

# Prohousing Designation Program Application



**State of California  
Governor Gavin Newsom**

**Melinda Grant, Undersecretary  
Business, Consumer Services and Housing Agency**

**Gustavo Velasquez, Director  
Department of Housing and Community Development**

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January 2024

# Prohousing Designation Program Application Package Instructions

The applicant is applying for a Prohousing Designation under the Prohousing Designation Program (“**Prohousing**” or “**Program**”), which is administered by the Department of Housing and Community Development (“**Department**”) pursuant to Government Code section 65589.9.

The Program creates incentives for Jurisdictions that are compliant with State Housing Element Law and that have enacted Prohousing Policies. These incentives will take the form of additional points or other preference in the scoring of applications for competitive housing and infrastructure programs. The administrators of each such program will determine the value and form of the preference.

In order to be considered for a Prohousing Designation, the applicant must accurately complete all sections of this application, including any relevant appendices. The Department reserves the right to request additional clarifying information from the applicant.

This application is subject to Government Code section 65589.9 and to the regulations (Cal. Code Regs., tit. 25, § 6600 et seq.) adopted by the Department in promulgation thereof (“**Regulations**”). All capitalized terms in this application shall have the meanings set forth in the Regulations.

All applicants must submit a complete, signed application package to the Department, in electronic format, in order to be considered for a Prohousing Designation. Please direct electronic copies of the completed application package to the following email address: [ProhousingPolicies@hcd.ca.gov](mailto:ProhousingPolicies@hcd.ca.gov).

A complete application will include all items identified in the Application Checklist.

In relation to **Appendix 1**, the Formal Resolution for the Prohousing Designation Program, please use ~~strikethrough~~ and underline if proposing any modifications to the text of the Resolution. Please be aware, any sustentative deviations from the Formal Resolution may result in an incomplete application and will likely be subject to additional internal review and potential delays.

**Appendix 2**, the Proposed Policy Completion Schedule, applies only if an application includes proposed policies.

**Appendix 3**, Project Proposal Scoring Sheet and Sample Project Proposal Scoring Sheet, includes a blank template to be completed by the applicant as part of the application, as well as a Sample Project Proposal Scoring Sheet with an example of how this template may be completed.

**Appendix 4** lists examples of Prohousing Policies with enhancement factors to aid applicants in understanding how enhancement factors may be applied.

**Appendix 5** is where the applicant will include any additional information and supporting documentation for the application.

If you have questions regarding this application or the Program, or if you require technical assistance in preparing this application, please email [ProhousingPolicies@hcd.ca.gov](mailto:ProhousingPolicies@hcd.ca.gov).

## Application Checklist

	Yes	No
Application Information	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Certification and Acknowledgement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
The Legislative Information form is completed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The Threshold Requirements Checklist is completed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A duly adopted and certified Formal Resolution for the Prohousing Designation Program is included in the application package. (See <b>Appendix 1</b> for the Formal Resolution for the Prohousing Designation Program form.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If applicable, the Proposed Policy Completion Schedule is completed. (See <b>Appendix 2</b> .)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The Project Proposal Scoring Sheet is completed. (See <b>Appendix 3</b> for the Project Proposal Scoring Sheet and the Sample Project Proposal Scoring Sheet.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Additional information and supporting documentation (Applicant to provide as <b>Appendix 5</b> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Application Information

Applicant (Jurisdiction):	Town of Moraga
Applicant Mailing Address:	329 Rheem Boulevard
City:	Moraga
ZIP Code:	94556
Website:	<a href="https://www.moraga.ca.us/">https://www.moraga.ca.us/</a>
Authorized Representative Name	Scott Mitnick
Authorized Representative Title:	Town Manager
Phone:	925-888-7020
Email:	<a href="mailto:smitnick@moraga.ca.us">smitnick@moraga.ca.us</a>
Contact Person Name:	Brian Horn
Contact Person Title:	Principal Planner
Phone:	925-888-7044
Email:	<a href="mailto:bhorn@moraga.ca.us">bhorn@moraga.ca.us</a>
<b>Proposed Total Score (Based on Appendix 3):</b>	49



## CERTIFICATION AND ACKNOWLEDGMENT

As authorized by the Formal Resolution for the Prohousing Designation Program (Resolution No. #), which is attached hereto and incorporated by reference as if set forth in full, I hereby submit this full and complete application on behalf of the applicant.

I certify that all information and representations set forth in this application are true and correct.

I further certify that any proposed Prohousing Policy identified herein will be enacted within two (2) years of the date of this application submittal.

I acknowledge that this application constitutes a public record under the California Public Records Act (Gov. Code, § 6250 et seq.) and is therefore subject to public disclosure by the Department.

Signature: \_\_\_\_\_

Name and Title: \_\_\_\_\_ Scott Mitnick, Town Manager \_\_\_\_\_

Date: \_\_\_\_\_ November 13, 2024 \_\_\_\_\_

### Legislative Information

District	Number	Legislators Name(s)
State Assembly District	16	Assemblymember Rebecca Bauer-Kahan
State Senate District	7	Senator Steven M. Glazer

Applicants can find their respective State Senate representatives at <https://www.senate.ca.gov/>, and their respective State Assembly representatives at <https://www.assembly.ca.gov/>

## Threshold Requirements Checklist

The applicant meets the following threshold requirements in accordance with Section 6604 of the Regulations:

	Yes	No
The applicant is a Jurisdiction.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant has adopted a Compliant Housing Element.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant has submitted or will submit a legally sufficient Annual Progress Report prior to designation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant has completed or agrees to complete, on or before the relevant statutory deadlines, any rezone program or zoning that is necessary to remain in compliance with Government Code sections 65583, subdivision (c)(1), and 65584.09, subdivision (a), and with California Coastal Commission certification where appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant is in compliance, at the time of the application, with applicable state housing law, including, but not limited to those included in Government Section 65585, subdivision (j); laws relating to the imposition of school facilities fees or other requirements (Gov. Code, § 65995 et seq.); Least Cost Zoning Law (Gov. Code, § 65913.1); Permit Streamlining Act (Gov. Code, § 65920 et seq.); and provisions relating to timeliness of CEQA processing by local governments in Public Resources Code sections 21080.1, 21080.2, and 21151.5(a).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant further acknowledges and confirms that its treatment of homeless encampments on public property complies with and will continue to comply with the constitutional rights of persons experiencing homelessness and that it has submitted a one-page summary to the Department demonstrating how the applicant has enacted best practices in their jurisdiction related to the treatment of unhoused individuals camping on public property, consistent with United States Interagency Council on Homelessness' "7 Principles for Addressing Encampments," (June 17, 2022 update), hereby incorporated by reference.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant has duly adopted and certified, by the applicant's governing body, a Formal Resolution for the Prohousing Designation Program, which is hereby incorporated by reference. (A true and correct copy of the resolution is included in this application package.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant has demonstrated that they engaged in a diligent public participation process that included 1) outreach through a variety of methods and languages; 2) specific efforts to engage all segments of the community, including individuals or representatives of lower-income and special needs households, for-profit and non-profit developers and special needs service providers; 3) availability of the draft document to the public, including notification to interested parties and all segments of the community for 30 days and subsequent versions for 7 days; 4) public hearings and informative meetings; and 5) consideration of comments, including incorporation of comments into a jurisdiction's application and Prohousing Policies, as appropriate. The applicant has submitted documentation of comments received during this process.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Project Proposal**  
**Category 1: Favorable Zoning and Land Use**

