

RESOLUTION NO. 4467

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF  
THE CITY OF WESTMINSTER ADOPTING A NEGATIVE  
DECLARATION PERTAINING TO THE PROPOSED  
HOUSING ELEMENT AND ADOPTING THE PROPOSED  
HOUSING ELEMENT; CASE NO. 2013-04.

WHEREAS, the Planning Commission reviewed the proposed Housing Element and Negative Declaration at its regular meeting of December 4, 2013, and adopted Resolution 13-029, recommending that the Mayor and City Council adopt said Negative Declaration and the proposed Housing Element; a City Initiated project, and

WHEREAS, the Mayor and City Council having duly considered all written and oral statements presented in regard to this project, have determined that the proposed Housing Element is consistent with the Westminster General Plan and therefore will not adversely impact the public interest, health, safety and general welfare of the surrounding community; and

WHEREAS, said Housing Element Update addresses the appropriate housing issues as specified in state law (Government Code Sections 65580 through 65589.8) regarding the preparation, revision to and contents of housing elements; and

WHEREAS, the goals, objectives, polices and programs contained within the Housing Element Update are found to be internally consistent with all other portions of the Westminster General Plan; and

WHEREAS, it has been determined that the implementation of the Housing Element Update will promote the health, safety and welfare of the community; and

WHEREAS, the Mayor and City Council hereby makes the following specific findings of fact related to the environmental review in accordance with the California Environmental Quality Act (CEQA) and the City's guidelines for the implementation of CEQA:

1. The proposed project has been reviewed pursuant to the California Environmental Quality Act (CEQA) and an Initial Study and Negative Declaration have been prepared relative to potential environmental effects of the project; and
2. No potential significant impacts were identified in the Initial Study, therefore, an Environmental Impact Report has not been required; and
3. No impacts were identified requiring the preparation and implementation of one or more mitigation measure.

NOW, THEREFORE, BE IT RESOLVED, AS FOLLOWS:

SECTION 1: Pursuant to the California Environmental Quality Act (CEQA) and the City's CEQA Guidelines, it has been determined that the project will not have a significant effect on the environment based on the Initial Study prepared by staff and Willdan Associates, a consulting firm.

SECTION 2: The Mayor and City Council hereby adopt the Negative Declaration pertaining to Case No. 2013-04.

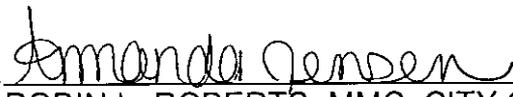
SECTION 3 The The Mayor and City Council hereby adopt the Housing Element of the Westminster General Plan.

PASSED, APPROVED AND ADOPTED this 22<sup>nd</sup> day of January, 2014, by the following vote:

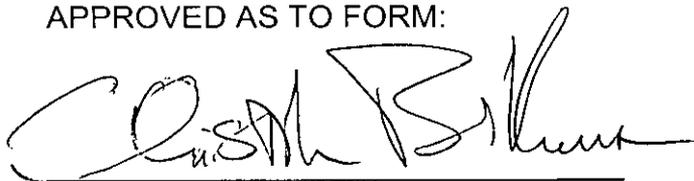
AYES:	COUNCIL MEMBERS:	TA, CAREY, CONTRERAS, QUACH
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	RICE

  
\_\_\_\_\_  
TRI TA, MAYOR

ATTEST:

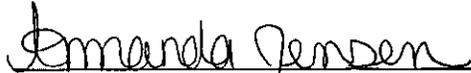
  
for ROBIN L. ROBERTS, MMC, CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
RICHARD D. JONES, CITY ATTORNEY

STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) ss.  
CITY OF WESTMINSTER )

I, ROBIN ROBERTS, hereby certify that I am the duly appointed City Clerk of the City of Westminster and that the foregoing resolution was duly adopted at a regular meeting of the City Council of the City of Westminster held on the 22<sup>nd</sup> day of January, 2014.

  
for Robin L. Roberts, City Clerk

# *City of Westminster* **HOUSING ELEMENT UPDATE**

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**JANUARY 2014**

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## APPENDICES

### A. Outreach effort

101831/R01

*Chapter IV: Community Development***B. Housing**

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**1. Introduction**

The Housing Section of the Community Development chapter is intended to guide residential development and preservation in a way that is consistent with the overall economic and social values of the community. The residential character of a city is largely dependent on dwelling unit type, quality, and location, and such factors as maintenance and neighborhood amenities.

**Consistency with State Planning Law**

The housing element is one of the seven general plan elements required by the State of California, as articulated in Section 65580 to 65589.8 of the Government Code. State law requires that the element consist of:

An identification and analysis of existing and projected housing needs and a statement of goals, policies, quantified objectives, financial resources, and scheduled programs for the preservation, improvement, and development of housing.

State law also requires that a community evaluate its housing element every five years to determine its effectiveness in achieving community and state housing goals and objectives and to adopt an updated element that reflects the results of this evaluation. The statutory updates in the Southern California Association of Governments (SCAG) region established a planning period from October 1, 2013, to October 1, 2021. There are two relevant time periods for this Housing Element update and planning period:

- 2006– 2014: this Housing Element update will review the City's progress based on the housing programs and policies established during the previous planning period.
- 2014–2021: the implementation period for the housing programs established in this Housing Element.

**SB 375 and Housing Element Update**

SB 375, the climate control law passed in 2008, requires regions to develop plans that link transportation and housing needs. The goal is to encourage cities and regions to be smarter about connecting where people live and where they work, to build denser and more efficient buildings, to promote public transit options, and to cut down on commuting and vehicle miles, thereby reducing greenhouse gas (GHG) emissions.

SB 375 also requires local governments to complete their transportation and housing planning on parallel eight-year schedules, sets a firm timetable on required rezoning to meet housing needs, and mandates that Regional Housing Needs Assessment (RHNA) allocation numbers conform to the region's SB 375 Sustainable Communities Strategy (SCS) for reductions in GHG emissions.

Each regional planning agency (SCAG is the regional planning agency for Westminster) gives cities and counties in its jurisdiction mandates as to the amount of housing each city in its region must plan to build. Under SB 375, the projected housing needs given to each region by HCD will move from the current five-year cycle to an eight-year cycle. These “fair share” goals then must be reflected in the housing element update each local government is required to complete.

This document represents a comprehensive update of the City of Westminster’s Housing Element to bring it into compliance with state housing law.

### **Public Participation**

State law requires that local governments make diligent efforts to solicit public participation from all economic segments of the community in the development of the housing element.

Prior to the workshop held on November 14, 2013, three local nonprofit organizations (American Family Housing, the Kennedy Commission, and Interval House), along with other homeless providers also participated in the City’s emergency shelter, transitional and permanent supportive housing community meeting held in 2011, which also provided valuable information for the preparation of the Housing Element update, particularly in the formulation of housing programs which are described in Section 9 of this element.

During the preparation of this Housing Element, public input was actively encouraged. Residents of the community and organizations and agencies that provide housing or housing-related services were contacted. A workshop on the Housing Element was held on Thursday, November 14, 2013. The stakeholders invited to the workshop included invitees and participants in the 2008 Housing Element update, the organizations listed in Table 18 and the Regional Center of Orange County a local nonprofit that provides services to the developmentally disabled. A copy of the workshop presentation, list of participants and comments received is provided in Attachment A. In addition to mailing the workshop invitation to these organizations the City advertised the workshop on the City’s website and in the City Hall lobby.

Of the 85 organizations and individuals contacted, seven individuals, representing six organizations and one resident attended the workshop. Input collected through these outreach efforts directly influenced the community profile, programs, and implementation actions outlined in the Housing Element. As a result of comments obtained during the public input process, modifications were made to the following program objectives and implementation actions contained in Table 34 – Program Summary 2013-2021, to better promote the achievement of the City’s affordable housing goals: IIB2.2, IIB3.1, IIB4.3, IIB4.4, IIB5.2, IIB5.3, and IIB5.5.

### **General Plan Consistency**

The housing element of the general plan is only one component of a city’s overall planning program. California Government Code requires that a general plan contains an integrated, consistent set of goals and policies. The housing element, therefore, is affected by development policies contained in the land use element, which establishes the location, type, density, and allocation of land uses throughout the City. The circulation element establishes policies for providing essential streets and

roadways to all housing that is developed. The policies contained in other elements of the general plan impact the quality of life that the residents expect.

The strategies, programs, and policies contained in this Housing Element are consistent with the other components of the City's General Plan. As segments of the General Plan are amended in the future, the Housing Element will need to be reviewed for the purposes of maintaining internal consistency.

### **Housing Element Organization**

Section 65583 of the Government Code specifies that the housing element include several components covering an evaluation of housing trends and characteristics, housing needs and resources, and housing programs to respond to those needs. This Housing Element is organized into nine sections to cover these and other topics.

1. **Introduction:** A summary of the statutory and planning context.
2. **Demographic Profile:** A summary of population, housing, and employment trends in Westminster.
3. **Housing Characteristics:** A snapshot of the current housing stock and affordability.
4. **Existing and Future Housing Needs:** An analysis of existing, future, and special housing needs of the population.
5. **Land Resources:** An inventory of land suitable for residential development.
6. **Governmental Constraints and Resources:** An analysis of legislative and statutory constraints and resources for housing development.
7. **Nongovernmental Constraints and Resources:** An analysis of market and other constraints and resources for housing development.
8. **Evaluation of Previous Housing Program:** An assessment of the previous housing element's effectiveness.
9. **Housing Strategy 2014–2021:** The City's goals, policies, housing programs, and quantified objectives to provide housing during the planning period.

### **Regional Housing Needs Assessment**

California's housing element law requires that each city and county develop local housing programs designed to meet its "fair share" of existing and future housing needs for all income groups. This effort is coordinated by the jurisdiction's Council of Governments when preparing the state-mandated housing element of its general plan. This fair share allocation concept seeks to ensure that each jurisdiction accepts responsibility for the housing needs of not only its resident population, but for all households who might reasonably be expected to reside within the jurisdiction, particularly lower income households.

The fair share allocation process begins with the State Department of Finance's projection of total statewide housing demand, which is then apportioned by HCD among each of the state's official regions. The City of Westminster is in the six-county southern California region, which includes Orange, Los Angeles, Riverside, San Bernardino, Ventura, and Imperial counties. The agency responsible for assigning fair share targets to each jurisdiction in this region is SCAG. In this RHNA cycle, SCAG delegated the responsibility for disaggregating housing needs for Orange County jurisdictions to the Orange County Council of Governments (OCCOG).

A local jurisdiction's fair share of regional housing need is estimated in terms of four factors:

- The number of units needed to accommodate forecasted household growth;
- The number of units needed to replace demolitions due to attrition in the housing stock (i.e., fire damage, obsolescence, redevelopment, and conversions to non-housing uses);
- Maintaining an ideal vacancy rate for a well-functioning housing market; and
- An adjustment to avoid an over-concentration of lower income households in any one jurisdiction.

The new construction need must be allocated to four household income categories used in federal and state programs: very low, low, moderate, and above moderate income, defined operationally as households earning up to 50 percent, 80 percent, 120 percent, and more than 120 percent of the Orange County median household income, respectively. The allocations are further adjusted to avoid an over-concentration of lower income households in any one jurisdiction. The RHNA combines the construction need for extremely low income units and the need for very low units into a category called very low income.

The City of Westminster's share of the region's housing need for the October 1, 2013, through October 1, 2021, planning period is 2. One of the units is within the "very low" income category and the other unit is within the "low" income category. There are no units within the "moderate" and "above moderate" income categories.

## 2. Demographic Profile

An evaluation of Westminster’s demographic characteristics assesses existing and projected housing needs. This section provides insight into the City’s population and its particular housing needs to facilitate the development of responsive housing goals, policies and programs.

### Population growth

The population growth in the City of Westminster was slow between 2000 and 2010, adding only 1,817 new residents for a total population of 89,701 in 2010. Estimates from the Center for Demographic Research (CDR) show the City’s projected 2020 population to be 92,908, a 3.6 percent increase since 2010. The CDR projects population growth to slow by 2020, as the City maximizes its land resources and reaches buildout. The City’s growth rate is less than surrounding cities in the last decade yet is projected to be similar in 2010 to 2020 which may reflect the builtout nature of north Orange County. Table 1 presents a summary of population changes and projections in Westminster and surrounding cities from 2000–2020.

**TABLE 1  
POPULATION GROWTH 2000–2020  
CITY OF WESTMINSTER AND SURROUNDING JURISDICTIONS**

Jurisdiction	2000 <sup>1</sup>	2010 <sup>2</sup>	2020 <sup>3</sup>	2000–10 Growth		2010–20 Growth	
				Number	Percent	Number	Percent
<b>Westminster</b>	<b>87,884</b>	<b>89,701</b>	<b>92,908</b>	<b>1,817</b>	<b>2.1</b>	<b>3,207</b>	<b>3.6%</b>
Costa Mesa	96,357	109,960	113,742	13,603	14.1	3,782	3.4%
Fountain Valley	53,691	55,313	58,338	1,622	3.0	3,025	5.5%
Garden Grove	143,050	170,883	179,402	27,833	19.4	8,519	5.0%
Huntington Beach	181,519	189,992	199,824	8,473	4.7	9,832	5.2%
Santa Ana	293,742	324,528	337,568	30,786	10.5	13,040	4.0%
Orange County	2,846,289	3,010,232	3,266,107	163,943	5.8	255,875	8.5%

1: US Bureau of the Census 2000

2: US Bureau of the Census 2010

3: Center for Demographic Research, 2010 Orange County Population Estimates

### Age Characteristics

Age distribution is an important factor in determining housing demands. During the decade from 2000 to 2010 the City of Westminster experienced increases in middle-age adults (45 to 64 years old), and seniors (65 years and over) with a very slight increase in college age adults (18-24). Reflective of the baby boom generation, the middle-age group was the fastest-growing group, increasing by 4.3 percent during the decade with the next largest increase of 3.3% in seniors. The largest decrease was seen in the family-forming group with at 5.6%. Slight decreases were also seen in the preschool group (Under 5 years old) of 1.3% and the school age population (5 to 7 years old) of 1.5%, which may reflect a growing trend of the inability of young families to obtain housing in Westminster and Orange County in general. Changes in age distribution are shown in Table 2.

Still, over half of the City’s population fell between the ages of 25 and 64 in 2010. The middle-age group accounted for a quarter of the population, while family-forming residents also comprised a quarter of the total population. The children of these

family-forming and middle-aged groups (those aged 0–18) accounted for almost one quarter of the City’s residents.

The 2010 median age in Westminster, 38.7 years, is older than the County median of 36.2 years. The area population appears to be aging as the 2000 census data reported a median age in Westminster of 34.1 years and 33.3 years for Orange County.

Westminster’s age profile suggests the need for housing for an aging population, while at the same time meeting the needs for family housing. Traditional assumptions are that the family-forming and middle-age groups provide the major market for amenity-rich apartments and demand for ownership opportunities in single-family homes that can accommodate children. These are the prime working age groups, which tend to have higher incomes and larger household sizes than their younger and older cohorts. The senior population tends to generate demand for low maintenance and low to moderate cost apartments, condominiums, and small single-family homes. Some seniors may continue to reside in large homes in which they once raised a family. Maintenance assistance and accessibility improvements are important to independently living seniors.

TABLE 2  
AGE DISTRIBUTION 2000–2010  
CITY OF WESTMINSTER

Age Group	2000		2010		2000–2010
	Number	Percent	Number	Percent	% Change
Preschool (Under 5)	6,288	7.2%	5,284	5.9%	-1.3%
School Age (5 to 17)	16,580	18.9%	15,616	17.4%	-1.5%
College Age (18 to 24)	7,703	8.8%	8,588	9.5%	+0.7%
Family-Forming (25 to 44)	28,505	32.4%	24,065	26.8%	-5.6%
Middle-Age (45 to 64)	19,174	21.8%	23,356	26.1%	+4.3%
Seniors (65 and above)	9,634	11.0%	12,792	14.3%	+3.3%
<b>TOTAL</b>	<b>87,884</b>	<b>100%</b>	<b>89,701</b>	<b>100%</b>	<b>--</b>

Source: US Bureau of the Census 2000 and 2010

**Race and Ethnicity**

Race and ethnicity generally impact household size, housing demand, and types of housing programs needed. For example, family-oriented cultures associated with race or ethnicity may create demand for housing designed for multigenerational living. As affordability is a major obstacle to adequate housing, the ability of households to afford homes and support large or extended families may depend on financing opportunities designed to assist lower and moderate income households.

Since experiencing an influx of Vietnamese and other primarily Asian immigrants since the 1970s, Westminster has continued to diversify racially and ethnically. In 2000, White and Asian and Pacific Islanders were the two largest racial groups, representing 45.4 and 38.4 percent, respectively. Between 2000 and 2010, Asian and Pacific Islander residents experienced a 9.1 percent increase while the number of White residents decreased by 9.7% resulting in Asian and Pacific Islander being the largest racial/ethnic group in the City at 47.5%. During the ten-year period, White residents experienced the greatest rate of decline and All Other racial groups represented the larger growth at 10.0%. As shown in Table 3, Westminster is

becoming increasingly diverse with Asian and All Other racial groups experiencing the fastest growth over the ten year period.

**TABLE 3**  
**RACIAL AND ETHNIC COMPOSITION 2000–2010**  
**CITY OF WESTMINSTER**

Race and Ethnicity	2000		20010		2000–2010
	Number	Percent	Number	Percent	% Change
Asian and Pacific Islander	33,786	38.4%	42,597	47.5%	+9.1%
White	39,943	45.4%	32,037	35.7%	-9.7%
African American	664	0.8%	849	0.9%	+0.1%
American Indian	706	0.8%	397	0.4%	-0.4%
All Others <sup>1</sup>	12,785	14.5%	13,821	15.5%	+10.0%
<b>TOTAL</b>	<b>87,884</b>	<b>100%</b>	<b>89,701</b>	<b>100%</b>	<b>--</b>
Hispanic Ethnicity <sup>2</sup>	18,833	21.4%	21,176	23.6%	+2.2%

Source: US Bureau of the Census 2000, 2010

1: The All Others category represents Native Hawaiian and Other Pacific Islander, some other race alone and two or more races.

2: The Hispanic ethnicity category includes persons of Hispanic ethnicity of any race.

## Employment Characteristics

### *Resident Occupations*

The 2010 Census identifies 44,178 people aged 16 and older in the labor force—a 9.1 percent increase from 2000 (see Table 4). The increase in employed persons reflects a positive economic trend in the City as population growth during the decade only grew by 2.1%. The unemployment rate in Westminster of, 6.6 percent, is higher than the rate in Orange County as a whole, which had an unemployment rate of 5.6 percent, as reported in the 2007-2011 American Community Survey.

As shown in Table 5, the largest percentage of Westminster's population was employed in the manufacturing industry, at 18.3 percent, followed by, educational services and health care and social assistance which employed 16.8 percent of the work force. The third biggest employer was the retail trade which employed 11.7 percent of the City's working residents. Approximately 21 percent of employed residents earn annual incomes of less than \$125,000 and approximately 45 percent earn less than \$50,000 annually. Low wages relate to the types of industries in which almost a third of Westminster residents are employed—manufacturing and retail trade. Occupations such as assembly line worker and sales clerk are generally low wage occupations that offer limited opportunities for promotion and wage increases.

**TABLE 4  
EMPLOYMENT TRENDS 2000–2010  
CITY OF WESTMINSTER**

Labor Force	2000		2010		Difference 2000–2010	
	Count	Percentage	Count	Percentage	Count	Percentage
Civilian Employed	38,093	94.3%	39,477	89.4%	+1,384	-5.0%
Armed Forces	63	0.2%	12	0.01%	-51	-.19%
Unemployed	2,208	5.5%	4,689	10.6%	+2,481	+5.1%
<b>TOTAL LABOR FORCE<sup>1</sup></b>	<b>40,364</b>	<b>100%</b>	<b>44,178</b>	<b>100%</b>	<b>+3,814</b>	<b>-0.09%</b>

Source: US Bureau of the Census 2000 and 2010  
1: Labor force of persons age 16 and over

**TABLE 5  
WESTMINSTER RESIDENT JOBS BY INDUSTRY 2010  
CITY OF WESTMINSTER**

Industry	Number	Share
Construction	2,393	6.1%
Manufacturing	7,216	18.3%
Retail Trade	4,630	11.7%
Agriculture, Forestry, Fishing and Hunting and Mining	88	0.01
Transportation and Warehousing and utilities	1,728	4.4
Educational Services and Health Care and Social Assistance	6,633	16.8%
Arts, Entertainment, and Recreation and Accommodation and Food Services	4,053	10.3%
Wholesale Trade	1,211	3.1%
Professional, Scientific, and Management and Administrative and Waste Management	3,773	9.6%
Finance and Insurance and Real Estate and Rental and Leasing	2,681	6.8%
All Others	5,071	12.9%
<b>TOTAL</b>	<b>39,477</b>	<b>100%</b>

Source: US Bureau of the Census 2010

*Employment*

As shown in Table 6, most of the jobs offered in Westminster are in the retail trade at 31.6 percent, followed by health care and social assistance at 25.5 percent. Several regionally significant shopping centers are located in the City, including the Asian Garden Mall in Little Saigon and Westminster Mall. The majority of employees of Westminster businesses reside in Orange County.

**TABLE 6  
WESTMINSTER JOBS BY INDUSTRY 2010  
CITY OF WESTMINSTER**

Industry	Number	Share
Retail Trade	6,101	31.6%
Health Care and Social Assistance	4,992	25.5%
Accommodation and Food Services	2,780	14.2%
Educational Services	125	.01%
Manufacturing	1,104	5.6%
Administration & Support, Waste Management and Remediation	482	2.5%

Professional, Scientific, and Technical Services	1,334	6.8%
Other Services (excluding Public Administration)	1,762	9.0%
Wholesale Trade	487	2.6%
Real Estate and Rental and Leasing	425	2.2%
<b>TOTAL</b>	<b>19,592</b>	<b>100%</b>
Source: US Bureau of the Census 2010		

### Household Type and Size

A household consists of all persons residing in a dwelling unit, regardless of relationship. In 2010, the Census identified 26,164 households in Westminster and the California Department of Finance (DOF) estimated an average household size of 3.45 persons in 2013. Approximately 58 percent of those households (15,135) were owner occupied, and the remaining 43 percent (11,029) were renter occupied. In 2010, the census identified an average household size of 3.40 persons and an average family size of 3.74.

Families comprise the majority of the households in the City of Westminster. Section 9.04.025 of the Westminster Municipal Code defines "Family" as an individual or two or more persons living together in compliance with the occupancy limits of Section 503(b) of the Uniform Housing Code, or any successor provision thereto as adopted by the city, as a domestic unit in a relationship based upon birth, marriage, or other domestic bond of social, economic, and psychological commitment to each other.

As described in Table 7, below, the 2010 Census reported that 21.1 percent of owner and 25.4 percent of renter households consist of five or more persons. This is an indication that a number of families are living in overcrowded conditions, adding to the demand for larger units. Large families, particularly those with children, typically seek homeownership opportunities in single-family detached homes for the space and financial investment benefits.

**TABLE 7  
HOUSEHOLD SIZE 2010  
CITY OF WESTMINSTER**

Households	Owner		Renter	
1 Person	2,262	14.9%	1,985	18.0%
2 Person	4,093	27.0%	2,418	21.9%
3 Person	2,549	16.8%	1,945	17.6%
4 Person	2,662	17.59%	1,888	17.1%
5 or more persons	3,569	23.58%	2,793	25.4%
<b>TOTAL</b>	<b>15,135</b>	<b>100%</b>	<b>11,029</b>	<b>100%</b>
<b>AVERAGE HOUSEHOLD SIZE</b>	<b>3.4</b>		<b>3.41</b>	
Family Households	12,180	80.5%	8,297	75.2%
One Person Households	2,262	14.9%	1,985	18.0%
Unrelated Households	2,955	19.5%	2,732	24.8%

Source: US Bureau of the Census 2010

As shown in Table 8, the majority of Westminster households are married couples (57.3 percent), some with children under 18 years (27.1 percent) and some without children under 18 years (30.2 percent). Both of these household types are likely to include couples in the family-forming, middle-age, and senior groups. Married-couple families with children typically create a demand for ownership opportunities. Childless couples may also create a demand for home ownership opportunities as they desire investment opportunities and demand more space should they have children in the future.

