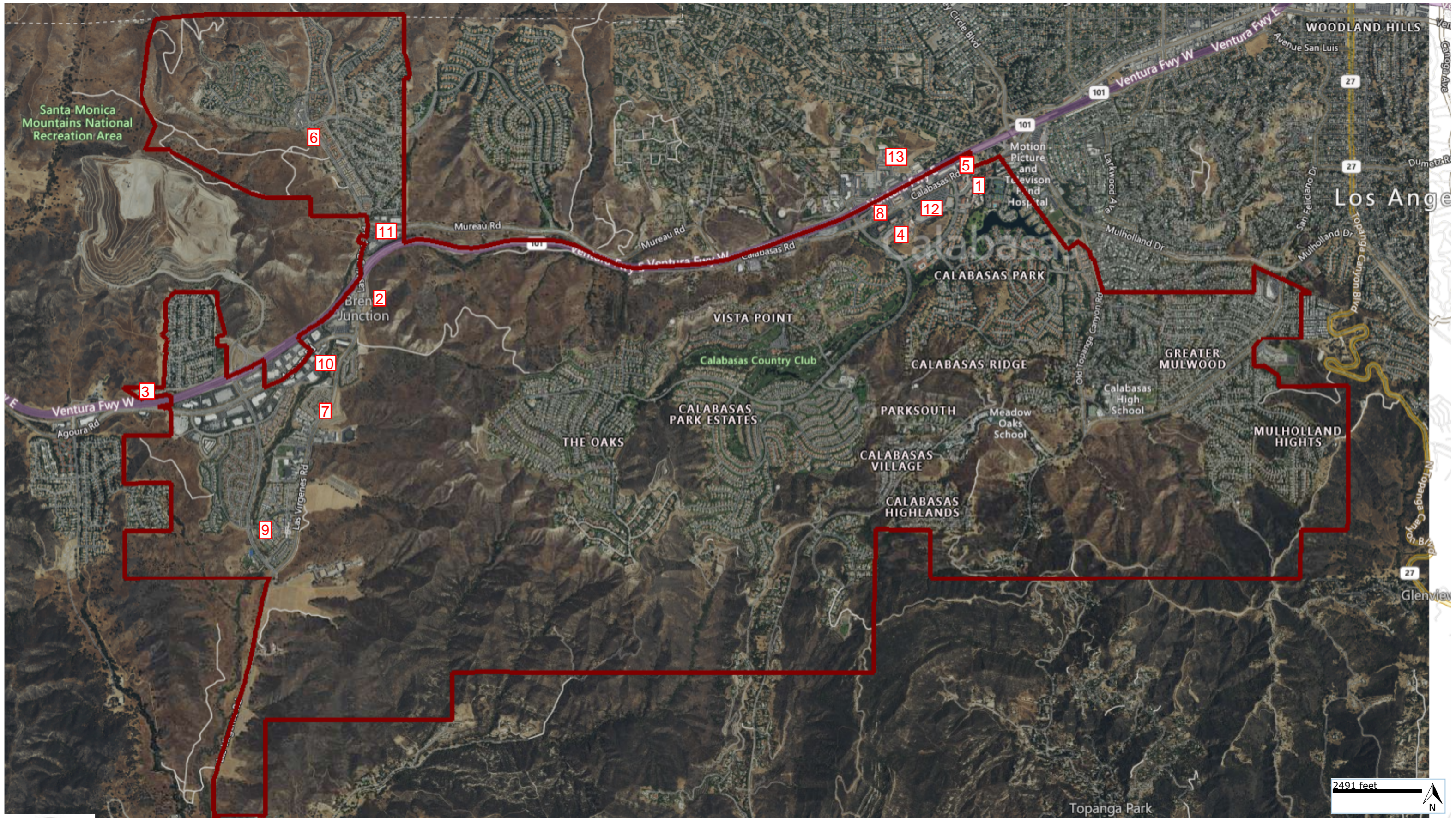
ATTACHMENTS:

Attachment A: Housing Site Inventory Option A
Attachment B: Housing Site Inventory Option B
Attachment C: PowerPoint Presentation

DRAFT Sites Inventory (2/4/2021)

