

APPENDIX B

Anti-displacement and Relocation Plan

Anti-displacement and Relocation Plan

The Citizen Participation Plan includes an Anti-displacement and Relocation Plan that describes how the City will help persons who must be temporarily relocated or permanently displaced due to the use of CDBG, HOME or ESG funds.

BACKGROUND

The City of Pasadena has adopted a policy that requires that a relocation assessment be completed in any circumstance in which it is anticipated even one person will be displaced as the result of a project. This policy exceeds all State and Federal requirements. The purpose of this assessment is to insure the City of Pasadena is advised early in the process of any major relocation problems that could be encountered in a project. The early recognition of problems gives the City of Pasadena the opportunity to cancel a project if there are excessive displacements in a project.

In addition, the City of Pasadena follows the Citizen Participation process required in Paragraph 6012 of the State of California Relocation Regulations and HUD relocation regulations found in HUD Transmittal 1378 Paragraph 2-2. A summary of that process follows:

“All persons who may be displaced, neighborhood groups, formed relocation committees or similar individuals or organizations shall be given an opportunity and will be encouraged fully and meaningfully to participate in reviewing the relocation plans and/or assessments.”

Definitions

Displacement occurs when a person moves as a direct result of federally assisted acquisition, demolition, conversion, or rehabilitation activities, because he or she is:

- Required to move;
- Not offered a decent, safe, sanitary and affordable unit in the project;
- Treated “unreasonably” as part of a permanent or temporary move.

The term *displaced person* means any person that moves from real property or moves his or her personal property from real property permanently as a direct result of one or more of the following activities:

- Acquisition of, or written notice of intent to acquire, or initiation of negotiations to acquire, such real property, in whole or in part, for a project;
- Rehabilitation or demolition of such real property for a project;

- Rehabilitation, demolition, or acquisition (or written notice of intent) of all or a part of other real property on which the person conducts a business or farm operation, for a project.

A person may also be considered displaced if the necessary notices are not given or provided in a timely manner and the person moves for any reason.

RELOCATION OF DISPLACED PERSONS

When a substantial number of persons will be displaced from their dwellings the City of Pasadena will encourage the residents and community organizations in the displacement area to form a relocation committee. The committee will include, when applicable, residential owner occupants, residential tenants, business people, and members of existing organizations within the area. In lieu of initiating a new process of citizen participation, public entities, which have conducted or are conducting a citizen participation process as part of an existing development program, will be utilized and committees they formed may be substituted if the goals of Citizen Participation will be reached.

During the relocation planning process the City of Pasadena will, at a minimum, guarantee the following:

- Timely and full access to all documents relevant to the relocation program;
- The provision of technical assistance necessary to interpret elements of the relocation plan and other pertinent materials;
- The right to submit written or oral comments and objections, including the right to submit written comments on the relocation plan and to have these comments attached to the plan when it is forwarded to the local legislative body or the head of the state agency for approval;
- Prompt, written response to any written objections or criticisms;
- Assurances that families living in the project area will be given the opportunity, if feasible, to return to the project area after completion of project activities.

Appendix C

HUD Tables

**HUD Table 1A
Homeless and Special Needs Populations**

Continuum of Care: Housing Gaps Analysis Chart

		Current Inventory in 2004	Under Development In 2004	Unmet Need/ Gap
Individuals				
Beds	Emergency Shelter (year-round)	36	20	263
	Transitional Housing	70	0	0
	Permanent Supportive Housing	146	48	262
	Total	252	68	525
Persons in Families With Children				
Beds	Emergency Shelter (year-round)	131	10	0
	Transitional Housing	48	0	21
	Permanent Supportive Housing	22	0	22 or 7 families
	Total	134	50	104

Continuum of Care: Homeless Population and Subpopulations Chart

Part 1. Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
1. Homeless Individuals	36 (S)	70 (S)	525 (S)	631 (S)
2. Homeless Families with Children	58 (S)	21 (S)	19 (S)	98 (S)
2a. Persons in Homeless Families with Children	131 (S)	48 (S)	43 (S)	222 (S)
Total (lines 1 + 2a)	167 (S)	118 (S)	568 (S)	853 (S)
Part 2. Homeless Subpopulations	Sheltered		Unsheltered	Total
1. Chronic Homelessness	32	(S)	229 (S)	261(S)
2. Seriously Mentally Ill	103	(S)		
3. Chronic Substance Abuse	161	(S)		
4. Veterans	43	(S)		
5. Persons with HIV/AIDS	3	(S)		
6. Victims of Domestic Violence	48	(S)		
7. Youth (ages 18-24)	22	(S)		

