

City of Pasadena – Pasadena Community Development Committee
Work Plan: 7/1/06 – 6/30/07
Draft Date: 8/31/06

COMMUNITY DEVELOPMENT COMMITTEE MISSION STATEMENT

The purpose of the Community Development Committee is to review and make recommendations on all matters to come before the Pasadena Community Development Commission prior to Commission action.

"The Community Development Committee seeks to preserve and to expand the diversity of housing and economic development in the community for a broad mix of persons of different ethnicities and income levels.

The Committee will address the issues of homelessness in greater Pasadena.

The Committee will strive for accountability to all citizens with equity and fairness while providing a channel for meaningful public input and work for a transparent process in all transactions involving public investment.

The Committee will serve as a "bridge" between the City Council/Community Development Commission, staff, and the community in all efforts targeting the development of affordable housing."

OBJECTIVES:

The Community Development Committee seeks to be the voice for affordable housing in the greater Pasadena community. **Among the key issues the Committee seeks to address are the issues of homelessness and the implementation of a fair and transparent method for the allocation of housing funding resources.**

With regard to the challenges of addressing homelessness in the community, the Committee seeks to revisit the Ten Year Plan to End Homelessness on a regular and on-going basis, with a specific focus to position the City of obtain funding to implement programs as it becomes available.

The Committee views the implementation of an affordable housing program as a critical component of a comprehensive economic development effort in the community. To that end, it is the intention of the Committee to advocate for and advise the City Council on a comprehensive, fair, and transparent policy to

improve the allocation of the City's resources regarding affordable housing. This policy should include but is not necessarily limited to the following:

- The setting of priorities or weighting standards to achieve clearly defined goals that will maximize the City's resources. Examples of this would be clear guidance on how to allocate resources between the creation of rental as opposed to ownership units, whether to buy property or only assist outside agencies, developers, etc.
- The creation of a policy to encourage the allocation of funds through a competitive process.
- The adoption of clear and equitable standards to follow in instances where City assistance is not being granted on a fair and equitable basis.
- The adoption of written guidelines for the allocation of City resources to ensure a level playing field among applicants for City assistance and to encourage the City to reap the benefits of the knowledge, experience and creativity of a large pool of potential applicants.
- Flexibility to respond to requests from owners/developers seeking financial assistance, subject to review and justification for Commission participation.

The following program areas are applicable to all existing redevelopment project areas and key development focus areas of the community:

Housing Programs

Affordable Housing Program

- Provide financial assistance for residential unit rehabilitation (HOME & EAGR funds);
- Monitor compliance of rental and ownership housing covenants;
- Provide beds to homeless individuals during the emergency and bad weather season;
- Originate and/or fund Homeownership Program Opportunities ("HOP") loans; provide first-time homebuyer/financial education counseling; and continue servicing of the HOP loan portfolio;
- In partnership with Rebuilding Together Pasadena, rehabilitate units within the targeted revitalization area;
- Provide financial assistance (Housing Opportunity Fund) for the preservation, rehabilitation, or new construction of approximately 240 affordable units (projects include 1150 N. Allen, New Revelation, Goldrich & Kest, and Heritage Square).

Rental Assistance Program

- Provide rental subsidies for 1,315 very low income households.

Supportive Housing Services Program

- Provide rental subsidies and supportive services for low-income persons with disabilities using the Shelter Plus Care Program;
- Provide rental assistance to low-income households using the HOME TBRA program;
- Provide supportive services to 1,000 very low-income families and rental subsidies for 177 households;
- Provide rental assistance to 20 very low-income households using the HOPWA program;
- Provide enrollment, supportive services and financial stipends for 25 low-income households participating the Family Self-Sufficiency Program.

Community Development Block Grant Program

- Provide financial assistance for housing rehabilitation activities, code enforcement, economic development, and capital improvements within the CDBG Service Benefit Area; and fair housing counseling, housing mediation, tenant protection, and community planning activities using CDBG funds;
- Provide financial assistance to local non-profit organizations for the provision of public and human services to low-income households using CDBG funds;
- Make annual debt service payment for the Fair Oaks Renaissance Plaza project –Section 108 Loan Guarantee Program.

