

Chapter 6. Housing Plan

This Housing Plan’s goals, policies, and programs have been established to address housing issues in Monrovia and to meet State law housing requirements. The City’s enduring objective is to facilitate and encourage safe, decent housing that fulfills the diverse needs of current and future residents. To achieve this vision, the Housing Plan identifies long-term housing goals and shorter-term policies and programs to address identified housing needs, constraints to development confronting the City, and resources available to address the housing needs. These are informed by recent community input, the housing needs assessment (Chapter 2), housing constraints analysis (Chapter 3), housing resources analysis (Chapter 4), and the review of program accomplishments for the previous (2014-2021) Housing Element (Chapter 5). The plan also aims to reflect the values and preferences of the Monrovia community. Through a series of public outreach efforts such as survey and stakeholder interviews, the City obtained input from residents of the community, local agencies and housing groups, community organizations, and housing sponsors. Several themes emerged that the City has tried to address in this plan. The Quantified Objectives provide the target number of housing units or households to be assisted by the Housing Element’s policies and/or programs.

- Many respondents to the Housing and Safety Element Survey said they are unsatisfied with the range and variety of housing available in Monrovia. When asked what type of housing most needed, single-family housing, smaller scale apartments, and senior housing were the most preferred. Housing for families and individuals who need supportive services like job training and social services, and ADUs followed closely behind. Affordable housing options for children who grow up in the City, seniors, veterans, and/or persons with disabilities are the two most important housing issues, followed by the lack of effort being made to rehabilitate existing housing in older neighborhoods. When asked where new housing should be located, near the Metro L Line (Gold) station and along major corridors were the two highest responses.
- In the Environmental Justice Survey, respondents indicated the three top community issues are access to quality jobs and livable wages, access to health care, and difficulty finding safe housing.
- Findings from two Environmental Justice workshops included increasing housing assistance programs, partnering with community-based organizations and advocacy groups to promote civic engagement, and prioritizing “green” infrastructure installation.

Regulatory Framework

To make adequate provision for the housing needs of people of all income levels, State law (Government Code 65583[c]) requires that the City, at a minimum, identify programs that do all the following:

1. Identify adequate sites, with appropriate zoning and development standards and services to accommodate the locality’s share of the regional housing needs for each income level.
2. Assist in the development of adequate housing to meet the needs of extremely low-, very low-, low-, and moderate-income households.

3. Address and, where possible, remove governmental constraints to the maintenance, improvement, and development of housing, including housing for people at all income levels, as well as housing for people with disabilities.
4. Conserve and improve the condition of the existing affordable housing stock and preserve assisted housing developments at risk of conversion to market-rate housing.
5. Promote equal housing opportunities for all people, regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability.

The goals and policies of the Housing Element are intended to guide the City in making decisions regarding housing and to educate the public in understanding the general direction of Monrovia's housing policies. The programs also address identified housing issues in Monrovia and approaches to meet State law housing requirements. The programs generally include a statement of specific City action(s) necessary to implement a policy or goal and identify the City department or other agency responsible for implementation, the quantified objectives (where applicable), and a timeframe for completion. A summary of quantified objectives is included following the program descriptions.

This Housing Plan focuses on goals, policies, and programs that meet State law requirements and can realistically be accomplished based on current funding and staffing levels. This does not preclude the City from undertaking additional program actions not included in this Plan if they are consistent with the goals and policies set here and throughout the General Plan.

Goals and Policies

1. PROVIDE A VARIETY OF HOUSING TYPES

GOAL 1

Encourage a variety of housing types to meet the existing and future needs of Monrovia residents.

Policy 1.1 Implement land use policies and standards that allow for a range of residential densities and products that will provide households of all types and income levels the opportunity to find suitable ownership and rental housing.

Policy 1.2 Provide site opportunities for development of housing that responds to diverse community needs in terms of housing types, cost, and location, emphasizing locations near services and transit that promote walkability.

Policy 1.3 Encourage and facilitate the development of mixed use and high-density residential development in appropriate areas (e.g., Station Square, Old Town Extension, along Huntington Drive).

Policy 1.4 Encourage infill development and recycling of land to provide needed housing.

Policy 1.5 Support the assembly of parcels to enhance the feasibility of infill development,

Policy 1.6 Facilitate the development of accessory dwelling units in all residential areas of the City.

Policy 1.7 In meeting housing needs, preserve important aspects of Monrovia, including hillsides and historic resources, sensitive habitats, and other distinctive features.

2. PROVIDE HOUSING AFFORDABLE TO MONROVIANS

GOAL 2

Assist in the development of housing that meets the needs of the Monrovia community including low- and moderate-income and special needs households.

Policy 2.1 Facilitate the development of affordable housing through regulatory incentives and concessions, and/or financial assistance. Proactively seek out new models and approaches in the provision of affordable housing.

Policy 2.2 Encourage the development of residential units and the provision of related services for special needs groups, including the elderly, large households, single parents, persons with disabilities, extremely low-income persons, and persons experiencing homelessness.

