

CITY of CALABASAS
2030 General Plan

V - REVISED
2021-2029 HOUSING ELEMENT

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CITY OF CALABASAS
COMMUNITY DEVELOPMENT DEPARTMENT



KAREN WARNER ASSOCIATES

Housing Policy Consultants

City of Calabasas 2030 General Plan

Chapter V. Housing Element

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V.A Introduction

State housing element statutes (Government Code Sections 65580–65589.8) mandate that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. The law recognizes that in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems that provide opportunities for, and do not unduly constrain, housing development. As a result, State housing policy rests largely upon the effective implementation of local General Plans and in particular, local Housing Elements. Housing element statutes also require the State Department of Housing and Community Development (HCD) to review local housing elements for compliance with State law.

California’s Housing Element law requires that each city and county develop local housing programs to meet its “fair share” of existing and future housing needs for all income groups. The Southern California Association of Governments (SCAG) is responsible for developing and assigning these regional needs, or “RHNA”, to Southern California jurisdictions. Pursuant to the RHNA planning period and consistent with State Law, the Calabasas Housing Element is an eight–year plan extending from 2021–2029.

Calabasas’ 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.



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Public Participation

The City of Calabasas solicited input from the public throughout the Housing Element update process. As required by State law, all economic segments of the community were provided an opportunity to review and comment on the Housing Element. The City has bilingual staff (Spanish and English) within the Community Development Department and City Clerk's office and can provide translation services upon request. As part of the development of the Housing Element, which also requires revisions to the Safety Element, the City implemented the following public outreach program.

Public Outreach & COVID-19

Much of the Housing Element update process occurred during the COVID-19 pandemic. Restrictions on public gatherings prevented the City from holding traditional public workshops. Instead, the city utilized online engagement tools, including a community survey, virtual community workshops and stakeholder meetings, and online documents to provide opportunities for the community to share their feedback.

Housing Element Website

A City website specifically for the Housing Element update was established to provide: 1) an overview of the Housing Element process; 2) FAQs; 3) allow for citizen input on potential housing sites and for providing other comments to the City; and 4) to announce future events (i.e., workshops, survey). In addition, presentations from public outreach meetings were available for viewing, and documents related to the Housing Element were linked to the website, including the results of the Housing Element and Senior Needs surveys. This is the webpage link:

[2021-2029 Housing Element Update | City of Calabasas, CA](#)

Public Study Sessions

The City's Housing Element update process was initiated with the Calabasas Planning Commission "Housing Element 101" teleconference study session on July 16, 2020, which informed the Commission members and the Calabasas community of the proposed update of the Element. In addition to the information provided by the City team, a representative of the State Department of Housing and Community Development (HCD) presented information on the new Housing Element sites requirements, and responded to questions.



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A second public study session was held before the Planning Commission on October 15, 2020 to discuss the results of the online survey (see page V-4) and input received at the Community Workshop (discussed below). The Commission provided staff with direction on potential Housing Element sites, and requested staff return to a future meeting to finalize the housing sites inventory based on feedback from the community and Commissioners.

A third public study session was held before the Planning Commission on February 4, 2021. Staff presented the Commission with two options (“A” and “B”) of housing inventories that incorporated different strategies to address the RHNA, and the Commission unanimously stated a preference for Option A, which employed a strategy focused on infill and redevelopment.

On March 18, 2021, the City Council conducted a study session to review feedback from the Planning Commission and the general community, and to provide direction to staff on finalizing the Housing Element sites inventory.

Public Workshop

On September 30, 2020, City Community Development Department staff conducted a virtual community workshop to solicit public input on the Housing Element update. Sixteen members of the public participated in the workshop, and provided feedback via on-line polling, question and answers, and voting on 28 potential sites. The following summarizes input received at the workshop.



- Housing for Calabasas’ workforce was identified as the community’s most important housing need, followed by housing for seniors and housing for families with children.
- There was strong support to address the RHNA through intensification of uses along Calabasas Road/East Village, followed by transitioning office and business park uses in the Las Virgenes/Mureau Road area and the Agoura Road/West Village corridor.
- The following potential housing sites received the greatest number of votes:
 - Old Town office buildings (*included in sites inventory*)
 - Parking lot next to City Hall (*included in sites inventory*)
 - Office buildings next to Post Office
 - Old golf course driving range on Calabasas Road
 - 3 office buildings on Calabasas Road (*included in sites inventory*)



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- The office building on Mureau Road (already zoned Mixed Use) was a new site suggested by a member of the public, which was added to the Housing Element sites inventory.

The community workshop is available for viewing on the Calabasas Housing Element website under the “Get Involved” tab. A summary of feedback received at the workshop is included in Appendix F.

Public Noticing

Notices for the study sessions and community workshop were posted on the City website and project webpage, on the City’s social media accounts, and a press release included in the City’s e-newsletter. Direct invitation letters and emails were sent to local housing service providers, organizations representing lower income and special needs households, property owners of proposed Housing Element sites and other stakeholders. Announcements regarding the community workshop were made at City Council and Planning Commission meetings, and a postcard was mailed to every household in the City, reaching all economic segments and special needs populations in the community during development of the draft Housing Element.

The City received the State Department of Housing and Community Development’s (HCD) written comments on the draft Housing Element on September 3, 2021, and the City made revisions to the Element in response to the State’s comments. The revised Element was made available to the public through posting the Element on the City’s website beginning on September 20th, providing the public an opportunity to comment prior to the City Council meeting on September 28th, and three weeks prior to the City Council’s meeting to consider readoption on October 13th. The City received five comment letters on the Housing Element (included in Appendix F), and has considered and, as deemed appropriate, addressed these comments in the Element. Two of these letters were from residents and provided input on Housing Element sites; one letter was from a Section 8 voucher holder expressing the difficulty in finding housing in Calabasas with rent levels where she could use her rent voucher; and two letters were from YIMBY Law, a pro-housing organization expressing various concerns that the Housing Element sites do not adequately address the needs of low and moderate income households (a response letter was provided to YIMBY Law and is also included in Appendix F).



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Housing Element Surveys

Another component of the outreach effort was the Housing Needs Survey, posted on the City's website from August 24 – September 30, 2020, and advertised through a variety of outlets to reach a wide audience. A total of 913 completed surveys were received.¹ The following summarizes some of the primary input received from the housing needs survey, with the complete survey results included in Appendix F.

- The following were identified as the top three housing priorities (out of 6):
 - Housing concentrated within existing developed areas and/or cluster/compact housing in order to preserve surrounding open space
 - Encouraging the maintenance and rehabilitation of older housing stock
 - Creating mixed-use (commercial/office and residential) projects in the community that encourage walkable neighborhoods and reduce dependency on automobiles

- The following were identified as the top three housing development strategies (out of 7):
 - Redevelop over time the office and business park uses in the **Agoura Rd/ Las Virgenes** corridor to a mix of office, retail and residential uses
 - Redevelop over time office/business park uses in the **Las Virgenes/ Mureau** area to a mix of office, retail and multi-family residential uses
 - Redevelop and intensify existing uses along **Calabasas Road/ East Village** to create a mix of office, retail, and residential uses

- The following were common write-in comments on strategies to create more housing opportunities:
 - Don't build on open space areas - keep as much open space as possible
 - Annex Craftsman Corner and explore as an option for affordable housing
 - We need more senior housing
 - Agoura Road/Las Virgenes corridor has strong potential for development

In order to solicit input from one of Calabasas' most vulnerable populations – senior citizens – the City conducted a Senior Housing Needs survey. This survey was distributed in the following ways:

- Posted on the Housing Element Update webpage and City main page
- Emailed the survey link to the Savvy Seniors
- Emailed the survey link to members signed up for the Senior Center updates

¹ The response level of the survey provides a 99% confidence level the results fall within a 5% margin of error to apply to the entire Calabasas population.



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- Hard copies distributed to senior housing complexes (Canyon Creek, Calabasas Village and Horizon's 55), Calabasas Village Mobile Estates and the Senior Center, and completed surveys picked up several weeks later.

A total of 324 senior citizen residents completed the Senior Housing Needs Survey.

Highlights of the survey responses include:

- 73% of respondents visit the Senior Center and/or receive the City's E-News
- 59% did not think adequate information was provided about housing programs for seniors such as senior housing, rental assistance, and help with housing maintenance
- On scale of 1-5 (5 being highest), senior housing near medical facilities and shopping in Calabasas received an average score of 3.87, followed by additional affordable senior housing (3.35).
- 25% of respondents would like information on how to provide an ADU on their property

The survey results show that, at least among those responding to the survey, Calabasas' seniors are fairly well informed through the Senior Center and City Hall, though additional outreach to seniors on available housing programs appears warranted and has been included in the Housing Element. And despite the City's relative affluence, affordable housing is a concern among the City's seniors.

Relationship to Other General Plan Elements

The Calabasas 2030 General Plan is comprised of the following eleven elements: Land Use; Circulation; Housing; Conservation; Open Space; Parks and Recreation; Noise; Safety; Community and Economic Design; Cultural Resources; and Communications, Technology and Infrastructure. The City's 2008–2014 Housing Element was developed in conjunction with the 2030 General Plan and, as such, was entirely consistent with the policies and proposals set forth by the Plan. The subsequent 2014 – 2021 Housing Element update was likewise prepared and adopted so as to be entirely consistent with the policies and proposals set forth by the other ten elements of the 2030 General Plan. The current 2021–2029 Housing Element update maintains this internal General Plan consistency. Whenever any element of the General Plan is amended in the future, the Housing Element will be reviewed and modified, if necessary, to ensure continued consistency among General Plan elements.

Resources for Program Implementation

Calabasas has one primary ongoing funding source available for implementation of Housing Element programs – the Affordable Housing Fund, generated from inclusionary



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housing in-lieu fee and commercial affordable housing impact fee revenues. The Housing Element recommends allocation of the current \$1.65 million Affordable Housing Fund balance towards Affordable New Construction and the Home Repair/ADU Assistance Program. In addition, the City has also been approved for approximately \$3.2 million under the Disaster Recovery Multifamily Housing Program (DR-MHP) through State HCD for production of lower income rental housing that can begin construction by December 2022. Other funding resources include Community Development Block Grant, which funds the Single-Family Rehabilitation Program, and General Fund monies, which fund the Rental Assistance Program. In addition, the City will continue to generate modest levels of inclusionary in-lieu and commercial affordable housing impact fee revenues which will further support affordable production and preservation activities.



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V.B Residential Sites Analysis

California Housing Element law requires that each jurisdiction develop local housing programs to meet their “fair share” of existing and future housing needs for all income groups. This “fair share” allocation concept seeks to ensure that each jurisdiction accepts responsibility for the housing needs of not only its resident population, but also for the jurisdiction’s projected share of regional housing growth across all income categories. Regional growth needs are defined as the number of units needed to accommodate forecasted household growth, as well as units needed to compensate for anticipated demolitions and changes to achieve an “ideal” vacancy rate.

In the Southern California region, the agency responsible for assigning these regional housing needs to each jurisdiction is the Southern California Association of Governments (SCAG). The regional growth allocation process begins with the State Department of Finance’s projection of Statewide housing demand, which is then apportioned by the State Department of Housing and Community Development (HCD) among each of the State’s official regions. For the 6th cycle Housing Element planning period of 2021–2029, SCAG was allocated a total housing need for 1.34 million new housing units.

SCAG has determined the projected housing needs throughout its region for the 6th cycle Housing Elements, and has allocated this housing need to each jurisdiction by income category. This Regional Housing Needs Assessment (RHNA) represents the minimum number of new housing units each community must plan for by providing “adequate sites” through general plan and zoning. An important component of the Housing Element is the identification of adequate sites for future housing development to address the City’s RHNA. Calabasas’ 2021–2029 RHNA allocation is 354 total units, distributed among the following income groups: 66 extremely low income; 66 very low income; 71 low income; 70 moderate income; and 81 above moderate–income units.

The City plans to fulfill its share of regional housing needs using a combination of the following methods:

- Residential projects with development entitlements;
- Vacant single–family residential sites;
- Multi–family residential and mixed–use opportunity sites; and
- Accessory dwelling units.

Calabasas’ residential sites capacity from the above sources provides for approximately 1,200 additional units, including sites suitable for development of 318 lower income



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(which includes both very low income and low income), 17 moderate income and 865 above moderate-income units, reviewed in detail in the following narrative. A parcel-specific site inventory and site maps are included in Appendix C.

Projects with Entitlements

Calabasas currently has one residential project with development entitlements that will contribute towards addressing its future RHNA needs during the 6th cycle Housing Element as presented in **Table V-1**.

Table V-1 Residential Projects with Entitlements (Occupancy post June 30, 2021)			
Project Name	Total Units	Very Low Income	Market Rate
Calabasas Creekside Apartments (Raznick)	42	5	37

Source: Calabasas Community Development Department, 2021.