Economic Development

- Implement commercial storefront improvement upgrades in the Lake/Washington, Villa-Parke, and Downtown Redevelopment Project Areas.
- Design, fabricate and install banners and signage along the street frontages of Lake Avenue and Washington Boulevard.
- Complete rehabilitation plans and commence construction activity for renovation of the Washington Theater's retail component.
- Hire a consultant to analyze the urban design and development feasibility opportunities of the modified Lincoln/Washington "A" site.
- Continue to study the feasibility for parking improvements in the Lincoln/Montana sub-area.
- Study development opportunities in the Villa-Parke Redevelopment Project Area.
- Complete the analysis of development and infrastructure upgrade opportunities in the Old Pasadena Redevelopment Project Area.
- Extend budgeted financial support to help acquire an easement/license agreement from the MTA for the surface rights to the Gold Line right-of-way in Old Pasadena. Complete the physical

improvements to the right-of-way to extend the pedestrian amenities in the district.

Business Development

- Continue on-going work with the Lake Avenue Business Improvement District to implement projects and programs.
- Throughout the year, provide meals, training, and mailing of agendas to support monthly Fair Oaks Avenue and Lincoln Avenue Project Area Committee ("PAC") meetings.
- Complete the amendment process necessary to merge the five redevelopment project areas in Northwest Pasadena. Department staff is prepared to complete this process and await policy direction from the City Council.
- Continue the on-going planning process to facilitate discussions with individual dealerships to promote auto dealer success and/or expansion.
- Complete the annual sales tax rebate associated with the Symes automobile dealership.
- Conduct recruitment and intercept surveys to gauge consumer purchasing habits in the South Lake, Playhouse and Old Pasadena districts.
- Extend budgeted financial support to the Playhouse District and Old Pasadena Property Owner-Based Business Improvement Districts.
- Implement a corporate retention program for top revenue and job producing companies, and assemble commercial/industrial site data. These efforts shall include Valued Pasadena Partners Breakfasts, Hosting of UCLA/Rose Bowl Games, Conducting Art of Small Business Workshops, Office Lobby Visits and Street Visitation Program.
- Renew membership in the San Gabriel Valley Economic Partnership.
- Implement Annual marketing and advertising budget for ad placement, printing costs and event sponsorship.
- Implement industry-specific sponsorships to advance Pasadena's profile in biotech and other sciences.

APPENDIX F

**HOME PROGRAM FUND DISTRIBUTION
ON-SITE INSPECTION AND AFFIRMATIVE
ACTION OUTREACH
ANNUAL PERFORMANCE REPORT –
HOME PROGRAM**

HOME – CAPER

HOME program funds were distributed to support the following activities during FY 2005 – 2006:

\$ 200,000.	Homeownership Opportunities Program (HOP)
178,963	HOME Tenant based Rental Assistance Program (TBRA)
106,339	Rental Rehabilitation Program
193,661	CHDO Reserve
54,107	HOME Program Administration
558,000	American Communities Fund Reserve
\$1,291,070	Total

Details on these activities, including the Priority Housing Need met are contained in the next two pages.

Homeownership Opportunities Program (“HOP”)

Site Address:	Various owner-occupied properties
Activity:	Provided homeownership counseling to 367 low and moderate income residents
Administrator:	Pasadena Community Development Commission
Status:	15 Families purchased homes with non HOME funds and 7 loans are pending which will used HOME funds.
Priority HSG Need:	<input type="radio"/>

HOME Tenant based Rental Assistance Program (TBRA)

Site Address:	Various rental properties
Activity:	Provided 24 months rental vouchers (rental assistance) to very low and low income tenants
Administrator:	Pasadena Community Development Commission
Status:	32 household received HOME Tenant assistance during the period of July 1, 2005 to June 20, 2006.
Priority HSG Need:	<input type="radio"/>

Rental Rehabilitation Program

Project Name:	New Revelation Missionary Baptist Church
Project Address:	855 N. Orange Grove Blvd.
Funding:	\$300,000
Activity:	Rehabilitation and/or new construction of 7 units, 6 units of Permanent Supportive Housing for the Chronically Homeless, and one manager's unit.