Policy 2.3 Encourage the inclusion of housing affordable to lower-income households when reviewing proposals for new housing developments.

Policy 2.4 Continue to require that housing for low- and moderate-income households not be concentrated in any single portion of the city.

Policy 2.5 Support regional efforts to develop affordable housing and address homelessness.

Policy 2.6 Work collaboratively with nonprofit, for-profit, and faith-based organizations in the community to address the housing and supportive services of residents and those with special housing needs.

3. REMOVE GOVERNMENTAL CONSTRAINTS

GOAL 3

Reduce governmental constraints on the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities, while maintaining community character.

Policy 3.1 Identify ways to reduce the review time of housing projects while maintaining adequate public involvement and fulfilling the appropriate requirements of state and local laws. Provide for priority and expedited treatment in planning processing for affordable and special needs housing.

Policy 3.2 Support the use of density bonuses and other incentives, such as fee deferrals/waivers and parking reductions, to offset the costs of affordable housing and to minimize the effect of governmental constraints.

Policy 3.3 Provide flexibility in development standards to accommodate new models and approaches to providing housing, such as transit-oriented development, mixed -use, co-housing and live/work housing.

Policy 3.4 Periodically review and adjust, if needed, residential development standards, regulations, ordinances, departmental processing procedures, and residential fees related to the construction and rehabilitation of housing that are determined to constrain housing development or as a result of new or updated State and federal housing-related legislation.

4. PRESERVE HOUSING AND NEIGHBORHOODS ASSETS AND PROMOTE ENVIRONMENTAL SUSTAINABILITY

GOAL 4

Preserve and improve the quality of existing neighborhoods and existing housing, especially affordable housing. Support sustainable solutions which minimize reliance on natural resources and automobile use.

Policy 4.1 Preserve the character, scale and quality of established residential neighborhoods and ensure that new housing is well-designed and compatible with the neighborhood context in which it is located.

Policy 4.2 Encourage development and long-range planning that uses compact urban forms that foster healthy living, connectivity, walkability, the use of alternative transportation modes, and a closer link between housing and jobs.

Policy 4.3 Support the long-term maintenance, improvement, and conservation of existing neighborhoods, existing housing, and infrastructure through code enforcement, housing rehabilitation, and reinvestment strategies.

Policy 4.4 Work with property owners, tenants, and non-profit purchasers to protect the affordability of income-restricted housing for low- and moderate- income households.

Policy 4.5 Identify and preserve important examples of historic or architecturally significant residences.

Policy 4.6 Support strategies for the adaptive reuse of residential, commercial, industrial, and institutional structures to provide for a range of housing types.

Policy 4.7 Leverage State and federal loans and grants to assist in preserving existing housing and rehabilitating unsound housing structures and prioritize street and infrastructure improvement projects to benefit high-need areas, particularly in the Environmental Justice neighborhood.

Policy 4.8 Promote modifications to increase energy efficiency and the use of alternative energy sources such as solar energy, cogeneration, and non-fossil fuels.

Policy 4.9 Encourage energy conservation, water efficiency, and sustainable building measures in new and existing homes through adherence to the California Green Building Code.

5. FURTHERING FAIR HOUSING OPPORTUNITIES FOR ALL

GOAL 5

Affirmatively further equal and fair access to housing opportunities for all residents.

Policy 5.1 Affirmatively further fair housing related to the sale, rental, and financing of housing to avoid discrimination based on race, religion, age, sex, marital status, ancestry, national origin, color, familial status, disability, or any other arbitrary factor.

Policy 5.2 Expand housing opportunities throughout the community for all persons, including but not limited to seniors, veterans, individuals with disabilities, and persons experiencing homelessness.

Policy 5.3 Assist in the enforcement of fair housing laws by providing support to organizations that can receive and investigate fair housing allegations, monitor compliance with fair housing laws, and refer possible violations to enforcing agencies.

Policy 5.4 Facilitate increased participation among traditionally underrepresented groups and Environmental Justice neighborhood residents in the public decision-making process.

Policy 5.5 Provide outreach and education for the broader community of residents, residential property owners, and operators regarding fair housing practices and requirements.

Policy 5.6 Work cooperatively with the San Gabriel Valley Council of Governments (SGVCOG) and other applicable agencies to provide a continuum of care for persons experiencing homelessness, including emergency shelter, transitional housing, supportive housing and permanent affordable housing.

Implementing Programs

The programs below identify the actions that will be taken to address identified housing need and issues in Monrovia and approaches to meet state law housing requirements. Program numbers reference corresponding goals listed above.

PROVIDE A VARIETY OF HOUSING TYPES**PROGRAM 1.1: ADEQUATE SITES**

The City of Monrovia has a remaining RHNA of 982 units for the 2021-2029 RHNA planning period after credits for approved projects are applied to the full 1,670-unit RHNA. Overall, the City can adequately accommodate the City's current RHNA under existing General Plan and Zoning Code standards. The residential sites inventory addresses the current RHNA through: accessory dwelling unit (ADU) projections, non-vacant residential and mixed-use project sites, and the acquisition and conversion of a residential development for moderate-income households. All combined, the sites inventory has a capacity to yield 1,439 units.