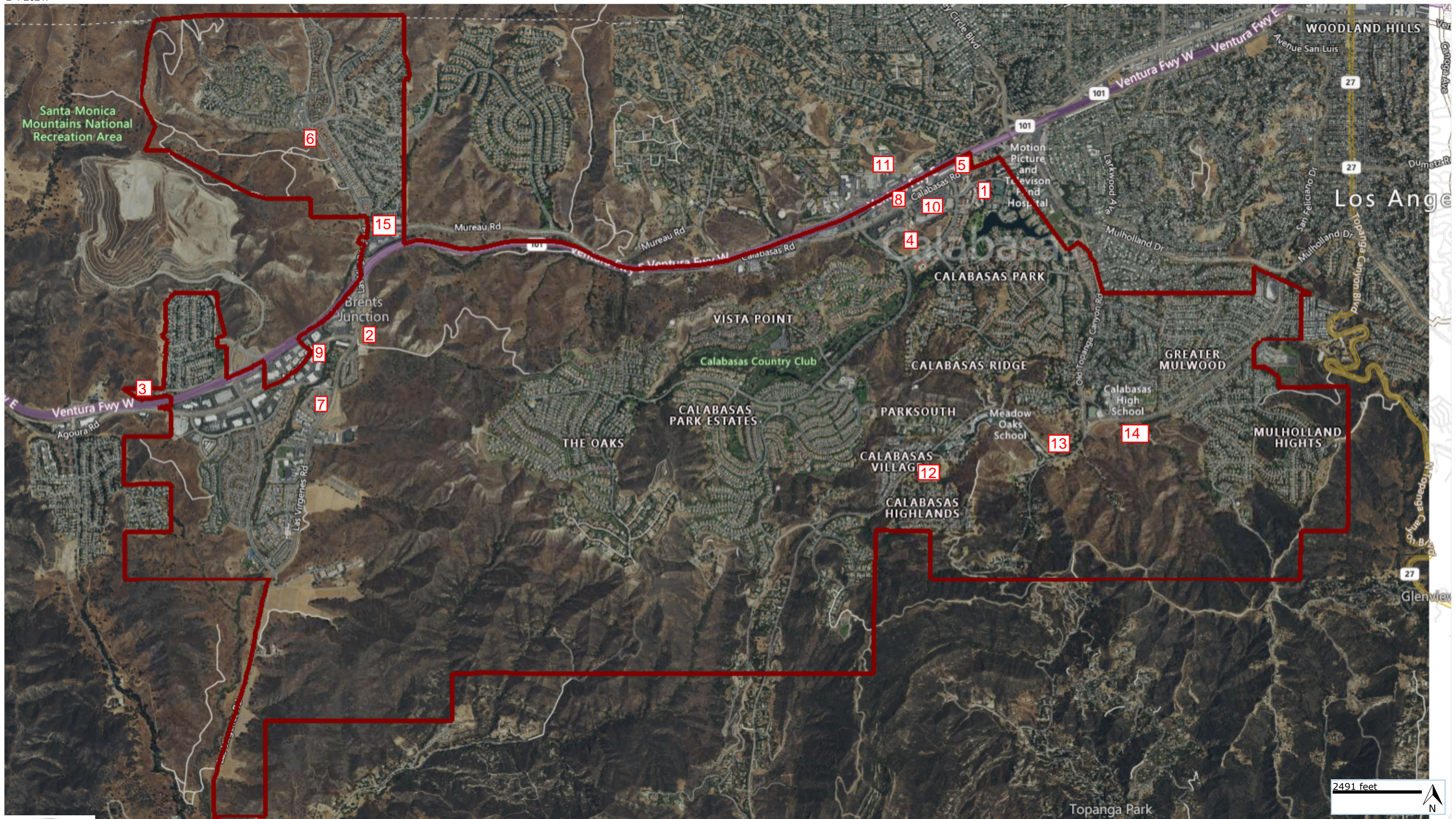
Site ID	Site Name	Address or APN	Existing Use	General Plan	Lot Size (Acre)	Permitted Density per Acre	Density With Affordable Housing Overlay	Dwelling Unit Potential	Above Moderate	Moderate	VL/L
1	Raznick	23480 Park Sorrento	Office	MU .95	1.32	20	N/A	42	37		5
		23480 Park Sorrento	Office	MU .95	0.61	20	N/A				
								42	37		5
2	West Village	4790 Las Virgenes Rd	Vacant Land	RMF (20), PD, OSRP	41.24	20	N/A	180	162		18
		4790 Las Virgenes Rd	Vacant Land	RMF (20), PD, OSRP	36.19	20	N/A				
								180	162		18
3	Rancho Pet Kennel	27201 Canwood Street	Kennel	RM-F (12)	6.84	12	N/A	60	54	6	
								60	54	6	
4	Cruzan Parking Lot	Civic Center Way	Parking Lot	MU .95	1.96	20	35	68	51		17
								68	51		17
5	Old Town Vacant Site	25600 Calabasas Rd	Vacant Land	MU 1.0	0.96	20	35	34	25		9
								34	25		9
6	Las Virgenes Shopping Center	5657 Las Virgenes Rd	Shopping Center	MU .60	0.66	20	35	23	17		6
		5657 Las Virgenes Rd	Center Parking Lot	MU .60	0.24	20	35	9	7		2
								32	24		8
7	Church	4235 Las Virgenes Rd	Church	RM-F (16)	2.47	16	35	86	43		43
								86	43		43
8	Downtown Offices	23945 Calabasas Rd	Office	MU .95	1.34	20	35	47	35		12