Other family households with children under 18 years (7.4 percent) include single-parent households, which generally seek more affordable homeownership and rental housing opportunities. Approximately 41 percent of Westminster households consist of two or fewer persons, including senior couples. Existing small households may desire condominiums, townhomes, and small single-family homes.

**TABLE 8  
HOUSEHOLD TYPES 2010  
CITY WESTMINSTER**

Married Household		Other Family Household		Non-Family Household		All Households
With children under 18	Without children under 18	With children under 18	Without children under 18	Not living alone	Living alone	
7,091	7,895	1,944	3,547	1,440	4,247	26,164
27.1%	30.2%	7.4%	13.6%	5.5%	16.2%	100.0%

Source: US Bureau of the Census 2010

### Household Income

Household income is a critical factor in determining housing opportunity. As shown in Table 9, estimates provided by American Community Survey 5-Year Estimates show projected increases in Westminster's median household income from \$56,027 in 2007 to \$56,867 in 2011. Family median income estimates show a decrease from \$65,178 in 2007 to \$61,145 in 2011. These forecasts are expressed in current dollars and include an adjustment for inflation. While Westminster households generally earn less than households countywide; Westminster's median household income and median family income are similar to those in the nearby cities of Costa Mesa and Garden Grove.

Household Income	2007		2011 Estimate		Difference	
	Number	Percent	Number	Percent	Number	Percent
Less than \$25,000	4,926	18.2%	5,851	21.6%	925	+18.8%
\$25,000 to \$49,999	5,961	22.0%	6,416	23.7%	455	+7.6%
\$50,000 to \$74,999	5,419	20.0%	4,415	16.3%	-1,004	-18.5%
\$75,000 to \$99,999	4,187	15.5%	3,737	13.8%	-450	-10.7%
\$100,000 to \$149,999	4,525	16.7%	4,026	14.9%	-499	-11.0%
≥ \$150,000	2,071	7.6%	2,647	9.7%	576	+27.8%
<b>TOTAL</b>	<b>27,089</b>	<b>100%</b>	<b>27,092</b>	<b>100%</b>	<b>+3</b>	<b>+14.0%</b>
Median Household Income	\$56,027	--	\$56,867	--	+840	+1.5%
Median Family Income	\$65,178	--	\$61,145	--	-4,033	+6.2%

Source: ESRI 2007 and 2007-2011 American Community Survey 5-Year Estimates

Married families without children under 18 generally earn the highest median income, presumably because in many families both adults are wage earners. Family households with children generally earn less, likely due to one parent staying at home or working part-time, or perhaps both parents working part time, in order to tend to children. Other families and non-families typically earn the lowest incomes. These households often consist of single parents, unrelated young adults sharing living quarters, and persons living alone, including seniors on fixed incomes.

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### 3. Housing Characteristics

This section describes and evaluates housing characteristics to identify existing trends and potential needs. These characteristics include housing growth, housing age and condition, housing prices and rents, tenure, and vacancy.

#### Housing Growth

Following incorporation in 1957, the City experienced a building explosion; during which most of the City's vacant land was absorbed. This rapid development was followed by a reduction in the rate of housing growth in the 1970s, which has continued into the present. As shown in Table 10, the City grew to an estimated total of 27,715 units in 2013, representing a 2.9 percent increase from 2000. The largest portion of Westminster's housing stock consists of single-family detached units, comprising 54.7 percent of the City's housing stock. Between 2000 and 2013 most of the City's housing growth occurred in multi-family units and multifamily developments of five or more units.

The reduction in housing production and construction favoring attached housing types is a reflection of the increasingly limited availability of vacant land for new housing development. In recent years the City has engaged in infill development and recycling of lower density development to higher densities.

TABLE 10  
HOUSING TYPE 2000 AND 2013  
CITY OF WESTMINSTER

Unit Type	Number of Units		% Change
	2000	2013	
Single-Family Detached	14,740	14,907	+1.1%
Single-Family Attached /1/	2,445	2,056	-15.9%
Multifamily (2 to 4 units) /1/	2,069	2,478	+19.8%
Multifamily (5 or more units)	4,618	5,129	+11.1%
Mobile Home	3,068	3,145	+2.5%
<b>TOTAL</b>	<b>26,940</b>	<b>27,715</b>	<b>+2.9%</b>

Source: CA Department of Finance 2013

/1/ Note: During the 13 year period a number of owner-occupied single-family attached condominium buildings converted to multifamily renter-occupied residential buildings.

#### Condition of the Housing Stock

The condition of the housing stock is a reflection of home values, neighborhood quality, and ability of property owners to afford adequate maintenance. Providing safe and attractive housing improves quality of life for residents as well as the City's image. One measure of housing condition is age. Housing units over 30 years of age are generally considered more likely to be in need of minor rehabilitation than newer units. According to the 2010 Census, approximately 79 percent of the City's housing stock was constructed prior to 1980, and of those units, approximately 52 percent were over 40 years old. The age of the housing stock indicates the need for maintenance and rehabilitation assistance may grow during the planning period. A windshield survey of the City's housing stock was performed to further understand this potential need.

A ranking system with basic criteria was established for classifying various housing conditions. The ranking system designed guidelines for evaluating a combination of factors including the structural condition of the building, as well as the condition and age of building materials and fixtures, such as windows, painting and garages. The ranking system utilizes numerical values of 1 through 4:

- 1 – Excellent: New or well-maintained housing unit requiring little or no rehabilitation
- 2 – Good: Housing condition appropriate to housing age with minimal maintenance issues
- 3 – Fair: Obvious deferred maintenance potentially correctable
- 4 – Poor: Significant deferred maintenance uncorrectable; units in need of replacement

Using these criteria, a citywide parcel-by-parcel windshield survey was performed, assigning a value to each housing unit or multifamily building based on its condition as viewed from the public right-of-way. Survey results indicate that an estimated 25.8 percent of the housing stock is in excellent condition and does not require any rehabilitation. As shown in Table 11, the majority of units, 65.4 percent, are in good condition. An estimated 8 percent are in need of maintenance and rehabilitation. Approximately 151 units (0.6 percent of the housing stock) are in need of replacement.

TABLE 11  
HOUSING CONDITIONS (2007)  
CITY OF WESTMINSTER

Rating	Single-Family	Multifamily	Total	Percentage
Excellent	4,699	1,397	6,096	25.8%
Good	9,125	6,239	15,364	65.4%
Fair	780	1,091	1,871	8.0%
Poor	37	114	151	0.6%
<b>TOTAL</b>	<b>14,641</b>	<b>8,841</b>	<b>23,482</b>	<b>100%</b>

Source: Westminster Housing Conditions Survey, RSG, Inc. 2007

The survey results indicate that additional rehabilitation efforts should concentrate on multifamily housing. More multifamily properties appear to need rehabilitation and demolition than single-family properties. An estimated 13.6 percent of multifamily properties exhibited signs of fair or poor condition opposed to 5.6 percent of single-family properties. Approximately three-quarters of the properties in need of replacement and one-half of properties in need of repair are multifamily.

### Housing Size

Housing size is an important factor in housing availability and adequacy. There must be an adequate supply of housing that matches household needs. Table 12 shows that most of the City's ownership units have three or four bedrooms, while most rental units have two or three bedrooms. There are a total of 16,691 units with three or more bedrooms that could accommodate 6,362 households that contain five or more persons. Of the 16,691 units with three or more bedrooms, 3,630 are rental units compared to approximately 2,793 renter households with five or more persons. This

mismatch between large renter households and large rental units indicates potentially overcrowded rental housing conditions.

TABLE 12  
HOUSING SIZE BY TENURE  
CITY OF WESTMINSTER

Bedrooms	Owner	Renter	Total	Percent
Studio	12	521	533	1.9%
1 bedrooms	126	2,500	2,626	9.5%
2 bedrooms	2,121	5,689	7,810	28.2%
3 bedrooms	6,370	2,232	8,602	31.2%
4 bedrooms	5,919	1,195	7,114	25.7%
5 bedrooms or more	772	203	975	3.5%
<b>TOTAL</b>	<b>15,520</b>	<b>12,340</b>	<b>27,660</b>	<b>100%</b>

Source: 2009-2011 American Community Survey

### Tenure

According to the 2010 Census, there were 15,520 owner-occupied housing units (56 percent) and 12,340 renter-occupied housing units (44 percent). Over the past three decades, owner occupancy has been declining in Westminster. From 2000 to 2010 the percentage of renter occupancy increased by approximately 4 percent. This shift in tenure may be attributed in part to the increasing cost of home ownership and the trend of developing multifamily housing to maximize use of the City's residentially zoned lands.

### Vacancy

The vacancy rate is a strong indicator of the housing market and the ability for the housing stock to accommodate changing housing needs. A high vacancy rate can indicate more affordable housing opportunities, while a low vacancy rate indicates a community's desirability, but also may indicate limited affordable or adequately sized housing opportunities.

The 2010 Census identified a vacancy rate of .8 percent for Westminster's ownership housing stock and 5.8 percent for the rental stock. The overall vacancy rate is 5.4 percent, a 3.3 percent increase since 2000. In comparison, Westminster has a equal vacancy rate to Orange County (5.4 percent). The data also shows that there were a total of 1,486 vacant units in the City, of which 870 were rental properties (58 percent), 227 were vacant for sale units, and the remaining 389 were seasonal or other vacancy.

The building industry generally assumes optimal vacancy rates of 1.5 to 2 percent for ownership units and 5 to 6 percent for rental units. These vacancy rates provide a variety of housing choices for potential residents and existing residents seeking to move within the community. Westminster's relatively low vacancy rates indicate that the existing housing stock and growth trends are not able to meet housing demand.

### Housing Affordability

High home purchase prices and monthly rents can detract from the quality of life and condition of neighborhoods. The inability to afford adequate housing can contribute to unwanted situations such as overcrowded homes, overpayment that detracts from a household's ability to make other important expenditures, and the deterioration of the

housing stock due to deferred maintenance. Lower income households are particularly susceptible to such conditions without affordability gap financing. The affordability of housing may also influence the ability for families to create strong, multigenerational ties to the community. The high cost of home prices may cause Westminster residents to relocate to more affordable cities and families to separate as children must leave the immediate area to afford housing and start families of their own.

### *Home Purchase Prices*

Although the housing market in southern California has softened, Orange County homes are still commanding prices only affordable to moderate and above income households. Home sales prices in Westminster have decreased in recent years. Recent June 2013 median home sales information shows that the Westminster median home price was \$359,500 for two bedroom units and \$479,900 for three bedroom units. It is important to note that both median sales prices are affordable only to moderate and above income households.

The ability to afford adequate housing is of importance to all households. Lower and moderate income households face greater challenges to afford housing that meets their household size and financial means. Due to the desirable features Westminster offers, such as a central Orange County location and bustling business and cultural districts, purchasing a home in Westminster is particularly difficult for lower income households. An affordability gap analysis was performed to identify the disparity between purchase prices and the amount lower and moderate income households are able to spend on housing.

The affordability gap analysis shows that the Westminster median home price for 2013 is not affordable to very low or low income households. The analysis was created for three-person and four-person households and is shown in Table 13. According to data provided by Zillow on-line, the 2013 median home price for a three-bedroom home is \$479,900. Subsidies needed to facilitate the purchase of such a home range from \$153,200 for a low income household, to \$314,328 for a very low income household of four.

**TABLE 13  
HOME PURCHASE GAP ANALYSIS 2013  
CITY OF WESTMINSTER**

Household Size	Very Low Income Household		Low Income Household		Moderate Income Household	
	3 person	4 person	3 person	4 person	3 person	4 person
Household Income Limit <sup>1</sup>	\$43,350	\$48,150	\$69,350	\$77,050	\$94,200	\$104,650
Affordable Purchase Price <sup>2</sup>	\$164,000	\$177,000	\$280,000	\$306,000	\$460,000	\$505,000
Median Home Price <sup>3</sup>	\$359,500	\$479,900	\$359,500	\$479,900	\$359,500	\$479,900
Affordability Gap	\$195,500	\$302,900	\$ 79,500	\$173,900	(\$100,500)	(\$25,100)

Source: Willdan 2013

1: Very low income limit calculated at 30% of 50% of AMI. Low income limit calculated at 30% of 51% of AMI through 30% of 80% AMI (calculated 30% of 80% AMI). Moderate income limit calculated 30% of greater than 80% of AMI (calculated 35% of 120% AMI).

2: Affordable limits based on very low, low, and moderate income limits less allowance for utilities, real estate taxes, and insurance. Affordable purchase price includes 10% downpayment contributed by purchaser.

3: Median home price calculated based on Zillow on-line data for home sales for June 2013. Assumes a 2 bedroom home for a 3 person household and a 3-bedroom home for 4 person household.

Given that the gap for a three-person low income household is estimated to be approximately \$101,220, smaller and older single-family homes and single-family attached homes (condominiums) may still not be available at prices low enough to eliminate the gap. Existing first-time homebuyer programs, loan programs, and mortgage assistance programs offered by the City and County could also facilitate home purchasing for lower income households. For very low income households, however, the gap financing needed is significant and implies that such households may be more cost-effectively served by assisted rental housing.

### *Rental Costs*

Although owning a home is part of the American dream, not all households are well suited for homeownership. Rental housing plays a vital role in providing a broad range of housing types to support a variety of household sizes and special needs. Rental housing serves many needs such as young adults not ready for the cost or responsibilities of homeownership, seniors seeking less costly and lower maintenance dwellings, and families who benefit from the lower cost of rental housing as well as onsite amenities such as tot-lots and swimming pools. Very low income households are often on fixed-incomes and are best served by rental housing.

A rental affordability gaps analysis was performed to identify disparities between actual rents and what lower and moderate income households can reasonably expend on housing. The gap analysis for three-person and four-person households is shown in Table 14. In June 2013 the median rents for a two-bedroom and three-bedroom apartment in Westminster were \$1,532 and \$2,387, respectively.

**TABLE 14  
RENTAL GAP ANALYSIS 2013  
CITY OF WESTMINSTER**

Household Size	Very Low Income Household		Low Income Household		Moderate Income Household	
	2 person	4 person	2 person	4 person	2 person	4 person
Household Income Limit <sup>1</sup>	\$43,350	\$48,150	\$69,350	\$77,050	\$94,200	\$104,650
Affordable Rent <sup>2</sup>	\$ 944	\$ 1,025	\$ 1,594	\$ 1,747	\$ 2,608	\$ 2,873
Median Rent <sup>3</sup>	\$ 1,532	\$ 2,387	\$ 1,532	\$ 2,387	\$ 1,532	\$ 2,387
Affordability Gap	\$ 588	\$ 1,362	(\$ 62)	\$ 640	(\$1,076)	(\$ 486)

Source: RSG, Inc. 2008

1: Very low income limit calculated at 30% of 50% of AMI. Low income limit calculated at 30% of 51% of AMI through 30% of 80% AMI (calculated 30% of 80% AMI). Moderate income limit calculated 30% of greater than 80% of AMI (calculated 35% of 120% AMI).

2: Affordable limits based on very low, low, and moderate income limits less Orange County's allowance for utilities.

3: Median rents based on June 2013 rental listings from www.forrent.com. Assumes a 2 bedroom home for a 3 person household and a 3-bedroom home for 4 person household.

The gap analysis indicates that market rate rental units may be readily accessible to moderate income households. Existing rental units are typically affordable to moderate income households, and some small low income households. Rental housing in these areas is vital to supporting low wage earning residents such as residents working in manufacturing and retail trades and seniors with fixed incomes.

The amount of assistance necessary to supplement lower income households varies depending on household size. The existing rental housing stock provides more affordable opportunities for lower income households. Lower income households have a greater difficulty affording housing and create demand for subsidized housing.

A summary of owner and rental housing affordability is provided in Table 15.

**TABLE 15  
HOUSING AFFORDABILITY SUMMARY  
CITY OF WESTMINSTER**

Income Levels	Maximum Household Income <sup>1</sup>	Maximum Affordable Purchase Price <sup>2</sup>	Maximum Affordable Rent <sup>3</sup>
Very Low	\$48,150	\$194,700	\$1,025
Low	\$77,050	\$336,300	\$1,747
Moderate	\$104,650	\$555,500	\$2,873

Source: Willdan 2013

1: Very low income limit calculated at 30% of 50% of AMI. Low income limit calculated at 30% of 51% of AMI through 30% of 80% AMI (calculated 30% of 80% AMI). Moderate income limit calculated 30% of greater than 80% of AMI (calculated 35% of 120% AMI). Assumes four-person household.

2: Affordable limits based on very low, low, and moderate income limits less Orange County's allowance for utilities, real estate taxes, and insurance. Affordable purchase price includes 10% downpayment contributed by purchaser.

3: Assumes 30% of annual income minus Orange County's allowance for utilities for a four-person household and a three-bedroom apartment unit.

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## 4. Existing and Future Housing Needs

### Existing Housing Needs

The following analysis of current City housing conditions presents current housing needs and concerns relative to various segments of the population. Several factors will influence the degree of demand or need for new housing and housing assistance in Westminster in coming years. The three major categories of existing need considered in this element are:

- **Special Needs:** Relatively unusual occupations or demographic groups that call for very specific program responses, such as preservation of residential hotels or the development of four-bedroom apartments. State law specifically requires analysis of the special housing needs of the elderly, the disabled, extremely low income households, single-parent households, large families, farm workers, and homeless persons.
- **Overpayment:** Renters and homeowners who must pay more than 30 percent of their gross income for shelter.
- **Overcrowding:** In response to higher housing prices, lower income households must often seek smaller, less adequate housing for available money. This may result in overcrowding where more than one person per room occupies a housing unit.

### *Special Needs Groups*

Special needs groups are subpopulations identified as generally experiencing adversity in finding and/or affording adequate housing due to specific circumstances associated with the group.

### **Large Families**

In recent years, increasing living costs have placed an additional hardship on large lower and moderate income families. According to the Department of Housing and Community Development, large households are defined as having five or more members. Overcrowding is a condition that exists when the ratio of persons to rooms (excluding bathrooms, hallways, kitchens, and closets) exceeds one person per room. Large-family households are considered a special needs group due to the limited supply of housing adequately sized to accommodate a large family without overcrowding.

According to the 2010 Census, 6,362 large families reside in Westminster, representing approximately 52 percent of family households and 24 percent of all households. Less than 1 percent of the City's nonfamily households are large households. In 2010, 3,369 ownership households and 2,793 renter households consisted of five or more persons, regardless of family or nonfamily relationship.

While the City's housing stock contains a large number of units with three or more bedrooms, the 2012 SCAG Existing Housing Needs Data estimates that overpayment for housing is experienced by 64 percent of lower to moderate income large-family renters and 39 percent of lower to moderate income owner households. Overpayment is defined as a household that must expend more than 30 percent of its income for housing. This condition indicates that assistance should be targeted

especially to larger households to minimize problems with overpayment. Additionally, larger units should be preserved and maintained to ensure adequate stock remains in the City.

### **The Elderly**

The 2010 Census identified 12,792 persons age 65 years or older living in the City of Westminster, comprising approximately 41 percent of the total City population, up from 11 percent or 9,634 elderly persons residing in the City in the 2000 Census. The elder population is also increasingly residing in renter household. Of the City's elderly population, 3,829 resided in ownership households in 2010 compared to 4,006 in 2000, and 2,343 resided in renter households in 2010 compared to 1,453 in 2000. Individuals over the age of 65 often require special housing needs and services. Many seniors live on fixed incomes and need rental assistance or home maintenance assistance.

An estimated 3,116 of lower income elderly households have mobility and/or self-care limitations. These households typically need assistance to access vital services and daily essentials, such as food and health care. Elderly persons, particularly those with mobility and/or self-care limitations, are often dependent on public transportation and delivery programs. The St. Anselm's and Vietnamese Community of Orange County senior transportation programs provide free nonemergency transportation for seniors at least 60 years of age, to and from health appointments and prescription pick-ups within 15 miles of their residence. As of January 2007, each trip costs the rider up to \$2.00, based on ability to pay.

The County of Orange Office on Aging is an advocate and valuable resource for Westminster seniors. The Office on Aging operates the InfoVan, a traveling library of outreach materials for seniors and their caregivers that makes scheduled stops throughout the County. The Office on Aging provides an extensive database of useful information such as guides for financial and legal matters, nutrition and exercise, safety, prescription medicine, diseases and conditions, and transportation. Another resource provided by the Office on Aging is a weekly Vietnamese-language radio program that discusses a variety of senior-interest topics every Tuesday at 7:30 PM on 1190 AM radio.

Based on the 2010 Census, approximately 357 persons or approximately 3 percent of the seniors age 65 and over live in group quarters. Group quarters include state-licensed residential care facilities for six or fewer persons. Westminster permits residential care facilities serving six or fewer persons by right in the all residential zones and those serving more than six persons by conditional use permit in residential and commercial zones. Senior housing is permitted with a conditional use permit in all zones. The California Department of Social Services Community Care Licensing Division reports that as of June 28, 2013, six residential care facilities with a total capacity of 36 persons serve the elderly in Westminster. Seniors and their caregivers also utilize larger scale residential care facilities for the elderly. There is one large facility with a capacity of 122 persons in Westminster. In addition, there is one adult day care center that has a capacity of 60 persons.

**The Disabled**

According to the 2005-2006 America Community Survey 3-Year Estimates, an estimated 10.9 percent of City of Westminster's 89,827 residents that are five years of age or older have one or more disabilities. As shown in the following table, the share of the population with a disability increases with age.

TABLE 16  
PERCENT OF POPULATION BY AGE WITH AND WITHOUT DISABILITIES

	Age 5-15	Age 16-65	Age 65 and Over
Population	14,968	59,532	12,327
% With any Disability	2.5%	7.4%	37.8%
% With a Sensory Disability	0.3%	1.6%	17.0%
% With a Physical Disability	0.4%	4.1%	24.8%
% With a Mental Disability	2.1%	3.3%	19.3%
% With a Self-Care Disability	0.3%	1.1%	9.8%
% With a Go-Out-Side the Home Disability		2.1%	16.9%
% With an Employment Disability		4.3%	

*Source: 2005-2007 American Community Survey Three-Year Estimate*

The majority of persons with disabilities live on an income that is significantly lower than the non-disabled population. Many disabled individuals live on a small fixed income, which severely limits their ability to pay for housing. The Task Force on Family Diversity estimates that at least one-third of all persons with disabilities in the United States live in poverty. Persons with disabilities have the highest rate of unemployment relative to other groups. Although 73% of the City's population aged 16-64 was employed, according to the 2005-2007 American Community Survey, only 34% of disabled persons living in the City were employed. For most, their only source of income is a small fixed pension afforded by Social Security Disability Insurance (SDI), Social Security Insurance (SSI), or Social Security Old Age and Survivor's Insurance (SSA), which will not adequately cover the cost of rent and living expenses even when shared with a roommate. In addition, persons with disabilities oftentimes experience discrimination in hiring and training. When they find work, it tends to be unstable and at low wages.

