

**CITY OF DANA POINT  
PLANNING COMMISSION  
AGENDA REPORT**

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**DATE:** FEBRUARY 28, 2022

**TO:** DANA POINT PLANNING COMMISSION

**FROM:** COMMUNITY DEVELOPMENT DEPARTMENT  
BRENDA WISNESKI, DIRECTOR OF COMMUNITY DEVELOPMENT  
BELINDA DEINES, PRINCIPAL PLANNER

**SUBJECT:** 2021 ANNUAL HOUSING ELEMENT PROGRESS REPORT

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**RECOMMENDATION:** That the Planning Commission review the 2021 Annual Housing Element Progress Report and forward to the City Council.

**LOCATION:** Citywide

**REQUEST:** To review the 2021 Annual Housing Element Progress Report, as required by State law, to show progress on the General Plan Housing Element.

**ENVIRONMENTAL:** In accordance with CEQA, the 6<sup>th</sup> Cycle 2021-2029 Housing Element was found to be categorically exempt pursuant to Section 15061(b)(3). The Annual Housing Element Progress Report does not require further CEQA action.

**BACKGROUND:**

On February 1, 2022, the City Council adopted an update to the City's General Plan Housing Element for the 2021-2029 planning period. The 2021 Annual Housing Element Progress Report (APR) is the first report of the 6<sup>th</sup> Cycle 2021-2029 Housing Element.

State law requires the City to submit an APR to show progress on the General Plan Housing Element by April 1 of every year. This report provides an update on housing unit production and housing program implementation from January 1 through December 31, 2021. The 2021 Annual Housing Element Progress Report is attached as Supporting Document 1.

After review by the Planning Commission and City Council, the attached report will be submitted to the California Department of Housing and Community Development (HCD) as required by Title 25 of the California Code of Regulations.

**DISCUSSION:**

In order to address the housing needs in California, State law requires that each jurisdiction adopt a Housing Element as a chapter of its General Plan. The Housing Element includes the City’s housing strategy to plan for existing and projected housing demand, identify adequate sites to accommodate the City’s allocated share of regional housing needs, and analyze local policies, regulations and requirements that have the potential to constrain development of housing for all income levels.

**Regional Housing Needs Assessment (RHNA)**

RHNA allocation is a “fair share” number of units in four income categories as determined by the Southern California Association of Governments (SCAG). The State assigned the total number of units needed for the region, and SCAG used future planned housing and jobs to determine the number for each city.

Dana Point RHNA allocations for the planning period of June 30, 2021 to October 15, 2029 are as follows:

**Cycle 6 RHNA Allocation (2021-2029)**

<b>Income Category</b>	<b>Number of Units</b>
Very-Low Income Households (0-50% median)	147
Low Income Households (51-80% median)	84
Moderate income households (81-120% median)	101
Above moderate-income households (121%+ median)	198
<b>TOTAL</b>	<b>530</b>

In 2021, the official area median income for Orange County is \$106,700 (based on a 4-person household), as determined by the U.S. Department of Housing and Urban Development (HUD) and HCD.

In Dana Point and other Orange County cities, the marketplace tends to naturally meet the demands for housing in the above moderate-income levels. Construction of any substantive number of units in the very-low and low income household categories would require innovative application and partnerships of City, County, State, and non-profit groups to meet these housing allocations.

**Annual Progress Report**

Beginning in 2017, the Legislature enacted new housing-related bills that resulted in additional modifications to the APR submittal requirements. Additional bills enacted in 2019 resulted in additional modifications to the APR submittal requirements. Supporting Document 1 includes the following tables as required by HCD:

- Table A – New housing unit applications submitted and “deemed complete” during the reporting year.

- Table A2 – New housing unit data including affordability criteria, entitlement approval, issuance of building permit, and issuance of a certificate of occupancy.
- Table B – Summary of prior permit activity (permits issued) in the current cycle including activity for the current reporting year.
- Table C (not applicable) – Sites identified or rezoned to accommodate shortfall housing need. The City’s 2014-2021 Housing Element does not require that the City identify an unaccommodated need of sites from the previous planning period, has a shortfall of sites as identified in the Housing Element, or is identifying additional sites required by no net loss law. Therefore, this table is not applicable.
- Table D – Status and progress of housing program and policy implementation as specified in the Housing Element.
- Table E (not applicable) – This table only applies if the City approved any commercial development bonuses during the reporting year. To qualify, an applicant for a commercial development enters into an agreement for partnered housing to contribute affordable housing through a joint project or two separate projects and the commercial developer receives a development bonus.
- Table F (not applicable) – Identifies units rehabilitated, preserved, and acquired for alternative adequate sites.
- Table G (not applicable) – Identifies sites that is or were owned by the City, and has been sold, leased, or otherwise disposed of during the reporting year.
- Table H (not applicable) – Identifies local owned or controlled lands declared surplus or identified as excess of its foreseeable needs.
- Summary Table – The summary table auto-populates data entered on other tables related to project entitlements completed during the reporting year and if those projects received streamlined review pursuant to SB 35 streamlining provisions.
- LEAP Reporting Table – Identifies the City’s receipt and status of used funds from the Local Early Action Planning (LEAP) grants.

