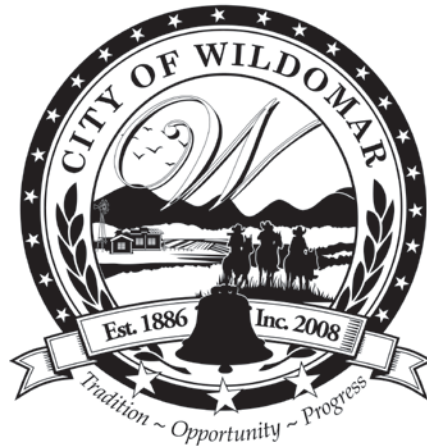


CITY OF WILDOMAR  
CITY COUNCIL AND PLANNING COMMISSION  
AGENDA

5:30 P.M. – WORKSHOP

NOVEMBER 2, 2011  
Council Chambers  
23873 Clinton Keith Road



Marsha Swanson, Mayor  
Ben Benoit, Mayor Pro Tem  
Bob Cashman, Council Member  
Bridgette Moore, Council Member  
Timothy Walker, Council Member

Harv Dykstra, Chairman  
Stan Smith, Vice Chairman  
Robert Devine, Commissioner  
Michael Kazmier, Commissioner  
Veronica Langworthy, Commissioner

City Manager  
Frank Oviedo

City Attorney  
Julie Hayward Biggs

## **CALL TO ORDER – WORKSHOP 5:30 P.M.**

### **ROLL CALL**

### **FLAG SALUTE**

### **PUBLIC COMMENTS**

#### **1.0 WORKSHOP**

##### **1.1 Planning Authority Matrix**

**RECOMMENDATION:** Staff recommends that the City Council and Planning Commission consider the Planning Matrix and Approval Authority and provide direction to Staff.

##### **1.2 City of Wildomar Housing Element Update (2006–2013)**

**RECOMMENDATION:** Staff recommends that the City Council, Planning Commission and the Public provide input and direction on the draft goals/policies and priorities for the Housing Element update project.

### **ADJOURNMENT**

If requested, the agenda and backup materials will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

Any person that requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting, may request such modification, accommodation, aid or service by contacting the City Clerk either in person or by phone at 951/677-7751, no later than 10:00 a.m. on the day preceding the scheduled meeting.

I, Debbie A. Lee, Wildomar City Clerk, do certify that on October 27, 2011, by 5:00 p.m., a true and correct copy of this agenda was posted at the three designated posting locations:  
Wildomar City Hall, 23873 Clinton Keith Road,  
U.S. Post Office, 21392 Palomar Street,  
Mission Trail Library, 34303 Mission Trail Blvd.

---

Debbie A. Lee, CMC  
City Clerk

**CITY OF WILDOMAR – CITY COUNCIL &  
PLANNING COMMISSION  
Agenda Item #1.1  
WORKSHOP  
Meeting Date: November 2, 2011**

---

**TO:** Mayor and City Council Members  
Chairman and Commissioners

**FROM:** Frank Oviedo, City Manager

**SUBJECT:** Planning Matrix Approval Authority

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council and Planning Commission consider the Planning Matrix and Approval Authority and provide direction to Staff.

**DISCUSSION:**

At a “Norming Session” on November 10, 2009 the City Council contemplated why the County planning code still had language requiring certain Planning Commission approvals to be added to the City Council agenda as a “receive and file” report. This practice is contrary to approval authorities in a majority of California cities.

This extra step requires an applicant to go through one more public session to get final approval on a project. As it is designed it is not heard again as a public hearing it simply shows up on the consent calendar for approval. The idea being that a Council member could theoretically pull the item and garner support for it to not be approved.

During the November 10<sup>th</sup> discussion one of the main concerns was the Planning Commission did not have the necessary experience to make approval decisions as a body. There was further concern a project could be approved even though members of the City Council were not in agreement with the Planning Commission. And, in fact, without knowing the origin of the “receive and file” history it was contemplated this may have been why the County of Riverside implemented the practice in the first place.