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APPENDIX G

ANTI-POVERTY STRATEGY

**CITY OF PASADENA
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)**

ANTI-POVERTY STRATEGY

The City's goal is to reduce the number of households with incomes below the poverty level. In order to achieve this goal, the City will continue to support several innovative programs and services to assist families impacted by the constraints of poverty. These efforts include the coordination with other public/private entities to provide a comprehensive approach to reduce the number of families living in poverty. The key components to this anti-poverty strategy consist of: personal/individual development, employment training/placement, counseling and other supportive services including rental housing assistance.

The projects and activities that the City implements to positively affect those goals are generally funded with the City's Housing Trust Funds and through the U. S. Department of Housing and Urban Development (HUD), Community Planning and Development (CPD) Department, federal grant programs. Specifically, through: housing rehabilitation; economic development activities - job creation/retention; public service programs and community development projects as provided and supported through the Community Development Block Grant (CDBG) Program; emergency shelter services, essential services and rental start-up deposit assistance as offered through the Emergency Shelter Grant (ESG) Program; rental and homeownership opportunities as offered through the HOME Program; and rental assistance as offered through the Rental Assistance Program – Housing Choice Voucher Program (HCVP); and the Housing Opportunities for Persons With AIDS (HOPWA) Program.

Additionally, the City provides funding for public/human service projects through the Human Service Endowment Fund (HSEF). These are local dollars used to help meet needs of low/moderate income residents of the Benefit Service Area – typically Northwest Pasadena.

The City of Pasadena will seek to work in partnership with the County of Los Angeles Department of Public Social Services (DPSS) and Employment Development Department (EDD), Foothill Private Industry Council (PIC), Pasadena City College (PCC) and other service providers to effectively implement its anti-poverty strategy. These programs will provide the most readily available array of services to facilitate the transition of individuals and families out of poverty. It is the City's intent that the provision of these programs and services will achieve the greatest impact possible upon households presently living in poverty.

**CITY OF PASADENA
Consolidated Annual Performance and Evaluation Report (CAPER)**

ANTI-POVERTY STRATEGY

The national poverty level is published annually by the Office of Management and Budgets (OMB). The number of households living below the national poverty level thresholds in Pasadena in 1999 are depicted on the tables below:

Table A: Poverty Thresholds In 1999 by Size of Household and Number of Related Children Under 18 Years

Size of Household Unit	Estimated Threshold
One Person (Under 65 Years)	8,667
One Person (65 Years and Over)	7,990
Two Persons	11,156
Three Persons With One Related Child	13,410
Four Persons With Two Related Children	16,895
Five Persons With Three Related Children	19,882
Six Persons With Four Related Children	22,261

Source: U. S. Census Bureau, 1999

Table B: Number of Households Living Below the Poverty Threshold in 1999

Household Income	Number of Households
\$4,999 or Less	1,976
\$5,000 - \$9,999	2,568
\$10,000 - \$14,999	3,269
\$15,000 - \$19,999	3,490
\$20,000 - \$22,261	1,609
Total	12,912

Source: HUD Community 2020 Planning Software, 1997

Based on the estimated national poverty level thresholds noted in the above tables there were 12,912 households, 24.4% of the City's 52,826 households, living in poverty. These 12,912 households had a total household income of \$22,261 or less. Also, of the 12,912 households, 7,813 (14.8%) had a household income of less than \$15,000.

The City's goal is to reduce the number of households with incomes below the poverty level. In order to achieve this goal, the City will implement several innovative programs and services to assist families impacted by the constraints of poverty. These efforts include the coordination with other public/private entities to provide a comprehensive approach to reduce the number of families living in poverty. The key components to this anti-poverty strategy consist of: personal/individual development, employment training/placement, counseling and other supportive services including rental housing assistance.