### 2021 Housing Project Activity

Table A of Supporting Document 1 provides data for projects submitted and “deemed complete” by the City’s Planning Division within the 2021 reporting year. Residential projects are assigned unit categories: Single-Family Attached Units (SFA), Single-Family Detached Units (SFD), Two to Four Dwelling Units (2 to 4), Multiple-Family Dwelling Units (5+), Accessory Dwelling Units (ADU), and Mobile Homes (MH). Each of these units are quantified based on proposed affordability. A total of five (5) housing units received planning approval during the 2021 reporting year.

### 2021 Housing Unit Production

HCD requires that the City report on new residential building permits issued during each year within the Housing Element cycle by income level, as noted on Table A2 in Supporting Document 1. In 2021, the City issued a total of 53 building permits: twenty (20) single-family attached, fourteen (14) single-family detached, three (3) triplex dwelling units, and sixteen (16) accessory dwelling units.

A total of 37 housing units have been issued permits for units in excess of the maximum amount established for an affordable housing unit by HCD. Therefore, these 37 units have been identified with building permits issued in the above-moderate income level households (greater than 120% of median income). The sixteen (16) accessory dwelling units are identified as very-low, low, and moderate income in that the units are affordable by design as small-scale and ancillary to the main residence.

### Implementation of Housing Element Programs

The City's 2021-2029 Housing Element identifies key housing goals, policies, quantified objectives and scheduled implementation of programs. Table D of Supporting Document A summarizes the City's actions taken during the 2021 reporting year. This summary includes monitoring of programs on an ongoing basis as well as implementation schedule within the eight-year cycle of the Housing Element.

#### Program Category #1: Identify Adequate Sites for a Variety of Housing Types

- The City issued permits for sixteen (16) ADUs, exceeding the goal of 10 ADUs annually (three (3) very-low income, twelve (12) low income, and one (1) moderate income).

#### Program Category #2: Assist in the Development of Affordable Housing

- Housing Initiatives Program provided rental assistance to 37 Dana Point hotel employees, exceeding the goal of 20 employees annually. The program is operated by Mary Erickson Community Housing in collaboration with the Waldorf Astoria Monarch Beach.
- City continues to make annual contributions to the Orange County Housing Finance Trust, and Mayor Federico served as Chair of the Board of Directors in 2021.
- Staff facilitated meetings with housing developers to explore potential construction of affordable housing units.

#### Program Category #3: Remove Governmental Constraints to the Maintenance, Improvement, and Development of Housing

- In 2021, City staff initiated digital plan reviews to streamline residential project review, specifically for minor residential remodels and solar permits.

#### Program Category #4: Conserve/Improve Condition of Existing Stock of Affordable Housing

- Staff contacted the property owner of Coffield Apartments located at 25942 Domingo Ave. to consider utilizing housing funds for repair and rehabilitation of the existing units that provide affordable housing.

#### Program Category #5: Promote Housing Opportunities for All Persons

- The City hired a new full-time Community Outreach Worker to assist the City's homeless population and connect individuals with the City's housing resources assistance program.

Program Category #6: Preserve Existing Assisted Housing Developments

- The units at Monarch Coast Apartments have converted to market-rate rents, and the property has completed construction to replace market-rate units lost due to a landslide.

**CONCLUSION:**

The recommended actions are that the Planning Commission: 1) review the Annual Housing Element Progress report for 2021; and 2) forward to the City Council to review (Supporting Document 1).

