



I. INTRODUCTION

The City of Westmorland recognizes and supports the State Legislature's identification of decent housing and suitable living environment as a priority of utmost importance. In pursuing this goal, this Housing Element sets forth the City's strategy to preserve and enhance the community's desirable residential character, expand housing opportunities for all economic segments, and provide guidance and direction for local government decision making in all matters related to housing. The Housing Element is one of the seven required elements of the General Plan required by State Law and is intended to be used as a tool for the provision of adequate housing. The Housing Element must contain specific data relating to the identification and analysis of existing and future housing needs for all segments of the community at all income levels.

COMMUNITY PROFILE

Westmorland is a small rural community located in the northwestern portion of Imperial County. The City is approximately 190 Miles South of Los Angeles, and 26 miles North of Mexicali, Baja California, Mexico. Rising housing costs and changing demographics all illustrate the need to develop an approach and strategy to producing housing that matches the needs of the existing and future population of the community. Based on the most up-to-date data, resources, and knowledge available, the City has undertaken the task of planning to meet housing needs for the period from 2008 to 2012. The result of this effort is the updated Housing Element of the General Plan.

CALIFORNIA HOUSING ELEMENT LAW

The Housing Element is mandated and governed by the State of California Government Code Article 10.6 Sections 65580 to 65589.8. Pursuant to Section 65583, the Housing Element must contain:

- An assessment of housing needs and an inventory of resources and constraints relevant to the meeting of those needs;
- A statement of the community's goals, quantified objectives and policies relative to the maintenance, improvement and development of housing; and
- A program which sets forth a five-year schedule of actions the City is undertaking or intends to undertake to implement the policies and achieve the goals and objectives of the Housing Element through the administration of land use and development controls, provision of regulatory concessions and incentives, and the utilization of appropriate Federal and State financing and subsidy programs when available.



The City is required to update the Housing Element at least once every five (5) years. The General Plan was first adopted in 1973 and the existing Housing Element was last updated in 1999. Previous revisions of the Element are necessary for the adequate evaluation of the progress in the implementation of past goals, objectives and policies.

The City must also meet its “fair share” of the regional housing needs as determined by the Southern California Association of Governments (SCAG). The Regional Housing Needs Assessment (RHNA) delineates the five-year housing growth needs by income category. The City is required to submit this Housing Element to the State Department of Housing and Community Development for additional review and compliance. The law requires:

- Analysis of population and employment trends in relation to regional trends;
- Analysis of the City’s fair share of the regional housing needs;
- Analysis of housing and household characteristics;
- An inventory of land suitable for residential development, including vacant sites and potential redevelopment sites, with an analysis of the relationship of zoning and public facilities and services to these sites;
- Analysis of governmental and non governmental constraints on the improvement, maintenance and development of housing for all income levels;
- An analysis of opportunities for energy conservation; and
- Analysis of low-income housing developments at risk of conversions to market rate housing

The purpose of these requirements is to develop an understanding of the existing and projected housing needs within the community and to set forth policies and schedules promoting the preservation, improvement, and development of diverse housing types available at a range of costs in Westmorland.

RELATIONSHIP TO OTHER ELEMENTS

The Housing Element works in conjunction with the goals and objectives of all other elements of the General Plan. State law requires that each of the elements be comprehensive, integrated consistent with each other, and have a compatible statement of policies. This Housing Element was updated concurrently with the update of the entire General Plan, and every effort was taken to ensure balance and compatibility among all the elements.

However, recommended zone and program changes are so significant; a consistency study will be required once the new zoning ordinance is prepared.



In carrying out the responsibilities of this update, the other General Plan elements will build upon policies set forth in this Housing Element. The Land Use Element identifies the general distribution and intensity of residential uses. It also sets standards for residential growth and preserves the quality of life in residential areas. The Conservation, Open Space, Noise and Safety Elements address the environmental quality affecting residential areas. The Circulation, Public Facilities and Fiscal Elements establish programs and policies to provide adequate levels of infrastructure and public services to foster residential growth.

II. EVALUATION OF EXISTING HOUSING ELEMENT

As part of the five-year update of the Housing Element, local governments, under California Government Section 65588, must review the current Housing Element to assess progress implementing goals, objectives and policies set forth. The progress should be quantified where possible (e.g. rehabilitation results and number of new construction for low-income housing), or qualitative where necessary (e.g. mitigation of governmental constraints). Westmorland's share of the regional housing needs allocation (RHNA) is determined by the Southern California Association of Governments (SCAG). Westmorland's RHNA portion during the 1999 – 2007 planning period was to plan for the development of 34 residential units as follows:

Very Low Income Units	7
Low Income Units	8
Moderate Income Units	7
Above Moderate Income Units	12

ACCOMPLISHMENTS AND RESULTS

Generally, the City of Westmorland did comparatively well meeting its housing goals and implementing the policies of the previous Housing Element. Following are some of the more important highlights of the City's performance over the past five (5) years.

- There were a total of 19 building permits issued for new residences since 2001; 11 of the units constructed were by private developers and eight units were built using a combination of CDBG and RLA funds. Of the eight families assisted four were TIG and four were LTIG.
- Between 2001 and 2005 the City utilized \$465,495 in CDBG funding to subsidize water/sewer assessments for 124 households in the City of Westmorland. Of these households 55 were TIG and 69 were LTIG. In addition, six (6) (4 TIG and 2 LTIG) families have been assisted with funding for housing acquisition.
- In 2003/2004, funding was obtained from the Imperial Valley Association of Governments (IVAG) to construct sidewalks and handicap ramps at various City



street locations. IVAG provides transit services throughout Imperial County and the City of Westmorland is a major contributor for these services. CDBG funding was also utilized to assist one (1) family with the provision of a handicap accessible bathroom.

- In 2002, Westmorland was awarded \$3,400,000 in HOME funds to develop a 65 unit low income, multifamily apartment complex; with 26 units targeted for very low income households. A General Plan Amendment and Zone change was required for the development of the Westmorland Family Apartments. The rental rates for the 26 HOME units are specifically structured to meet low/very low income rents for a period of 55 years.
- Since 2000, over \$2,800,000 has been secured from the Department of Housing, Community Development Block Grant (CDBG) component to complete various projects, i.e. public works infrastructure, community facilities, housing rehabilitation, and housing acquisition.
- The City significantly reduced governmental constraints by adopting all of the zoning ordinance changes that were proposed in the 1999 Housing Element and completing a Service Area Plan.

In addition to the above quantified objectives that were met, the City was also very successful in continuing the implementation of on-going policies. These policies include the implementation of an ongoing housing rehabilitation and housing acquisition program of anti-discriminatory regulations.

ADEQUATE HOUSING SUPPLY

In order to ensure the availability of housing supply, the 1999 Housing Element identified the need to construct, preserve, and rehabilitate at least six units per year. Two units were to be available for very low income households and two units per year for low income households. The remaining two units would be made available for moderate to above moderate income households. The Element also identified the creation of an R-3 Zone to allow a density of 30 units per acres.

This would serve as an incentive to reduce the cost for developers in new housing unit construction. Instead, the City updated the Zoning Ordinance in October 1999 to include development standards for R-4 zoning. The Zoning Map showed an R-4 designation but was not included in the text. The amendment incorporated the entire goals intended for the creation of an R-3 zone without creating the separate R-3 zone itself.

The City completed the zoning changes and general plan amendments for the R-4 designation for the development of the Westmorland Family Apartments. Construction



of the Westmorland Family apartments was completed in 2004 and has been structured to meet low income rents for a period of 55 years.

Because of the low amount of interest in residential development in the City of Westmorland, it is difficult to analyze the extent of constraints placed by land use controls.

HOUSING COSTS AND AFFORDABILITY

Programs set forth by the 1999 Housing Element to promote an adequate supply of affordable housing included State and Federal Programs such as CDBG, HOME, and US Department of Agriculture Rural Development Programs. This aided in the construction of new affordable housing, the utilization of HUD Section 8 rent subsidies, increased funding for the construction of subsidized rental units, and funding for the replacement of dilapidated housing occupied by low or very low income families. The City has successfully utilized CDBG funds for the rehabilitation and replacement of dilapidated homes occupied by income-qualified households. Through the assistance of the Imperial Valley Housing Authority, Section 8 subsidies currently help at least 134 low and very low-income households. HOME funds provided ten families with first time home-ownership benefits.

MAINTENANCE AND REHABILITATION

The 1999 Housing Element also identified the need for the maintenance and rehabilitation of existing housing stock. Implementation actions include the continual identification of housing units in need of repair and the utilization of CDBG funds to identify and rehabilitate these homes. As stated earlier, the City has and continues to rehabilitate homes through the CDBG program.

SPECIAL HOUSING NEEDS

In accordance with provisions set forth by State law, the 1999 Housing Element addresses the needs of all social and economic segments of the population. This population includes but is not limited to low income households, the elderly, handicapped accessibility, and the City, through CDBG funding, actively renovates homes for the removal of architectural barriers. Furthermore, the City continues to provide increased housing opportunities for large families in the form of room additions in single-family residences. The City, has not, however, enacted a homeless shelter ordinance to allow homeless shelter facilities in the R-3 zone as set forth in the 1999 Housing Element. The City, however, continues to be an active participant in the County's Regional Homeless Task Force. Additional information is included further in this Element.



III. POPULATION AND HOUSING CHARACTERISTICS

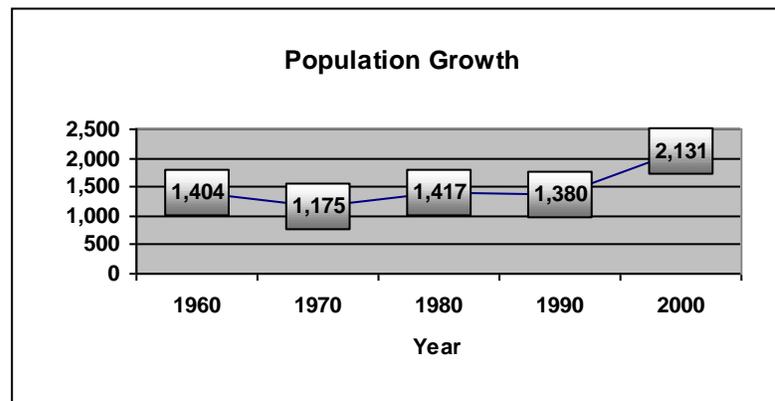
POPULATION

The State Department of Finance provides municipalities with yearly estimates on population and housing stock. These estimates are based on construction activity, electrical hookups and other variables. Actual figures are only available every ten years through the Federal Census. Official State estimates were used for the preparation of this Housing Element.

Historically, there has been relatively little growth in Westmorland's population since 1990 (as shown in Table 1). There was a significant decrease in the population from 1960 to 1970, but the population has been stable since 1980. Current estimates by the Department of Finance showed that Westmorland had 2,372 persons as of January 1, 2007. Official State estimates since 2000 indicate that Westmorland has experienced an average annual growth rate of approximately 5%.

Table 1
Population Trends

Source: US Census

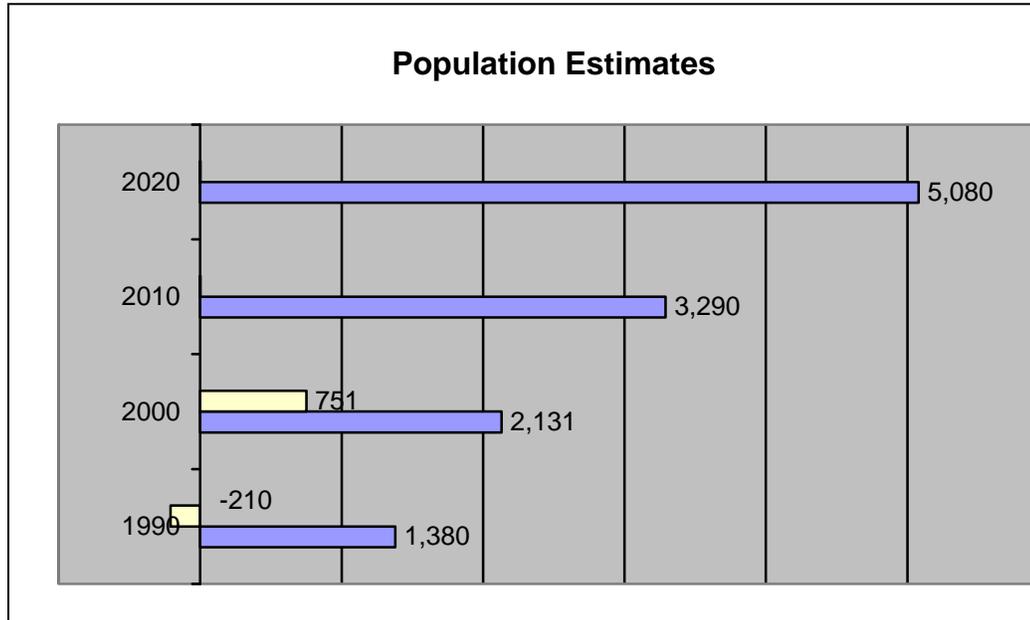


Population projections for the next twenty years are used in determining the need for additional housing units. The Southern California Association of Governments (SCAG) population forecast (adopted in July 2007) and the California Department of Finance population estimates show that there will be a steady but slow increase over the next 20 years. The population for the year 2010 is projected to be 3,290 and the year 2020 will see a population of 5,080.



Table 2
Population Estimates

Source: State of California, Department of Finance



HOUSEHOLD COMPOSITION

The Census defines a household as all persons who occupy a housing unit, which may include families related through marriage or blood, unrelated individuals living together, or individuals living alone. Persons living in retirement or convalescent homes, dormitories, or other group living situations are not considered households.

Planning needs for the City can be best analyzed by the statistics that indicate household size, trends, income, overcrowding, and utilization of the housing stock. Also, the number of large families and single persons can identify additional housing needs such as availability or larger housing units for large families and affordable smaller units for single persons.

According to the Census, Westmorland had 625 households in 2000. Families represented the City's predominant household type by 80.3 percent, with single person households representing the second largest household group at 16 percent. Among the single person households, approximately 8.5 percent are elderly households.

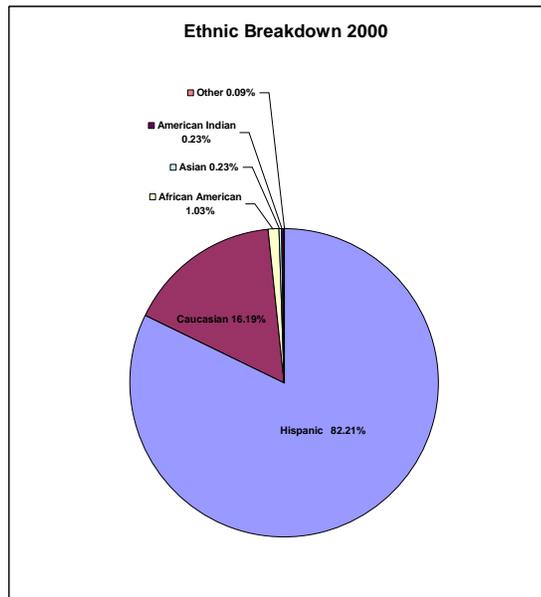
RACE/ETHNICITY

The racial and ethnic make-up of a population affects housing needs based on the unique household characteristics of different groups, particularly household size. As



illustrated in Table 3, the City is a predominantly Hispanic community, with Hispanic persons comprising over 80% of the population in 2000. Non-Hispanic Whites comprised the second largest group in the City at 16% (percent). Blacks, Asians, Native Americans and persons of other races together represented less than one percent of the total City population in 2000.

