



CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

HOUSING ELEMENT ANNUAL PROGRESS REPORT (APR) INSTRUCTIONS

INTRODUCTION

Government Code section 65400 requires that each city, county, or city and county, including charter cities, prepare an annual progress report (APR) on the status of the housing element of its general plan and progress in its implementation, using forms and definitions adopted by the California Department of Housing and Community Development (HCD). The following form is to be used for satisfying the reporting requirements of Government Code section 65400, subdivision (a)(2).

These forms and instructions, originally adopted March 27, 2010, have been updated to incorporate new housing element APR requirements pursuant to legislation including Chapter 374, Statutes of 2017 (Assembly Bill 879); Chapter 366, Statutes of 2017 (Senate Bill 35); Chapter 659 Statutes of 2022 (SB 6); and Chapter 647, Statutes of 2022 (AB 2011), and Chapter 778, Statutes of 2023 (Senate Bill 423)

One primary function of housing element APR data is for HCD to track each local government's progress towards meeting its annual Regional Housing Needs Allocation (RHNA) over the 5 or 8-year planning cycle. The key benchmark for tracking RHNA progress is issued building permits reported in Table A2.

How to submit the Housing Element Annual Progress Report (APR)

The APR must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year using the forms and tables specified by HCD. The APR provides information for the previous calendar year and must be submitted separately to both HCD and OPR (Gov. Code, § 65400.). There are two methods available for submitting APRs:

1. [New Online Annual Progress Reporting System \(HCD Connect\)](#) – This allows jurisdictions to upload directly into HCD's new database, HCD Connect. HCD Connect is an online portal that will provide the best user experience by allowing jurisdictions to submit Housing Elements, Sites Inventories and APRs on one platform. To use the online system, you must register with the link above to create a new account. For jurisdiction staff, you may need to create a primary user account or coordinate with your existing primary user to register. For consultants, registering will require coordinating with a representative from the appropriate jurisdiction. If you are experiencing issues creating or logging into your jurisdiction's account, please email HCDConnectHPD@hcd.ca.gov or review [HCD Connect User Portal Guide](#).

Please note: using the online system only provides the information to HCD. The APR must still be submitted to OPR through OPR.APR@opr.ca.gov. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. Email - Jurisdictions complete the Excel APR forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. When using the email method, send the electronic version as an Excel workbook attachment. Do not send a scanned copy of the tables. In addition to submitting housing element APRs, jurisdictions must also submit general plan APRs to both HCD and OPR. Please email these documents to APR@hcd.ca.gov and opr.apr@opr.ca.gov.

NOTE: When submitting successor entity reporting data as required pursuant to California Health and Safety Code 34176.1, the data must be identified as an addendum to the APR and emailed to APR@hcd.ca.gov concurrently with the APR submittal. When using the online system, this report should be sent separately to the APR email box to satisfy the Government Code section 65400 reporting requirement.

TABLE OF CONTENTS

Contents

HOUSING ELEMENT ANNUAL PROGRESS	1
REPORT (APR) INSTRUCTIONS.....	1
INTRODUCTION.....	1
DEFINITIONS	4
FORM INSTRUCTIONS.....	7
GENERAL INFORMATION	7
START HERE	7
TABLE A - Housing Development Applications Submitted.....	8
TABLE A2 - Annual Building Activity Report Summary – New Construction, Entitled, Permits and Completed Units	10
TABLE B - Regional Housing Needs Allocation Progress – Permitted Units Issued By Affordability	17
TABLE C - Sites Identified or Rezoned to Accommodate Shortfall Housing Need	18
TABLE D - Program Implementation Status Pursuant to Government Code Section 65583	20
TABLE E - Commercial Development Bonus Approved Pursuant to Government Code Section 65915.7	21
TABLE F - Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites Pursuant to Government Code Section 65583.1, subdivision (c).....	22
TABLE F2 - Units Converted Pursuant to Government Code Section 65400.2.....	22
TABLE G - Locally Owned Lands Included in the Housing Element Sites Inventory, that have been sold, leased, or otherwise disposed of, Pursuant to Government Code Section 65400.1	24
TABLE H - Locally Owned or Controlled Lands Declared Surplus Pursuant to Government Code Section 54221, or Identified as Excess Pursuant to Government Code Section 50569	24
TABLE J - Student Housing Development with a Density Bonus Approved Pursuant to Government Code section 65915(b)(1)(F)	26
TABLE K - Tenant Preference Policy Adopted Pursuant to Government Code Section 7061	27
Local Early Action Planning (LEAP) Grant Reporting.....	27

DEFINITIONS

1. “Above moderate income” means households earning more than 120 percent of area median income.
2. “Annual Progress Report (APR)” means the housing element annual progress report required by Government Code section 65400 and due to HCD by April 1 of each year reporting on the prior calendar year’s activities.
3. “Application submitted” means an application submittal that has been determined complete by the jurisdiction.
4. “Area Median Income (AMI)” means the median household income based on household size of a geographic area of the state, as annually updated by HCD, pursuant to Health and Safety Code, section 50093.
5. “Certificate of occupancy date” is the date(s) the certificate(s) of occupancy, or other evidence of readiness for occupancy (e.g., final inspection, notice of completion), was/were issued.
6. “Committed Assistance” is when a local government has entered into a legally enforceable agreement within a specific timeframe spanning from the beginning of the RHNA projection and may be executed throughout the planning period. Committed Assistance includes obligating funds or other in-kind services for affordable units available for occupancy within two years of the agreement.
7. “Completed Entitlement” means a housing development or project which has received all the required land use approvals or entitlements necessary for the issuance of a building permit. This means that there is no additional action required to be eligible to apply for and obtain a building permit.
8. “Density Bonus” is as defined in Government Code section 65915.
9. “Discretionary” means left to individual choice or judgement. Discretionary projects are defined in section 15357 of the [2024 CEQA Guidelines](#).
10. “Extremely low-income” means a household income does not exceed the qualifying limits for extremely low income households pursuant to Health and Safety Code, section 50105.
11. “Infill housing unit” is defined as being a unit located within an urbanized area on a site that has been previously developed for urban uses, or a vacant site where the properties adjoining at least two sides of the project site are, or previously have been, developed for urban uses. For the purposes of this definition, an urbanized area is as defined by the United States Census Bureau.
12. “Locality” or “local government” means a city, including a charter city, a county, including a charter county, or a city and county, including a charter city and county.

13. “Lower-income or Low-Income” means a household whose income does not exceed the qualifying limits for lower income households established pursuant to Health and Safety Code, section 50079.5.
14. “Ministerial” describes a governmental decision involving little or no personal judgment by the public official as to the wisdom or manner of carrying out the project. Ministerial Projects are defined in section 15268 of the [2024 CEQA Guidelines](#).
15. “Moderate income” means households whose income does not exceed 120 percent of AMI pursuant to Health and Safety Code, section 50093.
16. “Permitted units” mean units for which building permits for new housing construction have been issued by the local government during the reporting calendar year. For this purpose, “new housing unit” means housing units as defined by the Department of Finance for inclusion in the Department of Finance’s annual “E-5 City/County Population and Housing Estimates” report, which is the same as the Census definition of a housing unit.

Note: Accessory dwelling units (ADU) and junior accessory dwelling units (JADU) pursuant to Government Code sections 65852.2 and 65852.22 meet the definition above.
17. “Production report” or “Annual Progress Report (APR)” means the information reported pursuant to subparagraph (D) of paragraph (2) of subdivision (a) of Section 65400 of the Government Code.
18. “Project” or “Development” refers to a housing related activity where new construction of a unit(s) is proposed or has had a building permit and/or certificate of occupancy issued during the reporting calendar year. This may include single family, mixed use, multifamily, accessory dwelling unit, or any other developments where housing units, as defined by the U.S. Census Bureau and the Department of Finance, are a component of the project.
19. “Realistic Capacity” means an estimate of the number of units that can be accommodated on each site in the inventory. The estimate must include adjustments to reflect land use controls and site improvement requirements but may rely on established minimum density standards.
20. “Reporting period” means the prior calendar year’s activities for the housing element annual progress report required by Government Code section 65400 and due to HCD by April 1 of each year and utilized to create the determination for which locality is subject to the Streamlined Ministerial Approval (SB 423 Streamlining) Provisions.

21. “RHNA” means the local government’s share of the regional housing need allocation pursuant to Government Code section 65584 et seq.
22. Unit Category: type of units that are classified under the following categories:
- **Single Family-Detached Unit (SFD)**- a one-unit structure with open space on all four sides. The unit often possesses an attached garage.
 - **Single Family-Attached Unit (SFA)**- a one-unit structure attached to another unit by a common wall, commonly referred to as a townhouse, half-plex, or row house. The shared wall or walls extend from the foundation to the roof with adjoining units to form a property line. Each unit has individual heating and plumbing systems.
 - **2-, 3-, and 4-Plex Units per Structure (2-4)**- a structure containing two, three, or four units and not classified as single-unit attached structure.
 - **5 or More Units per Structure (5+)**- a structure containing five or more housing units.
 - **Accessory Dwelling Unit (ADU)** - means a unit that is attached, detached or located within the living area of the existing dwelling or residential dwelling unit which provides complete independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel on which the single-family dwelling is situated pursuant to Government Code section 65852.2. An ADU also includes the following: an efficiency unit, as defined in Section 17958.1 of the Health and Safety Code or a manufactured home, as defined in Section 18007 of the Health and Safety Code.
 - **Mobilehome Unit/Manufactured Home (MH)** – a one-unit structure that was originally constructed to be towed on its own chassis. *Please note: Spaces in a mobilehome park can be counted towards RHNA, if the spaces counted are new hook-ups/spaces rather than new mobilehome park residents moving onto existing lots.*
 - **Student Housing (SH)** – Only applicable to projects reported in Table J.
23. “Very low-income” means households whose incomes do not exceed the qualifying limits for very low income families as established pursuant to Health and Safety Code, section 50105.

AUTHORITY CITED: Government Code section 65400.

FORM INSTRUCTIONS

GENERAL INFORMATION

Fields in gray auto-populate. No data entry is needed.

Some of the cells are locked to ensure data can be automatically uploaded to the online system.

Tables A and A2 of the worksheet are currently configured to accept up to 1,000 lines of data. Insert rows if needed.

Projects are now tracked at all stages of development, from initial application to final certificate of occupancy.

All dates must be entered as month/date/year (e.g., 6/1/2018).

The form works best with macros enabled in Excel.

Begin with the “Start Here” tab, as previous years’ information will pre-populate in Table B after the jurisdiction’s name is entered.

A print-friendly summary of the building activity reported on Table A and Table A2 is provided on the “Summary” tab.

START HERE

Enter general contact and report information in the “Start Here” tab.

It is important to start with this worksheet because the answers entered will affect how information is displayed (e.g., permit numbers from prior years are pre-populated when the jurisdiction’s name is entered).

Information to enter includes:

- City or County name
- Reporting calendar year (e.g., 2024). *Please note: The reporting year will always be from January 1 – December 31 of the previous year.*
- Contact Person
- Title
- Email
- Phone
- Mailing address

This sheet includes instructions regarding submitting the housing element APR to HCD and OPR.

TABLE A

Housing Development Applications Submitted

Only include data on housing units and developments for which an application was determined complete between January 1 and December 31 of the reporting year identified on the “Start Here” tab. In table A, an “application” is a formal submittal of a housing development for approval. This includes, but is not limited to, developments that involve no discretionary approvals and projects that involve both discretionary and nondiscretionary approvals.

Project Identifier: Include the Current Assessor Parcel Number (APN) and street address. The Prior APN, Project Name and Local Jurisdiction Tracking ID are optional.

- Prior APN – Enter an APN previously associated with the parcel, if applicable (optional field).
- Current APN – Enter the current available APN. If necessary, enter additional APNs in the notes section field number 10.
- Street Address – Enter the number and name of the street.
- Project Name – Enter the project name, if available (optional field).
- Local Jurisdiction Tracking ID – This may be the permit number or other identifier (required field).

2. Unit Types: Each development should be categorized by one of the following codes. Refer to “Unit Category” in the Definitions section for additional descriptions. Use the drop-down menu to select one of the following options:

- SFA (single-family attached unit)
- SFD (single-family detached unit)
- 2-4 (two-to four-unit structures)
- 5+ (five or more-unit structure, multifamily)
- ADU (accessory dwelling unit)
- MH (mobilehome/manufactured home)

3. Tenure: Identify whether the units within the development project are either proposed or planned at initial occupancy for either renters or owners. Use the drop-down menu to select one of the following options:

- Renter occupant (R) or
- Owner occupant (O)

4. Date Application Submitted: Enter the date the housing development application was submitted. If the application was incomplete at the time of submittal, enter the date the application was determined complete by the local government (refer to “application submitted” under Definitions). Enter date as month/day/year (e.g., 6/1/2020).

5. Proposed Units Affordability by Household Incomes: For each development, list the number of units proposed in the application by affordability level and whether the units are deed restricted or non-deed restricted. The unit count is required and cannot be blank. The only exception is for SB 9 lot splits. If SB 9 lot split is selected (see 9 below) then the unit count can be blank or zero. Refer to the Definitions section for additional descriptions:

- Very low-income households: 0-50 percent AMI
- Low-income households: 50-80 percent AMI
- Moderate-income households: 80-120 percent AMI
- Above-moderate households: above 120 percent
- To verify income levels, refer to the income limit charts on HCD's website at <https://www.hcd.ca.gov/grants-and-funding/income-limits/state-and-federal-income-rent-and-loan-value-limits> (see section for Official State Income Limits).

6. Total Proposed Units by Project: This field auto-populates with the total number of units proposed, as entered in #5 (total of deed restricted & non-deed restricted units for Very Low-, Low-, Moderate- and Above Moderate- income households).

7. Total Approved Units by Project: Enter the number of units that the jurisdiction approved for this project application.