  
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Belinda Deines, Principal Planner

  
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Brenda Wisneski, Director  
Community Development Department

**SUPPORTING DOCUMENT:**

1. 2021 Annual Housing Element Progress Report

**SUPPORTING DOCUMENT 1:** 2021 Annual Housing Element Progress Report

ATTACHMENT

Jurisdiction	Dana Point	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	10/15/2013 - 10/15/2021

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**  
 (CCR Title 25 §6202)

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 Applications		Application Status	Notes		
1				2	3	4	5								6	7	8	9	10		11	12	
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	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Was a Density Bonus requested for this housing development?	Was a Density Bonus approved for this housing development?	Please indicate the status of the application.	Notes*	
Summary Row: Start Data Entry Below							0	1	0	11	0	3	79	94	12	0							
	682-123-38	25022 Selva		PA21-0002	2 to 4	O	1/6/2021							3	3			No	No	N/A	Pending	New triplex	
	682-192-07	24722 Del Prado	Theel MU	PA21-0016	5+	O	3/15/2021							18	18			No	No	N/A	Pending		
	670-111-01	214 Monarch Bay		PA21-0025	SFD	O	4/30/2021							1	1			No	No	N/A	Pending	Demo of an existing single family dwelling and the construction of a new single family dwelling	
	670-111-25	229 Monarch Bay		PA21-0032	SFD	O	6/16/2021							1	1	1		No	No	N/A	Approved	Demo existing SFR and rebuild a new SFR	
	691-151-07	35275 Beach Road		PA21-0034	SFD	O	6/22/2021							1	1			No	No	N/A	Pending	Demo existing SFR and rebuild new two-story SFR	
	672-471-31	53 Ritz Cove		BLD21-1048	SFD	O	7/28/2021							1	1			No	No	N/A	Pending	New two story SFD	
	123-221-06	26522 Avenida Las Palmas B		BLD21-0526	ADU	R	4/15/2021				1				1	1		No	No	N/A	Pending	Attached ADU (single story) with an existing non-conforming SFR	
	691-142-14	35175 Beach Road		PA21-0075	SFD	O	12/1/2021							1	1			No	No	N/A	Pending	Demo of existing SFD and build new SFD	
	682-192-20	24622 Del Prado	Paseo Del Prado	PA21-0042	5+	O	8/26/2021							29	29			No	No	N/A	Pending	New mixed use project	
	682-137-08	25172 Manzanita		PA21-0043	SFD	O	9/3/2021							1	1			No	No	N/A	Pending	New 3-story SFD	
	670-131-05	154 Monarch Bay		PA21-0047	SFD	O	9/10/2021							1	1			No	No	N/A	Pending	Demo and rebuild new SFD	
	691-182-08	35301 Camino Capistrano		PA21-0050	SFD	O	9/16/2021							1	1			No	No	N/A	Pending	Demo existing SFD and construct new SFD	
	123-183-41	26582 Via California		BLD21-0137	ADU	R	5/25/2021						1		1			No	No	N/A	Pending	Proposed 2nd story ADU above existing garage	
	691-182-07	35291 Camino Capistrano		PA21-0067	SFD	O	11/5/2021							1	1			No	No	N/A	Pending	Tentative parcel map and new SFD	
	682-252-24	33895 Malaga		PA21-0074	ADU	R	12/1/2021						1		1			No	No	N/A	Pending	Detached ADU	
	123-162-31	26440 Via California		PA21-0076	SFA	O	12/10/2021							1	1			No	No	N/A	Pending	Demo of an existing ADU and the construction of a new two story unit over a garage and office area. Lot will maintain primary dwelling unit for a total of 2 units (detached duplex units)	
	691-332-01	35815 Beach Road		PA21-0085	SFD	O	12/22/2021							1	1			No	No	N/A	Pending	New SFD	
	682-245-34	34152 Chula Vista		PA21-0087	SFD	O	12/22/2021							1	1			No	No	N/A	Pending	New SFD	
	672-593-25	11 Seabreeze Terrace		BLD21-0017	SFD	O	1/5/2021							1	1	1		No	No	N/A	Approved	New 1-story SFD	
	123-253-04	26802 Calle Maria		BLD21-0470	SFD	O	4/7/2021							1	1	1		No	No	N/A	Approved	New 2-story SFD, demo	
	672-593-35	9 Pacific Ridge Place		BLD21-0902	SFD	O	6/29/2021							1	1			No	No	N/A	Pending	New SFD	
	691-083-33	35491 Camino Capistrano		BLD21-1340	SFD	O	9/22/2021							1	1			No	No	N/A	Pending	Demo and new 2-story SFD	
	672-593-27	17 Seabreeze Terrace		BLD21-1425	SFD	O	10/20/2021							1	1			No	No	N/A	Pending	New SFD	
	672-471-30	54 Ritz Cove		BLD21-1660	SFD	O	11/16/2021							1	1			No	No	N/A	Pending	New 2-story SFD	
	672-641-29	41 Strand Beach Drive		BLD21-1484	SFD	O	11/2/2021							1	1			No	No	N/A	Pending	New detached SFD	
	123-282-11	34471 Calle Carmelita		BLD21-1297	SFD	O	9/2/2021							1	1			No	No	N/A	Pending	New SFR	
	123-282-11	34471 Calle Carmelita		BLD21-1299	ADU	R	9/2/2021						1		1			No	No	N/A	Pending	Single story detached ADU	
	691-391-17	34492 Via Espinoza C		BLD21-0109	ADU	R	1/25/2021				1				1	1		No	No	N/A	Approved	Convert detached 2 car garage to ADU	
	673-291-11	32771 Nathan B		BLD21-0219	ADU	R	2/12/2021				1				1	1		No	No	N/A	Approved	Construct attached single story ADU	
	682-113-43	33802 Violet Lantern C		BLD21-0260	ADU	R	2/23/2021				1				1	1		No	No	N/A	Approved	Convert existing non-habitable space into an ADU	
	673-331-06	24361 Philemon B		BLD21-0488	ADU	R	4/8/2021				1				1	1		No	No	N/A	Approved	Attached ADU	
	672-641-07	29 Beach View Ave		BLD21-1290	SFD	O	9/17/2021							1	1			No	No	N/A	Pending	New detached SFR	
	682-263-19	33851 Malaga A		BLD21-0023	2 to 4	O	1/6/2021							1	1			No	No	N/A	Pending	Duplex lower unit	
	682-263-19	33851 Malaga B		BLD21-0024	2 to 4	O	1/6/2021							1	1			No	No	N/A	Pending	Duplex upper unit	
	672-151-41	33391 Dosinia		BLD21-0652	SFD	O	5/12/2021							1	1	1		No	No	N/A	Approved	New SFD	
	682-242-02	34011 Ruby Lantern B		BLD21-0654	ADU	R	5/12/2021				1				1	1		No	No	N/A	Approved	New detached ADU	
	672-641-06	39 Beach View		BLD21-1794	SFD	O	12/16/2021							1	1			No	No	N/A	Pending	New detached SFD	
	691-401-22	26252 Via Canon B		BLD21-1233	SFA	O	8/25/2021							1	1			No	No	N/A	Pending	New duplex unit B	

