APPENDIX G Housing Element Implementation Plan

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Goal 1: Develop infrastructure through funding mechanisms that support the demands of current and future residents, housing, commercial, and retail development.

Policy 1.1 Capital Improvements: Ensure that capital improvement needs of existing neighborhoods and mixed-use commercial/residential are identified and addressed.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
1.1.a	**Capital Improvement Program**	Given added impacts of new residential development on existing infrastructure, the City must regularly identify where additional capital improvements are needed. On an annual basis, the Planning Commission and City Council will review the City's Capital Improvement Program (CIP) to determine what special priorities are needed for capital improvement projects required to support existing and new residential and commercial development consistent with the General Plan, and in particular the Circulation Element. Review of the CIP shall also include verification that areas needing improvement are scheduled for funding to address these needs at a specific time in the future.	Engineering Department (Capital Projects Assessment Committee; Transportation and Circulation Committee)	City	Annually	Annually	On an Annual basis, prepare Capital Improvements Plan in Q1 for review by CPAC. Bring recommendations to PC and CC in Q2.

Policy 1.2 Funding: Evaluate and establish funding mechanisms to provide new infrastructure to support residential and commercial development.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
1.2.a	**Nexus Studies**	Nexus studies are required to set the fees the city charges for new development to offset impacts to infrastructure the City maintains, like parks and storm drains. Many of the City's existing nexus studies are outdated and warrant updating to establish fees commensurate with present-day costs for labor and materials. Under a new state law, AB602, jurisdictions are now required to update their development fees every 8 years. The City will complete a comprehensive update of development impact fee nexus studies to ensure fees align with current costs for infrastructure maintenance.	Planning and Building Dept. (PBD)	City	2025	12-18 months	Hire consultant in Q1 2024 to conduct study to determine appropriate impact fees for new development. Bring recommendation to PC in Q4 of 2024 for recommendations, bring to CC for approval in Q1 of 2025. Implement revised fees in Q2 of 2025.
1.2.b	**Special Tax Districts**	Tax districts can be an effective tool to generate local revenue dedicated to infrastructural improvements and maintenance. Because there are several kinds of special tax districts with a range of applicability, a study is needed to understand what tax districts would work best in the context of Lafayette and what would be needed to implement this kind of financing program. The City will conduct a study to assess the efficacy of special tax districts to fund public services and infrastructure to support new development. The study will identify and analyze options appropriate for Lafayette and, if applicable, develop an implementation plan.	PBD	City	2031	24-30 months	Hire consultant in Q1 2029 to conduct study of special tax districts' applicability to Lafayette. Bring recommendations to the CC in Q1 of 2030, with the CC taking action on the recommendation in Q3 of 2030, with implementation by Q1 of 2031

Policy 1.3 Capital Needs: Ensure that capital improvement needs are regularly identified and addressed through coordination across City Departments.

Goal 2: Promote a vibrant commercial and cultural downtown that meets the needs of residents and visitors and encourages a mix of retail, commercial, and residential building through zoning.

Policy 2.1 Downtown Development: Provide clear direction to property owners, the public, and developers on expectations and requirements surrounding land use and design in the downtown.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
2.1.a	**Downtown Specific Plan**	SB 35 requires cities to review new multifamily residential developments against objective design standards to streamline project review and reduce overall development costs. The City has completed Phase I of developing its objective standards for downtown development and intends to complete a second phase. As needed, the City will update the Downtown Specific Plan for consistency with Phase II of Objective Standards and land use and zoning standards. In addition, the City will develop written procedures for SB 35 projects.	Planning and Building Dept. (PBD)	City	2024	12 months	Hire consultant to update the DSP in Q2 2024. Bring revisions to PC in Q1 of 2025, and to CC for approval of changes in Q2 2025. Implement beginning Q3 2025.
2.1.b	**New mixed-use Developments**	Lafayette has experienced a loss of commercial space throughout the downtown due to residential development. Requiring ground floor commercial space would provide some degree of replacement space, but this requirement may affect financial feasibility of development and must be based on and responsive to the needs of business in Lafayette. The City will conduct a study of potential impacts of requiring ground floor commercial as part of downtown residential development on project feasibility, local economic development, and overall land use planning. This program will need to be coordinated with the Land Use element, which sets land use districts for the city.	PBD	City	2026	18-24 months	Prepare feasibility study of the impacts of ground floor commercial on residential developments in Q1 2025. Bring recommendations to PC in Q2 2026, for CC consideration and approval or recommended actions in Q4 of 2026.

Policy 2.2 New mixed-use Developments: Support, as appropriate, projects that include a mix of both residential and commercial development in the Downtown by providing incentives such as scheduling joint study sessions of the City Council and commissions to gather early input, considering reductions in parking requirements if studies demonstrate different peak periods between land uses and facilitating interagency coordination during the development review process.

Policy 2.3 Housing Rehabilitation in Non-Residential Areas: Encourage housing rehabilitation in commercial zoning districts.

Goal 3: Promote environmental responsibility, long-term sustainability, and adaptability in residential development and related infrastructure to minimize impacts to global climate change.

Policy 3.1 Energy Conservation, Sustainability and Climate Change: Promote available energy conservation programs, and develop new programs to address sustainability and climate change issues.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
3.1.a	**CEQA Process**	Project-level review of environmental impacts of new housing developments is required under the California Environmental Quality Act ("CEQA"). The City shall follow CEQA procedures to expedite permit processing for all development, including encouraging preliminary project review by staff and considering the use of categorical exemptions, mitigated negative declarations, focused EIR's and other procedures to adequately assess environmental impacts, suitable mitigations, and reduce project delays where appropriate.	Planning and Building Dept. (PBD)	City	Ongoing	Ongoing as projects are submitted	
3.1.b	**Electrification for New Residential Construction**	State Housing Element Law call for the City to promote energy conservation in housing. The City will review and consider efforts within other Contra Costa County communities that have or plan to institute energy efficiency standards beyond those of the California building and residential codes by requiring electrification of new residential developments in lieu of natural gas or oil. The City will review these efforts and consider implementation of similar requirements for development in Lafayette.	PBD, Environmental Task Force	City	2025	24 months	Conduct a best practices review of the County and other cities' efforts toward electrification in Q1 2024. Bring recommendations to PC in Q4 2024, with CC adopting recommendations in Q2 2025. Implement in Q4 2025.

Policy 3.2 Energy Conservation: Provide information to the public on programs for energy conservation improvements and other actions.	Bi-annually and ongoing	Update the City's website with information every two years, in Q4, beginning in 2024. Maintain information at City offices for distribution.
Policy 3.3 Annual Earth Day: Sponsor an annual Earth Day event, providing info to citizens on environmental sustainability.	Annually	Sponsor an Earth Day event every year in April.
Policy 3.4 Home Energy Retrofit Program: Work with the County to publicize Home Energy and Improvement Programs.	Bi-annually and ongoing	Update the City's website with information every two years, in Q4, beginning in 2024. Maintain information at City offices for distribution.

Goal 4: Promote housing opportunities for all persons regardless of race, age, gender, sexual orientation, marital status, ability, or national origin.

Policy 4.1 Equal Housing Opportunity: Continue to facilitate non-discrimination in housing in Lafayette. See also AFFH actions, below.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
4.1.a	**Equal Housing Opportunity**	Promote equal housing opportunity by supporting the investigation and disposition of housing discrimination complaints. Work with service providers to ensure that information is disseminated to the community as needed.	Planning and Building Dept. (PBD)	City	Ongoing	Annually, as part of the APR process	In Q4 2024, reach out to the County and service providers to request annual collection of data on fair housing concerns within Lafayette. As part of the Annual Progress Report research prior to submittal to HCD in April, re-contact service providers and the County for information on fair housing issues within the City.
4.1.b	**Fair Housing Resources**	Create a webpage specific to fair housing including resources for residents who feel they have experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act.	PBD	City	2024	Bi-Annually	Create the webpage in Q4 in 2024. Update the website every two years, in Q4. Provide information to 80 LMI households over the planning cycle.