The City of Pasadena will seek to work in partnership with the County of Los Angeles Department of Public Social Services (DPSS), the Employment Development Department (EDD), Welfare Investment Act (WIA), Foothill Private Industry Council (PIC), Pasadena City College and other service providers to effectively

implement its anti-poverty strategy. The following programs provide the most readily available array of services to facilitate the transition of individuals and families out of poverty. It is the City's intent that the provision of these programs and services will achieve the greatest positive impact possible upon households presently living in poverty.

1. Family Self Sufficiency Program (FSS)

The Family Self Sufficiency (FSS) Program is designed to provide lower income families, receiving rental assistance from the City's Housing Choice Voucher Program (HCVP), with supportive services through public and private resource to achieve economic self-sufficiency within a five (5) year timeframe. Under FSS, a family receives a comprehensive matrix of supportive services that include opportunities to improve educational attainment, employment skill levels and income generating abilities.

In order to further assist FSS program participants to attain their career and educational goals, the City has set aside \$10,000 from its HCVP Administrative Fee Reserves for book allowance, tuition assistance, transportation, and child care stipends. In addition, the City has partnered with First Professional Bank to provide FSS program participants with access to a revolving loan program. The revolving loan program allows FSS participants to obtain a no interest loan in an amount not to exceed \$200 for purposes that assist with their progress toward self-sufficiency (such as car repair, uniform purchase, and tuition assistance). Participants have twelve months to repay the loan. All repayment funds will return to the loan program and be made available for use by other participants.

FSS participants are also assisted with establishing an interest-bearing savings account for down payment on a home purchase. FSS participants are encouraged to partake in the City's various homebuyers programs, which provide education on budgeting, credit, housing search, and home financing. Graduates are provided financial assistance for down payment and closing costs for the purchase of a home.

An integral part of the FSS program is the Program Coordinating Committee (PCC). The twelve (12)-member body meets quarterly at the TARGET Store in Pasadena. The role of the PCC is to identify and secure services and resources for FSS program participants. The PCC includes representatives from Child Care Information Services, Department of Public Social Services, Pasadena City College, Pasadena Neighborhood Housing Services, Foothill Private Industry Council and private industry.

2. Foothill Private Industry Council

The mission of the Foothill Private Industry Council (PIC) is to provide quality education services, job training and skill development that will enable clients to secure employment opportunities. The PIC serves the foothill region of the San Gabriel Valley, which includes the Cities of Arcadia, Duarte, Monrovia, Pasadena, Sierra Madre and South Pasadena. The principal programs operated by the PIC are as follows:

a. Welfare to Work Program

Since 1998, the Foothill PIC has administered a Welfare to Work (WtW) Program. The PIC provides a variety of services including work experience, on-the-job training, job placement and

retention, supportive services and post-employment services. The PIC employment services include workshops, basic skills instruction and vocational classroom training.

b. Welfare Investment Act (1998)

The PIC coordinates the delivery of services and programs for Pasadena residents under the Welfare Investment Act of 1998 (WIA). This is a federally funded program of the U. S. Department of Labor. WIA replaces the Job Training Partnership Act (JTPA) and is designed to assist economically disadvantaged youth, older workers, lower-income dislocated and unemployed workers, or workers recently laid-off due to company closures, down sizing, etc. WIA reforms federal job training programs and creates a new comprehensive, workforce investment system. The system is customer focused and will help residents access the tools they need to manage their careers. The Foothill Workforce Investment Board is also partnering with the Pasadena One-Stop Center to the deliver integrated, comprehensive system of employment and training services.

c. Pasadena One-Stop Center

The Pasadena One-Stop Center provides an extensive array of employment training services, including information and referral, job training, computer training and assistance, job fairs, technical assistance and other supportive services for the unemployed and/or under-employed. The One-Stop Center has direct access to career planning and development information, and also coordinates first source employment commitments for community and economic development projects sponsored by the City of Pasadena.

3. Pasadena Community College

Pasadena City College (PCC) is the local California community college with a seventy-five (75) year history of providing outstanding educational and economic opportunities for San Gabriel Valley residents and beyond. Fully accredited by the Western Association of Schools and Colleges, the college offers degree or certification programs in sixty academic areas and seventy vocational areas.

