

## Public Participation (Section 65583(c)(8))

(See Building Blocks at [http://www.hcd.ca.gov/hpd/housing\\_element2/GS\\_publicparticipation.php](http://www.hcd.ca.gov/hpd/housing_element2/GS_publicparticipation.php))

	Page(s)	Comments
Description of diligent effort to include all economic segments of the community and/or their representatives in the development and update of the housing element (e.g., types of outreach, meetings, appropriate languages, list of invitees and general comments and how they were incorporated)	Appendix A	

## Review and Revise (Section 65588)

(See Building Blocks at [http://www.hcd.ca.gov/hpd/housing\\_element2/GS\\_reviewandrevise.php](http://www.hcd.ca.gov/hpd/housing_element2/GS_reviewandrevise.php))

	Page(s)	Comments
Progress in implementation – A description of the actual results or outcomes of the prior element’s goals (i.e., what happened), objectives, policies, and programs. Include quantification of results where possible (e.g., number of units rehabilitated) and may be qualitative where necessary (e.g., mitigation of governmental constraints)	B118 to B135	Evaluation of fourth and fifth cycles provided
Effectiveness of the element – For each program, include an analysis comparing significant differences between what was projected or planned in the earlier element and what was achieved. Analyze the differences to determine where the previous housing element met, exceeded, or fell short of what was anticipated	B118 to B135	
Appropriateness of goals, objectives, policies and programs – A description of what has been learned based on the analysis of progress and effectiveness of the previous element. A description of how the goals, objectives, policies, and programs in the updated element are being changed or adjusted to incorporate what has been learned from the results of the previous element	B118 to B135	



<b>Housing Needs Assessment (Section 65583(a)(1 and 2))</b> (See Building Blocks at <a href="http://www.hcd.ca.gov/hpd/housing_element2/HN_home.php">http://www.hcd.ca.gov/hpd/housing_element2/HN_home.php</a> )			
	Page(s)	Data Source	Comments
Quantification and analysis * of existing and projected housing needs	B20 to B32 B44 to B46 B85 to B88 B107 to B115		Also reference HE28
Populations and employment trends, including documentation of projections	B1 to B9		
Housing and Household characteristics, including: <ul style="list-style-type: none"> <li>• Level of payment compared with ability to pay (overpaying households)</li> <li>• Housing stock conditions</li> <li>• Overcrowded households</li> </ul>	B10 to B32		
Existing and projected needs for all income levels, including: <ul style="list-style-type: none"> <li>• Regional Housing Need Allocation (RHNA)</li> <li>• Existing housing need for extremely low income households</li> <li>• Projected housing need for extremely low income households based on RHNA or Census (see Section 65583(a)(1))</li> </ul>	B107 to B113		
* Analysis is defined as a description and evaluation of specific needs, characteristics and resources available to address identified needs			



<b>Persons with Special Needs (Section 65583(a)(7))</b>			
(See Building Blocks at <a href="http://www.hcd.ca.gov/hpd/housing_element2/HN_SHN_home.php">http://www.hcd.ca.gov/hpd/housing_element2/HN_SHN_home.php</a> )			
	Page(s)	Data Source	Comments
Identification and analysis of any special housing needs including:*			
<ul style="list-style-type: none"> <li>Elderly</li> </ul>	B20 to B23		
<ul style="list-style-type: none"> <li>Persons with disabilities, including developmental disabilities (See Memo at <a href="http://www.hcd.ca.gov/hpd/NoticeCoverLtrSB812.pdf">http://www.hcd.ca.gov/hpd/NoticeCoverLtrSB812.pdf</a>)</li> </ul>	B20 & B24		
<ul style="list-style-type: none"> <li>Large households</li> </ul>	B20 & B26		
<ul style="list-style-type: none"> <li>Farmworkers (seasonal and permanent)</li> </ul>	B20 & B29		
<ul style="list-style-type: none"> <li>Female headed households</li> </ul>	B20 & B27		
<ul style="list-style-type: none"> <li>Homeless (annual and seasonal) **</li> </ul>	B20 & B27		
<ul style="list-style-type: none"> <li>Other</li> </ul>	B27 & B31		Households in poverty and students analyzed
* Analysis is defined as a description and evaluation of specific needs, characteristics and resources available to address identified needs			
** See Section 65583(a)(7) for additional information regarding this requirement			