Category	Prohousing Policy Description	Points
1A	Sufficient sites, including rezoning, to accommodate 150 percent or greater of the current or draft RHNA, whichever is greater, by total and income category. These additional sites must be identified in the Jurisdiction's housing element adequate sites inventory, consistent with Government Code section 65583, subdivisions (a)(3) and (c)(1).	3
1B	Permitting missing middle housing uses (e.g., duplexes, triplexes, and fourplexes) by right in existing low-density, single-family residential zones in a manner that exceeds the requirements of SB 9 (Chapter 162, Statutes of 2021, Gov. Code, §§ 65852.21, 66411.7).	3
1C	Sufficient sites, including rezoning, to accommodate 125 to 149 percent of the current or draft RHNA, whichever is greater, by total and income category. These points shall not be awarded if the applicant earns three points pursuant to Category (1)(A) above. These additional sites must be identified in the Jurisdiction's housing element adequate sites inventory, consistent with Government Code section 65583, subdivisions (a)(3) and (c)(1).	2
1D	Density bonus programs that allow additional density for additional affordability beyond minimum statutory requirements (Gov. Code, § 65915 et seq.).	2
1E	Increasing allowable density in low-density, single-family residential areas beyond the requirements of state Accessory Dwelling Unit Law, (Gov. Code, §§ 65852.2, 65852.22) (e.g., permitting more than one converted ADU; one detached, new construction ADU; and one JADU per single-family lot), and in a manner that exceeds the requirements of SB 9 (Chapter 192, Statutes of 2021, Gov. Code, §§ 65852.21, 66411.7). These policies shall be separate from any qualifying policies under Category (1)(B).	2
1F	Eliminating minimum parking requirements for residential development as authorized by Government Code section 65852.2; adopting vehicular parking ratios that are less than the relevant ratio thresholds at subparagraphs (A), (B), and (C) of Gov. Code section 65915, subdivision (p)(1); or adopting maximum parking requirements at or less than ratios pursuant to Gov. Code section 65915, subdivision (p).	2
1G	Zoning or incentives that are designed to increase affordable housing development in a range of types, including, but not limited to, large family units, Supportive Housing, housing for transition age foster youth, and deep affordability targeted for Extremely Low-Income Households in all parts of the Jurisdiction, with at least some of the zoning, other land use designation methods, or incentives being designed to increase affordable housing development in higher resource areas shown in the TCAC/HCD Opportunity Map, and with the Jurisdiction having confirmed that it considered and addressed potential environmental justice issues in adopting and implementing	2

	this policy, especially in areas with existing industrial and polluting uses.	
1H	Zoning or other land use designation methods to allow for residential or mixed uses in one or more non-residential zones (e.g., commercial, light industrial). Qualifying non-residential zones do not include open space or substantially similar zones.	1
1I	Modification of development standards and other applicable zoning provisions or land use designation methods to promote greater development intensity. Potential areas of focus include floor area ratio, height limits, minimum lot or unit sizes, setbacks, and allowable dwelling units per acre. These policies must be separate from any qualifying policies under Category (1)(B) above.	1
1J	Establishment of a Workforce Housing Opportunity Zone, as defined in Government Code section 65620, or a Housing Sustainability District, as defined in Government Code section 66200.	1
1K	Establishment of an inclusionary housing program requiring new developments to include housing affordable to and reserved for low- and very low-income households, consistent with the requirements of AB 1505 (Chapter 376, Statutes of 2017, Gov. Code, § 65850.01).	1
1L	Other zoning and land use actions not described in Categories (A)-(K) of this section that measurably support the Acceleration of Housing Production.	1

**Project Proposal**  
**Category 2: Acceleration of Housing Production Timeframes**

Category	Prohousing Policy Description	Points
2A	Establishment of ministerial approval processes for multiple housing types, including, for example, single-family, multifamily and mixed-use housing.	3
2B	Acceleration of Housing Production through the establishment of streamlined, program-level CEQA analysis and certification of general plans, community plans, specific plans with accompanying Environmental Impact Reports (EIR), and related documents.	2
2C	Documented practice of streamlining housing development at the project level, such as by enabling a by-right approval process or by utilizing statutory and categorical exemptions as authorized by applicable law, (e.g., Pub. Resources Code, §§ 21155.1, 21155.4, 21159.24, 21159.25; Gov. Code, § 65457; Cal Code Regs., tit. 14, §§ 15303, 15332; Pub. Resources Code, §§ 21094.5, 21099, 21155.2, 21159.28).	2
2D	Establishment of permitting processes that take less than four months to complete. Policies under this category must address all approvals necessary to issue building permits.	2
2E	Absence or elimination of public hearings for projects consistent with zoning and the general plan.	2
2F	Priority permit processing or reduced plan check times for homes affordable to Lower-Income Households.	1
2G	Establishment of consolidated or streamlined permit processes that minimize the levels of review and approval required for projects, and that are consistent with zoning regulations and the general plan.	1
2H	Absence, elimination, or replacement of subjective development and design standards with objective development and design standards that simplify zoning clearance and improve approval certainty and timing.	1
2I	Establishment of one-stop-shop permitting processes or a single point of contact where entitlements are coordinated across city approval functions (e.g., planning, public works, building) from entitlement application to certificate of occupancy.	1
2J	Priority permit processing or reduced plan check times for ADUs/JADUs or multifamily housing.	1
2K	Establishment of a standardized application form for all entitlement applications.	1
2L	Documented practice of publicly posting status updates on project permit approvals on the internet.	1
2M	Limitation on the total number of hearings for any project to three or fewer. Applicants that accrue points pursuant to category (2)(E) are not eligible for points under this category.	1
2N	Other policies not described in Categories (2)(A)-(M) of this section that quantifiably decrease production timeframes or promote the streamlining of approval processes.	1

