

Please Start Here

General Information	
Jurisdiction Name	Walnut Creek
Reporting Calendar Year	2023
Contact Information	
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Mailing Address	
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City	Walnut Creek
Zipcode	94513

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

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Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is reopened.

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://apr.hcd.ca.gov/APR/login.do>

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2023 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2023

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. Online Annual Progress Reporting System - Please see the link to the online system to the left. This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. Email - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

<i>Data is auto-populated based on data entered in Tables A, A2, C, and D</i>			
Jurisdiction	Walnut Creek		
Reporting Year	2023	(Jan. 1 - Dec. 31)	
Housing Element Planning Period	6th Cycle	01/31/2023 - 01/31/2031	
Building Permits Issued by Affordability Summary			
Income Level			Current Year
Very Low	Deed Restricted	0	
	Non-Deed Restricted	2	
Low	Deed Restricted	0	
	Non-Deed Restricted	9	
Moderate	Deed Restricted	0	
	Non-Deed Restricted	10	
Above Moderate		2	
Total Units		23	
Note: Units serving extremely low-income households are included in the very low-income permitted units totals			
Units by Structure Type			
	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	17	2	10
2 to 4 units per structure	6	2	0
5+ units per structure	30	0	366
Accessory Dwelling Unit	0	19	31
Mobile/Manufactured Home	0	0	0
Total	53	23	407
Infill Housing Developments and Infill Units Permitted		# of Projects	Units
Indicated as Infill		25	23
Not Indicated as Infill		0	0
Housing Applications Summary			
Total Housing Applications Submitted:			24
Number of Proposed Units in All Applications Received:			29
Total Housing Units Approved:			12
Total Housing Units Disapproved:			0
Use of SB 35 Streamlining Provisions - Applications			
Number of SB 35 Streamlining Applications			0
Number of SB 35 Streamlining Applications Approved			0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0
Streamlining Provisions Used - Permitted Units		# of Projects	Units
SB 9 (2021) - Duplex in SF Zone		1	2
SB 9 (2021) - Residential Lot Split		0	0
AB 2011 (2022)		0	0
SB 6 (2022)		0	0
SB 35 (2017)		0	0
Ministerial and Discretionary Applications		# of Applications	Units
Ministerial		23	28
Discretionary		1	1
Density Bonus Applications and Units Permitted			
Number of Applications Submitted Requesting a Density Bonus			1
Number of Units in Applications Submitted Requesting a Density Bonus			6
Number of Projects Permitted with a Density Bonus			0
Number of Units in Projects Permitted with a Density Bonus			0
Housing Element Programs Implemented and Sites Rezoned			Count
Programs Implemented			132
Sites Rezoned to Accommodate the RHNA			0
Cells in grey contain auto-calculation formulas			

Jurisdiction	Walnut Creek	ANNUAL ELEMENT PROGRESS REPORT				Note: "+" indicates an optional field									
Reporting Year	2023 (Jan. 1 - Dec. 31)	Housing Element Implementation				Cells in grey contain auto-calculation formulas									
Planning Period	6th Cycle 01/31/2023 - 01/31/2031														

**Table A
Housing Development Applications Submitted**

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications		Application Status	Project Type	Notes		
1				2	3	4	5							6	7	8	9	10		11	12	13	
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA, SFD, Z to 4,5+, ADU, MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*
Summary Row: Start Data Entry Below							6	3	0	8	0	8	4	29	12	0							
	189040054	2102 TICE VALLEY BLVD	HOPE VILLAGE MICRO HOMES	Y22-087	2 to 4	R	05/11/2023	6							6	6		NONE	Yes	Yes	Approved	Ministerial	AB 2162
	184470002	423 MONTECILLO DR	CONVERT (E) SPACE ABOVE GARAGE TO ADU	B230378	ADU	R	03/30/2023						1		1			NONE	No	No	Pending	Ministerial	
	170270002	1740 SUNNYVALE AVE	(N) SFR WITH ATTACHED 2 CAR GARAGE	B230574	SFD	R	05/04/2023							1	1			NONE	No	No	Pending	Ministerial	
	184242019	175 ARLENE DR	(N) DETACHED ADU	B230974	ADU	R	07/31/2023						1		1			NONE	No	No	Pending	Ministerial	
	180030042	213 OAK KNOLL LOOP	(N) 300 SQ FT DETACHED ADU	B231015	ADU	R	08/07/2023		1						1			NONE	No	No	Pending	Ministerial	
	142300017	695 ROCKCREEK CT	CONSTRUCT (N) ATTACHED ADU	B231094	ADU	R	08/22/2023		1						1			NONE	No	No	Pending	Ministerial	
	142252033	2263 BELFORD DR	CONVERT GARAGE TO ADU	B230468	ADU	R	04/17/2023				1				1			NONE	No	No	Pending	Ministerial	
	142133004	178 ARBOLADO DR	DETACHED MANUFACT	B230756	ADU	R	06/09/2023						1		1	1		NONE	No	No	Approved	Ministerial	
	187020005	20 LAYMAN CT	(N) ATTACHED ADU	B230874	ADU	R	07/07/2023				1				1			NONE	No	No	Pending	Ministerial	
	171120035	2756 LARKEY LN A	(N) DETACHED ADU - 42	B230780	ADU	R	06/13/2023		1						1	1		NONE	No	No	Approved	Ministerial	
	174070024	31 SANDY LN	(N) DETACHED ADU	B231095	ADU	R	08/22/2023					1			1			NONE	No	No	Pending	Ministerial	
	134243006	651 WINTERGREEN	(N) DETACHED ADU	B231290	ADU	R	10/04/2023					1			1			NONE	No	No	Approved	Ministerial	
	138080006	86 ORCHARD EST	SHARMA NEW SFR	Y23-060	SFD	O	12/19/2023						1	1	1			NONE	No	No	Pending	Discretionary	Approved in 2024.
	139100013	2822 COMISTAS DR	(N) DETACHED ADU	B230080	ADU	R	01/23/2023						1		1	1		NONE	No	No	Approved	Ministerial	
	139233007	857 AUTUMN DR	(N) DETACHED ADU	B230265	ADU	R	03/06/2023				1				1	1		NONE	No	No	Approved	Ministerial	
	171290013	2491 WARREN LN	PERMITTING AND REMODELING UNPERMITTED ADU -- ATTACHED TO GARAGE	B230848	ADU	R	06/29/2023				1				1	1		NONE	No	No	Approved	Ministerial	
	140031001	231 WALNUT AVE	(N) DETACHED ADU	B230857	ADU	R	07/05/2023						1		1	1		NONE	No	No	Approved	Ministerial	
	138080035	900 TRAILS END DR	LEGALIZE EXISTING 536 SQ. FT. DETACHED ADU	B231124	ADU	R	08/31/2023				1				1			NONE	No	No	Pending	Ministerial	
	171091017	12 JOLIE LN	ATTACHED GARAGE w/ ADU ON UPPER LEVEL	B231143	ADU	R	09/06/2023							1	1			NONE	No	No	Pending	Ministerial	
	134372009	3627 SUGARBERRY LN	(N) DETACHED 462 SQFT ADU	B231187	ADU	R	09/18/2023				1				1			NONE	No	No	Pending	Ministerial	
	145195010	1327 ARKELL RD	NEW DETACHED ADU	B231229	ADU	R	09/25/2023					1			1			NONE	No	No	Pending	Ministerial	
	182040003	2105 YOUNGS CT A	(N) DETACHED ADU	B231393	ADU	R	10/20/2023						1		1			NONE	No	No	Pending	Ministerial	
	142273008	3174 NARANJA DR	ATTACHED JADU	B230989	ADU	R	08/01/2023		1						1			NONE	No	No	Pending	Ministerial	
	182020027	0 ALICE AVE	(N) DETACHED ADU	B231311	ADU	R	10/05/2023							1	1			NONE	No	No	Pending	Ministerial	
															0								

ANNUAL ELEMENT PROGRESS REPORT
 Housing Element Implementation

Note: "X" indicates an unaffordable
 unit. "Y" indicates an affordable unit.

