



CHAIR DAVID BERNAL
VICE CHAIR CECILIA MARTINEZ
COMMISSIONER FRANCISCO SOLORIO
COMMISSIONER SYLVIA BALLIN
COMMISSIONER SEAN M. RIVAS

CITY OF SAN FERNANDO

PLANNING & PRESERVATION COMMISSION REGULAR MEETING AGENDA SUMMARY MONDAY, APRIL 08, 2024 – 5:30 PM

CITY HALL COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CALIFORNIA 91340

PUBLIC PARTICIPATION OPTIONS

Please visit the City's YouTube channel to live stream and watch previously recorded Planning and Preservation Commission meetings, which is also available with Spanish subtitles at: <https://www.youtube.com/c/CityOfSanFernando>

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including in-person translation services, or other services please call the Community Development Department at (818) 898-1227 or email at YBecerra@sfcity.org at least 2 business days prior to the meeting.

SUBMIT PUBLIC COMMENT IN PERSON:

Members of the public may provide comments in person in the City Council Chambers during the Public Comments section of the Agenda by submitting a comment card to the Board Secretary.

SUBMIT PUBLIC COMMENT VIA EMAIL:

Members of the public may submit comments by email to YBecerra@sfcity.org no later than **12:00 p.m. the day of the meeting**, to ensure distribution to the Planning and Preservation Commission prior to consideration of the agenda. Comments received via email will be distributed to the Planning and Preservation Commission and made part of the official public record of the meeting.

CALL-IN TO PROVIDE PUBLIC COMMENT LIVE AT THE MEETING:

Members of the Public may **call-in between 5:30 p.m. and 5:45 p.m.** Comments will be heard in the order received, and limited to three minutes. If necessary, the call-in period may be extended by the Chair. Note: This is audio only and no video.

Call-in Telephone Number: (669) 900-6833
Meeting ID: 896 2370 9376
Passcode: 194996

When connecting to the Zoom meeting to speak, you will be placed in a virtual "waiting area," with your audio disabled, until it is your turn to speak and limited to three minutes.

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CALL TO ORDER/ROLL CALL

TELECONFERENCE REQUESTS/DISCLOSURE

Recommend consideration of requests received for remote teleconference meeting participation made by members of the City’s legislative bodies, as permitted under the provisions of Assembly Bill (AB) 2449, Government Code Section 54953, and the City of San Fernando adopted Resolution No. 8215, effective March 1, 2023.

PLEDGE OF ALLEGIANCE

Led by Commissioner Ballin

APPROVAL OF AGENDA

Recommend that the Planning and Preservation Commission approve the agenda as presented.

DECORUM AND ORDER

City Commissioners are appointed by City Council and must be free to discuss issues confronting the city in an orderly environment. Member of the public attending City Commission meetings shall observe the same rules of order and decorum applicable to the City Council ([SF Procedural Manual](#)). Any person making impertinent derogatory or slanderous remarks or who becomes boisterous while addressing a City Commission or while attending a City Commission meeting, may be removed from the room if the Presiding Officer so directs the Sergeant-At-Arms and such person may be barred from further audience before the City Commission.

PUBLIC STATEMENTS

Members of the public may **provide comments in person in the City Council Chambers** during the Public Comments section of the Agenda by submitting a comment card to the Board Secretary.

Members of the public may submit comments by email to YBecerra@sfcity.org no later than **12:00 p.m. the day of the meeting**, to ensure distribution to the Planning and Preservation Commission and made part of the official public record of the meeting.

Members of the public may provide a **live public comment by calling in between 5:30 p.m. and 5:45 p.m. CALL- IN INFORMATION: Telephone Number: (669) 900-6833; Meeting ID: 896 2370 9376; Passcode: 194996**

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PRESENTATIONS

- a. “Urban Forestry Management Plan” presented by Wendell Johnson, City of San Fernando, Director of Public Works
- b. “Fiscal Year 2024-2025 Budget Calendar” presented by Erica D. Melton, City of San Fernando, Director of Finance

CONSENT CALENDAR

Items on the Consent Calendar are considered routine and may be disposed of by a single motion to adopt staff recommendation. If the Planning and Preservation Commission wishes to discuss any item, it should first be removed from the Consent Calendar.