8. Total Disapproved Units by Project. If the project is denied or total number of units is reduced, please enter the number of units denied or reduced. This value should equal Total Proposed Units by Project minus Total Approved Units by Project.

9. Please select streamlining provision/s the application was submitted pursuant to. If the project was submitted under one or more of the following pieces of legislation, please indicate which bill or bills. Select NONE if none apply.

Use the drop-down menu to select one or more of the following options:

- NONE
- SB 9 (2021) - Duplex in SF Zone
- SB 9 (2021) - Residential Lot Split
- AB 2011 (2022)
- SB 6 (2022)
- SB 42335 (2023)

10. Was a Density Bonus requested for this housing development? Answer yes or no.

11. Was a Density Bonus approved for this housing development? Answer yes, no, or N/A.

12. Please indicate the status of the application. Use the drop drop-down menu to select one of the following options:

- Approved
- Pending
- Disapproved
- Withdrawn

13. Is the project considered a ministerial project or discretionary project? If a project has both ministerial and discretionary components, it is considered discretionary. Please select one of the following options:

- Ministerial
- Discretionary

14. Notes: Use this field to enter any applicable notes about the project or development. Completion of this field is optional.

TABLE A2
**Annual Building Activity Report Summary – New Construction,
Entitled, Permits and Completed Units**

Fields 1 through 15 - Housing Development Information

This table requires information for very low, low, moderate and above moderate income housing affordability categories and for mixed-income projects. Include data on all new housing units and developments that have received any one of the following:

- An entitlement
- A building permit
- A certificate of occupancy or other form of readiness that was issued during the reporting year

Please note: Only building permits are used for the purposes of determining progress towards RHNA (fields 7, 8 and 9 of this table, described below).

Additionally: please include final permits that signify the completion of a project in the certificate of occupancy section.

New housing units: For the APR, “new housing unit” means housing units as defined by the Department of Finance for inclusion in the Department of Finance’s annual “E-5 City/County Population and Housing Estimates” report, which is the same as the census definition of a housing unit. This means the units consist of separate living quarters.

Development activity spanning multiple years: It is highly likely that the same project will be reported in multiple years of APRs. For example, a project should be listed in three separate APRs if it is entitled in one year, receives the building permit the next year, and the certificate of occupancy in the year following.

In scenarios where development activity spans multiple years, the jurisdiction must only report activity that occurred within the reporting year. For example, if a project received building permits in 2022, but received entitlements in 2021, the 2022 APR must only include the building permit information (fields 7, 8 and 9). Activity from prior years may be included but is not required.

Separate living quarters: A house, an apartment, a mobilehome, a group of rooms, or a single room occupied as separate living quarters, or if vacant, intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants live separately from any other individuals in the building, and which have direct access from outside the building or through a common hall. For vacant units, the criteria of separateness and direct access are applied to the intended occupants whenever possible.

Please note: Group quarters facilities, such as dormitories, student housing, bunkhouses, and barracks, cannot be counted as housing units.

Net new units: If a building is being demolished to build the new units, the APR should report all new units. For example, if 10 units are being demolished on a site to build a 100-unit building, the APR should report 100 new units in the appropriate affordability column/columns and 10 units in the demolished/destroyed column. In the case of new construction where fewer units are being built than were there previously, do not report negative permits.

To assist in reporting demolished/destroyed units, refer to section number 20 below (Table A2, column 20).

All new unit information is to be listed in the following fields:

Fields 1 through 3 – Project Identifier and Unit Types

1. Project Identifier: Include the Current Assessor Parcel Number (APN) and street address. The prior APN, project name or local jurisdiction tracking ID are optional.

- Prior APN – Enter an APN previously associated with the parcel, if applicable (optional field).
- Current APN – Enter the current available APN. This field allows a maximum of 40 characters. If necessary, enter additional APNs in the notes section field number 21.
- Street Address – Enter the number and name of the street.
- Project Name – Enter the project name, if available (optional field).
- Local Jurisdiction Tracking ID – This may be the permit number or other identifier (required field).

2. Unit Category Codes: Each development should be categorized by one of the following codes: Refer to “Unit Category” in the Definitions section for additional descriptions. Use the drop-down menu to select one of the following options:

- SFA (single-family attached unit)

- SFD (single-family detached unit)
- 2-4 (two- to four-unit structures)
- 5+ (five or more unit structure, multifamily)
- ADU (accessory dwelling unit)
- MH (mobilehome/manufactured home)

3. Tenure: Identify whether the units within the development project are either proposed or planned at initial occupancy for either renters or owners. Use the drop-down menu to select one of the following options:

- Renter occupant (R) or
- Owner occupant (O)

Fields 4 through 6 – Completed Entitlement

4. Affordability by Household Income – Completed Entitlement: For each development, list the number of units that have been issued a completed entitlement during the reporting year by affordability level and whether the units are deed restricted or non-deed restricted. Refer to the Definitions section for additional descriptions:

- Very low-income households: 0-50 percent AMI
- Low-income households: 50-80 percent AMI
- Moderate-income households: 80-120 percent AMI
- Above-moderate households: above 120 percent

To verify income levels, refer to the income limit charts on HCD’s website at <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>. (see section for Official State Income Limits)

5. Entitlement Date Approved: Enter the date within the reporting year that all required land use approvals or entitlements were issued by the jurisdiction; leave blank if entitlement was approved outside the reporting year. Enter date as month/day/year (e.g., 6/1/2020). Refer to definition of “Completed Entitlement.”

6. # of Units Issued Entitlements: This is an auto-populated field. This field reflects the total number of units that were entitled for very-low, low, moderate, and above moderate income, as entered in field 4 on this table.

Fields 7 through 9 – Building Permit

7. Affordability by Household Income – Building Permits: For each development, list the number of units that have been issued a building permit during the reporting year by affordability level and whether the units are deed restricted or non-deed restricted. Refer to the Definitions section for additional descriptions:

- Very low-income households: 0-50 percent AMI
- Low-income households: 50-80 percent AMI
- Moderate-income households: 80-120 percent AMI

- Above-moderate households: above 120 percent

To verify income levels, refer to the income limit charts on HCD’s website at <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>. (see section for Official State Income Limits)

8. Building Permits Date Issued: Enter the date within the reporting year that the building permit was issued by the jurisdiction; leave blank if the building permit was issued outside the reporting year. Enter the date as month/day/year (e.g., 6/1/2020). Refer to definition of “Permitted Units.”

9. # of Units Issued Building Permits: This is an auto-populated field. This field will sum units that were permitted for very-low, low, moderate, and above moderate income, as entered in field 7 on this table.

Fields 10 through 12 – Certificates of Occupancy

10. Affordability by Household Income – Certificates of Occupancy: For each development, list the number of units that issued certificates of occupancy or other form of readiness (e.g., final inspection, final permit, notice of completion) during the reporting year by affordability level and whether the units are deed restricted or non-deed restricted. Refer to the Definitions section for additional descriptions:

- Very low-income households: 0-50 percent AMI
- Low-income households: 50-80 percent AMI
- Moderate-income households: 80-120 percent AMI
- Above-moderate households: above 120 percent

To verify income levels, refer to the income limit charts on HCD’s website at <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>. (see section for Official State Income Limits)

11. Certificates of Occupancy (or other forms of Readiness) Date Issued: Enter the date the certificate of occupancy or other form of readiness (e.g., final inspection, notice of completion) was issued for the project. For most jurisdictions, this is the final step before residents can occupy the unit. Leave blank if the certificate of occupancy was not issued in the reporting year. Enter the date as month/day/year (e.g., 6/1/2020).

12. # of Units Issued Certificates of Occupancy or other forms of Readiness: This is an auto-populated field. This field will sum units that were issued a certificate of occupancy for very-low, low, moderate, and above moderate income, as entered in field 10 on this table.

13. How many of the Units were Extremely-Low-Income (ELI) Units (required if very low-income units are reported): To gain a greater understanding of the level of building activity to meet the needs of extremely low-income households in the state, HCD asks that you estimate, to the extent possible, the number of units affordable to ELI households. This number will be a subset of the number of units affordable to very low-income households, as indicated in fields 4, 7 and 10 above. *Please note: The*

number entered in the very low section will not be reduced by the number entered here. Although completion of this field is optional, your input would be greatly appreciated.

14. Please select streamlining provision/s the application was approved under. If the project was approved under one or more of the following pieces of legislation, please indicate which bill or bills. Select NONE if none apply.

"Use the drop-down menu to select one or more of the following options:

- NONE
- SB 9 (2021) - Duplex in SF Zone
- SB 9 (2021) - Residential Lot Split
- AB 2011 (2022)
- SB 6 (2022)
- SB 42335 (2023)

15. Are these infill units? To gain a greater understanding of the level of infill housing activity in the state, HCD asks that you clarify if the housing units reported are infill by selecting "Yes" or "No." See the Definitions section for "infill housing units" definition.

Fields 16 through 18: Please note, if any units are reported as very-low, low, or moderate income in fields 4, 7 or 10, then the information in fields 16, 17 and/or 18 must be completed to demonstrate affordability. In the absence of justification that the unit is affordable to a very- low, low, and moderate income household, the unit must be counted as above-moderate income.

Fields 16 and 17 Housing with Financial Assistance and/or Deed Restrictions

For all housing units developed or approved with public financial assistance and/or have recorded affordability deed restrictions or covenants, identify funding sources and/or mechanisms that enable units to be affordable.

16. Assistance Programs Used for Each Development: Enter information here if units received financial assistance from the city or county and/or other subsidy sources, have affordability restrictions or covenants, and/or recapture of public funds upon resale.

Use the drop-down menu to select the acronym of the applicable funding program(s), as listed below. To select more than one funding source click once, then select the cell again, and click another source.

- Acq/Rehab: CalHFA Acquisition/Rehab Loan Program
- AHP: Affordable Housing Program - Fed Home Loan
- AHSC: Affordable Housing and Sustainable Communities
- CalHOME: CalHOME
- CDBG: Community Development Block Grant
- CDLAC: CDLAC Bonds (CA Debt Limit Allocation Committee)
- CESH: CA Emergency Solutions & Housing
- ESG: Emergency Solutions Grant

- GSAF: Golden State Acquisition Fund
- HEAP: Homeless Emergency Aid Program
- HHAP: Homeless Housing, Assistance and Prevention Program
- HKEY: Homekey
- HOME: Housing Investment Partnership Program
- HOPWA: Housing Opportunities for Persons with AIDS
- IIG: Infill Infrastructure Grant
- LHTF: Local Housing Trust Funds
- LIHTC: CTCAC/Low Income Housing Tax Credits
- MHP: Multifamily Housing Program - HCD
- MHSA: Mental Health Services Act Funding
- MPRROP: Mobilehome Park Rehabilitation & Resident Ownership Program
- MRB: Mortgage Revenue Bonds
- MyHOME: MyHome Down Payment Assistance
- NHTF: National Housing Trust Fund
- NPLH: No Place Like Home
- PBS8: Section 8 Project-Based Rental Assistance
- PDLP: Predevelopment Loan Program
- RAD: Rental Assistance Demonstration Program
- RDA: Redevelopment Agency or Successor Agency Funds
- Sec 202: HUD Section 202 Housing for the Elderly
- Sec 811: Section 811 Project Rental Assistance
- SERNA: Joe Serna, Jr. Farmworker Housing Program
- SHMHP: Supportive Housing MHP
- SNHP: Special Needs Housing Program - CalHFA
- TOD: Transit Oriented Development Program
- USDA: USDA Rural Development Housing Programs
- VHHP: Veterans Housing and Homeless Prevention Program
- Other: Describe in Notes

17. Deed Restriction Type: Enter information here if units in the project are considered affordable to very-low, low, and/or moderate-income households due to a local program or policy, such as an inclusionary housing ordinance, regulatory agreement, or a density bonus. This field should not be used to enter the number of deed restricted units. Identify the mechanism used to restrict occupancy based on affordability to produce “deed restricted” units. Use the drop-down menu to select one of the following options:

- “INC” if the units were approved pursuant to a local inclusionary housing ordinance.
- “DB” if the units were approved using a density bonus.
- “Other” for any other mechanism. Describe the source in notes section number 21.

Please note: If “DB” is provided, the Density Bonus section (columns AS through AV) is required.

18. Housing without Financial Assistance or Deed Restrictions: Enter information here if the units are affordable to very-low, low and moderate-income households without financial assistance and/or deed restrictions. In these cases, affordability must be demonstrated by proposed sales price or rents.

- Sales prices and rents must meet the definition of affordable as defined in Health and Safety Code Section 50052.5 for owner-occupied units or Health and Safety Code section 50053 for renter-occupied units.
- Describe how the newly constructed rental or ownership housing units were determined to be affordable to very- low-, low-, and moderate-income households without either public subsidies or restrictive covenants. This may be based on various methods considering sales prices or rents relative to the income levels of households, such as through a survey of comparable units in the area that show the unit would be affordable to very-low-, low-, or moderate-income households.
 - The jurisdiction can consider comparable rental prices or new sales prices (actual or anticipated). The jurisdiction should consider costs for renters (i.e., 30 percent of household income for rent and utilities) or owners (e.g., 30 percent of household income for principal, interest, taxes, insurance and utilities, pursuant to Title 25 CCR Section 6920).
- In the absence of justification that the unit is affordable to a very- low, low, and moderate-income household, the unit must be counted as above-moderate income.

19. Term of Affordability or Deed Restriction: If the units have committed financial assistance and/or are deed restricted, enter the duration of the affordability or deed restriction. If the units are affordable in perpetuity, enter 1,000. If multiple funding sources or deed restrictions on the development have different terms of affordability, please enter the longest term of affordability. Although completion of this field is optional, your input would be greatly appreciated.

20. Demolished/Destroyed Units: This section is to report if the project and associated APN has a permit, entitlement or certificate of occupancy in the reporting year, and the APN previously had demolished or destroyed units.