691-401-22	26252 Via Canon A		BLD21-1223	SFA	O	8/25/2021							1				No	No	N/A	Pending	New duplex unit A
682-293-24	34005 Malaga B		BLD21-1686	ADU	R	11/23/2021							1				No	No	N/A	Pending	Detached garage into ADU
673-151-09	33186 Santiago		BLD21-1285	ADU	R	9/1/2021							1				No	No	N/A	Pending	New detached ADU
682-294-26	34011 Alcazar		BLD21-1124	ADU	R	8/6/2021							1				No	No	N/A	Pending	New detached ADU
673-191-20	25461 Westborne		BLD21-0664	ADU	R	5/17/2021							1				No	No	N/A	Pending	New attached ADU
682-102-22	33862 Robles		BLD21-0520	ADU	R	4/14/2012							1			1	No	No	N/A	Approved	New detached ADU
691-381-36	34581 Via Verde B		BLD21-0454	ADU	R	4/1/2021							1			1	No	No	N/A	Approved	New detached ADU
123-251-33	34818 Calle Del Sol B		BLD21-1498	ADU	R	10/14/2021							1			1	No	No	N/A	Approved	JADU inside existing SFD
670-111-31	198 Monarch Bay		BLD21-1286	SFD	O	10/11/2021							1				No	No	N/A	Pending	New single story SFD
691-332-02	35817 Beach Road		PA21-0086	SFD	O	12/22/2021							1				No	No	N/A	Pending	New SFD



Jurisdiction	State of California
Reporting Year	2021 (Jan. 1 - Dec. 31)
Planning Period	9/1/2020 - 8/31/2021

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**

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(CCR Title 25 §6022)

