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## Housing and Human Services Committee

### *Work Plan for 2023-2024*

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#### **A) Investigate prospects for a local housing trust fund, and/or local land trust fund**

The HHSC is recommending that the City evaluate and consider the creation of a housing trust fund (HTF) or alternatively, a land trust fund (LTF). In their vision, this would create a dedicated revenue stream to leverage multiple funding sources to develop local affordable housing programs. The ability of the HHSC to move forward with recommendations for an HTF or LTF will depend on City Council priorities and allocation of staff resources.

*Housing Element Program: Consider establishing a local dedicated funding source for affordable housing (Program 5.2-9d).*

- The HHSC will study existing HTF/LTF models and provide the City Council with an outline of a housing trust fund model that incorporates potential programs of relevance in Laguna Beach for input from City Council.
- Work with community members and the philanthropic community to gauge interest in private donations, including homes, which could benefit affordable housing opportunities.

#### **B) Recommend housing policies to promote an increase in both affordable housing and housing that may be attainable to households earning around the area median income.**

To meet the variety of needs within the community and to make progress on State requirements to plan for a share of the regional housing need, the HHSC will make policy recommendations to the Planning Commission and City Council to encourage an increase in housing stock. The recommendations would address both conventional affordable housing projects as well as housing models that may be moderately affordable by design (e.g., accessory dwelling units and office building conversions). Specifically, the HHSC will review and provide input on the following topics:

- *Mixed-Use:* Housing Element Program 5.2-1i directs the City to evaluate the potential for mixed-use and work/live spaces along Coast Highway and on vacant or underutilized commercial properties. The HHSC will assist City staff with this assessment by holding stakeholder interviews to better understand the barriers that limit opportunities for the adaptive reuse of existing commercial buildings and new mixed-use development. This analysis will be presented to City staff for potential amendments to the Zoning Code.
- *State Housing Laws:* The California Legislature is taking unprecedented actions to address the State's housing shortage. It is anticipated that some of the State laws intended to boost housing production will from time to time require that the City amend its Zoning

Code to comply with State mandates including California Coastal Commission. The HHSC will review these draft Zoning Ordinances and provide recommendations to City decision-makers.

- Develop a comparison matrix of ADU and SB 9 development standards to assist homeowners in assessing which approach best meets their objectives.
- Housing Element program references: 5.2-2a (Density Bonus Law), 5.2-3c (Objective Design Guidelines), 5.2-6b (Low Barrier Navigation Centers, Single-Room Occupancy Units).
- *Zoning Regulations:* In accordance with various programs of the Housing Element, the HHSC will prepare recommendations, fact-finding, and input to staff, Planning Commission, and City Council regarding the Zoning Code regulations and their effect upon a property owner's ability to create affordable and attainable housing.
  - Provide recommendations on specific plan updates and other amendments to the Zoning Code that promote opportunities for new market rate and affordable housing.
- *Senior Housing:* Review the Senior Housing Task Force's report and make policy recommendations to promote the development of senior housing and assisted living care facilities to address the significant needs of our senior population.
- *Inclusionary Housing Policy.* Review the effectiveness of the existing inclusionary housing policy in the Housing Element and, if necessary, consider potential recommendations to make modifications (Housing Element Policy HE-2.4). Inclusionary housing policies require that a percentage of housing units be deed-restricted to an affordable level or payment of an in-lieu fee.

**C) Housing Element implementation. The HHSC will leverage its volunteer resources to assist the City's newly funded Housing Program Coordinator with the implementation of the more than 50 programs included with the 6<sup>th</sup> Cycle Housing Element.**

- *Program Implementation:* Under the direction of the Housing Program Coordinator, the Committee will implement a workplan to assist with Housing Element program implementation.
- *Progress Reports:* Staff will update the HHSC on the status and progress in implementing the Housing Element on a bi-annual basis, one of which will consist of a review of the draft annual progress report (APR) submitted to the State. The HHSC will receive and file these reports and may also provide input on the ongoing implementation efforts.