- Enter the “Number of Demolished or Destroyed Units” in the reporting calendar year.
- From the drop-down menu select “demolished” if the units were torn down. Select “Destroyed” if the units were lost due to fire or other natural disaster.
- From the drop-down menu “Demolished/Destroyed Units Owner or Renter” select “R” for renter or “O” for owner.

Fields 21 through 24 Density Bonus Detail: The following fields must be completed for at least a sample of density bonus projects reported by the jurisdiction and should only be completed if “DB” is one of the selections in section 17.

21. **Total Density Bonus Applied to the Project:** Please indicate the percentage of density bonus that was applied to the project.
 - If the planning area's maximum allowable density is calculated based on the allowable number of units, express your response as a percentage $(\text{New total number of units} - \text{Old total number of units}) / (\text{Old total number of units})$.
 - Alternatively, if the planning area's maximum allowable density is form- or volume-based, express your response as a percentage $(\text{New maximum allowable residential gross floor area} - \text{Old maximum allowable residential gross floor area}) / (\text{Old maximum allowable residential gross floor area})$
22. **Number of incentives and other modifications:** Enter the total number of other incentives, concessions, waivers, or other modifications given to the project (exclude parking waivers or parking reductions).
23. **List the specific incentives, concessions, waivers, or other modifications given to the project using the drop-down menu.** You may choose more than one.
 - On-Site Improvements
 - Off-site Improvements
 - Development Standards
 - Other
24. **Parking Reduction:** Did the project receive a reduction or waiver of parking standards? Answer Yes or No.
25. **Notes:** Use this field to enter any applicable notes about the project or development. Completion of this field is optional.

TABLE B
Regional Housing Needs Allocation Progress – Permitted Units Issued By Affordability

Table B is a summary of prior permitting activity in the current planning cycle, including permitting activity for the calendar year being reported. Please note, the last year of the 5th cycle will only contain units with permit dates that occurred before the end of the cycle. The first year of the 6th cycle will only contain units with permits that occurred on or after the beginning of the cycle. Units permitted since the start of the 6th cycle RHNA projection period is also displayed on Table B. To assist jurisdictions in completing this form, HCD has pre-filled permit data as reported to HCD on prior APRs. Past unit information will auto-populate when the jurisdiction’s name in the general information section of the “Start Here” tab is entered. Current year permitted units will auto-populate from data reported in Table A2. If permit activity for the current year is inaccurate,

jurisdictions should make adjustments on field number 7, Affordability by Household Income – Building Permits in table A2.

Please contact HCD at APR@hcd.ca.gov if data from previous years does not populate or if different than the information supplied in Table B. Any changes made by localities to previous years' data in Table B will not update prior APR records maintained by HCD.

Table B reports the number of units for which permits were issued to demonstrate progress in meeting the jurisdiction's share of the RHNA for the planning period.

Table B includes a subcategory which is a report on the extremely low-income unit housing need as determined by Government Code 65583(a)(1). The housing need for this income category is quantified in the housing element. This section is auto populated based on data entered in Table A2, Section 8 and Section AI.

1. Regional Housing Needs Allocation by Income Level: Lists the jurisdiction's assigned RHNA for the planning cycle by income group. This field will auto-populate once the jurisdiction's name is entered in the "Start Here" tab.

2. Year: Lists the building permit data for each year of the RHNA planning cycle beginning in the first year and ending with the data from the current reporting year, which can be found in Table A2. Includes the portion of the RHNA projection period that occurs before the start of the planning period.

3. Total Units to Date (all years): Totals the number of units permitted in each income category.

4. Total Remaining RHNA by Income Level: This field uses the information from the "Total Units to Date" category and deducts the units by income category from the jurisdiction's assigned RHNA number. Note: The total units remaining to meet the RHNA allocation is in the bottom right-hand corner.

5. Extremely Low-Income (ELI) housing need: Chapter 649, Statutes of 2022 (AB 2094) requires reporting progress toward meeting the housing need for ELI households as determined by Government Code 65583(a)(1) and quantified in the housing element. Default value included in Table B is half of the very low-income housing need determined pursuant to Government Code 65584. The value in the cell may be modified.

6. Total Units to Date (all years): Total number of extremely low-income units reported in the planning period. HCD provides auto-populated data, based on prior APR submissions, starting with reporting year 2018.

7. Total Remaining Units: This field uses the information from the "Total Units to Date" category and deducts the number of units reported from the jurisdiction's ELI need.

TABLE C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need

Please note: This table should only be filled out when a city or county identified an unaccommodated need of sites from the previous planning period pursuant to Government Code section 65584.09, has a shortfall of sites as identified in the housing element pursuant to Government Code section 65583, subdivision (c)(1); or is identifying additional sites required by No Net Loss law pursuant to Government Code section 65863. The data in this inventory serves as an addendum to the housing element sites inventory. This table should not include rezoning for a specific project.

1. Project Identifier: Include the Assessor Parcel Number (APN) and street address. The project name and local jurisdiction tracking ID are optional.

2. Date of Rezone: If a rezone was required, identify the date the rezone occurred. Enter the date as month/day/year (e.g., 6/1/2020).

3. RHNA Shortfall by Household Income Category: For each development or site, list the number of units that are affordable to the following income levels (refer to the Definitions section for more detail):

- Very low-income households: 0-50 percent AMI
- Low-income households: 50-80 percent AMI
- Moderate-income households: 80-120 percent AMI
- Above moderate-income households: greater than 120 percent AMI

4. Rezone Type: From the dropdown list, select one of the following for each project:

- **No Net Loss** (Government Code section 65863): When a jurisdiction permits or causes its housing element sites inventory site capacity to be insufficient to meet its remaining unmet Regional Housing Needs Allocation (RHNA) for lower and moderate-income households. In general, a jurisdiction must demonstrate sufficient capacity on existing sites or make available adequate sites within 180 days of there being insufficient sites to meet the remaining RHNA.
- **Unaccommodated Need** (Government Code section 65584.09): When a jurisdiction failed to identify or make adequate sites available in the prior planning period to accommodate its RHNA by income category. Note: When this condition occurred, the housing element in the current planning period in most cases will have a program to make available adequate sites to address the unmet RHNA by income category in the first year of the planning period.
- **Shortfall of Sites** (Government Code section 65583, subdivision (c)(1)): When a jurisdiction does not identify adequate sites to accommodate its RHNA by income category in the current planning period. Note: When this condition occurred, the housing element for the current planning period must have included a program to make available adequate sites to address the unmet RHNA by income category. For jurisdictions on an eight-year planning period, the rezones must be complete within the first three years of the planning period.

5. Parcel Size (Acres): Enter the size of the parcel in acres.

6. General Plan Designation: Enter the new General Plan Land Use designation. If no change was made, enter the current designation.

7. Zoning: Enter the new zoning designation for the parcel. If no change was made, enter the current zoning designation.

8. Density Allowed: Enter the minimum and maximum density allowed on each parcel. This is the density allowed after any zoning amendments are made. If no maximum density, enter N/A.

9. Realistic Capacity: Enter the estimated realistic unit capacity for each parcel. Refer to the Definitions for more information about “Realistic Capacity.”

10. Vacant/Non-vacant: From the drop-down list, select if the parcel is vacant or non-vacant. If the parcel is non-vacant, then enter the description of existing uses in Field 11.

11. Description of Existing Uses: Include a description of existing uses. Description must be specific (i.e., SFR, MF, surplus school site, operating business, vacant commercial building, parking lot). Classifications of uses (i.e., “commercial”, “retail”, “office”, or “residential”) are not sufficient.

TABLE D
Program Implementation Status Pursuant to Government Code
Section 65583

Report the status/progress of housing element program and policy implementation for **all** programs described in the housing element:

- 1. Name of Program:** List the name of the program as described in the housing element.
- 2. Objective:** List the program objective (for example, “Update the accessory dwelling unit ordinance”).
- 3. Timeframe in Housing Element:** Enter the date the objective is scheduled to be accomplished.
- 4. Status of Program Implementation:** List the action or status of program implementation.

In addition, please note the following when updating each of the programs in Table D:

- Programs that include more than one objective should include a status for each objective.
- When a program or objective is complete:
 - Include ordinance/resolution number that was adopted or other relevant documentation. Please include link if possible.
- Provide as much information as possible, including # of units, dates of approval and other information to demonstrate how the program was completed.

For your information, the following list includes the statutory requirements for housing element programs:

- Adequate sites (Gov. Code, § 65583, subd. (c)(1)). *Please note: Where a jurisdiction has included a rezone program pursuant to Government Code section 65583.2, subdivision (h) to address a shortfall of capacity to accommodate its RHNA, Table C must include specific information demonstrating progress in implementation including total acres, brief description of sites, date of rezone, and compliance with by-right approval and density requirements.*
- Assist in the development of low- and moderate-income housing (Gov. Code, § 65583, subd. (c)(2)).
- Remove or mitigate constraints (Gov. Code, § 65583, subd. (c)(3)).
- Conserve and improve existing affordable housing (Gov. Code, § 65583, subd. (c)(4)).
- Promote and affirmatively further fair housing opportunities (Gov. Code, § 65583, subd. (c)(5)).
- Preserve units at-risk of conversion from low-income use (Gov. Code, § 65583, subd. (c)(6)).

Please note: Jurisdictions may add additional rows in Table D to include all housing element programs, or to provide clarification or information relevant to demonstrating progress towards meeting RHNA objectives.

TABLE E

Commercial Development Bonus Approved Pursuant to Government Code Section 65915.7

Government Code section 65915.7 states:

“(a) When an applicant for approval of a commercial development has entered into an agreement for partnered housing described in subdivision (c) to contribute affordable housing through a joint project or two separate projects encompassing affordable housing, the city, county, or city and county shall grant to the commercial developer a development bonus as prescribed in subdivision (b). Housing shall be constructed on the site of the commercial development or on a site that...” meets several criteria.

If the jurisdiction has approved any commercial development bonuses during the reporting year, enter the following information:

1. Project Identifier: Include the parcel’s APN number and street address. The project name and local jurisdiction tracking ID are optional.

2. Units Constructed as Part of the Agreement: For each development, list the number of units that are affordable to the following income levels (refer to the Definitions section for more detail):

- Very low-income households: 0-50 percent AMI
- Low-income households: 50-80 percent AMI

- Moderate-income households: 80-120 percent AMI
- Above-moderate households: above 120 percent

3. Description of Commercial Development Bonus: Include a description of the commercial development bonus approved by the jurisdiction.

4. Commercial Development Bonus Date Approved: Enter the date that the jurisdiction approved the commercial development bonus. Enter the date as month/day/year (e.g., 6/1/2018).

TABLE F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites Pursuant to Government Code Section 65583.1, subdivision (c)

Please note this table is optional: Pending consultation and approval by HCD, a jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net new housing units and must be reported in Table A2 and not reported in Table F.

Units that Do Not Count Toward RHNA: The jurisdiction may list, for informational purposes only, units that do not count toward RHNA but were substantially rehabilitated, acquired or preserved.

Units that Count Toward RHNA: To enter units in this table as progress toward RHNA, please contact HCD at APR@hcd.ca.gov. HCD will provide a password to unlock the grey fields.

In order to count units reported in this table as progress towards RHNA, the jurisdiction must demonstrate the units meet the standards set forth in Government Code section 65583.1, subdivision (c) which are summarized on the [Alternative Adequate Sites Checklist](#).

If HCD finds that the units meet the standards set forth in Government Code section 65583.1, subdivision (c), these units may credit up to 25 percent of the jurisdiction's adequate sites requirement per income category.

TABLE F2

Units Converted Pursuant to Government Code Section 65400.2

Please note this table is optional: Jurisdictions may receive credit for up to 25% of their moderate-income RHNA for units converted to moderate income. The jurisdiction can use this table to report multifamily units that have been converted to deed restricted

moderate-income housing pursuant to Government Code section 65400.2 to receive RHNA credit. The report shall clearly indicate that these were not newly constructed units.

For purposes of this section, a unit may be reported as a converted unit only if the following apply to the unit:

- The rent for the unit prior to conversion was not affordable to very low, low-, or moderate-income households.
- The unit is subject to a long-term recorded regulatory agreement with a public entity that requires the unit to be affordable to, and occupied by, persons of moderate income for a term of 55 years.
- The initial post conversion rent for the unit is at least 10 percent less than the average monthly rent charged over the 12 months prior to conversion.
- The unit is in decent, safe, and sanitary condition at the time of occupancy following the conversion.
- The unit was not acquired by eminent domain as part of the conversion.
- The unit is subject to a governmental monitoring program to ensure continued affordability and occupancy by qualifying households.

Please refer to Government Code 65400.2 for complete list of requirements the conversion must meet to be reportable on the APR.

1. APN: Enter the parcel number of the identified property.

2. Street Address/Intersection: Enter the street address of the property. If no street address is available, enter the closest known intersection.

3. Project Name – Enter the project name, if available (optional field).

4. Local Jurisdiction Tracking ID – This may be the permit number or other identifier (optional field).

5. Unit Category Codes: Each development should be categorized by one of the following codes: Refer to “Unit Category” in the Definitions section for additional descriptions. Use the drop-down menu to select one of the following options:

- 2-4 (two- to four-unit structures)
- 5+ (five or more units structure, multifamily)

6. Tenure: Applicable projects may only be available as rental housing.

- Renter occupant (R)

7. Affordability by Household Income After Conversion – Affordability – Enter the number of units by affordability in the housing development after conversion. If there were new units added to the housing development, also include only the new units in Tables A and A2 as applicable.

8. Total Moderate-Income Units Converted from Above Moderate – Total number of units that were converted to moderate income. Units entered in the column will count for up to 25 percent of the moderate-income RHNA.

9. Date – Enter the date the conversion took place. This could be the date that the new regulatory agreement was effective. Must have occurred during the reporting year to receive RHNA credit.