The City will maintain an inventory of available sites for residential development and will make it publicly available at the City planning counters and on the City's website. The City will continue to track the affordability of new housing projects and progress toward meeting the City's RHNA.

The City is not responsible for the actual construction of these units. The City can, however, create a regulatory environment that better enables the private market to build these units. This includes the adoption and implementation of General Plan policies, zoning and development standards, and/or incentives to encourage the construction of various types of units.

Funding Source: *General Fund*

Responsible Party: *Community Development Department*

Timeframe: *Ongoing; annual assessment of status of housing sites inventory as part of the annual reporting process to the State*

Quantified Objective: *982 units*

PROGRAM 1.2: NO NET LOSS

Government Code Section 65863 stipulates that a jurisdiction must ensure that its Housing Element inventory can accommodate its share of the RHNA by income level throughout the planning period. If a jurisdiction approves a housing project at a lower density or with fewer units by income category than identified in the Housing Element, it must quantify at the time of approval the remaining unmet housing need at each income level and determine whether there is sufficient capacity to meet that need. If not, the city or county must "identify and make available" additional adequate sites to accommodate the jurisdiction's share of housing need by income level within 180 days of approving the reduced-density project.

The City will evaluate residential development proposals for consistency with goals and policies of the General Plan and the 2021-2029 Housing Element sites inventory and make written findings that the density reduction is consistent with the General Plan and that the remaining sites identified in the Housing Element are adequate to accommodate the RHNA by income level. If a proposed reduction of residential density will result in the residential sites inventory failing to accommodate the RHNA by income level, the City will identify and make available additional adequate sites to accommodate its share of housing need by income level within 180 days of approving the reduced density project.

Funding Source:	<i>General Fund (staff time) and application fees</i>
Responsible Party:	<i>Community Development Department</i>
Timeframe:	<i>Ongoing; as part of the entitlement review process, evaluate new projects for consistency with General Plan objectives as they relate to housing and RHNA obligations</i>

PROGRAM 1.3: PLANNING HOME

Fully implement the Planning Housing Opportunities for Monrovia (Planning HOME) program, the City's strategy to facilitate and streamline housing production in a holistic balanced Monrovia-centric approach. The City was awarded a \$160,000 Building Homes and Jobs Act (SB 2) grant and a \$150,000 Local Early Action Planning (LEAP) Grant that will be used to reimburse staff time dedicated to creating and implementing certain planning processes. The Grant provides partial funding but does not cover the full cost of implementation. The City will use the funding for the following:

- **Development Standards Amendments**
 - Remove CUP requirement for multifamily developments*
 - Update/amend small lot subdivision regulations; remove CUP requirement*
 - Reduce minimum dwelling unit sizes (attached and detached)*
 - Parking requirements review*
 - Develop/provide affordable housing zoning incentives*
- **Special Needs Housing Requirements Review**
 - Update to reflect recent legislative changes (supportive-AB 2162, transitional)*
 - Supportive housing ordinance*
 - Amend Reasonable Accommodation Ordinance to remove discretionary review *
- **Objective design standards/guidelines**
 - Develop objective design standards/compatibility guidelines for multifamily projects consistent with the HAA
- **Add Housing Capacity Through Zoning in "transit rich" areas**
 - Facilitate development in Station Square (east) with LUE/PD-12 update
 - Expand SSTV through the rezoning/adoption of Station Square West PD Area*
- **Update General Plan and CEQA Guidelines to Facilitate Housing Development**
 - Circulation Element LOS to VMT (SB 743)
 - LUE, Noise, Safety, Conservation, Program EIR
 - Review and update CEQA Guidelines for streamlining opportunities through clarified exemptions to reflect SB 35/SB 1515 (HAA)*
- **Update 1970s Subdivision Ordinance**
 - Adopt Lot Merger Ordinance*
- **Accessory Dwelling Units**
 - Update ADU Ordinance, remove CUP requirement for HFZ areas. Explore use in MFR zones. (SB1069) *
 - Develop and disseminate educational information on . *ADUs and Junior ADUs.*
 - Create standard template for ADU processing *
 - Develop pre-approved ADU site/floor plans *