Table A Annual Housing Activity by House Type, Unit Type, Affordability, Building Period, and Occupancy Status																																						
Project Identifier	Unit Type	Affordability by Household Income - Completion & Settlement										Affordability by Household Income - Building Periods										Affordability by Household Income - Certificate of Occupancy								Housing with Private Unit Assessment (Housing Element 2023)	Housing with Private Unit Assessment (Housing Element 2024)	Housing with Private Unit Assessment (Housing Element 2025)	Housing with Private Unit Assessment (Housing Element 2026)	Housing with Private Unit Assessment (Housing Element 2027)	Housing with Private Unit Assessment (Housing Element 2028)	Housing with Private Unit Assessment (Housing Element 2029)	Housing with Private Unit Assessment (Housing Element 2030)	Notes
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28									
Year Began	Current Unit	Unit Status	Project Name	Unit Location	Unit Type	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	Household Income	
17000001	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	

Jurisdiction	Walnut Creek			ANNUAL ELEMENT PROGRESS REPORT				This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.				
Reporting Year	2023	(Jan. 1 - Dec. 31)		Housing Element Implementation				Please contact HCD if your data is different than the material supplied here				
Planning Period	6th Cycle	01/31/2023 - 01/31/2031										

**Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability**

Income Level	RHNA Allocation by Income Level	Projection Period - 06/30/2022-01/30/2023	2									3	4		
			2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level		
Very Low	Deed Restricted	1,657	-	-	-	-	-	-	-	-	-	-	-	2	1,655
	Non-Deed Restricted		-	2	-	-	-	-	-	-	-	-	-		
Low	Deed Restricted	954	-	-	-	-	-	-	-	-	-	-	-	13	941
	Non-Deed Restricted		5	8	-	-	-	-	-	-	-	-	-		
Moderate	Deed Restricted	890	-	-	-	-	-	-	-	-	-	-	-	17	873
	Non-Deed Restricted		9	8	-	-	-	-	-	-	-	-	-		
Above Moderate		2,304	2	2	-	-	-	-	-	-	-	-	-	4	2,300
Total RHNA		5,805													
Total Units			16	20										36	5,769

Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).

	5 Extremely low-Income Need	6									7				
		2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date	Total Units Remaining			
Extremely Low-Income Units*	829	-	-	-	-	-	-	-	-	-	-	-	-	-	829

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

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

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

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

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

VLI Deed Restricted															
VLI Non Deed Restricted															
LI Deed Restricted															
LI Non Deed Restricted															
MI Deed Restricted															
MI Non Deed Restricted															
Above Mod Income															

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	Walnut Creek		
Reporting Year	2023	(Jan. 1 - Dec. 31)	
<i>D_1_Name</i>	<i>D_2_Objective</i>	<i>D_3_Time</i>	<i>D_4_Status</i>