However, regardless of the history, this issue was raised as an unnecessary step in the planning process since it is generally recognized that there is a segregation of approval authority between Planning Commissions and City Councils in most cities in California. Since county government is very different than city government the question remains is this a practice the City would like to move toward? This item is being brought back as a discussion item for the Council to consider since it was once again questioned by the City Council why this additional step was necessary.

During the last discussion the Council could not come to consensus on the issue of whether or not to remove this from the planning code so the “receive and file” practice was left in place and continued.

**FISCAL IMPACT:**

If the Council gives direction to change the code there will be a nominal cost for changing the code. If no action is taken there will be no cost associated with this item.

Submitted and Approved by:

---

Frank Oviedo  
City Manager

**ATTACHMENTS:**

Planning Authority Matrix

**CITY OF WILDOMAR  
PLANNING APPLICATION APPROVAL AUTHORITY MATRIX**

<b>Application Types</b>	<b>Zoning Code Chapter</b>	<b>Planning Director Admin. Review</b>	<b>Planning Director Hearing<sup>1</sup></b>	<b>Planning Commission Review<sup>1</sup></b>	<b>City Council Review<sup>1</sup></b>
--------------------------	----------------------------	--	--	---	--

**CITY COUNCIL HEARING AUTHORITY**

Change of Zone	17.280			Recommendation to City Council	✓
General Plan Amendment	17.08			Recommendation to City Council	✓
Specific Plan/Specific Plan Amendment	17.08			Recommendation to City Council	✓
Reversion to Acreage	16.64			Recommendation to City Council	✓
Development Agreement	Gov. Code Sec. 65864				✓

**PLANNING COMMISSION HEARING AUTHORITY (WITH CEQA ND / MND / EIR)**

Conditional Use Permit	17.200			✓	✋
Plot Plan (large comm. projects)	17.216			✓ (30+ acres.)	
Public Use Permit	17.208			✓	✋
Tentative Tract Map (Schedules "A", "B", "C", "D")	16.12			✓	✋
Tentative Parcel Map (Schedule "E")	16.12			✓	✋
Variance	17.196			✓ <sup>3</sup>	✓ <sup>3</sup>

**PLANNING DIRECTOR HEARING (APPLICABLE CEQA ND / MND / EIR)**

Plot Plan	17.216		✓		
Variance	17.196		✓ <sup>3</sup>		
Tentative Parcel Map (Schedules "F", "G", "H", "I")	16.12		✓		✋
Crowing Fowl Permit	17.206		✓ <sup>2</sup>		

**PLANNING DIRECTOR/ADMINISTRATIVE REVIEW (CEQA CATEGORICAL EXEMPTION)**

Plot Plan (Categorical Exempt)	17.216	✓			
Second Unit Permit	17.204	✓			
Large Family Day Care Permit	17.212	✓ <sup>2</sup>	✓ <sup>2</sup>		
Lot Line Adjustment	16.68	✓			
Parcel Merger	16.64	✓			
Substantial Conformance Review	17.228	✓			
Setback Adjustments	17.172.220	✓			

- Public Hearings require a Notice to be published in the Californian or Press Enterprise at least 10 days prior to a hearing.
  - A Notice of the City's intent to approve an application is sent to adjacent property owners. If a public hearing is requested by a resident, the application is scheduled for a Planning Director Hearing
  - Variations are reviewed by the Approval Authority reviewing the underlying Entitlement Application Permit.
- ✋ Receive and File requirement pursuant to Section 17.192.060 & 070. According to County policy, this process applies to conditional use permits, public use permits and subdivision maps.
- Note:** Plot Plans, Parcel Maps, or Tract Maps that include a GPA and/or CZ are grouped together for review and consideration by the City Council upon a recommendation from the Planning Commission..
- Note:** All decisions of the Planning Director and Planning Commission are subject to the City's Appeal procedures.