**TABLE 17**  
**PERCENT OF POPULATION 16-64 WHICH IS EMPLOYED**  
**BY DISABILITY STATUS**

<b>Population 16-64</b>	<b>Total Number</b>	<b>Percent Employed</b>
Without Disability	55,139	73.1%
With any Disability	4,393	34.0%
With a Sensory Disability	978	39.1%
With a Physical Disability	2,445	33.5%
With a Mental Disability	1,937	23.5%
With a Self-Care Disability	640	13.6%
With a Go-Out-Side the Home Disability	1,260	16.5%
With an Employment Disability	2,566	24.5%

*Source: 2005-2007 American Community Survey Three-Year Estimate*

Some people with disabilities may live comfortably without special housing accommodations, but persons with physical and/or sensory disabilities often require specially designed, barrier-free housing that allows freedom of movement not only to and from the housing unit, but also within the unit itself. Special modifications to permit free access are very important in maintaining independence and dignity. The California Code of Regulations Title 24 requirements set forth access and adaptability requirements for the disabled population. These regulations apply to public buildings and require that ramps, larger door widths, restroom modifications, and other special facilities be incorporated into building designs. However, these standards are not mandatory for new single-family residential construction. Therefore, conventional housing may require modification to ensure its suitability for occupancy by a disabled person.

The City has adopted a Reasonable Accommodation Ordinance (ordinance 2456). The ordinance enacted a process for disabled individuals or those acting on their behalf to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices, and/or procedures of the City, and includes a provision for a representative to the request.

There are a number of resources available throughout the County to serve the disabled and mentally ill residents of Westminster. Table 18 identifies some of the organizations in or near Westminster that specialize in providing services for the disabled and mentally ill population.

**TABLE 18  
INVENTORY OF FACILITIES AND SERVICES FOR THE DISABLED AND MENTALLY  
ILL POPULATION  
CITY OF WESTMINSTER AND SURROUNDING AREAS**

<b>Organization Name</b>	<b>Type of Service Provided</b>	<b>Population Served</b>
The Blind Children’s Learning Center of Orange County	Braille instruction, occupational and communication therapies, and vision services	Children from birth to 12 <sup>th</sup> grade
Dayle McIntosh Center for the Disabled	Skills training, adaptive life skills, referrals, etc.	Disabled persons
Goodwill Industries of Orange County	Vocational evaluation, training, and employment opportunities	Adults with physical, psychiatric, and developmental disabilities
John Henry Foundation	Medically supervised residential facility	Mentally disabled persons
Mental Health Association of Orange County	Medication support, case management, vocational rehabilitation, etc.	Mentally disabled persons
Orange County Arc	Educational, vocational, and life skills training	Developmentally disabled adults
Regional Center of Orange County	Educational and vocational skills training	Developmentally disabled adults
Providence Speech and Hearing Center	Complete diagnostic and treatment services	Children and adults with speech and hearing impairments
United Cerebral Palsy Association of Orange County, Inc.	Support group, life skills training	Persons with cerebral palsy and similar disabilities
Visiting Nurse Association Home Health Systems	Home-based nursing, rehabilitation, etc.	Ill, injured, or physically disabled persons
Vocational Visions	Health-related services and job placement support	Developmentally disabled adults

**Persons with Developmental Disabilities**

According to Section 4512 of the Welfare and Institutions Code a "Developmental disability" means a disability that originates before an individual attains age 18 years, continues, or can be expected to continue, indefinitely, and constitutes a substantial disability for that individual which includes mental retardation, cerebral palsy, epilepsy, and autism. This term shall also include disabling conditions found to be closely related to mental retardation or to require treatment similar to that required for individuals with mental retardation, but shall not include other handicapping conditions that are solely physical in nature.

Many developmentally disabled persons can live and work independently within a conventional housing environment. More severely disabled individuals require a group living environment where supervision is provided. The most severely affected individuals may require an institutional environment where medical attention and physical therapy are provided. Because developmental disabilities exist before adulthood, the first issue in supportive housing for the developmentally disabled is the transition from the person’s living situation as a child to an appropriate level of independence as an adult.

The State Department of Developmental Services (DDS) currently provides community based services to approximately 243,000 persons with developmental

disabilities and their families through a statewide system of 21 regional centers, four developmental centers, and two community-based facilities. The **Regional Center of Orange County** (Santa Ana) is one of 21 regional centers in the State of California that provides point of entry to services for people with developmental disabilities. The center is a private, non-profit community agency that contracts with local businesses to offer a wide range of services to individuals with developmental disabilities and their families. Based on information from DDS, there are approximately 534 persons with developmental disabilities in the City of Westminster.

There are a number of housing types appropriate for people living with a development disability: rent subsidized homes, licensed and unlicensed single-family homes, inclusionary housing, Section 8 vouchers, special programs for home purchase, HUD housing, and SB 962 homes. The design of housing-accessibility modifications, the proximity to services and transit, and the availability of group living opportunities represent some of the types of considerations that are important in serving this need group. Incorporating 'barrier-free' design in all, new multifamily housing (as required by California and Federal Fair Housing laws) is especially important to provide the widest range of choices for disabled residents. Special consideration should also be given to the affordability of housing, as people with disabilities may be living on a fixed income.

In order to assist in the housing needs for persons with Developmental Disabilities, the City will implement programs to coordinate housing activities and outreach with the Regional Center and work with housing providers, including non-profit developers to assist in the creation of housing for persons with developmental disabilities.

#### **Extremely Low Income Households**

Extremely low income households are those earning annual incomes that are 30 percent or less of the AMI. Based on state income limits for 2013, a four-person, extremely low income household earns no more than \$28,900, and can afford approximately \$722 per month for rent (based on expending 30 percent of annual income on housing). Homeownership for extremely low income households is generally considered infeasible throughout southern California, including Westminster. Households with extremely low incomes often experience severe overpayment and overcrowding. According to 2000 CHAS data, approximately 87 percent of extremely low income renter households expend more than 30 percent of their income on housing. Approximately 68 percent of extremely low income owner households also overpay for housing. According to Westminster School District (kindergarten through 8<sup>th</sup> grade) records for the 2007/2008 school year, 39 students considered homeless were sharing one housing unit with multiple families.

According to the 2011 American Community Survey (ACS) 83 percent of owners with incomes less than \$20,000 pay 30 percent or more of their income for housing and 53 percent of owners with incomes between \$20,000 and \$34,000 pay 30 percent or more for housing. Similarly, 87 percent of renter households with incomes less than \$20,000 and between \$20,000 and \$34,999 pay 30 percent or more of their income for housing.

According to SCAG's Existing Housing Needs Data Report for Westminster, there are an estimated 4,656 extremely low-income households in the City, or 17.5 percent of Westminster's households. The majority (61 percent) of the households with

incomes less than \$35,000 and 67 percent of households making \$20,000 or less are renter households. Small families consisting of two to four persons and one- or two-member elderly households make up 35 and 33 percent of the City's extremely low income households, respectively according to the 2000 CHAS. Single resident occupancy (SRO), senior rentals, and subsidized family housing types are necessary to meet this need.

The City facilitates extremely low income housing production by permitting conversions of motels into restricted lower income SRO units. Due to the large amount of subsidy necessary, government assistance is expected to support extremely low income households.

The previously conducted Land Inventory identified an underutilized site U1, which was developed in 2010 to provide 36 affordable large family rental units. The Redevelopment Agency used affordable housing set-aside funds, available at the time, to purchase the site, thus reducing the cost to the developer. While the Redevelopment Agency's Draft Affordable Housing Strategy adopted in 2008 proposed programs to assist very low income households the loss of Redevelopment funding eliminated programs such as the affordability covenant purchasing program intended to serve very low income households.

### **Single-Parent Households**

Single-parent households face challenges in providing shelter and an income for their families. Single-parent households are often single-income households and are more likely to have lower incomes than two-parent households. According to the 2000 Census, the median income for a male single parent household was \$36,250, and for a female single parent household was \$27,466, or \$46,461 and \$35,203, respectively, when adjusted for inflation in 2008. These incomes are significantly lower than the median income of \$53,786 (\$68,937 adjusted) for a two-parent household. In 2000, the number of single-parent households with children under the age of 18 was 2,074, representing 7.4 percent of the City's households. The 1,327 female-headed households with children under the age of 18 represented 5 percent of the City's total households.

By 2010 the number of single parent households in the City had increased significantly. According to the 2011 ACS, the number of single-parent households with children under 18 was 5,027, representing 26 percent of the City's households with children. Twenty-four percent of these single-parent households have incomes below the federal poverty line.

### **Homeless Population**

There are numerous factors that contribute to homelessness in Westminster and Orange County. Difficulties in obtaining employment, mental illness, family problems, and substance abuse are a few common factors. Individuals and families experience homelessness for a variety of reasons, and therefore a homeless population may have a variety of needs. A homeless person may need medical care, job training, childcare assistance, mental health care, credit counseling, substance abuse treatment, and/or English language education, among other services.

The County of Orange conducts a countywide housing needs assessment every other year. The needs assessment is not conducted on a city-by-city basis. Due to the transient nature of the homeless population, the county's reports provide a countywide overview of the homeless population and assessed needs. The 2006 Continuum of Care Gaps Analysis estimates that there are 19,358 homeless persons in Orange County, 2,587 of which are chronically homeless. The County's 2010-2015 Consolidated Plan estimates the homeless population at 8,333, with 3,783 listed as chronically homeless. Table 19 provides estimates for some of the County's homeless subpopulations.

Sub-Population	Estimated Number of Persons
Chronically Homeless	3,783
Severely Mentally Ill	2,392
Chronic Substance Abuse	3,075
Veterans	1,282
Persons with HIV/AIDS	75
Victims of Domestic Violence	650
Youth (Under 18 year of age)	149

Source: County of Orange, 2010-2015 Consolidated Plan.

The transient nature of homeless persons poses a challenge to identifying the exact number of homeless persons and their specific needs in Westminster. In April 2008 the Westminster Police Department estimated that the City's daytime homeless population consists of approximately 50 to 65 homeless persons, peaking during the warm summer months. The police department generally observes homeless persons congregating in large commercial areas and in the section of the Bolsa Avenue corridor known as Little Saigon. The majority of Westminster's visible homeless population is made up of single, adult males. Most appear to leave the city in the evening. Those who do reside in Westminster at night sleep in cars or in temporary structures behind commercial buildings and out of public view. According to the police department, many appear to suffer from mental health or substance abuse problems. Homeless individuals may be well served by SRO units, second units, and transitional housing. Transitional housing facilities offer personal development programs, often augmented with health maintenance and professional counseling. Personal skills must be developed if true self-sufficiency is to be achieved.

Homeless families in Westminster are less visible because they often live friend-to-friend or relative-to-relative, motel to motel, or in transitional housing or another form of shelter. Westminster School District (kindergarten through 8<sup>th</sup> grade) reported as part of their McKinney-Vento Homeless Education Funding a total of 1,722 homeless children in the District. The primary nighttime residency of the homeless children in the District consisted of temporary shelters (20), hotels/motels (10), temporarily doubled up (1,681) and temporarily unsheltered (3). Homeless families have special needs with regard to housing, such as size to accommodate adequate personal space, affordable child care, and various forms of counseling and life skills training.

Due to the wide range of housing resources needed by the diversity of the homeless community, it is important that the City minimize government constraints on a range of homeless housing resources, including emergency shelters, transitional housing, and low income housing units.

The zoning code allows for emergency shelters by right in the P/SP (Public Semi-Public) and ES (Emergency Shelter) Overlay Zone. In addition, emergency shelters are allowed in the C2 (General-Business) and CM (Commercial-Manufacturing) zones subject to the issuance of a conditional use permit. Transitional housing and supportive housing are permitted in all residential zones. When the prior Housing Element was adopted in 2008, the City identified a total of approximately 493 acres zoned P/SP, of which approximately 45 acres are vacant or underutilized (containing older industrial uses or nursery space). Of these 45 acres, about 5 acres are located immediately adjacent to schools and are considered inappropriate for homeless or emergency shelters. Approximately six acres are vacant and located at or near intersections and mass transit opportunities. The zoning code was adopted in May 2010, to permit emergency shelters in the P/SP zoning district by right. This action was the initial step in implementing portions of program Nos. IIB5.2 and IIB5.3 of the prior Housing Element. Following the zoning Code update in 2010, the City began analyzing the potential of each P/SP zoned site to determine if there was adequate capacity to provide for Westminster's homeless population. To further understand the needs of the community as they relate to emergency shelters, transitional housing and supportive housing, the City contacted each of the organizations listed in Table 18 and invited the organizations to a community workshop to evaluate the P/SP zoned sites and other sites to identify additional zones in which to permit or conditionally permit emergency shelters, permit transitional shelters, and potentially create a plan for a multijurisdictional facility. The community workshop was conducted in 2011 and was attended by various shelter providers. As a result of the community workshop, the City adopted an Emergency Shelter ordinance in 2013, which included the following: transitional and supportive housing was added to the list of permitted residential uses; development and operational standards for emergency shelters were established; a emergency shelter overlay zoning district (where emergency shelters would be permitted by right) was established; and 21 acres of contiguous land was rezoned to include the emergency shelter overlay zone. Thus, with the adoption of the Emergency Shelter ordinance, Westminster has fully implemented all of the programs associated with SB 2. There are 15 known transitional housing units in Westminster serving families that are escaping extreme living conditions such as living on the streets or in a car, or domestic violence. Families are allowed to stay for up to two years, and receive supportive services, such as job training and parenting classes, at a nearby off-site location. Studying the success of these units and discussing transitional and emergency housing issues with local service providers will inform the City as standards are crafted to integrate these uses into existing neighborhoods.

A network of local and regional service providers operate a number of programs to serve the needs of varied homeless subpopulations. Table 20 provides a list of emergency and transitional shelters and available services for the homeless population in and around Westminster.

**TABLE 20  
FACILITIES AND SERVICES FOR THE HOMELESS  
CITY OF WESTMINSTER**

<b>Organization Name</b>	<b>Type of Service Provided</b>	<b>Homeless Population Served</b>	<b>Number of Beds</b>
American Family Housing – Midway City	Transitional shelter	All	30
American Family Housing – Westminster	Transitional shelter	Families	N/A
Anaheim Interfaith Shelter/Halcyon	Transitional shelter	All	N.A.
Catholic Worker – Santa Ana	Emergency shelter	All	12
Catholic Worker – Santa Ana	Meals and showers	Women	N.A.
Cold Weather Shelter Program – Santa Ana	Emergency shelter	All	N.A.
Colette's Children's Home	Emergency and transitional shelter	Women and children	N.A.
Corbin Community Center – Santa Ana	Case management	All	N.A.
Covering Wings – Anaheim	Blankets, clothes, etc.	All	N.A.
El Modena Transitional Housing – Orange	Transitional shelter	Large families	N.A.
Emmanuel House – Santa Ana	Transitional shelter	Adults with HIV/AIDS	21
Episcopal Service Alliance – Huntington Beach	Food, clothes, case management	All	N.A.
Foursquare Church of Anaheim	Food and clothing (2x/month)	All	N.A.
Fullerton Interfaith Emergency Services	Emergency assistance	All	N.A.
House of Hope – Orange	Transitional shelter	Women	N.A.
Interval House – Orange County	Transitional shelter	Women and children	N.A.
Joseph House – Santa Ana	Transitional shelter	Men, emphasis on veterans	20
Lutheran Social Services – Garden Grove	Food, clothing, commodities, etc.	All	N.A.
Mary's Shelter – Central Orange County	Temporary housing	Pregnant teenagers	N.A.
Mercy House Transitional Living – Santa Ana	Transitional shelter	Men	N.A.
Metro Christian Center – Santa Ana	Case management	All	N.A.
New Vista Shelter/Fullerton Interfaith Emergency Services	Transitional shelter	Families with children	N.A.
Orange Coast Interfaith Shelter – Costa Mesa	Transitional shelter	Families with children	N.A.
Orange County Community Development Council – Garden Grove	Case management	All	N.A.
Orange County Rescue Mission – Various Locations	Emergency shelter	All	N.A.
Regina House – Santa Ana	Transitional shelter	Women with children	N.A.
Salvation Army Hospitality House	Emergency shelter	All	207
Serving People in Need – Costa Mesa	Housing, case management, etc.	Families with children	N.A.
Share Our Selves – Costa Mesa	Case management	All	N.A.
Sheepfold Shelter – Central Orange County	Transitional shelter	Women with children	N.A.
Someone Cares Soup Kitchen – Costa Mesa	Lunch and groceries	All	N.A.
Thomas House Shelter – Garden Grove	Transitional shelter	Families with children	N.A.
Vietnamese League – Garden Grove	Emergency shelter, food, citizenship education	Families, seniors	8
YWCA/Project Hope – Orange	School, tutoring, and meals	Children grades K-8	N.A.
YWCA/Hotel for Women – Santa Ana	Transitional housing, employment and personal counseling	Women	38
YWCA/Steps to Independence – Santa Ana	Transitional housing, employment and life skills training	Women	

### **Farmworkers**

According to the 2011 ACS approximately 38 Westminster residents were employed in the agriculture, forestry, fishing, or hunting industries, comprising approximately 0.1 percent of Westminster resident industries. This is a decrease from the 254 farmworkers in the 2004 Census and 102 in the 2005-2009 ACS. Farmworkers

generally have a need for lower income housing. Lower income farmworker households in Westminster are served by general housing assistance programs such as Section 8 rental assistance and deed-restricted affordable rental units.

### *Overcrowding*

Overcrowding refers to a living situation in which there is more than one occupant per room in the house, excluding hallways, bathrooms, closets, and kitchens. Several undesirable conditions are associated with overcrowding. Accelerated deterioration of the home, overtaxed plumbing facilities, and parking problems often occur as a result of having too many persons sharing one living space.

Overcrowding in Westminster is predominately experienced in renter households. The 2000 Census indicated that overall, 22.8 percent of the City's housing units are overcrowded. Approximately 39 percent of rental units (4,052) and 12 percent of owner-occupied units (1,958) were overcrowded in 2000

The amount of overcrowding in the City has been decreasing. According to the 2011 ACS, overall 3,987 or 14 percent of the City's housing units are overcrowded. This includes 1,083 overcrowded owner occupied units (or 6.9 percent of owner occupied units) and 2,904 overcrowded renter occupied units (or 22.6 percent of renter occupied units).

Although overcrowding has decreased, the amount of overcrowding remains an indication of a need for larger rental units. Overcrowding for moderate and lower income households in Westminster could be lessened by focusing rehabilitation and infill efforts on subsidized family housing with three or more bedrooms.

### *Overpayment*

Although overcrowding has decrease in the City over the last decade, the share of residents overpaying for housing has increased. Overpayment refers to a household that expends more than 30 percent of its gross income for housing. According to the 2000 Census, 39 percent of all households in Westminster overpaid for housing. Approximately half of all renter households (5,154) and 30 percent of owner households (3,976) overpaid for housing.

By 2011, this percentage had increased to 51.7 percent of households in Westminster overpaying for housing. According to the 2011 ACS, approximately 66 percent (8,356) renter households and 51 percent (5,164) owner households with a mortgage overpay for housing.

Expending more than 30 percent of a household's monthly gross income for housing leaves a smaller share of income available for other important expenditures, such as food, health care, and transportation. Moderate and upper income households may, and often do, expend more than 30 percent of their incomes for housing without experiencing hardships. However, the level of housing expenditure is critical to lower income households because of the limited and sometimes fixed nature of their incomes.

Lower income households earn less than 80 percent of the AMI and are considered in critical need of assistance. According to 2000 CHAS data, overpayment is

prevalent in lower income households regardless of tenure. For very low income households 80 percent of renters and 62 percent of homeowners overpaid for housing. For low income households, 30 percent of renters and 50 percent of homeowners overpaid.

Housing subsidy programs are available to assist in providing housing for low-income households. One of the most widely used programs is the Section 8 Rental Assistance Program. As of May 2013, there are 1,945 households in Westminster receiving rental assistance through either the Section 8 Voucher or other certificate programs. These programs are administered through the Orange County Housing Authority (OCHA). As indicated in the periodical reports issued by OCHA, Westminster has the largest number of Section 8 participants of any city in Orange County.

**Future Housing Needs**

*2013-2021 RHNA*

Under state guidelines, SCAG is required to identify regional housing needs by conducting a Regional Housing Needs Assessment (RHNA). This report entails fair share housing allocations among jurisdictions in order to accommodate population and employment growth from October 15, 2013 to October 15, 2021. Additionally, the housing need is delineated by affordability standards to provide housing for all economic segments of the population.

According to the RHNA allocation, in order for the City to sufficiently meet housing demands, it is estimated that 2 total units will be needed. The units are distributed among the income categories. Accordingly, 50.0 percent are collectively allocated to the very low and 50.0 percent are allocated to low income households. No units are allocated to moderate income or above moderate income.

State housing law also recommends that the City assume that one-half of its very low income households are extremely low income households. With a RHNA (2013-2021) of 1 very low income households, an estimated 1 must be extremely low income. The City of Westminster previously addressed this housing need through the development of an affordable housing project on an underutilized site (Site U1) described in the Land Resources section of the prior certified Housing Element document and was subject to Redevelopment Agency-funded programs described in the Governmental Constraints and Resources section of the prior certified Housing Element. A summary of the City’s current RHNA is provided in Table 21.

**TABLE 21  
REGIONAL HOUSING NEEDS ASSESSMENT 2013-2021  
CITY OF WESTMINSTER**

<b>Income Category</b>	<b>RHNA</b>	<b>Percentage of Households</b>
Extremely Low (30% or below of median)	0	0.0%
Very Low (31–50% of median)	1	50.0%
Low (51–80% of median)	1	50.0%
Moderate (81–120% of median)	0	0.0%
Above Moderate (120% above median)	0	0.0%
<b>TOTAL</b>	<b>2</b>	<b>100%</b>

Source: SCAG 2012

As indicated in Table 21, above, the current RHNA for this City is two (2) units, both of which are to be low or very-low income units. Similar to that which was proposed previously, the City has identified three sites that could accommodate these two units as shown in Table 21. One of the sites, Site V3, has an application pending for an 80-unit single-family attached home subdivision.

### *Units in Need of Rehabilitation and Replacement*

The City's ongoing housing rehabilitation programs, code enforcement activities and residents' diligent home maintenance and property management efforts have helped maintain the quality of an older community. The housing conditions survey conducted in 2007 showed that 26 percent of the units are in excellent condition and 65 are in good condition; however, the majority of the housing stock was constructed over 30 years ago, and precautionary measures should be taken to preserve housing and neighborhood quality.

The September 2007 housing conditions survey rated the City's existing housing stock excellent, good, fair, and poor. A rating of fair indicates a need for substantial rehabilitation or demolition, while a rating of poor that demolition is necessary. Survey results show that 8 percent of housing units are in fair condition, and 1 percent is in poor condition. Approximately 151 units may be in need of replacement, while 1,871 units are likely in need of substantial rehabilitation. The poorly rated units (those most likely to need replacement) consist of 37 single family homes and 114 multifamily units. These areas may be targeted for Agency assistance and activity.

### *Preservation of "At Risk" Affordable Housing Units*

State housing element law requires the analysis of government-assisted housing that is eligible to convert from lower income housing to market rate housing within five years after the end of the planning period (2026). Government-assisted housing units sometimes changes to market rate due to expiration of subsidies, mortgage prepayments, or expiration of affordability restrictions.

There are no units at risk of losing their affordability restrictions during the planning period or within five years after the planning period, 2026. City records identified 9 projects currently providing 446 units of affordable housing:

- Worth Drive House – 1 low income family home expires in 2055
- Cedar Street Triplex – 3 very low income family units expire in 2060
- Habitat for Humanity – 4 very low income family units affordable in perpetuity
- Stratford Place – 27 very low income family units expire in 2060
- Newland Converted Motel – 54 very low income SRO units expire in 2061
- Windsor Court – 58 lower income senior units expire in 2060
- Coventry Heights – 76 very low income senior units expire in 2058
- Westminster Senior Apartments – 91 lower income senior units expire in 2058
- Rose Gardens – 132 lower income senior units expire in 2026

At this time the City and Agency does not have any plans to destroy or remove any restricted affordable housing units by 2026.

Although there are no restricted Section 8 projects in the City, approximately 1,945 Section 8 voucher recipient households use their vouchers in Westminster. Absent any restricted Section 8 units, these Section 8 voucher households do not create any at risk units.

*Summary of Housing Needs*

A summary of existing and future housing needs in Westminster is provided in Table 22.