<b>At-risk Units (Section 65583(a)(9))</b>		
(See Building Blocks at <a href="http://www.hcd.ca.gov/hpd/housing_element2/EHN_atrisk.php">http://www.hcd.ca.gov/hpd/housing_element2/EHN_atrisk.php</a> )		
	Page(s)	Comments
Inventory of at-risk units (10 years from the housing element due date) (Section 65583(a)(9)(A))	B44 & B45	
Estimate of replacement versus preservation costs (Section 65583(a)(9)(B))	N/A	
Identification of qualified entities Section 65583(a)(9)(C))	N/A	
Identification of potential funding Section 65583(a)(9)(D))	N/A	



Note: Section 65583(a)(9) has many detailed requirements. Agencies with at-risk units should review the specific statutory requirements to ensure a complete analysis.

<h2>Potential Governmental and Non-governmental Constraints (Section 65583(a)(5 and 6))</h2> <p>(See Building Blocks at <a href="http://www.hcd.ca.gov/hpd/housing_element2/CON_home.php">http://www.hcd.ca.gov/hpd/housing_element2/CON_home.php</a>)</p>		
	Page(s)	Comments
<p><u>Potential Governmental Constraints</u></p> <p>Include an analysis of actual and potential governmental constraints for each of the following:</p>	B49 to B80	
<p>Land use controls (e.g., parking, lot coverage, heights, unit sizes, open space requirements, floor area ratios, growth controls (e.g., caps on units or population or voter approval requirements))</p>	B49 to B60	
<p>Building codes and their enforcement (e.g., current CBC, any local amendments and local code enforcement programs)</p>	B76	
<p>Site improvement requirements (e.g., street widths, etc.)</p>	B75	
<p>Fees and other exactions (e.g., analyze all planning and impact fees and impact on total development costs)</p>	B73	
<p>Local processing and permit procedures (e.g., typical processing times, permit types by housing type, decision-making criteria and bodies)</p>	B76 to B80	
<p>Housing for persons with disabilities (e.g., definition of family, concentration requirements, reasonable accommodation procedures)</p>	B70 to B73	
<p>Potential and actual constraints on the development of a variety of housing types for all income levels, including multifamily rental housing, factory-built housing, mobiles homes, housing for agricultural employees, supportive housing, single-room occupancy units, emergency shelters and transitional housing</p>	B67 to B70	



	Page(s)	Comments
Local efforts to remove governmental constraints that hinder the locality from meeting its share of the regional housing need	B54 to B56	
Local efforts to remove governmental constraints that hinder meeting the need for housing for persons with disabilities, supportive housing, transitional housing and emergency shelters	B70 to B73	
Transitional housing and supportive housing as a residential use of property and subject only to those restrictions that apply to other residential dwellings of the same type in the same zone	B69	
<b><u>Potential Non-governmental Constraints</u></b> Include an analysis of actual and potential non-governmental constraints for each of the following:	B46 to B49	
Availability of financing	B47 to B49	
Price of land	B47	
Cost of construction	B47	



## Sites Inventory and Analysis (Section 65583(a)(3) and 65583.2))

(See Building Blocks at [http://www.hcd.ca.gov/hpd/housing\\_element2/SIA\\_home.php](http://www.hcd.ca.gov/hpd/housing_element2/SIA_home.php))