**CITY OF WILDOMAR – CITY COUNCIL  
PLANNING COMMISSION  
Agenda Item #1.2  
WORKSHOP  
Meeting Date: November 2, 2011**

---

**TO:** Mayor and City Council Members  
Chairman and Commissioners

**FROM:** Matthew C. Bassi, Planning Director  
Jennifer Gastelum, Housing Manager

**SUBJECT:** City of Wildomar Housing Element Update (2006–2013)

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council, Planning Commission and the Public provide input and direction on the draft goals/policies and priorities for the Housing Element update project.

**DISCUSSION:**

On October 12, 2011, the City Council funded and authorized the Planning Department to begin work on the City's Housing Element update. One of the first tasks was to have a joint public workshop with the City Council, Planning Commission and the Public to discuss the draft goals and policies and to provide direction to Staff on the Housing Element priorities.

Staff is proposing the following agenda for this Workshop:

- I. Introductions
- II. Housing Element Requirements
- III. Importance of Compliance
- IV. State Laws
- V. Housing Needs Assessment Findings
  - a. 2010 Demographic Information
  - b. Housing Costs
- VI. Regional Housing Needs Allocation
  - a. Existing and Projected Needs
- VII. Proposed Housing Element Goals, Policies
- VIII. Potential Programs
- IX. Proposed Schedule
- X. Comments/Questions from Council, Commission and Public

### Housing Element Requirements:

The Housing Element is one of seven mandatory elements of the General Plan, as required by California Government Code Section 65302. It is the only element that requires review by a state agency (HCD) and a finding of substantive compliance with state law to maintain eligibility for state housing and community development grant programs. State law requires each city and county to update its housing element at least once every five years.

Upon incorporation in July 2008, Wildomar adopted the Riverside County Housing Element for its fourth round Housing Element cycle. Currently, Riverside County's Housing Element is out of compliance and has received substantial comments from the California Department of Housing and Community Development (HCD), which have not yet been addressed.

Per state law, if a jurisdiction does not have a certified housing element and fails to rezone or identify sufficient sites for affordable housing in its fourth housing element cycle, the jurisdiction will be required to carry over any leftover housing units in the first year of the fifth round housing element cycle. This would be in addition to meeting its assigned housing units for the fifth housing element cycle.

### Consequences/Penalties for Not Having a Certified Housing Element:

When a local government fails to adopt an updated housing element by the required HCD deadline or adopts an element that does not comply with state law, the city is regarded as "noncompliant" and is subject to severe penalties. If the general plan, or any state-mandated element, is not in compliance with state law, a petitioner—be it an environmentalist, low-income housing advocate, or builder—can request a hearing or a trial. If a court finds that the general plan, or any of its mandatory elements, does not substantially comply with state law, the court in its order of judgment may specify one or more actions/penalties including, but not limited to, the following:

- Suspend authority of the city to issue building permits or any other development related permits for residential housing;
- Suspend the authority of the city to grant zone changes, variances, or both; and/or
- Impose financial penalties.

### Benefits of Adopting a Housing Element and Receiving HCD Certification:

Some of the programs that consider housing element certification in their criteria are:

- Community Development Block Grants (CDBG)
- HOME Investment Partnerships Program (HOME)
- Single-Family Home Program
- Building Equity and Growth in Neighborhoods (BEGIN) Program



- Housing Enabled by Local Partnerships (HELP) Program
- California Housing Finance Agency
- Infill Incentive Grant (IIG) Program
- Infrastructure State Revolving Fund (ISRF) Program
- California Infrastructure and Economic Development Bank (I-Bank)

### State Law Requirements:

The Housing Element will, at a minimum, address the following legislative requirements.