Table 3
Race and Ethnicity: 2000
City of Westmorland

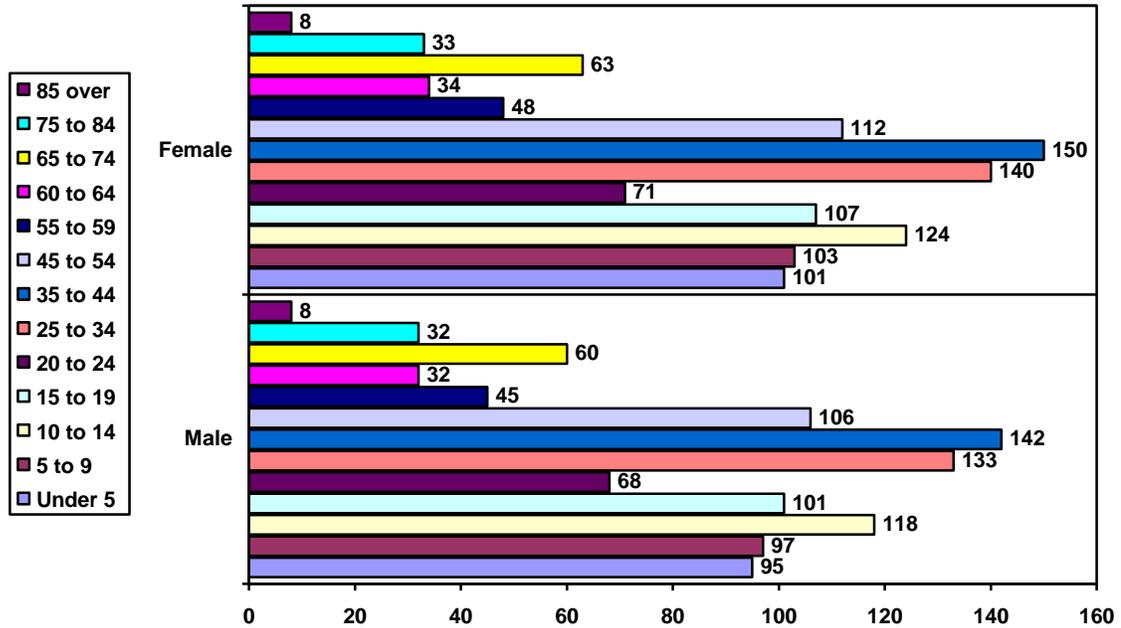


AGE AND GENDER DISTRIBUTION

The need for additional housing is further reflected in age and gender distribution of the population. The population chart on the next page (Table 4) shows that 64% of the population in Westmorland is 18 years and over. More than 50% of the City's residents are over 21-years of age. That segment of the population is proportional to that of the under-20-year-old segment.



**Table 4
POPULATION BY AGE AND GENDER**



This indicates that the working age group stays in the City of Westmorland. Since these figures are based on the 2000 census, those within the ages of 10 and 20 have since reached working age and the current need for additional housing is increased.

HOUSEHOLD CHARACTERISTICS

Household Size

According to the 2000 US Census, there are 625 households in the City of Westmorland. Significant portions of the households (23.7%) are in 5-or-more person households and an equal amount (23.7%) is in 2-person households. The prevalence of larger sized households suggests the possibility of overcrowding.

**Table 5
Overcrowding Housing Conditions: 2000
City of Westmorland**

Household Size	Number Households	Percent of Households
1 persons	62	15.6%
2 persons	94	23.7%
3 persons	73	18.4%
4 persons	74	18.6%
5+ persons	94	23.7%



Household Income

Household income is indicative of housing affordability and the supply of affordable housing must be proportional to income categories for all segments of the population. Those with higher incomes have more discretionary income to spend on housing while those in the low and moderate income groups are more limited in the housing they can afford. The City's median household income was \$23,365 in 2000, compared to the County's median household income of \$37,086. An income survey completed in 2005 identified that a total of 80 percent of the population was within the low- to very low-income categories (income less than 80% of the City's median, as defined by the US Department of Housing and Urban Development and the California Department of Housing and Community Development).

Household Tenure

The ratio between owner and renter occupied units is almost one to one. In 2000, 317 households (50.7%) were owner-occupied units. While another 308 households (49.3%) were renter-occupied units.

Extremely Low Income Households

Extremely low income is defined as households earning less than 30 percent of Area Median Income (AMI). Currently, in 2008, the AMI for a four-person household in the El Centro MFI is \$45,100.

A four-person household with extremely low income earns less than \$16,150 annually. Households with extremely low income have a variety of housing needs. It is not uncommon for households receiving public assistance such as Social Security Insurance, or disability insurance to be considered extremely low income.

According to HUD's 2000 Comprehensive Housing Affordability Strategy (CHAS) data, 170 households in Westmorland are considered to be extremely low income. As depicted in the table below, over-payment was higher among renters than owners for extremely low income households.



**Table 6
Housing Problems for Extremely Low Income Households**

	Total Renters	Total Owners	Total Households
Household Income <=30% MFI	114	56	170
% with any housing problems	77%	61%	68%
Cost Burden >30%	12	2	14
Cost Burden >50%	31	6	37
Source: State of the Cities Data Systems: Comprehensive Housing Affordability Strategy (CHAS) Data; and American Fact Finder 2000 Census			

To calculate existing housing needs, the City assumed that 50 percent of its very-low income regional housing need is extremely low income. The City was allocated a total very-low income housing need of 61 units. Assuming 50 percent of this need is for housing targeting extremely low income households, there is a need for 30 units in the City targeting households with extremely low incomes. Those seeking rental housing are most likely to face overpayment, overcrowding, or substandard housing.

In 2002, the City obtained HOME funds from the State of California Small Cities Program to assist a 65 unit affordable multifamily housing project. The units were completed in 2004 and 26 units are affordable to very low income families. Any additional affordable multifamily projects will require several levels of local, regional, state, and federal financing including State multifamily funds, bond money, and low income housing tax credits. Each of these types of financing requires that at least a percentage of the total units be affordable to households in the extremely low income category.

Extremely low income households are also considered to be at-risk of homelessness. To address the needs of extremely low income households, the City will develop a program to promote a variety of housing types, including single-room occupancy units (SRO's) and supportive housing. In addition, the Imperial Valley Housing Authority will continue to acquire Housing Choice Vouchers to both preserve public housing opportunities and to allocate to extremely low income households.

Single-room occupancy units are allowed in the Commercial Center zoning district by right. The City has no specific zoning standards for single-room occupancy units, thus there are no constraints in this district to constructing SRO units. SRO buildings have to meet the same requirements as other commercial buildings.

It is the intent of the City to impose no undue constraints to the development of supportive housing and transitional housing and to treat these types of housing as multifamily housing, allowed by right in all districts where multifamily housing is allowed. However, the City's Zoning Ordinance does not specifically identify



transitional and supportive housing as specifically permitted uses in multifamily zones. A program is included in this Housing Element to amend the Zoning Ordinance to specifically identify transitional and supportive housing as permitted uses in multifamily zoning districts.

SPECIAL NEEDS GROUPS

Certain segments of the population may have difficulties in finding decent, affordable housing due to special needs. These special-needs groups are often low-income and include the elderly (those over the age of 65) include close proximity to retail, medical and other services and special housing maintenance. The 2000 US Census showed that there were 125 elderly persons in the City (9% of the population) and 87 of the elderly were heads of households (22% of the households). Eight years have passed since the 2000 Census and there is now an estimated 149 elderly residents (based on current death rate and estimated rate of out-migration). This segment of the population may continue to fluctuate within the next five years as people continue to age, die or relocate. Of the 98 householders over the age of 65, 63 (64.3%) are owners and 35 (35.7%) are renters.

There is currently only one senior citizen housing complex in the City of Westmorland. This complex has only 15 units, but the need for additional senior housing is not apparent.

Handicapped

Those with physical disabilities, especially those with mobility impairments have special needs not typically met in housing of conventional design. There are 143 disabled persons and 42 persons are unable to work (1990 US Census). This accounts for 10% of the City's population. Title 24 of the California Administrative Code requires that a specified number of units must be handicapped accessible on residential projects consisting of five or more units. The Americans with Disabilities Act (ADA) and the Architectural Barriers Act (ABA) further address the provision of affordable, barrier-free housing. Currently, only the Arredondo apartments and the senior housing complex are available for the handicap. However, the City makes grants available through the State Community Development Block Grant (CDBG) to improve handicap accessibility in single-family residences.

Large Families

Nuclear families are typical in Hispanic households, and, as is reflective of the large Hispanic population, there is a prevalence of large families in the City. As stated earlier, there are 94 large family households (those with 5 or more persons); this accounts for 23.6% of all the households. The needs of large households are often



unmet because of the lack of adequately sized affordable housing units. Thus, large families are more susceptible to overcrowding.

This need is currently being addressed through the construction of additional bedrooms by utilizing CDBG funds in situations where overcrowding exists. The Imperial Valley Housing Authority also provides assistance in the form of Section 8 subsidies for larger low-income families. Furthermore, constructions of new, larger size housing units are also available to qualified families through the US Department of Agricultural Rural Development (formerly known as FmHA—Farmers Home Administration) loan program.

Female- Headed Households

Single parent households require nearby access to day care, health care and other similar facilities. Female-headed households are more likely to have lower incomes. These factors contribute to added difficulties in acquiring adequate housing. The 1990 US Census shows that there are 88 female-headed households, which is a 28% increase from 1980. The Imperial County Welfare Department estimates that approximately 95% of these households receive TANF (Temporary Aid to Needy Families; formerly AFDC – Aid to Families with Dependent Children) welfare assistance. The City also provides grants and low-interest loans to assist these households.

HOUSING FOR SPECIAL NEEDS GROUPS

Emergency Shelters

Each year the Imperial County Task Force on Homelessness conducts a “point in time” survey. In January 2008 there were no homeless persons identified in the City of Westmorland. According to the Continuum of Care application to HUD, there were a total of 318 homeless identified in Imperial County; 89 were sheltered, 229 were not.

Chapter 633, Statutes of 2007 considerably strengthened the requirements on zoning for emergency shelters and transitional housing, with an effective date of January 1, 2008. For example, emergency shelters must now be permitted without a conditional use permit (CUP) or other discretionary permits, and transitional housing and supportive housing are considered residential uses and must only be subject to the same restrictions that apply to the same housing types in the same zone. Also, regardless of the need, at a minimum, all jurisdictions must have a zone in place to permit at least one year-round emergency shelter without a CUP or any discretionary permit requirements.



The City will be updating its Zoning Ordinance during the later part of 2009 and will include provisions to specifically permit an emergency shelter in the Industrial (I) Zoning District without a CUP during this planning period. This zone has sufficient capacity to accommodate the need for emergency shelters and at least one year-round emergency shelter. Currently, there are 50 acres of vacant Industrial-zoned land in the City. Existing or proposed permit procedures, development, and management standards would have to be objective and encourage and facilitate the development of, or conversion to, emergency shelters.

The City will not condition the use of the site or structure. The only conditions imposed are those associated with zoning, set backs, and similar items. These conditions run with the land and may continue under successive owners. The conditions of a typical approval are as follows:

- Daily clean up of litter, trash and debris
- Building permits are required for structural improvements
- Total occupancy shall be consistent with the Uniform Building Code and Uniform Housing Code.
- A minimum of five off street parking spaces shall be provided
- At least one staff person shall be on site at all times
- If there are more than six clients on the site, the site shall be landscaped
- The building shall comply with the disability accessibility requirements
- The applicant must contact the City of Westmorland Solid Waste Division to establish appropriate service
- The applicant shall obtain any and all state or county licenses required for the facility
- A fire alarm system shall comply with CFC & CBC requirements
- Based on the number of applicants, the appropriate fire sprinkler system may be required within 90 days. Contact the Fire Marshal

A program is included in this Housing Element to ensure that the City complies with this legislation.

There are emergency, transitional housing, and supportive services providers in Imperial County providing shelter, food and clothing, counseling, classes, housing referral, job training, medical assistance and similar assistance. A complete list, as located in the Imperial County Housing Element, dated June 13, 2008, is appended to this document as Attachment 1.

Transitional Housing

Transitional Housing facilities and Supportive Housing complexes are not currently explicitly mentioned in the Zoning Ordinance. The City will amend all residential zoning districts to permit transitional and supportive housing as a residential use,



subject only to those regulations that apply to other residential dwellings of the same type in the same zone (i.e., multifamily in a multifamily zone).

Supportive Housing

Supportive housing is defined by Section 50675.14 of the Health and Safety Code as housing with linked on-site or off-site services with no limit on the length of stay, and is occupied by a target population as defined in Health and Safety Code Section 53260 (i.e. low income person with mental disabilities, AIDS, substance abuse or chronic health conditions or person whose disabilities originated before the age of 18). Services linked to supportive housing usually focuses on retaining housing, living and working in the community, and/or health improvement.

At the present time, supportive housing is not specifically mentioned in the code. A new provision will be developed designating supportive housing as a residential care facility. Definitions will be developed and specific land use zones will be identified that will permit those uses with a Conditional Use Permit.

Single Room Occupancy (SRO)

SRO unit fill a much needed gap in the housing continuum, particularly for the homeless and at risk single adult. As noted earlier, there were no homeless persons identified in the County's point-in-time survey conducted in January 2008. However, to provide for the eventual need, the City of Westmorland's zoning ordinance will be amended to accommodate transitional housing and supportive housing.

They will be permitted without a conditional use permit, in multifamily zoning districts, provided they comply with the development standards of the district.

Farmworker Housing

Even though the City of Westmorland is surrounded by large expenses of agricultural land, according to the 2000 US Census only about one-third of the workforce (112 persons) were employed in occupations classified as "agriculture, forestry, and fishing." Others could be employed in positions with the Bureau of Land Management, State Department of Conservation, or with Fish and Game, all of which are located in Imperial County.

Agricultural workers are traditionally categorized into three groups: 1) permanent, 2) seasonal and, 3) migrant. Permanent farm workers are typically employed year round by the same employer. A seasonal farmworker works on average less than 150 days per year and earns at least half of his/her earned income from farm work. Migrant farm workers are seasonal farm workers who have to travel to do the farm work so that he/she is unable to return to his/her permanent residence within the same day as persons whose primary incomes are earned through permanent or seasonal



agricultural labor. Permanent workers can work in the fields, processing plants, or in support activities on a generally year-round basis.

When workload increases such as during harvest periods, the permanent labor force is supplemented by seasonal workers, often supplied by a labor contractor.