10. Notes (Optional): Please include any applicable notes providing additional description or information.

TABLE G

Locally Owned Lands Included in the Housing Element Sites Inventory, that have been sold, leased, or otherwise disposed of, Pursuant to Government Code Section 65400.1

Chapter 664, Statutes of 2019 (AB 1486) added to the Government Code section 65400.1, which requires jurisdictions to include in this APR a listing of sites owned by the locality that were included in the housing element sites inventory and were sold, leased, or otherwise disposed of during the reporting year.

The listing of sites must include the entity to whom the site was transferred, and the intended use of the site.

TABLE H

Locally Owned or Controlled Lands Declared Surplus Pursuant to Government Code Section 54221, or Identified as Excess Pursuant to Government Code Section 50569

Chapter 661, Statutes of 2019 (AB 1255) amended Government Code section 54230 to require cities and counties to create an inventory of surplus lands defined in subdivision (b) of Section 54221, and all lands in excess of its foreseeable needs, if any, identified pursuant to Section 50569, located in all urbanized areas as designated by the United States Census Bureau, within the jurisdiction of the county or city that the county or city or any of its departments, agencies, or authorities owns or controls. Please note: Jurisdictions are only required to report on property located in an urban area. For a map of urban areas please see the HCD website here: <https://cahcd.maps.arcgis.com/apps/webappviewer/index.html?id=5a63b04d7c494a6eb2aa38a2c3576f5>.

Cities and counties must make a description of each parcel described in paragraph (1) of Government Code section 54230 and the present use of the parcel a matter of public record and shall report this information to HCD no later than April 1 of each year, beginning April 1, 2021, in a form prescribed by HCD, as part of its APR submitted pursuant to paragraph (2) of subdivision (a) of Section 65400.

“Surplus land” means land owned in fee simple by any local agency for which the local agency’s governing body takes formal action in a regular public meeting declaring that the land is surplus and is not necessary for the agency’s use. Land shall be declared either “surplus land” or “exempt surplus land,” as supported by written findings, before a local agency may take any action to dispose of it consistent with an agency’s policies or procedures. A local agency, on an annual basis, may declare multiple parcels as “surplus land” or “exempt surplus land.”

“Surplus land” includes land held in the Community Redevelopment Property Trust Fund pursuant to Section 34191.4 of the Health and Safety Code and land that has been designated in the long-range property management plan approved by the Department of Finance pursuant to Section 34191.5 of the Health and Safety Code, either for sale or for future development, but does not include any specific disposal of land to an identified entity described in the plan.

Parcel description must include the following:

- 1. APN:** Enter the parcel number of the identified property.
- 2. Street Address/Intersection:** Enter the street address of the property. If no street address is available, enter the closest known intersection.
- 3. Existing Use:** Select the existing use of the property. Use the drop-down menu to select one of the following options:
 - Residential
 - Commercial
 - Industrial
 - Public Facilities
 - Vacant
 - Air Rights
 - Other
- 4. Number of Units:** If the existing use is residential, please enter the number of units on the property.
- 5. Designated Surplus Land, Exempt Surplus Land or Excess:** Please identify if the property has been designated surplus or exempt surplus pursuant to Government Code section 54221, or excess pursuant to Government Code section 50569.
- 6. Parcel Size (in acres):** Enter the parcel size in acres.
- 7. Notes (Optional):** Please include any applicable notes providing additional property description. This could include a description of any characteristics of the property.

TABLE J
Student Housing Development with a Density Bonus Approved Pursuant to Government Code section 65915(b)(1)(F)

Note: Student housing is considered group quarters and does not count as progress toward the RHNA. Do not enter projects entered on Table J onto Tables A or A2.

Student housing developments must meet the following requirements in order to be included in Table J:

- Twenty percent of the total units for lower income students in a student housing development that meets the following requirements:
- All units in the student housing development will be used exclusively for undergraduate, graduate, or professional students enrolled full time at an institution of higher education accredited by the Western Association of Schools and Colleges or the Accrediting Commission for Community and Junior Colleges. The developer shall, as a condition of receiving a certificate of occupancy, provide evidence to the city, county, or city and county that the developer has entered into an operating agreement or master lease with one or more institutions of higher education for the institution or institutions to occupy all units of the student housing development with students from that institution or institutions.
- The applicable 20-percent units will be used for lower income students.
- The rent provided in the applicable units of the development for lower income students shall be calculated at 30 percent of 65 percent of the area median income for a single-room occupancy unit type.
- The development will provide priority for the applicable affordable units for lower-income students experiencing homelessness. A homeless service provider, as defined in paragraph (3) of subdivision (e) of Section 103577 of the Health and Safety Code, or institution of higher education that has knowledge of a person's homeless status may verify a person's status as homeless for purposes of this subclause.

For purposes of calculating a density bonus granted pursuant to this subparagraph, the term "unit" as used in this section means one rental bed and its pro rata share of associated common area facilities. The units described in this subparagraph shall be subject to a recorded affordability restriction of 55 years.

- 1. APN:** Enter the parcel number of the identified property.
- 2. Street Address/Intersection:** Enter the street address of the property. If no street address is available, enter the closest known intersection.
- 3. Project Name –** Enter the project name, if available (optional field).
- 4. Local Jurisdiction Tracking ID –** This may be the permit number or other identifier (optional field).

5. Unit Category Codes: Each development should be categorized by one of the following codes: Refer to “Unit Category” in the Definitions section for additional descriptions. Use the drop-down menu to select one of the following options:

- SH (student housing)

6. Date – Enter the date the student housing development was approved (entitled).

7. Units Approved – Affordability – For purposes of calculating a density bonus granted pursuant to this subparagraph, the term “unit” as used in this section means one rental bed and its pro rata share of associated common area facilities. The units described in this subparagraph shall be subject to a recorded affordability restriction of 55 years.

8. Total Additional Units Created Due to Density Bonus – Enter the total number of units that were added to the development as a result of the granting of the density bonus. For purposes of calculating a density bonus granted, the term “unit” as used in this section means one rental bed and its pro rata share of associated common area facilities. The units entered in this section shall be subject to a recorded affordability restriction of 55 years.

9. Notes - Use this field to enter any applicable notes about the project or development. Completion of this field is optional.

TABLE K
Tenant Preference Policy Adopted Pursuant to Government Code
Section 7061

A local government adopting a tenant preference policy shall provide, on an annual basis, to the Department of Housing and Community Development a current link to the webpage, as described in paragraph (1), in its annual housing element report, as required by paragraph (2) of subdivision (a) of Section 65400.

1. Does the Jurisdiction have a local tenant preference policy? Select Yes or No

2. If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials. Please include an active URL to the website containing the ordinance.

3. Notes: Add any applicable notes (optional).

Local Early Action Planning (LEAP) Grant Reporting

Pursuant to Health and Safety Code section 50515.04, recipients of Local Early Action Planning (LEAP) grants shall annually report by April 1 of the year following receipt of those funds on the status of proposed uses in the application. The report shall address the housing impact within the jurisdiction, including a summary of building permits, certificates of occupancy or other completed entitlements. Data sources may include the LEAP application (e.g., Attachment 1: Project Timeline and Budget), re-imbursement requests, other portions of the APRs, and other summary records of program activities.

1. **Total Award Amount:** Utilizing the LEAP application and award letter, fill in the total award amount for all proposed LEAP activities.
2. **Task:** Utilizing Attachment 1: Project Timeline and Budget from the LEAP application, fill in all project level tasks. Do not fill in sub-tasks. For example, an application might include a project level task to prepare and adopt a downtown specific plan. In this case, simply fill in the downtown specific plan and do not fill in sub-tasks such as outreach, traffic studies, drafting and adoption.
3. **\$ Amount Awarded:** Utilizing Attachment 1: Project Timeline and Budget from the LEAP application, fill in the total amount awarded for each project level task.
4. **\$ Cumulative Reimbursement Requested:** Utilizing reimbursement requests sent to HCD, add up all requested amounts for each project level task. Note, this is reimbursement “requested” and not reimbursement “received”. At the time of reporting, some reimbursement requests may be in process. The table does not need to address reimbursements in process.
5. **Task Status:** Select either completed, in progress or other for project level tasks. Include additional description in the note’s column as appropriate for information such as upcoming milestones, anticipated completion dates, any schedule slippage or progress as a percentage of completion (e.g., 50 percent complete).
6. **Other Funding:** Note any other funding sources by amount being utilized to complete each project level task. If no other funding sources are being utilized, enter N/A. Examples of other funding include the SB 2 planning grants program, the SB 1 sustainability planning grants program and local general funds.
7. **Notes:** Enter any other relevant information related to progress and impacts such as reasons for delays, anticipated numerical outcomes, etc.
8. **Summary of Entitlements, Building Permits and Certificates of Occupancy:**
These tables will auto-populate from Table A2.

Jurisdiction	Berkeley	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	01/31/2023 - 01/31/2031

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	47
	Non-Deed Restricted	31
Low	Deed Restricted	4
	Non-Deed Restricted	31
Moderate	Deed Restricted	0
	Non-Deed Restricted	30
Above Moderate		588
Total Units		731

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

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	7	16	6
2 to 4 units per structure	8	19	5
5+ units per structure	1920	594	606
Accessory Dwelling Unit	102	102	91
Mobile/Manufactured Home	0	0	0
Total	2037	731	708

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	119	501
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	39
Number of Proposed Units in All Applications Received:	3,832
Total Housing Units Approved:	1,235
Total Housing Units Disapproved:	0

Use of SB 423 Streamlining Provisions - Applications	
Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

Units Constructed - SB 423 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	2	2
SB 9 (2021) - Residential Lot Split	2	2
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	# of	Units
Ministerial	3	741
Discretionary	34	2980

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	20
Number of Units in Applications Submitted Requesting a Density Bonus	3423
Number of Projects Permitted with a Density Bonus	4
Number of Units in Projects Permitted with a Density Bonus	360

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	78
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Berkeley	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications		Application Status	Project Type	Notes		
1				2	3	4	5							6	7	8	9	10		11	12	13	
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by Project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes+
Summary Row: Start Data Entry Below							497	23	136	0	37	0	3139	3832	1235	0							
	063 298803800	1136 KEITH Ave, BERKELEY, CA 94708		PLN2024-0047	SFD	O	7/29/2024							1	1	0	SB 9 (2021) - Duplex in	No	No	Approved	Ministerial	1 SFD Demolished, 1 SFD Rebuilt	
	058 214901904	1750 SACRAMENTO North Berkeley BART		PLN2024-0010	5+	R	12/11/2024	248		133				358	739	739	0 AB 2011 (2022)	Yes	Yes	Approved	Ministerial		
	055 187802000	2462 BANCROFT Way, BERKELEY, CA 94704		ZP2023-0107	5+	R	2/15/2024	3						63	66	66	0 NONE	Yes	Yes	Approved	Discretionary		
	055 188400600	2317 CHANNING Way, BERKELEY, CA 94704		ZP2024-0033	5+	R	4/18/2024							5	5	5	0 NONE	No	No	Approved	Discretionary	Modification to approved UPPH	
	058 224402501	0 LE ROY Ave, BERKELEY, CA 94708		PLN2024-0024	SFD	O	4/24/2024							1	1		SB 9 (2021) - Duplex in	No	No	Pending	Ministerial		
	057 202901500	2138 KITTREDGE St, BERKELEY, CA 94704		ZP2024-0114	5+	R	9/5/2024	5						61	66		NONE	No	Yes	Pending	Discretionary		
	055 183001400	2201 BLAKE St, BERKELEY, CA 94704		ZP2024-0060	2 to 4	R	10/24/2024							3	3		NONE	No	No	Pending	Discretionary	See also SB 330 Pre-App PLN202	
	055 183001600	2204 DWIGHT Way, BERKELEY, CA 94704		ZP2024-0059	2 to 4	R	6/6/2024							2	2		NONE	No	No	Pending	Discretionary		
	053 166101100	2820 SAN PABLO Ave, BERKELEY, CA 94702		ZP2022-0038	SFD	O	12/06/2024							1	1	1	0 NONE	No	No	Approved	Discretionary		
	056 192802200	2427 SAN PABLO Ave, BERKELEY, CA 94702		ZP2022-0115	5+	R	12/6/2024	5		3					8	8	0	NONE	No	No	Approved	Discretionary	
	057 205300200	1974 SHATTUCK Ave, BERKELEY, CA 94704		ZP2023-0040	5+	R	4/11/2024	58						541	599		NONE	Yes	Yes	Pending	Discretionary		
	055 189400200	2037 DURANT Ave, BERKELEY, CA 94704		ZP2023-0064	5+	R	3/29/2024	4						70	74	74	0 NONE	Yes	Yes	Approved	Discretionary		
	057 202800300	2274 SHATTUCK Ave, BERKELEY, CA 94704		ZP2023-0079	5+	R	1/4/2024	23						204	227	227	0 NONE	Yes	Yes	Approved	Discretionary		
	054 174203200	2733 SAN PABLO Ave, BERKELEY, CA 94702		ZP2023-0090	5+	R	5/9/2024	16						136	152		NONE	Yes	Yes	Pending	Discretionary		
	057 202301601	2109 MILVIA St, BERKELEY, CA 94704		ZP2023-0099	5+	R	4/11/2024	11						94	105		NONE	Yes	Yes	Pending	Discretionary		
	053 165803500	2833 SEVENTH St, BERKELEY, CA 94710		ZP2023-0123	5+	R	2/26/2024							1	1	1	0 NONE	No	No	Approved	Discretionary		
	055 187701601	2530 BANCROFT Way, BERKELEY, CA 94704		ZP2023-0126	5+	R	03/12/2024	11						99	110	110	0 NONE	Yes	Yes	Approved	Discretionary		
	057 202201701	2100 MILVIA St, BERKELEY, CA 94704		ZP2023-0163	5+	R	5/17/2024	11						190	201		NONE	No	No	Pending	Discretionary		
	057 211700401	1614 SIXTH St, BERKELEY, CA 94710		ZP2024-0008	2 to 4	R	2/22/2024							2	2	2	0 NONE	No	No	Approved	Discretionary		
	061 255503101	1048 KEITH Ave, BERKELEY, CA 94708		ZP2024-0014	SFD	O	2/29/2024							1	1		NONE	No	No	Pending	Discretionary		
	055 187100103	2680 BANCROFT Way, BERKELEY, CA 94704		ZP2024-0029	5+	R	4/30/2024	9						70	79		NONE	Yes	Yes	Pending	Discretionary	SB 330	
	055 189700600	2450 SHATTUCK Ave, BERKELEY, CA 94704		ZP2024-0047	5+	R	9/6/2024	8						86	94		NONE	Yes	Yes	Pending	Discretionary	SB 330	
	055 182601802	2655 SHATTUCK Ave, BERKELEY, CA 94704		ZP2024-0057	5+	R	8/19/2024	10						87	97		NONE	Yes	Yes	Pending	Discretionary		
	054 172300100	2700 SHATTUCK Ave, BERKELEY, CA 94705		ZP2024-0058	5+	R	10/10/2024		23					253	276		NONE	Yes	Yes	Pending	Discretionary	SB 330 Resubmitted/Updated in	
	055 188700100	2298 DURANT Ave, BERKELEY, CA 94704		ZP2024-0126	5+	R	10/21/2024	5						60	65		NONE	Yes	Yes	Pending	Discretionary		
	058 217801800	2109 VIRGINIA St, BERKELEY, CA 94709		ZP2024-0066	5+	R	7/3/2024	11				9		111	131		NONE	Yes	Yes	Pending	Discretionary		
	055 187800701	2425 DURANT Ave, BERKELEY, CA 94704		ZP2024-0162	5+	R	11/21/2024	13				13		143	169		NONE	Yes	Yes	Pending	Discretionary	SB 330 Pre App PLN2024-0064	
	057 207100601	1581 UNIVERSITY Ave, BERKELEY, CA 94703		ZP2024-0074	5+	R	11/17/2024	14				9		135	158		NONE	Yes	Yes	Pending	Discretionary	SB 330	
	054 174400700	2720 SAN PABLO Ave, BERKELEY, CA 94702		ZP2024-0076	5+	R	11/15/2024	10				6		101	117		NONE	Yes	Yes	Pending	Discretionary		
	053 168602000	2847 SHATTUCK Ave, BERKELEY, CA 94705		ZP2024-0077	5+	R	11/22/2024	13						123	136		NONE	Yes	Yes	Pending	Discretionary		
	055 189401704	2036 BANCROFT Way, BERKELEY, CA 94704		ZP2024-0079	5+	R	11/15/2024	4						83	87		NONE	Yes	Yes	Pending	Discretionary	SB330	
	056 198304201	2147 SAN PABLO Ave, BERKELEY, CA 94702		ZP2024-0096	5+	R	8/28/2024	3						13	16		NONE	Yes	Yes	Pending	Discretionary	Use Permit Mod - only addition:	
	055 182901100	0 PARKER St, BERKELEY, CA 94703		ZP2024-0100	SFD	O	8/8/2024							1	1	1	0 NONE	No	No	Approved	Discretionary		
	052 157405200	3035 COLBY St, BERKELEY, CA 94705		ZP2024-0112	2 to 4	R	9/16/2024							2	2		NONE	No	No	Pending	Discretionary	demo rebuild 1:1	