## Project Proposal

### Category 3: Reduction of Construction and Development Costs

Category	Prohousing Policy Description	Points
3A	Waiver or significant reduction of development impact fees for residential development with units affordable to Lower-Income Households. This provision does not include fees associated with the provision of housing affordable to Lower-Income Households (e.g., inclusionary in lieu fees, affordable housing impact fees, and commercial linkage fees).	3
3B	Adoption of policies that result in less restrictive requirements than Government Code sections 65852.2 and 65852.22 to reduce barriers for property owners to create ADUs/JADUs. Examples of qualifying policies include, but are not limited to, development standards improvements, permit processing improvements, dedicated ADU/JADU staff, technical assistance programs, and pre-approved ADU/JADU design packages.	2
3C	Adoption of other fee reduction strategies separate from Category (3)(A), including fee deferrals and reduced fees for housing for persons with special needs. This provision does not include fees associated with the provision of housing affordable to Lower-Income Households (e.g., inclusionary in lieu fees, affordable impact fees and commercial linkage fees).	1
3D	Accelerating innovative housing production through innovative housing types (e.g., manufactured homes, recreational vehicles, park models, community ownership, and other forms of social housing) that reduce development costs.	1
3E	Measures that reduce costs for transportation-related infrastructure or programs that encourage active modes of transportation or other alternatives to automobiles. Qualifying policies include, but are not limited to, publicly funded programs to expand sidewalks or protect bike/micro-mobility lanes, creation of on-street parking for bikes, transit-related improvements, or establishment of carshare programs.	1
3F	Adoption of universal design ordinances pursuant to Health and Safety Code section 17959.	1
3G	Establishment of pre-approved or prototype plans for missing middle housing types (e.g., duplexes, triplexes, and fourplexes) in low-density, single-family residential areas.	1
3H	Adoption of ordinances that reduce barriers, beyond existing law, for the development of housing affordable to Lower-Income Households.	1
3I	Other policies not described in Categories (3)(A)-(H) of this section that quantifiably reduce construction or development costs.	1

**Project Proposal**  
**Category 4: Providing Financial Subsidies**

Category	Prohousing Policy Description	Points
4A	Establishment of a housing fund or contribution of funds towards affordable housing through proceeds from approved ballot measures.	2
4B	Establishment of local housing trust funds or collaboration on a regional housing trust fund, which include the Jurisdiction's own funding contributions. The Jurisdiction must contribute to the local or regional housing trust fund regularly and significantly. For the purposes of this Category, "regularly" shall be defined as at least annually, and "significant" contributions shall be determined based on the impact the contributions have in accelerating the production of affordable housing.	2
4C	Demonstration of regular use or planned regular use of funding (e.g., federal, state, or local) for preserving assisted units at-risk of conversion to market rate uses and conversion of market rate uses to units with affordability restrictions (e.g., acquisition/rehabilitation). For the purposes of this category, "regular use" can be demonstrated through the number of units preserved annually by utilizing this funding source.	2
4D	Provide grants or low-interest loans for ADU/JADU construction affordable to Lower- and Moderate-Income Households.	2
4E	A comprehensive program that complies with the Surplus Land Act (Gov. Code, § 54220 et seq.) and that makes publicly owned land available for affordable housing, or for multifamily housing projects with the highest feasible percentage of units affordable to Lower Income Households. A qualifying program may utilize mechanisms such as land donations, land sales with significant write-downs, or below-market land leases.	2
4F	Establishment of an Enhanced Infrastructure Financing District or similar local financing tool that, to the extent feasible, directly supports housing developments in an area where at least 20 percent of the residences will be affordable to Lower-Income Households.	2
4G	Prioritization of local general funds to accelerate the production of housing affordable to Lower-Income Households.	2
4H	Directed residual redevelopment funds to accelerate the production of affordable housing.	1
4I	Development and regular (at least biennial) use of a housing subsidy pool, local or regional trust fund, or other similar funding source sufficient to facilitate and support the development of housing affordable to Lower-Income Households.	1

4J	Prioritization of local general funds for affordable housing. This point shall not be awarded if the applicant earns two points pursuant to Category (4)(G).	1
4K	Providing operating subsidies for permanent Supportive Housing.	1
4L	Providing subsidies for housing affordable to Extremely Low-Income Households.	1
4M	Other policies not described in Categories (4)(A)-(L) of this section that quantifiably promote, develop, or leverage financial resources for housing affordable to Lower-Income Households.	1

## Project Proposal Enhancement Factors

The Department shall utilize enhancement factors to increase the point scores of Prohousing Policies. An individual Prohousing Policy may not use more than one enhancement factor. Each Prohousing Policy will receive extra points for enhancement factors in accordance with the chart below.

Category	Prohousing Policy Description	Points
1	The policy represents one element of a unified, multi-faceted strategy to promote multiple planning objectives, such as efficient land use, access to public transportation, housing affordable to Lower-Income Households, climate change solutions, and/or hazard mitigation.	2
2	Policies that promote development consistent with the state planning priorities pursuant to Government Code section 65041.1.	1
3	Policies that diversify planning and target community and economic development investments (housing and non-housing) toward place-based strategies for community revitalization and equitable quality of life in lower opportunity areas. Such areas include, but are not limited to, Low Resource and High Segregation & Poverty areas designated in the most recently updated TCAC/HCD Opportunity Maps, and disadvantaged communities pursuant to Health and Safety Code sections 39711 and 39715 (California Senate Bill 535 (2012)).	1
4	Policies that go beyond state law requirements in reducing displacement of Lower-Income Households and conserving existing housing stock that is affordable to Lower-Income Households.	1
5	Rezoning and other policies that support intensification of residential development in Location Efficient Communities.	1
6	Rezoning and other policies that result in a net gain of housing capacity while concurrently mitigating development impacts on or from Environmentally Sensitive or Hazardous Areas.	1
7	Zoning policies, including inclusionary housing policies, that increase housing choices and affordability, particularly for Lower-Income Households, in High Resource and Highest Resource areas, as designated in the most recently updated TCAC/HCD Opportunity Maps.	1
8	Other policies that involve meaningful actions towards Affirmatively Furthering Fair Housing outside of those required pursuant to Government Code sections 65583, subdivision (c)(10), and 8899.50, including, but not limited to, outreach campaigns, updated zoning codes, and expanded access to financing support.	1

## Project Proposal Scoring Sheet Instructions

The Department shall validate applicants' scores based on the extent to which each identified Prohousing Policy contributes to the Acceleration of Housing Production. The Department shall assess applicants' Prohousing Policies in accordance with statutory requirements and the Regulations.

The Department shall further assess applicants' Prohousing Policies using the following four scoring categories: Favorable Zoning and Land Use, Acceleration of Housing Production Timeframes, Reduction of Construction and Development Costs, and Providing Financial Subsidies. Applicants shall demonstrate that they have enacted or proposed at least one policy that significantly contributes to the Acceleration of Housing Production in each of the four categories. A Prohousing Designation requires a total score of 30 points or more across all four categories.

### Instructions

Please utilize one row of the Scoring Sheet for each Prohousing Policy.

- **Category Number:** Select the relevant category number from the relevant Project Proposal list in this application. Where appropriate, applicants may utilize a category number more than once.
- **Concise Written Description of Prohousing Policy:** Set forth a brief description of the enacted or proposed Prohousing Policy.
- **Enacted or Proposed:** Identify the Prohousing Policy as enacted or proposed. For proposed Prohousing Policies, please complete **Appendix 2: Proposed Policy Completion Schedule**.
- **Documentation Type:** For enacted Prohousing Policies, identify the relevant documentary evidence (e.g., resolution, zoning code provisions). For proposed Prohousing Policies, identify the documentation which shows that implementation of the policy is pending.
- **Web Links/Electronic Copies:** Insert the Web link(s) to the relevant documentation or indicate that electronic copies of the documentation have been attached to this application as **Appendix 5**.
- **Points:** Enter the appropriate number of points using the relevant Project Proposal list in this application.
- **Enhancement Category Number (optional):** If utilizing an enhancement factor for a particular Prohousing Policy, enter the appropriate category number using the relevant Project Proposal list in this application.
- **Enhancement Points (optional):** If utilizing an enhancement factor for a particular Prohousing Policy, enter the point(s) for that Prohousing Policy.
- **Total Points:** Add the enhancement point(s) to the Prohousing Policy's general point score.