- SB 2 (Cedillo, 2007): Requires local jurisdictions to strengthen provisions for addressing the housing needs of the homeless, including the identification of a zone or zones where emergency shelters are allowed as a permitted use without a conditional use permit and allowing transitional and supportive housing types as residential uses. This legislation took effect January 1, 2008, and will apply to jurisdictions with housing elements due June 30, 2008, and after.
- AB 2634 (Lieber, 2006): Requires quantification and analysis of existing and projected housing needs of extremely low-income households. Elements must also identify zoning to encourage and facilitate supportive housing and single-room occupancy units.
- AB 2511 (Jones, 2006): Anti-NIMBY protections and no net loss requirement. Added potential penalties for non-reporting of annual general plan progress report.
- AB 1233 (Jones, 2005): If prior element failed to identify or implement adequate sites, the local government must zone or rezone to address this need within one year of update. This is in addition to new projected need.
- SB 1087 (Florez, 2005): Requires local governments to immediately forward adopted housing element to water and sewer providers.
- SB 575 (Torlakson, 2005): Strengthens prohibitions against arbitrary denials of affordable housing projects. Amends finding allowing project denial if inconsistent with zoning and general plan. This finding may no longer be made if the project identified in element is suitable to meet low- or moderate-income need or if housing element did not identify adequate sites.
- AB 2348 (Mullin, 2004): Requires a more detailed inventory of sites to accommodate projected housing needs and provide greater development certainty

Housing Needs Assessment Findings:

The following tables include some of the population and housing characteristics for the City of Wildomar.

**Population Trends**

**POPULATION GROWTH**

Jurisdiction	Total Population		Growth	
	2000	2010	Total	Percentage
Wildomar	1,3810	32,176	18,366	57.1%
Riverside County	1,545,387	2,189,641	644,254	29.4%

Source: 2000 and 2010 Census

**AGE CHARACTERISTICS**

Jurisdiction	Median Age	Percentage of Age Groups								
		0–9	10–19	20–29	30–39	40–49	50–59	60–69	70–79	80 and over
Wildomar	34.6	14.5%	16.6%	13.4%	12.4%	14.7%	13.4%	7.6%	4.4%	2.9%
Riverside County	33.7	15.0%	16.7%	13.6%	12.9%	13.8%	11.6%	8.1%	5.1%	3.2%

Source: 2010 Census

**RACE AND ETHNICITY**

Jurisdiction	Race/Ethnicity of Population						
	White	African American	American Indian/Alaska Native	Asian	Hawaiian/Pacific Islander	Other	Hispanic
Wildomar	53.6%	3.0%	0.6%	4.3%	0.2%	3.0%	35.3%
Riverside County	39.7%	6.0%	0.5%	5.8%	0.3%	2.4%	45.5%

Source: 2010 Census

The following table shows the maximum annual income level for each income group adjusted for household size for Riverside County. The maximum annual income data is then utilized to calculate the maximum affordable housing payments for different households (varying by income level) and their eligibility for federal housing assistance.

**MAXIMUM HOUSEHOLD INCOME LEVEL BY HOUSEHOLD SIZE, RIVERSIDE COUNTY 2011**

Income Category	Household Size							
	1	2	3	4	5	6	7	8
Extremely Low	\$14,000	\$16,000	\$18,000	\$20,000	\$21,600	\$23,200	\$24,800	\$26,400
Very Low	\$23,350	\$26,700	\$30,050	\$33,350	\$36,050	\$38,700	\$41,600	\$44,050
Low	\$37,350	\$42,700	\$48,050	\$53,350	\$57,650	\$61,900	\$66,200	\$70,450
Median	\$43,750	\$50,000	\$56,250	<b>\$62,500</b>	\$67,500	\$72,500	\$77,500	\$82,500
Moderate	\$52,500	\$60,000	\$67,500	\$75,000	\$81,000	\$87,000	\$93,000	\$99,000

Source: Department of Housing and Community Development 2011

The median sales price for homes in Wildomar for July 2011 to September 2011 was \$220,000. This price represents an increase of 5.7%, or \$11,889, compared to the prior quarter and an increase of 4.8% compared to the prior year. Sales prices have depreciated 51.3% over the last five years in Wildomar. The average listing price for Wildomar homes for sale on Trulia was \$213,544 for the week ending October 19, which represents a decline of 0.7%, or \$1,468, compared to the prior week and a decline of 3.1%, or \$6,774, compared to the week ending September 28. Average price per square foot for Wildomar was \$93, a decrease of 8.8% compared to the same period last year.