TABLE 22  
SUMMARY OF HOUSING NEEDS  
CITY OF WESTMINSTER

2014-2021 Growth Needs <sup>1</sup>		Special Needs Group <sup>2</sup>	
Extremely Low	0	Large Families <sup>3</sup>	6,382
Very Low	1	Elderly Persons <sup>3</sup>	12,792
Low	1	Disabled Persons <sup>4</sup>	9,430
Moderate	0	Extremely Low Income Households <sup>4</sup>	4,656
Above Moderate	0	Female Headed Households (w/ and w/o children) <sup>3</sup>	3,681
<b>TOTAL</b>	<b>2</b>	Single Parent Headed Households <sup>2</sup>	5,027
		Homeless Children – Westminster School District <sup>6</sup>	1,722
		Farmworkers	38
<b>Overcrowded Households<sup>2</sup></b>			
Renter	2,904		
Owner	1,083	<b>Units in Need of Substantial Rehabilitation<sup>5</sup></b>	
<b>TOTAL</b>	<b>3,987</b>	Single-Family	780
		Multifamily	1,091
		<b>TOTAL</b>	<b>1,871</b>
<b>Overpaying Households<sup>4</sup></b>			
Renter	8,356	<b>Units in Need of Replacement<sup>5</sup></b>	
Owner	5,164	Single-Family	37
<b>TOTAL</b>	<b>13,520</b>	Multifamily	114
		<b>TOTAL</b>	<b>151</b>

Source: Willdan 2013 and as noted below:

1: SCAG 2012

2: US Bureau of the Census 2011 American Community Survey

3: US Bureau of the Census 2010

4: SCAG – Existing Housing Needs Data

5: Westminster Housing Conditions Survey, RSG, Inc. 2007

6: Westminster School District – McKinney-Vento Homeless Education Funding report. In addition, the Westminster Police Department estimated in April 2008 that the City's daytime homeless population was 50 to 65 homeless persons.

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## 5. Land Resources

As shown in Table 21, there are three sites in the city with remaining housing development potential, sites V1, V2 and V3. An application was filed in 2013 for the development of Site V3 with an 80 unit single family small lot subdivision. Site U1, which was identified as a potential housing site in the prior Housing Element has been developed with 35 affordable units.

To respond to future housing needs, the City has identified housing potential in the following four categories:

- **Constructed Units:** units constructed on or after October 1, 2013
- **Approved Units:** entitled units that have yet to be constructed and may be constructed during the planning period
- **Vacant Land:** vacant land zoned for residential use that may be developed during the planning period
- **Underutilized Land:** presently underdeveloped land zoned for residential use or available to transition to residential use during the planning period

### Constructed Units

City housing permit data indicated that 279 units were constructed from 2007 to 2011. This is in excess of the RHNA requirement for the last cycle as well as the current RHNA requirement for two (2) units. Of these units, 242 were above-moderate, and 37 units were for very low income. Constructed units exceed the City's RHNA allocation for the last housing cycle and the current housing planning period for above moderate income (63) and very low income (30). Thirty five (35) of the very low income units provided for family rental units.

### *Affordable Housing Activities*

During the last planning period, the housing activities noted below provided for the provision of affordable housing units. A non-profit housing developer acquired and rehabilitated three (3) single family units restricted to low income rental housing units. Through the use of past Redevelopment Housing Set-Aside funds, ten (10) first time homebuyer loans were provided to low and moderate income persons/families. Redevelopment Set-Aside funds also provided for the rehabilitation of one hundred (100) mobile homes and fifty eight (58) single family homes occupied by low- and moderate-income households. Working with a non-profit housing developer and utilizing HOME and Set-Aside funds a four unit multi-family apartment was substantially rehabilitated. The units are now managed by the non-profit American Family under a 55-year affordability covenant. Set-Aside funds also provided for disability access through the installation of a handicapped accessibility into a mobile home. The City faces a tremendous loss of funding resources to provide for affordable housing needs with the elimination of the California Redevelopment Program in 2011.

### Approved Units

The City has committed HOME funds to a Community Housing Development Organization (CHDO), Linc CDC to develop an affordable housing project. The City is extending gap financing with HOME money to provide affordable rental housing through the acquisition for rehabilitation of 30 rental housing units. The elimination of

California Redevelopment programs removed the City's primary tool for creating affordable housing. However, the City anticipates the return of a SERAF payment of \$14.5 million from previous State funding takeaways. Funding must be used for affordable housing purposes.

### **Vacant Land**

Because of the builtout nature of Westminster, the supply of vacant land suitable for immediate residential development is limited to less than a half-dozen parcels throughout the City. During the last planning cycle a GIS-based analysis of land resources combined with an assessment of physical and regulatory limitations narrowed the number of sites with potential for residential development within the planning period to three sites. No new vacant sites have been added to the City's inventory since that time.

In total, these three sites provide 19.28 acres available for housing development. Each of these sites has adequate public infrastructure to accommodate development and is currently zoned for residential development. Buildout capacities were established for each site based on land use controls, development standards, and densities of constructed similar sites within the City.

#### **Site V1**

Site V1 was identified as a vacant site in the previous housing element and is still available for development. Site V1 consists of four parcels, with two zoning designations (R3 and C1), under the same ownership. Senior housing is a special use in Westminster without a maximum density and with minimal development standards. Westminster uses the CUP process to provide design flexibility without the creation of a specific plan. Additional regulatory relief is provided through reduced parking requirements, reduced open space requirements, and a significantly reduced public park fee.

Senior rental housing provides small units appropriate for individuals and couples seeking lower maintenance and lower cost housing. This site was previously considered for senior housing. However, the loss of Housing Set Aside funds to provide City incentives to promote affordable housing projects make it less likely that projects will move forward toward development.

Based on the affordability gap analysis performed by Willdan, in June 2013, the median rent for a two bedroom apartment in Westminster was \$1,532 while the affordable rental cost for a very low income household was \$944. The affordable rental price for a three (3) person low income household was \$1,594. Given the nature of senior housing and current rental costs, it is reasonable to assume that some seniors will find it difficult to afford rental housing without some type of subsidy.

#### **Site V2**

Site V2 is adequately sized to accommodate two units, both assumed to be affordable to above moderate income households.

### Site V3

Site V3 (9.2 net acres) is the only large and vacant low density parcel in Westminster and is not expected to provide affordable housing. An application was filed in May 2013 to permit 80 single-family dwelling units on small lots. The project is under review and will be scheduled for a planning commission hearing in the coming months. The units will be developed as above-moderate income units.

### Site V4

Site V4 is an additional vacant site (8,100 square feet) that has a high-density housing designation which could accommodate an additional 3 units. It is included at the bottom of Table 24.

## Underutilized Land

The City of Westminster is dedicated to finding alternative opportunities for housing development. Considering the high cost and scarcity of vacant residential land, the City of Westminster looks to underutilized parcels for affordable housing sites. For the Housing Element, underutilized parcels are defined as property that is either developed but could accommodate greater intensity or vacant land that is not currently zoned for residential uses. Underutilized land may address the City's future housing needs if the element describes the realistic development potential based on several factors, including recent development trends, recent market conditions, existing uses, and existing or proposed incentives.

### *Recent Development Trends*

The City of Westminster also has had a history of transforming underperforming commercial and residential parcels into successful housing developments. Project types include market-rate apartments, townhomes, and condominiums, as well as subsidized senior apartments, SRO units, and family housing. Much of the success for affordable housing projects has resulted from Redevelopment Agency Housing Set Aside funding allowing the City to be active in supporting affordable housing. With the elimination of California Redevelopment Programs in 2011, the City of Westminster is greatly limited in providing financial incentives for affordable housing programs. The City will have to rely more heavily on utilizing HOME Program funds in support of housing projects to benefit low- and moderate-income persons.

In recent years all new affordable housing construction (not rehabilitation or purchasing of existing projects) in the City utilized density bonus laws to achieve maximum build-out potential. Development of the previously underutilized Site U1 discussed below used the density bonus program to maximize development potential on the site and took advantage of a development incentive in the form the provision of land provided by Redevelopment Housing Set-Aside funds.

### *Recent Market Conditions*

While the housing market in southern California softened in the years 2007-2011, the housing market in late 2012 and 2013 is becoming stronger. Orange County homes are still commanding prices only affordable to moderate and above moderate income households. Furthermore, home prices in communities closest to the coast have not decreased as much as their inland counterparts. Recent median home sales

information for June 2013 provided by Zillow on-line data for home sales shows that the Westminster median home price for two bedroom homes was \$359,500 and \$479,900 for three bedroom homes. Although the median home price per month may vary due to several factors, it is important to note that both median sales prices are affordable only to moderate and above moderate income households. As the housing market becomes stronger and housing costs rise, homes in Orange County and the City of Westminster will become even less affordable to lower income households and marginally affordable to moderate income households.

*Development of Underutilized Parcels*

A previously underutilized 1.18-acre site (Site U1 depicted in Figure 1) was developed with 35 units of affordable rental housing. The site was re-designated from being zoned for Restricted Commercial (CR), which is appropriate for low-intensity office uses, to high-intensity residential. In February 2008 the Westminster Redevelopment Agency approved an exclusive negotiation agreement with AMCAL Multi-Housing, Inc., for the development of 5 very low income family units in the project. To further this effort the Agency authorized the Director to purchase the site with Redevelopment Low and Moderate Income Housing Funds. The Agency acquired the site in March 2008.

The site was developed specifically to provide extremely low and very low income rental housing with on-site management. To permit higher density residential uses the site was rezoned to Multiple-Family Residential (R5/19–24 units per acre) and a density bonus was used to ultimately build out to 32.2 units per acre. The project was designed to address housing needs for lower income families, and all of the units will have three or more bedrooms.

An additional ten (10) underutilized sites have been identified that can be developed with residential units, as depicted in Table 24.

**Overall Development Potential**

Table 24 and Figure1 illustrate the overall development potential of underutilized and vacant land in the City for the planning period. As previously discussed, the underutilized site (U1) has been developed.

**TABLE 23  
DEVELOPMENT POTENTIAL OF VACANT AND UNDERUTILIZED SITES**

Site	Net AC	Existing Zoning	General Plan	Proposed Zoning	Proposed Density	VL	L	M	AM	Total
V1 <sup>1</sup>	4.9	R3	Planned Development Site 1 <sup>A</sup>	R3 and C1, respectively (no maximum density in any zone for senior housing)	16.3 DU/AC	0	25	50	85	160
	3.2	R3								
	0.5	R3								
	0.8	C1								
	0.4	C1								
SUBTOTAL	9.8	R3 and C1								
V2	0.1	R5	Res-High (15-25 DU/AC)	R5 (19–25 DU/AC)	20.0 DU/AC	0	0	0	2	2

**TABLE 23  
DEVELOPMENT POTENTIAL OF VACANT AND UNDERUTILIZED SITES**

Site	Net AC	Existing Zoning	General Plan	Proposed Zoning	Proposed Density	VL	L	M	AM	Total
V3 <sup>2</sup>	9.2	R1	Planned Development Site A <sup>B</sup>	R2 (8-14 DU/AC)	8.6 DU/AC	0	0	0	80	80
V4	.18	R4	Res-High (15-25 DU/AC)	N/A					3	3
<b>TOTAL VACANT</b>	<b>19.28</b>					<b>0</b>	<b>25</b>	<b>50</b>	<b>170</b>	<b>245</b>
U1	1.18	R5-PD	Res-High (15-25 DU/AC)	N/A	N/A		35			35 <sup>D</sup>
U2	.18	R5	Res-High (15-25 DU/AC)	N/A	N/A			1	1	2 <sup>C</sup>
U3	.14	R5	Res-High (15-25 DU/AC)	N/A	N/A			1	1	2 <sup>C</sup>
U4	.21	R5	Res-High (15-25 DU/AC)	N/A	N/A		2	2		4 <sup>C</sup>
U5	.20	R5	Res-High (15-25 DU/AC)	N/A	N/A		2	2		4 <sup>C</sup>
U6	.26	R4	Res-High (15-25 DU/AC)	N/A	N/A	2	1			3 <sup>C</sup>
U7	.26	R4	Res-High (15-25 DU/AC)	N/A	N/A	2	1			3 <sup>C</sup>
U8	.26	R4	Res-High (15-25 DU/AC)	N/A	N/A		1	2		3 <sup>C</sup>
U9	.18	R4	Res-High (15-25 DU/AC)	N/A	N/A		2			2 <sup>C</sup>
U10	.18	R4	Res-High (15-25 DU/AC)	N/A	N/A		2			2 <sup>C</sup>
U11	.27	R4	Res-High (15-25 DU/AC)	N/A	N/A		2	2		4 <sup>C</sup>
<b>TOTAL UNDERUTILIZED</b>	<b>3.32</b>					<b>4</b>	<b>13</b>	<b>10</b>	<b>2</b>	<b>29</b>
<b>TOTAL</b>	<b>22.60</b>	<b>--</b>		<b>--</b>		<b>4</b>	<b>38</b>	<b>60</b>	<b>172</b>	<b>274</b>

<sup>1</sup> Site V1 consists of four adjacent vacant parcels under the same ownership. A 160-unit senior housing project including 25 restricted low income units has been proposed. Senior housing is conditionally permitted in all zones of the City. Proposed density is based on the proposed project's site plan.

<sup>2</sup> The development potential of site V3 is calculated at a density comparable to existing development on similar sites: 4 units per acre.

<sup>A</sup> Planned Development Site 1 allows for residential uses without specifying the maximum allowed density. Any density could be considered provided that the overall development of site is consistent with the performance goal, which is an average of 529 vehicle trips per acre, per day.

<sup>B</sup> Planned Development Site A allows for residential uses without specifying the maximum allowed density. Any density could be considered provided that the overall development of site is consistent with the performance goal, which is an average of 115 vehicle trips per acre, per day.

<sup>C</sup> Net increase in units

<sup>D</sup> Constructed and not included in the total number of units that could be constructed upon underutilized parcels.

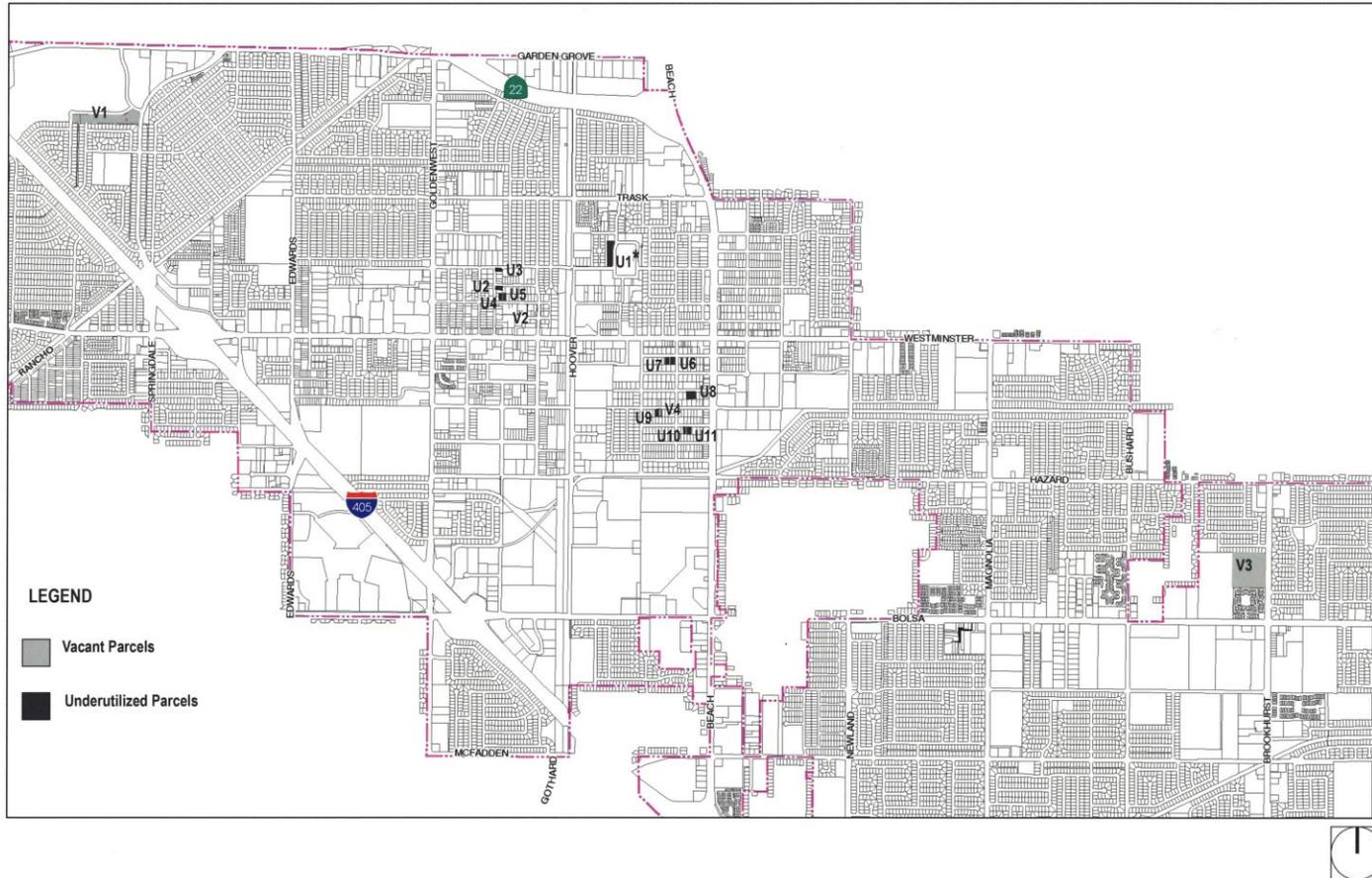


Table 25 shows a summary of development potential in Westminster, including already constructed units, units that have been approved but not yet constructed, and development potential on underutilized and vacant parcels in the City.

TABLE 24  
SUMMARY OF DEVELOPMENT POTENTIAL  
CITY OF WESTMINSTER

Type	Extremely Low	Very Low	Low	Moderate	Above Moderate	Total
Constructed <sup>1</sup>	0	37	0	0	242	279
Approved <sup>2</sup>	0	0	20	0	0	20
Vacant	0	0	25	50	170	245
Underutilized	0	4	13	10	2	29
<b>TOTAL</b>		<b>41</b>	<b>58</b>	<b>60</b>	<b>414</b>	<b>573</b>

1: Constructed units include 242 above-moderate units permitted between 2007 and 2011 and 37 very low income units

2: Approved units includes 20 low income units approved for HOME funding

## 6. Governmental Housing Constraints and Resources

Local governments affect the supply, distribution, and cost of housing through land use controls, building codes, development permits, and fees. Compliance with state-mandated requirements, such as environmental impact assessments and approval procedures, influences the cost of residential development. Governments also provide housing resources such as funding for preservation, rehabilitation, and new construction. This section identifies any potential constraints to housing development and opportunities for housing through government regulations and resources.

### Land Use Controls

The City's policies for development are set forth in the Land Use Element of the City's General Plan. The location, density, and type of housing developed in the City are guided by the zoning code and Land Use Element of the General Plan.

#### *General Plan*

State law requires each city to have a general plan that establishes policy guidelines for future development. The Land Use Element identifies the location, distribution, and density of land uses throughout the City. The Land Use Element describes three residential land uses ranging in density from 4 to 25 dwelling units per acre, or over 32 units per acre if maximizing development potential through density bonus provisions. Described in Table 25, the residential land uses allow for a variety of housing types to accommodate a range of owner and rental housing opportunities.

Land Use	Density	Description
Low Density Residential	0–7 DU/AC	Single-family detached units
Medium Density Residential	8–14 DU/AC	Single-family attached units and multifamily units
High Density Residential	15–25 DU/AC	Multifamily units with increased development intensity

Source: City of Westminster General Plan Land Use Element 1996

#### *Zoning Code*

Zoning regulations control development by establishing requirements related to height, density, lot coverage, setbacks, and parking. The City updated the zoning code in 2010 (Ordinance 2456).

The City's zoning code regulates community development by establishing permitted uses and development standards for residential uses. Westminster's residential zones range from a maximum of 7 units per acre in the Single-Family (R1) zone to 24 units per acre in the Multiple-Family Residential (R5) zone, exclusive of density bonus provisions. Additionally, the City allows manufactured housing in the R1 and R2 zones and does not establish a maximum zoning for senior housing. The zoning code update increased the allowable residential uses within the City to match the maximum allowable density (25 DU/AC) from the General Plan's High Density Residential land use. Permitted uses by zoning district are described in Table 26.

The current zoning code allows traditional and supportive housing types. With the exception of senior housing, adult day care/residential care facilities, and motel conversions to SRO units, the existing zoning code permits all residential uses by right in the residential zone appropriate to their density.

A conditional use permit is required for senior housing (which is conditionally permitted in every zoning district in the City) to provide an opportunity for flexible design standards and thorough review of each project. To facilitate senior housing, the City did not establish a maximum density or other development standards for senior-restricted units. Rather, the conditional use permit process allows the City to review each senior housing project to ensure the site plan and project design are appropriate. This process provides greater freedom in project design and higher density development. The City's positive track record demonstrates that the requirement of a conditional use permit provides opportunities for flexible and site-specific design without a specific plan.

The existing zoning code defines and permits transitional and supportive housing subject to the same regulations and development standards that apply to other residential uses in the same zone. The zoning code update also now permits emergency shelters by right in the P/SP zone and the ES overlay zone and allows for the location of emergency shelters in the C2 and CM zones with a Conditional Use Permit. In 2013, a 21.4 acre area was rezoned to include the ES overlay zone so that additional shelter capacity and opportunities could be provided.

The Planned Development (PD) overlay district applies to areas of existing large-scale, multiple-family residential and commercial complexes developed as a planned district, and sites suitable for similar large-scale development. The PD zoning district may also be applied to sites within commercial districts suitable for combined commercial, residential, and/or live-work uses within a physically integrated and contiguous area. The PD overlay district allows for variances from development standards. In exchange for allowing development standards beyond those permitted by the zoning code a developer includes on-site amenities and superior design. This zone was established to improve the quality of projects constructed in the City. A project applicant requests a zone change to achieve the PD overlay. The City processes the zone change and development application and the PD district is determined by the Council through the rezoning of the site to apply the PD Overlay zoning district, and through the approval of a Comprehensive Plan. Even though the PD overlay requires a zone change to be approved by the City Council, the overlay has been utilized in the majority of residential projects since the 1980s. The PD overlay is an opportunity for site-specific, high-quality residential project design and is not a constraint to affordable housing.

Table 25 lists the minimum acceptable standards for residential development within the City's districts to assure high quality, attractive development without hindering the production of affordable housing. These development standards do not serve as a constraint to the production of affordable and market rate housing.

**TABLE 26  
PERMITTED RESIDENTIAL USES BY ZONING DISTRICT  
CITY OF WESTMINSTER**

Housing Type	R1	R2	R3	R4	R5	P/SP	CR	C!	C2	CM	M1	M2
<b>Conventional Housing</b>												
Single-Family Detached	P	P	P	P	P	--	--	--	--	--	--	--
Mobile Homes Park (maximum 10 acres)	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP-
Mobile homes – outside of approved mobile home parks, on foundation system	P	--	---	--	--		==	--	--	--	--	
Modular/Manufactured housing	P	P	--	--	--	--	--	--	--	--	--	--
Multiple-Family Dwellings <sup>1</sup>	--	P	P	P	P	--	--	--	--	--	--	--
<b>Special Needs Housing</b>												
Adult Day Care	--	--	--	--	--	--	--	--	--	--	--	--
Emergency Shelters	--	--	--	--	--	P			CUP	CUP	--	--
Residential Care (≤6 clients) <sup>3</sup>	P	P	P	P	P	--					--	--
Residential Care (>6 clients)	CUP	CUP	CUP	CUP	CUP	--	CUP	CUP	CUP	CUP	--	--
Second Units	P	--	--	--	--	--					--	--
Residential with commercial (mixed use)	--	--	--	--	--	--	PD/CP	PD/C P	PD/C P	PD/CP	--	--
Senior Housing <sup>4</sup>	CUP	CUP	CUP	CUP	CUP	--	CUP	CUP	CUP	CUP	CUP	CUP
Single Resident Occupancy <sup>5</sup> (Motel Conversion)	--	CUP	CUP	CUP	CUP	--	--	--	--	--	--	--
Transitional Housing <sup>6</sup>	P	P	P	P	P	--	--	--	--	--	--	--

Source: City of Westminster Municipal Code

1: Multiple-Family Dwellings include single-family attached units and two-family dwellings.