	Page(s)	Comments
<p>Listing of properties by parcel number or other unique, reference showing for each parcel (Section 65583.2(b)(1) – (3):</p> <ul style="list-style-type: none"> <li>• Size</li> <li>• General plan designation</li> <li>• Zoning category</li> <li>• For non-vacant sites, description of existing uses</li> <li>• Number of units that can be accommodated on each site</li> </ul>	Appendix A	
* Sites available for Above Moderate income households and not served by public sewer need not be identified on a site specific basis (Section 65583.2(b)(6))		
<p>General description of environmental constraints to the development of housing (Section 65583.2(b)(4)</p>	B80 to B85	
<p>General description of infrastructure (planned/available) including water, sewer and other dry utilities, including availability and access to distribution facilities (Section 65583.2(b)(5)</p>	B80 to B85	
<p>In determining the number of units on each site, indicate how the number of units was determined.</p> <ul style="list-style-type: none"> <li>• If development is required at minimum density, indicate the number of units at the minimum density. No further analysis is required.</li> <li>• If development is not required at minimum density, demonstrate how the number of units were determined and adjust, if necessary, for local land use controls.</li> </ul>	Appendix A	Minimum density established on rezoned sites



	Page(s)	Comments
<p>For Non-vacant sites, specify the additional development potential for each site within the planning period and provide an explanation of the methodology to determine development potential considering factors, including the extent to which existing uses may constitute an impediment to additional residential development, development trends, market conditions and regulatory or other incentives to encourage additional residential development (Section 65583.2(b)(7))</p>	<p>Attachment A &amp; B B88 &amp; B99 to B101</p>	
<p>Demonstration of zoning to accommodate the housing need for lower income households (Section 65583.2(c)(3)) and (d) – (f))</p>	<p>B87 &amp; B101</p>	
<ul style="list-style-type: none"> <li>• Indicate those sites that can accommodate lower income households</li> <li>• Indicate those sites where the density allowed is at the “deemed appropriate” [default] density (65583.2(c)(3)(B))</li> <li>• For sites that can accommodate lower income households, but with allowed densities less than the “deemed appropriate” density, provide analysis demonstrating how the adopted densities accommodate the need for lower income housing. The analysis must include:                             <ul style="list-style-type: none"> <li>○ Market demand</li> <li>○ Financial feasibility</li> <li>○ Project experience within a zone providing housing for lower income households (65583.2(c)(3)(A))</li> </ul> </li> </ul>	<p>B90 to B99</p>	
<p>Map of Sites included in the inventory (Section 65583.2(b)(7))</p>	<p>Attachment A</p>	
<p>Number of units built between the start of the projection period and the deadline for adoption of the housing element (Government Code Section 65583.1(d))</p>	<p>B109</p>	
<p>Number of units proposed using alternative provisions such as rehabilitation, conversion, preservation or second units (Section 65583.1). See checklist at <a href="http://www.hcd.ca.gov/hpd/housing_element2/examples/655831Checklist.pdf">http://www.hcd.ca.gov/hpd/housing_element2/examples/655831Checklist.pdf</a>)</p>	<p>B104 to B107</p>	



	Page(s)	Comments
Identification of zoning for a variety of types:		
Multifamily rental housing	B86	
Factory-built housing	B68 & B86	
Mobilehomes	B68 & B86	
Housing for agricultural employees	HE23	Analysis on B70
Emergency shelters (See Section 65583(a)(4) and the Department's memo at <a href="http://www.hcd.ca.gov/hpd/sb2_memo050708.pdf">http://www.hcd.ca.gov/hpd/sb2_memo050708.pdf</a> )	HE24	Analysis on B68
Transitional and supportive housing (See Section 65583(a)(5) and the Department's memo at <a href="http://www.hcd.ca.gov/hpd/sb2_memo050708.pdf">http://www.hcd.ca.gov/hpd/sb2_memo050708.pdf</a> )	HE24	Analysis on B69
Carryover obligation (AB 1233: Section 65584.09 – See memo at <a href="http://www.hcd.ca.gov/hpd/hrc/plan/he/ab_1233_final_dt.pdf">http://www.hcd.ca.gov/hpd/hrc/plan/he/ab_1233_final_dt.pdf</a> )	B109 to B111	