The special housing needs of agricultural workers arise from three main factors: limited income, overcrowding, and substandard housing conditions. According to the 2007 data from the State Employment Development Department occupational profile, farm workers and laborers earn an average hourly wage of \$8.32 an hour. They, however, do not often work full-time year round. The low and very low-income levels of these workers qualify them for all rent subsidy programs.

As a result of these very low incomes, farm workers have limited housing options and often double or triple-up to be able to afford prevailing rental rates and, when they do locate housing it is often in substandard condition.

Although there are agricultural operations within the City's Sphere of Influence, once agriculture land is proposed for annexation to the City, it is a requirement of the Local Agency Formation Commission (LAFCO) that land be pre-zoned to some use other than agriculture.

There are no farm labor designated housing units in the City of Westmorland. The 68-unit Redondo Apartments were initially constructed with USDA Section 515 funding, but were not restricted to agricultural workers.

The Imperial Valley Housing Authority (IVHA) operates three existing farm worker housing complexes, two in El Centro and one in Brawley.

The City of Westmorland will work with the Imperial Valley Housing Authority to identify a site for farm labor housing. The City's zoning ordinance will be amended and updated to permit farm labor housing in any zone that permits the type of housing being built (i.e., multifamily or single family) without any special conditions as the result of it being for farm workers. Further the City will review Health and Safety Code Section 17021.5 and 17021.6 to ensure compliance with the Employee Housing Act.

Manufactured Housing

Government Code Section 65852.3 requires that manufactured homes and manufactured home subdivisions be permitted and regulated in the same manner as conventional or stick-built structures. These regulations include, but are not limited to, building setback standards, side and rear yard requirements, standards for enclosures, access and vehicle parking, aesthetic requirements, and minimum square footage requirements.



The City of Westmorland zoning ordinance will be amended to comply with this requirement.

IV. ECONOMIC AND EMPLOYMENT PROFILE

EMPLOYMENT CHARACTERISTICS

Employment trends identify the prevalence of increasing or decreasing income levels and unemployment rates, thus reflecting housing affordability. The availability of employment opportunities within city limits also affect the populations as people move to locations where they can find jobs.

PRIMARY EMPLOYMENT SECTORS

As with many cities in Imperial County, Westmorland's economic base is primarily derived from agriculture and agricultural related industries. This accounts for 27.2% of the City's labor force. Although lower than the County's 37%, it is still a major indicator of the community's economic situation. Technical, sales and administrative support occupations comprise 24.6% of the City's labor force is employed as operators, fabricators, assemblers, and inspectors.

The predominance of agricultural and the lack of employment availability in the City of Westmorland are reflective of the travel time to work. According to the 2000 Census, 28.7% of the labor force worked within the City of Westmorland and 18.1% spent more than 30 minutes commuting to work. Those working outside city limits are prone to relocating to where the jobs are and where the availability of affordable housing may be greater.

In an effort to improve the economic base and to improve Westmorland's overall well being, the City is actively recruiting major employers. The City has initiated a Business Loan Assistance Program through the State Economic Development Block Grant. Low interest loans are available to businesses for the creation of jobs. To date, 8 full- time equivalent jobs have been created as result of this program. The jobs created do not necessarily have to be filled by residents of Westmorland, so there exists a possibility of population increase.

UNEMPLOYMENT

As with many cities in the Imperial Valley, unemployment is one of the biggest concerns in the City of Westmorland. Imperial County as a whole has a significantly higher unemployment rate than the rest of the State and the Nation. In 1997, the



County's unemployment rate was 26.5%¹ which is more than four times the State unemployment rate (6.3%²).

That is more than five times the Nation's unemployment rate 4.7%³). The problem of unemployment is further compounded by seasonal employment due to the cyclical nature of the agricultural industry.

V. HOUSING AVAILABILITY/ AFFORDABILITY

In June 1998, The City of Westmorland, through a private consulting firm, undertook a housing condition survey of all the residential units within city limits. The results of this survey, along with data from the 1990 US Census were used to determine the availability and affordability of existing housing stock.

HOUSING STOCK

The housing condition survey resulted in an actual count of 648 residential units⁴ in the City, compared to the 432 housing units reported by the 1990 US Census. This suggests an increase in the number of residential units in the past 8 years, but the survey only identified 159 newly constructed homes. The discrepancy may be attributed to the Census's exclusion of 2 motels converted into apartment complexes and the use of mobile homes/travel trailers and other secondary dwelling units as separate dwelling units.

The survey also revealed that 20% of the residential units are subsidized housing: 62 units are operated by the Imperial Valley Housing Authority (IVHA) and another 68 units (the Arredondo apartments) are privately owned subsidized housing.

Westmorland's housing stock is predominantly single-family residences, accounting for 63% of the units in the City. An additional 22% of the dwelling units are multi-family residences, which includes two motel conversions, the IVHA units, a senior housing complex and the Arredondo apartments. The remaining 11% are residences comprising between 2 and 4 unit complexes.

HOUSING CONDITIONS

Throughout a period of four months beginning in June 1998, all residential units were inventoried and evaluated based on guidelines set forth by the State of California

¹ Source: State of California Employment Development Department

² Source: State of California Employment Department, Labor market Information

³ Source: US Bureau of Labor Statistics

⁴ Every attempt was made to count all residential units but there may be some that were overlooked. Units that are not easily identified and consequently not counted may include second units that are attached to single family homes, structures intended primarily for non-residential use which may contain housing units such as caretaker's facilities.



Department of Housing and Urban Development: each residence was assigned a numerical value based on the condition of the foundation, roofing, siding/stucco, windows and electrical systems.

The numerical value was used to determine whether a residence was in sound condition or needed minor, moderate or substantial repair, or was dilapidated. The primary purpose of the housing condition survey was to assess and identify residential units needing repair. Of the entire housing stock, only 7.5% were considered dilapidated or needed substantial repairs.

COST OF HOUSING/OVERPAYMENT

According to the 2000 US Census, the median housing value in Westmorland is \$60,800 and the median gross rent is \$306. This is relatively lower than the County's median housing value of \$72,100 and the median gross rent of \$394. This would indicate that although housing costs are low, they are not necessarily affordable when compared with household incomes. The cost of housing is actually high and many households are overpaying.

Overpayment occurs when a household devotes more than 30% of their income towards housing costs thereby leaving limited funds available for food, clothing, and healthcare. According to the 1990 US Census, overpayment only occurred in 24.7% of all the households. However, among households with income less than \$20,000, 45.7% were overpaying. Furthermore, the proportion of overpayment for renter-occupied households with incomes less than \$20,000 is even greater at 51.6%.

Table 7
Household Income Category: 2000 Census
City of Westmorland

All households Income range	Less than 30%	More than 30%	Total	Overpaid
Less than \$20,000	102	86	188	45.7%
\$20,000 to \$50,000	149	10	159	6.3%
more than \$50,000	42	0	42	0%
	293	96	389	24.7%

Table 8
Owner-Occupied Category: 2000 Census
City of Westmorland

Owner-Occupied Income range	Less than 30%	More than 30%	Total	Overpaid
Less than \$20,000	42	22	64	34.4%
\$20,000 to \$50,000	88	8	96	8.3%
More than \$50,000	34	0	34	0%



Table 9
Renter-Occupied Housing: 2000 Census
City of Westmorland

Renter-Occupied Income Range	Less than 30%	More than 30%	Total	Overpaid
Less than \$20,000	60	64	124	51.6%
\$20,000 to \$50,000	61	2	63	3.2%
More than \$50,000	8	0	8	0%

OVERCROWDING

The California Department of Finance shows that there was an average of 3.41 persons per household in 2000. The 2000 Census shows that a majority (37.7%) of the housing units have three bedrooms and a significant portion (28.1%) of the residences have two bedrooms. Dwelling units with four or more bedrooms represent only 17.6% of the existing housing stock and those residences with only one or no bedrooms account for 24.7%.

With the high incidence of larger family households of 4 or more persons, this lack of larger size housing may be indicative of overcrowding. There were 81 households (19.9%) with more than one person per room. Out of 81 overcrowded households, 32 (39.5%) households were owner-occupied, while 49 (60.5%) were renter-occupied.

HOUSING VACANCY

According to the State Department of Finance, the vacancy rate in the City of Westmorland for 1999 was 6.3%. This was a slight increase from the 1994 vacancy rate of 5.72%. The Department of Finance further shows that there are 42 unoccupied housing units, but this does not necessarily indicate housing availability. The housing conditions survey identified at least 10 dilapidated, uninhabitable homes, which may have been included in the Department of Finance's estimate of vacant housing units. Furthermore, there are indeed several new homes that have remained vacant for an extended period of time, but many of these homes are higher priced and are not necessarily available to low income families.



AT RISK HOUSING

There are no government assisted rental properties in the City of Westmorland that may be at risk of opting out of programs that keep them affordable to very low and low income households over the Housing Element Period (2007 - 2013) and for the subsequent five years (2018). Generally, the inventory consists of USDA Section 515; State tax credits and 4% tax exempt bonds, State of California Small Cities HOME Program, and public housing projects. The City Redevelopment Agency has never had sufficient funds to contribute to housing production. Target levels include the very low, low, and moderate income groups.

**Table 10
Inventory of Assisted Complexes (2008)**

Project	Financing	# Assisted Units	Target Income Group	Expiration Date	Risk Assessment
Redondo I ⁵ 201 N. "G" St	USDA 515 Preservation Funds; State Tax Credits	36	Low Income Families	2062	Very Low
Redondo II ⁵ 301 N. "G" St	USDA 515 Preservation Funds; State Tax Credits	32	Low Income Families	2062	Very Low
Westmorland Apts 181 S. "G" St	HOME, State Tax Credits,	65	Low Income Families	2059	Very Low
IVHA 155 West 6 th St	HOME, HUD Public Housing	15	Very Low Income Seniors	In perpetuity	Very Low
IVHA 182 West 3 rd St	HOME, HUD Public Housing	12	Very Low Income Family	In perpetuity	Very Low
IVHA 217 East 1 st St	HOME, HUD Public Housing	34	Very Low Income Family	In perpetuity	Very Low
Source: IVHA, Hyder Management, City of Westmorland, Chelsea Development					

⁵ 90% of Redondo I and II have Project-based USDA rental assistance and pay 30% of their income for rent; the combined projects are now known as Imperial County Housing Partners and include a complex in Calipatria which was part of the application for the Preservation funding that provided rehabilitation funds.



Cost Analysis

Even though there are no “at-risk” units in the City of Westmorland for this housing element update period, costs have been determined for both rehabilitation and new construction.

Rehabilitation

The factors used to analyze the cost of unit preservation include per unit cost of acquisition, rehabilitation, and financing costs. These figures are estimates since actual costs will depend on condition, size, location, existing financing and the availability of financing. Local developers have provided the following information.

Table 11
Rehabilitation Costs per Unit

Fee/Cost Type	Cost per Unit
Acquisition	\$100,000
Rehabilitation	\$25,000
Financing/Other	\$20,000
TOTAL COST PER UNIT	\$165,000

New Construction/Replacement

The following cost estimates are estimates based on recent new apartment construction in Westmorland. These are 2004 actual costs on an \$8.7-Million Dollar project. Future cost will be subject to variables such as the number of units, location, density, unit sizes, on and off-site improvements, and the cost of new financing.

Table 12
New Construction/Replacement Costs

Cost/Fee Type	Cost Per Unit
Land Acquisition	\$10,474
Construction	\$82,445
Financing/ Other	\$40,281
TOTAL PER UNIT COST	\$133,200

RESIDENTIAL ZONING AND DENSITY

The City of Westmorland presents a dichotomy of demand versus availability of vacant land. Located along State Route 86 in northern Imperial County it is an agricultural community at the “front door” of the fertile Imperial Valley. It is a small community and



has remained that way as retail/commercial/governmental development has taken place in the cities and communities to the south closer to the International border between the United States and Mexico.

Demand for housing has been small, actual population growth is about 30 persons a year and commercial development has reflected this low growth rate. The City's primary advantage is being the first developed community south of the Salton Sea area, and that advantage is expressed in the demand for transit and tourists services such as gasoline, auto and truck service, and fast food outlets.

The City is surrounded by large amounts of low cost, easily developed vacant land; however, a majority is in not in the incorporated boundaries of the City of Westmorland. The most easily developed sites are in the current Sphere of Influence and two of the larger sites have been approved for annexation by the Local Agency Formation Commission (LAFCO).

As a result of the minimum demand for residential development, the City of Westmorland Zoning Ordinance is out-of-date and does not address the need for all types and densities of housing. One of the primary Housing Element Goals will be the preparation of a new Zoning Ordinance that will accommodate all levels, types, and densities.

The housing industry has generally responded to market demand and the City meets regularly with both non-profit and market rate developers and lenders. This resulted in the development of a 65-unit family affordable apartment complex in 2004 which essentially doubled the number of units available for low and very low income households. The City welcomes residential development and will continue to do so.

At the present time there are only three residential zones:

R-1 – for single family homes at up to 6 units per acre

R-2 – for duplex units and second units on the same site up to 15 units per acre

R-4 – for multifamily developments up to 23 units per acre and mobile home parks with a conditional use permit (CUP)

The only other zone that permits residential development is Open Space (OS) which allows one unit per 10 acres.

The City's Zoning Ordinance does not currently recognize the potential for infill construction. The City does, however, have 7.3 acres of small-lot vacant land throughout the City (see Table 14). The minimum lot size in the City varies by zone from 6,000 in R-1 zones to as small as 2,000 sf in the R-2 zone. At the time of the zoning ordinance update, the City Council will consider allowing



multifamily development on lots with minimum lot sizes of 1,000 square feet in the downtown area. This makes it possible to build units at maximum density on infill lots without requiring the assembling of large parcels of property. Since most of these lots are in the downtown area, the policy could specifically designate a “downtown density” program.

The City’s RHNA for the 2007-2013 housing element periods is for 256 units. The City will be able to develop a new zoning ordinance and incorporate other identified programs and policies long before 2013, and will provide the required annual update to HCD to show progress.

Table 13
Zoning Categories and Useable Densities

Zoning Category	Usable Density/Acre
Current Ordinance	
R-1 (Single Family)	1 DU/6,000 sq. ft. (7.26 DU/AC)
R-2 (Multi-Family)	4 to 15 DU/AC; one per 2,000 sq ft
R-4 (Multi-Family)	4 DU/7,500 sq. ft.(23 DU/AC)
OS (Open Space)	1 DU/10 AC (435,600 sq ft)
SOURCE: City of Westmorland, Zoning Ordinance	

To conform to housing element law that requires sites for emergency shelters, transitional housing, and supportive housing, the City of Westmorland will be required to update the zoning ordinance within one year of the date of housing element adoption (anticipated February 18, 2009). Some of the amendments to be included are as follows:

- (1) the development of the R-3 zone as a medium density zone to accommodate developments from 15 du/ac up to 23 du/ac;
- (2) suspend (for future use) the R-4 zone;
- (3) removal of the mobile home overlay from the R-4 zone and the development of a MH (mobile home) overlay zone with appropriate allowances and development guidelines that will be consistent with Section 65852.7 of the Government Code, to allow mobile home parks and subdivisions on all land designated by the General Plan for residential use;
- (4) development of a planned unit development (PUD) overlay which can be used in any zone to provide for various densities and uses within a defined specific area; and
- (5) R-E, Residential Estate Zone that will designate specific areas for residential development that will permit limited livestock (horses and 4-H program livestock).