3: In-home Residential Care facilities require a home business license.

4: Senior housing (multifamily) is conditionally permitted in every zoning district in the City. The CUP is necessary to provide design review because no maximum density is set for this form of development. The CUP process is intended to allow senior housing opportunities that maximize development potential without compromising safety and design quality.

5: Single Resident Occupancy units are housing units created through motel conversions.

6: Transitional and supportive housing were added to the City's zoning code as permitted uses in 2013, (Ordinance No. 2507).

**TABLE 27  
CURRENT RESIDENTIAL DEVELOPMENT STANDARDS  
CITY OF WESTMINSTER**

<b>Zoning or Overlay District</b>	<b>Minimum Lot Area</b>	<b>Density</b>	<b>Lot Coverage</b>	<b>Building Height</b>	<b>Front Yard</b>	<b>Interior Side Yard</b>	<b>Corner Side Yard</b>	<b>Rear Yard</b>
R1 Single-Family Residence	6–6,500 SF	1–7 DU/AC	40% max.	35 feet max.	Max. 50 feet from centerline	5 feet min.	5–10 feet min.	Min. 20% of average lot depth
R2 Multiple-Family Residence	6–6,500 SF	8–12 DU/AC	40% max.	35 feet max.	Max. 50 feet from centerline	5–7 feet min.	5–10 feet min.	Min. 20% of average lot depth
R3 Multiple-Family Residence	6–6,500 SF	13–14 DU/AC	50% max.	35 feet max.	Max. 50 feet from centerline	5–7 feet min.	5–10 feet min.	Min. 20% of average lot depth
R4 Multiple-Family Residence	6–6,500 SF	15–18 DU/AC	60% max.	35 feet max.	Max. 50 feet from centerline	5–7 feet min.	5–10 feet min.	Min. 20% of average lot depth
R5 Multiple-Family Residence	10,000 SF	19–24 DU/AC	60% max.	Varies <sup>1</sup>	Max. 50 feet from centerline	5–7 feet min.	5–10 feet min.	Min. 20% of average lot depth
Planned Development Overlay	Permits variations from zoning	Underlying Zoning	Permits variations from zoning	No established requirement	Permits variations from zoning			
Comprehensive Plan <sup>2</sup>	Per approved comprehensive plan							

Source: City of Westminster Municipal Code

1: Height restrictions for development within the R5 district are context-sensitive. If the proposed building abuts an R1 property the building height is limited to 35 feet. If the proposed building does not abut R1 property the maximum height is equal to the width of the adjoining street. The R5 zone provides potential for housing development of three to five stories tall or higher, depending on the width of the adjoining street.

2: Comprehensive Plan is similar to Site Plan Review for projects located in the Planned Development Overlay zoning district.

### *Building Codes and Enforcement*

The City of Westminster adopts building and safety codes to protect public health, safety, and welfare. However, these codes have the potential to increase the cost of housing construction and rehabilitation. Westminster has adopted the State of California Building Code, 2010 Edition, including all Appendix Chapters, based on the 2009 International Building Code, as published by the International Code Council, and the 1997 edition of the Uniform Housing Code as published by the International Conference of Building Officials. The City has not made any local amendments to the building codes that would impact housing.

Code enforcement is a critical component of retaining quality neighborhoods and residential structures. Unfortunately with the loss of Redevelopment Agency funds, code enforcement staff was reduced to three full-time positions. Building Inspectors were reduced to one full-time inspector. Code enforcement officers examine properties in response to complaints or as part of ongoing proactive programs. Identifying and prescribing solutions to code violations improves the community's appearance as well as resident safety.

The most common housing-related code enforcement violations in Westminster are illegal construction and deferred exterior maintenance. Residents seeking to expand their homes for relatives or renters often try to do so without adequate permits, particularly those attempting to convert a garage into living space. Violators are referred to the City's home improvement and rehabilitation loan programs.

### *Site Improvements*

Westminster may require on-site improvements to construct residential development. The developer of a residential project is required to provide the entire necessary public infrastructure to serve the project. This includes, but is not limited to, the provision of storm drains, light poles, and water and sewer connections. Vacant residential parcels in Westminster are infill sites with vital infrastructure systems and sidewalks, curbs, and gutters already in place.

Minimal improvements are necessary to develop housing in Westminster. The need for site improvements is limited and should not be considered a constraint to affordable housing. Site improvements in Westminster are necessary for the provision of safe and sanitary housing, such as lighting, connections to existing infrastructure, and a curb cut through which to enter and exit the project.

### *Parking Requirements*

Parking requirements in Westminster are generally more liberal than those imposed by other cities in Orange County. Parking facilities are required to be located on the same lot and reduce the amount of available lot area for housing. This can increase the cost of developing housing, as fewer, smaller units are constructed on the remaining developable land.

Parking requirements generally relate to the housing type and number of bedrooms or units. Some uses, however, require fewer parking spaces, such as student housing and residential care facilities. Existing parking standards are listed by residential development type in Table 28. These parking standards are not considered a constraint to development. The parking standard for second units,

which require an additional garage space, has not constrained the development of second units. The City entitled six second units in the previous planning period. In addition there are 5,808 R-1 zoned parcels within the City that are at least 7,000 square feet in area, and therefore eligible to construct a second unit. There are a total of 11,917 R-1 zoned lots in the City. Thus, nearly one-half of all R-1 lots within the City are eligible for a second unit.

**TABLE 28  
RESIDENTIAL PARKING REQUIREMENTS  
CITY OF WESTMINSTER**

<b>Development Type</b>	<b>Parking Requirement</b>
Single-Family Dwellings	For dwellings with 4 or fewer bedrooms – two-car enclosed garage having minimum interior dimensions of 20 feet in width and 20 feet in depth
	For dwellings with 5 or more bedrooms – 3 enclosed garage spaces with minimum interior dimensions of 10 feet by 20 feet (for each space) and 3 open parking spaces with minimum dimensions of 9 feet by 19 feet
Multifamily Dwellings	For units with 1 or fewer bedrooms (studio) – 1 enclosed garage space per unit and 0.5 off-street, open parking space per unit
	For units with 2 bedrooms – 1 enclosed garage space per unit and 1 off-street, open parking space per unit
	For units with 3 or more bedrooms – 2 enclosed garage spaces per unit and 0.5 off-street, open parking spaces per unit
Senior Housing	Determined on a case-by-case basis to provide flexibility
Second Units	1 garage space in addition to garage spaces required for the primary dwelling
Single Resident Occupancy (Motel Conversion)	1 parking space (uncovered) per dwelling unit
Residential Care Facilities	6 or fewer clients – as required for the type of dwelling, typically a single-family home
	7 or more clients – 1 parking space for every 3 beds
Boardinghouses, Lodging houses, Fraternity or Sorority Houses, Student Dormitories, Student Housing Facilities	1 parking space for every 2 guest rooms, dwelling units, or living units
Emergency Shelters	1 parking space for each staff member, plus 1 parking space for each 5 beds, and 1/2 space for each room designated for families and children.

Source: City of Westminster Municipal Code

***Density Bonus***

The State of California enacted significant changes to the state’s density bonus law, effective January 1, 2005. The City’s zoning code was amended to include Chapter 17.570 – Affordable Housing Density Bonuses, which implements the State law (chaptered as Government Code Section 65915-65918), which requires jurisdictions to grant a density bonus of 20 percent above the maximum permitted density if a development provides at least 5 percent of the units at rates that are affordable to very low income households or 10 percent of the units at rates that are affordable to low income households. If 10 percent of condominium or planned development units are affordable to moderate income households, then the project is eligible to receive a 5 percent density bonus.

In addition, there is a sliding scale that requires additional density bonuses above the 20 percent threshold (up to a maximum density bonus of 35 percent):

- An additional 2.5 percent density bonus for each additional increase of 1 percent very low income units above the initial 5 percent threshold;
- A density increase of 1.5 percent for each additional 1 percent increase in low income units above the initial 10 percent threshold; and
- A 1 percent density increase for each 1 percent increase in moderate income units above the initial 10 percent threshold.

Additionally, jurisdictions must grant concessions or incentives depending on the percentage of affordable units provided. Concessions and incentives include reductions in zoning standards, other development standards, design requirements, and mixed-use zoning among others. Any project that meets the minimum criteria for a density bonus is entitled to at least one concession and may be entitled to as many as three concessions.

Government Code Section 65915 et. seq. also reduced parking standards for the entire development project for projects eligible for a density bonus. These numbers are inclusive of guest parking and handicapped parking. Spaces may be tandem and/or uncovered.

- Zero to one bedroom: one on-site parking space
- Two to three bedrooms: two on-site parking spaces
- Four or more bedrooms: two and one-half on-site parking spaces

Government Code Section 65915 et. seq. specifies that in a mixed senior and family housing project, the 20 percent density bonus applies to the restricted senior affordable housing only, not the entire project (of course, local agencies can grant more generous bonuses for senior housing if they see fit).

The Government Code directs jurisdictions to offer incentives for projects that meet the density bonus affordable unit requirements, regardless of whether or not the project is actually utilizing a density bonus. The thresholds for incentives are shown below.

- One incentive or concession for projects including at least 10 percent of the total units for lower income households, at least 5 percent for very low income households, or at least 10 percent for moderate income households
- Two incentives or concessions for projects including at least 20 percent of the total units for lower income households, at least 10 percent for very low income households, or at least 20 percent for moderate income households
- Three incentives or concessions for projects that include at least 30 percent of the total units for lower income households, at least 15 percent for very low income households, or at least 30 percent for moderate income households.

### *Second Unit Requirements*

Second units are capable of providing housing below market prices and often meet the special population needs of the elderly, disabled, and low-income young persons such as students. In accordance with AB 1866 (Government Code Section 65852.2), the City amended the zoning code to make permitting a second unit a ministerial

action; an action that does not require public notice, public hearing or discretionary approval.

The zoning code defines a second unit is an accessory residential unit, including complete and independent living facilities for one or two persons (maximum size of 640 square feet), attached to the primary residence. Second units are permitted in the R1 zone with a minimum parcel size of 7,000 square feet, and meeting existing setback requirements for development in the R1 zone. One garaged parking space for the second unit is required. The intent of this definition is to ensure that secondary units do not adversely impact single-family neighborhoods.

Since 2008, when the previous Housing Element was adopted, the City has approved for construction eight second dwelling units using the standards described above. The existing design and setback requirements facilitate the development of second units without changing the nature of Westminster's single-family neighborhoods.

### *Development Review Process and Fees*

The City of Westminster's development review process is designed to accommodate development while ensuring public safety and aesthetic quality. As part of the City's 2010 zoning code update, the prior site plan review process and design review process were combined into a single streamlined process called "Development Review," for the purpose of streamlining the project review process. Furthermore, the City's adopted design standards, which established codified and mandatory design requirements, were changed to guidelines, which establish design principles while also providing flexibility in design. The guidelines also apply to single-family detached units that are constructed in the R2 through R5 zones. The design guidelines do not apply to the construction or modification of single-family residences in a single-family tract that are not in the R2 through R5 zone districts. Guidelines typically employ the words "should" or "encourage." In 2012, the City's development review process was further streamlined to so that residential projects could be processed administratively. The administrative level development review is required for all new residential projects with three or more units. Planning commission review is only required for projects that are not exempt from the California Environmental Quality Act (CEQA), such as a subdivision or in cases where there are other entitlements associated with the project, such as a variance or a conditional use permit for senior housing. Residential projects with two or less units are processed through a zoning clearance process. Pursuant to the Westminster Municipal Code Section 17.520.010, the following types of projects are among the types of projects exempt from development review, but subject to zoning clearance:

- Any construction, addition, or alteration to an individual single-family or two-family dwelling or appurtenant structure, or 2 single-family dwellings on a single parcel.
- The addition of up to two new units to an existing residential development.
- Additions to multi-family residential projects not resulting in three or more new units.

Because much of the residential development within the City includes units added to existing single family homes located within multi-family zoning districts, the zoning clearance process provides an efficient and timely method for processing smaller residential projects.

The 2010 zoning code update also clarified the three decision-making bodies in the City that govern the development review process: the Community Development Director, the Planning Commission, and the City Council. The zoning code includes new processing guidelines that specify that development reviews, which are exempt from CEQA, are subject to review by the Community Development Director with appeals to the Commission or City Council. Development reviews for projects subject to CEQA or deferred to the Commission are subject to approval by the Planning Commission with appeal to the City Council.

Westminster first gives the applicant an opportunity to discuss the proposed project with staff prior to submitting for either zoning clearance or development review, either at the public counter or through a more in-depth preliminary review process that provides a detailed assessment of a potential project. This optional Preliminary Plan Review allows City staff to go over the application and give input to the applicant before entering in the formal review process. Once an application is filed, the City of Westminster has 30 days to deem a project application complete or incomplete, per the Permit Streamlining Act. Once a project is deemed complete, it is distributed to various city departments for review and comment. After staff comments have been addressed by the applicant, the use is approved by the Community Development Director (senior units are an exception).

A zoning clearance application (ministerial review) does not require staff discretion and a decision is typically made concurrent with the Building Division plan check process, or at the counter, prior to submitting for Building Division plan check. For example, a room addition project is typically submitted for Building Division plan check and a set of plans are sent to a planner to review while the Building Division also completes their review of the project. For more complex projects, staff may require that the zoning clearance be submitted prior to the Building Division plan check, since the zoning clearance review may result in substantial changes that require structural modifications. Once a zoning clearance has been approved by the Planning Department, the next step is to submit to the Building Department (unless such zoning clearance was concurrent with the plan check) for plan check review if a building permit is required. Examples of ministerial projects include new single-family homes and duplexes. All residential uses, with the exception of senior housing, residential care facilities for more than 6 clients, and mobile home parks, are permitted by right in the residential zone appropriate for the project density.

A discretionary project requires staff's discretion and therefore, would be processed through the submittal of a Development Review application. All such projects are processed administratively, unless the project is not exempt from CEQA, or there are other entitlements associated with the project to require planning commission review. Development Review applications subject to staff approval typically require 4-6 weeks to process. A project requiring Planning Commission review (non-public hearing review or a public-hearing review) typically has a processing time of approximately 8-12 weeks. Projects requiring an environmental review may take longer. Examples of discretionary projects include projects requiring conditional use permits, variances or zone changes.

Applicants may refer to the development standards in the City’s adopted zoning code and the adopted Design Guidelines Manual. As a community with aging neighborhoods design review is an opportunity for Westminster to ensure that new development has façade articulation and appropriate massing to improve the aesthetic quality of the built environment. The Design Guidelines Manual provides suggested examples through text and illustrations to highlight a variety of product types, architectural styles, façade treatments, site planning, and landscape ideas to improve quality of housing design. The high cost of housing development is often attributed, in part, to governmental delays in the entitlement process. A lengthy permitting process delays the construction and ultimately the occupation of new homes. One way the City reduces development cost and review periods is to process multiple entitlements concurrently. For example, a residential development requiring discretionary approval may also require a zone change, and both entitlements would be processed at the same time by the same staff member. To facilitate the development review process for all types of development, the City has developed a standard application, which specifies the information necessary for creating a complete application. There are other submittal documents tailored for specific types of projects, however this universal form is used for all housing submittals. The City’s development standards are posted on the City’s website to inform developers prior to plan creation.

Table 27 provides current processing times in Westminster. The City’s processing times and permit procedures do not unduly constrain housing development.

**TABLE 29  
AVERAGE PROCESSING TIMES AND APPLICATION FEES  
CITY OF WESTMINSTER**

Type of Application <sup>1</sup>	Average No. of Weeks <sup>3</sup>	Application Fee
Zone Change <sup>2</sup>	10–12	\$3,475
Tentative Tract Map <sup>2</sup>	8	\$3,505 + \$37 per lot over 10 lots or \$2,335 + \$37 per lot over 10 lots with other hearing
Tentative Parcel Map	6	\$2,720 or \$1,700 with other hearing
Lot Line Adjustment	6	\$1,195
Development Review-Level I (Administrative Review)	4	\$500
Development Review-Level II (Planning Commission Review)	6	\$2,250
Variance (Planning Commission Hearing)	6	\$1,630
Conditional Use Permit	6	\$2,875 or \$1,655 with other hearing
Zoning (Administrative) Clearance	2	\$0

Source: Westminster Community Development Department  
 1: Items not automatically reviewed by the City Council are subject to be requested for review by the Council. When this occurs, it adds two to four weeks to the processing time.  
 2: Requires City Council review and approval.  
 3: The processing time begins when the project is deemed to be complete. The time it takes the City to review for completeness is approximately 10-15 days. The applicant may take up to six months to deliver application material.

The City’s permit processing procedure includes the state-mandated California Environmental Quality Act (CEQA) procedures. Mandatory CEQA review timeframes are established by the state to ensure the environmental integrity of development and

to protect the health, safety, and welfare of the public. Therefore, the City cannot streamline CEQA implementation. Fortunately, a large portion of the existing and likely future development potential in Westminster will be of an infill nature, which may qualify for categorical exemption from the CEQA process.

A variety of fees and assessments are charged by the City and other agencies to cover the cost of processing development permits and providing local services. Development fees are necessary to ensure quality development review and adequate services. These fees are passed on to the homebuyer or renter, therefore increasing the local cost of housing.

Development fees in Westminster are established to cover the actual servicing and regulating necessary for quality development. Table 28 shows the typical fees assessed by the City for three common residential project types. The City has not increased its fees since the last Housing Element update indicating that the City has not added to the cost of housing from fees charged further minimizing governmental constraints. Discussions with developers indicate that these City fees, in any case, are not a constraint to the production of housing.

**TABLE 30  
RESIDENTIAL DEVELOPMENT FEES  
CITY OF WESTMINSTER**

Fees	Single-Family Housing Project <sup>1</sup>	Condominium 20-Unit Project <sup>2</sup>	Apartment 50-Unit Project <sup>3</sup>
<b>City Fees – Per Unit/Total Project</b>			
Planning Fees <sup>4</sup>	\$525	\$350/ \$7,000	\$140/ \$7,000
Engineering Fees	\$760	\$910/ \$18,210	\$418/ \$20,900
Building Fees	\$4,500	\$1,600/ \$32,000	\$1,240/ \$62,000
Park In-lieu (Quimby) <sup>5</sup>	n/a	\$6,472.8/ \$129,456	n/a
Traffic Impact Fees	\$880	\$580/ \$11,600	\$540/ \$27,000
<b>Other Governmental Agency Fees – Per Unit/Total Project</b>			
School Fees	\$4,480	\$2,800/ \$56,000	\$2,520/ \$126,000
Water/Sewer Fees	\$730	\$730/ \$14,600	\$730/ \$36,500
OC Fire Authority	\$580	\$184/ \$3,680	\$84.6/ \$4,230
<b>TOTAL – Per Unit</b>	<b>\$20,375</b>	<b>\$13,627</b>	<b>\$5,676</b>
<b>TOTAL – Project</b>	<b>\$20,375</b>	<b>\$272,546</b>	<b>\$283,630</b>

Source: City of Westminster 2008

1: Single-family home assumed at 2,000 square feet, 4 bedrooms with a 400 square foot garage in R-1 zone.

2: Condominium unit assumed at 1,250 square feet, 3 bedrooms, with a 400 square foot garage in R-3 zone.

3: Apartment unit assumed at 1,050 square feet, 3 bedrooms, with a 400 square foot garage in R-5 zone.

4: Planning fees include both application submittal fees and plan check fees.

5: The City's park fees apply solely to subdivided projects and are based upon a formula which multiplies 108.9 square feet of parkland per person by the number of units in the development, then by the State Department of Finance persons per household for the City to determine the total land area needed for park dedication. The total land area is then multiplied times the land cost (based upon a land appraisal of the site) to determine the gross park fee. The current value of vacant residential land in the City, based upon a recent park fee appraisal, is \$27.84 per square foot. In addition, 40 percent of a project's open space can be credited towards the total land area needed for dedication. The example above includes the 40 percent open space credit.

### *Housing for Persons with Disabilities*

The City conducts and supports several policies, programs, and organizations that remove or mitigate constraints to housing for persons with disabilities. For example, to provide services and housing for persons with disabilities, the City contracts with the Orange County Fair Housing Council. The Council provides education and counseling regarding landlord/tenant laws and practices, technical assistance, and mediation and referral services.

#### **Reasonable Accommodation and Building Codes**

Effective on January 1, 2002, Senate Bill 520 amended housing element law and Government Code Section 65008 to require localities to analyze the constraints on housing for persons with disabilities. In compliance with federal and state fair housing laws, it is the City's policy to provide reasonable accommodation in its zoning and land use regulations, policies, and practices when needed to provide an individual with a disability an equal opportunity to use and enjoy a residence or to avoid discrimination on the basis of disability. In 2010 the City adopted Ord. 2456 § 2 which added Chapter 17.585 – Reasonable Accommodation to the zoning code which provides a process for disabled individuals (or those acting on their behalf) to make requests for reasonable accommodation for relief from the various land use, zoning, or building laws, rules, policies, practices, and/or procedures of the City (see Program IIB5.4). The City will make reasonable accommodation information available at City Hall and on the City's website.

The City has already removed some potential constraints to housing by adopting the California Building Code, 2010 Edition, including Appendix 1 based on the 2009 International Building Code; and the 1997 edition of the Uniform Housing Code that require new residential construction to comply with the Federal Americans with Disabilities Act (ADA). The City of Westminster has the enforcement authority for state accessibility laws and regulations (California Code of Regulations Title 24) when evaluating new construction requests. ADA provisions include requirements for a minimum percentage of units in new development to be fully accessible to the physically disabled.

#### **Zoning for Special Needs Housing**

The City used the research period developing and adopting its reasonable accommodation ordinance as an opportunity to review all of its zoning laws, policies, and practices for compliance with fair housing law.

Parking standards are often cited as one of the greatest constraints to housing. In Westminster, special residential parking standards are not required for housing for disabled persons. Furthermore, the City determines parking standards for senior housing on a case-by-case basis to provide the most flexibility for that form of special needs housing. Senior housing is an important resource for the City's disabled population since approximately one-quarter of Westminster's disabled residents are elderly. All senior projects built in the City were permitted with reduced parking.

The permitting process is another area that is seen as a potential constraint to special needs housing. Residential care facilities serving six or fewer clients are permitted by right in all residential districts and those serving more than six clients

are conditionally permitted in all residential districts. The CUP is approved by the Planning Commission at a regularly scheduled public hearing, which provides the public with an opportunity to provide comments. The CUP process is also used for permitting senior housing and SRO projects. There are no siting or minimal distance requirements for group homes. The City does not have any occupancy standards in the zoning code specific to unrelated adults and does not place special restrictions on facilities providing on-site services. As discussed in other portions of this element, the City uses the CUP process to provide greater flexibility for senior housing projects. The CUP process has actually facilitated housing production and is not considered to be a constraint.

The City of Westminster completed a comprehensive zoning code update in 2010 which identifies one zoning designation for by right emergency shelters (Public Semi-Public) and two zoning designations where emergency shelters are a conditional use (C2 and CM). In 2013, the City adopted an emergency shelter ordinance (Ordinance No. 2507), which permits transitional housing and supportive housing in all residential zones, creates an emergency shelter overlay zoning district and adds the emergency shelter overlay district to a 21.59 acre site that provides access to local transit. The location of the 21.4 acre area is depicted below, followed by a listing of the 16 parcels located in the Emergency Shelter (ES) Overlay Zone.