Calabasas Creekside Apartments (previously “Raznick Mixed Use”) involved rezoning a 1.92-acre Commercial Office (CO) site to Commercial Mixed Use (CMU) to allow for replacement of an existing 2-story office building with 42 residential units (age restricted for residents 55 years old or greater), surface level parking and indoor/outdoor common space. The applicant received a height concession and density bonus for providing five (10%) very low-income units. The project also includes a 1,590 square-foot commercial/retail building along Park Sorrento.



Vacant Single-Family Residential Sites

The City’s 2030 General Plan included a parcel-specific inventory of all vacant residential land in Calabasas. The inventory is hereby updated for the 2021–2029 Housing Element. The land survey documents a total of 112.3 vacant residential acres



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designated for single-family residential use, summarized in **Table V-2**, with parcel specific details provided in the Appendix.

Table V-2 Vacant Single-Family Residential Sites			
Zoning Category	Density	Acreage	Unit Potential
Hillside Mountainous (HM)	1 unit/40 acres	65.4 acres	18
Rural Residential (RR)	1 unit/10 acres	42.1 acres	10
Residential Single-Family (RS)	6 units/acre	4.8 acres	16
Total		112.3 acres	44 units

Notes:

1. For single-family residential zoned areas (HM, RS, and RR zones), estimated build-out is based on one dwelling per existing legal lot.
2. Vacant lots zoned Rural Community (RC) have not been included in the sites inventory as most are undevelopable due to a variety of significant site constraints, and thus realistic unit potential is minimal.

Although the majority of the vacant acreage in Calabasas is in the Hillside/ Mountainous (HM) district, only relatively few numbers of units can be developed in HM areas due to severe physical constraints, lack of roads and sanitary sewers, and safety issues. Other vacant single-family land is limited to areas designated Rural Residential (RR), also subject to significant development constraints related to topography and access. Less than five acres of vacant, unconstrained Residential Single-Family (RS) land remains in Calabasas, supporting densities up to 6 units/acre. In total, approximately 44 new single-family housing units can be developed on sites that have not already received land use entitlements.

Multi-family Residential and Mixed-Use Opportunity Sites

The Calabasas 2030 General Plan identified the following three distinct areas as appropriate for long-term transition to relatively high intensity, pedestrian-oriented environments with an integrated mix of commercial and residential uses:

- **West Village** – The Agoura Road corridor is currently dominated by office and business park uses. The Land Use Plan’s vision is to transition the corridor to a mix of office, retail, and residential uses that creates a village ambiance and strong “sense of place.” Approximately 80 acres are designated for mixed use in the West Village area.



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- **East Village** – The approximately 80-acre mixed use area along both sides of Calabasas Road provides an opportunity for redevelopment and intensification of existing uses to create a mix of office, retail, and residential uses to complement the uses in Old Town Calabasas and to provide the impetus for creating a pedestrian-oriented "city center" and gathering place.
- **Las Virgenes/Mureau Road** – City Hall, including the City library, vacated its original Business Park location when the new Calabasas Civic Center and Library opened in 2008. The General Plan envisions the 28 acres of existing office/business park uses in this area transitioning to an integrated mix of office, retail, and multi-family residential uses.

Each of these areas are designated commercial mixed-use (CMU) in the 2030 General Plan, allowing for residential densities up to 20 units/acre, in addition a specified floor area ratio for the non-residential component. The CMU zone requires all projects to include a residential component that constitutes at least 20 percent of the overall floor area, with CMU 1.0 requiring a minimum 50 percent residential. Two sites previously developed with commercial uses were rezoned from Commercial Office to Commercial Mixed Use – the prior Calabasas Inn site which was developed with the 80-unit Avanti project, and most recently, an office building on Park Sorrento, which was approved and entitled for redevelopment as a 42-unit project (Calabasas Creekside Apartments).

For purposes of identifying properties suitable for intensification during the 6th cycle Housing Element, City staff conducted a land use survey of parcels in the commercial mixed-use (CMU) and residential multi-family (RM) zoning districts. Parcels were identified based on the following criteria: 1) significant underutilization of permitted density or floor area (FAR); 2) existing use approximately 30+ years old, surface parking lot, or vacant site; 3) low building to land value ratio; 4) developer and/or property owner interest. The City developed an inventory of potential mixed use and multi-family sites in the fall of 2020, and continued to refine this inventory based on input from the community, Planning Commission and City Council.

As summarized in Table V-3 and depicted in the Sites Map which follows, twelve sites totaling approximately 84 acres of RM and CMU designated parcels met the City's sites criteria and were identified as suitable for development within the 2021-2029 planning period. These include a balance of CMU sites in the East Village, West Village, and Las Virgenes/Mureau Road areas, as well as three RM sites, and one CMU site in Craftsman Corner to be annexed into the City. Each of these sites is described in the narrative which follows, with parcel specific site inventories and maps included in the Appendix to the Element.



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Table V-3 Multi-family and Mixed-Use Housing Opportunity Sites					
Site No.	Site Description	Acres	Existing Zoning	Affordable Housing Overlay	Net Unit Potential
1	Raznick Office Building ¹	1.93	CMU .95	No	42
2	Rancho Pet Kennel	6.84	RM (12)	No	60
3	Private Parking Lot ²	1.96	CMU .95	Yes	78
4	Old Town Vacant Site ²	0.96	CMU 1.0	Yes	48
5	Las Virgenes Shopping Center ²	0.88	CMU .60	Yes	36
6	Church ²	2.47	RM (16)	Yes	99
7	Downtown Offices ²	1.34	CMU .95	Yes	54
8	Avalon Apartments	30.5	RM (16)	No	71
9	Agoura Road Offices	2.78	CMU .60	Yes	111
10	Mureau Road Offices	1.59	CMU .60	Yes	64
11	Commons Shopping Center	25.0	CMU .95	Yes	202
12	Craftsman Corner	9.8	CMU .95	No	196
Total Opportunity Sites		84.12			1,019

¹ Site has an approved project and already accounted for under Table V-1, and therefore not included in the total acreage or unit count in this Table.

² Vacant sites included in two consecutive previous planning periods (4th and 5th cycle inventories) or underutilized site identified in the 5th cycle sites inventory, and identified in 6th cycle to address a portion of lower income housing needs. Consistent with State law (Gov. Code Section 65583.2(c)), and per Housing Element Policy V-11, the City will allow developments that include at least 20 percent affordable units by-right.

Affordable Housing Overlay (AHO) Sites

Based on past performance, the average rate of production for affordable housing in Calabasas is approximately 10% of new development, resulting from requirements under the City’s inclusionary housing ordinance. At a rate of 10%, the City would need to develop a housing inventory with enough feasible sites to accommodate approximately 3,000 new residential units, which would yield the 300 affordable units needed to meet the City’s RHNA allocation for very low-, low- and moderate-income households.

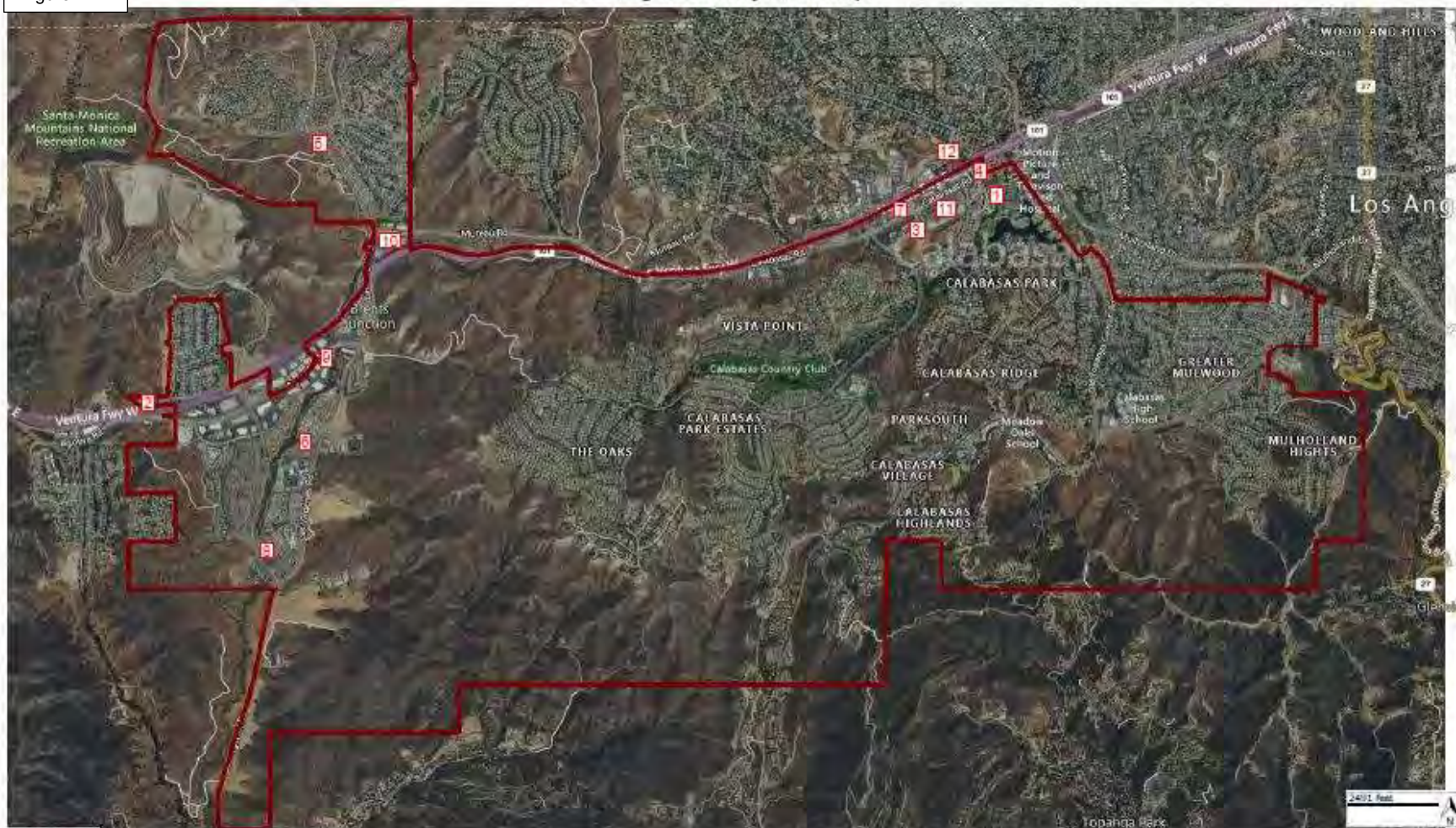
In order to increase the production of affordable housing, and reduce the total need for additional residential units, Calabasas intends to adopt an Affordable Housing Overlay (AHO) zone in conjunction with the 6th cycle Housing Element. The overlay would layer



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Figure V-1

Housing Inventory Site Map



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on top of the base zoning regulations, leaving in place the option to develop under the base zoning, but providing the opportunity to develop to a greater intensity in exchange for providing a given percentage of affordable units without the requirement for a General Plan amendment or zone change.

The City has identified eight sites for designation with an Affordable Housing Overlay: seven with a mixed-use base zone, and one with a base zone of RM-16. The City contracted with an economic consultant to confirm the affordability requirements in the Overlay are adequately offset by the added density to ensure development projects are financially feasible (refer to Appendix D for the complete economic feasibility analysis). Based on the analysis, the AHO would allow for 20 – 40 units/ acre on designated sites in exchange for inclusion of the following amounts of affordable units:

- Rental projects: 25% lower income units (min. ¼ very low income)
- Ownership projects: 25% moderate income units

In addition, the Housing Overlay will include an option for affordable senior housing, allowing for densities of 20 – 50 units per acre for projects with 100% lower income units.

The AHO modifies certain development standards to accommodate the higher densities (refer to Table 27 in Appendix G), including:

- Increased densities
- Increased height limits
- Increased floor area ratios
- Reduced project-specific open space standards

Realistic Capacity

For purposes of identifying unit capacities on the AHO sites, seven of the sites are assumed to develop at the 40 unit/acre density, with one site assumed to develop with senior housing at the permitted 50 units/acre. As with any other residentially zoned property, property owners utilizing the affordable housing overlay are also eligible for further density increases and incentives available under State density bonus law, including reduced parking requirements.