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

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

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
2023-2031 HOUSING ELEMENT PROGRAMS			
H-1.A. Encourage and Monitor Accessory Dwelling Units	Action 1: Adopt pre-approved ADU designs and permit-ready construction plans.	End of 2023	Permit-ready ADU plans were made available to the public on March 12, 2024.
H-1.A. Encourage and Monitor Accessory Dwelling Units	Action 2: Develop educational materials and distribute at Planning Counter and on website; provide info in City newsletter.	Prepare materials by December 2023 and update annually	The City already provides a handout and website on ADUs. These items will be updated when the ADU ordinance is amended, per Prog. H-4.F.
H-1.A. Encourage and Monitor Accessory Dwelling Units	Action 3: Encourage regional partners to pursue a regional ADU incentive program. If pursued, participate in program development and implementation.	None stated	No action required in 2023.
H-1.A. Encourage and Monitor Accessory Dwelling Units	Action 4: Develop ADU monitoring program to collect data such as occupancy status and rent levels at time of occupancy. Utilize data to inform future outreach and educational efforts. Assess ADU production and affordability as part of Mid-Cycle Review (see Prog. H-6.K).	End of 2024	No action required in 2023. In accordance with HCD guidance, the City estimates ADU affordability (household income level) based on ADU square footage, bedroom count, and average Walnut Creek rents per square foot.
H-1.A. Encourage and Monitor Accessory Dwelling Units	Action 5: If assumptions in Sites Inventory are not met, take alternative actions (e.g., outreach, technical assistance, development standard modifications, incentives, funding and rezoning) depending on needs identified through ADU Monitoring Program.	December 2028	No action required in 2023.
H-1.A. Encourage and Monitor Accessory Dwelling Units	Action 6: In accordance with AB 671, research feasibility of reducing or waiving ADU building permit fees, and research ADU grant funds.	End of 6th cycle planning period (Jan. 2031)	No action required in 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-1.B. Technical Assistance to Developers	Continue to advise developers on density bonuses and offer pre-application meetings upon request. Hold one outreach meeting with developers each year to discuss available sites in HE Sites Inventory, density bonus, and other incentives, starting in 2024.	Annually after Housing Element certification and by December 31 each year (starting in 2024).	The City advised developers regarding density bonuses and held pre-application meetings on an as-needed basis in 2023. The annual meeting is not required until 2024.
H-1.C. Maintain/Update the Site Inventory	Maintain RHNA site inventory and update as projects are reviewed/approved/constructed, to ensure sufficient capacity is maintained to accommodate identified need.	Annually through APR effort	The City adopted and HCD certified its 6th cycle Housing Element, which contains its most recent inventory. The City continues to maintain an adequate inventory of sites to meet the RHNA.
H-1.C. Maintain/Update the Site Inventory	Should a development approval reduce the remaining site capacity below the amount needed for the remaining RHNA, identify sufficient sites to accommodate the shortfall.	As needed	This situation did not occur in 2023.
H-1.C. Maintain/Update the Site Inventory	Upon request, make site inventory map and/or list available subject to reproduction costs.	As requested	The City maintains an up-to-date site inventory on its website. Most recently it was updated to include the inventory listed in the City's adopted and certified Housing Element.
H-1.C. Maintain/Update the Site Inventory	Continue to pursue alternative actions for meeting RHNA through preservation, legislative changes, and regional cooperation. Apply for funding and/or support funding applications to pursue acquisition/rehabilitation of at-risk housing.	Annual during APR effort, and as funding sources are announced	No alternative actions or funding opportunities identified in 2023. The City continues to monitor funding opportunities. Several other programs intended to help meet the RHNA will be implemented over the next 2-3 years (e.g., see under Goal H-4), and Prog. H-6.K requires a mid-cycle review to determine if alternative actions are needed to meet the RHNA.
H-1.D. Provide a Menu of Incentives/Concessions for Developers	Gather information, including feedback from annual meeting with developers in Prog. H-1.B, on available incentives/concessions for developers.	Within 2 years of Housing Element certification	No action required in 2023.
H-1.D. Provide a Menu of Incentives/Concessions for Developers	Develop and post overview of available incentives/concessions on website and update annually.	Annually by December 31	No action required in 2023. (This action is contingent on the previous one, which is not due until October 2025.)
H-1.E. Increase Workforce Housing Options	As part of permanent SB 9 ordinance, consider allowing total larger square foot SB 9 dwelling units.	Fall of 2023 and ongoing	The City's permanent SB 9 ordinance was adopted in October 2023 and includes larger square footage allowances for SB 9 units.
H-1.E. Increase Workforce Housing Options	Add geographic targeting to the ADU and SB 9 programs, to increase education, marketing and incentives for RCAs and areas with larger lots.	December of 2023 and ongoing	Anticipated to be completed in 2024.
H-2.A. Pursue State and Federal Funding for Affordable Housing	Access information from State, federal and regional sources to identify grant application opportunities for affordable housing.	Annually	The City continues to monitor funding opportunities.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-2.A. Pursue State and Federal Funding for Affordable Housing	When grant opportunities are known, the City will reach out to affordable developer stakeholders to identify projects and/or opportunities to include on grant applications and work to secure the funding.	As grants become available, the City will apply for or support a minimum of two grant applications per year.	The City supported RCD's AHSC application for 699 Ygnacio Valley Road. The City has already committed \$8,500,000 in local funding to an affordable housing development at this location and will continue to partner with the project developer to secure adequate funding to complete the project.
H-2.B. Local Funding for Affordable Housing	Continue to allocate commercial linkage and housing in-lieu fees for extremely low-, very low-, low-, and moderate-income housing, as well as other housing programs such as first-time homebuyer assistance.	As funding is available and developers request it.	In 2023 the City revamped its process for determining the allocation and distribution of the commercial linkage and housing In-lieu fees, and for this reason was unable to approve allocation of these fees. In previous years distribution was conducted on a first-come, first-served basis, whereas the City now will conduct a more formal annual NOFA that will allow developers of affordable housing to compete for the funds. The City is anticipating a FY25 fall roll-out and will provide ongoing updates as the program continues.
H-2.B. Local Funding for Affordable Housing	Provide information on available funds and 3-year projection during annual developer meeting (per H-1.B).	Annually by December 31 (starting in 2024)	Not required until 2024, based on language in Prog. H-1.B.
H-2.C. Allocate CBDG Funding for Housing	Participate in Contra Costa Consortium and continue to set aside a portion of annual CBDG allocation for housing programs, consistent with the Consortium's Consolidated Plan and the City's Annual Action Plan.	Annually	City staff continued to participate in the Contra Costa Consortium monthly meetings. CBDG funds were approved by City Council in May and subsequent information was posted on our website in 2023.
H-2.C. Allocate CBDG Funding for Housing	Meet with ECHO Housing to discuss fair housing funding needs, and if needed, provide additional funding under program administration cap instead.	End of FY 2023-24	Conversations with ECHO related to the City's AFFH goals began in early 2024 and will continue throughout the calendar year.
H-2.D. Facilitate Access to Affordable Housing for Residents	Coordinate with affordable housing property managers and housing advocates to improve referrals to available affordable units, including outreach to nonprofits serving the region. Continue to maintain webpage and list-serve email system that informs advocates and residents of each property's waitlist status, application requirements, etc.	End of FY 2023-24 with updates as needed	No action required in 2023. City continued to maintain webpage and list-serve.
H-2.E. Community Housing Engagement	Utilize public information campaign to educate/engage community on affordable housing and homelessness issues, including presentations for at least one community group meeting per year.	Annually by December 31	City staff participated in monthly meetings of the Walnut Creek Homeless Task Force (WCHTF); meeting minutes and agendas can be found here: https://www.wchomelesstaskforce.org/meeting-minutes-and-agenda.html . City staff also participated in the WCHTF's Annual Forum on 11/11/2023, which can be viewed here: https://youtu.be/vL6LibbLyzg?si=yCMLDYqNaokEMntk . In addition, the City participated in the Groundbreaking ceremony for Hope Solutions (a project providing 6 units of extremely low income housing for persons currently unhoused,) on 10/11/2023, where our Mayor was a keynote speaker.
H-2.E. Community Housing Engagement	Promote presentations and events through social media, emails and newsletters.	Ongoing, as City attends events	City staff consistently notified interested parties on several topics, including the Housing Element updates, BMR opportunities, First Time Homebuyer loan programs, and other affordable housing opportunities.
H-2.F. Mortgage Credit Certificate Program	Participate in Contra Costa County Mortgage Credit Certificate Program when available. Publicize on website when program is active.	Promotion when County confirms funding availability	Program was not active during 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-2.G. Improve First-Time Homebuyer Assistance Program	Research feasibility of increasing funding limits of First-Time Homebuyer Assistance Program.	End of FY 2024-25	No action required in 2023.