1. CONSIDERATION TO APPROVE PLANNING AND PRESERVATION COMMISSION MEETING MINUTES FOR:

- a. November 13, 2023 (revised) – Regular Meeting

ADMINISTRATIVE REPORTS

2. GENERAL PLAN HOUSING ELEMENT ANNUAL PROGRESS REPORT FOR CALENDAR YEAR 2023

Staff recommends that the Planning and Preservation Commission:

- a. Receive and File the General Plan Housing Element Annual Progress Report for Calendar Year 2023

STAFF COMMUNICATION

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COMMISSIONER UPDATES/REQUESTS TO AGENDIZE ITEM FOR DISCUSSION AT A FUTURE MEETING

Commissioner(s) may request to agendize an item for discussion at a future meeting, subject to approval by the Commission. Requests should align with the commission's scope of responsibility, adhere to City Council policies, and consider the availability of staff resources and budget constraints.

ADJOURNMENT The meeting will adjourn to its next regular meeting.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Dated: _____ at: _____

Signed By: _____

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet Web site (www.sfcity.org). These are also available for public reviewing prior to a meeting at the Community Development Department Public Counter. Any public writings distributed by the Planning and Preservation Commission to at least a majority of the Commissioners regarding any item on this regular meeting agenda will also be made available at the Community Development Department Public Counter located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's Web Site at www.sfcity.org. In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/ accommodation to attend or participate in this meeting, including auxiliary aids or services please call the Community Development Department Office at (818) 898-1227 or YBecerra@sfcity.org at least 48 hours prior to the meeting.

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**CITY OF SAN FERNANDO
PLANNING AND PRESERVATION COMMISSION**

**DRAFT MINUTES OF THE
NOVEMBER 13, 2023, MEETING
CITY HALL**

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE PLANNING AND PRESERVATION COMMISSION. VIDEO AND AUDIO OF THE ACTUAL MEETING ARE AVAILABLE AT: <http://ci.san-fernando.ca.us/commissions-boards/#planning-preservation>

CALL TO ORDER/ROLL CALL: Chairperson Bernal called to order at 6:31 p.m.

PRESENT:

Commission: Chairperson D. Bernal, Commissioners S. Rivas and C. Martinez, S. Ballin

Staff: Community Development Director Erika Ramirez, City Attorney Richard Padilla, City Clerk Julia Fritz, Associate Planner Marina Khrustaleva

PLEDGE OF ALLEGIANCE

Led by Chairperson Bernal

APPROVAL OF AGENDA

Chairperson Bernal motioned to move Item number 3 up to the first order of business on the November 13, 2023 agenda. Seconded by Commissioner Rivas, the motion carried with the following vote:

AYES:	D. Bernal, S. Ballin, S. Rivas and C. Martinez
NOES:	None
ABSENT:	F. Solorio
ABSTAIN:	None

ADMINISTRATIVE REPORTS

1. Presentation and Discussion Regarding City Council Approved Draft Establishing “Guidelines for Boards, Commissions and Committees” Handbook.

Commissioner S. Ballin asked for clarification on page 9 of 55 in the handbook. To clarify if a commissioner is absent 3 or more meetings a year. Suggested that the phrase “year” be changed to be more specific to read “within a 12-month period”

Commissioner S. Ballin recommended to have a report submitted to council member advising if commissioners are missing the meeting, ensuring that attendance is accounted for. Commissioner S. Ballin asked to clarify a section on the application for “Dreamers” Specifically the wording which asks if the applicant is a registered voter.

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PUBLIC STATEMENTS

None

CONSENT CALENDAR

No items.

PUBLIC HEARING

PROJECT NO. CUP 2022-001 – CONDITIONAL USE PERMIT AND A LETTER OF PUBLIC CONVENIENCE OR NECESSITY FOR A TYPE 40 ABC LICENSE TO PERMIT THE SALE OF BEER FOR ON-SITE CONSUMPTION DURING SPECIAL EVENTS IN CONJUNCTION WITH AN ANCILLARY NIGHTCLUB USE TO AN OPERATING RECORD STORE (MIDNIGHT HOUR RECORDS) LOCATED AT 1103 SAN FERNANDO ROAD.

Director of Community Development, Erika Ramirez provided a power point presentation.

Condition number 23 “Ride share program to be established” Commissioner Martinez requested clarification as to who and what type of program is going to be provided. Erika Ramirez advised that it would be up to the owner to propose the use of Uber, Lyft or a private car service.