**D) Creating new housing options is a top priority for the City of Laguna Beach but is difficult to achieve at a below-market rate. The HHSC will continue to promote the development of Accessory Dwelling Units as a moderately affordable-by-design model.**

- *ADU Legalization:* The HHSC ADU working group provided significant value in its analysis of the current ADU ordinance prior to adoption. Now that the City has begun implementing a local ordinance consistent with State ADU law, the HHSC's next steps will include recommending approaches for the City to encourage homeowners to legalize

existing, unpermitted ADUs.

- *Preapproved Plans:* Work with staff to develop a process by which design professionals may submit ADU plans that are not site-specific to include architectural plans and structural drawings and calculations. Once approved by the City, the builder or designer would be identified on a City webpage as having standardized construction plans that are approved by the City, along with a brief description of what has been pre-approved (size and configuration). Preapproved ADU plans would reduce homeowner costs and streamline the plan approval process for the applicant and City staff, and have been used in other California jurisdictions.
- *Financial Assistance for Accessory Dwelling Units (ADUs) and SB 9 Units:* The HHSC will prepare a range of options to incentivize the creation of ADUs and SB 9 units through financial incentives or assistance. These options would include programs intended to house long-term local residents that may be on fixed or low incomes, as well as a set of programs to promote the production of market-rate ADUs. As part of this goal, the HHSC will research and recommend creative financing models such as a voucher program for affordable ADUs.
- *Community Engagement Regarding ADUs:* The HHSC recently presented a well-attended workshop for Laguna Beach homeowners interested in creating ADUs, with approximately 100 attendees in person and more than 40 joining by Zoom. Interest in ADUs may continue to grow in response to new State housing laws, such as Senate Bill 9 (“SB 9”). The HHSC will explore presenting additional workshops to continue to support community members considering, applying for, or building an ADU. Topics may include: becoming a landlord, understanding the economics of ADUs, and utilizing an ADU to age in place. The HHSC will also increase community awareness of various online resources for financial assistance, grants, and loan programs.

**E) Partner with community organizations to address the human services needs of the community.**

- *Consider a new approach to the City’s Community Assistance Grants to fill gaps in services:* The HHSC sees an opportunity to refocus, at least some of the funding assistance, that the City provides through its Community Assistance Grant program. The HHSC would like to work with the City Council liaisons to consider an approach to reviewing community assistance grant applications. This could be done through a year-long proactive engagement with the nonprofit community and residents to identify where gaps exist. The grants can then be used to fill those gaps.
- *Consistent with the above goal create and implement a Safety Net Nonprofit Tour:* The Tour has taken place three times in the last 8 years as an independent effort. It can be revived and amplified under the HHSC. The Tour is a Saturday morning open house at various social services sites (Laguna Beach Community Clinic, Friendship Shelter’s ASL and Bridge Housing sites, Seaside Legal Services, Laguna Food Pantry, Laguna Beach Seniors, Sally’s Fund) where residents may ask questions of each nonprofit’s staff and learn about the services offered, as well as volunteer opportunities.

- *Ad Hoc Mutual Aid program:* Explore/encourage an ad hoc local mutual aid for people in need of goods, services, assistance with rent, repair, chores. Basically a communication effort, its goal is to connect residents with one another to share resources and encourage neighbor-to-neighbor assistance and good will.
- *Childcare facilities:* The HHSC will explore ways in which the city can be more supportive of allowing home-based early-childhood daycare sites (infant to 3 years). The shortage of state-licensed daycare facilities, a crucial resource for working parents, puts a strain on families.

**F) Engage in meaningful community engagement and outreach.**

- *Community Engagement:* Over the past year, the HHSC developed a community engagement strategy which allows committee members to create a conduit between the city and residents, making policy and programs related to housing and human services more accessible to the community. Our goal is to respond to the variety of needs around housing choices and human services that a well-functioning city offers residents at all stages of life.
  - HHSC community engagement will enhance implementation of programs outlined in the Housing Element. Additional community engagement roles include collaboration with Laguna Beach Seniors and local support services.
  - A critical element of the outreach program will be presenting workshops that effectively communicate and implement the goals of the committee.