Project Identifier		Affordability by Household Income - Completed Entitlement										Affordability by Household Income - Building Permits										Affordability by Household Income - Certificates of Occupancy										Streamlining		Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		Term of Affordability or Deed Restriction		Demolished/Destroyed Units		Density Bonus		Notes																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523	524	525	526	527	528	529	530	531	532	533	534	535	536	537	538	539	540	541	542	543	544	545	546	547	548	549	550	551	552	553	554	555	556	557	558	559	560	561	562	563	564	565	566	567	568	569	570	571	572	573	574	575	576	577	578	579	580	581	582	583	584	585	586	587	588	589	590	591	592	593	594	595	596	597	598	599	600	601	602	603	604	605	606	607	608	609	610	611	612	613	614	615	616	617	618	619	620	621	622	623	624	625	626	627	628	629	630	631	632	633	634	635	636	637	638	639	640	641	642	643	644	645	646	647	648	649	650	651	652	653	654	655	656	657	658	659	660	661	662	663	664	665	666	667	668	669	670	671	672	673	674	675	676	677	678	679	680	681	682	683	684	685	686	687	688	689	690	691	692	693	694	695	696	697	698	699	700	701	702	703	704	705	706	707	708	709	710	711	712	713	714	715	716	717	718	719	720	721	722	723	724	725	726	727	728	729	730	731	732	733	734	735	736	737	738	739	740	741	742	743	744	745	746	747	748	749	750	751	752	753	754	755	756	757	758	759	760	761	762	763	764	765	766	767	768	769	770	771	772	773	774	775	776	777	778	779	780	781	782	783	784	785	786	787	788	789	790	791	792	793	794	795	796	797	798	799	800	801	802	803	804	805	806	807	808	809	810	811	812	813	814	815	816	817	818	819	820	821	822	823	824	825	826	827	828	829	830	831	832	833	834	835	836	837	838	839	840	841	842	843	844	845	846	847	848	849	850	851	852	853	854	855	856	857	858	859	860	861	862	863	864	865	866	867	868	869	870	871	872	873	874	875	876	877	878	879	880	881	882	883	884	885	886	887	888	889	890	891	892	893	894	895	896	897	898	899	900	901	902	903	904	905	906	907	908	909	910	911	912	913	914	915	916	917	918	919	920	921	922	923	924	925	926	927	928	929	930	931	932	933	934	935	936	937	938	939	940	941	942	943	944	945	946	947	948	949	950	951	952	953	954	955	956	957	958	959	960	961	962	963	964	965	966	967	968	969	970	971	972	973	974	975	976	977	978	979	980	981	982	983	984	985	986	987	988	989	990	991	992	993	994	995	996	997	998	999	1000	1001	1002	1003	1004	1005	1006	1007	1008	1009	1010	1011	1012	1013	1014	1015	1016	1017	1018	1019	1020	1021	1022	1023	1024	1025	1026	1027	1028	1029	1030	1031	1032	1033	1034	1035	1036	1037	1038	1039	1040	1041	1042	1043	1044	1045	1046	1047	1048	1049	1050	1051	1052	1053	1054	1055	1056	1057	1058	1059	1060	1061	1062	1063	1064	1065	1066	1067	1068	1069	1070	1071	1072	1073	1074	1075	1076	1077	1078	1079	1080	1081	1082	1083	1084	1085	1086	1087	1088	1089	1090	1091	1092	1093	1094	1095	1096	1097	1098	1099	1100	1101	1102	1103	1104	1105	1106	1107	1108	1109	1110	1111	1112	1113	1114	1115	1116	1117	1118	1119	1120	1121	1122	1123	1124	1125	1126	1127	1128	1129	1130	1131	1132	1133	1134	1135	1136	1137	1138	1139	1140	1141	1142	1143	1144	1145	1146	1147	1148	1149	1150	1151	1152	1153	1154	1155	1156	1157	1158	1159	1160	1161	1162	1163	1164	1165	1166	1167	1168	1169	1170	1171	1172	1173	1174	1175	1176	1177	1178	1179	1180	1181	1182	1183	1184	1185	1186	1187	1188	1189	1190	1191	1192	1193	1194	1195	1196	1197	1198	1199	1200	1201	1202	1203	1204	1205	1206	1207	1208	1209	1210	1211	1212	1213	1214	1215	1216	1217	1218	1219	1220	1221	12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Jurisdiction	Dana Point	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	10/15/2013 - 10/15/2021

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**  
(CCR Title 25 §6202)

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	2									3	4
Income Level		RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	76	-	-	-	-	-	-	-	-	-	4	72
	Non-Deed Restricted		-	-	-	-	-	-	-	1	3		
Low	Deed Restricted	53	-	-	-	-	-	-	-	-	-	26	27
	Non-Deed Restricted		-	-	-	-	-	1	8	6	11		
Moderate	Deed Restricted	61	-	-	-	-	-	4	-	-	-	30	31
	Non-Deed Restricted		-	3	2	4	8	4	1	3	1		
Above Moderate		137	-	12	36	34	60	168	96	44	36	486	-
Total RHNA		327											
Total Units			-	15	38	38	68	177	105	54	51	546	130

Note: units serving extremely low-income households are included in the very low-income permitted units totals and must be reported as very low-income units.