Condition number 25 “graffiti removal” Is the owner responsibility to remove any graffiti within 48 hours? If so, what locations are his responsibility. Erika Ramirez advised that yes the owner would be responsible to remove the graffiti on him property within the 48 hours.

Condition 30, Can the City revoke this license after the State of California approves it? Erika Ramirez clarified the process of the City requesting approval for the CUP, the owner would then be able to apply for the license with ABC.

Commissioner Ballin requested the capacity for stage one and stage two. The applicant confirmed the stage one room can accommodate 472 people, stage two room can accommodate 120. Second question to the applicant was, how many restrooms do you have? The applicant advised there is one restroom. Commissioner Ballin asked Erika Ramirez to clarify the difference of applying for CUP to sell alcohol as a sit down restaurant and if you are not a sit down restaurant. How will the events be monitored? The condition requires that notifications be provided to the Police department and the Planning department as well as a time frame between each event.

Commissioner Martinez asked if food would also be offered or sold. The applicant confirmed.

Discussion specifically to the ABC licensing process in depth with the applicant, Erika Ramirez, Commissioner Ballin and City Attorney Richard Padilla.

Condition number 13: clarification on the terms indicating one band/one DJ per event. Also, six security personnel. Trained and accredited with a security company that is licensed and accredited with certifications.

Condition number 16: security personnel shall check the surrounding area one hour before the event and up too an hour after for Drinking or loitering and any illegal type, surrounding thru out the San Fernando Mall.

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Condition number 29: The property owner and applicant will authorize city official or designees access to the property. Clarification was requested as to who is considered city officials? Erika Ramirez indicated that City of San Fernando employees (staff)

ABC allots alcohol licenses by census track. Commissioner Balling requested clarification to the number of licenses already approved. The number of licenses are 17 existing. Erika Ramirez verified that within this census track 7 are allowed. Commissioner Ballin mentioned that we are well over the 7 allowed within this census track.

Commissioner Rivas asked if there has been a specific issue lately with graffiti at the location. The applicant advised that it is the typical that we as a city would see anywhere else. Nothing specific to just this building.

PUBLIC COMMENT

Ruben Rodriguez spoke with opposing approval of the CUP.
Christina Bernal stated her support for approval of the CUP.
Lupita Gonzales spoke opposing the approval of the CUP.
Miguel Montanez spoke opposing the approval of the CUP.

S. Logan via Zoom also spoke opposing the approval of CUP.

Written comments via email: 72 in support and 7 opposing. All written communication emails were provided to each Commissioner and Chair.

COMMISSION COMMENTS

Commissioners were provided additional time to provide comments:

Commissioner Rivas thanked the owners of The Midnight Hour for answering the many questions. Also voiced support in moving forward with approvals for the CUP.

Commissioner Martinez also stated she would be in support of the approval for The Midnight hour CUP.

Commissioner Ballin stated that she had additional comments and question pertaining to 17 calls made to the San Fernando Police Department. The owner clarified the amount was within a 3-year span of time.

Chair Bernal thanked all speakers for the comments, thanked the applicant for all clarification and availability to speak.

Chair Bernal motioned to approve

ACTION

Chairperson Bernal motioned to adopt resolution 2023-003 to approve CUP 2022-001 as presented by staff.

Motioned by Commissioner Martinez, Second by Commissioner Rivas.

AYES: Martinez, Chair Bernal, Rivas

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NOES: Ballin

ABSENT: Solorio

ABSTAIN: None

REORGANIZATION OF THE PLANNING AND PRESERVATION COMMISSION – SELECTION OF VICE CHAIR

Chair Bernal opened nominations for the position of Vice Chair, followed by Commissioner Ballin nominating Commissioner Solorio with no other nominations.

AYES: Chair Bernal, Ballin, Martinez, Rivas

NOES: None

ABSENT: Solorio

ABSTAIN: None

CONFORMANCE REPORT REGARDING MODIFICATIONS TO THE PREVIOUSLY APPROVED PROJECTS SPR2015-019 AT 1001 GLENOAKS BLVD.

Associate planner Marina Khrustaleva presented the slide show for the project SPR2015-019.

Commissioner Martinez asked about the gate change. It was clarified that the gate was still there the change was the archway of the design of the gate.

Commissioner Ballin stated that she understands the reasons behind delays and changed but does not like it.