The following zones and densities, or similar zones and densities will be drafted as part of the zoning ordinance update.



R-3 (Multi-Family)	16 to 23 DU/AC, one per 2,500 sq ft
MH (Mobile Home)	1 DU/6,223 sq. ft. (7 DU/AC)
PUD (Planned Unit Development)	Depends on Specific Plan
R-E (Residential Estate)	1 DU/10 AC

As noted earlier, the City of Westmorland will ensure its zoning does not constrain the ability for emergency shelters and transitional housing to locate in the City. Based on a survey of available land and areas where transportation and other services could reasonably be expected to be extended in the future, it was determined that emergency shelters could be accommodated in the Industrial (I) zone.

The City's development standards are applicable to residential zoning districts. Development standards include, but are not limited to, building height, yard setbacks, lot area, site plan review, parking space requirements and parkland requirements. These requirements were adopted through the public hearing process and reflect the minimum standards thought necessary for protection of the public.

The City has adopted a local subdivision ordinance that implements the requirements of the State of California Subdivision Map Act. This ordinance sets forth the rules and requirements for the division of real property. The City has limited discretion when acting on a subdivision map. Other than implementing the State Map Act requirements, the City primarily insures that the map is in compliance with the conditions of the California Environmental Quality Act, and that the map is consistent with the General Plan and zoning.

Density Bonus

When a developer proposes a housing development, state law requires that the City provide incentives for the production of low-income housing. A density bonus agreement between the developer and City is used to set forth the incentives to be offered by the City and the requirements of the developer. The City will adopt a density bonus ordinance in compliance with Government Code Section 65915.



Other Provisions

- (1) The City allows second dwelling units on owner-occupied lots with approval by the Planning Commission Board.
- (2) Group homes for six or fewer persons are permitted within a residential zone. The City follows state law with respect to group homes of seven or more people and they are permitted in all commercial zones and in residential zones with a CUP approved by the Planning Commission. As the living situation becomes more institutional in nature, the City makes sure that the facility is ADA compliant and the fire department has to conduct inspections.

AVAILABLE RESIDENTIALLY ZONED LAND

The vacant land survey for the City of Westmorland was completed in two separate surveys: (1) In-fill lots in the downtown area and (2) large lot vacant land anywhere in the incorporated boundaries and in the adopted sphere of influence.

“In-Fill” Vacant Residential

The first survey looked at in-fill residential sites which would be suitable for the development of single family homes targeting moderate to above moderate income households. The City’s 2007-2013 RHNA is for 40 Moderate and 113 Above Moderate Income Units, for a total of 153 units.

Currently, 3.17 acres of in-fill vacant land is zoned R-1. At seven dwelling units per acre, 21 units can be accommodated. In addition there is 4.18 acres zoned R-2 which permits up to 20 dwelling units per acre; 80 units can be accommodated. However, some of the sites included in the vacant land inventory, particularly some of the R-2 sites, are smaller sites with less than one acre and may not be suitable for dense development. Therefore, the City will adopt a housing element program that will encourage lot consolidation.

All in-fill parcels identified in Table 14 have immediate access to land development utilities, infrastructure and services; none are subject to environmental concerns and building permits for residential units can be issued immediately. Map appended as Attachment 2.



**Table 14
Vacant In-fill Parcel Inventory
City of Westmorland**

	APN	Lot Size	Zoning
1	035-431-36	0.44 ac	R-1
2	035-401-01-9/6	0.51 ac	R-2
3	035-372-13	0.09 ac	R-1
4	035-372-12	0.09 ac	R-1
5	035-323-05	0.17 ac	R-1
6	035-323-05	0.28 ac	R-1
7	035-323-10	0.18 ac	R-1
8	035-313-10	0.19 ac	R-1
9	035-313-12	0.21 ac	R-1
10	035-311-16	0.08 ac	R-2
11	035-283-19	0.21 ac	R-2
12	035-283-18	0.21 ac	R-2
13	035-283-1	0.21 ac	R-2
14	035-283-2	0.21 ac	R-2
15	035-283-4	0.21 ac	R-2
16	035-282-2	0.19 ac	R-2
17	035-282-17	0.10 ac	R-2
18	035-282-18	0.10 ac	R-2
19	035-282-19	0.10 ac	R-2
20	035-282-20	0.10 ac	R-2
21	035-282-21	0.10 ac	R-2
22	035-282-14	0.10 ac	R-2
23	035-282-13	0.10 ac	R-2
24	035-272-11	0.12 ac	R-2
25	035-272-10	0.08 ac	R-2
26	035-272-9	0.09 ac	R-2
27	035-272-8	0.09 ac	R-2
28	035-272-7	0.09 ac	R-2
29	035-272-6	0.09 ac	R-2
30	035-272-5	0.09 ac	R-2
31	035-272-4	0.17 ac	R-2
32	035-272-3	0.17 ac	R-1
33	035-272-2	0.17 ac	R-2
34	035-272-1	0.17 ac	R-2
35	035-293-4	0.16 ac	R-2
36	035-293-5	0.16 ac	R-2
37	035-292-5	0.22 ac	R-1
38	035-292-9	0.18 ac	R-1



Table 14, continued

	APN	Lot Size	Zoning
39	035-281-6	0.10 ac	R-1
40	035-260-10	0.17 ac	R-1
41	035-271-1-1	0.09 ac	R-1
42	035-271-1-2	0.09 ac	R-1
43	035-271-1-3	0.09 ac	R-1
44	035-271-1-4	0.09 ac	R-1
45	035-250-6	0.16 ac	R-1
46	035-250-9	0.16 ac	R-1

“Large Lot” Vacant Residential

The second survey identified and analyzed all vacant residential lots just outside the downtown area. This includes some currently within the incorporated boundaries of the City of Westmorland, some recently annexed, some with annexation approval pending in February 2009 and, two lots that have been previously identified for annexation during 2010.

All vacant residential sites identified within the City of Westmorland are served by sewer, water, gas, and electricity and telephone lines and have an immediate development potential. The City sphere of influence extends out in all directions from the city limits, generally the northern boundary is at Bannister Road to the north; the southern boundary is ½ mile south of Baughman Road; it extends to Highway 86 and Dean Road to the east; and to Kingsley Road on the west.

There are approximately 272 acres of land within the incorporated boundaries of Westmorland and an additional 1,288 acres in the Sphere of Influence.

Realistic Development Capacity

Government Code Section 65583.2(c) requires, as part of the analysis of available sites, that a local government demonstrates the projected residential development capacity of the sites identified in the housing element can realistically be achieved. Based on the information provided in subdivision (b), a city or county shall determine whether each site in the inventory can accommodate some portion of its share of the regional housing need by income level during the planning period, as determined pursuant to Section 65584. The number of units calculated shall be adjusted as necessary, based on the land use controls and site improvements requirement identified in paragraph (4) of subdivision (a) of Section 65583.

Of the 736 units that “could” be constructed in Westmorland under current zoning, 160 units are suitable for very low or low income housing.



During the public hearings for this housing element, the City Planning Commission and City Council indicated they would initiate zone changes to approximately ten acres of R-1 land currently in the City.

The two parcels of land are at the corner of Seventh Street and "B" Street. During the update of the City zoning ordinance, the two sites can be up-zoned to R-3 (up to 23 units to the acre) the sites would accommodate 200 low and very low income units. The current RHNA for low and very low is 103 units.

The second most feasible site for low-income development is the eight acre site in the east-central area of the City south of Highway 86 west of Dean Road, adjacent to the school. When annexation is initiated in late 2009 or early 2010, the site will be pre-zoned R-3. Even though that zone would permit 176 units, a realistic capacity is about 80 units to provide for more than adequate set-back from the State Highway. Specific density and timing will be subject to market/feasibility demand. Its location adjacent to the school and ball fields makes it a good location for a family project.

The demand for moderate and above moderate homes can most feasibly be met by the residential development planned in the west-central portion of the City, just north of and adjacent to the large planned Gateway Truck Stop/Tourist Center. That Center will be located on the northwest corner of Martin Street and Highway 86 and is the subject of an Over-The-Counter Grant application pending submittal by the City. This is also the site for which the annexation will be completed in spring 2009 and the pre-zoning for nine of the 18 acres is to the City's current R-2 zone, which will permit up to 15 dwelling units per acre or a total of 135 units. The remaining 9 acres will be designated Commercial.

Remaining development potential varies based on the geographical location of land.

Realistic Capacity: While it is permissible for a developer to build to the density allowed by the zoning district, the most recent project is the Westmorland Family Apartments which was developed at 15 units to the acre. This is consistent with other apartment complexes in the small rural City of Westmorland. With a regular density of 23 dwelling units to the acre, current projects are being developed at about 65 percent of capacity.

Environmental Concerns: developable land in the City of Westmorland is fairly free from significant environmental concerns: the land is flat, there are no known water courses or rivers in the City, and most of the vacant land has always been vacant so there are few man-made obstacles. In addition, during 1999-2000 the City received funding to up-grade both the water and waste-water facilities and there is sufficient capacity of both for build-out of the current boundaries and sphere of influence, including the entire RHNA.



Status of Annexation: There are three sites pending annexation approval of LAFCo or application by the City.

1. 18 acres at the northeast corner of State Route 86 and Martin Road, mentioned above as nine acres of Commercial and nine acres of R-2. It is the intent of the developer to build garden-homes for sale to moderate and above moderate income households. The annexation has been heard at the Imperial County Local Agency Formation Commission (LAFCo) and has received a conditional approval. It is anticipated that the annexation will be completed in late spring or early summer 2009.
2. 8 acres at the southwest corner of State Route 86 and Dean Road mentioned above as the good future site for affordable housing. The site is surrounded on the north, east, and west by incorporated land; it is adjacent to the City's elementary school and ball fields; and, is in a residential area. The City has not yet initiated annexation procedures, but plans to do so in early 2010.
3. 80 acre site at the southwest corner of Baughman Road (aka Weston Avenue) and Center Street for which annexation proceedings were initiated by the property owner during 2008. It is anticipated that the annexation will be completed sometime in mid-2009. The current plans are to zone the property R-1, but the City Council would consider pre-zoning a portion R-2 or R-3.

**Table 15
Acreage and Units to Meet Current RHNA**

RHNA	Location	Current Zoning	Future Zoning	Acreage	Realistic Capacity
Very Low 61 Units	NWC Seventh & B Streets	R-1	R-3 (23 du/ac)	5 Acres	80
Low Income 42 units	NEC Seventh & B Streets	R-1	R-3 (23 du/ac)	5 acres	80
Moderate 40 units	NEC SR 86 and Martin Road	R-2	R-2	9 acres	135
Above Moderate 113 Units	Downtown In-fill Sites	R-1	R-1	3.17 acres	21
	NWC Seventh & B	R-1	R-1	25 acres	175
	NEC Seventh & B	R-1	R-1	35 acres	245
Total 256 units				82.17	736



Table 16
AVAILABLE LAND INVENTORY SUMMARY
City of Westmorland

Map No.	APN	Zone	Allowable Density	General Plan Designation	Acres	Realistic Unit Capacity	Existing Use	Infrastructure Capacity	On-site Constraints
Within City Boundaries									
1	35-221-29,30,31,32,33,34 NWC Seventh & B Streets	R-1	7 du/ac	Urban Medium	25	175	Vacant	Yes	None
		R-3	23 du/ac		5	80			
2	35-221-04, 05 NEC Seventh & B Streets	R-1	7 du/ac	Urban Medium	35	245	Vacant	Yes	None
		R-3	23 du/ac		5	80			
Annexation Conditional Approval: Completion in Spring 2009									
3	35-250-01	C		Commercial	9	135	Vacant	Yes	None
		R-2	15 du/ac	Urban High	9				
In County Area – Annexation Planned 2009									
4	35-341-11	R-4	29 du/ac	Urban Area High Density Residential	8	80	Vacant	Yes	State Highway set-back
In County Area – Future Annexation									
5	35-451-13	R-1	5 du/ac	Urban Area Low Density Residential	60	300	Vacant	Yes	None

See Map locations in Attachment 3.



**Table 17
HOUSING TYPES PERMITTED BY ZONING DISTRICT
City of Westmorland**

Residential Uses	Current Zoning					Proposed Zoning		
	O-S	R-1	R-2	R-4	I	R-3 ⁶	R-E ⁶	PUD ⁶
Single Family Dwelling	P	P	P	P		P	P	M
Second Unit/Granny Flat ⁷	C	C	C	C		C	C	M
Mobile Home/Manufactured	P	P	P	P		P	P	M
Residential Care < 5 people	P	P	P	P		P	P	M
Residential Care > 5 people				C		C		
Condominium			P	P		P		M
Multifamily			P	P		P		M
SRO				C ⁷		C		
Emergency Shelters					P			
Transitional Housing				P		P		
Supportive Housing				P		P		
Farm Labor Housing ⁸	P	P	P	P		P		

P – Permitted use
 C – Conditional Use Permit
 M – Permitted as part of the master plan

⁶ New zoning designations to be included in zoning ordinance amendment - 2009

⁷ Zoning ordinance will be amended to include this requirement

⁸ Zoning ordinance will be amended to permit farm labor housing in any residential zone that permits the type of dwelling being developed



PUBLIC FACILITIES AND SERVICES

Adequate levels of service for infrastructure and other public services is an important factor in identifying sites available for housing development. In September 1997, a Water Distribution System Master Plan was developed to identify specific improvements needed to meet future development of the City. The Plan projected a population of 8,215 residents by the year 2035, including the ultimate annexation and build-out of the current Sphere of Influence. The improvements to both the water and waste water systems were completed in 2000.

ENERGY CONSERVATION

The cost of energy is a major concern because of the extreme high temperatures experienced in desert climates. In order to maximize energy efficiency, Title 24 of the California Code of Regulations requires energy calculation for all new construction. This addresses such items as insulation values, sizes of heating and cooling systems, energy consumptions, etc.

In older homes, energy costs are one of the largest household expenses. Upgrading insulation, weather stripping and other weather protection measures can significantly reduce energy expenses thereby increasing a household's available income. However, the consolidated cost of energy improvements is out of reach for most low-income households. The City makes loans and grants available to low-income-qualified households for energy-efficiency improvements. Improvements done under the program include:

- Dual glazed windows;
- Fluorescent lights;
- Insulation blanketing for water heaters;
- Night set-back type thermostat for heating, ventilation and air conditioning (HVAC) systems;
- Installation of energy conserving HVAC systems; and
- R-30 insulation in ceilings, R-19 insulation in exterior walls and R-30 insulation in raised floors.