								47	35		12
9	Avalon Apartments	3848 Lupine	Apartments	RM-F (16)	17	20	25	118	59	47	12
		3909 Ceanothus Pl	Apartments	RM-F (16)	14	20	25	44	22	18	4
								162	81	65	16
10	Agoura Road Offices	26540 Agoura Rd	Office	MU .60	1.30	20	35	46	35		11
		26520 Agoura Rd	Office	MU .60	1.47	20	35	52	39		13
								98	74		24
11	Mureau Office	26050 Mureau Rd	Office	MU .60	1.59	20	35	56	42		14
								56	42		14
12	Commons Shopping Center	4799 Commons Way	Shopping Center	MU .95	1.65	20	35	10	8		2
		4776 Commons Way	Shopping Center	MU .95	1.07	20	35	6	5		1
		4719 Commons Way	Shopping Center	MU .95	11.57	20	35	67	50		17
		4710 Commons Way	Shopping Center	MU .95	9.23	20	35	54	41		13
		2068003028	Shopping Center	MU .95	0.10	20	35	1	1		0
		4798 Commons Way	Shopping Center	MU .95	1.37	20	35	8	6		2
									146	111	
13	Craftsman Corner	5034 Parkway Calabasas	Commercial	MU .95	4.86	20	N/A	97	87		10
		2049022040	Vacant	MU .95	3.83	20	N/A	77	69		8
		5124 Douglas Fir	Commercial	MU .95	1.12	20	N/A	22	20		2
								196	176		20
		Accessory Dwelling Units						96	32	6	58
		TOTALS:						1303	947	77	279
		RHNA						353	82	70	201
		RHNA w/ 20% BUFFER						424	98	84	241