Quantified Objectives and Housing Programs (Section 65583(b) and (c)(1 through 6)) (See Building Blocks at <a href="http://www.hcd.ca.gov/hpd/housing_element2/PRO_home.php">http://www.hcd.ca.gov/hpd/housing_element2/PRO_home.php</a> )		
	Page(s)	Comments
Provide statement of quantified objectives (Section 65583(b)):		
<p>Maximum number of units, by income group, including extremely low-income of:</p> <ul style="list-style-type: none"> <li>• new construction;</li> <li>• rehabilitation; and</li> <li>• conservation.</li> </ul>	HE28	
Include programs (Section 65583© and ©(7)) with:		
<ul style="list-style-type: none"> <li>• Schedule of specific actions;</li> <li>• Timeline for implementation with a beneficial impact in the planning period; and</li> <li>• Identification of agencies and officials responsible for implementing each program.</li> </ul>	HE18 to HE28	
Program(s) providing adequate sites (Section 65583I(1)):		
Programs to rezone and any other programs needed to address a shortfall of sites to accommodate the regional housing need, if applicable, and any programs included pursuant to Section 65583.2(h) and (i) or carryover obligation pursuant to Section 65584.09	HE10 to HE14	Program 1A. Also see Programs 1C, 1D, & 2B
Programs to rezone and any other programs needed to address a shortfall of capacity for housing for farmworkers that could not be accommodated on sites identified in the inventory, if applicable.	HE23 to HE24	Program 3D.
If applicable, programs to facilitate a variety of housing types, including multifamily rental, factory-built housing, mobilehomes, housing for agricultural employees, supportive housing, single room occupancy, emergency shelters and transitional and supportive housing	HE23 to HE24	Program 3D.



	Page(s)	Comments
Programs to assist in the development of housing for extremely low, very low, low and moderate income households (Section 65583(c)(2))	HE17 to HE20	Programs 2A to 2E.
Program(s) to address governmental constraints (Section 65583(c)(3)):		
Programs to address governmental constraints and where appropriate and legally possible, to remove constraints to the maintenance, improvement and development of housing	HE21 to HE23	Programs 3A & 3C.
Program to remove constraints on housing for persons with disabilities and provide reasonable accommodation for housing for persons with disabilities	HE26	Program 5A.
Program(s) to conserve and improve the condition of the existing affordable housing stock (Section 65583(c)(4))	HE25 to HE26	Programs 4A & 4B.
Program(s) to promote housing opportunities for all persons (Section 65583(c)(5))	HE26 to HE27	Program 5B.
Program(s) to preserve at-risk units (Section 65583(c)(6))	HE27 to HE28	Program 6A & 6B



Other Requirements (See Building Blocks at <a href="http://www.hcd.ca.gov/hpd/housing_element2/OR_home.php">http://www.hcd.ca.gov/hpd/housing_element2/OR_home.php</a> ) and <a href="http://www.hcd.ca.gov/hpd/housing_element2/SIA_conservation.php">http://www.hcd.ca.gov/hpd/housing_element2/SIA_conservation.php</a> )		
	Page(s)	Comments
Description of general plan consistency (Section 65583(c)(7))	HE9	
Analysis of construction, demolition and conversion of housing for lower income households in the Coastal Zone (Section 65588)	B117	
Description of opportunities for energy conservation in residential development (Section 65583(a)(8))	HE16	Program 1F and analysis on B115
Water and Sewer Priority (Section 65589.7) See the HCD Memo at <a href="http://www.hcd.ca.gov/hpd/memo_sb1087.pdf">http://www.hcd.ca.gov/hpd/memo_sb1087.pdf</a> . *	---	Water and sewer service providers serve as important stakeholders in the planning process. They will be given a copy of the draft H.E. as well as a copy of the final H.E. per SB1087.
SB 5 and AB 162 (Flood Hazard Land Management) See the HCD Memo at <a href="http://www.hcd.ca.gov/hpd/hrc/plan/he/ab_162_stat07.pdf">http://www.hcd.ca.gov/hpd/hrc/plan/he/ab_162_stat07.pdf</a> *	---	Any amendment to the land use/housing elements will require a review of the safety and conservation elements for internal consistency per AB162.
SB 244 (Disadvantaged Communities) See Governor's Office of Planning and Research for technical assistance at <a href="http://opr.ca.gov/">http://opr.ca.gov/</a> *	N/A	
* These are not required for a complete housing element and are not required to be part of the housing element and have been include as an information item to assist local governments in meeting requirements triggered by the housing element update schedule.		