There are several factors which support the assumption that sites will develop under the AHO and be developed at the upper end of the density range:



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- The AHO Feasibility analysis tested development feasibility under the base RM zone at 24 units/acre with a 5% very low income inclusionary requirement compared to 3 rental scenarios under the AHO: 1) 35 units/acre with 25% affordability requirement (50% very low, 50% low); 2) 40 units/acre with 30% affordability requirement (50% very low, 50% low); and 3) 40 units/acre with 25% affordability requirement (25% very low, 75% low). The results of the analysis show that only under scenario #3 is the return on cost preferable to the base scenario, in addition to generating 50% greater net operating income. So, in other words, it is more financially advantageous to a developer to build to a 40 unit/acre density than 35 units/acre under the AHO, or to 24 units/acre under the City's inclusionary ordinance.
- The AHO Feasibility Analysis also tested development feasibility for a 100% affordable senior project at 50 units/acre. As described under Program #14 (Affordable Housing Development Assistance), the City is committing to allocate \$1 million in Affordable Housing Funds towards development of an affordable senior project. Incorporating this level of subsidy into the senior housing pro forma results in the project being feasible under 9% Low Income Housing Tax Credits. Furthermore, the 100% affordable Canyon Creek senior apartments which received Tax Credits and \$1 million in City subsidies are developed at a density of 75 units/acre, supporting the 50 unit/acre density assumption, with higher densities available utilizing State density bonus law.
- The AHO has been structured to incentivize its use over the base zoning designation. Projects proposed under the AHO will be subject only to Site Plan review by the Planning Commission, providing greater certainty to the entitlement process. Objective development standards including reduced open space and parking, and allowance for increased building heights and FARs will enable achievement of densities at the top end of the density range. The sites schematics included in Appendix C reflect the AHO development standards and achievement of maximum densities on a prototypical two-acre site.
- Development trends in nearby San Fernando Valley communities over the past several years indicate that developers are building multi-family projects at densities in excess of 40 units per acre. The San Fernando Valley Multi-family Projects Table in Appendix C provides a summary of multi-family projects built



Canyon Creek Apartments



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in the last several years in nearby communities. These projects have an average density of 95 units per acre. This analysis supports the assumption that development at higher densities is both feasible and preferable for residential developers.

Housing Opportunity Site Descriptions

- **Site 2** is a 6.6-acre site partially developed with the Rancho Pet Kennel. While the northern portion of the site is hilly, a sizable flat area of approximately 4 acres is readily buildable, and the property owner has been in recent discussions with the City about development. The existing kennel facility consists of an 800 square-foot main house over 60 years in age, and a series of peripheral structures which house the dogs and serve as storage. County Assessor records indicate the value of site improvements comprise just one percent of the property's total assessed value, further indicating the existing uses are economically obsolete. In terms of potential environmental constraints, because the site is located within 500 feet of a freeway, the General Plan will require a health risk analysis to demonstrate residents would not be exposed to health risks exceeding SCAQMD standards. In addition, the General Plan will require mitigation to achieve acceptable interior noise levels, and depending on the layout of the project, may also require mitigation for exterior noise.
- **Site 3** is a 1.96-acre parcel adjacent to Calabasas City Hall and currently improved as a private surface parking lot. The parking lot provides overflow parking spaces for City Hall employees, Senior Center visitors, and employees in the office buildings across the street. The General Plan designates the site for mixed use, and the property owner is very interested in developing the site with housing and hosted a Community Development Forum to solicit public input prior to submittal of a formal application. The site is located in the heart of the City's downtown and, with the lone improvement being a parking lot, would require only minor demolition and development preparation. Additionally, the existing parking offered by this site would need to only be partially replaced upon redevelopment because it serves as overflow only.
- **Site 4** is a vacant, one-acre parcel located on the north side of Calabasas Road on the eastern edge of Old Town Calabasas, and was included in the City's 4th and 5th cycle Housing Elements. The site is flat and well situated to



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- infill development, located less than ¼ mile to transit and shopping, including a grocery store. The General Plan designates the site as Mixed Use 1.0, providing residential uses at densities of 20 units per acre, as well as accommodating commercial uses at a combined intensity up to 1.0 FAR. The Mixed Use 1.0 designation requires residential uses to constitute a minimum 50% of the overall project floor area.
- **Site 5** is an underutilized commercial property comprised of two adjacent parcels under common ownership totaling 39,300 square-feet. The main parcel, abutting Las Virgenes Road, is 28,700 square-feet and is developed with a 12,100 square-foot commercial building (shopping center) and a portion of the associated parking lot. The second parcel is 10,625 square feet and houses the remainder of the parking lot for the shopping center. The existing building is currently occupied by a variety of commercial uses such as small restaurants, a laundromat, a liquor store, a beauty supply, and a vacant store front. The building dates from 1965, is in poor physical condition, and fails to meet current building codes. Additionally, the current zoning designation of CMU permits a floor area ratio (FAR) of 0.6, compared to the existing developed FAR of just 0.4.
 - **Site 6** consists of a single, 2.5-acre parcel located at 4235 Las Virgenes Road. Roughly one-third (0.95 acres) of the property is currently developed with the Calabasas Presbyterian Church and adjacent parking lot. To the rear of the church building on 0.25 acres are three prefabricated, temporary buildings dating from 1991 and totaling 7,650 square-feet and a 400 square-foot shed constructed in 1963. The remaining 1.3 acres behind the church and temporary buildings is undeveloped. The site is zoned RM-16 and allows for a site coverage of 55%. With an existing FAR of 0.1 and site coverage of just 8.8%, this site is significantly underutilized. Additionally, the four structures are functionally obsolete and the City does not anticipate that the buildings have a much longer functional life span. City Planning staff fielded an inquiry regarding development of multi-family residences on the undeveloped portion of this site, and City staff is currently in discussions with Church leadership about their interest in affordable housing on the underutilized site. Given the small size of the church relative to the entire site, combined with the shared parking arrangements permissible under AB 1851,² the site could readily accommodate

² Per AB 1851, the City would allow a 50% reduction in religious use parking spaces to accommodate affordable housing, and would allow the number of religious use parking spaces available after completion of an affordable housing project to count towards the housing project's parking requirements.



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housing with the Church remaining in place. As documented in *Making Housing Happen: Faith-Based Affordable Housing Models*,³ there is a growing trend of congregations providing affordable housing to serve those in need. Considering the age of the buildings and how greatly underutilized this site is, potential for redevelopment or partial redevelopment is high.

- **Site 7** is a 1.3-acre site located in the East Village mixed use area developed with a 53,000 square-foot, two-story office building. The building is 35+ years in age, does not comply with current building codes and is considered sub-standard when compared to the existing office buildings across the street and elsewhere in the area. This site occupies the center portion of the East Village where, as stated in the 2030 General Plan, opportunities for more of a pedestrian-focused downtown environment are unmet. Planning staff has fielded inquiries from developers interested in purchasing this and adjacent parcels and redeveloping the properties in compliance with the General Plan policies and the CMU 0.95 zoning.
- **Site 8** is a 30.5-acre site located just north of the intersection at Las Virgenes Road and Lost Hills Road, developed with a 600-unit apartment complex. The apartment complex is made up of 39 two and three-story residential buildings, indoor and outdoor amenities, surface level parking with covered (simple carports) and uncovered spaces. The surface parking lot represents underutilized areas of the site that can accommodate at least 71 new multi-family residential units (based an overall site density of 22 units/acre). One scenario would be to add six new 12-unit, two-story structures to be placed among and between the existing buildings, with the current access drives and surface level parking reconfigured to accommodate. Assuming six units per level, the necessary building footprint would not likely exceed 12,000 sq ft., or approximately 72,000 sq.ft. of total area, comprising less than two acres of the entire 30-acre complex. A previous engineered site plan showed capacity to add an additional 161 units to the parcel by adding eleven new three-story buildings on the underutilized portions of the property, with replacement and additional parking to be provided via garages within the new buildings and a new surface parking lot along the western portion of the site. City staff completed a comprehensive review of this prior proposal and confirmed that the project

³ Shook, J. (2012). *Making Housing Happen: Faith-Based Affordable Housing Models* (2nd ed). Wipf and Stock Publishers.



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conformed to the City's standards for parking, floor area ratio, open space and setbacks, though it required either a specific plan or density bonus as it exceeded the maximum 20 unit/acre density and two-story height limits under the prior RM 20 zoning. (The prior project proposal and a complete report of staff's analysis can be found here:

<https://www.cityofcalabasas.com/home/showpublisheddocument/7387/63726>).

Under the site's new RM 24 zoning, development of the 71 additional units assumed under the Housing Element can easily be accommodated on the site and meet both the density and height limits, as well as all other RM 24 development standards, without reliance upon either a specific plan or density bonus.

The property owner has expressed strong and continued interest in developing the underutilized portions of this site, and in February 2022 submitted a letter to the City regarding their interest in moving forward with entitlement for 132 additional units on the site (as permitted under the RM 24 zoning). Development consistent with the site's RM 24 zoning designation would be subject only to Site Plan review before the Planning Commission, and would not be subject to voter referendum.

- **Site 9** consists of office buildings located at 25620 and 25640 Agoura Road. 26520 Agoura Road is developed with a 14,440 square-foot two-story office building and surface parking on a 1.47-acre lot. With an existing FAR of 0.22 the site is significantly underutilized. 26540 Agoura Road is developed with a 30,444 square-foot office building and surface parking on a 1.3-acre lot. The one and two-story office buildings were constructed in 1978 and do not meet current building codes or ADA access requirements. Both properties are located in the West Village area of the 2030 General Plan, in which the vision is to transition the corridor to a mix of office, retail, and residential uses that creates a village ambiance and strong "sense of place."
- **Site 10** is a 1.59-acre site developed with a 47,184 square-foot office building and surface level parking. The site is surrounded by larger two- and three-story office buildings totaling more than 340,000 square feet of office space within a 500-foot radius. With vacancy rates for office buildings on the rise in 2021, the City anticipates that redevelopment of medium sized office buildings such as this is very likely.



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Site 11 is a 25-acre property is made up of 6 parcels and is developed with the Commons Shopping Center. The 220,000 square-foot shopping center includes a mix of high-end retail, dining, entertainment, surface parking and public spaces. While the shopping center remains very popular, it was constructed in 1998 and is in need of updating. The property owner has met with the City multiple times to discuss their interest in accomplishing major updates and renovations to include new multi-family residential units consistent with the mixed-use zoning district of the site. Furthermore, the Commons Shopping Center is the primary destination of the East Village area, and is identified in the 2030 General Plan for “infill” development with high potential for new residential units. With a developed FAR of just 0.20 and a large surface parking lot, the site has plenty of opportunity for “infill” development.



The property owner is proposing to develop on only the extreme southwestern portion of the Commons property -- entirely within an area currently developed with commercial uses and surface parking. Three acres of open space is located immediately south of the planned development site, but is not an impediment to the planned development and will not be affected in any way. Also, a high-pressure natural gas line terminates at the far northeastern portion of the overall property, but the gas line is more than 400 feet away from the planned development site and does not present an impediment to the planned multi-family housing development on the subject site.

- **Site 12** consists of three individual properties within the Craftsman’s Corner area of the unincorporated territory of Los Angeles County. The City has a completed application with the Los Angeles County Local Agency Formation Commission (LAFCO) to annex the Craftsman’s Corner area into the City of Calabasas. Furthermore, in 2020 LAFCO approved an expanded Sphere of Influence (SOI) boundary for the City, so that the City’s current SOI now encompasses all of the proposed annexation territory. In anticipation of a successful annexation, the City pre-zoned certain areas for mixed-use development. 5034 Parkway Calabasas is a 4.86-acre property developed with several outdated buildings that



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include a mix of office and fitness uses. With a low FAR of 0.16 and buildings constructed in 1926, this site has a high likelihood of redevelopment, as confirmed by the property owner who continues to express development interest to City staff. APN 2049-022-040 is a 3.83-acre vacant parcel pre-zoned for mixed-use and can accommodate up to 77 new residential units. 5124 Douglas Fir Road is a 1.12-acre property developed with modular structures and unimproved surface parking. The modular structures were constructed in 1969 and are in poor shape. With an improvement-to-land value ratio of just 0.68, this property is ripe for redevelopment.

Suitability of Nonvacant Sites and Likelihood of Development

Because nonvacant sites comprise more than half of Calabasas' sites inventory, Government Code Section 65583.2(g)(2) requires that the City analyze the extent to which existing uses may constitute an impediment to additional residential development, past experience in converting existing uses to higher density residential development, market trends and conditions, and regulatory or other incentives to encourage redevelopment. Table V-4 documents residential development trends in Calabasas and provides examples of redevelopment of existing uses, as well as the strong demand for residential development in the area.

Non-vacant sites were selected for inclusion in the sites inventory based on several factors supporting redevelopment, including: 1) significant underutilization of permitted density or floor area; 2) existing use greater than 30+ years old; 3) surface parking lot use; 4) low building to land value ratio; and 5) property owner or developer interest. The narrative description of each of the Focused Development Sites above provides the required substantial evidence that the existing use on each site does not serve as an impediment to residential development over the next eight years. The City Council Resolution adopting the Housing Element includes the following Finding:

The City Council finds that, as result of obsolescent buildings, design, and market placement, declining uses, low existing floor area ratio, the significant impact of the COVID-19 pandemic and related shifts in the commercial and residential real estate markets and development expectations, and as further evidenced by recent site development inquiries, each as further specified on a site-by-site basis in the 2021-2029 Housing Element Update, that the existing uses on each existing, non-vacant site identified for inclusion within the Affordable Housing Overlay Zone, and thereby zoned to accommodate the City's needed lower income housing needs, are likely to be discontinued during the planning period, and thereby the fact that these



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sites are not currently vacant is not an impediment to additional residential development during the planning period for the 2021–2029 Housing Element.