Figure 2  
Emergency Shelter (ES) Overlay Zone

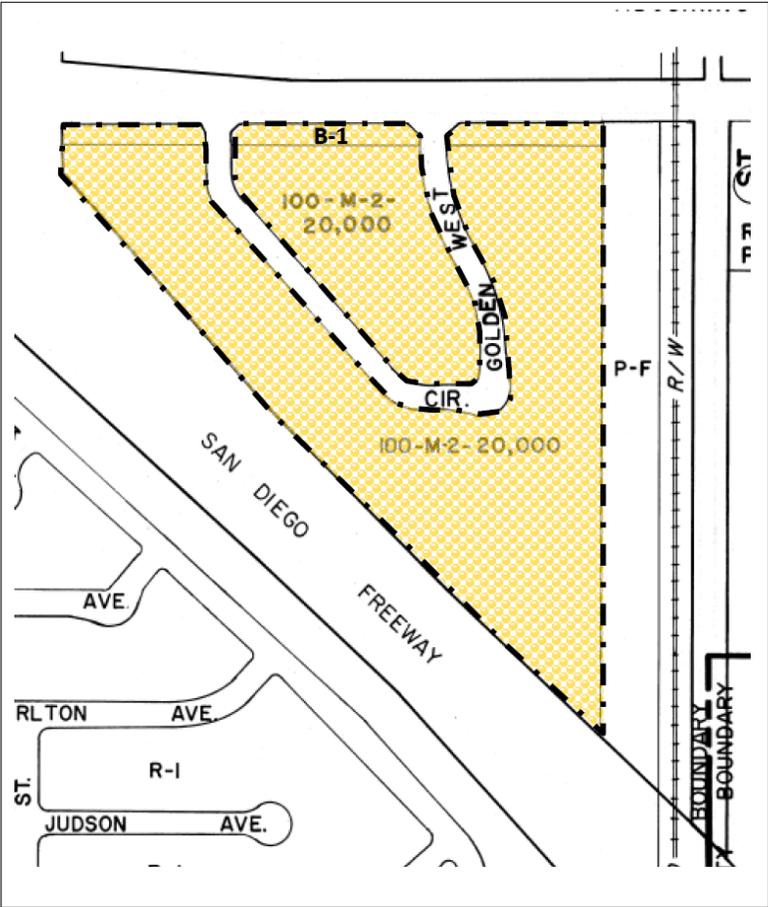


Table 31<sup>1</sup>  
Parcels in Emergency Shelter (ES)  
Overlay Zone

<b>APN:</b>	<b>Legal:</b>	<b>Current Zoning:</b>	<b>Overlay:</b>	<b>Acres:</b>
142-011-25	N TR 5995 LOT 5	M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	1.5
142-011-26	N TR 5995 LOT 4	M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	.91
142-011-28	TR 5995 LOT 6 POR OF LOT	B1 (Buffer), M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	1.03
142-011-29	TR 5995 LOT 6 POR OF LOT	B1 (Buffer), M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	1.03
142-011-30	T 5 R 11 SEC 14 PORT NW1/4	B1 (Buffer), M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	1.03
142-012-02	N TR 5995 LOT 2	M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	1.3
142-012-03	N TR 5995 LOT 3	M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	1.2
142-421-04	N TR 6431 LOT 2	M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	.65
142-421-07	N TR 6431 LOT 9	M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	.89
142-421-09	N TR 6431 LOT 7	M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	1.2
142-421-10	TR 6431 LOT 10 AND LOT 11	M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	1.38
142-421-11	TRACT NO. 6431 LOT 8 POR OF LOT	B1 (Buffer), M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	.87
142-421-12	TRACT NO. 6431 LOT 8 POR OF LOT	M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	.79
142-421-13	TRACT NO. 6431 LOT 8 POR OF LOT	M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	5.3
142-422-05	TR 6431 LOT 4 AND LOTS 5 & 6	M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	1.6
142-422-06	TR 5995 LOT 1 AND TR 6431 LOT 3	B1 (Buffer), M2 (Medium Industrial)	ES (Emergency Shelter Overlay)	.91

<sup>1</sup>There is an existing Orange County Transit Authority (OCTA) bus line that operates along Bolsa Avenue (Route No. 64) which provides daily service to the Santa Ana Civic Center from 5 AM to Midnight.

Through the programs and polices contained in the recent zoning code update, the City has complied with Senate Bill 2, which mandates that appropriate sites, zones, and development standards are identified for emergency shelters, transitional housing, and permanent supportive housing. HOME and Other Housing Funds to Replace Redevelopment Agency Funding.

The primary local source of funds for affordable housing in Westminster was traditionally its Redevelopment Agency's Low and Moderate Income Housing Fund (LMIHF), which generated an estimated \$7 million per year for housing activities. However, due to passage of Assembly Bill (AB) 1X 26, redevelopment agencies across California have been eliminated as of February 1, 2012, removing the primary local tool for creating affordable housing. With the passage of AB 1484, the City will receive funding (SERAF) from the State that will allow the City to accomplish many of its affordable housing goals and programs that were previously funded through the LMIHF.

The City will use HOME funds to ensure the overall development, management, coordination (including coordination with a Community Housing Development Organizations), and monitoring of all HOME-funded projects/programs to ensure compliance with federal regulations of the HOME program.

As discussed in the Annual Action Plan, the City of Westminster will leverage federal CDBG and HOME resources with the following primary resources to support affordable housing activities:

**SERAF Repayment.**

With the anticipated return of the SERAF Repayment pursuant to AB 1484, expected in June 2014, the Westminster Housing Authority is scheduled to receive \$14.5 million in Low and Moderate Income Housing funds returned to it from previous State takeaways. The first payment is expected in June 2014, in the amount of \$4.5 million. The remaining money, \$10 million, will be returned to the Westminster Housing Authority, within what is expected to be an 18 month period. This money must still be used consistent with California Redevelopment Law for affordable housing purposes.

**Section 8 Rental Assistance.** The federal Section 8 program is funded by HUD and administered by the Orange County Housing Authority (OCHA). Housing Choice Vouchers will be available to Westminster residents through the Orange County Housing Authority (OCHA). In 2013, OCHA will provide Housing Choice Voucher rental assistance to approximately 1,945 very low- and extremely low-income Westminster households, 1188 of whom are elderly and 196 of whom are disabled.

**Low and Moderate Income Tax Credits.** The federal Low Income Housing Tax Credit Program was promulgated by Congress in 1986, replacing traditional housing tax incentives, such as accelerated depreciation, with a tax credit that enables low-income housing sponsors and developers to raise project equity through the sale of tax benefits to investors. Each state must designate a "housing credit agency" to administer the Credit program. In California, responsibility for administering the program was assigned to the California Tax Credit Allocation Committee (TCAC).

Two types of federal tax credits are available and are generally referred to as nine percent (9%) and four percent (4%) credits. These terms refer to the approximate percentage of a project's "qualified basis" a taxpayer may deduct from their annual federal tax liability in each of ten years.

**Tax Exempt Bond Financing.** State and local governmental agencies and joint powers authorities can issue tax-exempt housing revenue bonds. In California, authority to allocate qualified private activity bonds rests with the California Debt Limit Allocation Committee ("CDLAC"). These bonds assist developers of multifamily rental housing units to acquire land and construct new units or purchase and rehabilitate existing units. The tax-exempt bonds lower the interest rate paid by the developers. The developers in turn produce market rate and affordable rental housing for low and very low-income households by reducing rental rates to these individuals and families.

**Mortgage Insurance for Purchase or Refinancing of Existing Multifamily Rental Housing: Section 223(F).** The purpose of the federal Section 223(f) program is to insure lenders against loss on mortgage defaults mortgage loans to facilitate the purchase or refinancing of existing multifamily rental housing. In addition to the high level of leverage these loans also offer a longer term and amortization than conventional loans. These are 35 year fully amortizing loans with the rate fixed for the full term. Eligibility for purchase in the secondary mortgage market improves the availability of loan funds and permits more favorable interest rates. The program is a conduit loan in that FHA/HUD underwrites and approves the loan but does not fund it.

**Private Financing.** The City will encourage developers of affordable housing projects to secure conventional financing in conjunction with assistance from HOME funds. Based upon the City's financial analysis of a developer's project pro forma, the City determines the amount of financing that may be underwritten with private funds, with HOME monies providing gap financing on the balance of total development costs up to HOME subsidy limits under the 221(d)(3) mortgage program.

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TABLE 32 AND MODERATE INCOME HOUSING FUNDS 2008–2014  
CITY OF WESTMINSTER

	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	10-Year Total	Total Units
<b>Revenue and Operating Costs</b>								
Available Funds	\$18,311,105	\$16,685,885	\$10,952,312	\$9,538,963	\$9,951,760	\$10,785,679	--	--
Administrative Costs	\$1,459,542	\$1,507,042	\$1,556,917	\$1,609,273	\$1,664,273	\$1,722,009	--	--
Net Available Funds	\$16,851,563	\$15,178,843	\$9,395,395	\$7,929,690	\$8,287,487	\$9,063,670	--	--
<b>Projects and Programs</b>								
Mobile Home Grants <sup>1</sup>	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$900,000	60
Ownership Unit Rehabilitation Loans and Grants	\$675,000	\$675,000	\$675,000	\$675,000	\$675,000	\$675,000	\$4,050,000	90
Ownership Unit Substantial Rehabilitation Loans	--	\$150,000	--	\$150,000	--	\$150,000	\$4,050,000	3
Multifamily Rehabilitation	\$1,900,000	\$1,900,000	\$1,900,000	\$1,900,000	\$1,900,000	\$1,900,000	\$11,400,000	120
Home Ownership Assistance for Low and Moderate Income Households <sup>2</sup>	\$2,750,000	\$2,750,000	\$2,750,000	\$2,750,000	\$2,750,000	\$2,750,000	\$17,519,182	60
Purchase of Affordability Covenants for Extremely Low, Very Low and Low Income Households	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,000,000	12
Financial Assistance for New Affordable Housing <sup>3</sup>	\$2,000,000	\$6,000,000	\$2,000,000	--	--	\$2,000,000	\$16,806,588	88
Special Need Housing Assistance	--	--	--	\$250,000	\$220,000	\$250,000	\$750,000	6
<b>Total Number of Units Assisted</b>	<b>78</b>	<b>95</b>	<b>78</b>	<b>73</b>	<b>72</b>	<b>81</b>	<b>519<sup>4</sup></b>	<b>519<sup>4</sup></b>
<b>Total Remaining Funds at Year End</b>	<b>\$8,876,563</b>	<b>\$3,053,843</b>	<b>\$1,420,395</b>	<b>\$1,554,677</b>	<b>\$2,029,487</b>	<b>\$688,669</b>	<b>--</b>	<b>--</b>

Source: Draft Affordable Housing Strategy, RSG, Inc. 2008

1: Additional funding for Mobile Home Grants through CDBG is not included.

2: Ten-year total for Home Ownership Assistance for Low and Moderate Income Households includes \$1,019,182 in 2006/07.

3: Ten-year total for Financial Assistance for New Affordable Housing includes \$4,806,588 expended in 2007/08 to purchase underutilized site U1.

4: Number of units assisted includes 42 units assisted in FY 2007/08 and 78 mobile home units to be assisted through CDBG funds.

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## 7. Nongovernmental Housing Constraints

While the actions, policies, and regulations of cities, counties, and states can create constraints upon housing opportunities; the largest obstruction to residential development is often found outside the realm of the government. The dynamics of the marketplace exert a more direct influence on the availability of land, the cost of land, construction costs, and purchasing costs.

### The Availability of Land

As a nearly builtout City, Westminster has a small supply of vacant land suitable for residential use. The land inventory previously completed by the City identified approximately 19.1 acres of vacant residential land with little of that land developed in recent years. However, the ability to generate additional housing on vacant land is limited. Moreover, separate owners of smaller parcels hold much of the underdeveloped and residentially zoned land in the City. This calls for alternative policy tools such as lot consolidation and/or demolition, replacing existing structures to create higher density dwelling units.

### Cost of Land

The cost of land is typically a major impediment to the production of affordable housing. The holding cost of land during construction also adds to the price of housing. Holding costs vary depending on interest rates for acquisition and development loans. Interest rates are beyond the control of local jurisdictions. Land holding costs can be lessened, by reducing processing times for building permits in most jurisdictions. However, Westminster's processing times are very reasonable, and to reduce them further may compromise the City's ability to properly guide development.

In March 2008 the City estimated that vacant residential land is valued at \$27.84 per square foot. In 2013 the City received a residential property appraisal associated with the collection of park fees. Based upon the appraisal amount, the value of vacant land in the City in 2013 is \$22.85 per square foot (\$5 less a square foot than the 2008 figure). To reduce constraints to development the City will actively pursue policies and programs to make lower and moderate income housing available. However, to achieve affordable housing goals, a combination of public and private financing will be needed to overcome the obstacle of high land prices. With the availability of Redevelopment funding, the Redevelopment Agency was able to assist affordable housing developers by purchasing sites identified for affordable housing development with LMIHF. This activity enabled nonprofits and mixed-income developers to provide senior, family, and workforce housing at a reduced cost. For example, the Agency assisted AMCAL by purchasing an underutilized site to be developed for extremely low and very low income housing (see discussion on Land Resources). The elimination of Redevelopment funding in 2011 creates a major constraint on housing resources to be able to assist affordable housing developers to move forward with affordable housing projects.

### Construction Costs

The cost of construction depends primarily on the cost of materials and labor. Construction costs may vary based on the type of material used, location of development (delivery costs), structural features present, and other factors such as the type and quality of the unit. For example, wood frame construction is more

affordable than steel frame construction. The quality and cost of framing and finishing materials impacts the cost of the housing unit.

The cost of labor is based on a number of factors, including housing demand, the number of contractors in an area and the unionization of workers, but it is generally two to three times the cost of materials. Thus the cost of labor represents a substantial portion of the overall cost of construction.

R.S. Means Construction Cost data (2013) provides manuals for calculating the average per square foot for residential construction. According to standard estimates, the cost for good quality housing in nearby cities in the county ranges from approximately \$160.56 to \$167.71 per square foot for apartments, which translates into a range of \$176,819 to \$207,301 per apartment unit. The lower cost range can be expected to contain limited site work, such as for infill development on level terrain.

### **Financing**

To the developer and homebuyer, interest rates have the greatest impact on the ability to construct or purchase a home. Interest rates, however, are determined in part by national policies and economic conditions, and there is little that local governments can do to affect these rates.

Mortgage loans for homes have decreased substantially since 2008. In 2013 loans range between 4.25 and 4.75 percent for a standard fixed rate loan with a 30-year term. In recent years, interest rates have decreased to near record lows with the Federal Reserve's reduction in the prime rate and crash of subprime lending policies. Interest rates can have a dramatic impact on housing affordability, particularly for those with less than prime credit.

### **Environmental and Infrastructure Constraints**

Environmental hazards such as flooding, fire hazards, geologic and seismic conditions generally provide the greatest threat to the built environment in the southern California region. Westminster is not located on the coast and therefore is not subject to coastal flooding. However, some areas of the City are within a 100-year floodplain. Development of parcels within those areas will address potential flooding hazards. Local topographic and geologic conditions vary little throughout Westminster and do not pose a constraint to development. Westminster is not located adjacent to any open space or wildlife corridors or undeveloped hillsides posing a fire hazard. Urban fires are prevented and suppressed by the Orange County Fire Authority.

Southern California is known to be a seismically active region. The Newport-Inglewood Fault is southwest of the city and the Whittier Fault is northeast of the City. Seismic hazards and associated liquefaction do not pose a significant threat or constraint to housing development in Westminster.

Since the City of Westminster is relatively builtout, the existing infrastructure is extensive and has adequate capacity to support anticipated population and new residential development growth. The CEQA process and staff project review will result in the evaluation of any potential environmental hazards or infrastructure needs on a project-specific basis. In accordance with state law, the adopted Housing

Element will be provided to the City's water and sewer providers (see Program IIB3.2) for the purpose of establishing priority procedures for affordable housing projects.

### **Opportunities for Energy Conservation**

#### *City of Westminster Energy Action Plan*

The City has developed an Energy Action Plan that defines a long term vision and funding strategy for energy projects, and identifies ways the City can meet AB32 greenhouse gas reduction goals. The City has met its initial 5 percent reduction goal.

#### *Orange County Cities Energy Leadership Partnership*

*The City of Westminster is committed to conserving energy and utilizing alternative sources of electricity.* In 2009 the City Council approved an agreement to join the Orange County Cities Energy Leadership Partnership. This program provides incentives for energy efficient projects, marketing, education and outreach assistance and technical assistance. As part of its participation in the partnership, the City took advantage of incentives available through the Public Utilities Commission for projects that reduce energy use. The City received program and technical assistance for four city projects: Council Chambers, Senior Center, New Police Building and Chamber of Commerce (both the chamber building and the new police structure were LEED certified). The City expects to request and gain technical assistance for housing projects during the planning period.

The City also provides information on energy conservation measures at the information kiosks at City Hall. As an example, the City disseminates bulletins from the Family of Southern California Water Agencies on how to reduce water use and The National Arbor Day Foundation on how trees can save energy (e.g., shade, preventing heat islands, and winter warmth). In addition, the Planning Division provides a questionnaire to all housing development applicants regarding energy efficiency and the availability of various energy related programs.

#### *Energy Regulations and Programs*

On a regulatory level, the City enforces the State Energy Conservation Standards (Title 24, California Code of Regulations), including Part 11, the California's 2010 Green Building Standards Code, known as CALGreen. CALGreen includes mandatory planning and design, energy efficiency, water efficiency and conservation, material conservation and resource efficiency, and environmental quality measures for low-rise residential dwellings. Effective January 1, 2014 the scope of CALGreen is expanded to include all low-rise, high-rise and hotel-motel buildings.

Title 24 standards incorporated into the City's Building Code provide a great deal of flexibility for individual builders to achieve a minimum "energy budget" through the use of various performance standards. These requirements apply to all new residential and commercial construction as well as remodeling and rehabilitation construction only where square footage is added. Compliance with Title 24 on the use of energy efficient appliances and insulation has reduced energy demand stemming from new residential development.

The City used to offer several types of home improvement loans for lower and moderate income households through the Home Enhancement Loan Program (HELP) and Rehabilitation Loan Program (HOME). To reduce energy waste due to wall, roof, window or door maintenance, qualifying residents were able to obtain a rehabilitation loan that could be used to weatherproof and to insulate existing housing units, including mobile homes. Unfortunately, on December 29<sup>th</sup>, 2011, the State of California with a ruling by the Supreme Court, moved forward to eliminate all Redevelopment Agencies in the state of California. Due to this decision, the City is no longer be able to fund housing grants and loans for Westminster residents. The City has ceased the processing of all grant and loan applications for the time being.

### *Examples of Energy Conserving Residential Development*

Affordable housing in Westminster is an example of energy-conserving development. Constructed and approved Habitat for Humanity projects in Westminster are designed to incorporate green building measures such as:

- Tankless water heaters
- On demand hot water circulation systems
- Blown in cellulose fiber insulation
- Oriented Strand Board (OSB) sheathing
- Vinyl double pane low-emissivity (low-e) windows
- Compact fluorescent light bulbs
- Low Volatile Organic Compound (VOC) interior paints
- House wrap for reduced air infiltration
- Prewiring for room ceiling fans rather than installing air conditioning systems
- Motion sensing lighting switches
- 50 percent construction waste recycling
- Passive groundwater recharge system
- Recycled road base aggregate materials

These measures reduce energy consumption, waste stream to landfills, greenhouse gases, and generally use fewer resources than conventional construction. There are also opportunities for conserving energy in other new homes. The City of Westminster is exploring the potential for green building in other government-assisted projects. Existing homes can conserve energy through weatherproofing and appliance upgrades.

### *Southern California Edison Programs and Activities*

The City also participates in an annual Energy Fair conducted through Southern California Edison. The energy fair features utilities and exhibitors offering energy-conservation tips, energy-efficiency products, solar-energy demonstrations, and opportunities to sign up for incentive programs.

The City is involved in an SCE program called “Local Government Partnership” and has partnered with Huntington Beach, Fountain Valley and Costa Mesa. By using SCE’s existing energy efficiency program and the local governments’ communication and delivery channels, the entities strive to help residents, businesses, cities, and schools to save money on energy bills through various energy efficiency services. These services may include direct installation of energy-efficient equipment, energy audits, seminars, and more.

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## 8. Evaluation of the Previous Housing Program

The State of California requires an assessment of the previous housing program when updating a Housing Element. The City of Westminster adopted its Housing Element in 2008 for the 2006–2014 planning period. As such, the following matrix evaluates programs and progress that occurred between the years 2006-2014. Table 32 is a comprehensive summary of the previous housing element programs, implementation actions, and accomplishments.

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TABLE 33  
PROGRAM SUMMARY AND EVALUATION 2006–2014  
CITY OF WESTMINSTER

Program	Program Objective	Implementation Action (s)	Program Evaluation
<b>Goal 1: Identify adequate sites to meet Westminster’s current and projected housing needs.</b>			
Identification of Adequate Sites  IIB1.1	Ensure that adequate sites are identified and designated with appropriate Land Use and Zoning Designations so that Westminster will be able to accommodate its future need. The City shall implement actions necessary to ensure that properties identified in the vacant and underutilized land inventories are designated so adequate housing unit potentials can be achieved for all income groups. The survey done in preparation of this housing element identified the potential for 236 new units within the vacant and underutilized sites.	1. Expand the function of the web-based city mapping system to allow searching for parcels based on vacant status.  2. Continue to support new construction of affordable housing by re-designating or rezoning, where appropriate and desirable, to permit higher density residential development.  3. Systematically review existing vacant and underdeveloped commercial, industrial, and public facilities land for possible re-designation/rezoning to residential use, where consistent with General Plan goals and policies and where compatible with surrounding uses.	This feature was not added to the City’s web-based mapping system in the past because various web based real estate sites, such as Zillow.com, and Google Maps, allow developers to locate vacant parcels without assistance from the City. Furthermore, based upon a review of the type of inquiries made to the City regarding the land use and zoning of property, it is rare that an interested party asks about the availability of vacant land since such information is readily available from the aforementioned sources. Thus, the need for the program as it was originally specified is no longer necessary to achieve the stated goal. Therefore, it would be appropriate to modify the program so that the City maintains property data (i.e. aerial map, lot size, zoning, prior entitlements, etc.) for each remaining vacant parcel. Such data should be made available on the City’s website and at the counter so that interested parties can use such data to confirm and supplement the data they acquire through the use of other online search tools.  A 1.18- acre parcel was re-designated from “Commercial-Low” to “Residential-High.” Two parcels, totaling 1.32 acres, were rezoned from “Commercial – Restricted” to R-5 (19-25 un/ac) in 2009. No applications were submitted in 2011 requesting a rezone/re-designation to residential.  A systematic review was conducted in 2011, as part of the City’s Emergency Shelter Ordinance project. In addition, a subsequent review will occur in 2014, as the City begins a comprehensive update of its General Plan.
Lot Consolidation Program  IIB1.2	To encourage further residential development in underutilized portions of the City identified by the vacant and underutilized land inventory, the City will offer a series of incentives to projects that propose lot consolidation and residential development at the maximum allowable density. The City shall have full authority in determining compliance with the project-specific incentives.	1. Continue to offer a waiver of development application filing fees for development proposals at maximum density. The decision to grant a waiver, however, is subject to the City Council’s approval.  2. Continue to consider other incentives that will increase the overall feasibility of affordable housing projects, such as a reduction in parking standards, allowance for shared parking arrangements in mixed-use projects, a reduction in FARs, and modification of setback requirements.	Although a waiver has continued to be offered, no waivers were requested through 2013.  There were no development applications, which included a proposal to consolidate two or more lots, through 2013.