Option A Site Map



DRAFT Sites Inventory (2/4/2021)												
Site ID	Site Name	Address or APN	Existing Use	General Plan	Lot Size (Acre)	Permitted Density per Acre	Density With Rezone to RM-16	Density With Affordable Housing Overlay	Dwelling Unit Potential	Above Moderate	Moderate	VL/L
1	Raznick	23480 Park Sorrento	Office	MU .95	1.32	20	N/A	N/A	42	37		5
		23480 Park Sorrento	Office	MU .95	0.61	20	N/A	N/A				
										42	37	
2	West Village	4790 Las Virgenes Rd	Vacant Land	RMF (20), PD, OSRP	41.24	20	N/A	N/A	180	162		18
		4790 Las Virgenes Rd	Vacant Land	RMF (20), PD, OSRP	36.19	20	N/A	N/A				
										180	162	
3	Rancho Pet Kennel	27201 Canwood Street	Kennel	RM-F (12)	6.84	12	N/A	N/A	60	54	6	
									60	54	6	
4	Cruzan Parking Lot	Civic Center Way	Parking Lot	MU .95	1.96	20	N/A	35	68	51		17
									68	51		17
5	Old Town Vacant Site	25600 Calabasas Rd	Vacant Land	MU 1.0	0.96	20	N/A	35	34	25		9
									34	25		9
6	Las Virgenes Shopping Center	5657 Las Virgenes Rd	Shopping Center	MU .60	0.66	20	N/A	35	23	17		6
		5657 Las Virgenes Rd	Center Parking Lot	MU .60	0.24	20	N/A	35	9	7		2
										32	24	
7	Church	4235 Las Virgenes Rd	Church	RM-F (16)	2.47	16	N/A	35	86	43		43
									86	43		43
8	Downtown Offices	23945 Calabasas Rd	Office	MU .95	1.34	20	N/A	35	47	35		12
									47	35		12
9	Agoura Road Offices	26540 Agoura Rd	Office	MU .60	1.30	20	N/A	35	46	35		11
		26520 Agoura Rd	Office	MU .60	1.47	20	N/A	35	52	39		13
										98	74	
10	Commons Shopping Center	4799 Commons Way	Shopping Center	MU .95	1.65	20	N/A	35	10	8		2
		4776 Commons Way	Shopping Center	MU .95	1.07	20	N/A	35	6	5		1
		4719 Commons Way	Shopping Center	MU .95	11.57	20	N/A	35	67	50		17
		4710 Commons Way	Shopping Center	MU .95	9.23	20	N/A	35	54	41		13
		2068003028	Shopping Center	MU .95	0.10	20	N/A	35	1	1		0
		4798 Commons Way	Shopping Center	MU .95	1.37	20	N/A	35	8	6		2
									146	111		35
11	Craftsman Corner	5034 Parkway Calabasas	Commercial	MU .95	4.86	20	N/A	N/A	97	87		10
		2049022040	Vacant	MU .95	3.83	20	N/A	N/A	77	69		8
		5124 Douglas Fir	Commercial	MU .95	1.12	20	N/A	N/A	22	20		2
										196	176	
12	Mahin	2072001003	Vacant	RR	13.09	1	16	N/A	210	189		21
									210	189		21
13	Baiba	2069016038	Vacant	RR	8.77	1	16	N/A	140	126		14
									140	126		14
14	Boeckman	2080022008	Vacant	HM	3.69	0.25	16	N/A	59	53		6
		2080022010	Vacant	HM	1.28	0.25	16	N/A	20	18		2
		2080014003	Vacant	HM	1.03	0.25	16	N/A	16	15		1
		2080022013	Vacant	HM	8.73	0.25	16	N/A	140	126		14
		2080014002	Vacant	HM	40.49	0.25	N/A	N/A	4	4		0
		2080013004	Vacant	HM	81.19	0.25	N/A	N/A	8	7		1
		2080013006	Vacant	HM	40.84	0.25	N/A	N/A	4	4		0
									252	227		25
15	Mureau Office	2052043015	Office	MU .60	1.59	20	N/A	35	56	42		14
									56	42		14
Accessory Dwelling Units									96	32	6	58
TOTALS:									1743	1409	12	322
RHNA									353	82	70	201
RHNA w/ 20% BUFFER									424	98	84	241

Option B Site Map



2021-2029 6th Cycle Housing Element Update



CITY *of* CALABASAS

City Council Study Session

March 31, 2021

Presentation Overview

- **Housing Element 101**
- **Regional Housing Needs Assessment (RHNA)**
- **Housing Element Site Options**
- **Other General Plan Updates**
- **Next Steps**



Housing Element 101

- Part of City's General Plan - statutes mandate that local governments *“adequately plan to meet existing and projected housing needs of all economic segments of the community”*
- Unlike other General Plan Elements, Housing Element required to undergo **State HCD review** for compliance with State law.
- Unlike other General Plan Elements, Housing Elements are required to be updated according to a defined **statutory schedule**.



Benefits of HCD Compliance

- Presumption of **legally adequate** Housing Element in courts. If courts invalidate Element, **suspend City's authority** to issue building permits until brought into compliance
- Protection from **Attorney General** litigation on Housing Element
- Maintain **discretionary review** over affordable housing projects
- Maintain eligibility for **State housing funds**
- Don't face **RHNA carry-over** into next Housing Element cycle

CALABASAS 2014-2021 HOUSING ELEMENT CERTIFIED BY HCD



Regional Housing Needs (RHNA)

- RHNA = Regional Housing Needs Assessment
- Requires cities to zone for “fair share” of region’s housing needs
 - ✓ Based on State population growth (determined by HCD)
 - ✓ Mix of housing for economic segments
 - ✓ Affordability linked to zoning & density
- RHNA is a planning target, not a building quota



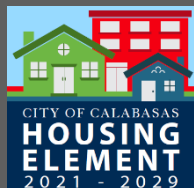
Setting the Table for RHNA

The RHNA represents the minimum number of housing units each community is required to provide “adequate sites” for through zoning