Number of Bedrooms	Jul-Sep '11	Year to Year	3 Months Prior	1 Year Prior	5 Years Prior
1 bedroom	–	–	–	–	–
2 bedrooms	\$73,000	-33.6%	\$108,500	\$110,000	\$246,000
3 bedrooms	\$168,500	-4.5%	\$208,111	\$176,442	\$411,500
4 bedrooms	\$185,000	-14.9%	\$341,457	\$217,500	\$452,750
<b>All properties</b>	<b>\$220,000</b>	<b>+4.8%</b>	<b>\$208,111</b>	<b>\$210,000</b>	<b>\$452,000</b>

Source: Trulia, October 2011

## Regional Housing Needs Assessment (RHNA)

Planning staff met with Riverside County Planning Department and Western Riverside Council of Governments (WRCOG) staff to reach a mutually acceptable agreement for a transfer of a portion of the County's RHNA allocation to the City of Wildomar to meet the fourth round Housing Element update requirements. The RHNA allocation period is from 2006 to 2013. Staff is currently identifying sites to meet the City's RHNA allocation.

### **Proposed Wildomar Transfer of Fourth Cycle RHNA Prorated Housing Need Allocation (2006–2013)**

	<b>% Very Low Income Households</b>	<b>% Low Income Households</b>	<b>% Moderate Income Households</b>	<b>% Above Moderate Income Households</b>	<b>Total</b>
Percentage	23.7%	16.4%	18.5%	41.4%	100.00%
Housing Units	349	241	272	609	1,471

### **Fifth Round Housing Element Dates:**

- Final RHNA must be done at least 12 months from the Housing Element due date (October 2012)
- RHNA Allocation Period: 2011 to 2021 (10.75 years)
- Housing Element planning period: 2013 to 2021 (8 years)

Note: Jurisdictions that fail to adopt a housing element update within 120 days of the statutory deadline revert to a 4-year rather than an 8-year planning period.

### Proposed Housing Element Goals and Policies:

Staff has used a portion of the County's Housing Element and updated the goals and policies to tailor them to the City of Wildomar's specific community needs. The following draft goals and policies are being presented to the Council and Commission for consideration and direction. The Council and Commission may include additional goals and policies if desired.

### **GOAL 1: Assist in the development of adequate housing to meet the city's fair share of the region's housing needs for all economic segments of the population.**

Policy 1.1: Ensure there is a sufficient supply of multifamily and single-family zoned land to meet the housing needs identified in the Regional Housing Needs Assessment (RHNA).

Policy 1.2: Maintain land use policies that allow residential growth consistent with the availability of adequate infrastructure and public services.

Policy 1.3: Establish and maintain accurate planning and demographic data using GIS (geographic information systems).

Policy 1.4: Facilitate the development of affordable housing by providing, when feasible, appropriate financial and regulatory incentives.

Policy 1.5: To the extent that resources are available, continue to assist in the provision of homeownership assistance for lower- and moderate-income households.

**GOAL 2: Where appropriate, mitigate governmental constraints to the maintenance, improvement, and development of housing.**

Policy 2.1: Consistently monitor and review the effectiveness of Housing Element programs and other City activities in addressing housing need.

Policy 2.2: Periodically review the City's regulations, ordinances, and development fees/exactions to ensure they do not unduly constrain the production, maintenance, and improvement of housing.