Table 1B
Special Needs (Non-Homeless) Populations

SPECIAL NEEDS SUBPOPULATIONS	Priority Need Level High, Medium, Low, No Such Need	Unmet Need	Dollars to Address Unmet Need	Goals
Elderly	H	1,000	60,000	1,200 units of service
Frail Elderly	H	500	25,000	330 units of service
Severe Mental Illness	H	300	40,000	50 units of service
Developmentally Disabled	M	50	0	0
Physically Disabled	M	150	0	0
Persons w/ Alcohol/Other Drug Addictions	M	100	0	0
Persons w/HIV/AIDS	H	350	0	0
Other			0	
			0	
TOTAL		2,450	125,000	1,580 units of service

Table 1C
Summary of Specific Homeless/Special Needs Objectives
(Table 1A/1B Continuation Sheet)

Obj #	Specific Objectives	Performance Measure	Expected Units	Actual Units
	Homeless Objectives			
H-1	Provide career/job development preparation services to 200 persons for one year	Facilitate entry/reentry into labor market	200	
H-2	Provide meals and information, assistance, and referral services for one year	Connect clients to continuum of care	1,700	
H-3	Temporary lodging for one year	Connect clients to continuum of care	1,700	
H-4	Provide rental, temporary housing, case management, and referral services for one year	Homeless prevention and Connect clients to continuum of care	250	
H-5	Provide seasonal shelter for one year	Connect clients to continuum of care	300	
H-6	Provide funds to assist persons who are temporarily displaced as a result of City action(s) such as health/building/safety code violations for one year	Secure rental units	25	
	Special Needs Objectives			
SN-1	Provide elder abuse prevention and intervention services, outreach to at-risk seniors, case management, support groups, psychotherapy, and parenting classes for grandparents who are raising their grandchildren	Prevent seniors from being victimized and homeless	200	
SN-2	Provide outreach/intake, assessment, information assistance and referrals for senior needs that include health services, physical health care, mental health care, and social/physical isolation	Improve the well-being and quality of life of seniors	130	
SN-3	Provide information/outreach, assistance, and referral services to link seniors to available services in the community	Enhance and improve the quality of life for seniors	1,200	

TABLE 2A
Priority Needs Summary Table

PRIORITY HOUSING NEEDS (households)		Priority Need Level High, Medium, Low		Unmet Need	Goals
Renter	Small Related	0-30%	H	2,474	1,766
		31-50%	H	1,256	225
		51-80%	H	1,663	197
	Large Related	0-30%	M	642	4
		31-50%	M	1,376	9
		51-80%	M	942	2
	Elderly	0-30%	M	1,152	0
		31-50%	H	1,942	50
		51-80%	M	528	0
	All Other	0-30%	M	1,888	200
		31-50%	M	3,132	600
		51-80%	M	1,683	1,200
	Owner	0-30%	M	1,082	130
		31-50%	M	2,078	330
		51-80%	M	2,041	335
Special Needs		0-80%	H	7,672	2,500
Total Goals					7,548
Total 215 Goals					7,548
Total 215 Renter Goals					4,253
Total 215 Owner Goals					3,295

**TABLE 2B
COMMUNITY DEVELOPMENT NEEDS**

PRIORITY COMMUNITY DEVELOPMENT NEEDS	Priority Need Level High, Medium, Low, No Such Need (optional)	Unmet Priority Need (optional)	Dollars to Address Unmet Priority Need	Goals (optional)
PUBLIC FACILITY NEEDS (projects)				
Senior Centers	M		0	
Handicapped Centers	M		0	
Homeless Facilities	M		0	
Youth Centers	M		0	
Child Care Centers	H		23,949	1 unit of service
Health Facilities	M		0	
Neighborhood Facilities	M		0	
Parks and/or Recreation Facilities	M		0	
Parking Facilities	L		0	
Non-Residential Historic Preservation	L		0	
Other Public Facility Needs				
INFRASTRUCTURE (projects)				
Water/Sewer Improvements	M		0	
Street Improvements	M		0	
Sidewalks	M		0	
Solid Waste Disposal Improvements	M		0	
Flood Drain Improvements	M		0	
Other Infrastructure Needs			0	
PUBLIC SERVICE NEEDS (people)				
Senior Services	H		\$85,500	1,530 units of service
Handicapped Services	M		0	
Youth Services	H		\$282,000	2,256 units of service
Child Care Services	H		\$20,000	15 units of service
Transportation Services	M		0	
Substance Abuse Services	M		0	
Employment Training	H		\$30,000	24 units of service
Health Services	H		\$55,000	1,375 units of service
Lead Hazard Screening	H		0	
Crime Awareness	M		0	