Calabasas' Final 2021-2029 RHNA

Income Level	2020 Income (3 person hh)	2021-2029 RHNA	% of Total	"Default Density"
Very Low	\$50,700	132 units	37%	Min. 20 du/acre
Low	\$81,100	71 units	20%	Min. 20 du/acre
Moderate	\$83,500	70 units	20%	Min. 12 du/acre
Above Mod	> \$83,500	81 units	23%	
Total		354 units		



Comparison of 5th and 6th RHNA Cycles

Jurisdiction	5 th cycle RHNA	6 th cycle RHNA	% Change
Calabasas	330	354	+7%
Agoura Hills	115	318	+176%
Hidden Hills	18	40	+127%
Malibu	2	79	+3800%
Westlake Village	45	142	+215%
Las Virgenes/Malibu COG	510	933	+82%
SCAG	412,137	1,341,827	+225%

While minor increase in RHNA totals for Calabasas, greater proportion of RHNA in “affordable” categories (77% vs 60%)



Housing Element Site Options

Developed 2 housing site inventory options based on:

- **Community Input**
 - ✓ On-line Housing Survey (913 responses)
 - ✓ Sept 3, 2020: virtual Community Workshop

- **Planning Commission Input**
 - ✓ July 16, 2020: Study Session
 - ✓ October 15, 2020: Study Session
 - ✓ February 4, 2021: Housing Inventory Discussion

- **Satisfaction of HCD sites requirements & RHNA allocation with adequate sites “buffer” to address NO NET LOSS**



Affordable Housing Overlay (AHO)

Proposed for Both Site Options

- **City's inclusionary ordinance produces approx. 10% affordable units per development. At this rate, City would need to zone for approx. 2,700 new units to meet its low/mod RHNA obligation.**
- **Applying an AHO to designated sites would allow a density increase in exchange for providing an increased % of affordable units beyond City's inclusionary requirements.**
- **Based on structure of City's inclusionary requirements and research on other AHOs, staff suggests allowing an increase in density from 20 to 35 units/acre for projects that include a minimum 25% lower income units.**



Affordable Housing Overlay (AHO)

Example: 2 acre site CMU Zone	Base Density 20 du/acre	Total Units: 40 Affordable Units: 4 (10%)
	AHO Density 35 du/acre	Total Units: 70 Affordable Units: 18 (25%)

- **An AHO reduces the total # of sites required**
- **HCD permits the sites inventory to calculate capacity based on designated sites utilizing the AHO**
- **New development standards would need to be created to support achievement of densities permitted under the AHO**



Minimum Densities

Proposed for Both Site Options

- **20 units/acre is *minimum* density threshold for sites to be credited towards lower income RHNA.**
- **City's Mixed Use and Multi-family zones permit a *maximum* 20 units/acre. Most recent projects not building to the max density.**
- **Staff recommends adjusting permitted densities in the CMU and RM-16/20 zones to 20-24 units/acre. Current development standards will need review to ensure support established densities.**



Housing Site Inventory

Option A

(Planning Commission preference)

- All new housing can be accomplished on properties already zoned for either commercial mixed-use or multi-family residential
- Applies Affordable Housing Overlay to select CMU properties @ 35du/acre
- Applies Affordable Housing Overlay to Avalon Apartment complex @ 25 du/acre
- Includes select sites in Craftsman Corner at current 20 du/acre CMU density