Commissioner Rivas indicated his approval for moving forward.

STAFF COMMUNICATION

Director of Community Development Erika Ramirez made two announcements: The Business and Community Resource Center will have a Grand Opening event December 6, 2023 at 10am. Also the City is having a Tree lighting ceremony December 2, 2023 from 5-9pm.

PUBLIC COMMENT

None

ADJOURNMENT

Chair Bernal moved and adjourned.

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: P.M.

Planning Commission Secretary

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To: Planning and Preservation Commission Chair Bernal and Commissioners

From: Erika Ramirez, Director of Community Development
Kenya Marquez, Housing Coordinator

Date: April 8, 2024

Subject: Receive and File the General Plan Housing Element Annual Progress Report for Calendar Year 2023

RECOMMENDATION:

It is recommended that the Planning and Preservation Commission receive and file the General Plan Housing Element Annual Progress Report for Calendar Year 2023 (Attachment "A").

BACKGROUND:

1. Since 1969, the State has required all cities and counties in California to adopt a Housing Element to adequately plan to accommodate each jurisdiction's fair share of housing needs in California. The Housing Element is a chapter of the General Plan that serves as each jurisdiction's blueprint for how it plans to grow and develop during a particular "planning cycle."
2. State law requires that the Housing Element be updated every eight years, including policies and programs to meet existing and future housing needs for the City, as established by the California Department of Housing and Community Development (HCD).
3. On June 6, 2022, the City Council adopted the 2021-2029 (6th Cycle) Housing Element, delineating the City's strategy to addressing its requirements in alignment with the Regional House Needs Allocation (RHNA) housing planning period 2021-2029.
4. On August 9, 2022, HCD certified the City's 2021-2029 Housing Element as being in full compliance with State housing law.

ANALYSIS:

The Housing Element Annual Progress Report provides the status and progress of each jurisdiction's implementation of its housing element on an annual basis. Government Code Section 65400 establishes the requirement that each jurisdiction to prepare an annual report on the status of its Housing Element for the prior calendar year, including the progress of the

proposed programs, process in meeting its Regional Housing Needs Allocation (RHNA), and status of the jurisdiction's compliance with the deadlines in its Housing Element. Each jurisdiction is required to submit an Annual Progress Report to HCD and the Governor's Office of Planning and Research (OPR) on April 1 of each year, reporting data for the prior calendar year.

The 2023 Annual Progress Report (Attachment "A") reflects the City's progress during the second year of the 6th Cycle Housing Element, RHNA planning period from January 1, 2023 to December 31, 2023. In 2023, the City received 74 planning applications for new housing units, approved 75 new housing units, issued 49 building permits, and performed 40 final inspections¹. Table 1 below shows a breakdown of the units and their affordability levels. The method for determining affordability included conducting research on rental units currently available in San Fernando and adjacent areas as well as calculating average rent prices based on square footage and bedroom count in conjunction with using the Housing Affordability Calculator provided by HCD.

¹ A certificate of occupancy is issued when a new unit completes construction and passes final inspection by the City.

Table 1: Summary of Planning Approvals, Building Permits, and Certificate of Occupancy 2023.

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	2
Low	Deed Restricted	0
	Non-Deed Restricted	20
Moderate	Deed Restricted	0
	Non-Deed Restricted	13
Above Moderate		4
Total Units		39
Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	3
Low	Deed Restricted	0
	Non-Deed Restricted	27
Moderate	Deed Restricted	0
	Non-Deed Restricted	15
Above Moderate		4
Total Units		49
Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	2
Low	Deed Restricted	0
	Non-Deed Restricted	12
Moderate	Deed Restricted	0
	Non-Deed Restricted	11
Above Moderate		15
Total Units		40

As presented in Table 2 below, the City’s RHNA allocation for the 6th Cycle planning period is 1,795 units. During the first planning period, the City issued a total of 49 residential building permits. However, under Senate Bill 35 (SB 35) cities must meet the proportionate share of the RHNA for each of the five income levels (extremely low, very low, low, moderate, and above moderate). The City has seven additional years to meet all income level categories.

Table 2: Regional Housing Needs Allocation (RHNA) Progress: 2022-2029.