Policy 4.2 Nondiscrimination Clauses: Provide nondiscrimination clauses in rental agreements and deed restrictions for housing constructed with City assistance.

Goal 5: Affirmatively further fair housing by taking meaningful actions that overcome patterns of segregation and foster inclusive communities.

AFFH Actions	Fair Housing Issues	Contributing Factors	Fair Housing Category	Type of Action	Responsible Party	Objectives	Quantified Objectives	Timeline	Recommended Revision
AFFH Action Area 1. Enhancing housing mobility strategies: removing barriers to housing in areas of opportunity and strategically enhancing access.									
AFFH Action 1.1: Support residential development that brings new publicly subsidized and naturally affordable market rate multifamily housing to Lafayette.	Under-representation of Hispanic and Black/African American residents in Lafayette relative to Contra Costa County.	Lack of affordable housing and opportunities for low- and moderate-income households; community resistance to development.	Disparities in access to opportunities	Land use resources	City of Lafayette	Provide staff support, land use flexibilities, and financial resources to developers who propose to develop publicly subsidized and naturally affordable market rate housing.	Develop regular roundtable discussions with developers (every year in the winter) to highlight goals, policies, and programs to meet development needs. Include information on the City's website about potential opportunities for development, including the list of housing opportunity sites, development and impact fees, and other information. See also Policy 6.1.h.	Develop website additions by the middle of 2024; conduct roundtable discussions beginning in January 2025.	Conduct bi-annual proactive outreach with developers following adoption of the City Budget beginning July 2024, to apprise of housing opportunities, funding available, discuss constraints. Assist developers with pursuing funding opportunities as needed on consistent with State NOFAs, etc. Following these discussions, bring staff report with recommendations to address identified constraints, development standards modifications, etc. to PC during Q4 annually, with CC approval to make recommended changes in Q1 of the following year. Implementation would begin Q2 of that year. (In conjunction with 6.1.b)
AFFH Action 1.2: Design a regional forgivable loan program for homeowners to construct an ADU that is held affordable for low to moderate income households for 15 years.	Under-representation of Hispanic and Black/African American residents in Lafayette relative to Contra Costa County.	Lack of affordable housing; Prevalence of large lot single family development and zoning restrictions; Lack of land zoned to allow moderate or high-density housing.	Disparities in access to opportunities	Land use resources	ABAG funded Contra Costa County Collaborative (C4), EBHO, other cities	Increase opportunities for lower-income households to find housing that is affordable.	Design a regional loan forgiveness program.	Begin design in Summer 2025 and complete by winter 2026.	Working with Contra Costa County Collaborative of other jurisdictions, begin design of a loan program in Q2 2025. Complete deign by Q1 2026. Implement in Q3 2026

AFFH Action 1.3: Develop a policy to target inclusion of all types of affordable housing.	Under-representation of Hispanic and Black/African American residents in Lafayette relative to Contra Costa County. Senior developments typically serve non-Hispanic White residents	Lack of affordable housing and opportunities for low- and moderate-income households; community resistance to development.	Disparities in access to opportunities	Land use resources	City of Lafayette	Ensure equitable treatment of developments that serve low- and moderate-income households; develop more affordable housing for diverse populations	Conduct a best practice review of Cities that have developed specific targets for various kinds of affordable housing; select the policies most appropriate for Lafayette and implement by 2027.	Conduct best practices work in 2026; bring recommendations to Council in the beginning of 2027; implement program by mid-2027.	Conduct best practices work in Q3 2026; bring recommendations to Council for approval in Q2 2027; implement program Q3 2027.
AFFH Action Area 2. Encouraging new housing choices and affordability in high resource areas: promoting housing supply, choices and affordability in areas of high opportunity and outside of areas of concentrated poverty. Address this need through accessory dwelling units, SB 9 developments, and other programs. TOTAL GOAL: 160 units									
AFFH Actions	**Fair Housing Issues**	**Contributing Factors**	**Fair Housing Category**	**Type of Action**	**Responsible Party**	**Objectives**	**Quantified Objectives**	**Original Timeline**	**Recommended Revision**
AFFH Action 2.1: Pilot a by-right approval for low density attached housing that exceeds the BMR affordability requirements.	Under-representation of Hispanic and Black/African American residents in Lafayette relative to Contra Costa County.	Lack of affordable housing and opportunities for low and moderate income households to live in the city	Disproportionate housing need for low income households and protected classes	Land use resources	TBD	Increase development of accessible units beyond minimum requirements	Develop pilot program with other jurisdictions that would create more opportunities for lower income households to live in Lafayette. See also Policy 6.1.h GOAL: create 40 new units of housing within the 8-year period Geographic target: low density, high opportunity, high income neighborhoods throughout the City outside of VHFHSZ.	End of 2027	Prepare review to PC in Q2 2027; bring recommendation to CC in Q4 2027; implement program in Q1 2028 (note: contingent upon collaboration with other jurisdictions)

AFFH Action 2.2: Evaluate and adjust the city's inclusionary and density bonus programs to allow a smaller unit contribution (<15%), larger density bonuses, and/or increased city support in exchange for affordable units that address the needs of under-represented residents with disproportionate housing needs (e.g., child-friendly developments with day care on site for single parents, and 3-4 bedroom units for larger families).	Under-representation of Hispanic and Black/African American residents in Lafayette relative to Contra Costa County.	Disproportionate housing need for low income households and protected classes	Disparities in access to opportunities	Land use resources	City of Lafayettey	Expand the variety of housing units produced under the inclusionary housing and density bonus programs after those programs have had time to produce results. Ensure that the units being created are needed by and affirmatively marketed to county residents and workers who are under-represented in the city	Perform a feasibility analysis to redesign the program to allow a menu of options (e.g., 8% of units for extremely low income or 15% for low income or 30% for moderate income). See also Policly 6.1.h; 6.1.c	Begin design in Summer 2024 and complete by winter 2025.	Concurrent with the Nexus Studies (1.2.a), hire consultant in Q1 2024 to conduct study to determine financial feasibility of a variety of options. Bring recommendation to PC in Q4 of 2024 for recommendations, bring to CC for approval in Q1 of 2025. Implement revised program in Q2 of 2025.
AFFH Action 2.3: Rezone Faith Based Organization sites to provide housing on site, especially that which is affordable	Under-representation of Hispanic and Black/African American residents in Lafayette relative to Contra Costa County.	Lack of affordable housing; Prevalence of large lot single family development and zoning restrictions; Lack of land zoned to allow moderate or high density housing	Disparities in access to opportunities	Land use resources	City of Lafayette	Provide “missing middle” and lower-income opportunities to increase housing choice in lower density, high opportunity areas to allow for greater inclusion	Rezone Faith Based Organization sites to allow development of lower income housing on site at a density of 35 du/acre, mirroring affordability requirements of SB 4 and developing additional incentives to encourage use. Extend objective standards to these sites. The City will conduct outreach, education, assistance with entitlements and facilitate partnerships with nonprofit developers. Geographic target: low density, high opportunity, high income neighborhoods outside of VHFHSZ to allow for greater inclusion.	NEW	Beginning in Q2 of 2024, prepare amendments to the Zoning Code. Bring to the PC and CC in Q3 2024. Evaluate the effectiveness of the program in 2027. If projections for development are not being met, the City commits to alternative actions such as rezoning or identifying sites if necessary by 2028.
AFFH Action 2.4: Allow a second JADU in return for a short-term income restriction	Under-representation of Hispanic and Black/African American residents in	Lack of affordable housing; Prevalence of large lot single family development and zoning restrictions; Lack of land zoned to allow moderate or high density housing	Disparities in access to opportunities	Land use resources	City of Lafayette	Provide “missing middle” opportunities to increase housing choice in lower density, high	Allow single-family owners to add a second JADU in return for income restricting the unit for 5-10 years.	NEW	Prepare research on similar programs in Q1 2024 make recommendations to PC in Q4 2024; bring recommendation to CC