- **Expand housing opportunities for Adaptive Reuse**
 - Identify potential sites, adopt development standards, amend nonconforming ordinance to allow conversions, especially for buildings with historic value*
- **Update Density Bonus Ordinance***
- **Explore inclusionary ordinance or inclusionary incentives**
- **Explore alternative housing types and adopt standards**
 - Mini House/SRO/micro apartment/live-work regulations.
- **Streamline Development Services process and expand one-stop counter**
 - Implement a building self-inspection/certification program for simple, low-risk permits*
 - Expand plan check options; implement electronic plan review system*
 - Explore priority processing for specified project types (e.g. affordable)
- **Facilitate customer information/education**
 - Implement eTRAKiT online portal for monitoring and submittals*
 - Create submittal checklists (ADU, plan check)*
- **Improve internal processing capacity**
 - Data collection/reporting on permit tracking metrics to identify processing problems*
 - Staff training on 2020 Building Codes*
 - Multi department Development Services coordination bi-monthly meetings*
- **Develop specific plan template***
- **Increase online presence**
 - Create online Development Services handbook *
 - Online fee calculator*
 - ADA/Accessibility portal*
 - Community/developer support*
 - Sustainable Development and Green Programs – Create developer/resident education portal*
 - Update sites inventory*
 - Create interactive, online inventory*
- **Create online housing opportunity program portal/social media**
 - Develop home buyers program brochure/web info*
 - Section 8 referral*
- **Facilitate housing opportunity workshops through MAP**
 - ADU, CDBG grants*
- **Housing Displacement Response Plan**
- **Overhaul of Development Services Fee Schedule**
 - Flat rate building fee structure (simple, predictable and fair!)*
 - Impact Fee program to exclude affordable/special needs housing*
 - Fee reduction for affordable units (pro-rated) *

(*) – Tasks anticipated to be funded by the SB 2 Grant

Funding Source: *SB2 Grant; General Fund*
Responsible Party: *Community Development Department*
Timeframe: *By June 30, 2022 (SB2 Expenditure Deadline) for SB2 funded activities; 2024 for activities not funded under the SB2 grant*

PROGRAM 1.4: LAND USE POLICY CHANGES

Amend the Title 17-Zoning Code to:

- Require by-right approval of housing development that includes at least 20 percent of the units as housing affordable to lower-income households on the 800 S. Myrtle Avenue site because it is the only non-vacant site used in the previous Housing Element, pursuant to AB 1397. Housing developments that do not contain the requisite 20 percent would still be allowed to be developed according to the underlying zoning but would not be eligible for by-right processing, however, the jurisdiction would have to make findings on the approval of that project pursuant to No Net Loss Law.
- Include Low-Barrier Navigation Centers as a by-right use in areas zoned for mixed-use and nonresidential zones permitting multifamily uses, pursuant to AB 101. Low-Barrier Navigation Centers are housing or shelter with limited barriers to entry in which a resident who is homeless or at risk of homelessness may live temporarily while waiting to move into permanent housing.
- As part of the Planning HOME program, include supportive housing as a by-right use in zones where multifamily and mixed-uses are permitted, including nonresidential zones permitting multifamily uses, if the proposed housing development meets specified criteria, pursuant to AB 2162. Allow transitional and permanent supportive housing in all zones allowing residential uses, subject to the same permitting. This includes non-residential districts that allow residential uses, such as NC, HCD, and RCM.
- Identify SROs as a conditionally permitted use within certain commercial zones.
- Allow mobile and manufactured homes fixed to a foundation and in use as permanent dwelling in all residential zoning districts where single-family dwellings are permitted by right.
- Clarify allowed uses and applicable standards in zoning district allowing mixed-use.

Funding Source: *General Fund*
Responsible Party: *Community Development Department*
Timeframe: *Amend the Zoning Code within three years of Element adoption*

PROGRAM 1.5: STATION SQUARE TRANSIT VILLAGE

The 80-acre Station Square Transit Village (SSTV) was established to guide development of high density residential and mixed-use development surrounding the Monrovia L (Gold) Line Station. The Station Square Transit Village Planned Development Area 12 (PD-12) has been purposely designed to allow maximum flexibility in the intensity and location of development in response to market conditions. PD-12 allows a range of housing types, with a target range of 1,400 units up to 3,600 units within the Station Square Transit Village area, and no density cap on individual parcels. Units can be built as stand-alone products or as part of a horizontally or vertically integrated mixed-use development. To encourage more transit-oriented development in the Station Square area, Planned Development Area 27 (PD-27) known as “Station Square West” was adopted in 2020.

The City will continue to provide zoning and development standards to facilitate residential and mixed-use development within Station Square Transit Village, including incentives for the inclusion of affordable units. As part of the Planning HOME program, the City will facilitate development in Station Square (east) with LUE/PD-12 update.

Funding Source: *General Fund*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing*

PROGRAM 1.6: ACCESSORY DWELLING UNITS

An ADU, attached or detached dwelling unit, provides complete, independent living facilities for one or more persons on the same parcel as the primary single-family dwelling. ADUs may be a key component to the City’s strategy to offer more affordable housing. ADUs offer several other benefits as well. ADUs typically rent for less than apartments of comparable size, and can offer affordable rental options for seniors, college students, and single persons. Also, the primary homeowner receives supplementary income by renting out their ADU, which can help many modest income and elderly homeowners remain in or afford their homes.