059 231501400	811 CEDAR St, BERKELEY, CA 94710	ZP2024-0116	SFD	O	12/19/2024							1	1	NONE	No	No	Pending	Discretionary	Demo SFD to construct a mixed
052 157404601	3036 REGENT St, BERKELEY, CA 94705	ZP2024-0122	SFD	O	10/7/2024							1	1	NONE	No	No	Pending	Discretionary	
055 188101800	2442 HASTE St, BERKELEY, CA 94704	ZP2024-0070	5+	R	10/8/2024	2						34	36	NONE	Yes	Yes	Pending	Discretionary	SB 330 Pre-App PLN2024-0009 C
059 227901600	1627 JAYNES St, BERKELEY, CA 94703	ZP2024-0129	SFD	O	10/18/2024							1	1	NONE	No	No	Pending	Discretionary	
057 201502200	2145 GRANT St, BERKELEY, CA 94703	ZP2024-0138	2 to 4	R	10/24/2024							1	1	NONE	No	No	Pending	Discretionary	

Jurisdiction Berkeley
 Reporting Year 2024
 Planning Period 6th Cycle

ANNUAL ELEMENT PROGRESS REPORT
 Housing Element Implementation

Note: "*" indicates an optional field
 Cells in gray contain auto-calculation formulas

APN	Address	ADU Type	Count	Start Date	End Date	Notes	ADU Status	ADU Type	Count	Start Date	End Date	Notes	ADU Status
054 179401401	1403 Carlton St	ADU	2	08/21/24	08/21/24		0	NONE	Y				ADU ADU Affordability
059 228203700	1408 Edith St	ADU	1	07/29/24	07/29/24		0	NONE	Y				ADU ADU Affordability
056 199804000	1423 Acorn Ct	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
057 207000200	1428 DELAWARE St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
056 199802800	1429 Bancroft Way	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
050 247801300	1446 Campus Dr	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
050 239401800	1449 Kama Ave	ADU	1	01/18/24	01/18/24		0	NONE	Y				ADU ADU Affordability
050 242304000	1449 OKWAY St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
054 424702300	15 Hibernia Rd	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
053 228201300	1509 McGee Ave	ADU	1	04/18/24	04/18/24		0	NONE	Y				ADU ADU Affordability
054 422900300	151 Turney Rd	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
054 180002200	1514 Blake St	ADU	1	10/10/24	10/10/24		0	NONE	Y				ADU ADU Affordability
054 180201400	1518 Delley St	ADU	1	07/24/24	07/24/24		0	NONE	Y				ADU ADU Affordability
058 215301200	1517 VIRGINIA St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
058 215301200	1517 VIRGINIA St	ADU	1	06/17/24	06/17/24		0	NONE	Y				ADU ADU Affordability
059 231101000	1520 Tenth St	ADU	1	04/23/24	04/23/24		0	NONE	Y				ADU ADU Affordability
054 180002800	1522 Blake St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
058 224603800	1570 Le Roy Ave	ADU	1	09/12/24	09/12/24		0	NONE	Y				ADU ADU Affordability
050 242300200	1570 POBEN Ave	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
050 242301800	1601 Rock St	ADU	1	08/05/24	08/05/24		0	NONE	Y				ADU ADU Affordability
057 217101000	1609 FRY St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
054 216301400	1610 McGee Ave	ADU	1	04/23/24	04/23/24		0	NONE	Y				ADU ADU Affordability
054 216401800	1613 Edin St	ADU	1	08/27/24	08/27/24		0	NONE	Y				ADU ADU Affordability
054 212100800	1624 SEVENTH St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
050 243800300	1626 Posen Ave	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
052 152100900	1635 Alcatraz Ave	ADU	1	12/30/24	12/30/24		0	NONE	Y				ADU ADU Affordability
058 217900800	1635 Oxford St	ADU	1	11/18/24	11/18/24		0	NONE	Y				ADU ADU Affordability
058 217900800	1635 Oxford St	ADU	1	11/23/24	11/23/24		0	NONE	Y				ADU ADU Affordability
059 229203300	1635 Belvedere Ave	ADU	1	02/16/24	02/16/24		0	NONE	Y				ADU ADU Affordability
058 213801600	1635 Tenth St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
058 218301000	1683 Oxford St	ADU	1	07/24/24	07/24/24		0	NONE	Y				ADU ADU Affordability
058 217700300	1700 Walnut St	ADU	1	08/01/24	08/01/24		0	NONE	Y				ADU ADU Affordability
052 243700800	1701 Hopkins St	ADU	1	07/29/24	07/29/24		0	NONE	Y				ADU ADU Affordability
054 216001300	1709 Francisco St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
054 215101801	1709 Sacramento St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
054 216700400	1713 M. King Jr Way	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
058 220700501	1724 La Vereda Rd	ADU	1	04/29/24	04/29/24		0	NONE	Y				ADU ADU Affordability
057 208201000	1725 BERKELEY Way	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
058 216000300	1732 California St	ADU	1	12/30/24	12/30/24		0	NONE	Y				ADU ADU Affordability
052 143301000	1812 Bivy-Second St	ADU	1	02/06/24	02/06/24		0	NONE	Y				ADU ADU Affordability
052 152800800	1817 Bivy-Second St	ADU	1	03/12/24	03/12/24		0	NONE	Y				ADU ADU Affordability
052 154800800	1822 WOOLSEY St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
052 288701200	1861 San Pedro	ADU	1	02/27/24	02/27/24		0	NONE	Y				ADU ADU Affordability
051 257301800	1972 MONTEREY St	ADU	1	02/28/24	02/28/24		0	NONE	Y				ADU ADU Affordability
053 168002400	1973 STUART St	ADU	1	04/29/24	04/29/24		0	NONE	Y				ADU ADU Affordability
057 208008800	1983 Grant St	ADU	1	02/29/24	02/29/24		0	NONE	Y				ADU ADU Affordability
054 423502301	20 Brooklyn Ave	ADU	1	08/12/24	08/12/24		0	NONE	Y				ADU ADU Affordability
056 182202700	2020 Dwight Way	ADU	1	07/18/24	07/18/24		0	NONE	Y				ADU ADU Affordability
052 155402000	2024 Prince Street	ADU	1	01/23/24	01/23/24		0	NONE	Y				ADU ADU Affordability
053 158402200	2028 Essex St	ADU	1	03/13/24	03/13/24		0	NONE	Y				ADU ADU Affordability
052 158200200	2144 Russell St	ADU	1	06/12/24	06/12/24		0	NONE	Y				ADU ADU Affordability
052 158200400	2160 RUSSELL St	ADU	1	02/08/24	02/08/24		0	NONE	Y				ADU ADU Affordability
053 168603300	2164 OREGON St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
056 200900600	2266 Rosevelt Ave	ADU	1	08/02/24	08/02/24		0	NONE	Y				ADU ADU Affordability
057 201303200	2216 ROBELETT St	ADU	1	07/25/24	07/25/24		0	NONE	Y				ADU ADU Affordability
053 160801000	2221 Carlton St	ADU	1	04/08/24	04/08/24		0	NONE	Y				ADU ADU Affordability
054 171701600	2223 Grant St	ADU	1	10/24/24	10/24/24		0	NONE	Y				ADU ADU Affordability
055 163002200	2226 DWIGHT Way	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
055 163011100	2228 Carlton St	ADU	1	09/04/24	09/04/24		0	NONE	Y				ADU ADU Affordability
056 188701400	2228 Blenheim St	ADU	1	07/26/24	07/26/24		0	NONE	Y				ADU ADU Affordability
057 201401901	2233 GRANT St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
056 180403000	2303 GRANT St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
055 183201400	2309 Palmer St	ADU	1	08/05/24	08/05/24		0	NONE	Y				ADU ADU Affordability
056 193800800	2314 Eighth St	ADU 1	1	07/11/24	07/11/24		0	NONE	Y				ADU ADU Affordability
056 193800800	2314 Eighth St	ADU 2	1	07/11/24	07/11/24		0	NONE	Y				ADU ADU Affordability
055 191302700	2321 Spaulding	ADU	1	08/07/24	08/07/24		0	NONE	Y				ADU ADU Affordability
056 194302000	2325 Elm St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
055 191002900	2419 Jefferson	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
055 191304300	2422 CALIFORNIA St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
055 189901400	2425 Prospect St	ADU	1	07/16/24	07/16/24		0	NONE	Y				ADU ADU Affordability
056 193101400	2428 Bonar St	ADU	1	06/18/24	06/18/24		0	NONE	Y				ADU ADU Affordability
056 186500700	2430 Prospect St	ADU	1	03/15/24	03/15/24		0	NONE	Y				ADU ADU Affordability
056 191902500	2433 Acton St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
056 188002201	2435 Channing Way	ADU	2	04/17/24	04/17/24		0	NONE	Y				ADU ADU Affordability
052 155901900	2440 Prince St	ADU	1	05/14/24	05/14/24		0	NONE	Y				ADU ADU Affordability
054 178100400	2516 Mathews St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
055 184702000	2555 College Ave	ADU	1	04/26/24	04/26/24		0	NONE	Y				ADU ADU Affordability
054 180001700	2555 Sacramento St	ADU	1	12/19/24	12/19/24		0	NONE	Y				ADU ADU Affordability
053 296104700	26 Rock Ln	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
055 192000500	2610 Waring St	ADU	1	07/25/24	07/25/24		0	NONE	Y				ADU ADU Affordability
055 186501800	2615 College Ave	ADU	2	08/01/24	08/01/24		0	NONE	Y				ADU ADU Affordability
055 186802400	2615 College Ave	ADU	2	09/12/24	09/12/24		0	NONE	Y				ADU ADU Affordability
055 186200700	2620 Regent St	ADU	2	06/14/24	06/14/24		0	NONE	Y				ADU ADU Affordability
055 184103400	2621 Regent St	ADU	2	01/16/24	01/16/24		0	NONE	Y				ADU ADU Affordability
053 157300900	2621 WEBSTER St	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
054 179301400	2623 Acton St	ADU	1	06/13/24	06/13/24		0	NONE	Y				ADU ADU Affordability
055 184102100	2629 Regent St	ADU	2	06/11/24	06/11/24		0	NONE	Y				ADU ADU Affordability
058 220901600	2655 Virginia St	ADU	1	05/07/24	05/07/24		0	NONE	Y				ADU ADU Affordability
054 170303000	2710 College Ave	ADU	1	07/05/24	07/05/24		0	NONE	Y				ADU ADU Affordability
054 174200900	2716 Wallace St	ADU	1	10/18/24	10/18/24		0	NONE	Y				ADU ADU Affordability
054 170800000	2723 Forest Ave	ADU	1	0	0		0	NONE	Y				ADU ADU Affordability
054 170800000	2727 FOREST Ave	ADU	2	03/11/24	03/11/24		0	NONE	Y				ADU ADU Affordability