The PCC received \$1.1 million in CalWORKS funding from the California Community Colleges Chancellor's Office to provide education/training programs to CalWORKS recipients. In partnership with DPSS, PCC has developed the CalWorks Partnership Program to assist recipients enrolled in county approved education/training programs, work in paid work-study jobs, and participate in job preparation workshops. Students receive paid childcare during school/work hours and job placement assistance.

Services available through the PCC CalWORKS Partnership Program include: intake, assessment and referral; education/training program selection; childcare funds; referrals to childcare agencies; paid work-study jobs; job preparation workshops; job placement after vocational training; and educational planning.

4. County of Los Angeles Department of Public Social Services

The mission of the Los Angeles County Department of Public Social Services (DPSS) is "to provide effective services to individuals and families in need, which both alleviate hardship and promote personal responsibility and economic independence." DPSS administers the Temporary Assistance to

Needy Families (TANF) program (known as CalWORKS in California) for Los Angeles County as well as the L.A. GAIN program, which is the welfare-to-work program for families receiving TANF.

The primary objective of L.A. GAIN is to help CalWORKS participants reach financial self-sufficiency through employment. L.A. GAIN uses a network of over three-hundred (300) outside service providers, including community college and school districts, job search providers, vocational assessors, child care resource and referral agencies, and adolescent family life agencies. GAIN participants are referred to services such as motivational training, job search and development and other training and education programs. Supportive services such as payment for childcare, transportation, and work-related expenses (books, clothing and supplies) are provided.

5. Union Station - Sources: Job Training Program

The Union Station Foundation provides a unique and innovative job-training program – Sources. The Sources program serves the target population of homeless and very low-income individuals who are experiencing difficulty in finding employment. Services include job search, career counseling, interview techniques, workshops/seminars, etc. In addition, mentors and other supportive services are provided for clients as needed. Tracking and follow-up services are ongoing. Clients are able to use the resource room, which includes access to the fax machine, telephone, computer, voice mail messaging center, the Internet, e-mail, etc.

6. El Centro - Project Advance

Project Advance, Push Cart Vendors Program is a grass-roots economic development program, which promotes private enterprise and job creation/retention. The project provides twenty (20) micro-enterprises with technical assistance necessary to sustain successful businesses. Services include business development workshops/seminars, business counseling, crime prevention training, use of a centralized health department approved commissary, payment of City required business operating fees/permits, etc. This project is considered as a form of non-traditional employment and is particularly attractive to single mothers because it offers a solution to the dilemma of childcare. Mothers can work around their child/children's school schedule and provide much needed financial support for their families.

7. Pasadena Development Corporation (PDC)

The Pasadena Development Corporation (PDC) is a local non-profit organization, which provides financial assistance to small and minority owned businesses. In addition to financial assistance, available services also include business/loan counseling and packaging, educational outreach, seminars/workshops, technical assistance, etc. The City uses a portion of its CDBG funds to fund this program. Assisted businesses are required to hire low/moderate-income persons in the jobs that are created/retained.

8. Pasadena Enterprise Center (PEC)

The Pasadena Enterprise Center (PEC) provides as a component of its services, a Small Business Incubator. Small local businesses are able to rent office space in the incubator at reasonable rates, which are more affordable than current market rates for businesses in the City. Some of the services

included in the rental fees are telephone/voice mail, fax, shared conference room and other common areas, parking, maintenance, etc.

APPENDIX H

COORDINATION OF EFFORTS

CITY OF PASADENA
Consolidated Annual Performance and Evaluation Report (CAPER)

COORDINATION OF EFFORTS

PUBLIC AGENCIES PROVIDING HOUSING RESOURCES

OFFICE OF THE CITY MANAGER – HOUSING/COMMUNITY DEVELOPMENT (HCD)

Mission Statement: Housing and Community Development

To build viable urban communities with decent housing, suitable living environments, and accessible economic opportunities, principally for persons of low and moderate income, as well as reduce and prevent homelessness.

Housing and Community Development (H/CD) is responsible for administering and management of the City's federal grants programs. Funds are secured from various sources including local, State and federal dollars. Activities include: economic development, housing rehabilitation, the production of new affordable housing (new construction), inclusionary housing, renovation of public facilities, the provision of public/human services, fair housing services, programs/services for homeless persons and homeless prevention activities, etc..