As part of the Planning HOME program, the City updated the ADU Ordinance in 2020, which removed the CUP requirements for ADUs in the HFZ areas and allowed ADUs in multifamily zones and is in the process of developing educational information on ADUs, and creating a standard template for ADU processing and pre-approved ADU site/floor plans.

The City has updated its ADU ordinance and will provide further updates as further legislation becomes effective.

Funding Source: *General Fund, State grants*
Responsible Party: *Community Development Department*
Timeframe: *Adopt ordinance within two years of Element adoption and submit to HCD; ongoing ADU development support*
Quantified Objective: *415 Units (this Objective is a subset of and not in addition to the Quantified Objective for Program 1.X: Adequate Sites)*

PROGRAM 1.7: INCLUSIONARY ORDINANCE

As part of the Planning HOME program, explore adopting an inclusionary housing ordinance to increase the supply of affordable housing throughout Monrovia.

Funding Source: *General Fund*
Responsible Party: *Community Development Department*
Timeframe: *Evaluate the feasibility of adopting an inclusionary ordinance within three years of the Housing Element’s adoption.*

PROVIDE HOUSING AFFORDABLE TO MONROVIANS

PROGRAM 2.1: AFFORDABLE HOUSING DEVELOPMENT ASSISTANCE

The City can play an important role in facilitating the provision of quality affordable and mixed-income housing in the community through the provision of development assistance.

The City will:

- As part of the Planning HOME program develop a toolkit of housing incentive programs to facilitate the construction of affordable and market rate housing products As part of the Planning HOME program.
- Provide, when possible, developer incentives such as expedited permit processing and developer impact fee deferrals for affordable units.
- Provide pre-application technical assistance to affordable housing providers to determine project feasibility and address zoning and code compliance issues in the most cost-effective and expeditious manner possible.
- Encourage the provision of housing affordable to extremely low income (ELI - <30% AMI) households, by waiving 100 percent of Planning Department entitlement application processing fees for projects with a minimum ten percent ELI units, but not less than one unit.
- Post up-to-date information about affordable housing incentives on the City’s website.
- Facilitate partnerships with developers of local affordable housing by offering letters of support for grant applications and advising on local zoning and code compliance.

Funding Source: *General Fund*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing*

PROGRAM 2.2: CONGREGATIONAL LAND OVERLAY ZONE

Consider allowing religious congregations to build affordable housing by establishing a Congregational Land Overlay Zone or through a text amendment to the Zoning Code.

Funding Source: *General Fund*
Responsible Party: *Community Development Department*
Timeframe: *Evaluate the feasibility of establishing a Congregational Land Overlay Zone or text amendment within three years of the Housing Element’s adoption.*

PROGRAM 2.3: SPECIAL NEEDS HOUSING

Provide housing opportunities to accommodate special needs residents—including seniors, residents with disabilities and developmental disabilities, large families, extremely low-income households, and those experiencing homelessness— streamline the review of development projects that include a component for special needs groups in addition to other lower-income households.

Take incentives available to senior housing and expand them to all special needs housing types, including reduced parking standards and unit sizes, increased height allowances, and maximum lot coverage. Provide additional regulatory incentives and concessions to projects targeted for these special needs groups.

Provide regulatory incentives and concessions to projects targeted for persons with disabilities, including persons with developmental disabilities.

Funding Source: *Community Development Department and other sources, as available*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing*

PROGRAM 2.4: ADDRESS HOMELESSNESS

Implement the City’s Plan to Prevent and Combat Homelessness, which includes the following actions:

- Be persistent in our contact with anyone suffering from homelessness
- Expand Community Coordination in support of ending homelessness
- Promote the use of the San Gabriel Valley Coordinated Entry System (CES)
- Develop educational materials to promote health and safety
- Develop a Monrovia Centric Directed Giving program
- Develop a Housing Displacement Response Plan

In addition to the actions listed above, the City will:

- Continue its partnership with Mountainside Communion Church to implement a Housing Displacement Response Program. This program will work to reduce homelessness for Monrovia residents by providing a “hand-up” in support of current Monrovia residents who are in danger of displacement.
- Pursue additional funding to resume the Emergency COVID Housing Impact Program (eCHIP) to meet the immediate needs of Monrovia residents who have been devastated by the COVID-19 pandemic and will ultimately face homelessness if intervention is not provided immediately.
- Continue working with service providers and other non-profit organizations who aid residents experiencing homelessness and provide technical support as needed.
- Continue providing local service providers with the Homeless Response Kit: Resources to Prevent and End Homelessness.

Funding Source: *General Fund, CDBG, SGVCOG, City Homeless Program Funding.*
Responsible Party: *City Manager’s Office*
Timeframe: *Ongoing*

REMOVE GOVERNMENTAL CONSTRAINTS

PROGRAM 3.1: DEVELOPMENT PROCESS STREAMLINING

As part of the Planning HOME program, the City will implement a building self-inspection/certification program for simple, low-risk permits, expand plan check options, implement an electronic plan review system, and explore priority processing for specified project types (e.g. affordable housing). The program will also include actions to facilitate customer information/education and improve internal processing capacity.