Calabasas Development Projects and Trends

Project	Zoning	Acreage	# Units	Built Density	Allowable Density	Prior Use	Affordability	Project Notes
Canyon Creek	CT	1.0	75	75 du/ac	N/A	Vacant	54 very low, 20 low income	Senior
Avanti Calabasas	Rezone from CO to CMU	5.43	80	17.8 du/ac	20 du/ac	Event facility	8 very low income	Height concession
Paxton Calabasas	CL	21.77	78	3.58 du/ac (15.6 du/ac net)	N/A	Vacant	4 very low income	Inclusionary housing requirement
Calabasas Creekside Apartments	Rezone from CO to CMU	1.92	42	22 du/ac	20 du/ac	2 story office building	5 very low income units	Density bonus and height concession
Horizons 55 Condos	CMU	2.78	60	21.5 du/ac	20 du/ac	Vacant	None	Senior
Belmont Senior Living	Comm-PD	4.98	140	28 du/ac	NA	Vacant	None	In Craftsman Corner - developed under County

In terms of the likelihood of non-residential development occurring on the Mixed Use sites in the sites inventory, the Zoning Code requires projects in the CMU zone to include at least 20 percent of the floor area for residential use, with the CMU 1.0 zone requiring at least 50 percent residential. In addition, development trends, as evidenced by recent inquiries and approved projects (e.g., Avanti & Raznick), support predominately residential uses in the CMU zones with limited supporting commercial; no predominately commercial projects have been developed in the CMU zone over the past ten years.

The following market trends further support development on non-vacant sites:

Office Conversion Sites: Three of the sites in the inventory are developed with existing older office buildings (sites 7, 9 and 10). A recent CoStar office report of the Calabasas/ Westlake Village submarket indicates office vacancies have been on the rise over the past year and are presently at 12%, and vacancy rates are projected to increase to over 13% in 2022 (Refer to Appendix E for a copy of the Report). The report indicates the submarket has seen very little in the way of new office inventory during the past decade,



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and no new space is under construction. (Relatedly, in the City of Calabasas no new office development projects have been entitled in more than ten years, and no new office projects are pending.) And while companies are preparing to re-enter the office as the novel coronavirus COVID-19 pandemic moves into its next phase, office size requirements are decreasing as a result of downsizing and hybrid work schedules. As such, even when tenants do move back into the office, their smaller footprint will result in a higher vacancy rate than before the pandemic, resulting in significant excess office space available for conversion.

The three office sites identified in the inventory total approximately 150,000 square feet, representing just seven percent of the total 2.6 million square feet in office inventory in Calabasas. The market supports the conversion of underutilized office space to residential, as evidenced by redevelopment of the two-story Raznick office building with the 42-unit Calabasas Creekside Apartments, and two recent inquiries received by City staff from developers interested in residential-to-office conversions. The City supports the conversion and/or redevelopment of excess office inventory to residential, and has included a program in the Element to facilitate the repurposing of office space to residential.⁴

Conversion of Surface Parking: Several of the sites may involve development on surface parking lots, and replacement with structured parking to accommodate multi-family or mixed-use development. The Los Angeles region has numerous examples of this trend of utilizing underutilized parking as an opportunity for development of higher density multi-family residential, providing a higher return on investment. The surface parking on Site 5 (Las Virgenes Shopping Center), for example, is valued at less than one percent of the value of the land. And over the longer term, the rise of autonomous vehicles will transform the way people commute, and result in significant reductions in the amount of parking ultimately needed.

⁴ <https://www.archpaper.com/2019/12/los-angeles-defunct-office-buildings-residential-conversions/>
One advantage of reusing a commercial building is the relative openness of its plan. New living areas can be planned and fitted into the office open space, using simple lightweight partition walls. Large open office spaces usually surround a service core. The core contains lifts, plumbing, bathrooms and equipment. Wet areas such as kitchens, bathrooms and laundry can be located against the core and easily connected to the building services and systems. It is even possible for some office building floors to have part of their outside walls removed and refitted inside the floor slabs, which creates open-space balconies and gardens.



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Site Size

Per State law, sites smaller than half an acre or larger than 10 acres are not considered adequate to accommodate lower income housing need unless it can be demonstrated that sites of equivalent size were successfully developed during the prior planning period, or other evidence is provided that the site can be developed as lower income housing.

The lower-income sites inventory does not include any sites less than 0.5 acres, though two sites are larger than 10 acres. During the last planning period, the 78-unit Paxton Calabasas was successfully developed on a 22-acre site, including four very low income units required under the City's inclusionary ordinance. In addition, the Housing Element includes Program 8a to facilitate affordable housing development on large sites, including streamlined approval processes and fee deferrals. The two 10+ acre sites in the Sites Inventory have been reviewed closely to determine appropriate residential development assumptions, as described below.

Site 8 is a 30.5 unit site developed with the 600 unit Avalon Apartment complex. The project's large surface level parking lot provides significant infill potential, as evidenced by the previous engineered site plan that showed capacity to add an additional 161 units to the parcel. The sites inventory assumes less than half this amount, and as detailed in the site description above, the 71 additional units assumed on this parcel would comprise less than two acres of the entire 30-acre complex. Further, as discussed above, a project proposed for this site consistent with the RM 24 development standards would be processed as a standard land use entitlement, not a legislative action subject to referendum.

Site 11 is a 25-acre site comprised of six parcels and is developed with The Commons shopping center and surface parking. The property owner is proposing to develop on only the extreme southwestern portion of the Commons property. The sites inventory assumes capacity for 202 units on this site based on the property owner's preliminary plans for development, the site's large surface parking lots, low floor area ratio, and demonstrated history by the property owner of combining residential and commercial-retail uses on mixed use sites, such as The Americana at Brand and Palisades Village.

Sites Identified in Previous Housing Elements

Government Code Section 65583.2(c) specifies that a non-vacant site identified in the previous planning period or a vacant site that has been included in two or more previous



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consecutive planning periods cannot be used to accommodate the lower income RHNA unless the site is subject to a policy in the housing element requiring rezoning within three years of the beginning of the planning period to allow residential use by right for housing developments in which at least 20 percent of the units are affordable to lower income households.

The following sites included in the inventory for lower-income housing were included in previous Housing Element planning periods: Sites 3, 4, 5, 6, 7 (Site 2 – Rancho Pet Kennel – was included in the prior Housing Element, but based on its RM 12 zoning density, has not been identified to accommodate any lower income units). Housing Element Policy V-9a commits the City to allowing residential use by right on these sites for housing developments in which at least 20 percent of the units are affordable to lower income households.

Accessory Dwelling Units

Accessory dwelling units (ADUs), also referred to as second units and granny flats, are small, self-contained units that provide a kitchen, bathroom and sleeping area. The unit can be attached to the main home with a separate entrance or can be a small detached unit in the rear yard or above a garage. ADUs offer several benefits. First, they typically rent for less than apartments of comparable size, and can offer affordable rental options for seniors, college students and single persons. Second, the primary homeowner receives supplementary income by renting out their ADU, which can help many modest income and elderly homeowners remain in and afford their homes. Between 2017–2019, the State adopted a series of additional requirements related to ADU ordinances. Calabasas has continually updated its ADU ordinance to align with state law and better facilitate the production of ADUs and Junior ADUs. The City has been successful in its efforts, with 22 building permits issued for ADUs between 2017 – June 2021, and an additional 9 applications in process (July 2021). Pursuant to AB 671, the Housing Element includes a program to further incentivize the production of affordable ADUs through the creation of architect-designed ADU construction plans that can be pre-approved and customizable at minimal cost to the applicant. The City will also continue to offer loans under the Home Repair Program to income qualified homeowners for the creation of an ADU or junior ADU.

Given Calabasas' growing track record in producing ADUs, combined with the incentive of pre-approved construction plans and funding assistance, the sites inventory projects a minimum of 12 new ADUs to be produced annually, or 96 over the 2021–2029 planning period. The projected affordability of these ADUs is based on SCAGs Regional



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Accessory Dwelling Unit Affordability Analysis (December 2020). The City will monitor the extent and affordability of ADU production to ensure that the ordinance is being successful and that the Housing Element goals and RHNA production can be met.

Development Potential Compared with Calabasas’ Regional Housing Needs

Table V-4 compares Calabasas’ residential unit potential described in the sections above and provides a comparison with the City’s 2021–2029 Regional Housing Needs.

Income Group	Entitled Projects	Minimum Density Guidelines	Vacant Single-family Residential Sites	Multi-family & Mixed-Use Opportunity Sites	Accessory Dwelling Units	Total Unit Potential	RHNA
Very Low	5	≥20 du/acre		198	58	261	132
Low							71
Moderate		≥12 du/acre		68	6	74	70
Above Moderate	37	≤12 du/acre	44	753	32	866	81
Total	42		44	1,019	96	1,201	354

To evaluate the adequacy of sites to address the affordability targets established by the RHNA, State statutes provide for use of “default densities” to assess affordability. Calabasas falls within the default density of 20 units per acre for providing sites affordable to very low- and low-income households; sites suitable for moderate income households can be provided at 12 units per acre. The City has used these default density thresholds as a guide in allocating the sites inventory by income category, as presented in Table V-4.⁵ Applying this income distribution to the City’s sites inventory demonstrates sufficient sites at appropriate densities to accommodate Calabasas’ regional housing needs.

⁵ While sites with min. 20 du/acre densities are considered suitable for the provision of lower income housing, without incentives or financial assistance, market rate units at these densities are typically not affordable. Therefore, the City has chosen to allocate its 20+ du/acre sites among the various income categories based on its Inclusionary requirements, or as applicable, the Affordable Housing Overlay.



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It is to Calabasas' benefit that its residential site capacity exceeds the minimum RHNA required within each income category to help offset any sites that may be developed with fewer units or with a higher affordability. A healthy buffer above the required RHNA provides a "margin of safety" from having to rezone additional sites during the 2021–2029 Housing Element planning period.⁶

Availability of Public Services and Facilities

The Las Virgenes Municipal Water District (LVMWD) provides both water and wastewater service in Calabasas. As part of the 2030 General Plan update, the City worked with LVMWD to ensure coordination of the updated Land Use Plan with the district's water and sewer facilities master plans. The General Plan directs new development to areas with adequate water and sewer facilities, or where facilities are planned consistent with the LVMWD's master plan.

LVMWD indicates projected water supply is adequate to serve the expected demand from incremental new development, and does not identify any wastewater treatment capacity issues.⁷ As part of the development process, the City determines whether projects are required to submit water pressure and flow demand calculations to provide information to determine if adequate line capacity exists. Similarly, a sewer study may be required to determine if adequate line capacity exists and to project future flow volume and remainder capacities in the downstream segments.

All Housing Element sites are adjacent to existing public roadways and are serviceable by Los Angeles County Sheriff and Los Angeles County Fire departments, the Las Virgenes Municipal Water District, and private companies that provide phone, cable, gas, and electric service.

State law requires water and sewer providers to grant priority for service allocations to proposed developments that include units affordable to lower income households. Pursuant to these statutes, upon adoption of its Housing Element, the City will provide the Element to the Las Virgenes Municipal Water District.

⁶ Government Code section 65863 ("No Net Loss" Law) requires enough sites to be maintained to address the RHNA for all income categories throughout the planning period.

⁷ Las Virgenes Municipal Water District. 2016. 2015 Urban Water Management Plan Final. <https://www.lvmwd.com/home/showdocument?id=6877>



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Environmental Constraints

Portions of Calabasas are subject to seismically induced liquefaction and expansive soils. However, with implementation of the Calabasas Building Code and policies contained in the Safety Element that require site specific engineering studies prior to development, the General Plan EIR concludes that these geologic impacts are less than significant. The entire City of Calabasas is located within a Very High Fire Severity Zone. The Safety Element being updated in conjunction with the Housing Element establishes policies to address wildfire hazards and development in the City.

While several sites along Mulholland Highway that were evaluated for potential inclusion in the Element have topographic constraints, the community and City decision-makers ultimately decided not to include these in the inventory. The only site in the inventory which is partially constrained by slope is the Rancho Pet Kennel site, but which contains a buildable flat area of about four acres and has been designated at a lower 12 unit/acre density. Because the Pet Kennel site is within 500 feet of a freeway, it will require a health risk analysis to confirm residents would not be exposed to air pollution exceeding SCAQMD standards and will require mitigation to achieve acceptable interior noise levels. In conclusion, none of the sites included in the Sites Inventory have significant environmental constraints which impede their development.



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V. C Housing Conservation and Maintenance

Objective

Conserve and improve existing housing in Calabasas.