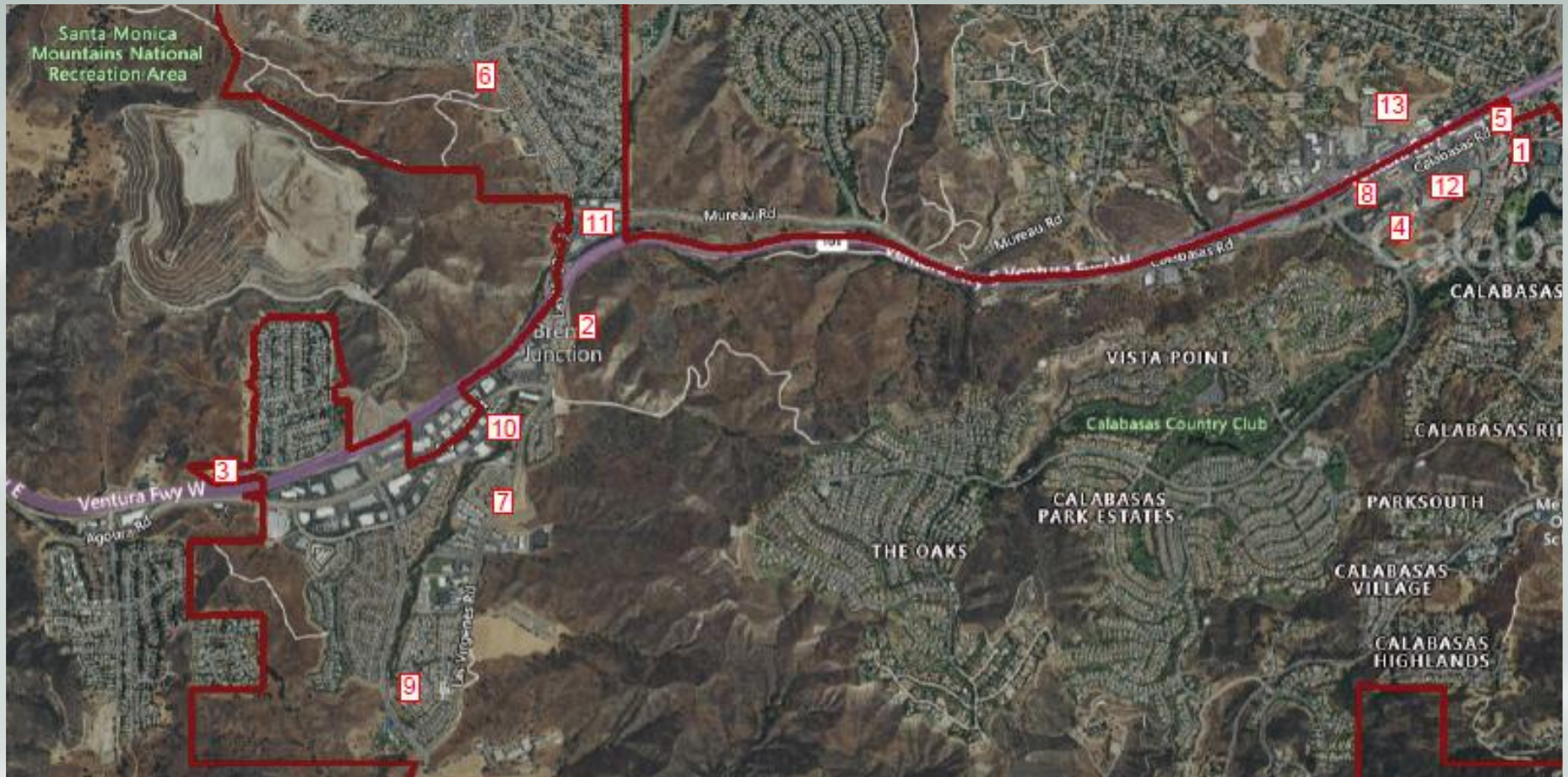


Housing Site Inventory Option B

- Same as Option A, but removes Avalon Apartments from the inventory
- To offset loss off unit potential from Avalon, adds vacant sites along Mulholland Highway and upzoning of these sites from RR and HM to RM-16