VI. HOUSING NEEDS

Westmorland must target its housing programs to those exhibiting the greatest need so that adequate housing is available for all segments of the community. To that extent, the City recognizes the importance of housing for low and very low-income groups, especially those special needs group discussed previously. The following section outlines the existing and projected needs of the City of Westmorland based on population and employment trends.



LOCAL HOUSING NEEDS

The Housing Conditions Survey (discussed in a previous section) shows that there is a high incidence of substandard housing that there is need for rehabilitation programs to preserve the existing housing stock. Nearly 41% of all the housing stock needs varying degrees of rehabilitation and 7.5% were dilapidated.

The demand for housing is expected to increase as economic development and job creation programs begin to yield results. There is currently very little employment base in the City of Westmorland. However, there exists a great potential for an increase in the availability of jobs because of the City's strategic location along State Highway 86, a major thoroughfare connecting Imperial Valley to Los Angeles and Riverside Counties. The proposed Gateway Project and the possible Solar Farm on the west side of the City will bring in several hundred jobs. Westmorland's existing housing stock will not be able to accommodate any significant increase in demand for new housing; however, as noted, above, there is sufficient zone land in the City to accommodate over 730 units.

REGIONAL HOUSING NEEDS

The City must also address its "fair share" of the region housing needs as delineated in SCAGs regional housing needs assessment (RHNA). Due to lack of funding, however, the latest RHNA has only been recently released and spans over a seven and a half year period. The RHNA takes into account unmet housing needs and anticipated housing demand generated by employment growth and population increase. A major function of the RHNA is to assure a fair distribution of housing among cities, sub regions, and counties. The RHNA also assures a mix of newly built housing that is affordable to low and moderate-income households is equitably shared and located in proximity to jobs. As shown in the following table, Westmorland's fair share of the regional housing is 256 units to be planned for by 2013. This number can easily be accommodated with the current land available, subject to a zone change for high density low income units. Objectives and programs have been developed to ensure the properly zoned land will be available by February 2010.

Table 18
Regional Housing Needs Assessment

Income Category	Number of units
Very low	61
Low	42
Moderate	40
High	113
Total	256



GOVERNMENTAL CONSTRAINTS

Policies enacted by the City have a significant impact on the maintenance, improvement and development of all types of housing. Many of these policies are intended to improve the overall quality of housing, but land use controls, building and zoning codes, exaction fees, and permit procedures, availability of infrastructure, and State and Federal funding programs may sometimes act as constraints in housing development.

General Plan

Westmorland's General Plan was adopted in 1999 and City Council has made the commitment to a total update as funding becomes available. Amendments to the General Plan have taken place as necessary to accommodate annexations. Due to legislated timing, the housing element will be adopted as an amendment to the General Plan and incorporated at the appropriate time.

While, as written, the General Plan appears to be a constraint to housing development, the City has been responsive to all requests to amend the general plan to accommodate new annexations and has not denied any request submitted to them.

Land Use Controls and Zoning Ordinance

It is recognized that the City of Westmorland zoning ordinance is out-of-date and is required to be updated to include various land use requirements previously identified in this document. Zoning regulations are designed to protect and promote the health, safety, and general welfare of residents as well as implement the policies of the General Plan. It also serves to preserve the character and integrity of existing neighborhoods.

At the same time, Government Code Section 65583(a) requires "An analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels, including land use controls,"

- **Density:** the City zoning ordinance allows up to 23 units per acre in the R-4 zone. This is not a constraint on the development of affordable housing.
- **Parking Requirements:** 1.5 on-site spaces per unit do not constitute a constraint to affordable housing.
- **Lot Coverage:** The current standard for all residential zones is a maximum 50% coverage. This could pose a constraint to multifamily development on assembled downtown lots or for affordable housing. A program will be developed to provide for varying lot coverage restrictions based on zone.
- **Height Limits:** The zoning ordinance allows a maximum of 35 feet height or three stories. This does not present a constraint to housing development.



- Lot Size Requirements vary by zoning district and are not a constraint to housing development.
- There are no Unit Size Requirements in the Westmorland zoning ordinance.
- There are no Floor Area Ratios in the Westmorland zoning ordinance.
- Set Backs required in all zones do not constitute a constraint to housing development.
- The Westmorland zoning ordinance does not include open space requirements.
- There are no growth controls identified in the City of Westmorland.

The following table summarizes the property development standards for the various residential zoning designations.

**Table 19
Zoning Ordinance
City of Westmorland**

Zone	Setbacks			Density	Lot Coverage	Height	Parking
	Front	Side	Rear				
R-1	20'	5' or 8'	20'	1-7 du/ac	50%	35'	1.5/per du on-site
R-2	20'	5' or 8'	20'	1-15 du/ac	50%	35'	1.5/per du on-site
R-4	15'	5' or 8'	20'	1-23 du/ac	50%	35'	1.5/per du on-site

Zone	Lot Area Minimum	Lot Width Minimum	Lot Depth Minimum
R-1	6,000 sq ft	50 feet	140 feet
R-2	7,000 sq ft and 2,000 sq ft per du	50 feet	140 feet
R-4	7,500 sq ft and 1,500 sq ft/du	50 feet	140 feet

Permit Procedures

Government Code Section 65583(a) requires “An analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels, including local processing and permit procedures...”

The City of Westmorland has clear development procedures for single family and multifamily residential development in the R-1, R-2, and R-4 zones. There are ministerial procedures for multifamily uses in multifamily zones – a CUP is not required.



The few permit requests have been processed in a timely manner. The City does not have layered reviews nor does it have separate design review, architectural, or landscape committees.

The City of Westmorland has a one-stop front counter to expedite permit processing. All necessary City forms and meetings with decision-making personnel are available on request. The City encourages concurrent permit processing and expedites requests for affordable housing. Upon completion of the necessary forms, a developer meets with the City's building official and planner. A site visit is planned and completed and if the proposal meets specific criteria, the building official can issue the appropriate permits. Projects requiring environmental review, zone changes or general plan amendments are processed through the City Planning Commission in compliance with legislative review periods.

The primary constraint is that the City does not have the programs, policies, and procedures in place to accommodate the permitted uses such as mobile homes, emergency shelters, transitional housing, and other residential uses identified in this report. This constraint will be eliminated by the development of an updated zoning ordinance and appropriate general plan amendments.

Both zoning and building permit applications for single-family developments can typically be processed in less than two months. This is comparable to permit processing times in other cities throughout Imperial County and therefore does not severely constrain housing affordability. The City of Westmorland encourages development by streamlining development processes whenever possible. The City has the option of waiving Planning Permit Fees for multifamily residential development.

The City has not adopted a second unit ordinance but approves and allows the creation of second units pursuant to Code of California Regulations (CCR) 65852.1 et seq. This is evident in the number of second dwelling units identified in the Housing Conditions Survey. Furthermore, the Zoning Ordinance has neither provisions for density bonuses nor incentives for low-income housing or homeless shelters as required by Article 10.6 commencing with 65583 CCR. The updated Zoning Ordinance should rectify these issues.

Policies, procedures, and goals will be included in this document to address these constraints and the City zoning ordinance will be completely revised during 2009.

Building Code and Enforcement

Government Code Section 65583(a) requires "An analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels, building codes and their enforcement ..."



The City of Westmorland has not yet adopted the ICC 2006 International Building Code, which is planned to be updated in March 2009. The City will include the adoption of that code as part of the zoning ordinance update planned for 2009. The ICC Code is the minimum requirement necessary to protect the public health, safety and general welfare. The City does not have a municipal-sponsored housing rehabilitation program any rehabilitation is subject to the provisions of the building permit and inspections by the City's Building Official.

There are no code enforcement officers in the City of Westmorland. New construction, housing rehabilitation, and complaints pertaining to structures are inspected by the Building Official/Building Inspector. Failures to comply with the directives of the City inspectors are adjudicated through civil process. Concerns and complaints about fire hazards are referred to the City Fire Chief.

The City of Westmorland will develop and adopt universal design elements that address limited lifting or flexibility (such as rill-in showers and grab bars), limited mobility (such as push/pull lever faucets, wide swing hinges, lower level light and electrical switches; lower height counters); and limited vision (such as additional lighting and noise activated lighting, door bells, and safety equipment).

Site Improvements

At the same time, Government Code Section 65583(a) requires "An analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels, including site improvements,"

The City does not have an adopted code or ordinance setting forth on-site and off-site improvements, but relies on past approval and negotiations with the developer. The last two new subdivision annexations had "typical" 60 foot right-of-way on residential streets, which would provide for 40 feet of paved roadway, 6 inches of curb and 4.5 feet of sidewalk, and a 5 foot right-of-way area for utilities which can be landscaped.

These requirements are standard for Imperial County development and are not a constraint to housing development.

The City will be determining the date and financing for a complete up-date of the General Plan and will include on-site and off-site improvements in the appropriate element and then reflect them in the updated zoning ordinance.

The availability of off-site and on-site improvements such as streets, curbs, gutters, sidewalks, water lines and wastewater lines can affect the cost of residential development. The cost of infrastructure is typically borne by the developer and thus affects housing affordability. The City upgraded its water and wastewater facilities to



comply with new Federal regulations to provide adequate service to all sites in the City of Westmorland. In the past, the City has utilized various funding mechanisms to assist any residential development. The City also has the option of waiving the Development Impact Fee related to infrastructure.

Fees and Exactions

Fees and exactions are typically imposed upon developers to offset the cost of processing permits and providing governmental services. The developer, in turn, offsets these costs by increasing the prices on housing units. Fees and exactions in the City of Westmorland are reasonable and relatively lower than some of the surrounding communities. Thus, the impact on housing affordability is minimal, if any. The following table summarizes the fee schedule for residential developments in the City of Westmorland.

**Table 20
Residential Zoning Ordinance Building Codes and Fees
City of Westmorland**

Planning Fees	
Zone Change	\$175.00+ Consultant cost
Conditional Use Permit	\$175.00
Variance	\$175.00
General Plan Amendment	\$250.00+ Consultant cost
Environmental Assessment	\$150.00
Lot Line Adjustment, Lot Combine/Merger	\$150.00
Tentative Parcel Map	\$200.00
Tentative Tract Map	\$300.00+ \$5/lot
Site Plan Review	
Single Family	\$100.00
Multi-Family	\$150.00+ 10/unit
Planned Unit Development	\$1,250.00
Development Fees	
Sewer Capacity	\$2,000.00
Water Capacity	\$2,000.00
Impact Fees	
Fire Department	\$250.00
Police Department	\$250.00
Parks and Recreation	\$250.00
Westmorland Union Elementary	\$1.27/ sq. ft.
Brawley Union High School	\$0.59/ sq. ft.



State and Federal Funding

Although not necessarily a constraint, the lack of State and Federal funding can have a significant impact on the quality and availability of affordable housing. State and Federal funds continue to be widely used in the community to assist lower-income households with decent housing. The amount of public funds has been steadily decreasing over the past several years. The City of Westmorland relies heavily on these funds, particularly the State Small Cities Community Development Block Grant Program. The lack of public funding or the decrease in funding levels can severely constrain the production or retention of affordable housing within the next seven years.

The City will continue to pursue State and Federal funds, but to circumvent the problem of decreasing funds; the City should seek private funding sources while continuing joint ventures with IVHA and USDA. Furthermore, the City can utilize self-sustaining mechanisms of the revolving loan fund-to-fund housing programs.

Constraints on Housing for Persons with Disabilities

The City of Westmorland does not have an updated zoning ordinance and the current ordinance does not address (1) constraints for persons with disabilities, (2) definitions, (3) reasonable accommodation procedures, (4) densities for residential care facilities, and (5) site planning or (6) parking requirements to accommodate persons with disabilities.

The City will be updating the zoning ordinance during 2009. These documents will develop formal procedures for reasonable accommodation for housing for persons with disabilities in accordance with fair housing and disability laws. Amend the City's Municipal Code to provide for clear rules, policies, and procedures, for reasonable accommodation in order to promote equal access to housing.

Policies and procedures will be ministerial and include but not be limited to identifying who may request a reasonable accommodation (i.e., persons with disabilities, family-members, landlords, etc.), timeframes for decision-making, and provision for relief from the various land-uses, zoning, or building regulations that may constrain the housing for persons of disabilities. The City can take steps to ensure that the requested accommodation would not impose an undue financial or administrative burden on the City.

The City of Westmorland is small but welcoming. There are three full-time staff persons and another part-time consultant who doubles as the City Building Official/Inspector and City Planner. Whenever any development project is proposed, staff members meet with the applicant and applicable provisions and requirements are decided upon and encoded in the appropriate specific document.



The City has been complying with required provisions by doing the “right thing” but now recognize that they must codify, prepare, advertise, publish, and enforce state mandated requirements.

Both State and federal laws have defined “family” as one or more persons occupying one dwelling unit and living together as a single housekeeping unit. This accommodates different household types including unrelated persons living together. This definition does not constrain the development and rehabilitation of housing for persons with disabilities.

The federal Fair Housing Act (FHA) and the California Fair Employment and Housing Act (FEHA) impose an affirmative duty on local governments to make reasonable accommodations in their zoning laws and other land use regulations and practices when such accommodations “may be necessary to afford” disabled persons “an equal opportunity to use and enjoy a dwelling.” (42 U.S.C. Section 3604(f) (3) (B) and Government Code Section 12927(c) (1), 12955(1).)

Further, the City of Westmorland recognizes that mobility impaired individuals require special housing or structural needs. These include, but are not limited to, wheelchair ramps, widened doorways, grab bars, and access ramps. The City will establish procedures and policies to consider and approve such requests at the staff level and will create a minor modification process to streamline approval process.

NON-GOVERNMENTAL CONSTRAINTS

Financing

The market interest rate is a significant factor in attaining affordable housing. A typical interest rate of 12% would make it difficult for even moderate and upper income households to afford homeownership. However, over the last two or three years, mortgage interest rates have been between 6% and 7% which significantly increases the number of persons who may qualify for a loan. However, concurrent with the lower interest rates, the cost of single family homes has been increasing. This makes it hard for lower income households to qualify for conventional. Local governments have no control over interest rates and market rate housing costs determined by the market and national policies and economic conditions. However, the City of Westmorland can identify, promote and implement government insured loan programs to increase homeownership opportunities for lower income households or implement subsidy programs. Such programs could reduce down-payment requirements to less than the 10%-20% required through conventional financing.

The City can also offer interest write-downs through State Programs or the redevelopment agency to extend the availability of affordable housing. The USDA RDA



Section 502 Program provides Federal subsidies to bring the effective interest rate down to as low as 1%.

Land and Land Cost

The cost of raw, undeveloped land has a direct correlation of a new home. As mentioned in previous sections, there is approximately 7.8 acres of vacant sites available for residential use. The market value of undeveloped land has been relatively stable within the past several years and does not appear to be a constraint on the construction of affordable housing. However, as an incentive to promote private development of all forms of housing, especially low-income housing, the City along with the Rural Development Agency could utilize funding for land write-downs. Sites can be acquired at market value and sold to private developers, through write-downs, at a lower cost.