General Plan Approach

While the vast majority of housing in Calabasas is in excellent condition, the City does contain several older neighborhoods beginning to exhibit signs of deferred maintenance. The City also contains rent-restricted housing provided through the City's inclusionary housing policy, as well as through public assistance, important to preserve as affordable. Additionally, Calabasas Village Mobile Estates provides 210 mobile home park spaces with relatively affordable rents. Maintaining the quality and affordability of existing housing is an important goal for Calabasas.

Policies

- Policy V-1** Maintain the character, scale and quality of established residential neighborhoods.
- Policy V-2** Offer rehabilitation and home improvement assistance to low- and moderate-income households, seniors and the disabled.
- Policy V-3** Improve and implement the code enforcement program to ensure a high quality of life is maintained within the City's residential neighborhoods.
- Policy V-4** Preserve rent-restricted units as long-term affordable housing.
- Policy V-5** Encourage retention of Calabasas Village Mobile Estates as mobile home park use to provide a relatively affordable form of housing, and maintain permanent mobile home park zoning.
- Policy V-6** Provide limited rental assistance to lower income, senior, and disabled tenants to address increasing rents in the community. Maintain a rent database to track changes in the local rental market.
- Policy V-7** Conserve existing rental housing by continuing to regulate the conversion of apartments into condominium ownership.



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Programs

1. Residential Rehabilitation Program: The City of Calabasas receives approximately \$100,000 annually in Community Development Block Grant (CDBG) funds through the County which it allocates towards the residential rehabilitation program. This program provides up to \$15,000 in grants to lower income owner-occupants of mobile homes, single-family homes and condominiums for projects such as new roofs, ADA handicapped accessibility modification, heating, air conditioning and ventilation systems replacements, energy efficient water heaters and windows for lower income residents. The program typically runs a wait list of six-plus months, with an average of 4-5 households assisted annually.

2021-2029 Objective: Continue to provide rehabilitation grants to qualified homeowners. The objective is to assist an average of five households on an annual basis, for 40 households over the planning period.

2. Home Repair/ADU Assistance Program: (Expanded) In 2012, the City initiated a program to assist low- and moderate-income property owners of severely dilapidated units cited for code violations to make needed repairs to make the units safe and habitable. The program is intended for single-family home properties and permitted accessory dwelling units with a Notice of Violation on file and documented code deficiencies requiring repairs, replacement, or reconstruction to such an extent that the value of the work is expected to exceed \$15,000. The City has allocated \$500,000 in Affordable Housing Funds to the program, and has adopted program guidelines which provide for loans of up to \$100,000 for repairs necessary to bring substandard properties into conformance with the Calabasas Building Code (including plumbing, electrical and structural). The program was expanded in 2019 to also offer loans to income qualified homeowners for the creation of an accessory dwelling unit (ADU) or junior ADU.

2021-2029 Objective: Coordinate with code enforcement to identify low- and moderate-income homeowners in need of substantial rehabilitation improvements, and provide loans on an as-needed basis. Annually advertise the availability of funds for income qualified homeowners to add an ADU to their property in conjunction with the City's annual monitoring under the Rental Registration Program.

3. Rental Assistance Program: Since 2004, the City has provided a Rental Assistance Program for extremely low- and lower-income senior and disabled residents in



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Calabasas Village Mobile Estates, expanded in 2007 to encompass qualifying residents in the City's apartment complexes. The program capacity is to assist up to 50 households with a monthly subsidy amount of \$250, plus a yearly increase based on the Consumer Price Index. The Rental Assistance Program helps to address one of Calabasas' primary affordable housing needs – rental overpayment – and encompasses assistance to those most in need, households earning extremely low incomes.

2021–2029 Objective: Continue to provide rental assistance to extremely low to low-income senior and disabled households at-risk of displacement. Provide ongoing assistance to 50 households, contingent on availability of funds.

4. Rental Registration Program: In June 2004, the City Council adopted Ordinance No. 2004–191, establishing a Rental Registration Program as a means of developing an inventory of rental units, monitoring rent levels, and minimizing renter displacement resulting from rapidly increasing rents. The ordinance requires owners of four or more rented dwellings (including mobile homes) to annually register units with the City and to report any increase in rent of 5% or greater, except those associated with a new tenancy. The ordinance requires the City to be notified of the increase at least 60 days prior to the effective date of the increase.

Planning staff annually contact rental property owners to maintain the rent database. The database includes property owner information; annual rental rates; and all reported increases for each unit. 1,410 apartment units, 210 manufactured home spaces, and 24 condominium units are currently registered (as of January 2021).

2021–2029 Objective: Continue to maintain the Rental Registration Database as a tool to monitor rent levels in the community and ensure 60-day notification to the City of significant (>5%) increases in rents.

5. Mobile Home Park Preservation: Calabasas contains one mobile home park – the 210 space Calabasas Village Mobile Estates. As described under the Rental Assistance Program (#3), as a means of assisting extremely low to lower income park tenants affected by rising park space rents, the City offers a rental assistance program.

Recognizing that mobile homes provide relatively affordable housing for many seniors and lower income households, the City is committed to preserving Calabasas Village Mobile Estates. The City's General Plan and Development Code establish a distinct mobile home park designation. With these designations in place, a park owner seeking closure would have to first justify a General Plan amendment and zone change to the



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Planning Commission and City Council, and comply with State regulations governing mobile home park closures. By preserving Calabasas Village Mobile Estates, the City is helping address the housing needs of extremely low-, low- and modest-income residents.

The State Department of Housing and Community Development (HCD) offers a Mobile Home Park Resident Ownership Program (MPROP) to assist resident organizations, non-profit housing providers, or local public agencies to acquire and own mobile home parks. The program offers low interest loans for the purchase or rehabilitation of a mobile home park.

2021–2029 Objective: Should tenants of the park indicate interest in acquiring the park as a means of maintaining control over space rents, provide information on available State MPROP funding, as well as any local funds available for leverage, and assist with the subdivision map waiver process consistent with the Subdivision Map Act.

6. Preservation and Monitoring of Assisted Housing: (Expanded) Calabasas’ portfolio of rent-restricted housing currently consists of Canyon Creek Apartments (74 low-income units), Avanti (8 very low-income units), Paxton Calabasas (4 very low-income units), and the soon to be developed Calabasas Creekside (5 very low-income units). These projects all have long term affordability controls, with affordability period expiration dates spanning from 2046 – 2077. Future projects provided through the City’s inclusionary housing ordinance, the Affordable Housing Overlay ordinance, or subsidized through the city’s Affordable Housing Fund will carry minimum 55-year affordability covenants.

As Calabasas’ affordable housing portfolio continues to grow to include locally funded projects and projects restricted based on local requirements and incentives (including Inclusionary requirements, the new Affordable Housing Overlay, and density bonuses), monitoring of these projects will become the City's responsibility. Given the administrative burden associated with monitoring and the expertise required, combined with Calabasas's small staff size, the City will consider “outsourcing” some or all of the monitoring and program administration. The City will consider the following as it evaluates outsourcing: the availability of internal resources for monitoring, which functions of each program (and monitoring) does the City want to control more closely; and the experience, resources, and services offered by organizations.



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2021–2029 Objective: By 2022, establish annual monitoring procedures for rent restricted units provided through City housing ordinances, programs, incentives and/or financial assistance. Conduct annual monitoring in conjunction with the City’s annual monitoring under the Rental Registration Program.

7. Condominium Conversion Ordinance: Apartment projects proposed for conversion to condominium ownership are subject to the City’s Residential Condominium Conversion regulations (Section 17.34.310). The City mandates a Relocation Assistance Program to assist displaced tenants in finding equivalent or better housing. Under the City’s General Plan, the City will not approve any condominium conversion when the vacancy rate within the City for multifamily housing is less than four percent.

2021–2029 Objective: Implement the City’s Condominium Conversion Ordinance.



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V.D Variety of Housing Sites

Objective

Provide adequate housing sites through appropriate land use and zoning designations to accommodate the needs of existing and future Calabasas residents.

General Plan Approach

A key element in satisfying the housing needs of all segments of the community is the provision of adequate sites for a range of types, sizes and prices of housing. The City's 2030 Land Use Plan provides for a mix of housing, including single-family homes, condominiums, apartments, residential/commercial mixed use, and accessory dwelling units. Future housing growth in Calabasas will be accommodated on vacant residential sites, development of mixed-use infill on key commercial corridors, and annexation of unincorporated areas adjacent the City.

Policies

- Policy V-8** Provide site opportunities for development of housing that respond to the diverse housing needs of Calabasas residents and workforce in terms of density, location and cost.
- Policy V-9** Provide opportunities for multi-family housing and mixed-use development consistent with the City's regional housing needs requirement (RHNA), as mandated by the State.
- Policy V-9a** Pursuant to AB 1397, allow housing developments with at least 20 percent affordable housing by-right, consistent with objective design standards, on lower-income housing sites that have been counted in previous housing element cycles. **(New)**
- Policy V-10** Pursue opportunities to integrate housing in underutilized commercial centers, and to reuse excess or obsolete commercial buildings for housing. **(New)**
- Policy V-11** Facilitate the creation of accessory dwelling units in all residential districts as a means of dispersing small, affordable units throughout the community. **(Modified)**



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Policy V-12 Implement annexation of the Craftsman Corner territory, which is now within the City’s sphere of influence, to provide additional housing growth opportunities. **(Modified)**

Programs

8. Residential Sites Inventory: (Modified) As part of the Calabasas 2030 General Plan, the City undertook an extensive public process to identify sites for multi-family housing and residential/commercial mixed use, designating suitable sites for multiple future Housing Element cycles. For purposes of identifying properties suitable for intensification during the 6th cycle planning period, the City further evaluated parcels in the commercial mixed-use (CMU) and multi-family residential (RM) zoning districts, and with input from the public and City decision-makers, identified twelve sites which met the criteria as suitable for development within the planning period.

The residential sites analysis demonstrates the availability for development of approximately 1,000 multi-family and mixed-use units during the 2021–2029 Housing Element time frame, including over 330 units on sites suitable to support housing affordable to low- and moderate-income households. To provide consistency with State statutes regarding *minimum* 20 unit/acre “default densities” for sites to be considered suitable for accommodating lower income housing, the City will adjust the permitted densities for the CMU and RM-16/20 zones to a range of 20 to 24 units/acre.

2021–2029 Objective: Maintain a current inventory of vacant and underutilized residential sites, and provide to interested developers in conjunction with information on available development incentives. Update the CMU and RM-16 and RM-20 General Plan and zoning category designations to establish a density range of 20 – 24 units/acre, and adopt these Zoning Code and Land Use Element Amendments in conjunction with Housing Element.

8a. Facilitate Affordable Housing on Large Sites: (New)

The City shall facilitate meetings between property owners of large sites (e.g., more than 10 acres) and interested affordable housing developers. To assist the development of housing for lower income households on these sites, the City shall strive to streamline the approval process for land divisions, lot line adjustments, and/or specific plans or master plans resulting in parcel sizes that enable affordable housing development, and process fee deferrals related to projects including at least 20 percent of the units affordable to lower income households.



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2021–2029 Objective: Target production of 52 lower-income units on large sites through this program by 2029.

9. Affordable Housing Overlay: (New) Affordable Housing Overlay (AHO) zones provide a package of incentives to developers who include a specified percentage of affordable units in their projects. They are called “overlay” zones because they layer on top of established base zoning regulations, leaving in place opportunities for property to develop under the base zoning. An important advantage of the overlay zone approach (in contrast to up-zoning) is that it does not create non-conforming uses.

The City has identified eight sites in the Housing Element sites inventory for designation with an Affordable Housing Overlay: seven with a mixed-use base zone, and one with a base zone of RM-16. The Affordable Housing Overlay will allow for 20 – 40 units/acre on designated sites in exchange for inclusion of the following affordable units:

- Rental projects: 25% lower income units (min. ¼ very low)
- Ownership projects: 25% moderate income units

The Housing Overlay will also include an option for affordable senior housing, allowing for densities of 20 – 50 units per acre for projects with 100% lower income units. (Refer to Program #14 for further incentives for development of affordable senior housing under the Overlay).

The AHO will provide modify certain development standards (refer to Table 27 in Appendix G) in order to accommodate the proposed higher density, including:

- Increased densities
- Increased height limits
- Increased floor area ratios
- Reduced project-specific open space standards

As an additional incentive, developers can access state density bonus law in addition to using the densities allowed in the overlay.

2021–2029 Objective: Adopt an Affordable Housing Overlay (AHO) Ordinance in conjunction with adoption of the Element.