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 include units that were permitted since the start of the planning period.

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](mailto:apr@hcd.ca.gov).

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

<b>Jurisdiction</b>	Dana Point	
<b>Reporting Year</b>	2021	(Jan. 1 - Dec. 31)

**Table D**

### Program Implementation Status pursuant to GC Section 65583

<b>Housing Programs Progress Report</b>			
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
1.1 Adequate Sites	Maintain capacity to accommodate the unmet RHNA allocation on developable, adequately zoned sites throughout the entire planning period. Initiate a general plan update to expand opportunities to build new housing choices and expand affordability in high resource areas.	Maintain capacity 2021–2029; initiate general plan update in September 2023 (target) with a completion date of June 2026 (target)	Site inventory capacity maintained through December 2021. Developed spreadsheet and map of adequate sites inventory.
1.2 Density Bonus Housing	20 to 50 lower income units in total on vacant and underutilized land	Initiate Code update by 2022 with the intent to adopt in 2022 (subject to future certification by the California Coastal Commission); ongoing updates and promotion of new lower income units throughout planning period	In 2021, City staff received one inquiry for potential redevelopment utilizing density bonus. Continue to facilitate and promote density bonus applications. Code update proposed in 2022.
1.3 Accessory Dwelling Units	Permit 10 ADUs each year on average (7 to 8 lower income each year on average, with 3 to 4 of these being affordable to extremely low income (no/low cost)); evaluate and identify appropriate pre-approved ADU site plans. Continue to track affordability during the permitting stage.	Ordinance updated August 2021; monitor and update ordinance as necessary based on new state laws; coordinate through OCCOG REAP effort to evaluate and identify appropriate pre-approved ADU site plans by 2023.	ADU ordinance adopted by City Council in August 2021, submitted to HCD for review in October 2021. Pending comments from HCD, update ordinance as necessary based on state laws.
1.4 Alternative Sites for RHNA Credit	Identify at least 1 site and potential partner; and evaluate and pursue available funds; prioritize extremely low income households	Identify candidate site(s) by the end of 2022; if suitable sites and partners are identified and adequate funds are available, enter into a legally enforceable agreement by October 15, 2024, and ensure units are available for occupancy within two years of the execution date of an agreement	In 2021, City staff evaluated whether any potential sites could qualify for Project Homekey and found no opportunities. Outreach to affordable housing developers as potential partner in 2022.
1.5 SB 330	Maintain consistency with state law	2021-2029	City's website updated with SB 330 preliminary application. Compliance maintained through December 2021.

2.1 Rental Assistance	Expand the use of vouchers in Dana Point to reduce the rate of overpayment in target areas and for target households. Connect interested landlords and qualifying tenants with the OCHA Program Administrator and the United Way WelcomeHomeOC program. Continue to coordinate with and FHC to increase outreach and promotional activities to increase awareness of voucher availability and relevant rules and laws. Emphasize increasing voucher use by extremely low income households. Increase voucher use by 50 tenants.	2021-2029; coordinate with United Way on WelcomeHomeOC program by June 2022 and establish connections on an ongoing basis; coordinate with OCHA and FHC to assess need and prepare outreach materials by June 2023 and conduct outreach to target areas by December 2024; coordinate with the County on annual Action Plans and 2025-2029 Consolidated Plan	In 2021, United Way completed four cohorts and assisted 106 Dana Point residents in the South County Pilot program. Continue to coordinate with United Way on an ongoing basis.
2.2 Mortgage Assistance	Connect qualifying homebuyers with the County of Orange MCC and MAP Program Administrator.	2021–2029	Compliance achieved through December 2021. No Dana Point homebuyers utilized the County of Orange MCC and MAP programs.
2.3 Housing Initiative Program	Continue to collect in-lieu fees and support Mary Erickson Community Housing in operating the Housing Initiatives Program. Assist 20 hotel employees who are Dana Point residents annually. Prepare analysis of feasibility to apply similar requirements to future hotels.	2021-2029 with annual reporting; prepare feasibility analysis by 2023	In 2021, the program assisted 37 hotel employees and life skills programs were conducted on a quarterly basis.
2.4 Conversion to Affordable or Permanent Supportive Housing	10 units of extremely-low income housing through conversion	Coordinated with timing of Program 1.4 if possible; if not then by 2029, ideally those that already contain tenants severely overpaying for rental housin	No opportunities identified in 2021.
2.5 In-Lieu Fee Program	Evaluate the effectiveness of in-lieu fees in the Coastal Zone and/or considering a citywide in-lieu fee, especially in comparison to other options; prioritize the creation of or assistance provided to extremely low income housing units when considering all options	Conduct study by 2023; consider adopting appropriate in-lieu fee provisions by 2024	Compliance achieved and Housing In-Lieu Fees collected through December 2021.
2.6 Orange County Housing Finance Trust	Make annual contribution to support the development of affordable housing, homeless housing, and supportive housing throughout the county. Represent the interests of the City in discussions about the siting of proposed developments.	2021-2029	In 2021, Dana Point Mayor Jamey Federico served as Chair and Board Member to the Orange County Housing Finance Trust. Contributed and participated through December 2021.
3.1 Emergency Shelter Parking	Comply with state law	Initiate and complete Code update in 2022 (subject to future certification by the California Coastal Commission)	Code update to be initiated in 2022.