Income Level	2014-2021 RHNA Allocation	Building Permits Issued Per Year						Remaining RHNA Target
		2014	2015	2016	2017	2018	2019	
Very Low (0 to 30% of AMI)	55	28	0	0	0	0	0	27
Low (30 to 50% of AMI)	32	4	5	5	24	67	46	0
Moderate (50 to 80% of AMI)	35	0	0	0	3	27	16	0
Above Moderate (> 80% of AMI)	95	27	0	9	2	2	4	51
Total	217	59	5	14	29	96	66	78

Income Level	2022-2029 RHNA Allocation	Building Permits Issued Per Year								Total Units to Date	Remaining RHNA Target
		2022*	2023	2024	2025	2026	2027	2028	2029		
Extremely Low (0 to 30% of AMI)	230	0	-	-	-	-	-	-	-	0	230
Very Low (30% to 50% of AMI)	231	3	3	-	-	-	-	-	-	6	225
Low (50% to 80% of AMI)	273	22	27	-	-	-	-	-	-	49	224
Moderate (81% of AMI)	284	13	15	-	-	-	-	-	-	28	256
Above Moderate (> 80% of AMI)	777	11	4	-	-	-	-	-	-	15	762
Total	1,795	49	49	-	-	-	-	-	-	98	1,697

The City will need to maintain zoning districts that allow for a mix of single-family, multi-family and mixed-use housing, supported by a variety of programs to enhance affordability, and to accommodate remaining RHNA targets. The City continues to actively implement goals, policies and programs of the Housing Element. Furthermore, the adoption of the San Fernando Corridors Specific Plan (SP-5) in December 2017, the recent state legislation mandating

jurisdictions to allow for Junior ADU's (JADU)², and the adoption of Ordinance No. 1714 for urban lot splits and two-unit development projects in single-family residential (R-1) zones for implementing Senate Bill 9 adopted by the City Council on February 6, 2023, will continue to foster housing and address the RHNA allocation targets for each income level.

BUDGET IMPACT:

Preparation of the Housing Element Annual Progress Report is included in the annual work program for the Community Development Department. Therefore, funding for the effort is included in the Fiscal Year 2023-2024 Adopted Budget.

CONCLUSION:

Staff recommends that the Planning and Preservation Commission receive and file the Housing Element Annual Progress Report for Calendar Year 2023.

ATTACHMENT:

- A. Housing Element Annual Progress Report for Calendar Year 2023

² A Junior ADU allows for a portion of an existing primary dwelling to be converted to an additional dwelling unit, up to a maximum of 500 square feet.

Please Start Here

General Information	
Jurisdiction Name	San Fernando
Reporting Calendar Year	2023
Contact Information	
First Name	Erika
Last Name	Ramirez
Title	Director of Community Development
Email	eramirez@sfcity.org
Phone	8188981217
Mailing Address	
Street Address	117 Macneil St.
City	San Fernando
Zipcode	91340

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is reopened.

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://apr.hcd.ca.gov/APR/login.do>

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2023 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2023

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. Online Annual Progress Reporting System - Please see the link to the online system to the left. This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. Email - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	San Fernando	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	10/15/2021 - 10/15/2029

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	3
Low	Deed Restricted	0
	Non-Deed Restricted	27
Moderate	Deed Restricted	0
	Non-Deed Restricted	15
Above Moderate		4
Total Units		49

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	0	0	0
2 to 4 units per structure	0	3	0
5+ units per structure	0	0	6
Accessory Dwelling Unit	39	46	34
Mobile/Manufactured Home	0	0	0
Total	39	49	40

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	49	49
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	74
Number of Proposed Units in All Applications Received:	100
Total Housing Units Approved:	75
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions - Applications	
Number of SB 35 Streamlining Applications	0
Number of SB 35 Streamlining Applications Approved	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total

Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	72	79
Discretionary	2	21

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	1
Number of Units in Applications Submitted Requesting a Density Bonus	17
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	25
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	San Fernando	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2028

**ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation**

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

**Table A
Housing Development Applications Submitted**

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bc Applica		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18		
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+ ADU,MH)	Tenure R=Rentor O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?
Summary Row: Start Data Entry Below							0	0	2	35	0	51	12	100	75	0			
	2516-014-014	1052 WORKMAN ST		PL2300011	ADU	R	1/3/2023						1		1	1		NONE	No
	2517-003-020	2017 PHILLIPPI ST		PL2300041	ADU	R	1/4/2023						1		1	1		NONE	No
	2517-005-006	2050 PHILLIPPI ST		PL2300389	ADU	R	2/1/2023				1				1	1		NONE	No
	2517-027-018	518 N LAZARD S		PL2300380	ADU	R	2/1/2023						1		1	1		NONE	No
	2518-023-002	1507 FIFTH ST		PL2300473	ADU	R	2/7/2023						1		1	1		NONE	No
	2518-022-006	766 N WORKMAN ST		PL2300490	ADU	R	2/8/2023						1		1	1		NONE	No
	2518-010-007	502 ALEXANDER ST		PL2300487	ADU	R	2/8/2023							1	1	1		NONE	No
	2516-011-019	1079 SHADOW LN		PL2300647	ADU	R	2/22/2023				1				1	1		NONE	No
	2518-024-001	652 HARDING AVE		PL2300649	ADU	R	2/22/2023						1		1	1		NONE	No
	2612-028-013	1408 MOTT ST		PL2300804	ADU	R	3/7/2023						1		1	1		NONE	No
	2521-007-016	1404 HOLLISTER ST		PL2300865	ADU	R	3/13/2023				1				1	1		NONE	No
	2515-004-022	600 NEWTON ST		PL2301031	ADU	R	3/27/2023						1		1	1		NONE	No
	2516-010-011	1050 ORANGE GROVE AVE		PL2301064	ADU	R	3/29/2023						1		1	1		NONE	No
	2521-029-006	1124 CORONEL ST		PL2301114	ADU	R	4/3/2023				1				1	1		NONE	No
	2518-006-023	445 ALEXANDER ST		PL2301221	ADU	R	4/11/2023				1				1	1		NONE	No
	2522-007-014	1031 HEWITT ST		PL2301243	ADU	R	4/12/2023				2				2	2		NONE	No
	2518-007-018	423 N HAGAR ST		PL2301355	ADU	R	4/18/2023				1				1	1		No, SB 9 (2021) Duplex in SF Zone	No
	2520-013-005	1622 FOURTH ST		PL2301493	ADU	R	4/26/2023						1		1	1		NONE	No
	2516-024-009	1124 MOUNTAIN VIEW ST		PL2301594	ADU	R	5/2/2023						1		1	1		NONE	No
	2517-004-010	1928 KNOX ST		PL2301587	ADU	R	5/2/2023				1				1	1		NONE	No
	2507-010-024	297 HUBBARD AVE		PL2301658	ADU	R	5/7/2023						1		1	1		NONE	No
	2520-014-017	211 HARDING AVE		PL2301726	ADU	R	5/9/2023						1		1	1		NONE	No
	2522-032-026	609 PICO ST		PL2301734	ADU	R	5/9/2023						1		1	1		NONE	No
	2522-028-010	648 HEWITT ST		PL2204549	ADU	R	5/10/2023				1				1	1		NONE	No
	2518-031-015	630 HAGAR ST		PL2301855	ADU	R	5/22/2023							2	2	2		No, SB 9 (2021) Duplex in SF Zone	No

2516-013-011	1025 N WORKMAN ST	PL2301868	ADU	R	5/23/2023							1		1			NONE	No
2513-004-074	1967 EIGHTH ST	PL2301891	ADU	R	5/24/2023					1				1			NONE	No
2520-016-013	223 HARPS ST	PL2301543	ADU	R	6/5/2023					1				1			NONE	No
2521-006-032	1441 HOLLISTER ST	PL2301979	ADU	R	6/5/2023					1				1			NONE	No
2517-028-006	431 ORANGE GROVE AVE	PL2302047	ADU	R	6/6/2023							1		1			NONE	No
2516-025-008	1201 SEVENTH ST	PL2302129	ADU	R	6/12/2023					1				1			NONE	No
2520-020-013	223 ALEXANDER ST	PL2302190	ADU	R	6/15/2023					1				1			NONE	No
2518-019-011	613 FERMOORE ST	PL2302220	ADU	R	6/20/2023							1		1			NONE	No
2613-011-009	1314 OMELVENY AVE	PL2302242	ADU	R	6/21/2023							1		1			NONE	No