As of July 17, 2020, HCD determined that the City of Monrovia was subject to SB 35 streamlining for proposed developments having 50 percent or greater affordability. To accommodate future SB 35 applications and inquiries, the City will create and make available informational material that explains SB 35 streamlining provisions in Monrovia and provides SB 35 eligibility information. As part of the Planning

HOMe program, the City will develop objective design standards/compatibility guidelines for multifamily projects consistent with the streamlining provisions of the Housing Accountability Act.

Funding Source: *General Fund; grants*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing; SB 35 informational material within one year of Housing Element adoption*

PROGRAM 3.2: NON-GOVERNMENTAL CONSTRAINTS

Review non-governmental constraints, and if necessary, revise any development regulations or processes that can potentially lessen those constraints.

Funding Source: *General Fund*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing*

PROGRAM 3.3: WATER AND SEWER SERVICE PROVIDERS

To facilitate effective coordination between local planning and water and sewer service functions to ensure adequate water and sewer capacity is available to accommodate housing needs, submit the adopted Housing Element to all water and sewer service providers—including internal City departments—in accordance with Government Code Section 65589.7 Confirm that these providers have procedures in place to grant priority for the provision of water and sewer services to proposed developments that include units affordable to lower-income households as required by law.

Funding Source: *General Fund*
Responsible Party: *Community Development Department; Public Works*
Timeframe: *Within 30 days of adoption of Element; coordination - ongoing*

PRESERVE HOUSING AND NEIGHBORHOODS ASSETS AND PROMOTE ENVIRONMENTAL SUSTAINABILITY

PROGRAM 4.1: CARE FOR YOUR NEIGHBOR – NEIGHBORHOOD IMPROVEMENT GRANTS

The Care for your Neighbor Program is a comprehensive approach to preserving existing housing stock, combating blight and crime, and empowering neighborhoods by fostering citizen activism, volunteerism and community pride. The Program helps low-income, elderly, or disabled homeowners bring their properties into compliance. The City will seek to achieve three projects annually, for a total of 24 projects during the planning period and will advertise the availability of the Neighborhood Improvement Grants on the City’s website, and through flyers available at City Hall.

Funding Source: *General Fund – MAP account*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing*
Quantified Objective: *24 Care for Your Neighbor projects (two to three per year depending on funding availability)*

PROGRAM 4.2: MONROVIA AREA PARTNERSHIP (MAP)

The Monrovia Area Partnership Program provides annual neighborhood conferences and quarterly leadership academy events. The program provides education, tools and resources, information, and motivation for residents to become involved in the community. The City will continue to provide ongoing residential rehabilitation assistance to property owners through an updated MAP resources publication. The Residential Rehabilitation Grant Program will be advertised through MAP’s Resources Guide. MAP conference topics include housing rights, and home buyer purchasing and maintenance, among others.

Funding Source: *General Fund*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing*

PROGRAM 4.3: CDBG RESIDENTIAL REHABILITATION GRANTS

The Community Development Block Grants (CDBG) Residential Rehabilitation Home Improvement Grant program provides grants (maximum of \$12,500) to qualified low- to moderate-income homeowners of single-family detached homes to ensure decent, safe, and sanitary housing for Monrovia; to correct hazardous conditions; to make improvements that eliminate blight and improve handicapped access; and to correct building and health code violations. Due to limited funding, the City is constrained in the number of Residential Rehabilitation Grants it can provide but will continue to offer the program if CDBG funds are available.

Funding Source: *CDBG*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing*
Quantified Objective: *16 Residential Rehabilitation Home Improvement Grants (two per year depending on funding availability) to lower/moderate income households.*

PROGRAM 4.4: MAKE A DIFFERENCE DAY

Make a Difference Day provides opportunities for community building and builds local volunteerism. The Volunteer Center and City of Monrovia assist low-income households with home repairs and maintenance by coordinating volunteers who provide free labor and donated materials. Historically, three-fourths of projects (75 percent) take place on residential properties, including landscaping, minor repairs, and installations (i.e., door/window replacements, ADA ramp installation, new carpet etc.), and interior and exterior painting.

The City will identify qualifying residential properties to serve as project locations through the Neighborhood Services Division of the Community Development Department and will continue to coordinate with the Volunteer Center to sponsor Make a Difference Day in October throughout the 2021-2029 Housing Element period.

Funding Source: *General Funds*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing*
Quantified Objective: *24 Make a Difference Day projects*

PROGRAM 4.5: HISTORIC LANDMARK/MILLS ACT CONTRACTS

To preserve historic homes, the City of Monrovia assists homeowners in designating historic properties as local landmarks and preparing Mills Act Contracts. A Mills Act contract allows the homeowners of historic properties to receive a property tax reduction. The homeowners use the tax break to invest the savings towards the restoration and preservation of the home. The City will also continue to collaborate with other Historic Preservation entities including Monrovia’s Historic Preservation Group (MOHPG) and the City’s Historic Preservation Commission.