**TABLE 2B
COMMUNITY DEVELOPMENT NEEDS**

Other Public Service Needs: Homelessness	H		\$183,000	2,407 units of service
Other Public Service Needs: Mental Health	H		\$40,000	250 units of service
Other Public Service Needs: Immigration	H		\$25,728	50 units of service
Other Public Service Needs: Home Maintenance	H		\$620,000	80 units of service
Other Public Service Needs: Fair Housing	H		\$58,000	1,500 units of service
Other Public Service Needs: Code Enforcement	H		\$244,048	2,000 units of service
ECONOMIC DEVELOPMENT				
ED Assistance to For-Profits(businesses)	H		\$203,000	525 units of service
ED Technical Assistance(businesses)	H		\$231,000	20 units of service
Micro-Enterprise Assistance(businesses)	H		\$68,000	40 units of service
Rehab; Publicly- or Privately-Owned Commercial/Industrial (projects)	H		\$313,449	12 units of service
C/I* Infrastructure Development (projects)	M			
Other C/I* Improvements(projects)				
PLANNING				
Planning	H		\$466,854	55 units of service
TOTAL ESTIMATED DOLLARS NEEDED:			\$2,453,079.00	

* Commercial or Industrial Improvements by Grantee or Non-profit

America's Affordable Communities Initiative	U.S. Department of Housing and Urban Development	OMB approval no. 2510-0013 (exp. 01/01/2006)
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Public reporting burden for this collection of information is estimated to average 3 hours. This includes the time for collecting, reviewing, and reporting the data. The information will be used for encourage applicants to pursue and promote efforts to remove regulatory barriers to affordable housing. Response to this request for information is required in order to receive the benefits to be derived. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number.

Questionnaire for HUD's Initiative on Removal of Regulatory Barriers

Part A. Local Jurisdictions. Counties Exercising Land Use and Building Regulatory Authority and Other Applicants Applying for Projects Located in such Jurisdictions or Counties [Collectively, Jurisdiction]