TABLE 33  
PROGRAM SUMMARY AND EVALUATION 2006–2014  
CITY OF WESTMINSTER

Program	Program Objective	Implementation Action (s)	Program Evaluation
Redevelopment Agency Land Acquisition and Improvement  IIB1.3	Utilize the powers of the Redevelopment Agency to make land available at reasonable cost to developers who have demonstrated the ability to build affordable housing. Subsidize the cost of off-site improvements for the provisions of affordable housing for low and moderate-income households. Provide funding for land acquisition and/or improvements to support the development of 88 very low, low, and moderate-income units.	<ol style="list-style-type: none"> <li data-bbox="856 334 1438 548">1. Provide LMIHF for the purpose of subsidizing the cost of land acquisition and off-site improvements for new affordable housing construction.</li> <li data-bbox="856 548 1438 760">2. Acquire residentially zoned sites suitable for development of new affordable ownership housing units and transfer property to qualified housing developer.</li> <li data-bbox="856 760 1438 1003">3. Acquire multifamily or single-family units to be rehabilitated by a nonprofit and restricted to low income rental housing.</li> <li data-bbox="856 1003 1438 1365">4. Contact local service providers and developers and inform them of the potential partnerships with the Redevelopment Agency through paperless methods such as phone calls, email, and online postings.</li> </ol>	<p data-bbox="1467 334 1961 505">In 2011, state law abolished redevelopment agencies and as such, the use of redevelopment funds were no longer available for housing development and housing related programs, beginning in 2012. This program was used to develop a 35 - unit affordable family rental project in 2009. No applications were submitted in 2011 (the final year that such funds were available).</p> <p data-bbox="1467 553 1961 699">See above regarding the abolishment of redevelopment agencies. In 2008, the agency acquired a 1.18 site and transferred ownership to an affordable housing developer to construct the 35 affordable family rental units in described above. No additional parcels were acquired and/or transferred through the end of 2011.</p> <p data-bbox="1467 748 1961 846">See above regarding the abolishment of redevelopment agencies. Three single-family homes were acquired and rehabilitated in 2009. No additional acquisitions were made through the end of 2011.</p> <p data-bbox="1467 992 1961 1089">See above regarding the abolishment of redevelopment agencies. An RFQ, describing the City's desire for potential partnerships, was sent to affordable housing developers in 2009.</p>

TABLE 33  
PROGRAM SUMMARY AND EVALUATION 2006–2014  
CITY OF WESTMINSTER

Program	Program Objective	Implementation Action (s)	Program Evaluation
General Plan Land Use Element Update  IIB1.4	Consider creating new opportunities for housing affordable to a range of incomes, through mixed-use zoning or corridor revitalization planning. The City’s General Plan is proposed to be updated during the planning period. The update process provides an ideal opportunity to investigate potential land and policy resources for new housing construction.	1. Consider new land uses and incentives to provide affordable mixed-use housing developments through the general plan update process.	In 2009, the City’s general plan was amended to allow for residential uses on parcels zoned for commercial use. In 2013, the City Council appropriated funds for a comprehensive update of the City’s General Plan. The General Plan update is expected to commence in early 2014.
		2. Consider opportunities and incentives to revitalize the City’s major corridors with affordable and market rate midblock housing through the general plan update process.	Funds for a comprehensive update to the City’s General Plan were appropriated in 2013.
<b>Goal 2: Assist in the development of affordable and market-rate housing.</b>			
Workforce Home Ownership Opportunity  IIB2.1	Increase home ownership opportunities for the City’s workforce by providing loans to 60 low and moderate income household to acquire their first home.	1. Provide gap funding for approximately 10 units per year for low and moderate-income first-time homebuyer households. Forty-five year affordability covenants would be required.	In 2011, state law abolished redevelopment agencies and as such, the use of redevelopment funds will no longer be available for housing development and housing related programs, beginning in 2012. During the period from 2010 to 2011, ten First Time Homebuyer Loans were provided to low or moderate-income persons/families in Westminster, using Set-Aside Funds.
Purchase of Affordability Covenants  IIB2.2	Provide rental housing for 12 lower income households through the purchase of affordability covenants.	1. Adopt Redevelopment Agency Strategy to secure 55-year affordability covenants as affordable to extremely low, very low, and low income households. At least 50 percent of the units must be affordable to households earning 0 to 50 percent AMI.	See the comment above regarding the abolishment of redevelopment agencies. The strategy was adopted in 2008. In 2011, Agency Staff has been working with a 350 -unit market rate apartment project to purchase 100 covenants, using Set-Aside Funds. This project ended with the state’s elimination of RDA/Housing funding.
Density bonus  IIB2.3	Administer and market the Density Bonus program that allows developers the opportunity to exceed the maximum district density when a percentage of the units are reserved for lower income households.	1. Create an information packet that provides applicants with a clear understanding of the program and the City’s development process. Provide interested builders or service providers with this information through paperless methods such as online postings. Provide printed copies at the front counter.	An information packet was not prepared as described in the program. However, the objectives of the program have been met, since the City’s application submittal packet describes the City’s development review process in a detailed and straightforward manner. The application packet can be downloaded from the City’s website and copies are available at the counter. Beginning in 2014, the City will provide an online application submittal system with the ability to download all City documents that provide the information necessary for submitting an application.

TABLE 33 PROGRAM SUMMARY AND EVALUATION 2006–2014 CITY OF WESTMINSTER			
Program	Program Objective	Implementation Action (s)	Program Evaluation
<b>Goal 3: Remove governmental constraints to the maintenance, improvement, and development of housing.</b>			
Zoning Code Review and Update  IIB3.1	Increase opportunities for the development of market rate, affordable, and special needs housing by modifying zoning code standards and programs.	1. A comprehensive zoning code update is in progress, and is expected to be adopted in December 2008. Amend the zoning code to: <ul style="list-style-type: none"> <li>• Permit emergency shelters in the P/SP zone without a conditional use permit or other discretionary action;</li> <li>• Permit modular housing by right;</li> <li>• Establish Planning Commission non-hearing level of design review for multifamily projects of 2 to 6 units in size; and</li> <li>• Streamline the development review process by combining the site plan and design review processes</li> </ul>	The zoning code update was adopted in 2010. . Emergency Shelters were added as a use permitted by right in the P/SP zoning district. A subsequent Emergency Shelter Ordinance was adopted by the City Council on September 25, 2013, and rezoned 21 acres of land into an emergency shelter overlay zone, where emergency shelters are also permitted by right.  Modular housing was added as a use permitted by right during the 2010 zoning code update and the development review process was streamlined to combine site plan review and design review into a single entitlement process called 'Development Review.' Furthermore, in 2011, the City Council adopted an amendment to the zoning code, which no longer requires that common driveways be subtracted from the lot area for the purpose of determining density. Thus, the code amendment allows for a net increase in the number of units.  In 2012, an additional zoning code streamlining process occurred and the zoning code was further revised so that any residential project (including projects with 6 or less units and those with 7 or more units) could be processed administratively (without the need for planning commission review), provided that such residential projects were exempt from CEQA and/or do not include a tentative parcel or tentative tract map. State law requires planning commission review of projects not exempt from CEQA and in cases where land is subdivided.
Priority Water and Sewer Service  IIB3.2	Make service providers aware of the City's housing plans and encourage them to expedite service to restricted lower income residential projects.	1. Provide adopted Housing Element to the City's water and sewer providers. Provide technical assistance to them, if needed, for adopting written procedures to provide priority service to lower income residential projects.	A copy of the Housing Element has been provided to the service providers as specified in the program. The Housing Element is also available at the City's website.
Design Standards Manual  IIB3.3	Continue to provide basic citywide design guidelines to provide more certainty and direction to the development community without imposing limitations to use or architectural style.	1. Provide this the Design Standards Manual at City Hall and on the City's website.	The document was available at the counter and online beginning in 2009. In addition, the new adopted Design Guidelines Manual is available both at the City Hall counter and the City's Website.
<b>Goal 4: Conserve and improve the condition of the existing housing stock.</b>			

TABLE 33  
PROGRAM SUMMARY AND EVALUATION 2006–2014  
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Program	Program Objective	Implementation Action (s)	Program Evaluation
Mobile Home Improvement IIB4.1	Assist lower income households in rehabilitation efforts to improve the appearance and safety of 60 lower income mobile home units.	1. Provide funds to support exterior and interior improvements to mobile home units for very low and low-income households.	In 2011, state law abolished redevelopment agencies and as such, the use of redevelopment funds will no longer be available for housing development and housing related programs, beginning in 2012. 100 mobile homes were assisted in 2011.
Owner-Occupied Single-Family Home Improvement IIB4.2	Assist 90 lower and moderate-income owner households in rehabilitating single-family homes to improve the appearance and safety of the existing single-family housing stock.	1. Provide funds to support exterior and interior improvements to single-family owner-occupied homes for lower and moderate-income households.	See the comment above regarding the abolishment of redevelopment agencies. A total of 86 applications were received and 58 single-family homes were assisted in 2011.
Single-Family Substantial Rehabilitation IIB4.3	Address the deficiencies in 3 substantially deteriorating single-family homes and provide relief from overcrowding. Substantial deterioration is associated with overcrowding, overpayment, and housing age. Program would primarily serve large families in need of room and bathroom additions, as well as structural improvements to ensure safety.	1. Provide loans for substantial rehabilitation of single-family homes for lower and moderate income households and require the imposition of 45-year affordability covenant.	See the comment above regarding the abolishment of redevelopment agencies. No applications were received in 2011 for the loans identified in the program.
		2. Target advertising materials to single-family neighborhoods identified as substantially deteriorated in the 2007 Housing Conditions Survey.	See the comment above regarding the abolishment of redevelopment agencies. Information has been and continues to be provided on the City's website and through brochures (available at the City Hall and the City Hall at the Mall).
Multifamily Rehabilitation IIB4.4	Provide funding to improve 120 lower and moderate multifamily rental units. The majority of homes in need of repair identified by the 2007 Housing Conditions Survey were multifamily projects.	1. Provide loans for rehabilitation of multifamily units. Require the imposition of 55-year affordability covenant. A minimum of 15 percent, but not more than 49 percent of units would be required to be affordable to very low and low income households with the remaining units affordable to moderate income households.	See the comment above regarding the abolishment of redevelopment agencies. The Housing Division designed and completed a project with a Community Housing Development Organization to substantially rehabilitate a four-unit multi-family apartment unit, using HOME federal funds and Set-Aside funds. The project was completed in 2011, and is now operated by the non-profit American Family Housing, under a 55-year covenant of affordability.
<b>Goal 5: Promote equal housing opportunities for all persons.</b>			
Housing Directory IIB5.1	Increase knowledge and awareness as to the use of housing programs and other housing-related information by creating a comprehensive synopsis of various housing-related programs that are made available to Westminster residents.	1. A program directory or list of housing resources (including Agency resources and regulatory opportunities such as the Secondary Unit Ordinance) will be developed and made available to the public through the City's website and in City Hall.	Available housing resources are listed on the City's website. Pursuant to State law, projects funded with Set-Aside Funds are listed on the City of Westminster's website. Additionally, the City works with the Orange County Housing Authority to answer calls and questions about rental opportunities in Westminster for low and moderate-income persons. However, with the demise of redevelopment agencies, as described above, many of the programs identified on the website will no longer be available.

TABLE 33  
PROGRAM SUMMARY AND EVALUATION 2006–2014  
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Program	Program Objective	Implementation Action (s)	Program Evaluation
Emergency Shelter Program  IIB5.2	Address the urgent shelter needs of the homeless through updating the zoning code to permit emergency shelters. Establish a task force to identify additional means of serving the homeless. The task force will explore multijurisdictional solutions, potential development standards, seek additional appropriate zones, and pursue other options.	1. Amend the zoning code by December 2008 to permit emergency shelters without a conditional use permit in the Public/Semi-Public zone.	The zoning code was adopted in May 2010 to permit emergency shelters in the Public/Semi-Public District, by right. A subsequent ordinance was adopted in 2013, which created an emergency shelter overlay zoning district, where emergency shelters are permitted by right. The ordinance also rezoned 21 acres of land into the “emergency shelter overlay zoning district, further increasing the potential development opportunities for emergency shelters.
		2. Establish an Emergency Shelter, Transitional and Permanent Supportive Housing task force comprised of staff, service providers, and elected officials to perform a study evaluating case studies, model ordinances, and development standards for emergency shelters and transitional housing. The task force will ensure that permit processing, development, and management standards are objective and encourage and facilitate the development of, or conversion to, emergency shelters, transitional housing, and permanent supportive housing.	In an effort to streamline the process for implementing the objective and program, the Planning Division staff conducted a workshop with key emergency shelter stakeholders (e.g. shelter providers) in the summer of 2011, while also evaluating case studies, model ordinances, and development standards. Based upon the input provided by the stakeholders, and the staff’s analysis of potential sites, it was determined that additional parcels, outside of the P/SP zoning district would be necessary to fully accommodate the City’s emergency shelter needs. In addition, since most of the P/SP zoned sites are accessible from public transit and since many individuals and families in need of emergency shelters would arrive and depart such shelters via public transit, there was a need to find appropriate sites that were close to public transit. In 2013, the City adopted an ordinance, which created a new emergency shelter overlay zoning district, where emergency shelters would be permitted by right. The ordinance also rezoned a 21 acre contiguous area of the city into the new emergency shelter overlay zoning district as a means of ensuring that that there would be adequate capacity to develop one or more emergency shelter within an area that is well served by public transit.
		3. Initiate multijurisdictional coordination to potentially provide an emergency and transitional housing facility to serve the homeless of multiple jurisdictions.	Multijurisdictional coordination was not initiated during the program years since the City was undertaking an analysis to determine the location of sites that would provide a realistic capacity for meeting the needs of the City’s homeless population. Although the P/SP zoned properties provide an adequate amount of land to meet the need for additional year-round shelter space, many of the P/SP sites are located away from public transit and are developed with community parks and schools. Other P/SP sites are developed with overhead electrical transmission towers and it is unlikely such sites could be developed with a permanent shelter structure. Recognizing these issues, the City embarked upon a process of identifying parcels where a shelter would have a realistic chance of being established, while also providing direct access to transit service that operates late at night. With the adoption of the

TABLE 33  
PROGRAM SUMMARY AND EVALUATION 2006–2014  
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Program	Program Objective	Implementation Action (s)	Program Evaluation
			<p>city’s emergency shelter ordinance in 2013, the City has greatly expanded opportunities for providing one or more year round shelter by rezoning 21 contiguous acres into a emergency shelter overlay zone that is located next to a transit line the operates late at night and provides access to many of the County’s vital social services. Therefore, the need to establish multi-jurisdictional coordination is diminished through the City’s actions in implementing SB 2 and the program should be modified accordingly.</p>
<p>Transitional Housing Program IIB5.3</p>	<p>Establish a task force to identify additional means of serving those in need of transitional housing. The task force will explore multijurisdictional solutions, potential development standards, identify appropriate zones, and pursue other options for transitional housing. Utilize the power of the Redevelopment Agency to subsidize the cost of 6 extremely low, very low, or low-income transitional housing units for a local nonprofit.</p>	<p>4. Use the task force’s findings to create a plan to meet the emergency shelter needs in Westminster; potentially including a multijurisdictional facility, or adoption of development standards and additional zones permitting emergency shelters.</p>	<p>Based upon the findings of the stakeholder’s workshop in 2011, the City’s Planning Division developed an action plan to find parcels within the City that would provide adequate capacity to meet the City’s emergency shelter needs while also providing access to public transit to better accommodate the needs of many homeless individuals and families. As a result of these efforts, the City adopted a emergency shelter ordinance in 2013, which provides development standards for emergency shelters. In addition the ordinance included a rezone of 21 contiguous acres into a new emergency shelter overlay zoning district.</p>
		<p>1. Establish an Emergency Shelter, Transitional and Permanent Supportive Housing task force and initiate multijurisdictional participation as described in Program IIB5.2, above.</p>	<p>In an effort to streamline the process for implementing the objective and program, the Planning Division staff conducted a workshop with key emergency shelter stakeholders (e.g. shelter providers) in the summer of 2011, while also evaluating case studies, model ordinances, and development standards. In 2013, the City adopted an emergency shelter ordinance, which provided transitional housing and supportive housing as uses permitted by right within the City’s residential zoning districts.</p>
		<p>2. Use the task force’s findings to create a plan to meet Westminster’s transitional and permanent supportive housing needs. Craft development standards and identify appropriate zones in which to permit transitional and permanent supportive housing as any other residential use.</p>	<p>As indicated in program No. 1 above, an alternative method was implemented to achieve the objective and program. In 2013, the City adopted an emergency shelter ordinance, which provided transitional housing and supportive housing as uses permitted by right within the residential zoning districts of the City.</p>
		<p>3. Support a local nonprofit who can demonstrate competence in service and can also demonstrate ongoing funding sources for operations and maintenance.</p>	<p>The City continues to support American Family Housing, a nonprofit transitional housing provider, in its efforts to provide transitional housing for the community.</p>

TABLE 33  
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Program	Program Objective	Implementation Action (s)	Program Evaluation
Reasonable Accommodation IIB5.4	Enact a process for disabled individuals or those acting on their behalf to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices, and/or procedures of the City, and include a provision of assistance in making the request, as well as for appealing to a determination regarding the reasonable accommodation to the Community Development Director.	<ol style="list-style-type: none"> <li>1. Review the zoning code for compliance with fair housing laws.</li> <li>2. Use the findings of the fair housing review to assist in the creation of a reasonable accommodation ordinance.</li> <li>3. Adopt a reasonable accommodation ordinance and make it available at City Hall and on the City’s website.</li> </ol>	<p>The zoning code was reviewed for compliance with the fair housing laws in 2008. No changes have been made to the zoning code since 2008, which would conflict with any applicable fair housing law.</p> <p>A reasonable accommodation allowance and process have been included in the zoning code update, adopted in May 2010.</p> <p>A reasonable accommodation allowance and process have been included in the zoning code update, adopted in May 2010. The stated provisions are available at the City’s website.</p>
Rehabilitation for Disabled Access IIB5.5	Make rehabilitation loans to qualified households for modifications to existing dwellings to facilitate access by disabled persons. Disabled persons often have limited incomes and require assistance to afford accessibility improvements	<ol style="list-style-type: none"> <li>1. Provide funding for qualifying disabled households to make accessibility-related home improvements.</li> </ol>	In 2011, state law abolished redevelopment agencies and as such, the use of redevelopment funds will no longer be available for housing development and housing related programs, beginning in 2012. There was one mobile home grant request made by a disabled household in 2011, and this applicant was funded for handicapped accessible ramps into their mobile home, using Set-Aside Funds.
Universal Design IIB5.6	Support housing that is appropriate for all levels of physical ability through accessible and barrier-free universal design features.	<ol style="list-style-type: none"> <li>1. Explore amending the Building Code to require incentives for or inclusion of universal design features in new housing and/or housing rehabilitation projects that are assisted by City funds.</li> </ol>	No amendments to the Building Code, regarding the inclusion of universal design features, were proposed during the program implementation period because the City’s adopted building codes achieve the same goal of providing accessible and barrier-free housing for new and redeveloped housing.
Fair Housing Council IIB5.7	Provide counseling and advisory services by continuing to contract with the designated FHC in regard to fair housing issues involving Westminster residents, such as complaints regarding discrimination in all housing matters.	<ol style="list-style-type: none"> <li>1. Continue the City’s commitment to working with the Fair Housing Council and disseminating fair housing information at City Hall, public libraries, the Chamber of Commerce, and on the City’s website. Include within the annual budget adequate funding to continue the contract with the Fair Housing Council.</li> </ol>	The City of Westminster continues to fund the Fair Housing Council annually with CDBG Public Service Funds, as a commitment to the service this organization provides to Westminster renters needing assistance with landlord or tenant issues.

TABLE 33 PROGRAM SUMMARY AND EVALUATION 2006–2014 CITY OF WESTMINSTER			
Program	Program Objective	Implementation Action (s)	Program Evaluation
<b>Goal 6: Preserve the assisted affordable housing stock.</b>			
Housing Construction Monitoring  IIB6.1	Establish and maintain a questionnaire and inventory system to monitor the growth of the housing stock. This questionnaire, which could be administered prior to issuance of the Certificate of Occupancy, could be used to track product type development and affordability. This data would be tabulated on an annual basis to determine the City's Position in achieving its housing goals.	1. Create the questionnaire in conjunction with the City's development database. Train staff to properly utilize and maintain inventory.	A questionnaire was not created because the objectives of the program were met through other means. Housing permits are tracked quarterly and submitted to the Center for Demographic Research at Cal State Fullerton. The data provided in the quarterly reports includes housing types, tenure, density and the geocoded location of each project for possible spatial analysis. In addition, project affordability is known at the time that an application is submitted since the mechanism required to grant density bonuses and other entitlements associated with affordability must be a part of the project application. In cases where such affordability is approved for a project, the specific stipulations of such affordability are memorialized in the project's resolution of approval, thus providing the staff with an efficient means of tracking affordable housing construction. Therefore, creating a separate questionnaire would only duplicate the tracking systems already employed to achieve the same goal.
Building Code Enforcement  IIB6.2	The City will enforce and expand, where necessary, the property maintenance provisions embodied in the Uniform Building Code and Land Use Ordinance.	1. Conduct annual community workshops explaining code compliance issues.	Periodic workshops were held through the City's Neighborhood Watch program.
Section 8 Rental Assistance  IIB6.3	Assist lower income renter households by referring them to the Orange County Housing Authority for rental assistance.	1. Provide referrals and voucher information to prospective program participants.	Housing division staff receives calls and visits weekly from people needing rental assistance information. Accordingly, all frontline staff are informed of the OCHA's services, the information is on Westminster's website, and is in printed literature in City Hall and public areas.
Condominium Conversion  IIB6.4	The City shall maintain and enforce the provisions of the City's Condominium/Stock Cooperative Conversion Ordinance.	1. In the event that an application to convert a residential development to a condominium/stock cooperative is submitted to the City, the provisions of the ordinance shall be implemented and enforced.	No conversions were proposed during the program implementation period.
Mobile Home Park Conversion Ordinance (MHPCO)  IIB6.5	The City will maintain and enforce the MHPCO, which requires a conversion impact report (CIR). The City shall monitor each potential conversion to determine the potential impact of the loss of any affordable lower-income units.	1. During the preparation of a CIR the applicant shall be required to identify the quantity and conditions of each lower-income households/units.	There were no applications filed to convert a mobile home park during the program implementation period.

TABLE 33  
 PROGRAM SUMMARY AND EVALUATION 2006–2014  
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Program	Program Objective	Implementation Action (s)	Program Evaluation
		2. Upon approval of a permit to convert a mobile home park, the applicant shall be required to implement mitigation measures that fully mitigate the net loss of low-income households.	There were no applications filed to convert a mobile home park during the program implementation period.

TABLE 33 PROGRAM SUMMARY AND EVALUATION 2006–2014 CITY OF WESTMINSTER			
Program	Program Objective	Implementation Action (s)	Program Evaluation
<b>Goal 7: Facilitate energy conservation in new and rehabilitated housing.</b>			
Energy Efficient Housing  IIB7.1	The City will facilitate the creation of energy efficient housing.	<ol style="list-style-type: none"> <li>1. Identify cost-effective energy conservation measures that can be developed into city regulations, incentives, or programs.</li> <li>2. Continue to hold monthly meetings with the Energy Committee to evaluate partnership opportunities, financial resources, regulations, and incentives for energy conservation.</li> <li>3. Continue to publish and disseminate energy conservation information at City Hall.</li> <li>4. Pursue technical assistance for two housing projects during the planning period.</li> <li>5. Modify development application to identify interest in energy conservation components of proposed project or interest in financial/regulatory assistance.</li> </ol>	Various conservation measures are identified on the City's website. Both Southern California Edison and the Gas Company provide incentive programs for residential uses.  Meetings were held monthly in 2011.  The City's third annual Green Expo was held in 2011 The expo was attended by multiple vendors selling energy efficient products. In addition, information regarding energy conservation is provided on the City's website.  No requests for technical assistance were made in 2011.  The development application was modified in 2012 to include a residential energy conservation questionnaire.