Many of these projects are listed in the accomplishment section of the CAPER. Additionally, Housing and Community Development on is active in residential rehabilitation and rental assistance. Housing/Community Development is organized into the following program areas:

- 1) Rental Assistance - Housing Choice Voucher Program (Section 8 Rental Assistance)
- 2) Supportive Housing Programs (Shelter plus Care; HOME Tenant Based rental Assistance (TBRA))
- 3) Affordable Housing Production/Inclusionary Housing (Affordable Housing; new construction; Housing Rehabilitation)
- 4) Community Development (public/non-public services; housing rehabilitation, planning, economic development)

APPENDIX I

EVALUATE AND REDUCE THE THREAT OF LEAD-BASED PAINT HAZARDS

City of Pasadena
Consolidated Annual Performance and Evaluation Report (CAPER)

EVALUATE AND REDUCE THE THREAT OF LEAD-BASED PAINT HAZARDS

The City's Public Health Department is aggressively working to prevent lead poisoning and to identify children who may already be affected. The Pasadena Childhood Lead Poisoning Prevention Program (PCLPPP) works with local health care providers to identify children who may be affected by lead poisoning. Public Health nurses provide blood lead screening for children six (6) years of age and under and any diagnosed cases of childhood lead poisoning are targeted for public health intervention. Support services for intervention provided through PCLPPP include case management by a Public Health Nurse and environmental testing for possible sources of lead in the child's environment by a registered Environmental Health Specialist. The program also provides community outreach, educational seminars and workshops on the dangers of lead-based paint, including preventative measures to avoid lead exposure and how to assess the risk of lead exposure.

Currently, information on the dangers of lead-based paint hazards are integrated into housing rehabilitation programs to protect children of homeowners who decide to rehabilitate their homes. All public information materials are available in both English and Spanish. The City's Rehabilitation Specialist is responsible for notifying homeowners of the dangers of lead-based paint hazards. If lead-based poisoning is suspected, the Housing Rehabilitation Specialist will recommend necessary testing by a certified laboratory in the area. If a unit is found to have a significant level of lead content, the family will be referred to the City's Health Department for testing and medical assistance. Similar procedures are incorporated into the housing programs provided by the Pasadena Neighborhood Housing Services and Heritage Homeownership Partners, two local housing rehabilitation and preservation organizations.

The City works as part of a statewide effort that works to educate and to develop public awareness about the dangers of lead-based paint poisoning. The City's Public Health Department also provides medical blood testing services.

The City administers the MASH Program – Maintenance Assistance Services to Homeowners. This project receives Community Development Block Grant (CDBG) funding and provides minor housing rehabilitation services to residents of the CDBG Benefit Service Area. Project activities include the exterior painting of properties in the area. The project targeted homes in the BSA to provide lead base paint stabilization services. Project staff has received state approved certification (State of California) in lead based paint stabilization and safe work practices. Additionally, MASH staff is available to provide general information to the public and participates in the PCLPPP.

APPENDIX J

**CERTIFICATION OF CONSISTENCY WITH THE
CONSOLIDATED PLAN**

City of Pasadena

**Consolidated Annual Performance and Evaluation Report (CAPER)
2005 – 2006 PY**

Certifications of Consistency with the Consolidated Plan

The City of Pasadena has no Certifications of Consistency with the Consolidated Plan to report during this period.

APPENDIX K

**OTHER ACTIONS TAKEN TO IMPLEMENT THE
CONSOLIDATED PLAN**

CITY OF PASADENA BARRIERS TO AFFORDABLE HOUSING

Local policies and regulations typically impact the price and availability of housing and, in particular the provision of affordable housing. Local policies under City control can potentially limit the development of affordable housing including special needs housing. These local policies include: land use controls, residential development standards, extensive planning, and permitting process, excessive fees and charges.

Land Use Controls

The City regulates the type, location, density and scale of residential development primarily through the Zoning Ordinance. Zoning regulations are designed to protect and promote the health, safety, and general welfare of residents and implement the policies of the comprehensive general plan. With respect to housing, the Zoning Code also serves to preserve the character and integrity of existing neighborhoods.