Housing Site Inventory Option A



Housing Element Update

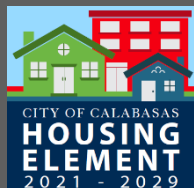
City Council Study Session

March 31, 2021

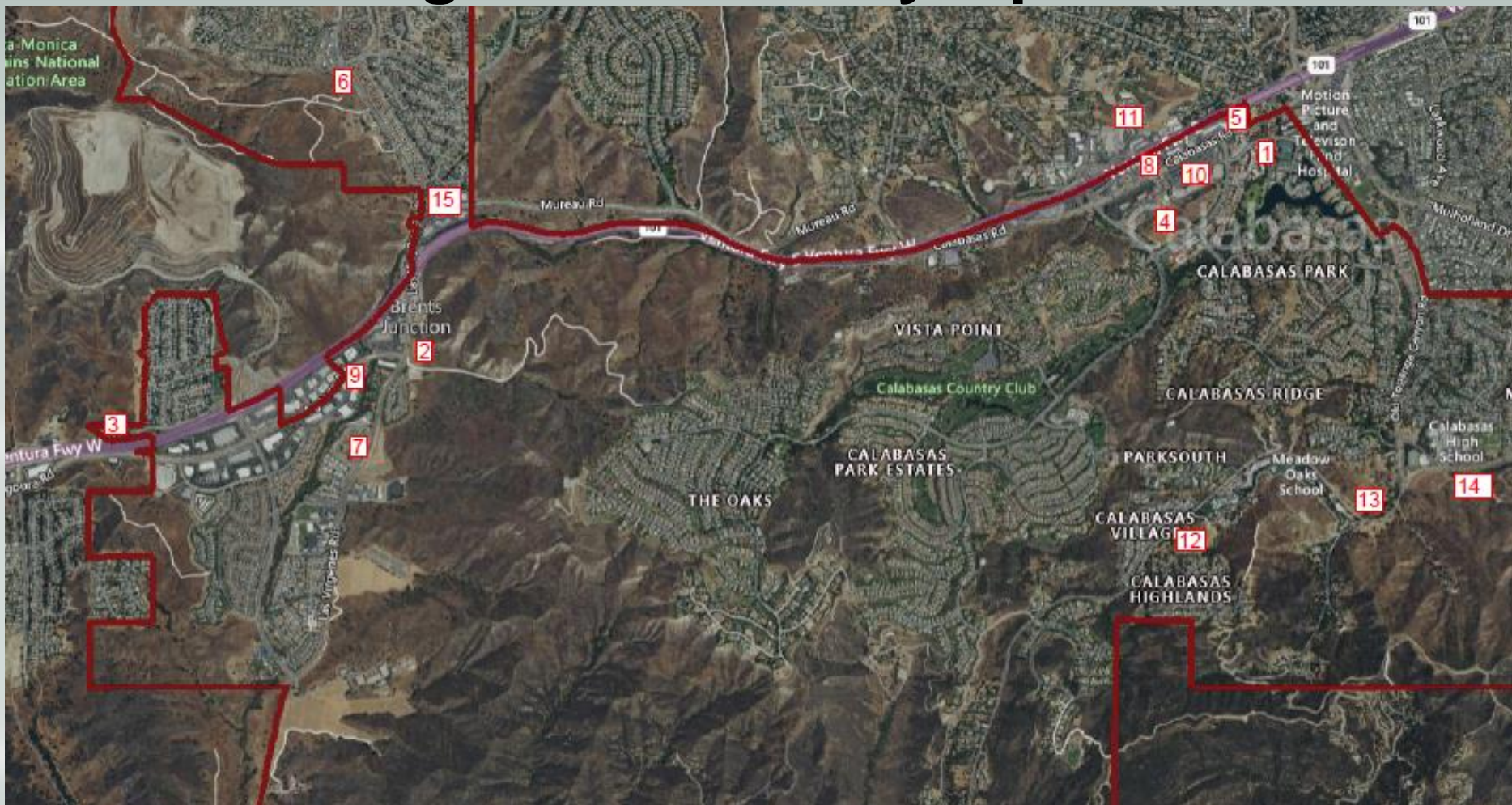
Slide #15



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Housing Site Inventory Option B



Housing Element Update

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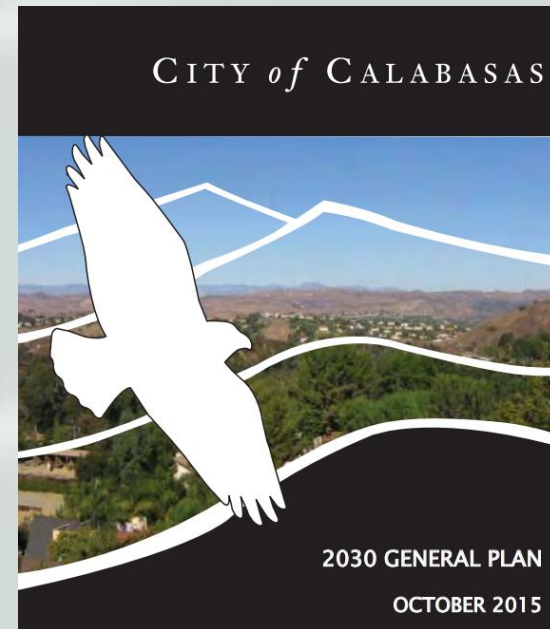


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Other General Plan Updates

- Land Use Element
- Safety Element
- Circulation Element
- Environmental Justice



Housing Element Update

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Safety Element Update

- Required per:
 - SB 379: Vulnerability and Adaptation
 - SB 1241: Fire Risks
 - SB 1030: Safety Element Update Requirements
- Align with Hazard Mitigation Plan and other relevant plans/policies
- Set up framework for any Municipal Code updates