Construction Costs

The single largest cost in housing production is the cost of building materials and actual construction. This accounts for approximately 40%-50% of the sales prices of new homes. Because of the unavailability of materials, construction costs are constantly fluctuating but typically range from \$45-\$60 per square foot for low to moderately priced new single family homes.

Multifamily construction exceeding 15 units begin at \$42 per square foot and decrease as the number of units increase based on the economy of scale. Construction costs for single-family residences can be reduced with the use of pre-manufactured homes such as modular homes or mobile. Lower housing costs can be further achieved by reducing amenities and quality of building materials without compromising the safety and structural integrity of the house.

Quantified Objectives

The Quantified Objectives for the City of Westmorland for the period 2007 – 2013 reflect the actual number of housings the City believes can be developed or rehabilitated over the housing element period.



Table 21
Quantified Objectives by Income Range
Opportunities and Accessibility (2007 - 2013)

Program	Extremely Low	Very Low	Low	Moderate	Above Moderate
New MF Construction	15	15	50		
In-fill SF			10	10	25
FTHB			5	15	
RA Vouchers/Certificates	35	15			
SRO		5			
Elderly	5	5	10		
Housing Rehab	1	3	3	1	0

Table 22
Quantified Objectives
Opportunities and Accessibility (2007 - 2013)

Programs	Number of Units
New multifamily construction	80 units
Infill Single Family Units	45 units
First-time Homebuyer	20 units
Rental Vouchers/Certificates	50 households
Single Room Occupancy	5 units
Elderly/Frail Elderly Housing	20 units
Housing Rehabilitation	8 units
TOTAL	220 units

VII. GOALS, POLICIES, AND PROGRAMS

Administrative Goals, Policies, and Programs

The success of many of the City of Westmorland’s housing goals are dependent upon the amendment and updating of both the City’s zoning ordinance and portions of the City’s General Plan.

Therefore, the initial goal, objective, and program for the 2007-2013 housing element are the update of the implementing documents, ordinances, policies, and procedures.

GOAL A-1: Provide the governmental framework for the development and implementation of a successful housing program.



Objective A-1: Update the City of Westmorland Zoning Ordinance and to promote the financial feasibility of development affordable to lower-income households utilizing density bonuses and incentives and concessions...

Policy A-1: To incorporate legislative changes that will ensure that the limited resources of the City will be targeted to the households with the highest need of assistance.

Program A-1-1: Identify any sources of funding that can be utilized to prepare and adopt a zoning ordinance that will reflect the state and federal requirements and preserve the integrity of the City.

Timing: First quarter, 2009

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (staff time)

Program A-1-2: Complete the zoning ordinance re-write to include, but not be limited to: (1) second unit development; (2) locations for emergency shelters, transitional housing, farmworker housing, and SROs; (3) density bonus provisions in compliance with Government Code Section 65915; and (4) expanded residential zoning categories that will address the need for very low, lower, and low income households and provide in-place zoning to permit housing development by right and submit proposed changes to the general public for input.

Timing: Completed and adopted by February 18, 2010

Responsibility: Planning, City Council

Funding Source: RDA Set-Aside; CDBG Planning/Technical Assistance Grant; General Fund

Program A-1-3: Complete the zoning ordinance re-write to include, but not be limited to a revision of all residential zoning designations that will (1) preserve single family development and permit mobile and manufactured homes; (2) amend the R-2 zone to be defined as a low density multifamily zone; (3) establish an R-3 zone that will allow 23 units per acre to accommodate multifamily housing by right pursuant to Government Code Section 65583.2; (4) rezone 5 acres on parcel #35-221-29 thru 34 and 5 acres on parcel #35-221-04, 05 with the newly established R-3 zone, and (5) amend the R-4 zone to accommodate high density development; and add three new residential zones, one for Planned Unit Developments (PUD), one for Estate Residential to



preserve large lot development; and one for Mixed Use Com/Ind/Res to enhance the downtown area.

Timing: Completed and adopted by February 18, 2010; Establish R-3 zone and rezone sites (Table 16) by June 2010.

Responsibility: Planning

Funding Source: RDA Set-Aside; CDBG Planning/Technical Assistance Grant; General Fund

Objective: Create an opportunity to accommodate the City's RHNA for lower- and moderate-income households.

Objective A-2: Ensure that all codes affecting housing are current and up-to-date.

Policy A-2-1: Adopt the ICC 2006 International Building Code, planned for updating in March 2009 and is the minimum necessary to protect the public health, safety, and general welfare.

Timing: Third quarter, 2009

Responsibility: Planning

Funding Source: General Fund (staff time)

Housing Goals, Policies, and Programs

The City of Westmorland's housing goals concentrate on six specific aspects of the housing market. Goals are provided to address each of these issues, and policies are presented to support and implement each goal within a specific time period. The five priorities in the City of Westmorland are:

H-1 To provide housing opportunities and accessibility for all social and economic segments of the City.

H-2 To provide and maintain an adequate supply of sites for the development of affordable new housing.

H-3 To preserve, rehabilitate and enhance existing housing and neighborhoods.



H-4 Ensure that all housing programs are available without discrimination on the basis of race, color, religion, sex, national origin, or any other arbitrary factor.

H-5 Encourage and enhance intergovernmental, public, and private coordination and cooperation to achieve an adequate supply of housing for all economic and social segments of the community.

H-6 Encourage the use of energy efficient and “green” technology in the development of housing.

GOAL H-1: It is the Goal of the City of Westmorland to concentrate its efforts to increase the availability of permanent housing for all social and economic segments in the City.

Objective H-1-1: Develop and implement policies that will increase the number of rental and/or for sale homes to targeted households with the highest need of assistance.

Program H-1-1-1: Develop a list of interested, qualified housing developers and ask their cooperation in developing a strategy for housing development. Adjacent cities and the County can be contacted to get contact information for developers known to them.

Timing: Second quarter, 2009

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (staff time)

Program H-1-1-2: Survey other cities in the County to identify the processes for priority processing, development of policies regarding entitlements, fee waivers and deferrals, development standards, and concessions and incentive that will encourage housing development.

Timing: First quarter, 2010

Responsibility: Planning, Community & Economic Development

Funding Source: CDBG Planning/Technical Assistance Grant

Program H-1-1-3: Continue coordination with the State Department of Housing and Community Development (HCD) to become more aware of funding programs, changes and amendments to State housing law, and any other direct assistance to small cities.



This will include, but not be limited to, making sure that the City Clerk, City Planner, and City Community & Economic Development Director are on the HCD e-mail notification list for courses, information workshops, and other training.

Timing: Immediately and on-going

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time, conference cost and travel expense)

Objective H-1-2: Seek assistance under federal, state, and other programs for eligible activities within the City that address affordable housing needs.

Program H-1-2-1: Continue to use Redevelopment Agency Low and Mod Income Set-Aside funds for housing and housing programs, recognizing that the City has a very small redevelopment area and housing set-aside is approximately \$20,000 to \$30,000 annually. A specific allocation plan will be developed to determine the highest and best use of these limited resources. Some programs may include (1) grants to disabled persons for minor ADA improvements, (2) development and dissemination of informational brochures on housing programs, financing, or fair housing laws; and (3) costs of attendance at workshops and training for City staff to accomplish the goals of the housing element.

Timing: Annually during department budget cycle

Responsibility: City Clerk, RDA Board of Directors, Community & Economic Development

Funding Source: General Fund (Staff time), RDA funding

Program H-1-2-2: Continue to compete for the State HCD Small Cities Program for grant funds that may be used for housing-related programs. These include (a) Planning/Technical Assistance Grants up to \$30,000 and which may help off-set the cost of the zoning ordinance and general plan updates; (b) HOME funds up to \$5-Million for new construction, rehabilitation, preservation, First Time Home Buyer, and rental assistance; (c) Proposition 1C funds which vary by program; and any other appropriate programs.

Timing: Beginning with first cycle of NOFAs in 2009 and continuing through 2013



Responsibility: Community & Economic Development

Funding Source: General Fund (Staff)

Program H-1-2-3: Investigate the availability of federal Neighborhood Stabilization Program (NSP) funds that may be available to the City through the State of California. (The City is not eligible for County funds; it is not a County-participating jurisdiction.)

Timing: Immediately and continuing through 2010

Responsibility: Community & Economic Development

Funding Source: General Fund (Staff time)

Program H-1-2-4: Investigate the continued availability of United States Department of Agriculture, Rural Development (USDA-RD) new construction, home ownership, mobile home park conversion and preservation, and housing rehabilitation programs.

Timing: First quarter 2009 and continuing through 2013

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Program H-1-2-5: Continue to meet with the development community to ensure that there is sufficient land to meet market demand and will monitor zone change requests on a quarterly basis at the time the GIS data is being updated and will monitor demand at the time of the Annual Update as required by the Governor's Office of Planning and Research (OPR) and will initiate zone changes as necessary to meet demand.

Program H-1-2-6: Continue to provide technical assistance to developers, nonprofit organizations, or other qualified private sector interests in the application and development of projects for federal and state financing by providing assistance with entitlements, assistance with site identification, fee reductions when appropriate, and density bonuses.

Program H-1-2-7: Continue the one-stop, front counter permit processing procedures, including pre-application conferences.



Program H-1-2-8: Update City ministerial procedures for multifamily uses in multifamily zones and increase the use of ministerial processing for a variety of housing types.

Timing: Immediately and on-going

Responsibility: City Clerk, Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Program H-1-2-9: To streamline processing, the City will continue to update the City's marketing brochure which was prepared under a Planning/Technical Assistance Grant. The brochure is available for distribution to interested developers and the general public and outlines the City programs, funding source and availability, and contact information.

Timing: On-going

Responsibility: City Clerk, Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Program H-1-2-10: Publish the City's Housing Element and updates, Annual Action Plan, Annual Redevelopment Agency Report and respective notices. Create an on-line, searchable inventory of surplus lands and publicize their availability to promote the use of sites for housing affordable to lower-income households upon request, provide a funding application workshop for interested agencies and developers.

Timing: Third quarter 2009 and on-going

Responsibility: City Clerk, Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Program H-1-2-11: Adopt tiered environmental reviews to lessen environmental review on a project-by-project basis.

Timing: As professional environmental personnel are added to staff.



Responsibility: Planning, City Council

Funding Source: General Fund (Staff time)

Objective H-1-3: Develop and pursue a housing “in-fill” program that will specifically target housing for low and moderate income households.

Program H-1-3-1: Use Redevelopment Agency Low and Mod Income Set-Aside funds or HOME funds to provide an incentive for small housing developers to acquire in-fill parcels and develop housing for sale to low and moderate income households. The program may include incentives such as a reduction in lot size or short term development loans up to 50% of the limit of the City’s annual RDA set-aside.

Timing: Third quarter 2009 and on-going

Responsibility: City Clerk, Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Program H-1-3-2: Inquire as to the City’s eligibility for CalHFA revolving loan fund.

Timing: Third quarter 2009

Responsibility: City Clerk, Community & Economic Development

Funding Source: General Fund (Staff time)

Objective H-1-4: Encourage the development of housing and programs to assist special needs persons and households.

Program H-1-4-1: Continue to participate with the County of Imperial in the development of programs and policies for the plan to reduce or eliminate homelessness and in the development of the County-wide Continuum of Care Homeless Assistance Plan.

Timing: January 2009 and annually thereafter

Responsibility: City Clerk, Planning, Community & Economic Development

Funding Source: General Fund (Staff time)



Objective H-1-5: Comply with the provisions of Chapter 633, Statutes of 2007, also known as SB2, regarding emergency shelters and provide an opportunity for a minimum of one emergency shelter in the Industrial zone near services and facilities.

Program H-1-5-1: As part of the goal to update and amend the City's zoning ordinance, as identified in Goal A-1, above, the City will act to permit emergency shelters in all Industrial (I) zones within the City without a conditional use permit. The City will further ensure that (1) the applicant shall obtain any and all state or county licenses required for the facility; (2) require that the fire alarm system comply with CFC & CBC requirements; and (3) based on the number of residents, that the appropriate fire sprinkler system is installed within 90 days. The applicant should seek the approval of the Fire Chief/Marshall.

Objective: development and management standards that may be applied to the development of the emergency shelter shall include: (1) the maximum number of beds or persons served nightly by the facility and the length of stay; (2) off street parking, provided that the number and type does not exceed that which would be permissible for any other type development in the Industrial zone; (3) on-site 24-hour management and security personnel.

At the time the zoning ordinance is updated, City staff (or consultant) will review and incorporate the provisions highlighted in the HCD memo, dated May 7, 2008, regarding SB2.

http://www.hcd.ca.gov/hpd/sb2_memo050708.pdf

Timing: As part of the zoning ordinance update, to be completed and adopted by February 18, 2010, which is the anniversary date of the adoption of this housing element.

Responsibility: Planning, City Council

Funding Source: RDA Set-Aside; CDBG Planning/Technical Assistance Grant; General Fund

Objective H-1-6: To encourage the development of transitional and supportive housing which will result in housing for single individuals, working poor, homeless, senior citizens, students and others in need of basic, safe housing to prevent or reduce the incidence of homelessness in areas near service providers, public transportation, and service jobs.



Such housing is generally provided as single-room-occupancy (SRO); supportive housing; and transitional housing.

Program H-1-6-1: As part of the zoning ordinance update, the City will provide definitions of and standards for SRO units which will be permitted, by right, in multifamily zones.

Program H-1-6-2: As part of the zoning ordinance update, the City will provide a definition of “supportive housing” and include it as a specifically permitted use in all districts where multifamily housing is allowed.

Program H-1-6-3: As part of the zoning ordinance update, and to encourage transitional and supportive housing, the City will amend all residential zoning districts to permit transitional and supportive housing as a residential use, subject only to those regulations that apply to other residential dwellings of the same type in the same zone (i.e., multifamily in a multifamily zone).

Timing: As part of the zoning ordinance update, completed and adopted within one year of the adoption of this housing element.

Responsibility: Planning, City Council

Funding Source: RDA Set-Aside; CDBG Planning/Technical Assistance Grant; General Fund

Program H-1-6-4: The City will encourage developers of affordable housing to apply to the State of California HCD - MHP – Supportive Housing Program to develop housing affordable to extremely low-income households that are homeless or at-risk of becoming homeless. The City will further assist with expedited permit processing, incentives and modification of development standards as necessary.

Timing: for inclusion in the marketing brochure update, third Quarter 2009

Responsibility: Planning, Community & Economic Development

Funding Source: RDA Set-Aside; CDBG Planning/Technical Assistance Grant; General Fund

Objective H-1-7: Provide for the elderly and frail elderly persons and households.



Program H-1-7-1: For independent living for senior citizens, the City will encourage developers to apply for and will assist in the application for all forms and amounts of assistance, including, but not limited to: HOME, Prop 1C, USDA-RD, MHP, state and federal tax credits.

Program H-1-7-2: Housing and services for the frail elderly are usually provided in residential care facilities and that use will be included in the definition of supportive housing (see Program 6-2, above). It will recognize that Health and Safety Code Sections 1267.8, 1566.3, 1568.08 require local governments to treat licensed group homes and residential care facilities with six or fewer residents as single family homes which are permitted by right in all residential zones.