10a. Promote Accessory Dwelling Units: (Modified) Between 2017–2019, the State adopted a series of additional requirements for local governments related to ADU ordinances. In response to these new ADU laws, the City has continually updated its



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ordinance to align with state law and better facilitate the production of ADUs and Junior ADUs. For example, the City eliminated the prior lot coverage requirement, provided reduced setbacks, and allowed for increased unit sizes. Calabasas has been successful in its efforts, with 22 building permits issued for ADUs between 2017 – June 2021, and an additional 9 applications in process. Furthermore, SCAG’s affordability analysis estimates that in the Las Virgenes subregion, 2/3s of ADUs are provided at rents affordable to lower and moderate-income households.

Pursuant to AB 671, the Housing Element is now required to include plans to incentivize and encourage affordable ADU rentals. In addition to the City’s current streamlined ADU processing procedures in which plans can be submitted electronically and are processed within a maximum of 60 days, the City will develop an ADU Design Workbook that provides sample floor plans and illustrated examples of design standards and styles to assist property owners, developers, and architects and to encourage context-sensitive design. For ADUs to be created through conversion of an existing garage, the City will provide a set of pre-packaged and pre-approvable construction plans free of charge to the applicant. The City will also continue to offer loans of up to \$100,000 under the Home Repair Program to income qualified homeowners for the creation of an ADU or junior ADU.

2021–2029 Objective: Initiate an education and marketing program for homeowners on the benefits of ADUs and the availability of City funds for ADU development (2022). Develop an ADU Design Workbook and pre-approvable construction plans (2023). Achieve the production of an average of 12 ADUs annually, for a total of 96 ADUs over the planning period.

10b. Track and Monitor Accessory Dwelling Units: The City will track new accessory dwelling units to collect information on the use and affordability of these units. Halfway through the planning period (2025) if it is determined these units are not meeting a lower-income housing need, the City shall ensure other housing sites are available to accommodate any unmet portion of the lower-income RHNA.

2021–2029 Objective: Establish an ADU tracking system to track use and affordability (2022); conduct a mid-cycle review and report to HCD (2025). If actual production and affordability is far from projected trends, rezone an additional site within one year (as may be necessary) to offset any lower income RHNA shortfall; if actual production and affordability is near projected trends, conduct expanded marketing and outreach within 6 months.



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11. Annexation of Craftsman Corner: (Modified) The 2030 General Plan identifies Craftsman’s Corner, located north of the Ventura Freeway and east of Parkway Calabasas, as a priority for annexation. The Land Use Plan designates most of the 145-acre Craftsman’s Corner area as Mixed Use at a 0.95 FAR, and in 2015, the Calabasas City Council passed an Ordinance to pre-zone the area in conformance with land use designations in the City’s General Plan. In 2020, the area was added to Calabasas’ sphere of influence, and the City is currently working with the Los Angeles County Board of Supervisors to prepare an appropriate tax-sharing resolution.

The Housing Element sites inventory identifies three parcels totaling approximately ten acres in Craftsman Corner (with capacity for 196 units⁸ under the current CMU .95 zoning) as suitable for development within the planning period. Because the City is relying on these parcels to accommodate its RHNA, the City must commit to completing the annexation within three years of the planning period, or to identify alternative replacement sites. In addition, the annexed sites identified in the sites inventory will be subject to the requirements of the adequate sites program (Cal. Government Code section 65583.2(h) and (i)), summarized as follows:

- Permit owner-occupied and rental multi-family uses by-right in which 20 percent of more of the units are affordable to lower income households
- Permit a minimum density of 20 units per acre
- Allow a minimum of 16 units per site
- Ensure a) at least 50 percent of the lower income shortfall be accommodated on sites designated for residential use only, or b) allow for 100 percent residential use on mixed use sites and require residential use to occupy at least 50 percent the floor area in a mixed-use project

***2021–2029 Objective:** Complete annexation of Craftsman Corner by October 2024. Should the annexation not be completed by this date, re-evaluate the Housing Element sites inventory and rezone additional sites as necessary to maintain adequate sites to address the City’s RHNA.*

⁸ 20 of these units have been identified as lower income and will contribute to addressing the RHNA shortfall.



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V.E Development of Affordable Housing

Objective

Assist in the provision of a variety of housing types to address the needs of all economic segments of the Calabasas community.

General Plan Approach

Similar to most of southern California, housing affordable to lower and moderate-income households in Calabasas is not being produced without some level of subsidy and/or development incentive. To supplement the City's inclusionary housing ordinance that requires market-rate housing developments to include a portion of affordable units, the City is establishing an Affordable Housing Overlay to provide meaningful incentives to increase the production of needed affordable housing.

Policies

- Policy V-12** Continue to require new housing development to set-aside a portion of units for lower and moderate-income households through the Inclusionary Housing Ordinance. Only if inclusion of affordable housing units within the new project is not economically feasible, allow for payment of an in-lieu fee, but this is considered the less desirable alternative.
- Policy V-13** Support the provision of affordable housing to employees in Calabasas through the Commercial/Industrial Development Impact Fee Program.
- Policy V-14** Utilize an Affordable Housing Overlay as a tool to provide meaningful incentives for the inclusion of affordable units on designated sites. **(New)**
- Policy V-14** Provide financial and/or regulatory incentives to facilitate the development of affordable housing.
- Policy V-15** Encourage affordable housing units to be dispersed throughout a project, and not grouped together in a single area.
- Policy V-16** Encourage use of sustainable and green building design in new and existing housing to reduce energy and water consumption.



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Programs

12. Inclusionary Housing Program: Calabasas' Inclusionary Housing Program⁹ requires all residential projects of five or more units to provide 5–20% of the total number of units in a project at affordable rent or sales levels. Instead of requiring a fixed percentage of all units to be allocated for affordable housing, the City's program allows for a range of affordable units depending on whether the units are targeted toward very low-, low- or moderate-income households.

Where the Planning Commission determines that provision of onsite affordable units is not feasible, the Commission may approve one or more of the following alternatives to satisfy the inclusionary requirement:

- Offsite construction of affordable units within ½ mile of the project site
- Offsite construction of special needs housing, such as emergency shelters, special care homes, employee housing, senior housing and hospices (1 special needs unit shall satisfy requirement of 2 required affordable units)
- Conversion of market-rate housing to deed-restricted affordable levels
- Rehabilitation of substandard housing deemed uninhabitable by the City
- Preservation of existing affordable housing at-risk of conversion to market rate within a five-year period
- Payment of in-lieu housing fees to be deposited into an Affordable Housing Fund to be used for the preservation and development of housing affordable to very low-, low- and moderate-income households.

The City's in-lieu fee is structured to reflect the gap between market rate housing and the cost of providing an affordable unit, and has resulted in most recent projects providing the affordable units on site.

***2021–2029 Objective:** Continue to utilize the Inclusionary Housing Ordinance as a tool to integrate affordable housing within market rate developments, or alternatively, to provide affordable units in offsite locations or generate in-lieu fee revenues. Provide developers with information on options and incentives to fulfill inclusionary requirements.*

⁹ Chapter 17.22 (Affordable Housing) of the Calabasas Municipal Code.



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13. Commercial Affordable Housing Impact Fee Program: The Calabasas Housing Element also establishes the commercial/industrial impact fee program to mitigate the impact of new commercial/industrial development on the need for affordable housing. Under this program, new commercial, office or manufacturing development that introduces new workers into the community and thereby creates a need for more new housing than is available within a five-mile radius of the site, shall either, as determined to be appropriate by the Community Development Director:

- Design the development as a mixed-use project, providing housing affordable to employees within the project site; or
- Pay a housing impact fee to the Affordable Housing Fund

To date, all new commercial/industrial developments have opted to pay the impact fee, which is deposited into the Affordable Housing Fund.

2021–2029 Objective: Continue to implement the Commercial Impact Fee Program as a means of generating funds to provide affordable housing opportunities to Calabasas’ workforce.

14. Affordable Housing Development Assistance: (Modified) The City’s Affordable Housing Fund, generated from Inclusionary Housing In-lieu fee and Commercial Impact Fee revenues, serves as the primary source of funds to support the production of affordable housing in the community. The City has a current balance of approximately \$1.65 million in the fund, having previously spent \$1 million in support of the 75-unit Old Town Senior Housing project and \$50,000 on the conversion of a garage into an ADU for a modest income senior homeowner. As indicated in the Affordable Housing Overlay Feasibility analysis (refer to Appendix D), a 100% affordable senior housing project requires at least \$1 million in public subsidy to become eligible for 9% Low Income Housing Tax Credits. To close this affordability gap, the City will issue a Request for Proposals for development of affordable senior housing on one of the designated Affordable Housing Overlay (AHO) sites, and contribute up to \$1 million in Affordable Housing Funds to the successful project.

Calabasas is also eligible for approximately \$3.2 million under the Disaster Recovery Multifamily Housing Program (DR-MHP) administered by State HCD. These funds can be combined with local funds and are focused on providing rental housing for lower income (80% AMI) households for projects that can begin construction by December 2023.



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2021–2029 Objective: Provide financial, regulatory and site identification assistance to facilitate production of affordable housing consistent with the General Plan. Allocate \$1 million in Affordable Housing Funds towards construction of affordable senior housing, and issue a Request for Proposal (RFP) for development on one of the AHO sites (2022). Pursue funding under the DR–MHP Program to leverage local funds.

15. Green Building: “Green buildings” are structures that are designed, renovated, re-used or operated in a manner that enhances resource efficiency and sustainability. These structures reduce water consumption, improve energy efficiency, lessen a building’s overall environmental impact, and are more efficient and less costly to operate (and therefore more affordable). As part of the City’s Green Initiative, Calabasas has taken a number of significant actions towards becoming a sustainable city, including:

- Adoption of a Green Building Ordinance applicable to all new construction, and completion of the Civic Center to the LEED gold standard
- Implementation of an aggressive recycling program, with a goal to exceed the State mandated 50% diversion rate
- Provision of educational information to residents on how to improve home energy efficiency and sustainability
- Promotion of available green rebates and financial incentives for single-family homes, multi-family structures and commercial properties, including participation in the County’s Property Assessed Clean Energy (PACE) Program.
- Transition to alternative fuel vehicles for the City’s fleet of automobiles, trucks and vans for City employees, and public transit and old-fashioned trolley cars that serve the public
- Adoption of a second-hand smoke ordinance and ban on use of polystyrene in food establishments
- Conversion of the City’s vehicular fleet to alternative fuel vehicles
- Implementation of a “Dark Skies” ordinance to encourage lower-level illumination during night-time hours

The 2030 General Plan is predicated on making Calabasas a more sustainable community. The Land Use Element established a new Mixed-Use designation where people can live, work and shop without having to rely upon automobiles, and promoting the integration of residential uses in most commercial districts. The Conservation



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Element establishes numerous policies in support of sustainable development, including:

- Promote community/neighborhood designs that minimize energy use – e.g., mixed use development to allow residents to live where they work and shop
- Promote site design to minimize energy use – e.g., maximize solar access by use of non-reflective glass on south facing walls
- Promote building designs that minimize energy use – e.g., design buildings to maximize natural internal lighting
- Promote incorporation of energy conservation measures in existing and new developments

2021–2029 Objective: Implement the 2030 General Plan which sets forth land use and conservation strategies to address energy conservation and climate change. In conjunction with adoption of the new State Building Energy Efficiency Standards (Energy Code) in 2022, prepare an updated Green Building Checklist and provide to building applicants upon inquiring about project development.



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V.F Removal of Constraints to Housing

Objective

Address and remove governmental constraints that may hinder or discourage housing development in Calabasas.

General Plan Approach

The Housing Element must address, and where possible, remove governmental constraints affecting the maintenance, improvement, and development of housing. Calabasas will implement the following policies and programs to mitigate governmental constraints on residential development and facilitate a variety of housing types.

Policies

- Policy V-17** Offer regulatory incentives and concessions, including density bonuses, to offset or reduce the costs of developing affordable housing.
- Policy V-18** Promote the timely processing and approval of residential projects that meet General Plan policies and City regulatory requirements.

Programs

16. Density Bonus Ordinance: (Modified) Zoning Code Section 17.22 sets forth the City's density bonus incentives consistent with State law,¹⁰ updated most recently in March 2021 in compliance with AB 2345. In summary, applicants of residential projects of five or more units may apply for a density bonus and additional incentive(s) if the project provides for one of the following:

- Minimum 5% of the total units for very low-income households; or
- Minimum 10% of the total units for lower income households; or
- Minimum 10% of the total dwelling units in a condominium for moderate income households; or

¹⁰ Projects which comply with the City's inclusionary housing ordinance (and meet the requirements of Code Sections 17.22.020(A) and 17.22.020(B)) are eligible for density bonuses and incentives.



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- 100 percent of units for very low-, low- and moderate-income households (with maximum 20 percent moderate); or
- A senior citizen housing development or mobile home park that limits residency based on age requirements for housing for older persons.