**Appendix 1: Formal Resolution for the Prohousing Designation Program**

**Formal Resolution for the PROHOUSING Designation Program**

**Please see Attached Resolution**

(appended to 11/13/24 Council staff report)

**TOWN OF MORAGA  
TOWN COUNCIL**

**RESOLUTION NO. xx-2024**

**AUTHORIZING APPLICATION TO AND PARTICIPATION IN THE PROHOUSING  
DESIGNATION PROGRAM**

**WHEREAS**, Government Code section 65589.9 established the Prohousing Designation Program (“Program”), which creates incentives for jurisdictions that are compliant with state housing element requirements and that have enacted Prohousing local policies;

**WHEREAS**, such jurisdictions will be designated Prohousing, and, as such, will receive additional points or other preference during the scoring of their competitive Applications for specified housing and infrastructure funding;

**WHEREAS**, the California Department of Housing and Community Development (“Department”) has adopted regulations (Cal. Code Regs., tit. 25, § 6600 et seq.) to implement the Program (“**Program Regulations**”), as authorized by Government Code section 65589.9, subdivision (d); and

**WHEREAS**, the **Town of Moraga** (“Applicant”) desires to submit an Application for a Prohousing Designation (“Application”).

**NOW THEREFORE, BE RESOLVED**, that the Applicant is hereby authorized and directed to submit an Application to the Department.

1. Applicant acknowledges and confirms that it is currently in compliance with applicable state housing law.
2. Applicant acknowledges and confirms that it will continue to comply with applicable housing laws and to refrain from enacting laws, developing policies, or taking other local governmental actions that may or do inhibit or constrain housing production. Examples of such local laws, policies, and actions include moratoriums on development; local voter approval requirements related to housing production; downzoning; and unduly restrictive or onerous zoning regulations, development standards, or permit procedures. Applicant further acknowledges and confirms that the Prohousing Policies in its Application comply with its duty to Affirmatively Further Fair Housing pursuant to Government Code sections 8899.50 and 65583. Applicant further acknowledges and confirms that its General Plan is in alignment with an adopted sustainable communities strategy pursuant to Public Resources Code sections 21155- 21155.4. Applicant further acknowledges and confirms that any policies for the treatment of homeless encampments on public property will comply with the Constitution and that it complies with best practices in its jurisdiction that are consistent with the United States Interagency Council on

Homelessness' "7 Principles for Addressing Encampments" (June 17, 2022, update).

3. If the Application is approved, Applicant is hereby authorized and directed to enter into, execute, and deliver all documents required or deemed necessary or appropriate to participate in the Program, and all amendments thereto (the "Program Documents").
4. Applicant acknowledges and agrees that it shall be subject to the Application, the terms and conditions specified in the Program Documents, the Program Regulations, and any and all other applicable law.
5. Town Manager is authorized to execute and deliver the Application and the Program Documents on behalf of the Applicant for participation in the Program and to take such actions and execute documents in furtherance of the Application consistent with this Resolution.

## Appendix 2: Proposed Policy Completion Schedule

Category Number	Concise Written Description of Proposed Policy	Key Milestones and Milestone Dates	Anticipated Completion Date	Notes
1I	Program 4 of the Town's Housing Element includes specific actions for the R-12, R-20/24, and R-6 zoning districts. These actions will mitigate potential constraints and facilitate the production of missing middle housing and multi-family units, including affordable housing. The R-12 and R-20/24 amendments are aimed at vacant sites with high potential for multi-family housing production.	Per the Housing Element, this action is programmed for completion by December 2025.	12/2025]	
1L	Program 32 of the Town's Housing Element aims to modify the scenic corridor setbacks and upper story stepback requirements on Housing Opportunity Sites in the MSCP area to increase their capacity for development. The specific criteria for reduced setbacks would be consistent with State law and would include objective standards. In addition, the Town will modify provisions of the R-20 zone that require special upper story setbacks for projects within 500 feet of a scenic corridor; these requirements should only apply on frontages that are adjacent to the scenic road.	Per the Housing Element, this action is programmed for completion by 2025. The Town will review Scenic Corridor regulations (Chapter 8.132 of the Moraga Municipal Code) adjacent to Housing Opportunity Sites in Rheem Park and Moraga Center to modify development regulations and reduce potential constraints to housing construction.	12/2025	Program is reiterated in the Community Design Element of the General Plan adopted 11/13/24 and has been expressly identified as a high priority in the General Plan.
2F	Through Program 42, the Town will develop and implement a procedure for providing priority processing for development applications that include units for extremely low-income households and provide technical assistance to applicants.	Per the Housing Element, this action is programmed for completion by 2025. The Town will continue to develop a procedure for providing priority processing and implementing it by December 2024.	12/2025	
2G	Program 28 of the Town's Housing Element aims to reduce the number of hearings and submittal cycles and the associated cost and time delays to applicants and apply more objective approval findings for Planned Developments. While the intent of PDs is to encourage flexibility, the current process involves three application steps and hearings, each requiring Planning Commission approval and subject to appeal to Town Council. The Town is currently exploring ways to simplify the process and reduce the length of the process so that projects are approved within two years after an application is deemed complete, in a way consistent with the General Plan. In addition, the Town is modifying its mixed use and higher-density zoning regulations so that a greater share of projects can be approved without relying on the PD process.	In 2023 the Town began conducting a fee review annually through Resolution Number 34-2023. The Town will continue to review fees on an annual basis and will make adjustments as necessary.  The Town intends to meet with developers, homeowners, and other applicants by 2026; based on input from applicants, identify and implement feasible changes to review procedures before 2027.	12/2026	

Category Number	Concise Written Description of Proposed Policy	Key Milestones and Milestone Dates	Anticipated Completion Date	Notes
3C	<p>The Town will develop and adopt a fee deferral policy for qualifying affordable housing developments and ADUs serving lower-income households through Program 29. Priority for fee deferrals will be provided for extremely low-income housing, housing for persons with disabilities, or housing that serves other special-needs groups. In addition, the Town will review park impact fees and revise the fees as needed in the event constraints to multi-family and special needs housing are identified. By 2027, the Town will update the AB 1600 nexus study for its park impact fee. By 2028, it will make revisions to the fee structure as appropriate. As part of this process, the Town will evaluate the potential benefits of shifting to a fee calculated based on the number of bedrooms or the square footage of dwelling units, rather than on unit type. While the fee structure already provides lower rates for multi-family and senior housing, a fee based on bedroom count or unit size could incentivize studio and one-bedroom units, which are more affordable by design than larger units. Other strategies and criteria for reducing the fee burden on multi-family housing will be explored.</p>	<p>Town prepared feasibility analysis and established eligibility criteria for deferred fees through Ordinance Number 303 on December 14, 2022</p> <p>Town implemented fee deferrals per Ordinance Number 303 on December 14, 2022</p> <p>Town intends to finalize plan to update the nexus study for park fees by 2027 and make changes by 2028.</p>	12/2027	
3D	<p>With the implementation of Program 13, the Town shall update the Zoning Ordinance to make co-housing and live/work units allowed uses. Co-housing developments provide units that are rented by the room or by the bed, typically within an apartment with a shared kitchen and common areas. This update to the zoning ordinance should reduce barriers to the development of existing units into housing for lower-income populations. These types of developments are often targeted to student populations and could help to address housing needs among Saint Mary's students. They can also provide an affordable housing option for older adults.</p>	<p>Adopt zoning update for co-housing and live/work units by December 2024.</p>	4/2025	