Policy 2.3: Provide for streamlined processing of residential projects to minimize time and costs in order to encourage housing production.

Policy 2.4: Grant density bonuses to encourage the development of affordable housing.

Policy 2.5: Allow for the development of secondary housing units as an affordable housing option throughout the city.

**GOAL 3: Address the housing needs of special population groups.**

Policy 3.1: Encourage housing developers to produce affordable units by providing assistance and incentives for projects that include new affordable units available to lower/moderate-income households or special needs housing.

Policy 3.2: Ensure the availability of suitable sites for the development of affordable housing to meet the needs of all household income levels, including special needs populations.

Policy 3.3: Promote the development of special housing needs, such as transitional housing, housing for seniors, housing for persons with physical, developmental, or mental disabilities, farmworker housing, and housing for extremely low-income persons.

Policy 3.4: Provide more senior housing opportunities throughout the city.

Policy 3.5: Support family housing that addresses resident needs for child care, youth services, recreation opportunities, and access to transit.

Policy 3.6: Participate regionally in addressing homeless issues.

Policy 3.7: Allow emergency/homeless shelters in appropriate zoning districts per SB 2.

**GOAL 4: Conserve and improve the condition of the housing stock, particularly affordable housing.**

Policy 4.1: Pursue all available federal and state funds to establish a housing rehabilitation program.

Policy 4.2: Enhance the quality of existing residential neighborhoods by including adequate maintenance of public facilities in the City's capital improvement program and requiring residents and landlords to maintain their properties in good condition.

Policy 4.3: Concentrate rehabilitation assistance and code enforcement efforts in areas of the city with a concentration of older and/or substandard residential structures.

Policy 4.4: Preserve the affordability of federal and state subsidized units at risk of conversion to market rate or other affordable housing resources.

**GOAL 5: Promote equal housing opportunities for all persons regardless of race, age, sexual orientation, religion, or sex.**

Policy 5.1: Continue to support fair housing laws and organizations that provide fair housing information and enforcement.

Policy 5.2: Support state and federal mandates for fair housing practices in both public and private housing developments.

Policy 5.3: Support programs that offer low- and moderate-income households the opportunity for homeownership.

Policy 5.4: Expand the availability of affordable and/or special needs housing through acquisition or conversion.

**GOAL 6: Conserve energy and water in the development of new housing and the rehabilitation of existing housing.**

Policy 6.1: Encourage the use of energy conservation features in residential construction and remodeling.

**Potential Housing Programs:**

The following is a list of potential programs available to the City with the certification of the Housing Element.

- Apply for federal and state grant funds
- Allow for emergency shelters
- Allow for transitional and supportive housing
- Allow for SROs
- Develop reasonable accommodation measures

- Ensure water and wastewater capacity
- Maintain vacant land inventory

**PROPOSED SCHEDULE:**

The schedule below represents a fast-track timeline for adopting the 2006–2013 City of Wildomar Housing Element.

<b><u>Task Description</u></b>	<b><u>Timeline/Deadline</u></b>
SCAG Coordination	October 2011
Regional Housing Needs Assessment	October 2011
Site-Specific Land Inventory	October - November 2011
Draft Goals, Policies, & Programs	November 2, 2011
Joint Public Workshop/Study Session (CC/PC)	November 2, 2011
Submit Draft Housing Element to HCD (60-day review)	November 30, 2011
Receive Comments from HCD	January 2012
City Council adoption of Housing Element	March 14, 2012
Submission to HCD for 90-day review	March 21, 2012
Receive Certification from HCD	June 2012

**FISCAL IMPACT**

On October 12, 2011 the City Council approved a not-to-exceed amount of \$18,000 for the Planning Department to prepare the 2006 - 2013 Housing Element Update.

Submitted by:

Approved by:

---

Matthew C. Bassi  
Planning Director

---

Frank Oviedo  
City Manager