	Lafayette relative to Contra Costa County.					opportunity areas to allow for greater inclusion	GOAL: create 20 new units of JADUs within the 8-year period Geographic target: low density, high opportunity, high income neighborhoods in any area where ADUs and JADUs are allowed		in Q1 2025; implement program in Q3 2025
AFFH Action 2.5: Allow conversion of existing single-family dwellings into 2-4 units within 1/2 mile of Mt. Diablo Boulevard between Risa Road and Carol Lane, outside of the VHFHSZs (see map of eligible sites at the end of this document)	Under-representation of Hispanic and Black/African American residents in Lafayette relative to Contra Costa County.	Lack of affordable housing; Prevalence of large lot single family development and zoning restrictions; Lack of land zoned to allow moderate or high density housing	Disparities in access to opportunities	Land use resources	City of Lafayette	Provide "missing middle" opportunities to increase housing choice in lower density, high opportunity areas to allow for greater inclusion	Allow single-family owners to create up to four units, by either subdividing an existing single-family unit, or a building new unit in its place within the same envelope. GOAL create 20 new units of housing within the 8-year period. Geographic target: low density, high opportunity, high income neighborhoods, outside of the VHFHSZs and within ½ mile of the Downtown's boundaries.	NEW	Prepare code revisions and bring to PC in Q3 2026 and CC in Q4 2026; implement program in Q1 2027
AFFH Action 2.6: Increase the maximum density in low-density multifamily zones	Under-representation of Hispanic and Black/African American residents in Lafayette relative to Contra Costa County.	Lack of affordable housing; Prevalence of large lot single family development and zoning restrictions; Lack of land zoned to allow moderate or high density housing	Disparities in access to opportunities	Land use resources	City of Lafayette	Provide "missing middle" opportunities to increase housing choice in lower density, high opportunity areas to allow for greater inclusion	Increase the zoning density from 17 to 20 du/ac in the low-density multifamily zones; establish or modify development standards as appropriate to facilitate maximum densities. GOAL: create 20 new units of housing within the 8-year period. Geographic target: all neighborhoods in the D-1 zone.	NEW	Prepare proposal and make recommendations on rezoning proposal to PC in Q1 2026; bring recommendation to CC in Q3 2026; implement program in Q1 2027
AFFH Action 2.7: Incentivize developers to provide a range of unit sizes to provide more "affordable by design" units	Under-representation of Hispanic and Black/African American residents in Lafayette relative to Contra Costa County.	Lack of affordable housing; Prevalence of large lot single family development and zoning restrictions; Lack of land zoned to allow moderate or high density housing	Disparities in access to opportunities	Land use resources	City of Lafayette	Provide "missing middle" opportunities to increase housing choice in lower density, high opportunity areas to allow for greater inclusion	Develop incentives to obtain more units in a diversity of sizes GOAL: obtain commitments in 5 housing developments of 20 units or more to ensure a diversity of units	NEW	Prepare proposal to PC in Q4 2026; make recommendations on rezoning proposal to PC in Q1 2027; bring recommendation to CC in Q3 2027; implement program in Q1 2028

							Geographic target: Multifamily residential districts in high opportunity, high income neighborhoods to allow for greater inclusion		
AFFH Action 2.8: Monitor implementation of "missing middle" options to determine if mid-cycle changes are needed	Under-representation of Hispanic and Black/African American residents in Lafayette relative to Contra Costa County.	Lack of affordable housing; Prevalence of large lot single family development and zoning restrictions; Lack of land zoned to allow moderate or high density housing	Disparities in access to opportunities	Land use resources	City of Lafayette	Provide "missing middle" opportunities to increase housing choice in lower density, high opportunity areas to allow for greater inclusion	Review mid-cycle the performance of missing middle actions to determine if changes are warranted GOAL: review the missing middle programs and modify as necessary to achieve success Geographic target: Citywide	NEW	Prepare review to PC in Q2 2027; bring recommendation to CC in Q4 2027; implement program in Q1 2028
AFFH Action Area 3. Improving place-based strategies to encourage community conservation and revitalization including preservation of existing affordable housing: involves approaches that are focused on conserving and improving assets in areas of lower opportunity and concentrated poverty.									
AFFH Action 3.1: As part of updates to the General Plan and the Downtown Specific Plan, evaluate the need for housing rehabilitation in older multifamily developments throughout the community. Create a plan to join rehabilitation efforts with infrastructure improvements, such as trails, recreation areas, and other amenities.	Residents occupying housing in one of the two most affordable neighborhoods of the city face greater housing livability challenges.	Need for rehabilitation because of low rents and deferred maintenance.	Disparities in access to opportunities	Land use resources	City of Lafayette to lead	Create opportunities for livability improvements without increasing housing costs.	Develop policy for the use of City funding that addresses rehabilitation needs of the community. Goal: rehabilitate 90 units during the life of the Housing Element, 30 ELI, 30 VLI, 30 LI. Concentrate efforts in the downtown, where lower income households currently are located.	Begin best practices research in 2027; complete review and develop policy by 2028, with implementation in early 2029.	Begin best practices research in Q3 2027; bring forward recommendations to PC and CC in Q2 2028; implement in Q1 2029.
AFFH Action Area 4. Protecting existing residents from displacement: strategies that protects residents in areas of lower or moderate opportunity and concentrated poverty and preserves housing choices and affordability.									
AFFH Action 4.1: Develop a plan to preserve the city's affordable units that will expire in the next decade to keep them affordable long term.	Very high rates of cost burden for <50% AMI households and Black and Hispanic households; high rates of overcrowding among	Lack of affordable housing citywide; low housing production	Disproportionate housing needs	Human resources	City of Lafayette	Work with property owners of existing assisted housing developments for lower-income households and partner with nonprofits to determine methods to extend affordability	Conduct best practices research on other jurisdictions' programs and prepare recommendations to City Council.	Conduct best practices work in 2025; bring recommendations to Council in the beginning of 2026; implement program by mid-2026.	Conduct best practices work in Q3 2025; bring recommendations to Council for approval in Q2 2026; implement program Q3 2026.

	minority populations.					covenants to preserve affordable units, including assistance from the City.			
AFFH Action 4.2: Partner with fair housing service providers to perform fair housing training for landlords and tenants. Focus enforcement efforts on race-based discrimination and reasonable accommodations.	Landlords refuse to rent to Section 8 voucher holders or are unaware regarding laws against discrimination for source of income.	Lack of accessible affordable units; Lack of access to economic opportunity; Concentration in low income and low opportunity census tracts; Lack of understanding of reasonable accommodation requirements by landlords and property owners.	Outreach Capacity and Enforcement	Human resources	Fair Housing Service Providers; C4	Increase awareness of fair housing laws and tenants' rights to reduce unlawful discrimination and displacement.	Work with C4 and fair housing service providers to provide training every two years in the Spring, targeting 30 landlords each training.	Begin working with C4 to develop scope in 2024; launch first training in Spring 2025	In coordination with C4, develop scope beginning in Q4 2024; launch first training in Q3 2025
AFFH Action Area 5. Outreach and Enforcement – see these actions in the general policies, above.									