The amount of density bonus varies according to the amount by which the percentage of affordable housing units exceeds the established minimum percentage, but generally ranges from 20–80% above the specified General Plan density. In addition to the density bonus, eligible projects may receive 1–4 additional development zoning concessions or incentives, depending on the proportion of affordable units and level of income targeting. In addition to the off-street parking concessions required under State law, the City offers the following development concessions and incentives in conjunction with the density bonus:

- A reduction in parcel development standards (coverage, setback, zero lot line and/or reduced parcel sizes)
- Approval of mixed-use zoning in conjunction with the housing project
- Other regulatory incentives or concessions proposed by the applicant or the City that would result in identifiable cost reductions

Pursuant to State requirements and at the request of the developer, the City will also permit a reduced parking ratio for density bonus projects. To the extent the density bonus cannot be accommodated due to the City's development standards, the City will waive or modify applicable standards to accommodate the bonus.

Several recent inclusionary housing developments have taken advantage of State density bonus incentives and concessions.

***2021–2029 Objective:** Encourage the use of density bonus (including associated zoning concessions and incentives) by advertising on the City's website and by providing information on available density and regulatory incentives in conjunction with discussions with development applicants.*

17. Zoning Text Amendments for Special Needs Housing: (New) As presented under the Governmental Constraints analysis and pursuant to State law, several revisions to the Calabasas Development Code have been identified as appropriate to better facilitate the provision of a variety of housing types and for persons with special needs. These Code revisions include:



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- Allow transitional and supportive housing in all zones where residential is permitted, including mixed use zones, subject to the same restrictions as similar residential uses in the same zone. (per SB 2)
- Allow supportive housing as a use by right in all zones where multi-family and mixed use is permitted; eliminate parking requirements for supportive housing located within ½ mile of public transit. (per AB 2162)
- Reduce the separation requirement between emergency shelters from 1,000 to 300 feet. (per SB 2)
- Amend parking standards for emergency shelters from a ratio based on the size of the structure to a ratio based on to the number of shelter staff. (per AB 139)
- Develop by right processing procedures for Low Barrier Navigation Centers in areas zoned for mixed use and non-residential zones permitting multi-family uses, and should the City receive an application for these uses, process them as required by State law. (per SB 48)
- Review and amend the Zoning Code, as necessary, to ensure requirements for group homes of more than six persons are consistent with State law and fair housing requirements.
- Amend the Zoning Code to remove subjective findings related to neighborhood character as necessary to ensure for reasonable accommodation for persons with disabilities and other protected classes.

The City will also amend the Code to specify incentives for the development of housing for extremely low income households (30% AMI). Incentives will include: priority development processing, fee waivers/deferrals, and flexible development standards.

2021–2029 Objective: Amend the Development Code by 2022 to facilitate housing for Calabasas’ special needs and extremely low income (ELI) populations.

18. Adaptive Reuse of Office Space: (New) As discussed under the Residential Sites section, Calabasas has a large inventory of office space with high vacancy rates. The City approved a project for redevelopment of an existing office building with residential use, with this trend evident throughout the State as office demand has diminished and a greater number of office employees are continuing to work from home.



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While the Housing Element sites inventory includes three office sites as suitable for conversion to residential during the eight-year planning period, the mixed-use zoning is in place for any number of office buildings to convert. In addition to redevelopment, the City supports the repurposing of existing offices to residential use, thereby reducing the environmental impacts associated with new construction. Tools to facilitate the adaptive reuse of offices to residential include:

- Flexibility in use of Building Code, e.g., allow use of State Historic Building Code standards for older offices (but that aren't necessarily historic)
- Establish adaptive reuse ordinance/modified standards for office conversions

2021–2029 Objective: Research modified standards utilized in other jurisdictions to facilitate office conversions, including the cities of Los Angeles, Long Beach, Santa Ana and San Diego. Adopt modified standards as appropriate by 2023.

19. Objective Design Standards and Streamlined Development Review: (New) A growing number of State laws have taken effect in recent years that require, under specified circumstances, qualifying multi-family housing developments be processed by ministerial review and exempted from CEQA. These laws include the Housing Accountability Act, the Permit Streamlining Act, and the Housing Crisis Act. The creation of objective design and development standards¹¹ is critical to a ministerial approval process, since such projects may only be required to meet objective, not subjective, standards. Many of the City's current standards are subjective and discretionary, requiring the judgment of City decision makers, and by State law cannot be applied to projects eligible for ministerial review.

Typically, the City of Calabasas requires new discretionary residential projects to first be introduced to the general public by way of a Community Development Forum, with a second Forum required when the project design and all the submittal materials are nearing the "deemed complete" milestone. However, the state Department of Housing and Community Development (HCD) has identified the number of meetings and approval hearings required in Calabasas as unduly adding to the time, cost and uncertainty of

¹¹ Objective standards are defined as those that involve no personal or subjective judgement by a public official and being uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official (Government Code section 65589.5(f)).



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development and serving as a constraint to the production of both market rate and affordable housing. In order to address this issue, and because each of the sites included in the Housing Element has already been vetted through a public process, the City will eliminate the Community Forum requirement on all 6th cycle Housing Element sites.

2021–2029 Objective: Research and develop Objective Design and Development standards for qualifying multi-family and mixed-use development to streamline the review process, provide greater certainty to developers, and facilitate development on Housing Element sites. Amend the Municipal Code to eliminate Community Forums on Housing Element sites.



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V.G Equal Housing Opportunities and Special Needs

Objective

Promote Equal Housing Opportunities for all persons regardless of race, religion, ethnicity, sex, age, marital status, sexual orientation, disability or household composition.

General Plan Approach

To adequately meet the housing needs of all segments of the community, the housing program must include actions that promote housing opportunities for all persons regardless of race, religion, sex, family size, marital status, ancestry, national origin, color, age, or physical disability. More generally, this program component entails ways to further fair housing practices, including accommodations for persons with disabilities.

Policies

- Policy V-19** Support the provision of fair housing services and tenant/landlord mediation to City residents.
- Policy V-20** Address the special housing needs of persons with disabilities through provision of supportive housing, homeowner accessibility grants, zoning for group housing, reasonable accommodation procedures and encouraging universal design.
- Policy V-21** Support the development and maintenance of affordable senior rental and ownership housing and supportive services to facilitate maximum independence and the ability of seniors to remain in their homes and/or in the community.

Programs

20. Fair Housing/Affirmatively Furthering Fair Housing: (Modified) The City uses the services of The Housing Rights Center (HRC), and staff directs any inquiries regarding fair housing issues or tenant/landlord disputes to the HRC. The Council provides services to jurisdictions and agencies, as well as the general public, to further fair housing practices in the sales and rental of housing.



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Services provided by the Council include:

- Fair Housing Community Education and Outreach
- Investigation of Discrimination Complaints
- Counseling and Referrals for Persons who may have been the Victims of Discrimination
- Specialized Property Owner, Management, and Lender Training

The biggest fair housing issues facing Calabasas are: 1) fair housing outreach to lower income and special needs Calabasas residents; 2) affordable housing throughout Calabasas to promote housing mobility; and 3) protecting existing residents from displacement. The new Affirmatively Furthering Fair Housing (AFFH) component of the Housing Element in Appendix B connects these fair housing issues with programs in the Housing Element, as well as additional meaningful actions that the City will undertake to help address them. The Table V-5 on the following pages presents a summary of the issues, contributing factors, and the City's planned actions to address these issues.



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Table V-5: Summary Matrix of Fair Housing Issues and Actions for Mitigation

Fair Housing Issue	Contributing Factors	Priority Level	Actions
<p>A. Fair Housing Outreach to Lower Income and Disabled Calabasas Residents <i>(Housing Mobility)</i></p>	<ol style="list-style-type: none"> Lower income and disabled residents have a higher percentage of tenant/ landlord complaints compared to their percentage of the City's population overall. Outreach needed in a variety of formats Additional resources to be made available to the public 	<p>Medium</p>	<p>City Action: Continue the Fair Housing Program, including directing inquiries to the Housing Rights Center (HE Program 20). Based on past trends, HRC to counsel an average of eight residents annually.</p> <p>City Action: By the end of 2022 have additional fair housing information posted at the Calabasas Senior Center and on their digital platforms. Hold an informational workshop in conjunction with their senior programming in 2023 and 2026.</p> <p>City Action: In 2023 and 2026, conduct a fair housing information session for the City Council including discussion of ways the City can help to further fair housing resources in the City. Invite local nonprofit agencies to attend.</p> <p>City Action: By the end of 2022, have fair housing information posted on non-traditional media, such as Instagram and Facebook, and conduct outreach to tenants and other lower income and special needs populations.</p> <p>Action Outcomes: Through the above steps, the City's goal will be to increase the distribution of fair housing materials by at least 25 percent and to increase awareness of fair housing options among residents. Throughout the informational workshops and Council workshops, develop a comprehensive list of interested nonprofits, property owners and community members that can be utilized for future outreach.</p> <p><i>Community Development Department</i></p>
<p>B. Affordable housing throughout Calabasas to promote housing mobility <i>(Place Based Strategies, New Opportunities)</i></p>	<ol style="list-style-type: none"> Location and type of affordable housing Community concerns about housing densities 	<p>High</p>	<p>City Action: Support dispersion of affordable units throughout High Resource areas in the City through the Affordable Housing Overlay, providing sites for 198 lower income and 74 moderate income units (HE Programs 8,9,10)</p> <p>City Action: Pending award of funds under the state Disaster Recovery Multi-family Housing Program, issue a Notice of Funding Availability in 2022 for development of affordable</p>



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Fair Housing Issue	Contributing Factors	Priority Level	Actions
			<p>rental housing on sites identified in the Housing Element, and seek to achieve development of at least one affordable project.</p> <p>City Action: Initiate a marketing program for homeowners on the benefits of ADUs and the availability of funds to support development (2022). Create an ADU Design Workbook and pre-approvable construction plans in 2023. Seek to issue permits for at least 12 units annually. (HE Programs 10a,10b)</p> <p>City Action: Develop an information campaign, using data and graphics from the HE process, to demonstrate to residents what affordable housing means and who it benefits, and utilize during the project review/permit process for projects with affordable units (2023).</p> <p>City Action: Require affordable developers receiving public funds to prepare an affirmative marketing plan, and encourage private developers with affordable units in their projects to prepare affirmative marketing plans. The plan shall ensure marketing materials for new developments are designed to attract renters and buyers of diverse demographics, including persons of any race, ethnicity, sex, handicap, and familial status.</p> <p>Action Outcomes: An increased variety of housing options available to Calabasas residents throughout the city, including areas that have traditionally only had single-family ownership housing. Provide adequate sites for over 250 lower income households, over 70 moderate income households, and over 850 above moderate income households, exceeding the City’s RHNA requirements.</p> <p><i>Community Development Department</i></p>
<p>C. Protect Existing Residents from Displacement <i>(Displacement/ Housing Mobility)</i></p>	<ol style="list-style-type: none"> 1. High levels of overpayment 2. High rents 3. Availability of affordable housing in all areas of the City, including those where rents and sale 	<p>High</p>	<p>City Action: At least twice during this Housing Element Cycle (2023 and 2026) work with the HRC to contact landlords of affordable multifamily complexes and the mobile home park and provide fair housing information and assistance. This outreach will focus on promoting the Section 8 voucher</p>



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Fair Housing Issue	Contributing Factors	Priority Level	Actions
	<p>prices have become exclusive (as shown on the Displacement Map).</p>		<p>program to landlords that have not previously participated in the program and should include multi-lingual materials.</p> <p>City Action: Utilize the Displacement Risk map (Fig B-14) in this AFFH to focus promotion of the existing Rental Assistance Program (HE Program 3) and the Rental Registration Program (HE Program 4) in census tract 8003.29 which is experiencing rapidly rising rents and is at risk of becoming exclusive.</p> <p>City Action: Adopt incentives for development of senior housing in the AHO (2021), commit Housing Trust Funds and issue an RFP for affordable senior housing on one of the AHO sites (2023), thereby allowing senior residents to remain in Calabasas (HE Program 14). Seek to achieve at least one affordable senior project during the planning period.</p> <p>City Action: Provide information on the City’s website and non-traditional media regarding services being provided by the San Fernando Valley Community Mental Health Center, particularly regarding interim and permanent housing resources (through September 2022).</p> <p>Action Outcomes: The actions identified above will help existing residents at risk of displacement due to high housing costs remain in the community.</p> <p><i>Community Development Department</i></p>



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21. Housing Opportunities for Persons Living with Disabilities: (Modified) As Calabasas' population continues to age, providing housing that is accessible to people of all abilities becomes increasingly important. The City regularly adopts updates to Uniform Building and Housing Codes to reflect current accessibility requirements in new construction, and has adopted procedures for requesting a Reasonable Accommodation with respect to zoning, permit processing and building codes for persons with disabilities.