3.2 Development Fees	Regularly update the City's schedule of fees	Prepare an updated fee study every five years, with next study produced by the end of 2022; implement and adopt recommendations by June 2023	Fee study to be prepared in 2022.
3.3 Priority Water and Sewer Services	Route the adopted Housing Element to the South Orange County Wastewater Authority and South Coast Water District and coordinate with both agencies on future housing projects and changes to the Housing Element	Within one month of certification	Pending certification in 2022.
3.4 Energy Conservation	Increase public awareness and information on energy conservation opportunities and assistance programs for new and existing residential units, and comply with state energy conservation requirements	2021-2029	Compliance achieved through December 2021.
3.5 Streamline Residential Project Review	Update Municipal Code consistent with state law and produce residential project flow-chart and/or informational sheets, consistent with SB 35 and SB 330.	Initiate and complete Code update in 2022 (subject to future certification by the California Coastal Commission); produce flow-charts/info sheets in 2022	Digital plan reviews initiated in 2021 to streamline residential permitting processes. Code update to be initiated in 2022.
3.6 Supportive Housing	Amend the Zoning Code per state law	Initiate and complete Code update in 2022 (subject to future certification by the California Coastal Commission)	Code update to be initiated in 2022.
3.7 Low Barrier Navigation Centers	Amend the Zoning Code per state law	Initiate and complete Code update in 2022 (subject to future certification by the California Coastal Commission)	Code update to be initiated in 2022.
3.8 Accessory Dwelling Unit Ordinance	Maintain consistency with state law.	Initiate and complete Code update in 2022 (subject to future certification by the California Coastal Commission)	Code update to be initiated in 2022.
3.9 Site Development Permit Process	Eliminate unnecessary constraints potentially created through the discretionary site development permit process.	Initiate Code update in 2022 and complete by December 2023 (subject to future certification by the California Coastal Commission)	Code update to be initiated in 2022.
4.1 Owner Rehabilitation	Assist 2-4 lower income households annually, up to a total of 20 households.	2021-2029	Program available to Dana Point homeowners through December 2021.

4.2 Rental Rehabilitation	Assist 2-4 lower income housing units annually, up to a total of 20 households. Explore the feasibility of redirecting housing in-lieu fees to support additional rental rehabilitation efforts.	Explore redirecting City housing in-lieu fees by 2023, consider bundling with other funding sources and initiate redirection by June 2024 if redirection found preferable compared to other needs and funding sources; coordinate with the County 2021-2029	In 2021, City staff contacted the property owner of Coffield Apartments to offer matching Housing In-Lieu funds for exterior improvements. Continue to work with property owner in 2022.
4.3 Neighborhood Conservation	Identify critical neighborhood improvements for inclusion in annual CIP and proactively monitor neighborhood conditions, with priority for low resource areas	2021-2029	Program maintained through December 2021. Priority given to capital improvement projects proposed in low resource areas, specifically in Doheny Village and Lantern District/Town Center.
4.4 Condominium Conversions	Inform Dana Point residents, property owners, and real estate agents of condominium conversion requirements through the City's website	2021-2029; annual evaluation of regulations	Updated resources available on website through December 2021.
4.5 Effective and Consistent Code Enforcement	Ensure compliance with City codes, with a focus on substandard housing in low resource areas, which includes garage conversions and unpermitted additions	2021-2029	Code Enforcement Division maintained program through December 2021.
5.1 Affordable Housing Monitoring	Adopt affordability monitoring as a condition of approval for affordable housing projects and distribute educational materials on affordable housing conversion to the public at City Hall and through the City website	As affordable housing projects are approved during the planning period	Compliance achieved through December 2021.
6.1 Fair Housing Services	Refer persons in need of housing assistance to the Fair Housing Council of Orange County and other community housing resources	2021-2029	Program maintained through December 2021.
6.2 Affirmatively Furthering Fair Housing	Develop and implement the Affirmatively Furthering Fair Housing Plan	Develop AFFH plan and implement actions within the planning period, with formal plan finalized by 2023	Initiate program in 2022.
6.3 Senior Home Assessments	Refer seniors in need of free home assessments to South Coast Senior Services	2021-2029	Program maintained through December 2021. As of 2021, 51 seniors in Dana Point received Case Management services.
6.4 Housing Resources Assistance	Continually update the Dana Point Housing Resources Directory, Community Work Plan to Address Homelessness, fund a full-time Community Outreach Worker, and actively assist individuals and organizations on an as-needed basis	2021-2029	Program maintained through December 2021.