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
4.1.a	**Equal Housing Opportunity**	Promote equal housing opportunity by supporting the investigation and disposition of housing discrimination complaints. Work with service providers to ensure that information is disseminated to the community as needed.	Planning and Building Dept. (PBD)	City	Ongoing	Annually, as part of the APR process	In Q4 2024, reach out to the County and service providers to request annual collection of data on fair housing concerns within Lafayette. As part of the Annual Progress Report research prior to submittal to HCD in April, re-contact service providers and the County for information on fair housing issues within the City.
4.1.b	**Fair Housing Resources**	Create a webpage specific to fair housing including resources for residents who feel they have experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act.	PBD	City	2023	Bi-Annually	Create the webpage in Q4 in 2024. Update the website every two years, in Q4. Provide information to 80 LMI households over the planning cycle.

Goal 6: Promote the expansion of the housing throughout the City to accommodate a variety of housing types that are attractive and affordable to potential renters and home buyers at a wide range of income levels.

Policy 6.1 Production of New Lower-Income Units: Facilitate and support the production of new affordable housing units to meet the needs of a range of income levels.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
6.1.a	**Conditions of Approval for Multifamily Housing**	Develop Conditions of Approval for new multifamily residential development to include conditions that include, but are not limited to, the following: 1.) An ongoing condition to require all developers creating affordable housing with deed restrictions to include language in agreements with the City permitting persons and households eligible for HUD Section 8 rental assistance or Housing Voucher Folders to apply for below-market-rate units consistent with Federal Fair Housing regulations; 2.) Deferral of development fees to certificate of occupancy for projects including 15% or more affordable units to reduce overall development costs; 3.) The owner/applicant will provide documentation the tenant was offered first right of refusal pursuant to SB 330 provisions prior to issuance of a building permit.	Planning and Building Dept. (PBD)	City	2024	8 months	Prepare conditions in Q3 2024 and begin implementation in Q4 2024. Provide conditions as informational item to PC and CC in Q4 2024 for approval.
6.1.b	**Funding Sources to Support Affordable Housing Development**	Due to the high land and construction costs in Lafayette, development of deeply affordable housing (extremely low-income, low-income) is generally financially infeasible without significant subsidization. Since the dissolution of the Redevelopment Agency, the City no longer has access to millions of dollars from the state to contribute towards development. The City has an existing Housing Trust Fund with limited funds and needs to find ongoing sources of revenue to provide meaningful financial support towards the production of affordable housing to meet its RHNA goals and affirmatively further fair housing through increased access to housing and high resource areas. Use and allocation of existing and future funds will be determined as part of this program, which may include supporting the rehabilitation of existing multifamily residential properties among other activities. The City will create a plan to utilize existing funds in the City's Housing Trust Fund and identify additional sources for ongoing revenues, such as commercial development linkage fees, vacancy taxes, or real estate transfer tax, to subsidize and support access to affordable housing opportunities.	PBD	City	2025	Bi-Annually	Conduct bi-annual proactive outreach beginning in Q3 2024, bring recommendations to PC Q4 2024, with CC approval in Q1 2025. Implement changes in Q2 2025. Repeat process beginning in 2026 and every 2 years after.

6.1.c	**Inclusionary Housing Ordinance**	The City's Inclusionary Housing Ordinance requires projects with 7 or more units to provide a minimum of 15% affordable units. Inclusionary Housing requirements can contribute towards affordable housing options in Lafayette beyond the direct provision of units through two additional methods. 1) The City does not currently permit an in-lieu fee option for Inclusionary Housing Units preferring instead to have the units actually constructed and integrated into the project; However to capture fees to support affordable housing production. The City will conduct a fee study to establish an inclusionary housing in-lieu fee and revise the existing Inclusionary Housing Ordinance to incorporate an in-lieu fee for fractional affordable units for housing projects with fewer than 7 units. The fee study will assess potential impacts of such in-lieu fees on smaller residential projects. Revenues from in-lieu fees will be directed towards production of below-market-rate units in the city to replace segregated living patterns and will be implemented through the Housing Trust Fund.; 2) Inclusionary Housing requirements specify that the bedroom counts, amenities, and distribution throughout the project of affordable units be comparable to those of market rate units. The ordinance allows for flexibility with respect to size and finishes (e.g. the BMR units can be smaller and outfitted with laminate counters instead of granite). The City will develop objective criteria for the size, amenities, distribution of affordable units, and other development features as part of its Inclusionary Housing Ordinance to create more equitable development outcomes. GOAL: 60 BMR units over the eight years. GEOGRAPHIC TARGET: Multifamily developments throughout the community in high resource, highest opportunity areas.	PBD	City	2029	24 months	1) Combine with nexus fee analysis. Hire consultant in Q1 2024 to conduct study to determine financial feasibility of in-lieu fee amounts. Bring recommendation to PC in Q4 of 2024 for recommendations, bring to CC for approval in Q1 of 2025. Implement revised fees in Q2 of 2025. 2) With respect to objective criteria for development features, hire a consultant to conduct a best practices review in Q1 2027 and prepare recommendations to present to PC in Q4. Bring to CC in Q2 2028 for approval, implementing by Q3 2028.
6.1.d	**Parking Standards**	Land costs and basic construction costs for residential developments have rapidly increased, which has in turn increased the cost of housing. Costs associated with the provision of parking may result in fewer total units or prevent the financial feasibility of development. Additionally, how people travel continues to change as more focus is being placed on alternative modes of transportation such as bikes and rideshares and remote work. The City's parking ordinance currently permits reductions to parking standards for multifamily residential projects in proximity to BART or those that provide public or shared parking. Additionally, there are also reduced parking standards within the Senior Housing Overlay District. Parking reductions may be expanded to include additional kinds of development to reduce development costs to provide affordable and sustainable housing. In addition, the City will commit to codifying alternative parking standards such as hydraulic lifts and tandem parking spaces. AB 2097 (2021) prohibits jurisdictions from instituting parking minimums for projects near transit (within a 1/2 mile of BART) or in areas with low car use. The City will review the requirements of AB 2097 and revise or adopt new parking standards to conform with legal requirements.	PBD	City	2025	18 months	Beginning in Q3 of 2024, prepare amendments to the Zoning Code. Bring to the PC in Q2 2025, and to the CC in Q3 of 2025. Implement in Q4 2025.

<table>
<tr>
<td>6.1.e</td>
<td>Multifamily Lot Consolidation Incentives</td>
<td>The City incentivizes the consolidation of lots for the development of housing, primarily through reviewing lot mergers through a ministerial process. This process reduces the time and effort required to combine lots for a development project. Given that many of the largest parcels in the downtown have already been redeveloped, most new development will require the consolidation of multiple lots, which the City aims to streamline to promote the production of housing in Lafayette. Several recent residential developments have already combined smaller parcels to create a more developable lot. To further incentivize the consolidation of lots, the City will waive lot merger processing fees for multifamily housing developments.

The City will enhance the feasibility of affordable housing development by incentivizing consolidation of two or more smaller adjacent parcels through tiered density increases that allow greater density when small parcels are consolidated into a single building site. The City shall provide increases to the base density (excluding State density bonus) depending on consolidated parcel size:

<table>
<tr><th>Combined Parcel Size</th><th>Allowable Density*</th></tr>
<tr><td>Less than 0.50 acre</td><td>Base density</td></tr>
<tr><td>0.50 acre to 0.99 acre</td><td>5% increase over base density</td></tr>
<tr><td>1.00 acre or more</td><td>10% increase over base density</td></tr>
</table>
* Excluding State density bonus</td>
<td>PBD</td>
<td>City</td>
<td>Ongoing</td>
<td>Ongoing, as projects are proposed</td>
<td></td>
</tr>
<tr>
<td>6.1.f</td>
<td>Refine Fee Structure for Various Housing Types</td>
<td>As part of the analysis of constraints on the production of housing, the Contra Costa County Collaborative (C4) analyzed the fees levied on single family housing as compared with small and large multifamily developments on a per-unit basis. While the analysis appears to demonstrate that the fees charged by the City are on par with - and sometimes significantly less than -- fees levied in other jurisdictions on a per-unit basis, there are some situations in which multifamily housing, especially smaller developments, pay disproportionately larger fees than other housing types on a per-square-foot basis. The City will review the overall fee structure for housing developments to discern impacts on per-square-foot basis can be improved, and refine the structure to address disproportionate costs by housing type.</td>
<td>PBD</td>
<td>City</td>
<td>2024</td>
<td>Combine with nexus study fee analysis</td>
<td>Consistent with 1.2.a, Hire consultant in Q1 2024 to conduct study to determine financial feasibility of in-lieu fee amounts. Bring recommendation to PC in Q4 of 2024 for recommendations, bring to CC for approval in Q1 of 2025. Implement revised fees in Q2 of 2025.