Jurisdiction	San Fernando	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B															
Regional Housing Needs Allocation Progress															
Permitted Units Issued by Affordability															
Income Level	RHNA Allocation by Income Level	Projection Period - 06/30/2021 - 10/14/2021	2									3	4		
			2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date (all years)	Total Remaining RHNA by Income Level		
Very Low	Deed Restricted	461	-	-	-	-	-	-	-	-	-	-	-	6	455
	Non-Deed Restricted		-	-	3	3	-	-	-	-	-	-	-		
Low	Deed Restricted	273	-	-	-	-	-	-	-	-	-	-	-	74	199
	Non-Deed Restricted		15	10	22	27	-	-	-	-	-	-	-		
Moderate	Deed Restricted	284	-	-	-	-	-	-	-	-	-	-	-	28	256
	Non-Deed Restricted		-	-	13	15	-	-	-	-	-	-	-		
Above Moderate		777	3	2	11	4	-	-	-	-	-	-	-	20	757
Total RHNA		1,795													
Total Units			18	12	49	49	-	-	-	-	-	-	-	128	1,667
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).															
	5 Extremely low-income Need		2									6	7		
			2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date	Total Units Remaining		
Extremely Low-Income Units*		231	-	-	-	-	-	-	-	-	-	-	-	-	231

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

VLI Deed Restricted
VLI Non Deed Restricted

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	San Fernando		
Reporting Year	2023	(Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
1. Residential Rehabilitation Loan Program	Assist 20 households during the planning period, subject to available funding.	Annually	The City is in the process of re-establishing the Rehabilitation Loan.
2. Lead Based Paint Awareness	Remediate lead cases. Coordinate with LA County and Pacoima Beautiful on educational programs and identification of funding sources.	Annually update contact	City continues to provide brochures to prospective building permit applicants in compliance with applicable lead based paint abatement procedures.
3. Facilitate Affordable and Special Needs Housing Development	Coordinate with affordable housing developers, offer regulatory concessions and incentives, and identify new funding sources to facilitate production of new affordable and special needs housing units.	Annually information and review availability Federal and State financing subsidies from 2021-2029.	No additional deed restricted affordable housing was built in 2021. However, a total of 75 accessory dwelling units were issued planning approval. A rent survey of guesthouses in San Fernando and surrounding areas evidence 50% of rentals fall within the level of affordability for 1 person, low income households (\$1,825/month). Therefore, approximately 50% of San Fernando's ADU permits have been assigned as low income, with the remaining 50% assigned to moderate income (ADUs 600 sf and above).
4. Conservation of Existing and Future Affordable Units	Monitor the status of the existing and future affordable rental stock in San Fernando. Work with property owners, interest groups, and the State and Federal governments to conserve its affordable housing stock.	Annually monitor the housing stock and at-risks from 2021-2029.	City continues to monitor existing deed restricted affordable units on an annual basis.

5. Removal of Governmental Constraints	Monitor changes in State and Federal laws and revised City policies, programs and regulations as necessary and appropriate.	Revise the Zoning Ordinance within two years (June 6, 2024) of adoption of the Housing Element.	City has adopted new zoning regulations ensuring compliance with State mandated housing requirements including, but not limited to: provisions for accessory dwelling units, reasonable accommodation requests, density bonus provisions, supportive and transitional housing provisions, and accommodation of emergency shelters. The City continues to update these regulations in order to streamline the approval process.
6. Community Development Department Expansion	Hire a Housing Coordinator to help re-establish the multifamily rental inspection, homeowner rehabilitation, and first time homebuyer programs.	Ongoing, 2021-2029	City has hired and Housing Coordinator and continues to post open positions, and conduct interviews to expand the department.
7. Section 8 Rental Subsidies	Coordinate with LA County Community Development Commission to expand the program.	45291	City provides links on its website, City Hall, and other public locations. The City continues to work with LA County Community Development Commission through a cooperative agreement.
8. Fair Housing	Contract with the FHCSFV, or another fair housing provider; disseminate brochures; coordinate fair housing education with community events.	Annually	City provides links on its website and a list of housing resources at the public counter to property owners and renters, including a brochure for the Housing Rights Center with offices in San Fernando Valley.
9. Affirmatively Futhering Fair Housing	Promote housing along with supportive services to meet the special housing needs of seniors, homeless individuals, and families, and the disabled.	Ongoing, 2021-2029	City continues to provide brochures and links on its website, City Hall, and other public locations.
10. Homeownership Program	Promote MCC,HOP, and SCHFA programs to expand homeownership.	Annually update County program information on City website.	City has prepared and distributed a bi-lingual program flyer and updated the City's social media channels with regularly updated resource information.
11. Adequate Housing Opportunity Sites for RHNA	Prepare and approve the required General Plan Amendments, Zoning Changes, and update the Corridors Specific Plan to allow for the development of mixed-use and/or residential developments to accommodate the City's 2021-2029 RHNA. In addition, establish and implement the Mixed-Use Overlay district.	44849	City will meet with landowners to facilitate redevelopment on vacant parcels and severely underutilized parcels within the Housing Opportunity Areas. To further encourage development, the City will evaluate the feasibility of providing landowners and developers a menu of incentives including streamlined/expedited processing, density bonus incentives, flexible development standards as indicated in the Housing Plan.