	1	2
<p>1. Does your jurisdiction's comprehensive plan (or in the case of a tribe or TDHE, a local Indian Housing Plan) include a "housing element? A local comprehensive plan means the adopted official statement of a legislative body of a local government that sets forth (in words, maps, illustrations, and/or tables) goals, policies, and guidelines intended to direct the present and future physical, social, and economic development that occurs within its planning jurisdiction and that includes a unified physical plan for the public development of land and water. If your jurisdiction does not have a local comprehensive plan with a "housing element," please enter no. If no, skip to question # 4.</p>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
<p>2. If your jurisdiction has a comprehensive plan with a housing element, does the plan provide estimates of current and anticipated housing needs, taking into account the anticipated growth of the region, for existing and future residents, including low, moderate and middle income families, for at least the next five years?</p>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
<p>3. Does your zoning ordinance and map, development and subdivision regulations or other land use controls conform to the jurisdiction's comprehensive plan regarding housing needs by providing: a) sufficient land use and density categories (multifamily housing, duplexes, small lot homes and other similar elements); and, b) sufficient land zoned or mapped "as of right" in these categories, that can permit the building of affordable housing addressing the needs identified in the plan? (For purposes of this notice, "as-of-right," as applied to zoning, means uses and development standards that are determined in advance and specifically authorized by the zoning ordinance. The ordinance is largely self-enforcing because little or no discretion occurs in its administration.). If the jurisdiction has chosen not to have either zoning, or other development controls that have varying standards based upon districts or zones, the applicant may also enter yes.</p>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
<p>4. Does your jurisdiction's zoning ordinance set minimum building size requirements that exceed the local housing or health code or is otherwise not based upon explicit health standards?</p>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<p>5. If your jurisdiction has development impact fees, are the fees specified and calculated under local or state statutory criteria? If no, skip to question #7. Alternatively, if your jurisdiction does not have impact fees, you may enter yes.</p>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
<p>6. If yes to question #5, does the statute provide criteria that sets standards for the allowable type of capital investments that have a direct relationship between the fee and the development (nexus), and a method for fee calculation?</p>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
<p>7. If your jurisdiction has impact or other significant fees, does the jurisdiction provide waivers of these fees for affordable housing?</p>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
<p>8. Has your jurisdiction adopted specific building code language regarding housing rehabilitation that encourages such rehabilitation through graduated regulatory requirements applicable as different levels of work are performed in existing buildings? Such code language increases regulatory requirements (the additional improvements required as a matter of regulatory policy) in proportion to the extent of rehabilitation that an owner/developer chooses to do on a voluntary basis. For further information see HUD publication: “<i>Smart Codes in Your Community: A Guide to Building Rehabilitation Codes</i>” (www.huduser.org/publications/destech/smartcodes.html)</p>	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
<p>9. Does your jurisdiction use a recent version (i.e. published within the last 5 years or, if no recent version has been published, the last version published) of one of the nationally recognized model building codes (i.e. the International Code Council (ICC), the Building Officials and Code Administrators International (BOCA), the Southern Building Code Congress International (SBCI), the International Conference of Building Officials (ICBO), the National Fire Protection Association (NFPA)) without significant technical amendment or modification. In the case of a tribe or TDHE, has a recent version of one of the model building codes as described above been adopted or, alternatively, has the tribe or TDHE adopted a building code that is substantially equivalent to one or more of the recognized model building codes?</p> <p>Alternatively, if a significant technical amendment has been made to the above model codes, can the jurisdiction supply supporting data that the amendments do not negatively impact affordability.</p>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
<p>10. Does your jurisdiction’s zoning ordinance or land use regulations permit manufactured (HUD-Code) housing “as of right” in all residential districts and zoning classifications in which similar site-built housing is permitted, subject to design, density, building size, foundation requirements, and other similar requirements applicable to other housing that will be deemed realty, irrespective of the method of production?</p>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes

<p>11. Within the past five years, has a jurisdiction official (i.e., chief executive, mayor, county chairman, city manager, administrator, or a tribally recognized official, etc.), the local legislative body, or planning commission, directly, or in partnership with major private or public stakeholders, convened or funded comprehensive studies, commissions, or hearings, or has the jurisdiction established a formal ongoing process, to review the rules, regulations, development standards, and processes of the jurisdiction to assess their impact on the supply of affordable housing?</p>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
<p>12. Within the past five years, has the jurisdiction initiated major regulatory reforms either as a result of the above study or as a result of information identified in the barrier component of the jurisdiction's "HUD Consolidated Plan?" If yes, attach a brief list of these major regulatory reforms.</p>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
<p>13. Within the past five years has your jurisdiction modified infrastructure standards and/or authorized the use of new infrastructure technologies (e.g. water, sewer, street width) to significantly reduce the cost of housing?</p>	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
<p>14. Does your jurisdiction give "as-of-right" density bonuses sufficient to offset the cost of building below market units as an incentive for any market rate residential development that includes a portion of affordable housing? (As applied to density bonuses, "as of right" means a density bonus granted for a fixed percentage or number of additional market rate dwelling units in exchange for the provision of a fixed number or percentage of affordable dwelling units and without the use of discretion in determining the number of additional market rate units.)</p>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
<p>15. Has your jurisdiction established a single, consolidated permit application process for housing development that includes building, zoning, engineering, environmental, and related permits? Alternatively, does your jurisdiction conduct concurrent, not sequential, reviews for all required permits and approvals?</p>	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
<p>16. Does your jurisdiction provide for expedited or "fast track" permitting and approvals for all affordable housing projects in your community?</p>	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
<p>17. Has your jurisdiction established time limits for government review and approval or disapproval of development permits in which failure to act, after the application is deemed complete, by the government within the designated time period, results in automatic approval?</p>	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
<p>18. Does your jurisdiction allow "accessory apartments" either as: a) a special exception or conditional use in all single-family residential zones or, b) "as of right" in a majority of residential districts otherwise zoned for single-family housing?</p>	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
<p>19. Does your jurisdiction have an explicit policy that adjusts or waives existing parking requirements for all affordable housing developments?</p>	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
<p>20. Does your jurisdiction require affordable housing projects to undergo public review or special hearings when the project is otherwise in full compliance with the zoning ordinance and other development regulations?</p>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<p>Total Points:</p>		