With respect to objective criteria for development features, hire a consultant to conduct a best practices review in Q1 2027 and prepare recommendations to present to PC in Q4. Bring to CC in Q2 2028 for approval, implementing by Q3 2028.</td>
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6.1.g	**Publicly-Owned Sites**	Facilitate development in the planning period for the redevelopment of 949 Moraga to address compliance with the Surplus Land Act, including: • Outreach to developers (Q4 2024) • Prepare and issue request for proposals (Q1-Q2 2025) • Review proposals and select development partners (Q3-Q4 2025) • Design project and submit to City (Q1-Q2 2026) • City review and approval process (Q3-Q4 2026) Provide incentives, fee waivers, priority processing and financial assistance (Q3-Q4 2026 • In Q1 2027 the City will conduct a mid-term evaluation to determine whether the redevelopment is on-track to be completed by 2031 • If by Q4 2027 construction has not begun, and it is necessary to maintain the site in the inventory, the City will identify additional site(s) to accommodate the projected 23 BMR units within 6 months GOAL: a minimum of 23 units of BMR housing.	PBD	City	2026	12 months	Outreach to developers in Q4 2024, develop an RFP for City-owned sites for development as housing sites in Q1 2025. Bring the RFP to the CC for approval in Q2 2025; issue RFP in Q2 2025; analyze proposals and select development partners in Q3-Q4 2025; provide incentives, fee waivers, priority processing and financial assistance in Q3-Q4 2026; conduct CIty review and approval process in Q3-Q4 2026.
6.1.h	**Support Affordable Housing Development**	Work with housing developers to expand opportunities for affordable lower-income housing for special-needs groups, including persons with physical and developmental disabilities, female-headed households, large families, extremely low-income households, and persons experiencing homelessness by creating partnerships, providing incentives, and pursuing funding opportunities: • Support affordable housing development for special-needs groups throughout the city, including in areas that are predominantly single-family residential. The target populations include seniors; persons with disabilities, including developmental disabilities; female-headed households; homeless persons and extremely low-income households to reduce the displacement risk for these residents from their existing homes and communities. • Promote the use of the density bonus ordinance, application process streamlining, and fee deferrals to encourage affordable housing, with an emphasis on encouraging affordable housing in high-resource areas and areas with limited rental opportunities currently. • Facilitate 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 the subdivision for projects affordable to lower-income households.	PBD and CCC Building Department	City/ County	2024	Annually	Ongoing, as projects are processed by the City. Annually apply for funding and annually engage with the Regional Center of the East Bay and public and/or private sponsors.

		• Give priority to permit processing for projects providing affordable housing for special- needs groups and extremely low-income households. • Work with public or private sponsors and annually identify development opportunities for housing for special needs and extremely low-income households and take all actions necessary to promote incentives, funding and feasibility and expedite processing of such projects. • Encourage residential development near parks, open space, transit routes, civic uses, social services, and other health resources. • Partner with nonprofit and for-profit affordable housing developers to support their financing applications for state and federal grant programs, tax-exempt bonds, and other programs that become available. • Pursue federal, state, and private funding for low- and moderate-income housing by applying for state and federal monies for direct support of lower-income housing construction and rehabilitation, specifically for development of housing affordable to extremely low-income households and households with special needs. • Pursue partnerships with the Regional Center of the East Bay to identify funding opportunities and promote housing for persons with disabilities. • Annually track progress towards new development. If significant progress has not been made by Q4 2027, seek additional development opportunities and increase outreach efforts to developers by Q2 2028.					
6.1.i	**Facilitate Development of the DeSilva South Site**	The DeSilva South site, at 9.75 acres, is currently a part of a much larger parcel of approximately 60 acres. Based on owner interest in redeveloping the 9.75-acre site with housing, the City will coordinate with the property owner and provide assistance and incentives as needed to facilitate the creation of the appropriate parcel configuration and encouraging affordability to lower income households.	PBD and CCC Building Department	City	2026	24-36 months	Beginning in Q2 of 2024, conduct outreach to the property owner regarding mechanisms for subdividing the larger parcel and outlining options for housing development; bring proposals for redevelopment to the PC in Q4 2025 and CC in Q1 2026 for approval.

Policy 6.2 Retention of Existing Lower-Income Units: Seek to retain existing subsidized very low-, low- and moderate-income housing units, especially those that will be available for conversion to market rate housing. Retention of such units should have high priority for available funds.							
Program ID	**Program**	**Objective**	**Responsibility**	**Financing**	**Completion Timeframe**	**Duration**	**Actions**
6.2.a	**Data Collection for SB 330 Housing Replacement**	SB 330 requires developers demolishing housing to replace any restricted affordable or rent-controlled units and comply with specified requirements, including the provision of relocation assistance and a right of first refusal in the new housing to displaced occupants. This program will track compliance with SB 330 regulations for every project proposing unit demolition. As permits are requested for the demolition of housing, the City will obtain information related to the following and require one-for-one replacement when required: 1.) The number of existing residential units proposed to be demolished or converted; and 2.) The number of these residential units by bedroom count occupied within the last five years by persons and families of low or moderate income, which would be required for replacement.	PBD	City	Ongoing	Ongoing, as projects are proposed	Draft templates for requesting required information in Q1 2024 and implement in Q2 2024.
6.2.b	**Retention of Affordable Units: Demolitions**	SB 330 requires developers demolishing housing to replace any restricted affordable or rent-controlled units and comply with specified requirements, including the provision of relocation assistance and a right of first refusal in the new housing to displaced occupants. This program will track compliance with SB 330 regulations for every project proposing unit demolition. As noted in the replacement policy in 10.3.a, these zoning changes will require replacement housing obligations of the same requirements as set forth in Government Code section 65915, subdivision (c), paragraph (3), specifically referencing sections (h) and (i). Staff will undertake this program in concert with AFFH Action Item 4.1. As permits are requested for the demolition of housing, the City will obtain information related to the following and require one-for-one replacement when required: 1.) The number of existing residential units proposed to be demolished or converted; and 2.) The number of these residential units by bedroom count occupied within the last five years by persons and families of low or moderate income, which would be required for replacement.	PBD	City	2026	12 months	Conduct best practices review pertaining to the retention of affordable rental units, including those that are "naturally affordable" in Q3 of 2025. Bring the analysis with recommended programs to CC in Q4 of 2025, with CC approval of programs in Q1 of 2026. Implement programs by Q2 of 2026. Target: conserve 32 units over planning cycle.
6.2.c	**Condominium Conversions**	The City will research best practices and consider amendments to the condominium conversion regulations within the context of the current regulatory environment to retain affordable housing units through condominium conversions.	PBD	City	2030	16 months	Conduct best practices review pertaining to condo conversions in Q3 of 2028. Bring the analysis with recommended programs to CC in Q2 of 2029, with CC approval of programs in Q4 of 2029. Implement programs in Q1 of 2030. Target: conserve 8 units over planning cycle.
6.2.d	**Retention of Affordable Units: Housing Rehabilitation**	Participate in Contra Costa County's housing rehabilitation program and publicize the availability of the County's low-interest loan programs for lower- income seniors and other households. The City will coordinate with County staff to confirm program requirements and eligibility annually. The City will advertise the program on the City's website and in its newsletters. The City will also distribute information on the program in	PBD/CCC Conservation and Development	City/ County	Ongoing	Bi-Annually	Target: refer 24 households to the County's rehabilitation programs over the planning period.

		areas of concentrated rehabilitation need or senior households, where need for the program may be greatest.					