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## 9. Housing Strategy 2013–2021

The Housing Strategy presents the goals, policies, and quantified objectives of the City for the 2013–2021 planning period. This section is based on an evaluation of the City's existing and future housing needs and community input. According to state law, the City's Housing Element must establish goals, policies, quantified objectives, and action programs to address the following needs:

- Providing adequate sites to achieve a variety and diversity of housing
- Assisting in the development of affordable housing
- Removing governmental constraints if necessary
- Conserving the existing stock of affordable housing
- Promoting equal housing opportunity
- Preserving "at-risk" housing
- Facilitate energy conservation

According to the City's Affordable Housing Strategy, implementation of affordable housing programs and projects is guided by the determination of the unmet housing needs and existing opportunities in the community weighed against the availability of financial resources and the limitations placed on the use of such resources. Affordable housing implementation issues for consideration include: General Considerations such as the availability of land and other policy questions; Planning Considerations including land use issues and a balanced housing dispersal policy; Financial Considerations particularly with the loss of Redevelopment Housing Set-Aside funds; and Organizational Considerations including staff resources and economic considerations.

### Goals and Policies

Goals and policies for the City of Westminster respond to the City's existing and future housing needs for the production, conservation, and preservation of housing. To implement these goals and policies, program and actions are provided as summarized in Table 33, followed by quantified objectives for the 2013–2021 planning period in Table 34.

#### **Goal 1: Identify adequate sites to meet Westminster's current and projected housing needs.**

Policy 1.1: Identify adequate sites to accommodate a variety of dwelling unit types and affordability levels to provide housing for all household types, lifestyles, and income levels.

Policy 1.2: Pursue opportunities to construct housing beyond the RHNA

Policy 1.3: Identify City resources to acquire or subsidize potential housing development opportunities

#### **Goal 2: Assist in the development of affordable and market-rate housing.**

Policy 2.1: Increase housing opportunities and choices for lower and moderate-income Westminster households, as funding is available.

Policy 2.2: Support innovative public, private, and nonprofit efforts in the development and financing of affordable housing, particularly for lower and moderate income and/or special needs households.

**Goal 3: Remove governmental constraints to the maintenance, improvement, and development of housing.**

Policy 3.1: Remove regulatory constraints as necessary to provide quality housing that meets the needs of Westminster residents.

Policy 3.2: Incentivize the development of affordable housing, as funding is available, to facilitate the development of housing for the City's lower and moderate income households.

**Goal 4: Conserve and improve the condition of the existing housing stock.**

Policy 4.1: Protect the quality of Westminster neighborhoods through the conservation and rehabilitation of the existing market rate and affordable housing stock.

Policy 4.2: Promote financial and technical assistance to Westminster households to maintain and improve their homes.

**Goal 5: Promote equal housing opportunities for all persons.**

Policy 5.1: Provide a regulatory environment in which housing opportunity is equal for all.

Policy 5.2: Create a continuum of care for Westminster's homeless population, including provisions for emergency shelter, transition housing, and permanent supportive housing.

Policy 5.3: Improve quality of life for disabled persons by facilitating relief from regulatory barriers to housing that meets their particular needs.

Policy 5.4: Encourage the inclusion of universal design features in new housing.

**Goal 6: Preserve the assisted affordable housing stock.**

Policy 6.1: Protect the quality and quantity of the City's affordable housing developments through code enforcement efforts.

Policy 6.2: Maintain affordable housing opportunities by monitoring the existing stock for potential risks of conversion to market rate.

Policy 3: Regulate the conversion of relatively affordable housing types to other forms of housing through reporting requirements and monitoring the potential loss of affordable housing.

**Goal 7: Facilitate energy conservation.**

Policy 1.1: Promote cost-effective energy conservation measures in new construction and rehabilitated housing projects.

Policy 1.2: Pursue partnerships with utilities, developers, and nonprofits to educate the public and incorporate energy conservation measures.

Policy 1.3: Pursue financial resources to subsidize energy conservation activities.

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TABLE 34  
PROGRAM SUMMARY 2013–2021  
CITY OF WESTMINSTER

Program	Program Objective	Implementation Action (s)	Time Frame	Responsible Agency	Funding
<b>Goal 1: Identify adequate sites to meet Westminster’s current and projected housing needs.</b>					
IIB1.1 Identification of Adequate Sites	Ensure that adequate sites are identified and designated with appropriate Land Use and Zoning Designations so that Westminster will be able to accommodate its future need. The City shall implement actions necessary to ensure that properties identified in the vacant and underutilized land inventories are designated so adequate housing unit potentials can be achieved for all income groups.	1. Develop a series of printable map sheets for vacant parcels within the City. The map sheets should contain basic site information such as zoning, lot size and parcel numbers. The maps will be uploaded to the City’s website and also available at the public counter.	12/2015	Planning Division	General Fund
		2. Continue to support new construction of affordable housing by re-designating or rezoning, where appropriate and desirable, to permit higher density residential development.	Ongoing 2013–2021	Planning Division	General Fund
		3. Systematically review existing vacant and underdeveloped commercial, industrial, and public facilities land for possible re-designation/rezoning to residential use, where consistent with General Plan goals and policies and where compatible with surrounding uses.	Annually 2013–2021	Planning Division	General Fund
IIB1.2 Lot Consolidation Program	To encourage further residential development in underutilized portions of the City identified by the vacant and underutilized land inventory, the City will offer a series of incentives to projects that propose lot consolidation and residential development at the maximum allowable density. The City shall have full authority in determining compliance with the project-specific incentives.	1. Continue to offer a waiver of development application filing fees for development proposals at maximum density. The decision to grant a waiver, however, is subject to the City Council’s approval.	Ongoing 2013–2021	Planning Division	CDBG, HOME Funds
		2. Continue to consider other incentives that will increase the overall feasibility of affordable housing projects, such as a reduction in parking standards, allowance for shared parking arrangements in mixed-use projects, a reduction in FARs, and modification of setback requirements.	Ongoing 2013–2021	Planning Division	General Fund
IIB1.3 HOME funds & SERAF Repayments to fund Land Acquisition and Improvement	Utilize funds as available through the HOME Program and SERAF Repayments, as applicable, to assist development and make land available at reasonable cost to developers who have demonstrated the ability to build affordable housing. Subsidize the cost of off-site improvements for the provisions of affordable housing for lower and moderate-income households. Provide funding for land acquisition and/or improvements to support	1. Provide funds to assist development such as for the purpose of acquisition and/or subsidizing the cost of land acquisition and off-site improvements for new affordable housing construction.	2013–2021	Housing and Grants Division	SERAF Repayments and HOME funds
		2. Acquire multifamily or single-family units to be rehabilitated by a nonprofit and restricted to low-income rental housing.	2013–2021	Housing and Grants Division	SERAF Repayments and HOME funds

<p style="text-align: center;"><b>TABLE 34 PROGRAM SUMMARY 2013–2021 CITY OF WESTMINSTER</b></p>					
<b>Program</b>	<b>Program Objective</b>	<b>Implementation Action (s)</b>	<b>Time Frame</b>	<b>Responsible Agency</b>	<b>Funding</b>
	the development of 20 very low, low, and moderate-income units.	4. Contact local service providers and developers and inform them of the potential partnerships with the Housing Division through paperless methods such as phone calls, email, and online postings.	10/2013 and periodically through 2021	Housing Division / Grants	HOME Funds
General Plan Land Use Element Update  IIB1.4	Consider creating new opportunities for housing affordable to a range of incomes through mixed-use zoning or corridor revitalization planning. The City's General Plan is proposed to be updated during the planning period. The update process provides an ideal opportunity to investigate potential land and policy resources for new housing construction.	1. Consider new land uses and incentives to provide affordable mixed-use housing developments through the general plan update process.	2014–2016	Community Development	General Fund
		2. Consider opportunities and incentives to revitalize the City's major corridors with affordable and market rate midblock housing through the general plan update process.	2014–2016	Community Development	General Fund
<b>Goal 2: Assist in the development of affordable and market-rate housing.</b>					
Workforce Home Ownership Opportunity  IIB2.1	Increase home ownership opportunities for the City's workforce by providing loans to 32 low and moderate income household to acquire their first home.	1. Provide gap funding for approximately 4 units per year for low and moderate-income first-time homebuyer households. Forty-five year affordability covenants would be required.	Ongoing 2013–2021	Housing and Grants Division	SERAF Repayments and/or Home funds
Development of Affordable Housing Opportunities  IIB2.2	Conduct proactive outreach efforts to affordable housing providers. Facilitate the development of affordable housing for low/very-low income individuals and those with disabilities by identifying potential sites suitable for such housing and either acquire the site(s) or retain qualified developers to acquire site(s) for affordable housing.	<ol style="list-style-type: none"> <li>1. Contact affordable housing providers (including non-profit providers) to encourage them to develop affordable housing for low/very- low income households and the disabled in Westminster.</li> <li>2. Maintain and publish on the City's website an inventory of vacant and/or underutilized sites suitable for the development of affordable housing for low-income households and households with disabilities.</li> <li>3. Support and prepare applications for funding and provide incentives and concessions to assist in the development of housing for lower income households</li> <li>4. Explore additional funding sources and strategies such as boomerang funds and financing districts to assist the development of housing for lower income households</li> <li>5. In 2015, Identify and implement a specific strategy to assist in the development of housing for extremely low income households such as prioritizing and pursuing funding, providing incentives, etc.</li> </ol>	2013-2021 and at least annually	Planning Division	General Fund

TABLE 34 PROGRAM SUMMARY 2013–2021 CITY OF WESTMINSTER					
Program	Program Objective	Implementation Action (s)	Time Frame	Responsible Agency	Funding
Density bonus IIB2.3	Administer and market the Density Bonus program that allows developers the opportunity to exceed the maximum district density when a percentage of the units are reserved for lower income households.	1. Make available the City’s application submittal packet to provide interested builders or service providers with Density Bonus information through paperless methods such as online postings. Provide printed copies at the front counter.	2013-2021	Planning Division	General Fund
<b>Goal 3: Remove governmental constraints to the maintenance, improvement, and development of housing.</b>					
Zoning Code Review and Update IIB3.1	Increase opportunities for the development of market rate, affordable, including lower income and special needs housing by modifying zoning code standards and programs.	Through the General Plan update process, starting in 2014, consider the following: <ul style="list-style-type: none"> <li>• Permit residential uses along the City’s arterial highways;</li> <li>• Increase the maximum allowed density for the City’s current highest residential general plan land use category and zoning district from the current allowed 25 units per acre to a maximum of 30 units to an acre, as recommended in the State’s derived default density provided in Government Code Section 65583.2.</li> <li>• City will consider development fee waivers for low-income housing as part of its development fee study process.</li> </ul>	2014	Planning Division	General Fund
Priority Water and Sewer Service IIB3.2	Continue to make service providers aware of the City’s housing plans and encourage them to expedite service to restricted lower income residential projects.	1. Provide copy of updated and adopted Housing Element to the City’s water and sewer providers. Provide technical assistance to them, if needed, for adopting written procedures to provide priority service to lower income residential projects.	2013-2021	Planning Division; City Department of Public Works	General Fund
Design Guidelines Manual IIB3.3	Continue to provide basic citywide design guidelines to provide more certainty and direction to the development community without imposing limitations to use or architectural style.	1. Make available and implement the Design Guidelines Manual available at City Hall and on the City’s website.	2013-2021	Planning Division	General Fund
<b>Goal 4: Conserve and improve the condition of the existing housing stock.</b>					
Mobile Home Improvement IIB4.1	Assist lower income households in rehabilitation efforts to improve the appearance and safety of 32 lower income mobile home units.	1. Provide funds to support exterior and interior improvements to mobile home units for very low and low-income households.	2013–2021	Housing and Grants Division	HOME and CDBG, or SERAF

**TABLE 34  
PROGRAM SUMMARY 2013–2021  
CITY OF WESTMINSTER**

<b>Program</b>	<b>Program Objective</b>	<b>Implementation Action (s)</b>	<b>Time Frame</b>	<b>Responsible Agency</b>	<b>Funding</b>
Owner-Occupied Single-Family Home Improvement IIB4.2	Assist 40 lower and moderate-income owner households in rehabilitating single-family homes to improve the appearance and safety of the existing single-family housing stock.	1. Provide funds to support exterior and interior improvements to single-family owner-occupied homes for lower and moderate-income households.	2013–2021	Housing and Grants Division	CDBG and/or HOME funds, or SERAF
Single-Family Substantial Rehabilitation IIB4.3	Address the deficiencies in 3 substantially deteriorating single-family homes and provide relief from overcrowding. Substantial deterioration is associated with overcrowding, overpayment, and housing age. Program would primarily serve large families in need of room and bathroom additions, as well as structural improvements to ensure safety.	1. Provide loans for substantial rehabilitation of single-family homes for lower and moderate income households and require the imposition of 45-year affordability covenant.	2013–2021	Housing and Grants Division	SERAF and/or HOME
		2. Using the land use data generated from the General Plan Update, scheduled to begin in 2014, combined with the data generated from the 2007 Housing Conditions Survey, identify the single family neighborhoods with the most significant level of deterioration for the purpose of implementing program No. IIB4.3(1) above.	Ongoing 2013–2021	Housing and Grants Division	SERAF and/or HOME
Multifamily Rehabilitation IIB4.4	Provide funding to improve 60 lower and moderate multifamily rental units. The majority of homes in need of repair identified by the 2007 Housing Conditions Survey were multifamily projects.	1. Provide loans for rehabilitation of multifamily units, subject to the applicable funding source requirements (15-year affordability covenants for projects using HOME funds and 55-year affordability covenants for projects using SERAF funds).	2013–2021	Housing and Grants Division	SERAF and/or HOME
<b>Goal 5: Promote equal housing opportunities for all persons.</b>					
Housing Directory IIB5.1	Increase knowledge and awareness as to the use of housing programs and other housing-related information by creating a comprehensive synopsis of various housing-related programs that are made available to Westminster residents.	1. Continue to make available a program directory or list of housing resources (including resources and regulatory opportunities such as the Secondary Unit Ordinance) to the public through the City’s website and in City Hall.	2013-2021	Housing and Grants Division	Orange County Housing Authority and/or General Fund
Emergency Shelter and Transitional Housing Program IIB5.2	Address the urgent shelter needs of the homeless by continuing to implement the City’s Emergency Shelter ordinance.	1. Continue to administer the zoning code provisions that permit emergency shelters as a permitted use (by right) in the Public/Semi-Public zone and the Emergency Shelter Overlay Zone.	2013-2021	Planning Division	General Fund
		2. As part of the City’s General Plan update process, conduct a community meeting to evaluate citywide housing issues, including issue associated with emergency shelters, transitional housing and supportive housing. Information gathered at the community meeting should be used to update the City’s emergency shelter ordinance, if necessary.	Adopt ordinances by 2014	Planning Division/ Grants and Housing Division/ Building Division	General Fund

TABLE 34 PROGRAM SUMMARY 2013–2021 CITY OF WESTMINSTER					
Program	Program Objective	Implementation Action (s)	Time Frame	Responsible Agency	Funding
		3. Continue to be receptive to opportunities with adjacent jurisdictions to further accommodate emergency shelter capacity through multijurisdictional coordination and cooperation.	2013-2016	Planning Division/ Grants and Housing Division/ Building Division	General Fund
		4. Continue to support a local nonprofit who can demonstrate competence in service and can also demonstrate ongoing funding sources for operations and maintenance.	2013-2016	Housing and Grants Division/	General Fund
Reasonable Accommodation  IIB5.3	Maintain the City’s Implement the Reasonable Accommodation provisions (as established by ordinance) Ordinance in regard to relief from the various land use, zoning, or building laws, rules, policies, practices, and/or procedures of the City regarding the reasonable accommodation to the Community Development Director.	1. Ensure zoning code compliance with fair housing laws.	2013 2014- 2013-2021	Planning Division	General Fund
		2. Ensure continued use of the City’s reasonable accommodation provisions, by processing in a timely manner any application requesting a reasonable accommodation.	2013-2021	Planning Division	General Fund
		3. Develop and implement a marketing program using the City’s website, brochures, and other forms of appropriate advertising to inform the community of the availability of the City’s reasonable accommodations provisions.	2014	Planning Division	General Fund
Rehabilitation for Disabled Access  IIB5.4	Make rehabilitation loans to qualified households for modifications to existing dwellings to facilitate access by disabled persons. Disabled persons often have limited incomes and require assistance to afford accessibility improvements.	1. Provide available funding for qualifying disabled households to make accessibility-related home improvements.	Ongoing 2013–2021	Housing and Grants Division	CDBG
Persons with Developmental Disabilities  IIB5.5	Work with the Regional Center of Orange County or similar providers to implement an outreach program that informs families in the City on housing services available for persons with developmental disabilities. The program could include the development of an information brochure, including information on services on the City’s website, and providing housing-related training for individuals/families through future workshops.	1. Design a program that encourages the dissemination of information that will assist families that have persons with developmental disabilities, such as providing information on the City’s website or through other information outlets that will assist the Regional Center of Orange County. 2. Outreach with housing providers, including non-profit developers to assist in development (e.g., support funding, incentives, etc.) and establish a strategy to promote the creation of housing for persons with developmental disabilities.	2015 and at least bi- annual outreach	Housing and Grants Division	General Fund
Universal Design  IIB5.6	Support housing that is appropriate for all levels of physical ability through accessible and barrier-free universal design features.	1. Continue to enforce the City’s adopted building codes, as they relate to required universal design features to ensure that new housing development is accessible and barrier-free.	2013–2021	Building Division	General Fund

TABLE 34  
PROGRAM SUMMARY 2013–2021  
CITY OF WESTMINSTER

Program	Program Objective	Implementation Action (s)	Time Frame	Responsible Agency	Funding
Fair Housing Council IIB5.7	Provide counseling and advisory services by continuing to contract with the designated FHC in regard to fair housing issues involving Westminster residents, such as complaints regarding discrimination in all housing matters.	1. Continue the City’s commitment to working with the Fair Housing Council and disseminating fair housing information at City Hall, public libraries, the Chamber of Commerce, and on the City’s website. Include within the annual budget adequate funding to continue the contract with the Fair Housing service provider.	Ongoing 2013–2021	Housing and Grants Division	CDBG Funds

TABLE 34 PROGRAM SUMMARY 2013–2021 CITY OF WESTMINSTER					
Program	Program Objective	Implementation Action (s)	Time Frame	Responsible Agency	Funding
<b>Goal 6: Preserve the assisted affordable housing stock.</b>					
Housing Construction Monitoring IIB6.1	Maintain the City’s inventory system to monitor the growth of the housing stock, and to track product type development and affordability. This data would be tabulated on an annual basis to determine the City’s Position in achieving its housing goals.	1. Continue to track all housing developments for the purpose of achieving the program objective.	2013-2021	Planning Division	General Fund
Building Code Enforcement IIB6.2	The City will enforce and expand, where necessary, the property maintenance provisions embodied in the Uniform Building Code and Land Use Ordinance.	1. Continue to conduct annual community workshops explaining code compliance issues.	2013-2021	Building; Code Enforcement	General Fund
Section 8 Rental Assistance IIB6.3	Assist lower income renter households by referring them to the Orange County Housing Authority for rental assistance.	1. Continue to provide referrals and voucher information to prospective program participants.	Ongoing 2013–2021	Housing and Grants Division; Orange County Housing Authority	HUD/County of Orange
Condominium Conversion IIB6.4	The City shall maintain and enforce the provisions of the City’s Condominium/Stock Cooperative Conversion Ordinance.	1. In the event that an application to convert a residential development to a condominium/stock cooperative is submitted to the City, the provisions of the ordinance shall be implemented and enforced.	Ongoing 2013–2021	City Planning Department	General Fund
Mobile Home Park Conversion Ordinance (MHPCO) IIB6.5	The City will maintain and enforce the MHPCO, which requires a conversion impact report (CIR). The City shall monitor each potential conversion to determine the potential impact of the loss of any affordable lower-income units.	1. During the preparation of a CIR, the applicant shall be required to identify the quantity and conditions of each lower-income households/units.	Ongoing 2013–2021	Mobile Home Park Commission; City Planning Department	General Fund
		2. Upon approval of a permit to convert a mobile home park, the applicant shall be required to implement mitigation measures that fully mitigate the net loss of low-income households.	Ongoing 2014–2021	City Planning Department	General Fund

TABLE 34 PROGRAM SUMMARY 2013–2021 CITY OF WESTMINSTER					
Program	Program Objective	Implementation Action (s)	Time Frame	Responsible Agency	Funding
<b>Goal 7: Facilitate energy conservation in new and rehabilitated housing.</b>					
Energy Efficient Housing  IIB7.1	The City will facilitate the creation of energy efficient housing.	<ol style="list-style-type: none"> <li>1. Identify cost-effective energy conservation measures that can be developed into city regulations, incentives, or programs.</li> <li>2. Continue to hold monthly meetings with the Energy Committee to evaluate partnership opportunities, financial resources, regulations, and incentives for energy conservation.</li> <li>3. Continue to publish and disseminate energy conservation information at City Hall and through the annual Green Expo.</li> <li>4. Pursue technical assistance to monitor energy usage in municipal buildings and City programs and identify and implement energy conservation programs.</li> <li>5. Modify development application to identify interest in energy conservation components of proposed project or interest in financial/regulatory assistance.</li> </ol>	Monthly meetings ongoing and identify energy conservation programs by 2015.	Energy Committee, Building, Planning Department	General Fund

### Quantified Objectives 2013–2021

State housing law requires that each jurisdiction establish the minimum number of housing units that will be constructed, rehabilitated, and preserved over the Housing Element planning period. These quantified objectives are based on the fair share allocation and the Housing Needs Assessment, and are the City's adopted policy. Satisfaction of the City's Quantified Objectives through new construction will be heavily dependent upon the real estate market trends, cooperation of private funding sources and funding levels of federal, state, and county programs. Rehabilitation efforts will be supported by CDBG funds, tax credits, and HOME funds.

Table 34 is a summary of City's quantified objectives by income category. The programs and quantified objectives serve as the guidelines for meeting the new construction and rehabilitation needs for the 2013–2021 planning period.

TABLE 35  
SUMMARY OF QUANTIFIED OBJECTIVES: 2013–2021  
CITY OF WESTMINSTER

Program	Very Low <sup>1</sup>	Low	Moderate	Above Moderate	Total
<b>New Construction</b>					
Constructed	37	0	0	242	279
Approved	2	20	0	0	20
Vacant	0	25	50	123	198
Underutilized	0	0	0	0	0
<b>TOTAL</b>	<b>39</b>	<b>45</b>	<b>50</b>	<b>365</b>	<b>497</b>
RHNA	1	1	0	0	2
Difference	+38	+44	+50	+365	+495
<b>Rehabilitation</b>					
IIB1.3 Land Acquisition and Improvement	3	217		0	20
IIB4.1 Mobile Home Improvement	5	27	0	0	32
IIB4.2 Owner-Occupied Single-Family Home Improvement	5	15	20	0	40
IIB4.3 Single-Family Substantial Rehabilitation	1	1	1	0	3
IIB4.4 Multifamily Rehabilitation	20	20	20	0	60
<b>Assistance</b>					
IIB2.1 Workforce Home Ownership Opportunity	0	12	20	0	32
IIB2.2 Purchase of Affordability Covenants	0	0	0	0	0
IIB5.3 Transitional Housing Program	1	2	0	0	3

Source: Draft Affordable Housing Strategy, Willdan 2013

1: Very low-income units serve households earning 0% to 50% AMI. All of the programs serving very low-income households may potentially serve extremely low income households (households earning 0% to 30% AMI).

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*APPENDIX A*

*OUTREACH EFFORT*

1. *Mailing List*
2. *Workshop PowerPoint*
3. *Workshop Participants*
4. *Workshop Participant Comments*

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