

APPENDIX F

HOME PROGRAM FUND DISTRIBUTION

ON-SITE INSPECTIONS AND AFFIRMATIVE ACTION OUTREACH

ANNUAL PERFORMANCE REPORT – HOME PROGRAM

HOME PROGRAM INFORMATION

Consolidated Annual Performance and Evaluation Report (CAPER 2003/2004 PY)

Due to technical difficulties beyond our control the HUD required information related to the HOME Program 2003/2004 PY will be provided in the final CAPER document.

If there are any questions or should this information be needed please contact the Housing and Community Development Division at (626) 744-8300.

APPENDIX G

ANTI-POVERTY STRATEGY

CITY OF PASADENA
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 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 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 Department, federal grant programs. Specifically, through: housing rehabilitation; economic development activities - job creation/retention; service programs as offered through the Community Development Block Grant 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 local funding for Human Service projects through the Human Service Endowment Fund (HSEF) and funding from the Northwest Programs Office for the provision of services that typically benefit low/moderate income residents.

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.

APPENDIX H

COORDINATION OF EFFORTS

COORDINATION OF EFFORTS

PUBLIC AGENCIES PROVIDING HOUSING RESOURCES

PLANNING AND DEVELOPMENT DEPARTMENT

The Planning and Development Department is responsible for economic development, development and redevelopment activities, housing development, and real estate management. The Department provides administrative and technical support to the Pasadena Community Development Commission (PCDC) which was established in 1981 to succeed the Pasadena Redevelopment Agency. Its purpose is to revitalize older neighborhoods, stimulate the production of affordable housing, and encourage economic growth, promote increased utilization of local businesses, and create employment opportunities for Pasadena residents.

The Pasadena Community Development Commission is active in a number of affordable housing projects throughout the City. Using Housing Trust Fund set-asides for low to moderate-income new construction owner and rental housing; a number of projects are in the planning and/or construction phases. Many of these projects are listed in the accomplishment section of the CAPER. Additionally, the Housing and Community Development Division is active in residential rehabilitation and rental assistance. The Division is organized in the following program areas:

- 1) Rental Assistance - Housing Choice Voucher Program;
- 2) Residential Rehabilitation;
- 3) New Affordable Housing Production/Inclusionary Housing; and
- 4) Community Development Block Grant (CDBG) and Emergency Shelter Grant (ESG) Programs.

APPENDIX I

EVALUATE AND REDUCE THE THREAT OF LEAD-BASED PAINT HAZARDS

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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.

Mayor Bill Bogaard and The City of Pasadena declared the week of October 19 – 25, 2003 as Lead Poisoning Prevention Week. The City is 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 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)
2003 – 2004 PY**

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

- Barriers to Affordable Housing
- Address Obstacles to Meeting Underserved Needs
- Foster and Maintain Affordable Housing
- Reduce the Numbers of Families Living in Poverty
- Enhance Institutional Structure/Coordination
- Improve Public Housing and Resident Initiatives
- Ensure Compliance with Comprehensive Planning Requirements

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 that can potentially limit the development of affordable housing including special needs housing. These local policies include: land use controls, residential development standards, permitting and processing, and 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.

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. This Tenant-Based Rental Assistance Program assists homeless families and other special needs groups for an interim period of time.

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.

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.

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 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 Planning and Development Department, Housing and Community Development Division 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.

ENSURE COMPLIANCE WITH COMPREHENSIVE PLANNING REQUIREMENTS

The City of Pasadena does not own or operate public housing.