New Housing Element Annual Progress Report Form

California Department of Housing and Community Development
Housing Policy Development

January 29, 2019
Agenda

- Overview
- APR Benefits
- Major Changes to APRs
- Overview of Tables
- Tools to Assist with APR Forms
- How to Submit APRS
- Online Data System Preview
- Prior APRs for 2017 and Prior Years
- Reminders
Each jurisdiction (city council or board of supervisors) must prepare an annual progress report (APR) on the jurisdiction’s status and progress in implementing its housing element (Government Code Section 65400).

SB 35 and AB 879 amended Government Code Section 65400 to include additional requirements for the APR.

HCD revised the form and instructions to include these new requirements.

- Chapter 366, Statutes of 2017 (SB 35, Weiner)
- Chapter 374, Statutes of 2017 (AB 879, Grayson)
APR Benefits

• Several funding programs require up-to-date submission of APRs, including SB2 Building Homes and Jobs Act funds.

• APRs are a vehicle for reporting progress in meeting Regional Housing Need Allocation (RHNA) to the public and decision makers.

• APRs are required by state law and can help jurisdictions in meeting its requirement.
Major Changes to APRs

Old APR form
- 2017 and Prior Years
  - Focuses reporting on building permits issued

New APR form
- 2018 and Beyond
  - Includes additional information based on new requirements

Building permits will continue to be counted as progress towards RHNA
Overview of Tables

- Table A - Housing Development Applications Submitted
- Table A2 - Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units
- Table B - Regional Housing Needs Allocation Progress – Permitted Units Issued By Affordability
- Table C – Sites Identified or Rezoned to Accommodate Shortfall Housing Need
- Table D - Program Implementation Status
- Table E - Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites
- Table F – Commercial Development Bonus Approved

All tables will report on activity that happen in the 2018 Calendar year
Table A – Housing Development Applications Submitted

- Includes data on housing units and developments for which an application was submitted (and deemed complete)

<table>
<thead>
<tr>
<th>Project Identifier</th>
<th>Unit Types</th>
<th>Date Application Submitted</th>
<th>Proposed Units - Affordability by Household Incomes</th>
<th>Total Approved Units by Project</th>
<th>Total Disapproved Units by Project</th>
<th>Streamlining</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Summary/Rows State Data Entry Source
Overview of Table A2

- Table A2 - Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units
  - Includes data on net new housing units and developments that have received any one of the following:
    - An entitlement
    - A building permit or a
    - Certificate of occupancy or other form of readiness
Overview of Tables B & C

• Table B - Regional Housing Needs Allocation Progress – Permitted Units Issued By Affordability
  – Provides a summary of prior permitting activity in the current planning cycle, including permitting activity for the calendar year being reported.

• Table C - Sites Identified or Rezoned to Accommodate Shortfall Housing Need
  – Jurisdiction identified an unaccommodated need of sites from the previous planning period, has shortfall of sites as identified in the housing element; or is identifying additional sites required by no net loss law
Overview of Tables D & E

- **Table D - Program Implementation Status**
  - Report the status/progress of housing element programs

- **Table E - Commercial Development Bonus Approved**
  - Jurisdiction approved any commercial development bonuses
Overview of Tables F & Summary

• Table F - Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites
  – Report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved

• Summary Tables
  – Tables for projects approved using streamlined ministerial approval process (SB 35 Streamlining)
Tools to Assist with APR Form

• Affordability calculator tool
• Tool to assist sites identified or rezoned to accommodate shortfall housing need (Table C)

Let us know if you have input on additional tools that HCD can create
How to Submit APRs

• Online Annual Progress Reporting System currently not available to submit 2018 APRs
• Once available jurisdictions will be able to upload form
• Until online data system is available 2018 APRs should be emailed to APR@hcd.ca.gov
  – Send the electronic version as an Excel workbook attachment. Do not send a scanned copy of the tables.
• No longer accepting APRs by mail.
Online Data System Preview
Online Data System Preview
Prior APRs for 2017 and Prior Years

Jurisdictions have two options to submit APRs for 2017 or prior years

1. **Online Annual Progress Reporting System** is available to submit APRs for 2017 and prior years

2. **Email** – submit excel workbook to APR@hcd.ca.gov

Jurisdictions should continue to use prior form for any APRs for 2017 or prior years.
Reminders

APRs are due **April 1st**

Questions or comments can be submitted to **APR@hcd.ca.gov**

More information about APRs is on our website at:  
**http://www.hcd.ca.gov/community-development/housing-element/index.shtml**
Stay in the Know

Sign up for HCD announcements at www.hcd.ca.gov
Stay in the know . . .

Follow HCD on social media

Like us on Facebook: /CaliforniaHCD

Follow us on Twitter: @California_HCD

Follow us on LinkedIn: /company/californiahcd