Policy 6.3 Accessory Dwelling Units (ADUs): Continue to support the construction of accessory dwelling units, pursuant to the City's Accessory Dwelling Unit Ordinance.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
6.3.a	**Permit-Ready ADUs**	In accordance with AB 671, local governments must include in their General Plan housing elements plans to incentivize and promote the creation of affordable accessory dwelling units (ADUs). Permit-ready plans remove the need for households to hire architects and engineers to create a custom designs and reduce the time needed for project approvals, thus reducing the overall costs to create new housing units. The City will develop packages of pre-approved designs for ADUs, including manufactured units, to expedite processing to reduce overall costs to development. The City will publicly post a list of manufactured housing units that meet the City's ADU Ordinance development standards.	Planning and Building Dept. (PBD)	City	2025	12 months	Conduct a best practices review of pre-approved plans, beginning in Q1 of 2024. Bring recommendations to DRC/PC in Q4 2024 for recommended approval. Bring to CC in Q1 2025 for approval. Implement in Q2 2025.
6.3.b	**Accessory Dwelling Unit Monitoring**	The City is committed to ongoing compliance with State Law regulating accessory dwelling units (ADUs). As needed, the City will review and update the existing Accessory Dwelling Unit Ordinance for conformance with regulatory updates. In addition, the City will monitor permitted ADUs and affordability every other year and take appropriate action, including adjusting assumptions or rezoning within one year if sites inventory is negatively impacted to ensure compliance with no net loss provisions.	PBD	City	Ongoing	Bi-annually. 12 months	Beginning in Q1 2024, review permitting data for the prior year, making adjustments to the sites inventory accordingly. If needed, prepare recommended rezonings or other adjustments for PC consideration in Q3, with CC approval in Q4. Implement changes in Q1 the following year. Make these adjustments every two years, as needed.
6.3.c	**ADU Fee Reductions**	To promote the development of accessory dwelling units (ADUs) and reduce the overall costs associated with this housing product, the City will temporarily reduce development impact fees for all ADUs permitted under the City's ordinance for a four-year period. While fee reductions are a helpful tool to promote development, development fees ensure publicly owned facilities receive adequate funding for maintenance and expansion. The City will assess the efficacy and financial impacts of this program mid-cycle to determine whether it should be continued beyond four years. Simultaneous to impact fee reductions, the City will promote the program as well as the availability of pre-approved plans throughout the community. ADUs can be a wealth-building asset for low-income households and information on building or converting ADUs will be targeted towards low-income populations within the City.	PBD	City	2028	48 months	Temporarily implement fee reductions for ADUs beginning Q1 2023. Analyze efficacy and impacts during Q3 2027. Make recommendations to PC for any changes in Q1 2028, with CC approval of proposed changes in Q2 2028. Implement changes in Q3 2028

6.3.d	**ADU Occupancy Survey**	The City currently lacks detailed information on the occupancy and tenure of ADUs in the City. The City will develop a survey for applicants seeking approvals for ADUs to provide basic information about the project, including, but not limited to, the number of anticipated occupants, whether the unit will be rented or provided to family, and if it is to be rented, what the anticipated rent will be. This data will be used to more accurately track the City's progress towards its RHNA goals and understand development trends within the City.	PBD	City	2024	6 months, then as applications come in	Develop a survey in Q1 2024 and distribute to existing applicants for ADUs. Prepare an analysis of potential constraints or concerns with the program In Q3 2024 and bring to PC. Bring recommended changes to CC in Q1 2025. Continue to distribute the survey to new applicants as they come in, and provide a report to PC and CC in Q3 annually, beginning in 2025.

Policy 6.4 Ongoing Monitoring of Conversion Risks: Monitor affordable projects at risk of conversion to market rate. Maintain regular communication with the owners of any subsidized projects in Lafayette to keep up-to-date on plans to maintain affordability. Assist in outreach and education to tenants as needed.

Policy 6.5 Ongoing Monitoring of Federal Preservation Activities: Monitor Federal actions and appropriations regarding extension of Section 8 contracts, and actively support additional appropriations. Work with the owners to determine expected actions and assist with any negotiations that would result in the preservation of these units.

Policy 6.6 Respond to Notices of Intent to Prepay: Support efforts to retain existing FHA and HUD subsidized low-income units through use of local, regional and national resources, CDBG funds, Redevelopment Housing Set-Aside funds, and other solutions.

Policy 6.7 Support Ongoing Rental Subsidies in Lafayette: Continue to support the County Housing Authority housing rental subsidies to lease units in Lafayette for very-low and low-income households. The City will continue to promote the program by providing information to the community on the value of this program and the need for participant landlords through the Housing Choice Voucher program.

Policy 6.8 Available Funding: Support efforts to obtain available State and federal assistance to develop affordable housing, including housing for seniors, large households, households with children and those with special needs, by providing City Council resolutions of support to developers of affordable housing projects.

Policy 6.9 Tax Increment Financing Activities: Support State and regional efforts to reinstate Redevelopment-like tools to require the provision of and fund the development of affordable housing.

Policy 6.10 Manufactured Housing: As required under State law, allow placement of manufactured housing units on permanent foundations where single family residential uses are permitted.

Policy 6.11 Diversity of Housing Types: Promote development of a range of housing types, like fourplexes and SB 9 housing development, to address the "missing middle" of housing affordability.

Goal 7: Promote access to affordable housing opportunities for persons with special housing needs such as seniors, developmentally disabled, large households, and very low to moderate income households.

Policy 7.1 Special Population Housing Needs: Collaborate with leaders of special population services to understand housing needs and priorities to inform city decision making.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
7.1.a	**Senior Housing**	Collaborate with the Lafayette Senior Services Commission and the Lamorinda Village to develop an outreach program to build awareness of age-friendly housing options and services, which may include Accessory Dwelling Units, home sharing, downsizing, Universal Design standards, and more.	Planning and Building Dept. (PBD); Parks, Trails, and Recreation (Senior Services); Lamorinda Village	City	2029	6 months	In Q2 2028, begin collaboration with interested parties to develop program ideas. Implement programs in Q4 2028