H-2.H. Housing Choice Voucher Program	Coordinate with Contra Costa County Housing Authority (CCCHA) to ensure full use of the Section 8 Rental Assistance Payments Program. Contact other jurisdictions to discuss conducting a region-wide rent study to help increase HUD's Fair Market Rent determination.	End of FY 2024-25	No action required in 2023.
H-2.I. Provide Density Bonus Ordinance Training/Education	Provide training for other City departments involved in entitlement and development process regarding existing Density Bonus Ordinance and any future amendments.	Within 6 months of Housing Element certification	No action required in 2023.
H-2.I. Provide Density Bonus Ordinance Training/Education	Promote the Density Bonus Ordinance via website and at preliminary application review meetings.	Within 12 months of Housing Element certification	No action required in 2023.
H-2.I. Provide Density Bonus Ordinance Training/Education	Promote the Density Bonus Ordinance by improving understanding of community needs by connecting project developers with local community advocates, especially those serving special groups (e.g. veterans and special needs adults).	Ongoing, as projects are proposed	The City received an application for one project with a density bonus in 2023. Preliminary inquiries from others occurred and were referred to the following information on the City's website: https://www.walnutcreekca.gov/government/departments/housing-programs/housing-policies/density-bonus
H-2.J. Legislative Advocacy for Affordable Housing	Write letters supporting and providing feedback on State housing bills.	Primarily between February and September each year to track with the Legislative Session	The City sent a letter in support of SB 4 (Wiener) on April 24, 2023.
H-2.K. Coordinate with Contra Costa County for Affordable Housing	Reach out to Contra Costa County Housing Authority and the County Consortium to discuss feasibility of inter-jurisdictional affordable housing programs, such as a regional housing trust fund.	End of FY 2023-24	No action required in 2023. In November 2020, Contra Costa County voters passed Measure X, a half-cent sales tax in 2020 for various community services including a local housing trust fund that provided \$10 million in FY 2022-23 and is anticipated to provide \$12 million in FY 2023-24.
H-2.L. Regional Collaboration on Affordable Housing and Homelessness	Continue to participate in the Walnut Creek Community Task Force on Homelessness, the Contra Costa Continuum of Care Council on Homelessness, the Contra Costa Mayor's Conference, and the Coordinated Entry Oversight Committee to gather data, exchange ideas, and discuss strategies to address homelessness and affordable housing.	As meetings take place	Staff participated in the Walnut Creek Homeless Task Force, whose meeting minutes can be viewed here: https://www.wchomelesstaskforce.org/meeting-minutes-and-agenda.html . City staff also participated in monthly Contra Costa Consortium meetings, the County's Council on Homelessness monthly meetings and other community oriented meetings to maintain our partnerships and understanding of the prevailing issues surrounding affordable housing and homelessness.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-2.L. Regional Collaboration on Affordable Housing and Homelessness	Include information on the Coordinated Outreach Referral and Engagement (CORE) program through 211 on City's website. Information should include contact information and description of services.	End of FY 2023-24	Required actions were completed in 2023 - information provided and updated on the City's website. The City allocated funds to CORE from its recent Measure O sales tax measure to ensure continued resident support.
H-2.M. Prioritize Review and Expedite Development of Affordable and Special Needs Projects	Adopt formal policy for expedited review and permitting of affordable housing developments and housing for special needs populations.	End of FY 2023-24	In 2023 City staff expedited inspections for Habitat for Humanity's construction of 42 affordable housing units, and continues to partner closely with Habitat to ensure a smooth process. This is just one example of ways the City has prioritized affordable housing developments.
H-2.N. Assist with Development of Affordable Housing	Amend timing of fee collection for land divisions and lot line adjustments resulting in parcel sizes that facilitate multifamily developments affordable to lower income and special needs households. Identify potential property owners and nonprofit developers and work with them annually to target and market sites with best potential for development.	None stated for fee collection amendment; identify owners and developers by December 31, 2024 and market sites on an annual basis	No action required in 2023.
H-2.N. Assist with Development of Affordable Housing	Streamline and expedite approval process for land division for projects with affordable units.	None stated	No action required in 2023.
H-2.N. Assist with Development of Affordable Housing	Prepare financial analysis of eliminating or reducing permit fees for 100% affordable projects.	Within 2 years of Housing Element certification	No action required in 2023.
H-2.N. Assist with Development of Affordable Housing	Provide technical assistance to developers on funding applications, as projects are proposed.	Ongoing as projects are proposed	The City continues to provide assistance to developers who inquire about funding opportunities for affordable housing projects.
H-2.O. Funding, Incentives, and Concessions for Extremely Low-Income Developments	Hold annual meeting (per Prog. H-1.B) with affordable housing developers and providers to discuss funding, Housing Element sites, and developer needs and opportunities. Include developers with Extremely Low-Income and special needs housing experience in outreach.	Annually after Housing Element certification and by December 31 each year (starting in 2024)	No action required in 2023.
H-2.O. Funding, Incentives, and Concessions for Extremely Low-Income Developments	Provide technical assistance to developers regarding lower-income sites, funding and incentives; inform developers of such assistance at annual meeting.	Annually after Housing Element certification and by December 31 each year (starting in 2024), and as requested	No action required in 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-2.O. Funding, Incentives, and Concessions for Extremely Low-Income Developments	Conduct a feasibility study regarding (1) fee underwriting, fee deferrals, and/or permit fast-tracking for projects with lower-income units, prioritizing ELI units; (2) flexible development standards for affordable projects; (3) incentives and concessions as well as "currently available funding sources".	End of FY 2024-25	No action required in 2023.
H-2.O. Funding, Incentives, and Concessions for Extremely Low-Income Developments	Continue to receive regular alerts and communications about State and federal funding opportunities (from HCD, HUD and other entities)	By December 31, 2023	The City continued receiving these alerts in 2023.
H-2.O. Funding, Incentives, and Concessions for Extremely Low-Income Developments	Apply for or support a minimum of two grant applications for affordable housing (including extremely low-income housing units) each year. Meet with County by 12/31 each year to identify funding opportunities.	Each year by December 31	In 2023, the City supported grant applications by Resouces for Community Development to develop affordable housing at 699 Ygnacio Valley Road. Staff also met regularly with County staff to identify funding opportunities.
H-2.P. Advertise Available Resources	Publish affordable housing funding opportunities on website, disseminate via targeted emails, and post on all social media accounts. Address funding, state laws, and City incentives to encourage housing production as a part of the annual outreach meeting described in Prog. H-1.B.	Annual update by December 31	The City continues to publish affordable housing funding opportunities via our website and shares with identified residents in targeted email distributions. Per Prog. H-1.B, the first annual outreach meeting will be later in 2024.
H-2.Q. Faith-Based Properties	Generate a list of properties that contain facilities operated by faith-based organizations that can take advantage of existing state law for development of affordable housing.	Update list annually at end of each fiscal year, starting in FY 2023-24	No action required in 2023.
H-2.Q. Faith-Based Properties	Expand ADU Ordinance to be applicable to faith-based properties. Proactively reach out to churches and affordable housing developers to provide information on state law, city ordinances and the list of sites.	End of FY 2023-24 and updates will occur every fiscal year by June 30	No action required in 2023.
H-2.Q. Faith-Based Properties	Invite faith-based organizations to annual developer meeting (Prog. H-1.B) and discuss opportunities for affordable housing development, as well as any available funding or concessions.	Annually by October 31, starting in 2024	No action required in 2023.
H-2.R. Amend Density Bonus Ordinance	Amend Density Bonus Ordinance to ensure compliance with current state law. Maintain existing provisions relating to density bonus benefits that exceed state requirements.	End of FY 2023-24	No action required in 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-2.S. Previous Sites Inventory	Continue to allow qualifying residential development by right, pursuant to Gov. Code 65583.2(i), on Lower-Income sites used in a prior planning period.	Ongoing	No applications received for such sites in 2023; City will continue to implement this program.
H-2.T. Clarify Mixed-Use Commercial Requirements	Amend Zoning Ordinance to clarify that the Mixed-Use Commercial requirement for commercial uses to be the primary use on the ground floor can be satisfied with 50% of the ground floor area (excluding parking) consisting of commercial uses.	End of FY 2024-25	No action required in 2023.
H-2.T. Clarify Mixed-Use Commercial Requirements	Reduce or waive ground floor commercial requirement for qualifying density bonus projects.	Ongoing as projects qualify	The City received an application for a project with a density bonus in the Mixed-Use Commercial zone in 2023 (1910 N. Broadway). The applicant has placed the application on hold as on November 2023. Staff will determine if a waiver of this requirement is needed when the application moves forward.