Funding Source: *General Funds*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing*

PROGRAM 4.6: ADAPTIVE REUSE

Adaptive reuse can serve as a tool to expand housing opportunities while also supporting other key objectives of the City, such as historic preservation. As a housing strategy, adaptive reuse can introduce housing into non-residential areas, restore buildings to a useful purpose, and provide live/work space at a reasonable cost. Monrovia encourages the adaptive reuse of historic structures, allowing uses not otherwise allowed through the base zone as well as allowing for increased residential densities. As part of the Planning HOME program, the City will identify potential sites, adopt development standards, and amend the Nonconforming Uses and Structures ordinance to allow conversions, especially for buildings with historic value.

Funding Source: *General*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing*

PROGRAM 4.7: CODE ENFORCEMENT/NEIGHBORHOOD PRESERVATION

The City will continue to use code enforcement to support housing preservation and neighborhood quality and identify housing maintenance issues. Monrovia’s code enforcement program focuses on bringing substandard housing units into compliance with City codes, removing or rehabilitating units that pose threats to the health and safety of its residents, and preventing the deterioration of the City’s housing stock. The program provides for systematic inspections. Additionally, the program takes a holistic approach to code enforcement by focusing not only on problems with individual properties, but also looks at neighborhoods and the community. The Code Enforcement Services Section works closely with the Building and Planning Divisions to provide a multi-disciplinary approach to solving problems. The Program’s targeted areas of concentrated rehabilitation needs (including the Environmental Justice community) results in home repairs, and mitigates potential cost, displacement, and relocation impacts on residents. Property owners with compliance needs can refer to the City’s programs for rehabilitation assistance.

In addition, the City will provide ongoing rehabilitation assistance to property owners through its updated MAP resources handout, online flyers, and financial assistance through the Care for your Neighbor Program and CDBG Rehabilitation grants for property owners with financial or disability needs.

Funding Source: *General Fund, CDBG*
Responsible Party: *Community Development Department*

Timeframe: *Ongoing*

Quantified Objective: *Open 350 cases and maintain a ratio of 85 percent or more of closed cases per year.*

PROGRAM 4.8: ENERGY CONSERVATION

The City will:

- Support the incorporation of sustainable practices in the construction, rehabilitation, and maintenance of housing in the community.
- Continue to encourage energy-efficient design and energy conservation, and help residents minimize energy-related expenses. Maintain and distribute literature on energy conservation, including solar power, additional insulation, and subsidies available from utility companies, and encourage homeowners and landlords to incorporate these features into construction and remodeling projects.
- Provide information on available home loan programs (such as Benji) and encourage residents to use the programs to implement energy efficient design.
- Encourage and explore additional funding opportunities for energy conservation devices, including but not limited to lighting, water heater treatments, and solar energy systems in all residential projects.
- Review ordinances and recommend changes where necessary to encourage energy-efficient housing design and practices that are consistent with State regulations and advances in technology. Continue to enforce the State energy standards of the California Green Building Code.
- Ensure compliance with AB2188 by adopting a solar ordinance including a streamlined permitting process.

Funding Source: *General Fund*

Responsible Party: *Community Development Department*

Timeframe: *Solar ordinance adoption within three years of the Housing Element's adoption;
Ongoing*

PROGRAM 4.9: MONITOR AND PRESERVE AFFORDABLE HOUSING AND AT-RISK UNITS

The California Housing Partnership data shows that 29 affordable units in the City are at-risk of conversion to market rate housing. These housing units are located at 724 S. Monterey Avenue (Mayflower Arms, 28 units) and 525 East Walnut (Subsidized Housing Corporation 25, 1 unit). The Baldwin Park Housing Authority manages the City's Section 8 housing program and will contact the City if any units in Monrovia are lost.

City staff will be prepared to provide technical assistance to owners, tenants, and non-profit housing corporation buyers of existing subsidized low-income housing complexes to extend subsidy contracts and/or find government financing for acquisition of affordable rental units. If conversion of a subsidized complex or other affordable housing to market rate becomes likely, the City will work with tenants of at-risk units and provide them with education regarding tenant rights, first right of refusal, and conversion procedures. The City will also provide tenants information regarding Housing Choice Voucher (Section 8) rent subsidies through the Baldwin Park Housing Authority and other affordable housing opportunities.

Funding Source: General Fund

Responsible Party: Community Development Department

Timeframe: Ongoing

Quantified Objective: Preservation of 29 affordable units at-risk of conversion to market rate housing through the planning period (as shown in the Housing Needs Assessment)

PROGRAM 4.10: HOUSING CHOICE VOUCHERS (SECTION 8)

The City will continue its partnership with the Baldwin Park Housing Authority to administer the Housing Choice Voucher (Section 8) rental assistance program and will support additional Housing Choice Vouchers in the community and encourage rental property owners to rent to Housing Choice Voucher holders.