7.1.b	**Developmentally Disabled**	Meet with local advocates for children and adults with developmental disabilities, such as the Regional Center of the East Bay, Brilliant Corners, Las Trampas School, Sunflower Hill, Futures Explored, and others to more specifically understand housing needs for populations with developmental disabilities and how to inform housing providers to provide a portion of new affordable housing units for persons with disabilities. Discuss a plan to pursue funding sources designated for persons with special needs and disabilities to aid the development of housing units for this population.	PBD	City	2026	18-24 months	Meet with advocates Q1 2025. Bring recommendations to PC in Q2 2026 for CC consideration and approval or recommended actions in Q4 of 2026.
7.1.c	**Larger Units**	Large households – defined by HUD as having five or more members - often have different housing needs than smaller households. If a city's rental housing stock does not include larger apartments, large households who rent could end up living in overcrowded conditions. These lower income households, priced out of the ownership market, will need affordable rentals. The City will analyze the impacts of requiring a certain percentage of units be 3-bedroom on project feasibility. As part of this analysis determine what percentage of the total units should be three-bedroom units, and what size of development should trigger this requirement.	PBD	City	2027	12 months	Beginning in Q1 2027, conduct a best practices review, including interviews with developers of housing, on the feasibility of providing larger units. Bring recommendations to PC in Q3 2027, then bring recommended actions to CC in Q4 2027. Implement proposed improvements in 2028.
7.1.d	**Permanent Supportive Housing**	Supportive Housing shall be a by-right use in zones where multifamily and mixed-uses are permitted, including nonresidential zones permitting multifamily uses pursuant to Government Code section 65651. To be consistent with AB 2162, the City will allow by-right 100% affordable housing that has 25% or 12 units of permanent supportive housing, where multifamily or mixed-use housing is permitted. Group homes of seven or more persons will be considered through an objective process similar to other residential uses of the same form.	PBD	City	2024	18 months	Beginning in Q2 of 2024, prepare amendments to the Zoning Code. Bring to the PC in Q4 2024, and to the CC in Q1 of 2025. Implement in Q2 2025.
7.1.e	**Group Homes for Seven or More Persons**	The City will adopt Zoning Code amendments to allow group homes for seven or more residents, specifically for people with disabilities, as a permitted use in zones where residential is allowed.	PBD	City	2025	18 months	Beginning in Q2 of 2024, prepare amendments to the Zoning Code. Bring to the PC in Q4 2024, and to the CC in Q1 of 2025. Implement in Q2 2025.
7.1.f	**Emergency Shelters**	The City will adopt Zoning Code amendments to ensure compliance with emergency shelter requirements, including for parking (Gov. Code 65583 (a)(4)(A)), as well as AB 2339. Capacity will be based on at least 200 square feet per person, and any other aspect of the existing code that is contrary to State law will be amended to be in compliance. The City will amend the definition of emergency shelters to include other forms of interim housing. In addition, emergency shelters will be permitted by-right without discretionary review.	PBD	City	2025	18 months	Beginning in Q2 of 2024, prepare amendments to the Zoning Code. Bring to the PC in Q4 2024, and to the CC in Q1 of 2025. Implement in Q2 2025.
7.1.g	**Reasonable Accommodation**	To approve a Reasonable Accommodation request for housing for persons with disabilities, the Zoning Code requires findings be made that no detrimental impacts would result aesthetically, or to surrounding uses, properties, or structures. Some of these findings are considered subjective. The City will revise the Zoning Code to include only objective findings that can provide certainty in outcomes.	PBD	City	2025	12 months	Beginning in Q2 of 2024, prepare amendments to the Zoning Code. Bring to the PC in Q4 2024, and to the CC in Q1 of 2025. Implement in Q2 2025.

Policy 7.2 Information and Resources: Ensure information on housing options and choice is accessible, current, and useful to special populations.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
7.2.a	**Resources for Housing for Special Populations**	The City will review and update its current website with the goal of improving navigation of the site and making more information available on the City's website. The update will create and publicize a list of federal, state, regional, and local community assistance programs that may be available to residents, dependent on certain qualification criteria. The City will periodically update this list to ensure information is up-to-date and promote access to housing and community assistance programs, particularly to the City's elderly and other special needs populations (disabled/developmentally disabled, large households, female-headed households, homeless, and students). Such programs may include: - Financial Assistance for low-income homeowners to construct ADUs - Information on private programs for shared living. - Available funding programs for low-income first time homebuyers.	Planning and Building Dept. (PBD)	City	2024	Bi-annually	Update the website every two years, in Q4, beginning in 2024.

Goal 8: Facilitate a mix of housing types with development standards appropriate for the subject neighborhood.

Policy 8.1 Infill Housing: Encourage private housing development on existing infill sites to utilize existing infrastructure.

Program ID	Program	Revised/New Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
8.1.a	**Lot Consolidation and Redevelopment of Non-Vacant Sites**	Many lots in the downtown most likely to be redeveloped are smaller or non-vacant properties, both of which serve as barriers to development. Affordable housing requires a minimum lot area and density to reach financial feasibility. Consolidation of small lots can increase opportunities for new affordable housing throughout the downtown. The City will establish an outreach program and conduct engagement with owners of small lots to assess the level of interest in lot consolidation and understand what City support would encourage lot consolidation, such as elimination of application fees and support for relocation of commercial tenants. Based on this feedback, the City will explore developing other incentives and ways to support conversion of these sites to residential or mixed-uses.	PBD	City	2025	12-18 months	In Q2 2024, develop an outreach program to address lot consolidation. Outreach to owners in Q4 2024. Develop recommendations to incentivize consolidation in Q1 2025. Bring recommendations to PC in Q2 2025, and to CC in Q3 2025 for approval. Implement the program in Q4 2025.

Policy 8.2 Development Standards: Establish development standards for residential buildings that are sensitive to neighborhood context.							
Program ID	**Program**	**Objective**	**Responsibility**	**Financing**	**Completion Timeframe**	**Duration**	**Actions**
8.2.a	**Review of Development Standards**	Height and density requirements are natural constraints on unlimited development and the City seeks more information from real estate economics consultants to better understand the impacts of these and other requirements on project feasibility. The goal is to best design zoning standards to remove unnecessary barriers to project feasibility and increase housing production. The City commits to revise heights, setbacks, and upper story setbacks to facilitate achieving maximum densities. The City will conduct interviews and roundtables with local developers, including affordable housing developers, real estate economics consultants, and other professionals to understand the impacts of development standards on project feasibility and consider revisions, and community members to understand neighborhood-specific considerations.	Planning and Building Dept. (PBD)	City	2026	18 months	Beginning in Q3 2024, convene a roundtable discussion regarding development standards. Bring recommendations to PC in Q2 2025, and to CC in Q3 2025. Implement improvements in Q1 2026.
Policy 8.3 Density Bonus: Provide a density bonus to projects that provide a required percentage of total units affordable to very-low and low-income households and for units meeting the special housing needs identified in this Element.							
Program ID	**Program**	**Objective**	**Responsibility**	**Financing**	**Completion Timeframe**	**Duration**	**Actions**
8.3.a	**Density Bonus Regulations**	Under California Government Code Section 65915 (“State Density Bonus Law”), jurisdictions must adopt a local Density Bonus Ordinance consistent with state law. Recent updates to State Density Bonus law, AB 1763 and AB 2345, provide incentives for 100 percent affordable housing and those that are close to transit. The City will update the City's Density Bonus Ordinance for consistency with State Density Bonus Law. The City will also consider removing City Council Review from section 6-3611 LMC for Tier 3 Density Bonus concessions and waivers to further streamline project entitlements.	Planning and Building Dept. (PBD)	City	2025	6 months and annually	Draft updated DBO in Q1 2024; take recommended changes to PC Q2 2024; to CC and implement in Q4 2024. Every year after in Q1, review new laws pertaining to DBL and update ordinance similarly. For Tier 3 DB concessions and waivers, bring recommended changes to PC in Q1 2025 and bring to CC in Q2 2025; implement changes in Q3 2025. See also AFFH item 2.2

Goal 9: Promote a wide variety of housing types that balance valued aspects of the existing community character, including quality design, scale, and preservation of natural features.

Policy 9.1 Design and Aesthetics: Encourage quality design in new residential development.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
9.1.a	**Objective Design Standards**	Further develop objective standards to ensure that new residential development is in keeping with the design and aesthetics of the neighborhood and community character by completing Phase II of Objective Design Standards. Complying with Objective Design Standards will be deemed to meet approval findings. The City will review ordinances, guidelines and other documentation to ensure that subjective criteria are not relied on for approval and it is clear to the reader that complying with objective design standards will be deemed to meet approval findings.	Planning and Building Dept. (PBD)	City	2028	18 months	Beginning in Q2 2026, prepare Phase II ODS, bring recommended revisions to DRC/PC in Q1 2027, and bring revisions to CC for approval in Q3 2027, with implementation in Q4 2028

Goal 10: Adopt and implement a Housing Element that complies with State Law.