## Appendix 3: Project Proposal Scoring Sheet and Sample Project Proposal Scoring Sheet

### Project Proposal Scoring Sheet

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents <b>or</b> Indicate that Electronic Copies are Attached as <b>Appendix 5</b>	Points	Enhancement Category Number	Enhancement Points	Total Points
1C	<p>The Town has provided sufficient sites to meet 125 percent of the Draft RHNA for each income category. Percentages are as follows:</p> <ul style="list-style-type: none"> <li>• Very Low Income: 126%</li> <li>• Low Income: 127%</li> <li>• Moderate Income: 151%</li> <li>• Above Mod Income: 216%</li> </ul> <p>The specific sites are inventoried in the Housing Element. The adopted Element indicated a Low/ Very Low Income buffer of 123%. However, since adoption of the Housing Element in Jan 2023, one of the sites has been approved with a project that exceeds the estimated Housing Element capacity by 11 units and another has a pending 100% affordable 49-unit project on a site that had been estimated for 25 units. Using these actual development projects (rather than prior estimates), the revised capacity for lower income sites is 126% and meets this criteria.</p> <p>Enhancement Factor 1: The rezoning of sites in Rheem Center and Moraga Center, which created the housing buffer, was part of a broader 3-year effort called the Comprehensive Advanced Planning Initiative (CAPI). The CAPI included an update of the entire Moraga General Plan, which had not been updated since 1999-2002. The CAPI also included rezoning and updating of Town ordinances, as well as new land use and transportation policies, and a General Plan focused on principles of resilience, hazard mitigation, housing production, economic vitality, and sustainability.</p>	E	2023-2031 Housing Element Appendix B (Site Inventory)	See Appendix 5	2	1	2	4
1D	In December 2022, the Town adopted a Local Density Bonus program that supplements the State Density Bonus Law and helps developers achieve densities that improve the economic feasibility of their projects. The program was	E	Housing Element Program 9	<a href="#">2023-2031 Housing Element</a> (page 239) <a href="#">Ordinance No. 303</a>	2	7	1	3

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	<p>based on extensive input from for-profit and non-profit developers and allows for increased unit yields, thus making multi-family and affordable housing development more viable on the Town's opportunity sites. The Local Density Bonus program was recently used on the 1600 School Street project, Moraga's largest multi-family project in more than three decades.</p> <p>Enhancement Factor 7: This policy falls under Housing Element 6.1.2: Goal 2: Provide a Variety of Housing Types and Affordability Levels. According to the TCAC/HCD Opportunity Maps, all of the tracts in Moraga are in the High and Highest Resource categories, so this zoning policy effectively increases housing choices and affordability for lower-income households in high resource areas.</p>		<p>Town of Moraga Ordinance No. 303</p> <p>Town of Moraga Ordinance No. 304</p>	<p><a href="#">Ordinance No. 304</a></p> <p><a href="#">+</a></p>				
1H	<p>Moraga created its initial mixed use zones as part of the Moraga Center Specific Plan (MCSP) implementation project in 2020. These zones included MCSP Mixed Retail/Residential (MCSP-RR) and MCSP Mixed Office/Residential (MCSP-OR). In 2023, the Town created two new mixed use zones: Rheem Park Mixed Commercial Residential District (RMCR) and Rheem Park Mixed Office Residential District (RMOR). The Town also rezoned a number of previously commercial properties to MCSP-RR and MCSP-OR in order to facilitate housing development, and it increased the allowable density in all mixed use districts to facilitate housing.</p> <p>Enhancement Factor 7: This zoning policy increases housing options and affordability by promoting the development of multi-family housing in a Highest Resource Area. All of Moraga is considered a High or Highest Resource Area according to the TCAC/HCD Opportunity Maps. The housing opportunities in the mixed use zones did not exist prior to 2020 and were not counted in prior Housing Elements.</p>	E	<p>Moraga Municipal Code, Chapters 8.37, 8.38, 8.39, 8.41, and 8.42</p>	<p><a href="#">Moraga Municipal Code</a></p>	1	7	1	2

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11	<p>The Town has been proactively working to modify development standards to allow greater building intensity and density, especially on housing opportunity sites. Relevant policies include a combination of measures that were recently adopted, and measures that are scheduled for adoption in the next two years.</p> <p><b>Already Adopted</b></p> <p>Among the actions taken in the last two years are:</p> <ul style="list-style-type: none"> <li>• Increasing the allowable densities in mixed use zones from 20 DUA to 24 DUA</li> <li>• Adopting minimum densities of 12 DUA in mixed use zones to ensure efficient use of land in Town Center areas</li> <li>• Increasing density in the R-20 zone to 24 DUA</li> <li>• Allowing 45' heights in all mixed use districts</li> <li>• Eliminating the FAR requirements in the MCSP R-6 zone</li> <li>• Modifying MCSP R-6 standards to accommodate narrower lots, reduced setbacks, and increased lot coverage</li> <li>• Eliminating the 2-story limit in MCSP R-6 (while retaining the 35' limit)</li> </ul> <p><b>Proposed</b></p> <p>The 2023-2031 Housing Element includes additional actions to</p> <ul style="list-style-type: none"> <li>• Amend the R-20/24 regulations to ensure that the top of the density range can be reached (Program 4(d))</li> <li>• Amend the R-12 regulations to facilitate small lot and townhome development (Program 4(c))</li> <li>• Amend the 6 DUA district to create missing middle housing opportunities (Program 4(a)).</li> </ul> <p>Enhancement Factor 1: This factor is eligible for two enhancement points under Factor 1. The referenced</p>	E/ P	Housing Element Program 4	<a href="#">2023-2031 Housing Element</a> (Program 4)	1	1	2	3