Timing: As part of the zoning ordinance update, completed and adopted by February 18, 2010.

Responsibility: Planning, Community & Economic Development

Funding Source: RDA Set-Aside; CDBG Planning/Technical Assistance Grant; General Fund

Objective H-1-8: Facilitate the development, maintenance, and improvement of housing for persons with disabilities; reduce processing time for reasonable accommodation requests by 50 percent.

Program H-1-8-1: Update the City's definition of "family" and "single-family residence" to comply with all federal and State fair housing laws. The definition should not distinguish between related and unrelated persons and should not impose limitations on the number of persons that may constitute a family. Include a definition of "family" in the emergency ordinance to further accommodate persons with disabilities. That definition will read "A family is one or more persons occupying one dwelling unit and living together as a single housekeeping unit."

Timing: Emergency ordinance by second quarter 2009 and inclusion in the zoning ordinance update

Responsibility: Planning, City Council

Funding Source: RDA Set-Aside; CDBG Planning/Technical Assistance Grant; General Fund

Program H-1-8-2: Ensure that the City complies with the provisions of SB 520 (Chapter 671 of the government code) regarding "reasonable accommodation" by adopting an emergency ordinance which will



amend the City zoning ordinance to meet the requirements of the government code then including that amendment in the proposed updated zoning ordinance.

This ordinance will provide an exception in zoning and land-use for persons with disabilities and will be a ministerial process. There will be minimal or no processing fee, subject to approval by the Building Official applying the following decision-making criteria:

- The request for reasonable accommodation will be used by an individual with a disability protected under fair housing laws.
- The requested accommodation is necessary to make housing available to an individual with a disability protected under fair housing law.
- The requested accommodation would not impose an undue financial or administrative burden on the City.
- The requested accommodation would not require a fundamental alteration in the nature of the City's land-use and zoning program.

Timing: Emergency ordinance by second quarter 2009 and inclusion in the zoning ordinance update, to be completed and adopted within one year of the adoption of this housing element.

Responsibility: Planning, City Council

Funding Source: RDA Set-Aside; CDBG Planning/Technical Assistance Grant; General Fund

Program H-1-8-3: Develop and adopt universal design elements that address the incorporation of disabled-assisted items such as rails and grab bars, push-pull faucet levers, wide-swing hinges, lower level light and electrical switches, lower counter-height, additional lighting, door bells, and safety equipment.

Timing: As part of the zoning ordinance update, completed and adopted by the housing element annual adoption date,

Responsibility: Planning, Building, City Council

Funding Source: RDA Set-Aside; CDBG Planning/Technical Assistance Grant; General Fund



Program H-1-8-4: Explore the need for an accessibility and mobility enhancement device program that will provide small grants (maximum of \$1,500) to households with disabled members so they can modify design elements (see 8-3, above) for disabled persons.

Timing: During budget sessions for RDA funds 2009.

Responsibility: Planning, City Clerk and Community & Economic Development

Funding Source: RDA Set-Aside

Program H-1-8-5: Establish ministerial procedures to reduce parking standards for housing for special needs households (i.e., seniors, persons with disabilities).

Timing: As part of the zoning ordinance update, completed and adopted within one year of the adoption of this housing element.

Responsibility: Planning, Building Official, City Council

Funding Source: CDBG Planning/Technical Assistance Grant; General Fund (Staff time)

Objective H-1-9: Encourage the development of farmworker housing in any residential zone and on or adjacent to specific farm sites.

Program H-1-9-1: Coordinate with the Imperial Valley Housing Authority (IVHA) and other farmworker related agencies to ensure that the City of Westmorland participates in the planning and location of farmworker housing.

Program H-1-9-2: Include a provision in the updated zoning ordinance to permit farmworker housing in any zone that permits the type housing being built (i.e. multifamily, single family, etc.).

Program H-1-9-3: As part of the zoning ordinance update, review and revise to comply with the provisions of Health and Safety Code Section 17021.5 and 17021.6 to ensure compliance with the Employee Housing Act.

Timing: As part of the zoning ordinance update, completed and adopted within one year of the adoption of this housing element.

Responsibility: Planning, Building Official, City Council



Funding Source: CDBG Planning/Technical Assistance Grant;
General Fund (Staff time)

Objective H-1-10: Provide direct assistance to very low and low income residents.

Program H-1-10-1: Continue to coordinate with the Imperial Valley Housing Authority and the County of Imperial to ensure that the City of Westmorland is allocated rental assistance vouchers to meet the growing demand for the program.

Timing: Immediately and on-going

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Objective H-1-11: To provide the citizens of Westmorland with housing opportunities affordable to all social and economic segments of the population.

Program H-1-11-1: Develop a written policy that will permit residential developers to “piggyback” or file concurrent applications such as zone changes, general plan amendments, tentative tract maps, etc.

Timing: Immediately and on-going

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Program H-1-11-2: Codify provisions of State law (Government Code Section 65915) that requires the City to provide a density bonus for units that are made available for low income families.

Timing: As part of the zoning ordinance update, completed and adopted February 18, 2010.

Responsibility: Planning, Community & Economic Development

Funding Source: CDBG Planning/Technical Assistance Grant;
General Fund (Staff time)

Program H-1-11-3: Amend the City zoning ordinance to include a provision that manufactured homes and manufactured home



subdivisions be permitted and regulated in the same manner as conventional or stick-built structures.

Timing: As part of the zoning ordinance update, completed and adopted by February 18, 2010.

Responsibility: Planning, City Council

Funding Source: CDBG Planning/Technical Assistance Grant; General Fund (Staff time)

Program H-1-11-4: The City will continue to work with non-profit developers such as IVHA to assist the development of housing affordable to extremely low-, very low- and low-income households. The City assists in the application for State and federal financial resources, and establishes a number of incentives such as fee deferrals, priority processing and relaxed development standards.

Timing: Contact IVHA during second quarter 2009 and coordinate any RFQ or other outreach.

Responsibility: Planning, City Council

Funding Source: CDBG Planning/Technical Assistance Grant; General Fund (Staff time)

GOAL H-2: It is the Goal of the City of Westmorland to provide and maintain an adequate supply of sites for the development of a range of housing that varies sufficiently in terms of cost, design, size, and tenure to meet the housing needs of all segments of the community at a level no greater than that which can be supported by the infrastructure.

Objective H-2-1: Identify a sufficient area of land that is or can be zoned to accommodate the housing needs identified in the Regional Housing Needs Assessment (RHNA) for all housing types and income levels.

Program H-2-1-1: Designate the 7.35 acres of vacant land identified in Table 14 of this document as “in-fill parcels” and make them available to local small housing developers (H-1-3-1).

Timing: Second quarter, 2009.

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (staff time)



Program H-2-1-2: Designate five specific sites containing a total of 82.7 acres of vacant land as set forth on pages 27 through 33 and Tables 14, 15, and 16 of this document for residential development to accommodate 736 new units. This number will exceed the current RHNA of 256 units and, once developed, will provide housing to very low, low, moderate, and above moderate income households.

Timing: Second quarter, 2009.

Responsibility: Planning, City Council

Funding Source: General Fund (staff time and LAFCo cost)

Program H-2-1-3: Initiate annexation of Assessor Parcel Numbers (APN) 35-341-11 and 35-242-1, 2,3,4,5,6,9,10,11

Timing: Second quarter, 2009.

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (staff time)

Objective H-2-2: Provide opportunities for mixed-use development.

Program H-2-2-1: Encourage development of well-planned and designed projects that provide for the development of compatible residential, commercial, industrial, institutional, or public uses within a single project or neighborhood utilizing a Planned Unit Development (PUD) zoning designation to be established.

Timing: As part of the zoning ordinance update, completed and adopted within one year of the adoption of this housing element.

Responsibility: Planning, City Council

Funding Source: CDBG Planning/Technical Assistance Grant; General Fund (Staff time)

Objective H-2-3: Provide lots of adequate size to accommodate affordable housing.

Program H-2-3-1: Develop a policy and guidelines for a program of lot consolidation to combine small residential lots into a lot large enough to accommodate affordable housing production. Incentives will be suggested.



Timing: As part of the zoning ordinance update, completed and adopted within one year of the adoption of this housing element.

Responsibility: Planning, Community & Economic Development

Funding Source: CDBG Planning/Technical Assistance Grant; General Fund (Staff time)

Objective H-2-4: Ensure adequate infrastructure to meet the housing need identified in the Regional Housing Needs Assessment (RHNA).

Program H-2-4-1: Require that water and sewer providers adopt written policies and procedures that give priority to developments that include affordable housing (SB 1087).

Timing: Immediately require water companies to comply with SB 1087 and have written policies by July 2009; other utilities by the third quarter 2009.

Responsibility: City Clerk, Public Works Department, Planning, Community & Economic Development

Funding Source: CDBG Planning/Technical Assistance Grant; General Fund (Staff time)

Goal H-3: To preserve, rehabilitate, and enhance existing housing and neighborhoods. It is the goal of the City of Westmorland to initiate all reasonable efforts to preserve the existing housing opportunities and neighborhoods.

Objective H-3-1: Protect existing residential neighborhoods from the encroachment of incompatible or potentially disruptive land uses and/or activities.

Program H-3-1-1: Review development proposals within or adjacent to existing residential neighborhoods for potential conflicts (intrusive, disruptive or incompatible land uses and/or activities). Review will be initiated early in the permit processing but when sufficient detail is available for analysis.

Timing: Immediately and to be expanded with the amended zoning code.

Responsibility: Planning, Building Official, Community & Economic Development



Funding Source: CDBG Planning/Technical Assistance Grant;
General Fund (Staff time)

Program H-3-1-2: Using CDBG, transportation funds, and other grants and matching funds to install and upgrade public service facilities such as streets, sidewalks, curbs, gutters, drainage, and utilities to encourage private investment.

Timing: Annually with Action Plan and budget cycle.

Responsibility: City Clerk, Public Works Department, Planning, Community & Economic Development

Funding Source: CDBG Planning/Technical Assistance Grant;
CDBG Infrastructure Grant; general fund

Program H-3-1-3: Consider providing a program to assist homeowners in foreclosure by referring them to the appropriate local agency/agencies that can assist them with credit counseling or access to NSP funds. First steps would be to contact the County of Imperial and other incorporated cities in the County to assess available resources.

Timing: Immediately, concurrent with the investigation of availability of NSP funding (H-1-2-3).

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Program H-3-1-4: Explore the possibility of using CDBG and/or HOME funds to assist very low, low, and moderate income families facing foreclosure by providing silent seconds, re-finance options, or other programs to keep them in their homes.

Timing: Immediately, concurrent with the investigation of availability of NSP funding (H-1-2-3).

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Objective H-3-2: Maintain, preserve and rehabilitate the existing housing stock in the City of Westmorland.



Program H-3-2-1: The City of Westmorland will continue to utilize CDBG funds through the State Small Cities Program to provide low or no interest loans to very low, low, and moderate income home owners. Over the last housing element period a total of 21 households obtained these loans which are paid back on a sliding scale and which come due and payable when the house is sold or changes hands. The average loan was \$62,500. Over the current CDBG funding year (2007-2008) a total of three home owners were assisted. One of those loans was for \$125,000 and allowed a total replacement. It is anticipated that three additional units per year from 2007 through 2013 will be assisted for a total of 24 units.

Timing: Immediately; to be expanded when the NOFAs are issued from the State HCD.

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Objective H-3-3: Establish code enforcement as a priority.

Program H-3-3-1: Continue to monitor and update the adopted code enforcement program and explore ways to finance a code enforcement officer.

Timing: Immediately or as funding is available.

Responsibility: Planning, City Council

Funding Source: General Fund (Staff time), RDA

Objective H-3-4: Preserve At Risk Housing

Program H-3-4-1: Even though there were no at-risk units in the City of Westmorland, (see Table 10, Page 21) the City will be vigilant in the review of information offered by the California Housing Partnership, the California Coalition for Rural Housing, and the Imperial Valley Housing Authority.

Program H-3-4-2: At the time any affordable housing project is approved for development, that approval will be conditioned upon the annual notification to the City that all residents are eligible for occupancy in the project. This can be accomplished by requiring the sponsor of such housing to file their annual report (required by other funding sources such as the CTCAC) with the City.



Timing: Immediately and on-going.

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Goal H-4: Ensure that all housing programs are available without discrimination on the basis of age, race, color, religion, sex, national origin, ancestry, marital status, sexual orientation, household composition or size, and source of income or any other arbitrary factor.

Objective H-4-1: Support the intent and spirit of equal housing as set forth in the Civil Rights Act of 1968, Title VII of the 1969 Civil Rights Act, the California Rumford Fair Housing Act, and the California Unruh Civil Rights Act and eliminate housing discrimination.

Program H-4-1-1: The City will access both HUD (San Francisco Regional Office 1-800-347-3739) and the State Department of Fair Employment and Housing (1-800-233-3212) to obtain a fair housing program outline and samples of public information for distribution to the citizens of Westmorland.

Program H-4-1-2: Continue to review and update the City of Westmorland brochure containing public information and local contact.

Program H-4-1-3: Contact the Inland Fair Housing and Mediation Board (1-800-321-0911) to discuss the costs and process associated with contracting with them for fair housing complaint and other housing services, as used by the City of El Centro.

Timing: Immediately and on-going.

Responsibility: City Clerk, City Council, Planning

Funding Source: General Fund (Staff time)

Program H-4-1-4: Designate the City Clerk as the first point of contact for residents in the City of Westmorland who may have complaints regarding housing discrimination. The City Clerk will make sure that the complainant is provided with contact information at the State and at HUD and will follow-up with the referral agency.

Program H-4-1-5: Provide fair housing contact information brochures at City Hall, in the Library, and in the manager's office of all multifamily rental complexes in the City.



Program H-4-1-6: Arrange for fair housing information to be available at the City booth at the Annual Honey Bee Festival in the City.

Program H-4-1-7: Arrange for fair housing contact information to be included with City water bills on an annual basis and at the initial billing for all new customers.

Program H-4-1-8: Require that all recipients of locally administered housing assistance funds be required to acknowledge their understanding of fair housing law and affirm their commitment to the law.

Timing: immediately and on-going

Responsibility: City Clerk, City Council

Funding Source: General Fund (Staff time)

Objective H-4-2: Reduce the incidence of displacement.

Program H-4-2-1: Require an analysis of potential displacement of existing residences and residents for all projects developed using City funds, with an emphasis on minimizing displacement and relocation.

Timing: Immediately and on-going.

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Goal H-5: Encourage and enhance intergovernmental, public, and private coordination and cooperation to achieve an adequate supply of housing for all economic and social segments of the community.

Objective H-5-1: Ensure that the goals, objectives, and programs of the housing element are consistent with the City of Westmorland General Plan and its appropriate elements.

Program H-5-1-1: As a part of the City's update of the zoning ordinance, prepare an analysis that will ensure that recommended changes will be consistent with the general plan particularly of the land use element to incorporate land uses for very low and low income housing as identified in the "Survey of Vacant Land" in this housing element document.