Policy 10.1 Housing Rehabilitation: Pursue available funding for the preservation, rehabilitation and weatherization of viable older housing to preserve neighborhood character and retain a supply of housing units for all income categories.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
10.1.a	**Code Enforcement**	Continue the code enforcement program to encourage the rehabilitation and/or elimination of physically obsolete and substandard housing.	PBD, Code Enforcement	City	Ongoing	Ongoing	Target: abate 8 units for code violations resulting in conservation of units over the planning period.

Policy 10.2 Regional Housing Needs: Provide for additional housing by encouraging the construction of multifamily housing.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
10.2.a	**RHNA Monitoring**	The City will maintain the residential sites inventory that can accommodate the City's regional housing needs allocation of 2,114 units. Update the inventory annually to monitor the consumption of residential and mixed-use properties. If sites in the inventory are developed for non-housing purposes, new sites will be added to the inventory and/or residential densities will be reassessed to ensure the City's ongoing compliance with the "no net loss" provisions of Housing Element Law. The Housing Element sites inventory will be posted on the City's website as a tool for developers, and provided as a handout at the public counter.	Planning and Building Dept. (PBD)	City	Annually, as part of the HE Annual Progress Report	Annually	Beginning in Q1 2024, review the inventory against known production to determine amount of existing capacity for housing. Prepare recommendations to PC in Q2 to address losses and ensure an adequate reserve of housing. Bring recommendations to CC in Q2 for approval of recommendations.

10.2.b	**Establish By-Right Housing Designation for Reused Sites**	Amend the Zoning Code to establish a By-Right designation for housing sites reused from prior Housing Element for housing projects that propose a minimum of 20% affordable units. The program will be implemented within the first three years of the planning period, with minimum zoning of at least 30 units per acre. (Gov. Code, §65583.2, subd. (c).)	PBD	City	2024	18 months	Beginning in Q2 of 2024, prepare amendments to the Zoning Code. Bring to the PC in Q4 2024, and to the CC in Q1 of 2025. Implement in Q2 2025.
Policy 10.3 City Leadership: Provide active leadership in implementing the policies and programs contained in the Housing Element.							
Program ID	**Program**	**Objective**	**Responsibility**	**Financing**	**Completion Timeframe**	**Duration**	**Actions**
10.3.a	**Zoning to Accommodate RHNA**	The City shall make available through land use planning and zoning an adequate inventory of vacant and underutilized sites to accommodate the City's Regional Housing Needs Allocation (RHNA). Within three years of Housing Element adoption, rezone land to provide adequate capacity for at least 2,114 units on suitable sites. The rezoning program would rezone parcels with a minimum density of 30 du/ac for lower-income sites. Development standards will be established on rezoned sites to facilitate maximum allowable densities. The City will also incorporate a replacement housing provision for any sites with existing residential use and will permit multifamily uses without discretionary action. Specifically, the City will comply with Gov. Code Section 65582.1 subd. (h) and (i).	PBD	City	2024	12 months	Beginning in Q2 of 2024, prepare amendments to the Zoning Code to specifically rezone opportunity sites as follows: • 18.66 acres to 35 du/a • 11.52 acres to 60 du/a Rezoning will also involve adoption of appropriate development standards for the planned residential capacity on rezoned sites to facilitate maximum allowable densities. In addition, these zoning changes will require replacement housing obligations of the same requirements as set forth in Government Code section 65915, subdivision (c), paragraph (3), specifically referencing sections (h) and (i).Bring to the PC and CC in Q3 2024.
10.3.b	**BART Transit-Oriented Development Work Plan**	The City will continue to take actions necessary to ensure ongoing dialogue with BART staff for future development on the BART sites. These actions include, but are not limited to, the following: • Collaborate with BART staff dedicated to this work (quarterly meetings with staff to discuss strategies); • Research potential financial resources to assist in the development of the sites, such as grants and bonds to subsidize affordable housing or buy out the remaining leases for the solar panels); and • Provide other support to BART to facilitate the opportunity to develop the sites, including strategizing ways to address the need for replacement parking.	PBD	City	2030	8 years	As these sites are no longer in the inventory, no specific actions are reported here. However, the item remains in the implementation plan for staff tracking.

10.3.c	**Farmworker Housing**	The City will amend the its Municipal Code to treat employee/farmworker housing that serves six or fewer persons as a single-family structure and permit it in the same manner as other single-family structures of the same type within the same zone across all zones that allow single-family residential uses. The amendment will also treat employee/farmworker housing consisting of no more than 12 units or 36 beds as an agricultural use and permit it in the same manner as other agricultural uses in the same zone, in compliance with the California Employee Housing Act (Health and Safety Code Sections 17021.5 and 17021.6).	PBD	City	2025	18 months	Beginning in Q2 of 2024, prepare amendments to the Zoning Code. Bring to the PC in Q4 2024, and to the CC in Q1 of 2025. Implement in Q2 2025.
10.3.d	**Low Barrier Navigation Centers**	The City shall amend its Zoning Ordinances to ensure compliance with State law to allow low barrier navigation centers by right in mixed-use zones and nonresidential zones permitting multifamily uses.	PBD	City	2025	18 months	Beginning in Q2 of 2024, prepare amendments to the Zoning Code. Bring to the PC in Q4 2024, and to the CC in Q1 of 2025. Implement in Q2 2025.
10.3.e	**"Family" Definition**	Ensure that the definition of “family” is consistent with State and Federal law.	PBD	City	2025	18 months	Beginning in Q2 of 2024, prepare amendments to the Zoning Code. Bring to the PC in Q4 2024, and to the CC in Q1 of 2025. Implement in Q2 2025.
10.3.f	**Discretionary Review Processes**	City shall amend its Zoning Ordinances to establish clearly-defined standards for review by each hearing body to provide greater certainty of the costs and timing associated with entitlements.	PBD	City	2027	10 months	Beginning in Q1 2027, conduct a best practices review of the standards used by other jurisdictions. Bring recommendations to PC in Q4 2027, then bring recommended actions to CC in Q1 2028. Implement proposed improvements in Q2 2028.
10.3.g	**Minimum Density Requirement**	The City shall amend its Zoning Ordinance to require that all new multifamily housing proposed on opportunity sites in commercial or multifamily zones be developed at a minimum density of 88% of zoned density to ensure maximizing housing on opportunity sites.	PBD	City	2024	2 months	Beginning in Q4 of 2024, develop zoning code amendments to require proposals for multifamily housing on opportunity sites be developed at a minimum of 88% of zoned capacity. Adopt zoning code revisions by January 31, 2025.

Policy 10.4 Annual Review of Housing Element Implementation: Provide for annual review by the Planning Commission and City Council of progress in implementing the Housing Element.

Program ID	Program	Objective	Responsibility	Financing	Completion Timeframe	Duration	Actions
10.4.a	**Annual Report**	Prepare an annual report to the City Council and Planning Commission that describes the amount and type of housing activity correlated with an updated summary of the City's housing needs.	Planning and Building Dept. (PBD)	City	Annually		

Policy 10.5 Public Participation: Encourage and support public participation in the formulation and review of the City's housing and development policies.

Policy 10.6 Conversion of Illegally Converted Residential Units: Work with property owners through the permitting process to reclaim units illegally converted from residential to commercial uses back to their original residential use.

Policy 10.7 Housing Rehabilitation and Preservation: Support the Contra Costa County Housing Authority (CCCHA), which provides low interest loans for the rehabilitation of homes owned or occupied by low- to moderate-income households.

Policy 10.8 Employee Housing: The City will continue to comply with provisions of State law regarding employee housing, including but not limited to allowing any employee housing providing accommodations for six or fewer employees to be treated as a single-family structure with a residential land use designation.