H-2.U. Housing Choices	Research and propose a home-sharing program, including research and coordination with non-profit and other organizations to assist with matching tenants with existing homeowners. Coordinate or partner with regional organizations to conduct outreach to individuals beyond existing city residents.	June of 2025	No action required in 2023.
H-2.U. Housing Choices	Identify a housing mobility coordinator to provide housing mobility counseling.	Spring of 2025	No action required in 2023.
H-2.U. Housing Choices	Provide landlord education and outreach on source of income discrimination and voucher programs.	Ongoing	The City continues to provide support and educational information to landlords about income discrimination and available voucher programs via our website, which can be found here: https://www.walnutcreekca.gov/government/departments/housing-programs/housing-policies/california-housing-laws
H-2.U. Housing Choices	Establish an education program to inform the public on the impact of Measure A height limitations on residential development.	Spring of 2024 and ongoing	No action required in 2023.
H-2.U. Housing Choices	Increase heights in multi-family residential districts to the maximum height authorized under Measure A, as stated in Prog. H-6.J.6.	Fall of 2027 and ongoing	No action required in 2023.
H-3.A. Funding to Assist the Homeless and Special Needs Housing	Continue to provide CDBG, CSG, and Homeless Services Fund monies, when appropriate. Continue to participate in the Contra Costa Consortium to apply for HOME and HOPWA funds for homeless, transitional, and other special needs housing.	As funding is available and requested	The Homeless Services Fund was established in 2017 to supplement various funding sources and to have a funding source separate from the City's Community Services Fund (CSG). In 2023 the City's Community Grant Program incorporated its CBDG award, Community Services Funds, Homeless Services Funds, \$110,000 in Measure O Funds, and other state and federal funding sources. This program supports multiple community organizations that serve homeless, transitional and special needs housing for residents in Walnut Creek. The Measure O Funds in particular were designated to pay for continued CORE support as other CORE funding has declined. Finally, in 2023 the City also continued funding our Winter Shelter program and authorized an ongoing CUP to streamline the process for our community partners.
H-3.A. Funding to Assist the Homeless and Special Needs Housing	Send targeted e-mail to local disability/homelessness organizations with information on available funds and application requirements.	Annually by December 31	Required actions were completed in 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-3.B. Public Outreach to Increase Awareness of Homeless Issues	Continue to work with nonprofits and service providers that serve the homeless to increase awareness of homelessness issues in Walnut Creek through the City's public information campaign. Hold annual community group meeting per Prog. H-2.E.	Annually by December 31	The City continues to partner with local nonprofits to strengthen the social safety net for the residents of Walnut Creek. See Prog. H-2.E for community meeting information.
H-3.B. Public Outreach to Increase Awareness of Homeless Issues	Promote presentations and events through social media, emails and newsletters.	Ongoing, as City attends events	See Prog. H-2.E.
H-3.C. Support Counseling and Housing Services for Seniors and Low-Income Households	Continue to fund ECHO Housing to provide tenant/landlord and fair housing services, as well as Senior Legal Services.	Annually	The City awarded ECHO Housing \$17,660 in 2023 to support tenant/landlord and fair housing services; also awarded \$10,000 to Contra Costa County's Senior Legal Services.
H-3.C. Support Counseling and Housing Services for Seniors and Low-Income Households	Meet with ECHO Housing to discuss fair housing funding needs, and if needed, provide additional funding under program administration cap instead.	End of FY 2023-24	See Prog. H-2.C.
H-3.D. Encourage Development of Housing for Persons with Disabilities	Compile list of supportive housing developers.	End of FY 2023-24	No action required in 2023.
H-3.D. Encourage Development of Housing for Persons with Disabilities	Send targeted e-mail to supportive housing developers with information on available sites, funding or other concessions for development of projects targeted for persons with disabilities.	Annually by December 31 (starting in 2024)	No action required in 2023.
H-3.D. Encourage Development of Housing for Persons with Disabilities	Provide developers with technical assistance on applications for County, State, and federal funding.	Ongoing, as projects are proposed	The program is ongoing, and was continued in 2023.
H-3.E. Coordinate with the Regional Center of the East Bay	Meet with Regional Center of the East Bay to discuss the Center's implementation of a case management/referral program, identify funding opportunities and promote housing for persons with disabilities. Encourage housing providers to designate a portion of new developments for special needs populations such as persons with disabilities, especially those with developmental disabilities.	End of FY 2023-24	No action required in 2023.
H-3.E. Coordinate with the Regional Center of the East Bay	If agreed during the above meeting, work with Regional Center to establish case management/referral program and advertise on City's website.	End of FY 2025-26	No action required in 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-3.F. Identify Incentives for Larger Housing Units	Modify Density Bonus Ordinance to incentivize developers to build units with more bedrooms to accommodate families.	End of FY 2025-26	No action required in 2023.
H-3.G. Crisis Response Protocol	Establish a crisis response protocol for local service providers to render rapid crisis support, including after-hours services for people experiencing or at risk of homelessness.	Meet with Police Dept. within 6 months of Housing Element certification; draft document within 9 months of meeting with PD; approve final document within 6 months of completing initial draft.	No action required in 2023.
H-3.H. Housing Opportunities	Amend Zoning Ordinance to allow as a permitted use residential care facilities for 7 or more persons subject only to objective standards for similar uses in same zone.	Fall of 2025	No action required in 2023.
H-3.H. Housing Opportunities	Amend Zoning Ordinance to reduce parking requirements for residential care facilities.	Fall of 2025	No action required in 2023.
H-3.H. Housing Opportunities	Evaluate and pursue supportive rental programs for targeted special needs groups, including seniors, persons experiencing homelessness, veterans, extremely low-income households, and persons with disabilities. Convene and consult with community-based organizations serving special needs populations at least annually.	Ongoing	Conversations with ECHO related to the City's AFFH goals began in early 2024 and will continue throughout the calendar year. City staff also worked with the Walnut Creek Homeless Task Force members and Hope Village advocates to support opportunities for targeted special needs groups.
H-3.H. Housing Opportunities	Expand existing priority processing and expedited review for projects providing housing to all targeted communities including special needs housing.	Ongoing	Preliminary work in this program was identified in 2023.
H-3.H. Housing Opportunities	Strengthen relationship with local fair housing provider (ECHO) and explore ways to expand services and mutually pursue additional funding resources for that expansion.	Ongoing	City staff met with ECHO staff to discuss potential ways to expand services. Those conversations are in the beginning stage and are ongoing.
H-3.H. Housing Opportunities	Consider and develop financial and regulatory incentives for special needs housing, such as reduced parking for studio and 1-bedroom units, waiving covered parking, fee deferral/reduction, and development impact fee reductions for 100% affordable projects.	Ongoing	City staff continued to work with potential affordable housing developers to identify potential incentives that could increase provision of affordable housing in the city.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-4.A. Exemptions of Transit Priority Projects from Environmental Review	Implement the provisions of SB 375 by streamlining the CEQA process for Transit Priority Projects and projects that conform to the Sustainable Communities Strategy (i.e., One Bay Area Plan) and meet specific criteria set forth in SB 375.	As projects are proposed	The City implements the provisions of SB 375 when eligible projects are proposed by developers.
H-4.B. Reduce Parking Requirements	Complete parking study currently underway and use parking study findings to reduce minimum parking for multifamily and mixed-use projects. Amendments will meet requirements of AB 2097 (1/2 mile from BART) and "achieve further adjustments in other areas" to ensure parking is not a constraint to achieving maximum allowed density.	Complete parking study by Fall of 2023; adopt amendments by Fall of 2024	The data collection portion of the study was completed in May 2023. The remaining portions of the study (stakeholder outreach and policy recommendations) are scheduled for completion by April 2024.
H-4.C. Special Needs Zoning	Amend Zoning Ordinance and related policies pertaining to emergency shelters, Low-Barrier Navigation Centers (LBNCs), transitional and supportive housing, and group care facilities to conform to state requirements. Amend Zoning Ordinance to codify Housing Accountability Act (HAA) and Housing Crisis Act (Senate Bill 330) process.	August of 2024	No action required in 2023.
H-4.D. Adopt SB 35 Streamlining Written Procedures	Adopt written procedures for the SB 35 Ministerial Approval process to provide information in a manner readily accessible to the general public.	End of 2023-24	No action required in 2023.
H-4.E. Update Employee Housing Zoning	Adjust definitions and use allowances for employee housing to conform to state requirements (e.g. treating housing for 6 or fewer employees as SFRs).	Fall of 2024	No action required in 2023.
H-4.F. Update the Accessory Dwelling Unit Ordinance	Review and update Zoning Ordinance and related policies pertaining to ADUs to conform to state requirements. Continue to enforce superseding state laws where there is a difference with the Zoning Ordinance.	Winter of 2024	No action required in 2023 (Winter of 2024 begins December 2024). The City has begun preliminary work on this program and has taken substantial steps to promote ADUs, including the Permit-Ready ADU program launching on March 12, 2024 (see Prog. H-1.A).