Jurisdiction	Berkeley	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

**ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation**

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

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2022-01/30/2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	2,446	25	36	47	-	-	-	-	-	-	-	167	2,279
	Non-Deed Restricted		3	25	31	-	-	-	-	-	-	-		
Low	Deed Restricted	1,408	25	25	4	-	-	-	-	-	-	-	112	1,296
	Non-Deed Restricted		3	24	31	-	-	-	-	-	-	-		
Moderate	Deed Restricted	1,416	-	-	-	-	-	-	-	-	-	-	59	1,357
	Non-Deed Restricted		4	25	30	-	-	-	-	-	-	-		
Above Moderate		3,664	443	285	588	-	-	-	-	-	-	-	1,316	2,348
Total RHNA		8,934												
Total Units			503	420	731	-	-	-	-	-	-	-	1,654	7,280
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5										6	7	
		Extremely low-Income Need	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date	Total Units Remaining	
Extremely Low-Income Units*		1,223	-	3	-	-	-	-	-	-	-	3	1,220	

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

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

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

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

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

VLI Deed Restricted
VLI Non Deed Restricted

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	Berkeley	
Reporting Year	2024	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Affordable Housing Berkeley	Complete Strategic Plan for Affordable Housing Berkeley Inc.	Dec-23	Completed: ABH has developed its strategic plan which the Board Members approved in October 2023. The focus is geared towards small housing purchase of up to seven building units. ABH anticipates the searching for potential properties in 2024.
Housing Choice Vouchers	Continue to assist up to 2,000 households during the 2023-2031 period through: Moderate Rehabilitation Program, SRO Program - 98 units, Housing Choice Vouchers - 400 households, Emergency Housing Vouchers - 51 households, Mainstream Voucher Program - 91 households, VASH - 40 households	2031	Ongoing: In 2024, BHA issued 179 new vouchers to Housing Choice Voucher (VASH), Veterans Affairs Supportive Housing (VASH) and Mainstream applicants on the Waitlist. Of these vouchers, 112 have successfully leased up during the year and are now housed. Altogether, BHA housed an average of 1759 households in 2024 and is continuously issuing new vouchers to families on the waitlist. Additionally, BHA executed a Master HAP Contract with Blake Apartments LP in March 2024 for 17 new project based units. These project based units will provide housing for disabled and low income households.
Citywide Affordable Housing Requirements	Amend Berkeley Municipal Code (BMC) Chapter 23.38, updating the Citywide Affordable Housing Requirements (AHR) in the Zoning Ordinance. Adopt a Resolution addressing regulations for a voucher program and establishing an in-lieu fee pursuant to BMC Section 23.328.020(A)(2).	Jun-23	Completed: City Council adopted Ordinance 7,853-N.S. (2/28/22) and Resolution No. 70,698-N.S. (2/14/22).
Citywide Affordable Housing Requirements	Conduct a follow-up residential financial feasibility study to inform modifications to the City's affordable housing fees and continue to ensure a realistic development environment. (See also Program 35 -Affordable Housing Overlay and Southside Local Density Bonus)	Dec-25	Completed: Consultant hired via competitive solicitation process to begin economic feasibility analysis in July 2023. Analysis was completed and reviewed by the Planning Commission in 2024. City Council is expected to consider the changes in March 2025.
Housing Trust Fund	Homekey 2 project completion Homekey 3 RFP process (target selection and funding of project) Housing Trust Fund Program funding awards for pipeline projects Small Sites Program North Berkeley project completion to preserve and renovate 13 units (1685 Solano Ave)	Dec-23	In Progress: The Homekey 2 project - Golden Bear Homes - is fully occupied. The owner completed the accessibility rehab, and is planning to install a modular unit in calendar year 2025 that will add services and community space to the project. In 2024, the City approved its third Small Sites Program project - 2627 California Street. BACL T acquired the site in late 2024, and will undertake renovations in calendar year 2025.
Housing Trust Fund	BART - See also Program 28 - BART Station Area Planning: Predevelopment funding award	Feb-23	Completed: City Council approved a total of \$2M in predevelopment funds for the North Berkeley BART affordable housing developers at their December 13, 2022 meeting (with Resolution 70,643) and at their July 25, 2023 meeting (with Resolution 70,991). City Council approved an additional \$3M in predevelopment funding for the North Berkeley BART team, which is part of their overall development funding reservation of \$26.5M (June 25, 2024, Resolution 71,428).
Housing Trust Fund	Project completion for funded affordable projects: Maudelle Miller Shirek Community (2001 Ashby) and Blake Apartments (2527 San Pablo)	Dec-24	In Progress: The Grinnell (2527 San Pablo Avenue, formerly known as Blake Apartments, was completed and fully occupied in 2024. Completion and lease-up for Maudelle Miller Shirek Community (2001 Ashby) is happening in calendar year 2025.
Housing Trust Fund	Issue Housing Trust Fund RFP BART - See also Program 28 - BART Station Area Planning: Initial development funding award	Dec-25	Not Started: Three of the affordable housing development projects at the North Berkeley BART site received development funding reservations from the City in June 2024 (Resolution 71,428). RFPs for the Ashby BART sites (west and east lots) are planned for calendar year 2025.
Preservation of At-Risk Housing	During the 2023-2031 period, continue to implement the City's affordable housing policies and administer the Housing Trust Fund and Small Sites Programs that subsidize both new affordable housing development and rehabilitation of existing projects to preserve and extend their affordability. Annually monitor status of the at-risk project with the goal of preserving the 92 at risk units Ensure tenants are properly noticed by the property owners should a Notice of Intent to opt out of low income use is filed. Notices must be filed three years, one year, and six months in advance of conversion. Pursue acquisition of the affordable units through Affordable Housing Berkeley should conversion to market rate housing	2023-2031	Ongoing: HCS staff continue to implement the Housing Trust Fund and Small Sites Programs. The City issued a Notice of Funding Availability for the Small Sites Program in July 2024 and received one proposal that was awarded nearly \$3.6M in funding.
Fair Housing Outreach and Enforcement	Continue to provide fair housing services to residents, landlords, and housing professionals. Increase outreach and education to Homeowners Associations	2023-2031	Ongoing: Eden Council for Hope and Opportunity (ECHO) provided Fair Housing services to 101 Berkeley residents in 2024. These services included Fair Housing counseling, educational trainings and workshops, outreach events, and audits.

Fair Housing Outreach and Enforcement	Conduct nine education/training workshops for tenant-focused CBOs and property owner associations. Provide 70 Fair Housing Counseling sessions on fair housing information, respond to information alleging potential discrimination, and provide basic information on State and Federal fair housing laws to tenants and landlords. Conduct 22 outreach events to inform Berkeley residents of their rights. Conduct 10 tenant/landlord mediation sessions to resolve disputes and/or legal problems.	2023-2031	Ongoing: ECHO conducted 14 group education workshops to assist service providers and their clients to recognize illegal housing discrimination in its various forms. ECHO provided 61 clients with Fair Housing counseling services. ECHO's Counselors respond to all inquiries and complaints regarding illegal housing discrimination based on race, sex, national origin, marital status, familial status, physical and mental disability, religion, source of income, sexual orientation, and all other arbitrary forms of discrimination as defined in state and federal fair housing law. All fair housing calls are responded to by ECHO's staff within a twenty-four hour period, whenever feasible. ECHO conducts outreach events to inform Berkeley residents of their fair housing rights. ECHO offers mediation or attempted conciliation of housing disputes, which consist of telephone or face-to-face efforts on behalf of the disputing parties to resolve the dispute.
Fair Housing Outreach and Enforcement	Conduct an Equity Study to target program marketing.	Dec-25	Not Started
Rent Stabilization and Tenant Protection	Continue to enforce the Rent Stabilization Ordinance. Maintain rent stabilization on approximately 21,000 units and monitoring the effect of the Ellis Act. Pursue new affordable housing to replenish unites removed due to Ellis.	Ongoing	Ongoing: Throughout 2024, the Berkeley Rent Board continued its ongoing work to enforce the Rent Stabilization Ordinance. This included registering 19,568 rent-controlled units and over 6,000 additional tenant-occupied residential units that were eligible for the eviction protections of the Rent Stabilization Ordinance. The Rent Board continued to monitor all eviction notices received for the City of Berkeley, including those for the Ellis Act. In 2024, Rent Board staff reviewed 513 eviction notices submitted, two of which were Ellis Act Evictions. By doing so, the Rent Board helped ensure that tenants were not unlawfully evicted from their homes. To further assist tenants, property owners, and other rental property stakeholders, the Rent Board housing counselors provided information on the Rent Stabilization Ordinance and related housing laws. In 2024, housing counselors logged 3,116 client cases and responded to over 3,000 phone calls. They also responded to approximately 500 client emails per month, providing valuable insight and assistance to anyone who reached out. In addition to its ongoing work to enforce the Rent Stabilization Ordinance, the Rent Board also reviewed and provided input on proposed revisions to Berkeley's Demolition Ordinance. The Board recommended that Berkeley require one-for-one replacement of demolished residential units with replacement affordable housing units, ensuring that the city's housing supply remained stable and accessible to all. The Berkeley City Council passed revisions to the Demolition Ordinance that include one-for-one replacement, which went into effect in August of 2024.
Rental Housing Safety	The City is currently working on expanding the proactive inspections program, with the goal of inspecting every building during a 5-year cycle as part of the Rental Housing Safety Program.	Ongoing	This work is ongoing.
Rental Housing Safety	Complete the Housing Inspector Manual	Dec-22	Completed: Completed in March 2022 and reissued in June 2023.
Rental Housing Safety	Hire five additional staff, including two inspectors and one administrative staff person, and two additional inspectors	Dec-23	Ongoing: New inspectors and administrative staff people were hired, but due to turnover, recruitments are underway for inspectors.
Rental Housing Safety	Rewrite and adopt the Berkeley Housing Code	Dec-23	Completed: The rewritten Berkeley Housing Code was adopted in January 2023.
Tenant Survey	Conduct Tenant Survey. Provide summary of data to the Rent Stabilization Board	Dec-23	Completed: Survey Completed in 2023 and Final results presented to Rent Board on 9-21-2023
Housing Preference Policies	The City will adopt a housing preference policy. The City plans to conduct outreach on an ongoing basis, coordinate preferences with the Alameda County Housing Portal for applications, and collect data and monitor annually to asses impact.	Dec-23	Completed: City Council unanimously adopted a housing preference policy on July 11, 2023 (resolution No. 70,960-N.S). The policy became effective on January 1, 2024. To date (as of 1/29/25), the preferences have been implemented on three new properties with affordable housing units. The City implements the policy on an ongoing basis, partnering on outreach, coordinating preferences with online housing portals for applications, and collecting data to assess impact.
Rental Assistance	Provide rental assistance to 50-75 new households (or 400-600 new households over eight years)	Annually	Ongoing: 97 households received rental assistance. This includes, BACS North County Rapid Rehousing, BACS North County Shallow Subsidy and BACS Stair Navigation Center Rapid Rehousing Programs.
Workforce Housing	Entitle construction of 110 affordable units, with a preference for Berkeley Unified School District employees.	Jun-23	Completed: The BUSD Workforce Housing project received its planning approvals in March 2023. The developers will start construction of the project in early calendar year 2025.
Homeless Services	Establish programs and services with the goal of assisting homeless populations by: Increasing capacity for housing the homeless by 43 beds/persons at Golden Bear Inn; Increasing capacity for housing the homeless by 43 beds/persons at the Rodeway; Serving an average of 15-25 unhoused persons the drop-in center daily; Maintaining transitional housing for 12 transition aged youth at 3404 King Street; Maintaining capacity for housing persons experiencing homelessness by 27 beds/households at the Berkeley Inn	Dec-24	Ongoing: 37 Households were served at Rodeway Inn. 54 Households were served at Berkeley Inn 46 Households were served at Golden Bear Inn. 8 Transition Aged Youth Households were served at 3404 King Street. The site was under construction for part of the year. Drop-in Centers in Berkeley serve more than 25 unhoused persons daily.
Housing for Homeless Persons with Disabilities	Approve and assist in the construction of a 119-unit very low-income housing project.	Dec-23	Not Started: Supportive Housing in People's Park was delayed due to a lawsuit that has since been resolved. The original nonprofit developer stepped away from the project, so the UC will need to select a new partner to develop the permanent supportive housing.
Shelter Plus Care	Enroll 10 new clients as vouchers become available due to existing clients exiting the program	Annually	Shelter Plus Care successfully enrolled 4 new referrals in 2024.