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	actions were all completed (or are scheduled to be completed) as part of Moraga's Comprehensive Advanced Planning Initiative, a three-year program that included an updated General Plan and Housing Element, zoning map and text changes, objective standards, a new Economic Vitality Element, as well as sustainability and resilience policies.							
1K	<p>In December 2022, the Town adopted an Inclusionary Zoning/ Affordable Housing Ordinance requiring new projects with more than five residential units to comply. Rental projects must set aside 10% of units as "lower income" and for-sale projects must set aside 10% of the units as "moderate income."</p> <p>Enhancement Factor 7: This inclusionary housing policy creates rental properties for "lower income renters in a "highest resource" area, expanding choices and affordability. According to the TCAC/HCD Opportunity Maps, all of the tracts in Moraga are in the High and Highest Resource category.</p>	E	<p>Housing Element 5-22</p> <p>Moraga Municipal Code Chapter 8.180</p>	<p><a href="#">2023-2031 Housing Element</a> (page 186)</p> <p><a href="#">Moraga Municipal Code</a></p>	1	7	1	2
1L	<p>Program 32 of the Town's Housing Element aims to modify the scenic corridor setbacks and upper story stepback requirements on Housing Opportunity Sites in the MCSP area to increase their capacity for development. Projects in scenic corridors should continue to support the General Plan objectives of creating focal points, providing a variety of housing types, and encouraging land use and transportation patterns that reduce automobile trips and greenhouse gas emissions. In addition, the Town will modify provisions of the R-20 zone that require special upper story setbacks for projects within 500 feet of a scenic corridor; these requirements should only apply on frontages that are adjacent to the scenic road.</p> <p>All of the programs cited above will help to affirmatively further fair housing by providing additional housing opportunities for lower-income households in existing</p>	P	<p>Housing Element Program 32</p>	<p><a href="#">2023-2031 Housing Element</a></p>	1	2	1	2

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	<p>single-family neighborhoods and future single-family developments.</p> <p>Enhancement Factor 2: The scenic corridor policy is being revised so that it is consistent with the State's priority of promoting infill housing, protecting valuable natural areas, and encouraging efficient development patterns. With the proposed amendments, the policy will achieve all of these objectives, including housing production in a transit-served walkable area, as well as protection of environmentally sensitive hillsides and ridgelines. The revisions will more strongly support production of infill housing and infrastructure improvements in the Moraga Center. The potential for more than 1,000 new housing units has been identified in this area.</p>						
2A	The Town has created ministerial approval process for ADUs and developments in the R-20 and R-24 zoning districts. Additionally, consistent with SB 35 and SB 330, the Town adopted objective development and design standards for the Moraga Center mixed use zones in 2020. It adopted objective development and design standards for the Rheem Center mixed use zones in 2023. In 2024, it created an illustrative design manual to assist developers, property owners, and residents in applying the Rheem Center Objective standards.	E	<p>Housing Element Program 2, Program 4, Program 30</p> <p>Moraga Municipal Code Chapters 8.124 and 8.34</p>	<a href="#">2023-2031 Housing Element</a> (pages 220, 222, & 240) <a href="#">Moraga Municipal Code 8.124</a> <a href="#">Moraga Municipal Code 8.34</a>	3		3
2B	On January 25, 2023, the Town certified a Program-level EIR for the Comprehensive Advanced Planning Initiative. The Housing Element was one component of this initiative. Other components include the rezoning of housing opportunity sites, the rezoning of the Bollinger Canyon Study Area, and conforming amendments to the General Plan. A Statement of Overriding Considerations was adopted as part of the FEIR.	E	Comprehensive Advanced Planning Initiative EIR	<a href="https://www.moraga.ca.us/501/Environmental-Review">https://www.moraga.ca.us/501/Environmental-Review</a> <a href="#">Draft EIR</a> covering all housing sites <a href="#">Final EIR</a> covering all housing sites	2	6	1

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	<p>Projects consistent with the Housing Element and General Plan may tier off of this EIR and receive streamlined environmental review. While such projects may be required to conduct site-specific environmental analysis such as local traffic analysis, noise studies, and biological resource studies, they may rely on the General Plan EIR for CEQA compliance in many categories. This significantly reduces processing time and cost.</p> <p>Enhancement Factor 6: The EIR referenced above covered a series of zoning actions that resulted in a net gain of housing capacity while also mitigating development impacts on environmentally sensitive areas. Specifically, it evaluated the “upzoning” or increase in density in Moraga Center and Rheem Center, while also adopting a zoning plan for the Bollinger Canyon Study Area (in another part of Moraga) that allows limited amount of development, subject to specific measures to mitigate potential environmental impacts, reduce hazards, and protect sensitive resources. This also includes allowances for transfer of development rights from Bollinger Canyon to Moraga Center.</p>						
2C	The Town uses CEQA categorical exemptions for projects whenever possible, including the Class 32 exemption for infill development projects. Moreover Section 15183 of CEQA allows the Town to tier off the EIR for the Comprehensive Advanced Planning Initiative for projects that are consistent with the EIR. The EIR covered all of Moraga’s housing opportunity sites, and as such enables substantial streamlining and reduced CEQA processing time.	E	Environmental Review Procedures (CEQA)	See above	2		2
2D	The Town does not issue building permits but performs design and zoning approval and stamps off on plans to go to the County for permitting. The Town has a typical permit processing timeframe for building permits with no design review (1-2 days), building permits with administrative design review (45 days), and use permits (120 days) that falls at or under 4 months.	E	Housing Element	<a href="#">Housing Element</a> (scroll to P 5-36, or P 200 of the PDF)	2		2

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2F	<p>Through Housing Element Program 42, the Town will develop and implement a procedure for providing priority processing for development applications that include units for extremely low-income households and provide technical assistance to applicants. In addition, the Town implements SB 330 and SB 35, providing streamlined approval for projects including affordable units.</p> <p>In addition, the Town is implementing a program for by-right approval on carry-over sites in its Housing Element to comply with California Government Code 65583.2(c). Per the provisions of Moraga Municipal Code Section 8.34.080 (Ministerial Review) and 8.34.070 (Objective Design Standards), residential and mixed use projects on vacant sites (D1 and D2) in which at least 20 percent of the units are affordable to lower income households shall be approved by right.</p>	P	<p>Housing Element Program 42</p> <p>SB 330 Preliminary Application</p> <p>SB 35 Streamlined Housing Development Application</p>	<p><a href="#">2023-2031 Housing Element</a> (page 250)</p> <p><a href="#">SB 330 Application</a></p> <p><a href="#">SB 35 Application</a></p> <p><a href="#">2023-2031 Housing Element</a> (page 223)</p> <p><a href="#">Moraga Municipal Code 8.34</a></p>	1		1
2G	<p>Moraga supports the use of Planned Development (PD) districts on large sites outside of its two mixed use "town center" areas. However, the PD process is time consuming, costly, and has a high degree of uncertainty for applicants. The Town is currently reworking the PD processes to reduce the number of hearings and rounds of review required, provided that the project is consistent with the density ranges and permitted uses in the zoning regulations and General Plan. This is Program 28 of the Town's 2023-2031 Housing Element. It also aims to develop findings for PD approvals that are objective and provide certainty to applicants.</p> <p>The Town is currently exploring ways to simplify the process and reduce the length of the process, which historically has taken more than two years once an application is deemed complete. In addition, the Town is modifying its zoning regulations so that a greater share of projects can be approved without relying on the PD process.</p>	P	Housing Element Program 28	<p><a href="#">2023-2031 Housing Element</a> (page 239)</p>	1		1