6.5 Housing for Persons with Disabilities	Assist in the development or rehabilitation of up to 10 housing units for persons with disabilities including persons with developmental disabilities. Coordinate with the Regional Center for Orange County to establish relationship with interested developers.	Establish additional relationships by 2023, assist in development or rehabilitation of units throughout 2021-2029	No opportunities identified in 2021.
6.6 Residential Care Facilities, Six or Fewer Persons	Ensure consistency with state law	Initiate and complete Code update in 2022	Code update to be initiated in 2022.
6.7 Residential Care Facilities, Seven or More Persons	Eliminate unnecessary constraints potentially created through the discretionary conditional use permit process.	Initiate and complete Code update in 2022	Code update to be initiated in 2022.



<b>Jurisdiction</b>	Dana Point	
<b>Reporting Year</b>	2021	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	5th Cycle	10/15/2013 - 10/15/2021

<b>Building Permits Issued by Affordability Summary</b>		
<b>Income Level</b>		<b>Current Year</b>
Very Low	Deed Restricted	0
	Non-Deed Restricted	3
Low	Deed Restricted	0
	Non-Deed Restricted	12
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		37
<b>Total Units</b>		<b>53</b>

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

<b>Units by Structure Type</b>	<b>Entitled</b>	<b>Permitted</b>	<b>Completed</b>
SFA	0	20	47
SFD	0	14	19
2 to 4	0	3	0
5 +	0	0	0
ADU	0	16	10
MH	0	0	2
<b>Total</b>	<b>0</b>	<b>53</b>	<b>78</b>

<b>Housing Applications Summary</b>	
Total Housing Applications Submitted:	47
Number of Proposed Units in All Applications Received:	94
Total Housing Units Approved:	12
Total Housing Units Disapproved:	0

<b>Use of SB 35 Streamlining Provisions</b>	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

<b>Units Constructed - SB 35 Streamlining Permits</b>			
<b>Income</b>	<b>Rental</b>	<b>Ownership</b>	<b>Total</b>
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

Cells in grey contain auto-calculation formulas

<b>Jurisdiction</b>	Dana Point	
<b>Reporting Year</b>	2021	(Jan. 1 - Dec. 31)

<b>ANNUAL ELEMENT PROGRESS REPORT</b> <b>Local Early Action Planning (LEAP) Reporting</b> (CCR Title 25 §6202) <i>Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.</i>					
<b>Total Award Amount</b>	\$ 150,000.00 <i>Total award amount is auto-populated based on amounts entered in rows 15-26.</i>				
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Project Administration	\$18,275.00		In Progress		
Housing Element Amendment	\$36,880.00		In Progress		
Safety Element Amendment			In Progress	Local General Fund	
Community Engagement/Hearings	\$31,830.00		In Progress		
Review/Approvals	\$18,335.00		In Progress	Local General Fund	
Environmental Analysis	\$44,680.00		In Progress		

*Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)*

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
<b>Total Units</b>		<b>0</b>

Building Permits Issued by Affordability Summary	
Income Level	Current Year

Very Low	Deed Restricted	0
	Non-Deed Restricted	3
Low	Deed Restricted	0
	Non-Deed Restricted	12
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		37
<b>Total Units</b>		<b>53</b>

<b>Certificate of Occupancy Issued by Affordability Summary</b>		
<b>Income Level</b>		<b>Current Year</b>
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	9
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		98
<b>Total Units</b>		<b>108</b>