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-4.G. Amend General Plan to Remove Policy 9.3	Amend the General Plan to remove the inoperative residential growth limitation policy (Policy 9.3) that has been invalidated by state law. Until the amendment, the City shall consider Policy 9.3 null and void.	GP Amendment: End of FY 2024-25 Consider Policy 9.3 null and void: Ongoing until GP amendment is complete.	No action required on GP Amendment in 2023. City considers Policy 9.3 null and void.
H-4.H. Definition of "Family"	Amend Zoning Ordinance to revise definition of "Family" to remove constraints on persons with disabilities.	End of FY 2024-25	No action required in 2023.
H-4.G. Planned Development Permits	Amend Zoning Ordinance to remove PD requirement in M-U and M-H-D zones, subject only to objective design standards. As part of this amendment, evaluate and amend as necessary discretionary CUP, PDP and Design Review findings for residential development that do not otherwise qualify for streamlined or ministerial review to address potential impacts on housing supply, cost, approval certainty, timing and feasibility.	Fall of 2025	No action required in 2023.
H-4.J. Measure A Outreach and Review	Although Measure A is not a constraint on housing development, the City will conduct education and public outreach regarding Measure A as a potential constraint on development and on the City's ability to provide the housing units identified in the Housing Element. If the City is not on schedule to meet its RHNA, or has identified height limitations to be an additional constraint on housing production or achieving maximum densities, and assuming available funding for election costs, staff will prepare for City Council consideration a ballot measure amending Measure A height limits for properties that allow multi-family development under the General Plan to allow for additional residential units, or pursue and implement other strategies as appropriate to address identified constraints.	Fall of 2027 to assess housing production and July of 2029 for completion of potential next steps	No action required in 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-4.K. Building Envelope Analysis	Conduct a building envelope analysis needs assessment to determine the maximum residential development capacity on individual parcels citywide and understand the gap between existing and maximum capacity. If study results show that existing zoning standards are a constraint to achieving General Plan densities, amend Zoning Ordinance to address identified constraints.	Fall of 2026	No action required in 2023.
H-5.A. Residential Rehabilitation Loan and Emergency Grant Program	Continue residential rehabilitation loan and emergency grant program for single-family housing rehabilitation and maintenance.	Fund annually	Four rehabilitation grants were funded in FY 2022-23, using CDBG funds. Grants ranged from approximately \$16K to \$23K.
H-5.A. Residential Rehabilitation Loan and Emergency Grant Program	Continue to provide program information on City website and at public counters, as well as the City's Code Enforcement Department.	Ongoing with an annual update	Information provided in 2023.
H-5.B. Foreclosure Assistance	Continue to provide assistance to homeowners who may be at risk of foreclosure by continuing to fund nonprofit organizations that provide housing counseling and foreclosure prevention assistance to residents, such as ECHO Housing and Senior Legal Services.	Annually	See Prog. H-3.C.
H-5.C. Code Enforcement	Continue to collaborate with ECHO Housing and host a minimum of one annual workshop to educate Walnut Creek residents on safe housing conditions and how to report unsafe conditions to code enforcement officials.	Annually by December 31	The City has an ongoing collaboration with ECHO on this issue, and workshops were made available to Walnut Creek residents, including workshops conducted on August 7, 2023 and December 2, 2023.
H-5.C. Code Enforcement	Continue funding ECHO Housing and referring renters for repairs and habitability issues.	Fund annually and refer renters as needed	ECHO Housing and Habitat for Humanity programs were funded in 2023. Both programs provide opportunities for renters and homeowners needing repairs and habitability support.
H-5.C. Code Enforcement	Publish informational materials on website and social media accounts.	Publish on website by end of FY 2023-24, and update annually; publish on social media annually by December 31	There are various planning and building requirements available on the Community Development website. In addition, code enforcement issues can be submitted via See-Click-Fix, email, and/or phone to Code Enforcement staff. Staff also promoted workshops supplied by ECHO housing and Senior Legal Services, including a Fair Housing workshop done by ECHO housing on December 15, 2023.
H-5.D. Preservation and Monitoring of Existing and Future Affordable Units	Continue to monitor and preserve affordability of all publicly assisted housing units.	Ongoing (timing is dependent on property owners and development community)	Monitoring was conducted in 2023. No units at risk of losing affordability were identified.
H-5.D. Preservation and Monitoring of Existing and Future Affordable Units	Conduct outreach to developers with expiring deeds to consider options to extend affordability.	Ongoing, as appropriate	No expiring deeds were identified in 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-5.D. Preservation and Monitoring of Existing and Future Affordable Units	Support funding applications by non-profits to purchase at-risk units.	Ongoing	No units at risk of losing affordability were identified in 2023.
H-5.D. Preservation and Monitoring of Existing and Future Affordable Units	Contact local nonprofits to strengthen relationships and develop a plan or strategy for quickly moving forward when units are noticed to convert to market-rate.	December 2023	City staff made contacts and strengthened relationships as part of the stakeholder engagement for the Housing Element update as well as stakeholder engagement through the Homeless Task Force.
H-5.D. Preservation and Monitoring of Existing and Future Affordable Units	Consider pursuing funding on at least an annual basis.	Annually by December 31	No units at risk of losing affordability were identified in 2023.
H-5.D. Preservation and Monitoring of Existing and Future Affordable Units	Monitor publicly assisted housing units to ensure tenants receive proper notifications, education, and support.	Annually by December 31	Monitoring was conducted in 2023. No units at risk of losing affordability were identified.
H-5.E. Replacement Housing	Ensure replacement of any demolished units by reviewing all available information for the property, reaching out to existing tenants to determine their income levels, calculating the number of units with lower-income households, and determining if proposed units are sufficient for replacement.	As projects are proposed	No projects subject to this program were proposed in 2023.
H-5.F. Housing Rehabilitation	Participate in County housing rehabilitation program and publicize availability of low-interest loan programs. Coordinate with County staff to confirm program requirements and eligibility annually. Advertise program on City's website and in its newsletter, and distribute information on the program in areas of concentrated need.	Ongoing	Preliminary work in this program was identified in 2023.
H-6.A. Funding to Support Fair Housing	Continue to allocate funds for fair housing counseling, education and outreach efforts, and provide information on fair housing services at City facilities and on website.	Ongoing with annual update by December 31	Funds allocated and information provided on website in 2023.
H-6.B. Analysis of Impediments to Fair Housing	Continue to implement the actions included in the Contra Costa Consortium's Analysis of Impediments to Fair Housing Choice.	End of FY 2023-24	No action required in 2023.
H-6.C. Collaboration with Community-Based Organizations	Compile a list of local organizations and reach out to inquire about possible collaborations for housing programs, and hold a meeting once a year.	Compile list of organizations within 6 months of Housing Element certification and meet annually, beginning in FY 2023-24	No action required in 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-6.D. Displacement Prevention	Provide information on anti-displacement organizations and source of income protection laws on website.	End of 2023	This information continues to be provided on the City's website.
H-6.D. Displacement Prevention	Expand outreach and education to landlords about source of income protection laws that went into effect in 2020 (SB 329 and SB 222).	None stated	Preliminary work in this program was identified in 2023.
H-6.E. Legal Assistance for Renters	Continue contract with ECHO Housing and provide information on housing services provided by ECHO Housing and other nonprofits, such as Centro Legal and Senior Legal Services. Information will be provided on City's website and social media outlets, and to community organizations that work with different populations through emails.	Ongoing with annual review	Required actions completed in 2023 through continued partnership with ECHO Housing.
H-6.E. Legal Assistance for Renters	Meet with ECHO housing to discuss fair housing funding needs.	End of FY 2023-24	The City is currently collaborating with ECHO on this issue.
H-6.F. Fair Housing Enforcement, Information and Education	Continue to provide links on website and through social media to ECHO Housing to provide information on fair housing law, tenant and landlord rights (including information on mediation services), AFFH analysis, and information and resources for reporting suspected violations and obtaining remedies.	Within 6 months of Housing Element certification	Links to ECHO Housing fair housing information were provided on City website. No further action required in 2023.
H-6.G. Codify Senate Bill 9	Adopt a permanent ordinance to codify Senate Bill 9 (SB 9) with allowances that go beyond state law. Add geographic targeting to ADU and SB 9 programs, to increase education, marketing and incentives for RCAs and areas with larger lots.	Fall of 2023 and ongoing	The City's permanent SB 9 ordinance was adopted in October 2023 and includes larger square footage allowances for SB 9 units. Citywide public notices were sent for both Planning Commission and City Council consideration of SB 9 changes and potential for additional ADUs identified. The City newsletter, The Nutshell, promoted increased opportunities for ADUs in the City. City staff also created an SB 9 guide to assist residents in understanding and navigating the legislation.
H-6.H. Missing-Middle Housing and Housing Mobility Education	Generate virtual and printed materials to educate property owners in single-family residential areas on the benefits of ADUs and SB 9 subdivisions, with information regarding source of income protection (SB 329).	December of 2023	ADU and SB 9 materials have been created. SB 329 information has been included on the City of Walnut Creek website and can be found here: https://www.walnutcreekca.gov/government/departments/housing-programs/housing-policies/california-housing-laws .
H-6.H. Missing-Middle Housing and Housing Mobility Education	Post above materials on Housing Programs website and utilize alternative methods, such as quarterly printed newsletter, to further publicize the information.	June of 2024	No action required in 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-6.H. Missing-Middle Housing and Housing Mobility Education	Utilize public information campaign to educate and engage single-family property owners on opportunities for housing development. As part of this campaign, use presentations in Prog. H-2.E to spread awareness and present information to at least one community group meeting per year.	Annually by December 31	City staff participated in and presented information about Missing Middle Housing and housing mobility at the 3/14/23 Civic Affairs Forum “Developing Workforce Housing in Walnut Creek” sponsored by the Walnut Creek Chamber of Commerce. Attendees included developers, housing advocates, single family property owners and others.
H-6.I. Enhance Core Area Connectivity	Continue to connect Core Area housing to additional opportunities and residential amenities by continuing to implement the Walnut Creek Bicycle Plan and to prioritize funding for bike lanes with the greatest potential to provide safety and connectivity improvements and to serve the largest number of user groups, as well as destinations.	Ongoing, as Bicycle Plan programs are implemented. Completion of Class II bike lane on Trinity Ave. by end of 2024 and Class IV separated bikeway on N. Broadway by end of 2026.	The City continued implementing the Bicycle Plan in 2023.
H-6.J. Housing Mobility	Implement a suite of actions to improve housing mobility and affordability within single-family zones and in concentrated areas of affluence through some or all of the following actions:	See actions below.	See actions below.
H-6.J. Housing Mobility	Create overlay zones to reduce minimum lot sizes in portions of single-family zones to contribute to meeting at least 50 of the 200-unit goal in single-family zones; amend related standards as necessary to facilitate maximum densities.	December of 2025	No action required in 2023.
H-6.J. Housing Mobility	Create overlay zones in portions of R-8 through R-12 zones to allow duplexes, triplexes or 4-plexes as permitted uses to contribute to meeting at least 50 of the 200-unit goal in single-family zones; amend related standards as necessary to facilitate maximum densities.	December of 2025	No action required in 2023.
H-6.J. Housing Mobility	Amend General Plan and related zoning to modify minimum lot size for residential units within some R-8 to R-12 areas; amend related standards as necessary to facilitate maximum densities.	December of 2025	No action required in 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-6.J. Housing Mobility	Amend Zoning Ordinance to allow additional affordable units in some existing P-D zones, without requiring a separate P-D rezoning, if project complies with General Plan density; amend related standards as necessary to facilitate maximum densities.	Fall of 2025	No action required in 2023.
H-6.J. Housing Mobility	Amend Zoning Ordinance to allow duplexes, triplexes and 4-plexes on approx. 30-40 larger lots with non-residential uses (e.g. churches) in single-family zones at density consistent with the General Plan; amend related standards as necessary to facilitate maximum densities. Action would contribute to meeting the 200-unit goal in single-family zones.	December of 2025	No action required in 2023.
H-6.J. Housing Mobility	Evaluate and consider amending Zoning Ordinance to increase heights in multi-family zones (outside of North and West Downtown Specific Plan areas) to the maximum authorized under Measure A.	December of 2027	No action required in 2023.
H-6.J. Housing Mobility	Identify potential sites outside of Downtown Core area for consideration pursuant to SB 10; amend other standards as necessary to facilitate maximum densities.	December of 2028	No action required in 2023.
H-6.K. Mid-Cycle Review	Conduct a Mid-Cycle Review to examine progress toward RHNA and special needs housing production and evaluate status, schedule and timing of accomplishing the above actions. If unit production is not on schedule to meet the RHNA or anticipated progress identified in program goals, programs are ineffective or constraints are identified, City shall take action to develop alternative strategies, including amending development standards and initiating a rezoning program to identify additional sites as necessary to achieve anticipated progress.	Conduct review by December 2027 Adopt alternative strategies as needed by December 2028	No action required in 2023.