12. By-Right Approval of Projects with 20% Affordable Units	Comply with AB1397 to further incentivize development of housing on sites that have been available over one or more planning period.	45657	City is drafting an Ordinance to amend the Zoning Code to allow by-right approval of housing development that includes 20 percent of the units as housing affordable to lower income households, on sites being used to meet the 6th cycle RHNA that represent a “reuse” of sites previously identified in the 4th and 5th cycles Housing Element. The “reuse” sites are specifically identified in the inventory.
13. Monitor Residential Capacity	Monitor the consumption of residential acreage to ensure an adequate inventory is available to meet the City’s RHNA obligations and the requirements of Senate Bill (SB 166).	45291	City is actively tracking unit count and income/affordability assumed on parcels included in the sites inventory, actual units constructed and income/affordability when parcels are developed, net change in capacity and summary of remaining capacity in meeting remaining RHNA.
14. No Net Loss of Residential Capacity to Accommodate RHNA	Create and maintain opportunity for a minimum of 328 units of owner and rental housing units including Accessory Dwelling Units (ADUs) for lower-income households to be developed over the eight-year planning period from October 2021 to October 2029.	45291	City is developing a process to track unit compliance with SB 166.
15. Replacement Unit Program	Require new housing developments to replace all affordable housing units lost due to new development and comply with any applicable relocation benefits and assistance for displaced occupants.	45657	City is working on a policy requiring replacement housing units subject to the requirements of Government Code section 65915, subdivision (c)(3) on sites identified in the site inventory when a new development (residential, mixed-use, or non-residential) occurs on a site that is identified in the inventory.
16. Lot Consolidation	Encourage lot consolidation of smaller parcels to accommodate viable projects at a density of at least 35 dwelling units per acre (du/ac) or higher.	45657	City is tracking trends and adjusting incentives where appropriate to incentivize lot consolidation.

17. Density Bonus	Revise the City Density Bonus Ordinance to comply with amendments to the State Density Bonus Law and include objective design standards and incentives for community-focused designs in exchange for deviation from development standards to facilitate development of deed-restricted affordable housing units.	45657	City is working on a revision to the City's Density Bonus Ordinance.
18. Accessory Dwelling Units	Revise the Accessory Dwelling Unit regulations to comply with current State law and to include objective design standards to facilitate production of ADU.	45214	City continues to monitor and facilitate ADU construction by informing eligible property owners of the potential to construct ADUs through updated handouts and information on the City's website.
19. Transitional and Supportive Housing	Amend the Zoning Code to clarify where transitional and supportive housing developments are permitted by right and eliminate parking requirements for supportive housing within 0.5 miles of a public transit stop by right.	45291	City is researching and working on a draft to amend the Zoning Code.
20. Low Barrier Navigation Centers	Amend the Zoning Code to allow Low Barrier Navigation Centers by right in areas zoned for mixed use and nonresidential zones permitting multi-family uses and to meet the parking requirements set out in AB 139.	45657	City is researching and working on a draft to amend the Zoning Code.
21. Employee and Farmworker Housing	Amend the Zoning Code to comply with the Employee Housing Act.	45657	City is working on a draft to remove agricultural uses from the M-1 and M-2 zones.
22. Efficient Project Review Under SB35	Develop and make available on the City's website a SB35 eligibility checklist and application form and develop objective development standards.	45291	City is developing a checklist and application form to assist potential developers with SB35.
23. Homeless Plan	Create a Housing Division and hire a Housing Coordinator to develop a Homeless Plan.	45657	City has developed and implemented a Homelessness Action Plan.

Jurisdiction	San Fernando
Reporting Period	2023 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle 10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

**Table K
Tenant Preference Policy**

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.	
Notes	

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