

BURBANK AFFORDABLE HOUSING ACTION PLAN

Item Number	Implementation Action Item	Process
1	Pursue development partnerships with for-profit affordable housing developers.	Continue to identify and speak to for-profit developers to create interest and possible new affordable housing projects using some of the tools listed below as enticements to develop within Burbank.
2	Partner with non-profit organizations to create affordable housing with future site improvements.	Use currently designated Successor Agency Housing Funds, HOME Funds and possible CDBG monies, possible grants (Federal and/or State) to identify specific purchase and rehab housing projects. Partners could include both non-profit, for-profit organizations and private developers; Could include a RFP(s) to develop affordable mixed-income projects on City-owned/Private property. Examples could also include converting motels into Single Room Occupancy (SRO) units.
3	Conduct housing market study to better understand the existing supply and demand in the local housing marketplace and how Burbank can best apply its limited resources toward the betterment of the community.	Study would include: determining amount of demand, unit type and additional affordability characteristics. Complete scope of work & issue RFP
4	Provide a range of housing types that create new opportunity for appropriate workforce housing and projects through the development and update of land use regulations within in Downtown, Media District and Golden State Specific Plan areas.	Review proposed plan development projects to ensure new projects facilitate development of amenities that help build greater neighborhoods within the noted planning areas. The anticipated result is fully-integrated, in-fill projects that support transit-oriented community functions that include greater connectivity to public transportation; access to housing for city workforce population; and reduced vehicle miles traveled as a result of providing housing in close proximity to employment centers. Offsets jobs to housing imbalance.
5	Continue to allow State By-Right Accessory Dwelling Units ranging in size from 500-600 square feet to allow a percentage increase in available housing supply.	City to prepare zone text amendment for consideration by the Planning Board and eventual review and adoption by City Council thereby facilitating new ADU as a by-right use in most of the City's residential zone properties. Projected ADU on an annual basis is 30-40 units.
6	Update and expand the City Incentive & Concession Program (Development Standards) for both rental units and single family residences.	Create a package of incentive-based concessions that could offer things such as increased density (e.g. transfer of development rights (TDRs)/transfer of floor areas (TFARs)), reduced parking requirements, open space reductions, increased building height allowances, reduced setbacks and increased Floor Area Ratios (FAR) for affordable and mixed-use projects. Would require updating the zoning code to insure city density bonus regulations are in compliance with recent updates to state law. The proposed updates can be combined with the City's Planned Development and Development Agreement (DA) processes related to infill projects and Transit Oriented Development Projects within the Downtown (Burbank Center Plan), Media District Area (Media District Specific Plan) and Golden State Specific Plan.

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7	Development a City Incentive & Concession Program (Financial).	Create a package of financial incentives on a tiered system dependent upon the number and level of affordable units. Uses a public private partnerships to seek out grant funding and/or creating a City Affordable Housing Trust Fund that could include state and county CDBG along with Federal Cap and Trade Funds to increase the number of affordable units citywide. Potentially include reduction to development impact fees and other building permit fees. Look at possible incentives, grants, etc. for home buyers that could encourage homeownership.
8	Continue Utilization of Inclusionary Zoning Ordinance (for-sale only) and creation of commercial linkage and residential development fees.	Policy discussion for City Council required concerning building of units on-site, off-site and/or payment of a fee in-lieu-of building units in order to fund new construction and rehab projects resulting in new deed-restricted units.
9	Investigate possible home sharing program.	Change City Code to allow and regulate home sharing including possible amendment to zoning code regulations. This could include home sharing for only specific populations such as seniors sharing their home with other seniors helping them to age in place while creating opportunities for others to live more affordable. This could also offer a match-making type of service where seniors looking for roommates could post their listings.
10	Create a Development Opportunity Reserve (DOR) bank and process for transferring development rights.	Warrants City Council Policy discussion to determine highest and best use and return on investment of limited affordable housing funds to maximize the creation of new affordable housing units. e.g. Infrastructure and gap funding for new and rental units. This could include a linkage fee. (A fee that creates a pool of funding for future subsidized housing projects.)
11	Evaluate all residential development standards to determine if they unnecessarily inhibit development of housing and add significantly to the cost of housing.	Make suggestions to the City Council to consider possible unintended implications of current codes. These could include parking requirements, common open space and amenities offered by developers such as gyms, pools and common recreational and/or sitting areas.
12	Investigate using enhanced infrastructure funding mechanisms such as Tax Increment Financing (TIF), Enhanced Development Infrastructure Funding (EDIF) to assist with infrastructure improvements in and around potential infill project sites to prime the pump for new development.	Identify grants to study possible implementation areas; Golden State Area has received a Southern California Association of Governments (SCAG) Sustainability Planning Grant (\$375,000) to identify the feasibility of implementing an Enhanced Development Infrastructure Funding (EIFD) in Golden State District.
13	Analyze number of units that could be developed if the City reconsidered densities in some multi-family zones that are not R1 adjacent and were down zoned in 2005.	Update the City's General Plan to recognize changes in jobs, housing definitions, transit opportunities and other basic assumptions.