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-6.L. Metrics and Goals	Work collaboratively with a mix of residents, business owners and local non-profits to create data-centered evaluation metrics and establish ongoing City goals and actions. Seek participation from diverse participants representative of the regional population.	Meet with ECHO Housing by end of 2024	No action required in 2023.
H-6.M. Capital Improvement Program	Through CIP projects, improve multi-modal mobility to increase access from lower income housing opportunity sites, higher poverty level block groups, higher renter overpayment areas, and higher disabled population areas to jobs, education and amenities. Implements strategies from the Rethinking Mobility initiative.	Ongoing; project dates are determined through the CIP Program	The City continues to promote multi-modal access through its CIP projects. Moving forward the City plans to re-double its focus on multi-modal mobility opportunities in identified areas.
H-6.M. Capital Improvement Program	Implement the 2025 Parks Vision Plan to help meet the recreational needs generated by new residential development.	Ongoing; project dates are determined through the CIP Program	In 2023, the City continued maintaining its 22 parks and 5 designated open space areas, and made substantial progress on the Heather Farm (Clarke) Swim Center, including City Council acceptance of a Conceptual Site Plan and community outreach strategy, and initiating community outreach and schematic design.
H-7.A. Residential Energy Conservation Program	Implement the Climate Action Plan to reduce energy consumption in residential buildings.	Ongoing	The City adopted a new Climate Action Plan (the Sustainability Action Plan) in July 2023 and has begun implementing plan actions related to residential energy consumption.
H-7.B. Energy Retrofits Through the Home Rehabilitation Loan Program	Continue to partner with Contra Costa County to fund four energy efficiency loans per year through the Home Upgrade Program.	Annually by December 31	The Contra Costa County Home Upgrade Program has transitioned to the County's Bay Area Regional Energy Network (BayREN), which provides rebates instead of loans. (See Prog. H-5.A for rehabilitation loans.) 116 single-family homes in Walnut Creek participated in 2023, completing 284 individual measures and receiving a total of \$140,061.05 in rebates. These projects resulted in 261878.97 kWh saved and 2350.66 therms saved.
H-7.C. Energy Upgrade California	Support Energy Upgrade California Program by publishing information on social media, in newsletter, and through targeted emails once a year.	Annually by December 31	Information has been published on City's website.
H-7.D. Energy Efficiency and Conservation	Continue and expand partnerships with utility providers and the Bay Area Regional Energy Network (BayREN) to increase awareness of resources and opportunities for increased energy efficiency. Through this partnership, identify incentives for developers who design energy-efficient homes and improve the energy efficiency of new construction.	Within 1 year of certification	See Prog. H-7.B regarding the City's partnership with BayREN. The City continued its partnership with utility providers in an effort to provide more opportunities to residents in Walnut Creek. It is expected that additional incentives for developers will be identified later this year.
H-7.D. Energy Efficiency and Conservation	Publish information on the above incentives on the menu of incentives proposed in Program H-1.D.	Ongoing information with an annual update by December 31	No action required in 2023. (Completion is tied to previous item.)