Funding Source: U.S. Department of Housing and Urban Development (HUD)

Responsible Party: Community Development Department in coordination with Baldwin Park Housing Authority

Timeframe: Ongoing

Quantified Objective: Preservation of 105 vouchers currently in use in Monrovia

AFFIRMATIVELY FURTHERING FAIR HOUSING OPPORTUNITIES FOR ALL

PROGRAM 5.1: AFFIRMATIVELY FURTHERING FAIR HOUSING

The City will promote and affirmatively further fair housing opportunities and promote housing for all persons, including those protected by the California Fair Employment and Housing Act and any other State and federal fair housing and planning laws. The City will:

- Promote public awareness of federal, State, and local regulations regarding equal access to housing. Provide information to the public on various state and federal housing programs and fair housing law. Maintain referral information on the City's website and at a variety of other locations such as community and senior centers, local social service offices, in City utility bills, and at other public locations including City Hall and the library.
- Continue to participate in and implement the Analysis of Impediments to Fair Housing Choice for Los Angeles County.
- Continue to contract with and refer fair housing complaints to the Housing Rights Center (HRC), whose services include counseling and mediation between tenants and landlords, fair housing trainings, workshops, and outreach. Facilitate public education and outreach by creating multilingual informational material on fair housing that will be made available at public counters, libraries, post office, other community locations, and on the City's website.
- Continue to employ a wide variety of media and methods to notify the public of important housing decisions and opportunities to provide input. Focus on improving communication with residents and businesses in the Environmental Justice communities.
- Ensure that all development applications are considered, reviewed, and approved without prejudice to the proposed residents, contingent on the development application's compliance with all entitlement requirements.
- Continue to educate the public about the reasonable accommodation procedure through the City's website and at the Community Development Department counter.

- Conduct public meetings at suitable times, accessible to Environmental Justice community's residents, persons with disabilities, and near public transit. Resources will be invested to provide interpretation and translation services when requested at public meetings.
- Actively recruit residents from underserved neighborhoods, including the Environmental Justice community, to participate on committees to address affordable housing needs and homelessness.

Funding Source: *General*
Responsible Party: *Community Development Department*
Timeframe: *Ongoing*

Quantified Objectives

Table 6.1 summarizes the City's quantified objectives for the 2021-2029 planning period by income group. While all programs list specific action to be undertaken, not all program actions are quantifiable and therefore only key programs include quantified objectives. The objectives are combined from the programs that indicate quantified objectives and are grouped under three categories as indicated in State Housing Element law.

1. The Construction Objective represents the City's remaining (after counting as credit the units with approved or issued permits) 2021-2029 RHNA of 982 units. Accommodating the sixth cycle RHNA allocation in a built-out city like Monrovia within an eight-year period represents a formidable challenge. Nonetheless, the City's policies and programs that will work to address the challenge as best as possible.
2. The Rehabilitation Objective represents the combined objectives for the Care for Your Neighbor, CDBG Residential Rehabilitation, Make A Difference Day, and Code Enforcement Programs. These programs are important for maintaining the existing housing stock and preventing the displacement of existing residents. The objectives in Table 6.1 reflect the expected number of residents helped and homes rehabilitated each year.
3. The Conservation/Preservation objective refers to the preservation of 29 units of affordable housing identified as being at-risk of conversion to market rate housing and the maintenance of the current level of assistance (105 vouchers) through the Housing Choice (formerly Section 8) Voucher program from the Los Angeles County Development Authority (LACDA).

Table 6.1: Quantified Objectives					
Objectives	Income Levels				Total
	Extremely/ Very Low- Income (0- 50% AMI)	Low-Income (50-80% AMI)	Moderate -Income (80-120% AMI)	Above Moderate- Income (120%+ AMI)	
Construction Objective:					
Program 1.1: Adequate Sites*	491	249	242	--	982
Rehabilitation Objective:					
Program 4.1: Care for Your Neighbor	12	12	--	--	24
Program 4.3: CDBG Residential Rehabilitation Grants	5	6	5	--	16
Program 4.4: Make a Difference Day Projects	8	8	8	--	24
Program 4.7: Code Enforcement	87	88	88	87	350
<i>Rehabilitation Objective Total</i>	<i>112</i>	<i>114</i>	<i>101</i>	<i>87</i>	<i>414</i>
Conservation/Preservation Objective:					
Program 4.9: Preserve At-Risk Housing	14	15	--	--	29
Program 4.10: Housing Choice Vouchers (Section 8)	105	--	--	--	105
<i>Conservation/Preservation Objective Total</i>	<i>119</i>	<i>15</i>	<i>--</i>	<i>--</i>	<i>134</i>
Total	722	378	343	87	1,530
*Note: The City of Monrovia is not responsible for the actual construction of these units. The City is, however, responsible for creating a regulatory environment in which the private market could build these units. This includes the implementation of General Plan policies, Zoning Code revision and implementation, and/or incentives to encourage the construction of various types of units.					