The North Los Angeles County Regional Center (NLACRC) is among 21 regional centers operated by the State Department of Developmental Services to provide services and support for adults and children with developmental disabilities. The NLACRC provides services to approximately 150 developmentally disabled residents within the greater Calabasas 91302 zip code. Approximately 97 percent of these disabled residents live with a parent, family member or other guardian, and as these guardians age and become frailer, the disabled individuals they care for may require alternative housing options. The Regional Center has identified several community-based housing types appropriate for persons living with a developmental disability, including: licensed community care facilities and group homes; supervised apartment settings with support services; and for persons able to live more independently, rent subsidized, affordable housing.

Calabasas currently supports the provision of housing for its disabled population, including persons with developmental disabilities, through several means, including:

- By-right zoning for licensed residential care facilities (6 or fewer residents) in all residential zones, and provisions for larger care facilities (7 or more residents) in multi-family residential, mixed use and certain commercial zones, subject to a conditional use permit.
- Treatment of supportive and transitional housing as a residential use of property, and subject only to those restrictions and processing requirements that apply to other residential dwellings of the same type in the same zone.
- Procedures for an individual with a disability to request a Reasonable Accommodation from zoning and building standards. No special permit or fee is required.
- Programs to facilitate affordable housing, including Inclusionary Zoning, Affordable Housing Development Assistance, Density Bonuses and a new Affordable Housing Overlay.
- Supporting the creation of accessory dwelling units in all residential districts.



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2021–2029 Objective: Continue to support a variety of housing types to help address the diverse needs of persons living with disabilities, and work with the NLACRC to publicize information on available resources for housing and services. Pursue use of State and Federal funds available for supportive housing and services in future affordable housing developments.

22. Senior Housing Opportunities. Senior citizens (age 65+) have grown to comprise over one-quarter of Calabasas' households, with more than 35 percent of the City's seniors over the age of 75. Of Calabasas' nearly 2,000 senior homeowners, over one-quarter live alone. And over 20 percent of the City's elderly residents have some type of disability. Addressing the housing needs of seniors requires strategies which foster independent living (such as accessibility improvements, accessory dwelling units, and rehabilitation assistance, as described under other Housing Element programs), as well as strategies which encourage the provision of variety of supportive living environments for seniors of all income levels.

Calabasas has several specialized residential facilities for seniors, ranging from independent senior living (both market rate and affordable), assisted living, and memory care. With creation of an Affordable Housing Overlay with incentives for affordable senior housing (refer to Program #9), along with the dedication of City Affordable Housing Funds for development of senior housing on one of the Overlay sites (refer to Program #14), Calabasas is committed to providing expanded housing options for seniors of varying economic means.

2021–2029 Objective: Continue to actively pursue opportunities to expand housing choice for the growing number of senior citizens in the community. Adopt incentives for development of senior housing in the AHO (2021), and commit Housing Trust Funds and issue an RFP for affordable senior housing on one of the AHO sites (2023).



V. HOUSING ELEMENT 2021-2029 UPDATE

**Table V-6
Housing Programs Summary**

Housing Program	Program Goal	2021-2029 Objective(s)	Time Frame	Funding Source	Responsible Department
<i>Conserving the Existing Supply of Housing</i>					
1. Single-family Rehabilitation Program	Provide grants to lower income homeowners to help improve their homes.	Assist 5 households annually, for 40 units over the planning period.	2021-2029	CDBG	Community Development Dept (Planning Division)
2. Home Repair/ADU Assistance Program	Assist income qualified homeowners to address code violations and to add ADUs to their properties.	Coordinate with code enforcement to identify homes in need of substantial rehabilitation. Advertise funding availability for the creation of ADUs.	Advertise program annually in conjunction with monitoring under the Rental Registration Program.	Affordable Housing Fund	Community Development Dept (Planning Division)
3. Rental Assistance Program	Provide assistance to lower income, senior and disabled households at-risk of displacement due to rising rents.	Provide ongoing assistance to 50 households, contingent on funding.	2021-2029	General Fund	Community Development Dept (Planning Division)
4. Rental Registration Program	Monitor rent levels in the community and ensure 60-day notification of any rent increase of 5% or greater.	Continue to maintain the rental database.	Update the database on an annual basis.	General Fund	Community Development Dept (Planning Division)
5. Mobile Home Park Preservation	Preserve the existing stock of mobile homes in the community.	Provide tenants information on MPROP funding as appropriate.	2021-2029	General Fund; State MPROP funds	Community Development Dept (Planning Division)
6. Preservation and Monitoring of Assisted Housing	Preserve existing affordable housing through long-term affordability controls and monitoring.	Establish annual monitoring procedures for rent restricted units provided through City incentives and/or financial assistance.	Est. monitoring procedures by 2022 and coordinate with annual monitoring under the Rental Registration Program.	General Fund	Community Development Dept (Planning Division)
7. Condominium Conversion Ordinance	Preserve the existing rental stock from conversion to condominium ownership.	Implement the City's current ordinance to provide tenant protections and relocation assistance in the advent of a condominium conversion.	2021-2029	General Fund	Community Development Dept (Planning Division)



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**Table V-6
Housing Programs Summary**

Housing Program	Program Goal	2021-2029 Objective(s)	Time Frame	Funding Source	Responsible Department
<i>Providing Adequate Residential Sites</i>					
8. Residential Sites Inventory	Provide sufficient sites through zoning to address regional housing needs.	Provide information on available sites and incentives to developers. Update the CMU, RM-16 and RM-20 Land Use and Zoning designations to allow densities of 20 – 24 units/acre.	Update Land Use and Zoning categories in conjunction with Housing Element adoption (October 2021)	General Fund	Community Development Dept (Planning Division)
8a. Facilitate Development on Large Sites	Initiate meetings between property owners and affordable housing developers, and provide incentives to facilitate development on large sites.	Target production of 52 lower-income units on large sites.	Initiate meetings beginning in 2022. Achieve affordable units by 2029.	General Fund	Community Development Dept (Planning Division)
9. Affordable Housing Overlay (AHO)	Incentivize development of affordable housing on designated sites.	Provide Incentives for affordable housing on designated sites: - Increased densities - Increased height - Increased FAR - Reduced open space	Adopt AHO in conjunction with adoption of the Element in 2021. Create Affordable Housing page on City website in 2022 with links to the AHO and other ordinances.	General Fund	Community Development Dept (Planning Division)
10a. Promote Accessory Dwelling Units (ADUs)	Incentivize and encourage the construction of ADUs and JADUs to provide rental housing in existing neighborhoods. Expand housing opportunities for seniors, caregivers, and other modest income households.	Initiate an education and marketing program for homeowners on the benefits of ADUs and the availability of City funds for ADU development. Develop ADU Design Workbook and pre-approvable construction plans. Achieve production of an average of 12 ADUs annually.	ADU marketing program (2022). ADU Design Workbook and Construction Plans (2023).	General Fund	Community Development Dept (Planning Division)



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**Table V-6
Housing Programs Summary**

Housing Program	Program Goal	2021-2029 Objective(s)	Time Frame	Funding Source	Responsible Department
10b. Track and Monitor Accessory Dwelling Units		Establish an ADU tracking system to track use and affordability; conduct a mid-cycle review and report to HCD. If actual production and affordability is far from projected trends, rezone an additional site (as may be necessary) to offset any lower income RHNA shortfall; if actual production and affordability is near projected trends, conduct expanded marketing and outreach.	Tracking system (2022). Conduct mid-cycle review in 2025, and as necessary, expand marketing within 6 months, or rezone within one year.	General Fund	Community Development Dept (Planning Division)
11. Annexation of Craftsman Corner	Increase capacity to accommodate future housing growth.	Complete annexation of Craftsman Corner by October 2024. Should the annexation not be completed by this date, rezone additional sites as necessary to address the City's RHNA.	October 2024	General Fund	Community Development Dept (Planning Division)
Development of Affordable Housing					
12. Inclusionary Housing Program	Integrate housing affordable to lower- & moderate-income households within market rate developments.	Provide developers with information on available options and incentives to fulfill inclusionary requirements.	2021-2029	Affordable Housing Fund	Community Development Dept (Planning Division)
13. Commercial/Industrial Impact Fee Program	Address the impact of job growth on the demand for affordable housing.	Generate funds to assist in providing affordable housing opportunities to Calabasas' workforce.	2021-2029	Affordable Housing Fund	Community Development Dept (Planning Division)
14. Affordable Housing Development Assistance	Facilitate affordable housing development by for-profit and non-profit housing developers.	Allocate \$1 million in Affordable Housing Funds towards construction of affordable senior housing, and issue a Request for Proposal (RFP) for development on one of the AHO sites. Pursue funding under the DR-MHP Program.	Issue RFP in 2022. Submit project application to DR-MHP program by December 2022.	Affordable Housing Fund; Disaster Recovery CDBG Grant; outside funding sources	Community Development Dept (Planning Division)



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**Table V-6
Housing Programs Summary**

Housing Program	Program Goal	2021-2029 Objective(s)	Time Frame	Funding Source	Responsible Department
15. Green Building	Promote energy conservation and sustainable design in new and existing development.	In conjunction with adoption of the new State Building Energy Efficiency Standards (Energy Code) in 2022, prepare an updated Green Building Checklist and provide to building applicants upon inquiring about project development.	Adopt updated Green Building Code in 2022 and provide checklist to building applicants.	General Fund	Community Development Dept (Planning Division, and Building & Safety Division)
Removing Governmental Constraints					
16. Density Bonus Program	Provide density and other incentives to facilitate the production of affordable housing.	Promote density bonus and other regulatory incentives in conjunction with discussions with development applicants.	Create Affordable Housing page on City website in 2022 with links to the Density Bonus Ordinance, as well as the AHO, IHO and ADU ordinances.	General Fund	Community Development Dept (Planning Division)
17. Zoning Text Amendments for Special Needs Housing	Provide zoning standards to facilitate the provision of housing for persons with special needs.	Modify zoning standards for transitional and supportive housing, and emergency shelters consistent with current State law.	Amend the Development Code by 2022.	General Fund	Community Development Dept (Planning Division)
18. Adaptive Reuse of Office Space	Facilitate the conversion of obsolete office space to residential use.	Research modified standards utilized in other jurisdictions to facilitate office conversions. Adopt modified standards as appropriate.	Adopt modified standards as appropriate by 2023.	General Fund	Community Development Dept (Planning Division and Building & Safety Division)
19. Objective Design Standards and Streamlined Development Review	Streamline the processing of multifamily projects.	Adopt Objective Design and Development Standards for multi-family and mixed use development projects. Eliminate the Community Forum requirement on Housing Element sites.	Amend the Municipal Code to eliminate Community Forums on Housing Element sites (2022) and incorporate objective standards (2023).	General Fund	Community Development Dept (Planning Division)



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**Table V-6
Housing Programs Summary**

Housing Program	Program Goal	2021-2029 Objective(s)	Time Frame	Funding Source	Responsible Department
<i>Promoting Equal Housing Opportunities</i>					
20. Fair Housing Program	Promote fair housing practices.	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.	By 2022, provide multi-lingual Fair Housing brochures at City Hall, the Library and Community Center, and incorporate fair housing information on the City's website.	General Fund	Community Development Dept (Planning Division)
21. Housing Opportunities for Persons Living with Disabilities	Support a range of housing options to help address the diverse needs of 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.	Pursue supportive housing funding at least once during planning period in conjunction with affordable projects.	General Fund; Affordable Housing Fund; Low Income Housing Tax Credits; Supportive Housing Multi-Family Housing Program; other outside sources	Community Development Dept (Planning Division)
22. Senior Housing Opportunities	Support a range of housing options to address the diverse needs of Calabasas's growing senior population.	Adopt incentives for development of senior housing in the AHO (2021), and commit Housing Trust Funds and issue an RFP for affordable senior housing on one of the AHO sites (2023).	Adopt AHO in 2021. Issue RFP by 2023.	General Fund; Affordable Housing Fund; Low Income Housing Tax Credits; other outside sources	Community Development Dept (Planning Division)



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Summary of Quantified Objectives

The following table summarizes the City of Calabasas’ quantified objectives for the 2021–2029 Housing Element planning period. The objectives include the City’s new construction objectives to meet its regional housing needs assessment (RHNA); rehabilitation objectives which reflect the Single–family Rehabilitation Program; and conservation objectives to reflect maintaining the City rent subsidy program and preserving Calabasas Village Mobile Estates.

Table V-7 Summary of Quantified Objectives			
Income Level	New Construction Opportunities	Housing Rehabilitation	Housing Conservation
Extremely Low (0 - 30% AMI)	66	1	50
Very Low (31-50% AMI)	66	1	
Low (51-80% AMI)	71	38	105
Moderate (81-120% AMI)	70	--	105
Above Moderate (>120% AMI)	81	--	--
Total	354	40	260

AMI - Area Median Income

New Construction Objective: Reflects Calabasas’ 2014-2021 RHNA. Of allocation for 132 very low-income units, half is allocated to extremely low income and half to very low-income households.

Rehabilitation Objective: Reflects Residential Rehabilitation Program.

Conservation Objective: Reflects City Rent Subsidy Program and Calabasas Village Mobile Estates.