Program H-5-1-2: For all identified inconsistencies, prepare the necessary general plan amendment for consideration and adoption.

Program H-5-1-3: Identify any sources of funding that can be utilized to prepare and adopt a general plan amendment that will reflect the state and federal requirements and, at the same time, preserve the integrity and character of the City.

Timing: Concurrent with zoning ordinance update.

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Objective H-5-2: To continue to support the Imperial Valley Housing Authority (IVHA) to provide housing assistance to extremely low, very low, low, and moderate income households.

Program H-5-2-1: Maintain membership in IVHA to qualify City residents for Section 8 housing assistance.

Program H-5-2-2: Continue to participate in the annual Homeless Collaborative survey and meetings to provide input for the Continuum of Care documents.

Timing: Immediately and on-going.

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Objective H-5-3: Investigate the opportunity to interact with other cities and the County to deal with Valley-wide housing issues and problems.

Program H-5-3-1: Work with the County of Imperial and IVHA to identify and solve regional problems.

Timing: immediately and on-going

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

GOAL H-6 Encourage the use of energy efficient and “green” technology in the development of housing.



Objective H-6-1: Promote the conservation of natural resources and energy conservation in housing design and construction.

Program H-6-1-1: Review the City's current building standards and adopt the new ICC Building Codes which will be available in March 2009.

Program H-6-1-2: Contact local utility providers to determine their energy conservation and efficiency programs and requirements and to the extent possible, incorporate them into the City's development requirements along with the State Energy Conservation Standards.

Program H-6-1-3: Provide public information brochures on energy efficiency from utility providers to the general public in City Hall and as part of the packet given to developers starting the entitlement process.

Program H-6-1-4: The City shall work with architects, engineers, builders, contractors, owners, and occupants to optimize building performance, comfort, and savings through a whole-building approach to design and construction.

Timing: immediately and on-going

Responsibility: Planning, Community & Economic Development

Funding Source: General Fund (Staff time)

Program H-6-1-5: Investigate the implementation of the Leadership in Energy and Environmental Design (LEED) green building rating system as developed by the US Green Building Council (USGBC).

Program H-6-1-6: Consider adopting LEED provisions for siting and land use; improved water efficiency (i.e. landscaping); energy usage and atmosphere (exhausts); materials and resources (recycled/reuse); indoor environmental quality (ventilation, views, etc); and innovation and design.

Timing: Third quarter 2010.

Responsibility: Planning, Building Official

Funding Source: General Fund (Staff time)



Program H-6-1-7: Work with the Imperial Irrigation District (IID), the primary electric and water utility provider in Imperial Valley to make sure that the residents of the City of Westmorland are aware of their programs and have access to them. These programs include, but are not limited to:

- An interactive, on-line home energy audit calculator
- Appliance and dual pane window rebate programs
- IID's "Check Me!" air condition repair program
- Information on PV/solar systems
- Summer "Solar School" for teachers
- On-going visitation of IID personnel to schools
- IID provides "Earth Day" activity books for elementary and middle school students
- Energy saving "action kits" with a compact fluorescent light bulb (CFL), a nightlight, a high-efficiency shower head, and easy-to-use home testing materials. The kit also includes a discount coupon toward the purchase of a CFL.
- IID also provides information about the science and history of heating, cooling and powering our homes with the Sun. Participants will build solar cookers, model passive solar homes, solar electric cars/fountains, and conduct energy audits. We will visit several local low-energy, solar buildings to see these designs in practice. In addition, information about the science of proper building designs (e.g. thermodynamics, electricity, seasonal changes).
- See the "Home Energy Checklist" from IID on Attachment 4.

CITIZEN PARTICIPATION

1. The jurisdiction must make a diligent effort to include all economic segments of the community and/or their representatives in the development and update of the housing element.

A copy of the housing element workshop agenda was posted in all the City's regular places plus a copy was provided (1) to the management of all multifamily complexes with a request they post it in the office; (2) to all public utilities or service providers; and (3) to senior centers, youth centers, and community centers.

A total of 28 persons were in the audience during the housing element workshop held on January 7, 2009. There were some general questions about the process but only one substantial question. That question was from the developer of the proposed Gateway project and he needed a clarification that the housing being proposed on his site was single family for sale to moderate and above moderate income



households. The City Council assured him that was their understanding. A copy of the attendance sheet is appended as Attachment #5.

Copies of the Final Draft of the housing element were sent to the County of Imperial, the City of El Centro, the City of Brawley, and the Imperial Valley Housing Authority requesting their comments and inviting them to participate in public meetings or workshops.

A notice of the intent to adopt the housing element on February 18, 2009 was included in the January water bills of all 400+ residences in the City. Attachment 6.

2. The element should clearly describe how public participation was encouraged (types of outreach, meetings, etc.) throughout the development and implementation of the housing element process.

The City of Westmorland is a small community (2,372 persons); members of the Planning Commission and City Council were requested to personally advise their neighbors, family, friends, and acquaintances about the availability of the Public Review Draft.

The City conducted one public workshop; one public meeting to adopt the environmental documents (CEQA); and one public meeting to adopt the housing element. All meetings and workshops were posted and advertised.

3. Describe who was invited to participate, which group's actually participated, general comments received and how comments were incorporated into the housing element.

Everyone in the City was invited to attend the workshop and public meetings. Comments received are incorporated into the document as Attachment 7; however, comments that affect the content and which were adopted by the City Council were incorporated into the appropriate section of the element.

4. Describe any ongoing efforts to engage the public and stakeholders in the implementation of the housing element.

Westmorland will initiate periodic workshops to evaluate the implementation of housing programs. These workshops will include presentations to various local community groups. Encourage the continuance of the annual public hearing about housing issues in Westmorland.

The initial workshops will be associated with the updating and amendment to the City's zoning ordinance (see Program A-2) prior to the first anniversary of the adoption of the housing element...



Public sessions will also be conducted to address changes to the City's General Plan, specifically the land use and circulation elements.

**Table 23
Summary of Programs**

Program Number	Activity	Timing	Responsibility
Goal A-1: Provide governmental framework for the development and implementation of a successful housing program.			
A-1-1	Identify funding to update zoning ordinance	1 st Quarter 2009	Planning C&ED
A-1-2	Complete update to meet all laws, codes	December 2009	Planning City Council
A-1-3	Complete update to include new zones and amend existing ones	December 2009	Planning
A-2-1	Adopt new building codes	3 rd Quarter 2009	Planning City Council
H-1-1-1	Develop list of developers to get input for strategies	2 nd Quarter 2009	Planning C&ED
H-1-1-2	Survey cities to identify successful processes	1 st Quarter 2010	Planning C&ED
H-1-1-3	Coord w/HCD to become aware of new programs and laws	Immediate and On-going	Planning C&ED
H-1-2-1	Use RDA set-aside funds for minor programs	Annually at Budget	City Clerk RDA Board C&ED
Goal H-1: Increase availability of permanent housing for all social and economic segments of the City.			

Program Number	Activity	Timing	Responsibility
H-1-2-2	Apply for HCD CDBG, HOME, Prop 1C	2009 through 2013	C&ED
H-1-2-3	NSP Funds from State of California	Immediate	C&ED
H-1-2-4	USDA-RD funds	1 st Quarter 2009	C&ED



H-1-2-5	Continue to meet with developers and monitor zone changes; update maps at annual report time	Immediately and on-going	City Clerk Planning C&ED
H-1-2-6	Technical assistance to public and private developers	Immediate	City Clerk Planning C&ED
H-1-2-7	Continue one-stop front counter processing.	Immediate on-going	City Clerk Building Planning
H-1-2-8	Update ministerial procedures for multifamily and other land uses.	Immediate On-going	Planning City Council
H-1-2-9	Regularly update marketing brochure of programs and financing	On-going	City Clerk Planning C&ED
H-1-2-10	Publish housing element and annual plans; plan workshops as necessary	3 rd Quarter 2009	City Clerk Planning C&ED
H-1-2-11	Adopt tiered environmental reviews	When hire new personnel	Planning City Council
H-1-3-1	Funding for in-fill small developments	3 rd Quarter 2009	City Clerk Planning C&ED
H-1-3-2	Investigate CalHFA	4 th Quarter 2009	City Clerk Planning C&ED
H-1-4-1	Participate w/County to reduce homelessness	January 2009 Annually	City Clerk Planning C&ED
H-1-5-1	Permit emergency shelters in Industrial zones	By element annual date	Planning C&ED

Program Number	Activity	Timing	Responsibility
H-1-6-1	Define SRO and allow in multifamily zones by right	By element annual date	Planning City Council
H-1-6-2	Define Supportive Housing and allow where multifamily is permitted	By element annual date	Planning City Council



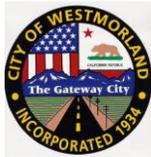
H-1-6-3	Define transitional housing and allow where multifamily is permitted	By element annual date	Planning City Council
H-1-6-4	Encourage developers to apply for MHP Supportive Housing	Immediate On-going	Planning C&ED
H-1-7-1	Encourage independent living for seniors	By element annual date	Planning C&ED
H-1-7-2	Frail elderly and group homes	By element annual date	Planning C&ED
H-1-8-1	Define "family" in emergency ordinance	2 nd Quarter 2009	Planning City Council
H-1-8-2	Adopt reasonable accommodation in emergency ordinance	2 nd Quarter 2009	Planning City Council
H-1-8-3	Adopt universal design for disabled assistance	By element annual date	Planning Building City Council
H-1-8-4	Explore need for small grant for accessibility enhancement program	RDA Budget 2009	City Clerk Planning C&ED
H-1-8-5	Establish ministerial procedures to reduce parking for special needs	By element annual date	Planning Building City Council
H-1-9-1	Coord w/IVHA to determine need for farmworker housing	By element annual date	Planning City Council C&ED
H-1-9-2	Permit farmworker housing in any zone that permits the type of housing	By element annual date	Planning City Council

Program Number	Activity	Timing	Responsibility
H-1-9-3	Comply w/Employee Housing Act	By element annual date	Planning City Council
H-1-10-1	Coord w/County and IVHA for housing vouchers	Immediate	Planning C&ED
H-1-11-1	Develop policy for	Immediate	Planning



	concurrent applications		C&ED
H-1-11-2	Codify density bonus to meet GC Section 65915	By element annual date	Planning C&ED
H-1-11-3	Permit manufactured homes in all residential zones	By element annual date	Planning City Council
H-1-11-4	Consider additional incentive and assist in application preparation for low income housing	2 nd Quarter 2009	Planning City Council C&ED
Goal H-2: Maintain sufficient sites for a range of housing types to meet the needs of all segments of the community which can be supported by infrastructure.			
H-2-1-1	Designate some downtown vacant land as "in-fill" parcels	By December 2009	Planning City Council C&ED
H-2-1-2	Designate 82.7 acres for all levels and densities	By December 2009	Planning City Council
H-2-1-3	Initiate annexations	2 nd Quarter 2009	Planning City Council
H-2-2-1	Designate PUD Zone	By element annual date	Planning City Council
H-2-3-1	Develop lot consolidation policy/program	By element annual date	Planning Building City Council
H-3-1-1	Review development proposals for conflict with adjacent land uses	Immediate and w/ Zoning Update	Planning Building C&ED
Goal H-3: To preserve, rehabilitate, and enhance existing housing and neighborhoods.			

Program Number	Activity	Timing	Responsibility
H-3-1-2	Apply for CDBG funds to install public service facilities	Annually at budget	City Clerk Public Works Planning C&ED
H-3-1-3	Research programs for low	Immediate	Planning



	and moderate income families to assist them through the foreclosure process; NSP Funds possible.	and in conjunction with H-1-2-3	C&ED
H-3-1-4	Investigate the use of HOME or CDBG funds to assist families facing foreclosure	Immediate and in conjunction with H-1-2-3	Planning C&ED
H-3-2-1	Continue to participate in the CDBG owner occupied rehabilitation program	Immediate and during CDBG funding cycle	Planning C&ED
H-3-3-1	Consider establishing a code enforcement department	Immediate as funding available	Planning City Council
H-3-4-1	At Risk Units – none exist during planning period	On-going	Planning C&ED
H-3-4-2	Developers to provide monitoring for eligibility	Immediate and on-going	Planning C&ED
Goal H-4: Ensure that all housing programs are available without discrimination on the basis of race, color, religion, sex, national origin, or any other arbitrary factor.			
H-4-1-1	City to access HUD and State programs to obtain fair housing program outline for adoption	Immediate and on-going	City Clerk Planning City Council
H-4-1-2	Review and update brochure for public	Immediate and on-going	City Clerk Planning City Council
H-4-1-3	Contact Inland Fair Housing and Mediation Board to discuss their programs	Immediate and on-going	City Clerk Planning City Clerk

Program Number	Activity	Timing	Responsibility
H-4-1-4	Designate City Clerk as the first point of contact for discrimination complaints	Immediate and on-going	City Clerk City Council
H-4-1-5	Distribute fair housing information brochures in	Immediate and on-	City Clerk City Council



	public places	going	
H-4-1-6	Place fair housing information in booth at annual Honey Bee Festival	Immediate and on-going	City Clerk City Council
H-4-1-7	Distribute fair housing info with water bills	Immediate and on-going	City Clerk
H-4-1-8	Require recipients of locally administered programs affirm their commitment to fair housing laws	Immediate and on-going	City Clerk Planning C&ED
H-4-2-1	Analyze potential displacement for all developments assisted by the City	4 th Quarter 2009	City Clerk Planning C&ED

Goal H-5: Encourage and enhance intergovernmental, public, and private coordination and cooperation to achieve an adequate supply of housing for all economic and social segments of the community.

H-5-1-1	Analyze consistency between zoning ordinance and general plan	By element annual date	Planning C&ED
H-5-1-2	Prepare general plan amendment for inconsistencies	By element annual date	Planning C&ED
H-5-1-3	Research funding sources for general plan amendments	By element annual date	Planning C&ED
H-5-2-1	Maintain membership in IVHA	Immediate and on-going	Planning City Council
H-5-2-2	Participate in annual homelessness survey	Immediate and on-going	Planning C&ED
H-5-3-1	Work with other jurisdictions to solve Valley-wide problems	Immediate and on-going	Planning C&ED

Program Number	Activity	Timing	Responsibility
Goal H-6: Encourage the use of energy efficient and “green” technology in the development of housing.			
H-6-1-1	Adopt new ICC Building codes available in March	Immediate and on-	Planning C&ED



	2009	going	
H-6-1-2	Contact utility providers to get their energy info for distribution	Immediate and on-going	Planning City Clerk
H-6-1-3	Place energy efficiency information brochures in City Hall	Immediate and on-going	Planning C&ED
H-6-1-4	Work with building professionals to optimize building performance	Immediate and on-going	Planning Building
H-6-1-5	Investigate implementing LEEDS rating system	3 rd Quarter 2010	Planning Building
H-6-1-6	Consider adopting LEEDS provisions for all new development	3 rd Quarter 2010	Planning Building
H-6-1-7	Work with IID to make sure residents know about programs	Immediate and on-going	Planning Building

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