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2H	<p>Historically, Moraga's development review process has been subjective, with findings that were difficult to measure and many hearings required prior to approval. Since 2020, the Town has worked proactively to increase certainty and expedite review procedures. In 2020, the Town adopted Objective Design and Development Standards (ODDS) for the Moraga Center Specific Plan Area in November 2020. In April 2023, it adopted ODDS for the Rheem Center. Projects consistent with these standards are eligible for expedited review. Additionally, the Town is in the process of replacing many of its residential design guidelines with more objective design standards, allowing predictable outcomes and reducing the length of time required for approval.</p> <p>Enhancement Factor 1: The adoption of ODDS for the Rheem Center was an itemized task in the Town's Comprehensive Advanced Planning initiative (CAPI), launched in Summer 2021. The CAPI was a three-year process that included the Housing Element, rezoning, a General Plan Update, and streamlining of development review procedures.</p>	E	Moraga Municipal Code Chapter 8.34.070, 8.210	<a href="#">Moraga Municipal Code 8.34</a> <a href="#">Moraga Municipal Code 8.210</a>	1	1	2	3
2I	<p>The Town's small size and limited-service government facilitates one-stop permitting. The Moraga Planning Department is the single point of contact for coordination of entitlement for all Town development functions. While Moraga does not provide building permitting services (this is done by the Contra Costa County Department of Conservation and Development), the Planning Department facilitates communication, coordination, and permitting for applicants.</p>	E	Website	<a href="#">Planning Department FAQs</a>	1		1	
2J	<p>The Town has adopted a streamlined permitting process consisting of ministerial approval for ADUs and JADUs that comply with the requirements of MMC 8.124.080 and applicable standards described in MMC 8.124.110. These requirements state that the Planning Director shall approve a building permit for ADUs and JADUs meeting the</p>	E	Moraga Municipal Code Chapter 8.124	<a href="#">Moraga Municipal Code 8.124.110</a>	1		1	

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	requirements for the streamlined process within sixty days after receiving a completed application. ADUs that do not meet the streamlining criteria are subject to additional standards but may still be approved ministerially by the Planning Director without discretionary review, public hearings, or further design review.						
2K	The Town provides a standard Application Form that is utilized for all Planning Entitlements.	E	Standard Application	<a href="#">Standard Planning Application PDF</a>	1		1
2L	The Town recently initiated a Development Activity website, including status updates on applications for major land use projects on the Town website. The page provides details of developments, like shopping centers and affordable housing projects, including the developer, project type, location, and status. Current projects on the page as listed as Under Review, Pre-Construction, or Complete. Each project has its own page that includes additional details and important documents. The main page also includes a map of major project locations. Additionally, the Town prepares Quarterly Land Use Update Reports which include permit numbers for both in progress and completed projects.	E	Development Activity Web Page	<a href="#">Development Activity</a>	1		1
2N	To streamline the development review process, the Town consolidated the responsibilities of the former Design Review Board with the Planning Commission. The merger was an efficiency measure to reduce the time required for approval and number of hearings required. Because the Planning Commission and DRB are now the same body, design review permits can be issued concurrently with other Planning Commission permits and do not require additional hearings. As a recent example, the combined Planning Commission/ DRB approved a 66-unit multi-family project in just two hearings.	E	Housing Element – Progress Implementing 5 <sup>th</sup> Cycle Housing Element Programs  Planning Commission / Design Review Board Webpage	<a href="#">2023-2031 Housing Element (page 36)</a>  <a href="#">Planning Commission/Design Review Board   Moraga, CA</a>	1		1

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3B	<p>Program 16 of the Housing Element directs the Town to undertake a comprehensive set of measures to promote ADU production. These include streamlining ADU Approvals, using direct mail and a website dedicated to the ADU permit process, providing information at community outreach events, designating a staff member to serve as the Town's ADU specialist, and maintaining State-mandated impact fee reductions and waivers. The program further allows developers in single family zoning districts to meet the Town's inclusionary housing requirements by including ADUs in at least 25 percent of all new single-family homes.</p> <p>Most of these measures have been implemented, including adoption of a streamlined approval process, an ADU website, outreach to the community at multiple events and pop-up workshops, and dedication of an ADU specialist on staff.</p> <p>Enhancement Factor 8: This program involves meaningful actions towards Affirmatively Furthering Fair Housing through outreach campaigns that increase the production of ADUs. Given that all of Moraga is a high or highest resource area, ADUs can create housing that is affordable by design in an area that currently has a limited supply of affordable housing. The outreach conducted by the Town has resulted in a substantial uptick in inquiries about ADUs in single family neighborhoods.</p>	E	<p>Housing Element Program 16</p> <p>Moraga Municipal Code Chapter 8.124 – Accessory Dwelling Units</p> <p>Accessory Dwelling Units (ADUs) Web Page</p> <p>Community Engagement Web Page</p> <p>Development Incentives Policy for Affordable Housing Resolution</p>	<p><a href="#">2023-2031 Housing Element</a> (pages 232-233)</p> <p><a href="#">Moraga Municipal Code 8.124</a></p> <p><a href="#">Accessory Dwelling Units (ADUs)</a></p> <p><a href="#">Community Engagement</a></p> <p><a href="#">Resolution No. 96-2022</a></p>	2	8	1	3
3C	<p>The Town Council discussed options for fee waivers, reduced fees, and fee deferrals as part of its Housing Element Update. At its residential development forum, the Town received feedback that fee deferrals (e.g., collecting fees upon certificate of occupancy rather than at the time of entitlement or permitting) could increase the viability of affordable housing.</p> <p>Accordingly, Program 29 of the 2023-2031 Housing Element creates a fee deferral program for projects serving</p>	P	<p>Housing Element Program 29</p> <p>Town of Moraga Ordinance No. 303</p>	<p><a href="#">2023-2031 Housing Element</a> (page 240)</p> <p><a href="#">Ordinance No. 303</a></p>	1		1	

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	<p>lower-income households. Priority for fee deferrals is provided for extremely low-income housing, housing for persons with disabilities, or housing that serves other special-needs groups. The Program also allows the Town to consider fee deferrals for qualifying market-rate developments.</p> <p>Program 29 also calls for the Town to review park impact fees and revise the fees as needed in the event constraints to multi-family and special needs housing are identified. By 2027, the Town will update the AB 1600 nexus study for its park impact fee and will evaluate the potential benefits of shifting to a fee calculated based on the number of bedrooms or the square footage of dwelling units, rather than on unit type.</p>							
3D	<p>As the home of Saint Mary's College as well as a large population of one and two-person senior households living in large single family homes, Moraga can benefit from innovative and non-traditional housing models. Program 13 in the Housing Element calls for the Town to update the zoning ordinance to make co-housing and live-work units permitted uses in residential zoning districts. Co-housing developments provide units that are rented by the room, typically with a shared kitchen and common areas. This update to the zoning ordinance should reduce barriers to the development of existing units into housing for lower-income and senior populations.</p>	P	Housing Element Program 13	<a href="#">2023-2031 Housing Element</a> (page 246)	1		1	
3E	<p>In October 2016, the Town adopted the Moraga Walk   Bike Plan (Plan) which contains numerous strategies aimed at encouraging bicycling and walking. These strategies include improvements to transportation infrastructure that make bicycling and walking safer and more convenient. The Plan identifies specific infrastructure improvement projects and prescribes support programs that address safety, education, promotion and enforcement.</p> <p>In addition, Livable Moraga Road is a community-based planning effort for Moraga Road, looking at ways to</p>	E	Moraga Walk Bike Plan	<a href="#">Walk-Bike Plan (PDF)</a> <a href="#">Local Roadway Safety Plan</a> <a href="#">General Plan (Transportation Element is on P.7-1)</a>	1	1	2	3