Regulations – The Pasadena Zoning Ordinance allows for a variety of residential land uses including special needs housing and care facilities ranging in density from one to six dwelling units in lower density residential to twelve to forty-eight dwelling units in multifamily zones.

Classifications – Based on existing zoning classifications, two types of residential developments are restricted to varying degrees. However, these types of residential developments offer a source of affordable housing for all income groups that is readily available in other localities.

- *Second Units* – Second units are identified as an attached or detached dwelling that provides complete, independent living facilities for one or more persons. These provisions are for extended living, sleeping, cooking, sanitation, etc. The second unit is located on the same lot as the primary structure. The City has recently hosted public meetings regarding second units.
- *Single Room Occupancy (SRO)* – Single Room occupancy is a building containing dwelling units with a minimum floor area of one-hundred fifty square feet and a maximum floor area of two-hundred twenty square feet. These dwelling units may have kitchen or bathroom facilities and are typically offered on a rental basis (monthly or longer).

Residential Development Standards

The Zoning Code sets forth standards for residential development which includes density, lot area, coverage, height, parking and open space.

Permit Processing

Localities can discourage the ongoing construction, maintenance and improvement of housing by increasing the time and uncertainty involved in gaining development approval to a point where the costs, complexity and length of the process make the project too costly, burdensome or unappealing to potential developers/sponsors.

The City of Pasadena has worked to streamline the process for developers. The following steps are necessary to obtain permits: Initial Submittal Review; Discretionary Permit Review; Commission Review and Plan Check/Permit Issuance.

Fees and Charges

New development fees add to the cost of housing. Various development fees and assessments are charged to offset the costs associated with the processing of planning-related permits.

Revisions to the City's Zoning Code have been in the making for several years. The City has hired a team of consultants to assist with this task. Project activities include the updating of the General Plan, completing the Central District Specific Plan and revising the Zoning Code. The Zoning Code will feature a more user-friendly format, illustrations, definitions, etc. It is anticipated that the updated Zoning Code will be adopted in the spring of next year (2004).

City staff is available to confer with developers/sponsors who are interested in developing or expanding affordable housing projects within the City of Pasadena. The purpose of an initial conference is to acquaint the developer/sponsor with the City's Zoning Code, the planning and permitting process, an acknowledgement of the need for affordable housing, the availability of financial and/or technical assistance to aid in the development of affordable housing, etc.

CITY OF PASADENA
Consolidated Annual Performance and Evaluation Report (CAPER)

ADDRESS OBSTACLES TO MEETING UNERSERVED NEED

There are two principal obstacles to providing the necessary services, facilities, resources, etc., to meet the needs of underserved populations of homeless persons and/or other special needs populations:

1. Market Development Costs

The expense of land costs, construction and market financing potentially hinder the new construction, reconstruction and/or rehabilitation of transitional and permanent supportive housing projects. Housing and related supportive services for homeless persons, at-risk populations and other underserved groups are often limited by the above factors. Additionally, constructing and adapting existing units accordingly can significantly increase the cost per unit.

2. Financial Sources

The sources of funding for housing and related supportive services for homeless and at-risk homeless persons including special needs persons are limited. Supportive Housing Program (SHP) funding has enabled the City and local non-profit organizations to fill several gaps in the local Continuum of Care system during the past few years. However, a tremendous renewal burden (for existing projects) can potentially limit SHP funds for new and innovative programs for the forth-coming years.

In addition, the City has previously encouraged non-profit agencies to apply for CBDG funding in order to ensure facilities are accessible to persons with disabilities. However, each year, CBDG entitlement funds are restricted by the multiple needs of the community and the demand for federal resources. Therefore, local non-profit service providers are also encouraged to explore other funding sources for program needs including accessibility improvements.

HOME funds are currently being used to provide rental assistance to families/households in crisis. The Tenant-Based Rental Assistance Program (TBRA) assists homeless families and other special needs groups for an interim period of time (up to 24 months).