Part B. State Agencies and Departments or Other Applicants for Projects Located in Unincorporated Areas or Areas Otherwise Not Covered in Part A

	1	2
1. Does your state, either in its planning and zoning enabling legislation or in any other legislation, require localities regulating development have a comprehensive plan with a "housing element?" If no, skip to question # 4	<input type="checkbox"/> No	<input type="checkbox"/> Yes
2. Does you state require that a local jurisdiction's comprehensive plan estimate current and anticipated housing needs, taking into account the anticipated growth of the region, for existing and future residents, including low, moderate, and middle income families, for at least the next five years?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
3. Does your state's zoning enabling legislation require that a local jurisdiction's zoning ordinance have a) sufficient land use and density categories (multifamily housing, duplexes, small lot homes and other similar elements); and, b) sufficient land zoned or mapped in these categories, that can permit the building of affordable housing that addresses the needs identified in the comprehensive plan?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
4. Does your state have an agency or office that includes a specific mission to determine whether local governments have policies or procedures that are raising costs or otherwise discouraging affordable housing?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
5. Does your state have a legal or administrative requirement that local governments undertake periodic self-evaluation of regulations and processes to assess their impact upon housing affordability address these barriers to affordability?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
6. Does your state have a technical assistance or education program for local jurisdictions that includes assisting them in identifying regulatory barriers and in recommending strategies to local governments for their removal?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
7. Does your state have specific enabling legislation for local impact fees? If no skip to question #9.	<input type="checkbox"/> No	<input type="checkbox"/> Yes
8. If yes to the question #7, does the state statute provide criteria that sets standards for the allowable type of capital investments that have a direct relationship between the fee and the development (<i>nexus</i>) and a method for fee calculation?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
9. Does your state provide significant financial assistance to local governments for housing, community development and/or transportation that includes funding prioritization or linking funding on the basis of local regulatory barrier removal activities?	<input type="checkbox"/> No	<input type="checkbox"/> Yes

<p>10. Does your state have a mandatory state-wide building code that a) does not permit local technical amendments and b) uses a recent version (i.e. published within the last five years or, if no recent version has been published, the last version published) of one of the nationally recognized model building codes (i.e. the International Code Council (ICC), the Building Officials and Code Administrators International (BOCA), the Southern Building Code Congress International (SBCI), the International Conference of Building Officials (ICBO), the National Fire Protection Association (NFPA)) without significant technical amendment or modification?</p> <p>Alternatively, if the state has made significant technical amendment to the model code, can the state supply supporting data that the amendments do not negatively impact affordability?</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>11. Has your jurisdiction adopted specific building code language regarding housing rehabilitation that encourages such rehabilitation through gradated regulatory requirements applicable as different levels of work are performed in existing buildings? Such code language increases regulatory requirements (the additional improvements required as a matter of regulatory policy) in proportion to the extent of rehabilitation that an owner/developer chooses to do on a voluntary basis. For further information see HUD publication: "<i>Smart Codes in Your Community: A Guide to Building Rehabilitation Codes</i>" (www.huduser.org/publications/dstech/smartcodes.html)</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>12. Within the past five years has your state made any changes to its own processes or requirements to streamline or consolidate the state's own approval processes involving permits for water or wastewater, environmental review, or other State-administered permits or programs involving housing development. If yes, briefly list these changes.</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>13. Within the past five years, has your state (i.e., Governor, legislature, planning department) directly or in partnership with major private or public stakeholders, convened or funded comprehensive studies, commissions, or panels to review state or local rules, regulations, development standards, and processes to assess their impact on the supply of affordable housing?</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>14. Within the past five years, has the state initiated major regulatory reforms either as a result of the above study or as a result of information identified in the barrier component of the states' "Consolidated Plan submitted to HUD?" If yes, briefly list these major regulatory reforms.</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>15. Has the state undertaken any other actions regarding local jurisdiction's regulation of housing development including permitting, land use, building or subdivision regulations, or other related administrative procedures? If yes, briefly list these actions.</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>Total Points:</p>		