Home Modification for Accessibility and Safety	Assist home modifications for approximately 13 homes (a total of 104 homes over the 2023-2031 period)	Annually	Ongoing: In the calendar year 2024, the Single-Family Rehabilitation programming completed a total of 35 health & safety repairs and ADA access improvement projects for low-income Berkeley homeowners. Habitat for Humanity East Bay/Silicon Valley, Inc. successfully completed seven housing rehabilitation projects, Rebuilding Together East Bay-North completed 18 housing rehabilitation projects and the City of Berkeley's Senior and/or Disabled Rehabilitation Loan Program completed two projects during this reporting period. Additionally, the Center for Independent Living accomplished eight housing projects aimed at enhancing accessibility through ADA improvements.
Accessible Housing	Develop and amend the Zoning Ordinance to adopt Objective Design Standards for residential and mixed-use developments to facilitate first floor residential and live/work uses that encourages accessible design in higher density districts (e.g. R3, R-4, and commercial districts).	Dec-25	Not Started.
Accessible Housing	Promote residential units to be developed with universal design and visitability principles in future PBV Master Contracts or exemptions for requiring a modified unit to be returned to its original state upon vacating the unit. As part of BHA's MTW application addressed in Affordable Housing Berkeley, the fiscal flexibilities include the ability to spend up to \$500 per unit to help landlords pay for unit modifications. This benefit cannot be combined with the CIL program addressed in Home Modification for Accessibility and Safety.	December 20256	Ongoing: Two of the Moving To Work (MTW) activities approved by HUD offer landlord incentives. The Unit Turn-over programs funds to cover up to \$1,500 in rehabilitation expenses incurred by landlords to ready a vacant unit for lease up in the Housing Choice Voucher Program. In 2024, 13 landlords availed of this reimbursement benefit upon leasing a new Section 8 family. The Vacancy Loss, however, offers an incentive to landlords, when a current tenant dies while occupying the unit, of one month of rent, as long as the landlord agrees to rent the unit to another HCV participant. The landlord will receive the incentive upon leasing to another HCV tenant and executive the HAP contract and Tenancy Addendum with the BHA.
Senior/Disabled Home Improvement Loan	Provide two interest-free loans for a total of 16 loans over eight years.	Annually	Ongoing: In the calendar year of 2024, no new loans were issued through the Senior & Disabled Rehabilitation (Home) Rehabilitation Loan Program (SDRLP). During CY24, SDRLP had nine active projects in various phases of completion. Presently, the SDRLP issued three loans in early 2025 and has six active projects aimed at enhancing housing conditions for seniors and individuals with disabilities within the Berkeley community. SDRLP will begin to actively enroll additional projects in March 2025.
Housing Conditions Standards	Adopt and commence implementation of a Building and Safety Amnesty Program for Unpermitted Dwelling Units. Under BHA's Housing Quality Standards Program: Conduct an Annual Inspection approximately 9 months after the initial inspection, and every 9-10 months thereafter; Written notice of the inspection is mailed to the tenant and landlord approximately 2 weeks prior to the scheduled inspection. A person 18 or older must be present to grant the inspector permission to enter the unit; Minor repairs to be conducted on the spot if a maintenance person is available in order to avoid the need for a reinspection; If all deficiencies noted at the inspection are not repaired and confirmed by the scheduled reinspection date, rental subsidies will be withheld effective the first day of the month following the failed inspection. Payments will resume effective upon confirmation of all required repairs.	Dec-24	Ongoing: The Building & Safety Division launched a pilot Amnesty Program for Unpermitted Dwelling Units January 1, 2025. The 4-year program seeks to promote inspection and legalization of unpermitted ADUs and JADUs on single family lots. : To attract and incentivize qualified landlords to participate in the HCV program, the BHA will allow vacant units to be pre-inspected prior to occupancy. The pre-inspection will be conducted within 90 days of a participant occupying the unit, HQS inspection standards, as found at 24 CFR 982.401, will not be altered, and all participants will be able to request an interim inspection. The BHA has already instituted qualified biennial inspections, meaning annual inspections that pass on their first attempt will skip a year before the next annual HQS inspection, and annual inspections that fail on their first attempt will have an annual HQS inspection the following year. Landlords and program participants will continue to be able to request a Special Inspection at any time, whether the unit passes or fails the first attempt of the most recent HQS inspection. BHA reserves the right to accept inspections performed by another entity (city, housing developers in conformity with HOME or LIHTC rules) in lieu of conducting an annual inspection, but at this time will continue to schedule annual inspections to be conducted by BHA's contract inspector
Livable Neighborhoods	Create an updated registry of GLAs	Dec-22	Ongoing: The Neighborhood Service Code Enforcement (NSCE) Unit continues to monitor and update the registry of 300 plus GLA, Mini-Dorm and Co-Ops registered in the City of Berkeley. In 2024, the NSCE unit monitored annual registration and violations related to the Berkeley Municipal Code for group living accommodations.
Livable Neighborhoods	Expand NSCE capacity by adding additional staff and/or outsourcing administrative functions.	Dec-23	In Progress: No Staff were added in 2024.
Livable Neighborhoods	Fund and complete Quick Build pedestrian improvements on Martin Luther King Jr Way (South) Dwight to Adeline and Sacramento Street from Dwight to Southern City Limits. (Pedestrian Plan and Vision Zero)	Dec-23	In Progress: Quick Build pedestrian improvements on Martin Luther King Jr Way (South) Dwight to Adeline were completed in 2024 and Sacramento Street from Dwight to Southern City Limits will be completed in 2025.
Livable Neighborhoods	Add 2 new Community Gardens that give priority to low SES students and residents that live in apartments	Dec-23	In progress: The community garden at Grove Park was completed in 2024. The community garden at Berkeley Mini-Park has been designed and will be implemented in FY25-26.
Livable Neighborhoods	Work collaboratively with BUSD to authorize joint registration for scholarships to City Recreation Programs.	Dec-23	Completed: Completed in 2024.

Livable Neighborhoods	Develop and provide 6 Low SES 11th grade Berkeley students with the opportunity to learn career skills through project-based internships. Effort will include development of outreach network, communication with BUSD, and training opportunities.	Dec-23	Completed: Completed in 2023.
Livable Neighborhoods	Return to Council for review and adoption of the 5-Year Street Maintenance and Rehabilitation Plan.	Jan-24	Completed: Latest 5-year repaving plan was adopted by the Berkeley City Council in November 2023.
Livable Neighborhoods	Finalize construction of the Southside Complete Streets project	Dec-24	In progress: Southside Complete Streets Project will be complete in 2025.
Livable Neighborhoods	Plant 200 trees in the right of way for South and West Berkeley Residents through the City's Make Life Better program, established to inform residents of free tree planting and watering opportunities.	Dec-24	Ongoing: The City's Forestry Unit operates the Tree Request Program throughout the year. The program is described on the Forestry webpage on the City's website and provides a packet that includes a Tree Request Form, a Tree Care Agreement with the requesting resident, Tree Care Instructions for residents, and other resources that help ensure the success of the program.
Livable Neighborhoods	Fund and complete the design phase of a permanent pedestrian, bicycle, and transit improvement strategy on Adeline from Ashby to Southern City Limits. (Pedestrian Plan and Vision Zero, Capital Intensive Project, Adeline Corridor Specific Plan)	Jun-25	In progress: Preliminary Engineering (public engagement, conceptual design, environmental clearance, City Council approval) are funded by grants from Alameda County Transportation Commission. Preliminary engineering should be complete by end of 2026. Detailed engineering design and construction phases are unfunded as of February 2025.
Livable Neighborhoods	Fund and complete a permanent pedestrian, bicycle, and transit improvement strategy on San Pablo from University to Dwight. (Pedestrian Plan and Vision Zero, Capital Intensive Project)	Dec-27	In progress: Being implemented by Alameda County Transportation Commission San Pablo Avenue Corridor Projects. Anticipated completion in 2026/2027.
Livable Neighborhoods	Report to City Council on the progress of the City's Vision Zero Action Plan	Annually	In progress: Delayed due to staff capacity issues. Annual reports were provided in 2021 and 2022 but not 2023. City Manager's Officer is currently consolidating the Vision Zero Program and Reimagining Public Safety update process.
Livable Neighborhoods	Bring updated BeST Plan to City Council for approval	Every two years	Not Started: Delayed due to staff capacity issues. Projected to be completed in 2025/2026, aligned with next OBAG call for funding.
Livable Neighborhoods	Bring updated Vision Zero Action Plan to City Council for approval	Every three years	Not Started: Delayed due to staff capacity issues. Projected to be completed in 2025
Livable Neighborhoods	Bring updated Pedestrian and Bicycle Plans to City Council for approval	Every five years	In progress: Updated Pedestrian Plan adopted in 2020. Updated Bicycle Plan to be adopted in 2025. Bike Plan delayed due to staff capacity issues.
Lead-Poisoning Prevention	Continue to assist approximately 12 households(or more, as needed) during the 2023-2031 period by: Conduct an Environmental Investigation (EI) for presence of lead when peeling lead paint has been identified or if/when a child has elevated blood lead levels. Proactive inspections will be conducted in high-risk areas citywide, which include a visual assessment and notifications to homeowners and landlords. The average inspection process from start to finish should take approximately 30 days to complete; Environmental Investigation timeframes – If blood lead level is: 44.5-69.4 mcg/dL à Perform EI within 48 hours of PHN referral; 14.5-19.4 mc/dLà Perform EI within two weeks of PHN referral; 19.5-44.4 mcg/dL à Perform EI within one week of PHN referral; 44.5-69.4 mcg/dL à Perform EI within 48 hours of PHN referral;	Annually	Ongoing: The office of Environmental Health is not conducting Environmental Investigations as part of the CLPPP (Childhood Lead Poisoning Prevention program) after State funding for the program was suspended.
Seismic Safety and Preparedness Programs	Earthquake Brace and Bolt program: Annually, the City's goal is to help at least 50 homeowners complete seismic retrofits and obtain rebates.	Annually	In Progress: As of February 7, 2025, over 600 grants have been provided to Berkeley residents under the Earthquake Brace and Bolt Program since 2016, totaling roughly \$2M. In Spring of 2023, the California Earthquake Authority also launched a pilot Earthquake Soft Story (ESS) Program, which provides grant funding to single-family soft story homes with living spaces over a garage. As of February 7, 2025, 10 Berkeley property owners have received grant funding under the ESS Program.
Seismic Safety and Preparedness Programs	Seismic Retrofit Transfer Tax Rebate Program: Continue to issue building permit seismic upgrades and facilitate transfer tax rebates for qualifying properties.	Ongoing	In Progress: During 2024, 108 transfer tax rebates were disbursed, totaling more than \$1.4M
Seismic Safety and Preparedness Programs	Provide Retrofit Grants to 50-60 property owners.	Dec-25	In Progress: As of February 3, 2025, nearly \$3.5M of grant funding has been disbursed to Berkeley property owners and 107 buildings have been strengthened under the Retrofit Grants Program .

Seismic Safety and Preparedness Programs	Soft Story Program: Facilitate the compliance of the remaining soft story buildings, including newly added properties since 2018. Newly added buildings may be subject to extended deadlines and additional buildings may be added to the inventory as needed. Unreinforced Masonry Ordinance: By December 2025, facilitate the retrofitting of the remaining four unreinforced masonry (URM) building. Of the approximately 600 buildings originally included in the City's URM inventory, roughly 99 percent have been seismically retrofitted, demolished or demonstrated to have adequate reinforcement.	Dec-26	In Progress: As of February 3, 2025, out of 371 buildings on the soft story inventory, 288 buildings (containing approximately 3,202 units) have completed a seismic retrofit, 62 buildings complied with soft story program requirements and were removed from the inventory, and 21 soft story buildings (containing ~166 dwelling units) must still come into compliance with mandatory retrofit requirements. Of the remaining 21 buildings, five owners have obtained building permits, 11 have applied for permits and 5 have yet to apply. Unreinforced Masonry Ordinance: Of the approximately 600 buildings originally included in the City's URM inventory, roughly 99.5 percent have been seismically retrofitted, demolished or demonstrated to have adequate reinforcement. As of February 3, 2025, three buildings remain on the city's URM list and are required to retrofit in order to avoid further penalties. One of the three building owners has a retrofit permit issued, and two have expired permit applications.
Berkeley Pilot Climate Equity Fund	Commence program implementation, with the goal of retrofitting 12 low and moderate income units. Depending on program effectiveness, pursue additional funding to continue program.	Jun-23	In Progress: In 2024, an income qualified single-family home and two income-qualified multifamily buildings completed electrification upgrades. The upgraded multifamily buildings include a 22-unit limited-equity cooperative and a nonprofit student housing building, with 40 low-income, first generation UC Berkeley students. Upgrades included heat pump HVAC systems and heat pump water heaters. Implementation for an additional 8-unit low-income multifamily property is in progress with anticipated completion by early 2026.
Berkeley Existing Buildings Electrification (BEBE) Strategy	Complete Energy Equity for Renters Technical Assistance program with ACEEE and receive its research results. This is one implementation of BEBES that is tied to housing preservation. Within two years of receiving research results, develop programs and policies that promote energy efficiency while protecting tenants from displacement.	Dec-23	Completed: The ACEEE Energy Equity for Renters Toolkit was published in November 2022. The City continues to look for opportunities to develop programs and policies that provide meaningful renter protections, and is coordinating with other jurisdictions and regional organizations to find potential opportunities.
Berkeley Existing Buildings Electrification (BEBE) Strategy	Explore funding opportunities for equity programs, including integration of electrification measures into housing protection and preservation programs, such as the City's Senior and Disabled Home Loan Program or Section 8 housing voucher program.	Dec-25	In Progress: The City continues to look for funding opportunities for climate equity programs. In June 2022, City Council approved a resolution to develop a Just Transition Pilot Program, with a budget of \$1,500,000 to help income-qualified homeowners make electrification and resilience upgrades. The program requires that upgrades be completed by pre-qualified contractors who meet minimum labor standards, to ensure that residential electrification construction work also provides equitable benefits to workers. In 2023, the City released a RFP and selected Rebuilding Together East Bay Network to implement the Just Transition program. Implementation of the upgrades started in 2024 and will continue through 2025.
Building Emissions Saving Ordinance (BESO)	Amend ordinance to update requirements for building upgrades	Dec-25	In Progress: Continuing the engagement process from 2023, proposed amendments to BESO incorporated additional feedback from realtors, neighborhood and environmental organizations and the City Council's Land Use, Housing and Economic Development Policy Committee in 2024. The proposed amendments, scheduled to go to City Council in 2025, would require small residential building to complete resilience upgrades when sold.
Building Emissions Saving Ordinance (BESO)	On average, around 400 buildings complete BESO assessments each year.	Annually	In Progress: In 2024, 483 buildings completed a BESO assessment.
BayREN Single-Family Homes and Multi-Family Homes Programs	Continue to assist in recruiting participants to BayREN's rebate programs through BESO and other outreach, with the goal of assisting at least 75 single-family homes and 125 multi-family dwelling units annually in receiving BayREN incentives for qualifying renovations (or 600 single-family homes and 1,000 multi-family dwelling units over eight years).	Annually	In Progress: Staff continues to promote regional and statewide rebate programs, including BayREN Home+ and TECH Clean California, through BESO and other outreach. In 2024, Berkeley residents completed 206 energy efficiency and electrification upgrades through BayREN's Home+ program, receiving a total of \$72,290 in rebates. Additionally, 72 multifamily units upgraded through BayREN's BAMBE program in 2024 resulting in an estimated annual savings of 30,314 kWh and 9,464 therms.
Priority Development Areas (PDAs) Commercial and Transit Corridors	Complete Telegraph PDA/Southside Plan Area zoning map amendments and up-zoning	Dec-24	Completed: In December 2023, the City Council adopted zoning changes that increase residential development potential in the Southside Plan Area (Resolution # 71, 107-N.S) (Program 27-Priority Development Areas, Commercial and Transit Corridors; Program 33-Zoning Code Amendment: Residential)
Priority Development Areas (PDAs) Commercial and Transit Corridors	Update Land Use, Safety, and Environmental Justice Elements of the General Plan to increase new housing opportunities by at least 2000 units on commercial and transit corridors, particularly in the highest resource and higher income neighborhoods, to achieve consistency among all transit and commercial corridors, and revise the City's zoning map and development standards to be consistent. The City commits to initiate this work within one year of certification of the Housing Element	Dec-26	In Progress: The City issued an RFP for the City of Berkeley's Environmental Justice Element, Safety Element Update, and Equitable Climate and Resilience Metrics (Specification No. 24-11641-C). In accordance with the terms of the OPR APGP grant that is funding the work, Public Drafts of the General Plan Elements are anticipated to be completed by January 2026. The City also plans to issue an RFP for the City of Berkeley Corridor Upzoning project in the spring of 2024.