Environmental Justice

- Required per SB 1000
- Work program will:
 - Confirm that there are no disadvantaged communities in the City
 - As necessary, incorporate policies to reduce the environmental health impacts
- Updates may apply to multiple General Plan elements



Task	June 2020	July	Aug	Sept	Oct	Nov	Dec	Jan 2021	Feb	Mar	April	May	June	July	Aug	Sept	Oct	
Public Outreach and Vetting of Sites																		
Housing Element Website																		
Planning Commission (PC) Study Session																		
Community-wide Workshop																		
On-Line Housing Needs & Sites Survey																		
City Council Study Session																		
Document Preparation																		
General Plan Update Prep																		
SCAG Adoption Final RHNA										RHNA								
Public Review Draft GP Elements																		
60 Day HCD Review of Hsg Element																		
CEQA																		
Public Review Draft EIR																		
Final EIR																		
Public Hearings/Adoption																		
Public Hearing Draft GP Elements																		
PC/City Council Public Hearings																		
Adopted GP Elements																		



Housing Element Update

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2021-2029 6th Cycle Housing Element Update



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Department	Agenda Headings	Agenda Title/Future Agenda
14-Apr		
1 CD	Consent	Adoption of Ordinance No. 2021-391, revising Calabasas Municipal Code Section 17.12.050 (Antennas/Personal Wireless Telecommunication Facilities) and add a new Chapter 17.31 to regulate Wireless Telecommunication Facilities
2 CD	Consent	Adoption of Resolution No. 2021-1724, seeking cost recover for Summary Abatement of a public nuisance at 22534 Calipatria Drive
3 PW	Consent	Initiating proceedings for the levy and collection of assessments in connection with Landscape Maintenance District No. 22 and Landscape Lighting Act District Nos. 22, 24, 27, and 32 for Fiscal Year 2021-2022;
4 CS	Continued Business	Discussion on 2021 social distant City events
5 AS	New Business	Council position on SB 612
6 CC	New Business	Council discussion and direction to staff of \$5 hazard pay (Hero Pay)

Future Items

7 CC	New Business	Discussion of comments to the California Redistricting Commission
8 CD	New Business	Calabasas Village Mobile Home Park Memorandum of Understanding
9 CD	Public Hearing	West Village Project
10 CD	New Business	Discussion of Council position on SB 612 (Portantino)
11 PS	New Business	Use of technology (satellite phones) during emergencies
12 CC	New Business	Climate Action Plan
13 PW	New Business	Public meeting regarding Landscape Maintenance District No. 22 and Landscape Lighting Act District Nos. 22, 24, 27 & 32 Assessment Proceedings
14 CC	New Business	Council discussion on how to use Woolsey Fire settlement funds
15 CD	New Business	Recommendation by staff regarding senior affordable housing
16 CD	New Business	Code amendment regarding amendments to the City's Story Pole Procedures
17 PW	Public Hearing	Public Hearing regarding Landscape Lighting Act District Nos. 22, 24, 27, & 32 Levy of Assessments; Adoption of Resolution 2021-17__, approving a final Engineer's Report in connection with Landscape Lighting Act District Nos. 22, 24, 27, 32 and confirming diagrams and assessments for such districts for Fiscal Year 2021-2022
18 HR	New Business	HR Guidelines update
19 FIN	New Business	Cost Plan Allocation
20 PW	New Business	Environmental Commission recommendation regarding gas leaf blowers
21 CM	New Business	Discussion on how to be best engage/use Commissions
22 PW	New Business	PS and TTC recommendation regarding Automatic Plate Readers Report
23 PW	New Business	Update regarding anticoagulants
24 CD/Finance	New Business	Annexation update
25 PW	New Business	MTA's review of fare-free transit services
26 CA	New Business	Closed session regarding State's mandate for affordable housing
27 CC	Presentation	Chuck Becerra and Sheriff's discussion on use of force
28 CC	New Business	Council Protocols regarding email policy and State of the City

2021 Meeting Dates

May 12	Sep 8 - Canceled-Rosh Hashanah
May 26	Sep 22 - Canceled-League of California Cities Annual Conference/Expo
Jun 9	Oct 13
Jun 23	Oct 27
Jul 14 - Canceled	Nov 10
Jul 28 - Canceled	Nov 24 - Canceled-Thanksgiving Eve
Aug 11	De 8 - Council Reorganization
Aug 25	Dec 22 - Canceled