Some other ways that the City hopes to address the needs of the underserved groups includes aggressively pursuing potential funding sources and the continual partnering with local non-profit organizations. When appropriate, the City will encourage local non-profits/for profit groups to individually apply for funds as may be indicated. Funding resources are not limited to federal dollars. Resources from other funding can also be used to meet the needs of underserved populations and to fill funding gaps on respective projects and in the provision of supportive services, (i.e., private foundations, state and local funds, etc.).

FOSTER AND MAINTAIN AFFORDABLE HOUSING

The City's commitment to foster and maintain affordable housing is described in detail in the *Affordable Housing Strategy* section of this document. The City continues to demonstrate its commitment to providing affordable housing through programs that have been implemented through the work of a local citizenry advisory body – The Affordable Housing Task Force. As a result of the work done by this group on November 1, 2004 City Council approved the tenant Protection Ordinance which provides additional protections to local renters/tenants. The ordinance created PMC chapter 9.75 and amended chapter 16 – Standards for Conversion Projects. A copy of the Tenant Protection Information flyer is included in this section.

REDUCE THE NUMBERS OF FAMILIES LIVING IN POVERTY

The City's goal is to reduce the number of households with incomes below the national poverty level. In order to achieve this goal, the City continues to implement innovative programs and services to assist families impacted by the constraints of poverty. These efforts include the coordination with other public/private entities to provide a comprehensive approach to reduce the number of families living in poverty. The key components to this anti-poverty strategy consist of personal/individual development, employment training/placement, counseling and other supportive services including rental housing assistance. Additional information is provided in the Anti-Poverty section.

The City works in partnership with the County of Los Angeles Department of Public Social Service (DPSS), Employment Development Department (EDD), Foothill Private Industry Council (PIC), Pasadena City College and other service providers to effectively implement its anti-poverty strategy.

The City continues to provide assistance to local non-profits who provide economic development opportunities/programs in the community. Some of these programs are described briefly below:

- a) The Pasadena Development Corporation (PDC) sponsors the Small Business Assistance Program. This program provides small business loans and other forms of support and technical assistance to small businesses that create/retain jobs for low/moderate income persons in the community;
- b) El Centro de Accion Social, Inc., sponsors Project Advance. Support and technical assistance is provided to micro-enterprises (pushcart vendors);
- c) Local jobs are being created/retained at the Fair Oaks Renaissance Shopping Center through the Repayment of the Section 108 Loan; and
- d) Day Laborers are provided with work opportunities on a daily basis at the Employment Hall where job assignments/employment can be obtained in an organized and safe manner.

The City also participates in the Family Self Sufficiency Program (FSS). This program is designed to provide lower income families, receiving rental assistance from the City's Housing Choice Voucher Program (HCVP), with supportive services through public and private resources to achieve economic self-sufficiency within a five (5) year timeframe. Under the FSS program, a family receives a comprehensive matrix of supportive services that include opportunities to improve educational attainment, employment skill levels and income generating abilities. The FSS program is discussed in greater detail and the current

progress is reported in this document (page 28). Additionally, the City's Anti-Poverty Strategy is discussed in greater detail in Appendix G of the CAPER.

ENHANCE INSTITUTIONAL STRUCTURE AND COORDINATION

The City continues to partner with local non-profit organizations to provide for the affordable housing and community development needs of the community. The Office of the City Manager, Housing/Community Development has the responsibility of providing the administrative oversight for the federal grants programs. Please refer to *Appendix H* of the CAPER for addition information on the Coordination of Efforts, etc.

IMPROVE PUBLIC HOUSING AND RESIDENT INITIATIVES

The City of Pasadena does not own or operate public housing. However, to the extent feasible, program participants in the Section 8 Rental Assistance Program - Housing Choice Voucher Program are encouraged to become independent and self sufficient.

ENSURE COMPLIANCE WITH COMPREHENSIVE PLANNING REQUIREMENTS

The City of Pasadena makes every effort to ensure compliance with other planning requirements. There is a public review process prior to finalizing all public plans and documents. City departments work in conjunction to contribute information in the development of major plans. Specific departments are sought to be involved in the process as appropriate.