BART Station Area Planning	<p>June 2022, the City adopted zoning and associated General Plan amendments consistent with AB 2923; adopted City – BART Joint Vision and Priorities for Transit Oriented Development at the Ashby and North Berkeley BART Station Areas and certified EIR on these documents. The goal for development for both stations is by 2031.</p> <p>As stipulated in the June 2022 City and BART MOA, the next milestones include: July 2022 – Complete. Developer Request for Qualification (RFQ) and City of Berkeley Notice of Affordable Housing Funding (NOFA); November 2022. Right-Of-Way Redesign Options for Adeline Street at Ashby BART Station to City Council; December 2022. Developer selection for the North Berkeley BART station area; February 2023. City Affordable Housing Funding (Predevelopment Funding Award); April 2023. Exclusive Negotiating Agreement (ENA) execution with North Berkeley BART selected developer team; June 2023. An amended Memorandum of Agreement (MOA) for the Ashby BART Station. The amended MOA will include a refined timeline for the developer solicitation process. Structure of the developer solicitation process and project requirements and community benefits are currently in process of</p>	2022-2027	<p>Completed: North Berkeley BART Transit Oriented Development (TOD) In February 2024, the North Berkeley Housing Partners development team submitted a mixed-use development project application for streamlined entitlements pursuant to AB 2011. On December 11, 2024, the City approved a land use application under AB 2011 for the North Berkeley BART site. The project includes 739 homes, 381 of which will be affordable to lower-income households, as well as public open space improvements.</p> <p>In Progress: Ashby BART Transit Oriented Development (TOD) In September 2024, City Council adopted a nonbinding Term Sheet for Ashby BART Transit Oriented Development (Resolution No. 71,514-N.S). The Term Sheet was executed by the City and BART on September 21, 2024. On December 3, 2024, the City Council approved an ordinance (No. 7,939-N.S.) authorizing agreements with BART, aligning with the term sheet adopted in September 2024. That same day, the City and BART issued a joint Request for Proposals (RFP) and Notice of Funding Availability (NOFA) for developers of the Ashby BART West Lot. On December 6, 2024, the City published Preliminary Objective Design Standards (ODS) for the Ashby BART West Lot, reflecting City and BART policies, state laws, and community input. Next steps include: Ashby BART West Lot Potential Developer Selection - May 2025, Adoption of Ashby BART West Lot Objective Design Standards - end '25/early 2026; Ashby BART East Lot Developer Solicitation Process - end 2025/early 2026.</p>
Middle Housing	Amend Affordable Housing Fee schedule to introduce a sliding scale for projects with less than 12,000 square feet (see also Program 3 -Citywide Affordable Housing Requirements).	Jun-23	Completed:
Middle Housing	Amend Zoning code to allow multi-unit development on one lot in the lower density districts: R-1, R-1A, R-2, R-2A, and MU-R districts. Consider amending the Demolition Ordinance to provide a by-right pathway for demolition of single-family homes for projects that add density and are not tenant-occupied within the past five years and in which Ellis Act eviction did not occur within the preceding five years. This policy will be referred for consideration to the 4x4 Committee of the City Council and Rent Board. Further, explore the effect on local and state laws relating to the demolition of historic resources.	Dec-23	In Progress: The Planning Commission reviewed the recommended Zoning Code amendments in February 2024 and associated General Plan Amendments in October 2024. City Council is expected to consider these changes in Spring 2025.
Accessory Dwelling Units	Provide contact info for dedicated ADU planner on the City's ADU webpage.	Jun-23	In Progress: The City has identified the Zoning Officer as the lead contact for ADU information.
Accessory Dwelling Units	Amend the City's local ADU ordinance based on revised statutory requirements.	Dec-23	Completed: The City's local ADU ordinance was amended to comply with state law and took effect on November 9, 2023.
Accessory Dwelling Units	Assess if ADU production is on the trajectory to meet RHNA assumptions. If not, by January 2026, the City will initiate additional efforts needed (including, but not limited to, rezoning or pre-approved building plans) to incentivize ADUs, to be completed by January 2028.	Dec-25	In progress, no update.
Accessory Dwelling Units	<p>Annually: Update ADU webpage to ensure information addresses questions raised by applicants</p> <p>Annually: Provide update on ADU permit progress to Planning Commission and City Council</p> <p>Throughout the 2023-2031 period: Coordinate ADU policies with the Community Wildfire Protection Plan (CWPP) and Fire Department Standards of Coverage assessment.</p>	Annually/2023-2031	Ongoing: The City continues to update the ADU webpage to make sure the information is as current as possible and provides annual ADU permitting updates to the City via publication of the APR. The City is in the process of updating the ADU ordinance to comply with State Law and plans to work with the Fire Department as part of the process.
Zoning Code Amendment: Special Needs Housing	Review and adopt new zoning provisions and definitions to align land use standards with State law requirements for special needs housing.	Dec-23	Completed: On July 11, 2023 City Council adopted Zoning Ordinance Amendments to Title 23 to align land use standards with state law requirements for special needs housing. The Zoning Ordinance amendments reflect requirements related to; Emergency Shelters (AB 139 & AB 2339), Low Barrier Navigation Center (AB101), Supportive Housing (AB 2162), Employee Housing Act, Landterman Developmental Disabilities Service Act, Supportive Child Care Family Home Expansion (SB 234), Minimum Parking Requirements (AB 2097) and conformed City's definition of "household" to align with state law.

By-Right Approval on Reused Sites for Affordable Housing	Amend the Zoning Code to provide by-right approval of projects with 20 percent lower income units on opportunity sites that are reused from the previous Housing Element cycles. In the meantime, the city applies the law in a manner that supersedes local zoning. Create an additional GIS layer in the public facing Community Map portal to identify all Sites Inventory sites, with a color to identify the reused opportunity sites that must be approved by-right for 20 percent lower income units. As projects are entitled, permitted, and constructed, the GIS layer must be updated, by unit count and affordability categories.	Dec-23	Completed: A new GIS layer in the public facing Community Map portal has been created. It identifies all Site Inventory Sites and allows viewers to see Site Inventory Category of selected parcels.
Zoning Code Amendment: Residential	By June 2024, as part of the Multi-Unit Residential Objective Standards project, minimum densities will be applied to all residential and mixed-use developments with five or more units.	Jun-24	Ongoing: Objective Design Standards for low density residential districts are a part of the zoning amendments to encourage "middle housing" that were presented to the Planning Commission will be heard by the Berkeley City Council in the spring of 2025.
Zoning Code Amendment: Residential	Develop and amend the Zoning Ordinance to adopt Objective Design Standards for residential and mixed use developments in order to reduce reliance on the use permit process and non-detriment findings for larger (e.g. 10+ units) housing projects in higher density districts(e.g. R-3, R-4, and commercial districts), and commercial living situations, such as live/work units.	Dec-25	In Progress: In 2024, Land Use Planning began the initial stages of a preliminary study for the Corridors Upzoning project. This initiative seeks to expand housing capacity, tackle development challenges, and promote equity while preserving each corridor's unique character. Following a competitive bidding process, the City selected Raimi + Associates to lead the project in 2024. The planning process is expected to take about two years, with draft objective development standards anticipated by early 2026. Community engagement will run from winter 2025 through late 2026, featuring four key efforts: targeted stakeholder meetings, citywide community meetings, pop-up events, and surveys.
Permit Processing	Functionality will be added to the permit tracking software and the Planning Department website to provide on-demand reporting of project status, which will include up to date completeness, CEQA and other actions.	Jun-23	Completed : Zoning Permit application information is up-to-date with project status and maintained on a rolling basis. On-demand reporting added to ACA for "Zoning Permits -- Open Appeal Period" (April, 2023). On-demand reporting for active Zoning Permits (January, 2024)
Permit Processing	The City will conduct a needs assessment, develop an RFP for the Planning and Building permit and records management systems, and hire a consultant to implement a software upgrade.	Jun-24	Ongoing: The Permit Software Procurement (PSP) project advanced in 2024 with the completion of a multi-departmental needs assessment, RFP release, and ongoing vendor evaluations and stakeholder discussions to determine the best path forward for implementation.
Permit Processing	As part of the Objective Design Standards effort (Program 33 - Zoning Code Amendment: Residential), City staff will also develop Zoning Ordinance amendments to reduce reliance on the use permit process and non-detriment findings, and increase the thresholds for discretionary review of residential and mixed-use residential projects for City Council consideration.	Dec-25	Ongoing: The Middle Housing project will include Zoning Ordinance amendments to streamline permitting. The Middle Housing Zoning Ordinance amendments are expected to be considered by City Council in the spring of 2025.
Permit Processing	The City will implement the updated permit tracking software and continually maintain permit statuses and monitor project progress.	Dec-27	Not Started
Affordable Housing Overlay and Southside Local Density Bonus	Adopt a local density bonus program in the Southside, concurrent with the Zoning Ordinance amendments proposed for the Southside in Program 27 - Priority Development Areas (PDAs), Commercial and Transit Corridors.	Dec-24	In Progress: Planning Commission has provided initial feedback on this issue and staff is awaiting further City Council direction.
Affordable Housing Overlay and Southside Local Density Bonus	Adopt an Affordable Housing Overlay Density Bonus, concurrent with the residential financial feasibility study (Program 3 -Citywide Affordable Housing Requirements), Residential Objective Design Standards (Program 33 -Zoning Code Amendment: Residential), and the General Plan Land Use Element Update	Dec-25	In Progress: Planning Commission has provided initial feedback on this issue. Staff may return to Planning Commission later in 2025. Recent state efforts to encourage 100% affordable housing projects may obviate the need for a separate local policy.
Adequate Sites for RHNA and Monitoring	Within 3 months of a certified Housing Element, the City will publish an inventory of the available sites for residential development and provide it to prospective residential developers.	2023-2026	Completed: The City published an inventory of the available sites for residential development on the Community GIS Portal: https://berkeley.maps.arcgis.com/apps/webappviewer/index.html?id=2c7dfafbb1f64e159f4fdf28a52f51c6&showLayers=Berkeley%20Parcels;Base%20Data;Planning%20and%20Building The City also published an accompanying Sites Inventory guide on their Housing Element webpage: https://berkeleyca.gov/sites/default/files/documents/HEU_Sites%20Inventory_Tables-webpage.pdf
Adequate Sites for RHNA and Monitoring	The City will publish a list of entitled projects to facilitate market-driven transactions to advance development.	Annually	The City shares information on entitled projects through the publication of the Annual Progress Report.

<p>Adequate Sites for RHNA and Monitoring</p>	<p>Assess the 3-year development progress of entitled and pipeline sites, and implement a formal evaluation procedure pursuant to Government Code Section 65863 to monitor the development of vacant and nonvacant sites in the sites inventory and ensure that adequate sites are available to meet the remaining RHNA by income category. Should resulting development capacity be below assumed potential, the City will identify and complete additional efforts by January 2028, including but not limited to rezoning or streamlined processes, to accommodate the shortfall of sites to meet the RHNA. Assess the progress and effectiveness of AFFH actions identified in Table 5.6: Summary of AFFH Actions. Should progress on the AFFH metrics be below the rate assumed, the City will identify and make adjustments, as appropriate, by January 2028.</p>	<p>Jan-26</p>	<p>In Progress: No update.</p>
<p>Replacement Housing/Demolition Ordinance</p>	<p>Update the Zoning Code to address the replacement requirements in a revised Demolition Ordinance.</p>	<p>Dec-23</p>	<p>Completed: City council adopted revised Demo Ordinance in July 2024.</p>

Jurisdiction	Berkeley	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT

Table K

Tenant Preference Policy

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

Does the Jurisdiction have a local tenant preference policy?	Yes	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.		https://berkeleyca.gov/community-recreation/affordable-housing-berkeley/apply-affordable-housing-preferences
Notes		<p style="text-align: center;">City Council Resolution No. 70,960-N.S. - Adopting a Housing Preference Policy for Affordable Units Developed with City Subsidy and Through the Below Market Rate Program (7/11/2023)</p>