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-7.D. Energy Efficiency and Conservation	Track available grant funding to further promote energy efficiency. Research available grants annually and apply for at least one grant per year if available.	Annually by December 31	The City applied for and received a State grant to implement over the counter solar permitting. This reduces the potential costs and barriers for homeowners to install solar panels.
H-7.E. Reduce Exposure to Environmental Pollution	Continue implementing the following initiatives to mitigate climate impacts, reduce pollutants and greenhouse gas emissions, and prepare for a climate resilient future: Enjoy Cleaner Options, Climate Action Plan (CAP, now the Sustainability Action Plan), Marin Clean Energy, and the Contra Costa County Local Hazard Mitigation Plan. Adopt a Sustainability Action Plan based on the current CAP.	Fall 2023	The City continued implementing these initiatives in 2023, including adoption of the Sustainability Action Plan in July 2023.
H-8.A. Housing Element Annual Progress Report	Review and report annually on the implementation of Housing Element programs and the City's effectiveness in meeting the program objectives for the prior calendar year; present annual report to City Council at a public hearing before submitting to HCD and OPR.	Annually by April 1	The City Council reviewed and approved the APR for 2022 on March 21, 2023.
General Comments			

Jurisdiction		Walnut Creek		ANNUAL ELEMENT PROGRESS REPORT				Note: "+" indicates an optional field	
Reporting Period		2023 (Jan. 1 - Dec. 31)		Housing Element Implementation				Cells in grey contain auto-calculation formulas	
Planning Period		6th Cycle 01/31/2023 - 01/31/2031							
Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the checklist here: https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Walnut Creek		ANNUAL ELEMENT PROGRESS REPORT					
Reporting Period	2023	(Jan. 1 - Dec. 31)						
Planning Period	6th Cycle	01/31/2023 - 01/31/2031						
Table K								
Tenant Preference Policy								
Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.								
Does the Jurisdiction have a local tenant preference policy?	No							
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.								
Notes								

Jurisdiction	Walnut Creek
Reporting Year	2023 (Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
 (CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	\$ 300,000.00	<small>Total award amount is auto-populated based on amounts entered in rows 15-26.</small>
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Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Rightsizing Parking (all tasks)	\$98,508.00	\$ -	In Progress	None	
Objective Design Standards (ODS)					
Task 1	\$22,675.83	\$22,662.08	Completed	None	
ODS - Task 2	\$33,230.18	\$28,211.43	Completed	None	
ODS - Task 3	\$9,039.00	\$3,055.08	In Progress	None	
ODS - Task 4	\$24,184.00	\$10,199.64	Completed	None	
ODS - Task 5	\$41,326.60	\$27,535.60	In Progress	None	
ODS - Task 6	\$3,703.00	\$742.50	In Progress	None	
ODS - Task 7	\$8,223.00	\$4,534.22	In Progress	None	
ODS - Task 8	\$17,250.00	\$ -	In Progress	None	
ODS - Task 9	\$8,222.00	\$ -	Other (Please Specify in Notes)	None	Adoption Hearings for the Residential/Mixed Use Design Review Standards and Guidelines document begin in Spring 2024
ODS - Task 10	\$8,096.00	\$7,231.37	In Progress	None	Initial draft completed, but will need to be revised once Design Review Process changes are adopted in Summer 2024.
ODS - Task 11	\$21,280.00	\$12,634.35	In Progress	None	Ongoing
ODS - Task 12	\$4,262.39	\$3,648.35	In Progress	None	Ongoing Per HCD, See excel file for additional rows.

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

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	7
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		46
Total Units		53

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
Low	Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	10
Above Moderate		3
Total Units		26

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	2
Low	Deed Restricted	0
	Non-Deed Restricted	14
Moderate	Deed Restricted	0
	Non-Deed Restricted	15
Above Moderate		376
Total Units		407