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	<p>improve the function, character and livability of the Town's busiest arterial street. The Town has also completed Safe Routes to School programs for several campuses. The new General Plan emphasizes safety and sustainability as the guiding themes of future transportation planning in Moraga, with a focus on complete streets and active transportation.</p> <p><b>Enhancement Factor 1:</b>  The Town's transportation safety and sustainability initiatives are part of a comprehensive effort to enhance mobility for all residents, link transportation planning to land use decisions, reduce dependency on fossil fuel vehicles, reduce vehicle miles traveled, and reduce greenhouse gas emissions in support of state, regional, and local climate goals. The Town is proactively investing in improvements that make it safer and easier to walk or bicycle to school and local shopping, and improve connectivity between neighborhoods and activity centers. Moraga is also working to improve connections to the regional trail system, including spurs to the Lafayette-Moraga trail, providing bicycle access to BART. It is also actively working to improve public transit service to Saint Mary's College, benefitting lower income students and staff.</p>						
4A	<p>Measure X is a countywide 20-year, <math>\frac{1}{2}</math> cent sales tax approved by Contra Costa County voters on November 3, 2020; collection of the tax began on April 1, 2021. On November 16, 2021, the County Board of Supervisors approved Measure X funding for a new Housing Fund. Beginning in 2023, Measure X will provide up to \$12M million annually for housing and related services across Contra Costa County. The 20-year total is anticipated to be \$258 million. Moraga voters voted majority yes to this ballot measure and support the measure through local spending (sales tax dollars). Projects in the Town are eligible for funding through this measure.</p>	E	<p>Measure X Housing Fund Web Page</p> <p>Measure X Breakdown of Votes Cast Spreadsheet (The Excel Sheet linked provides a breakdown of the votes that were cast by</p>	<p><a href="#">Measure X Housing Fund</a></p> <p><a href="#">Statement of Votes Cast</a> (Navigate to the tab labelled Table of Contents, scroll down to Row 112---"Measure X, Scroll to rows 2367 through 2402 for voting results from Moraga--denoted as "MORG.")</p>	2		2

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			precincts in Contra Costa County. Moraga is denoted by "MORG." A total of 9,738 votes were cast, with 4,932 voting yes, meaning 50.65% of Moraga residents voted in favor of the ballot measure.)					
4M	<p>The Town is undertaking multiple measures to promote, develop, or leverage financial resources for housing affordable to lower income households. These include the following:</p> <p>In 2022, the Town adopted an Affordable Housing ordinance. While the ordinance is structured to promote the provision of inclusionary housing units on-site, it does include provisions for in-lieu fees and payments for "fractional units" when the inclusionary requirement does not result in a whole number. Any funds collected are required to be used to advance and promote housing for lower income households.</p> <p>In addition, the Economic Vitality Element of the new Moraga General Plan includes a program recommending evaluation of an Enhanced Infrastructure Financing District. Revenue from an EIFD could be used to reduce infrastructure costs for new affordable housing, or to create a funding stream for affordable housing.</p>	P	<p>Housing Element Program 11 and 38</p> <p>Housing Resources Web Page</p>	<a href="#">2023-2031 Housing Element</a> (pages 227-228, 248) <a href="#">Housing Resources</a>	1	8	1	2

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	<p>Other potential revenue sources are described in the Housing Element:</p> <ul style="list-style-type: none"> <li>• Program 11 expresses the Town's commitment to work with Contra Costa County to increase the number of households in Moraga that receive Section 8 housing assistance</li> <li>• Program 12 recommends partnerships with Saint Mary's College to address the housing needs of students, staff, and faculty, potentially including joint development.</li> <li>• Program 24 promotes the County's Neighborhood Preservation Loan program, which provides low income homeowners with low interest loans for home repairs and other improvements.</li> <li>• Program 25 promotes local participation in the County's Mortgage Credit Certificate program for low and moderate income first-time homebuyers</li> </ul> <p>Enhancement Factor 8: This program aims to take meaningful action towards Affirmatively Furthering Fair Housing by expanding access to financing for lower income Moraga residents, by increasing potential housing subsidies for lower income Moraga residents, and by providing revenue that could increase the financial feasibility of affordable housing in Moraga, which is a high/highest resource area.</p>						
	TOTAL					33	16 49

## Sample Project Proposal Scoring Sheet

**Note: This is a Sample Project Proposal Scoring Sheet; an actual submission may include more specificity when an applicant completes the “Concise Written Description of Prohousing Policy.”**

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1B	Permitted missing middle housing uses by allowing duplexes and triplexes by right in existing low-density, single-family residential zones beyond what is required by SB 9.	E	Zoning code	Electronic copy attached	3	6	1	4
1C	Sufficient sites to accommodate 131 percent of the current RHNA with rezoning by total or income category.	P	Resolution	Electronic copy attached	2	1	2	4
1D	Density bonus program exceeds statutory requirements by 12 percent.	E	Zoning code	Electronic copy attached	2			2
1F	Eliminated parking requirements for residential development as authorized by Government Code section 65852.2.	E	Zoning code	Electronic copy attached	2			2
1G	Zoning that is designed to increase affordable housing for a range of types and for	E	Zoning code	Electronic copy attached	1	1	2	3

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	extremely low-income households.							
1H	Modified development standards/other applicable zoning provisions to allow for residential uses in non-residential zones (light industrial).	E	Zoning code	Electronic copy attached	1	1	2	3
1L	Other zoning and land use actions that measurably support the Acceleration of Housing Production.	P	Resolution	Electronic copy attached	1			1
2B	Streamlined program-level CEQA analysis and certification of general plans, community plans, specific plans with accompanying Environmental Impact Reports (EIR), and related documents.	E	Zoning code	Electronic copy attached	2			2
2G	Consolidated permit processes that minimize the levels of review and approval required for projects.	E	Zoning code	Electronic copy attached	1			1
2I	Established a one-stop-shop permitting process.	P	Resolution	Electronic copy attached	1	1	2	3

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents <b>or</b> Indicate that Electronic Copies are Attached as <b>Appendix 5</b>	Points	Enhancement Category Number	Enhancement Points	Total Points
2N	Other actions that quantifiably decrease production timeframes.	E	Zoning code	Electronic copy attached	1			1
3A	Waiver of residential development impact fees.	E	Zoning code	Electronic copy attached	3			3
3B	Adopted policies that result in less restrictive requirements than Government Code sections 65852.2 and 65852.22.	P	Resolution	Electronic copy attached	2	1	2	4
3E	Measures that reduce costs for transportation-related infrastructure.	E	Zoning code	Electronic copy attached	1			1
3I	Other actions that quantifiably reduce construction or development costs.	E	Zoning code	Electronic copy attached	1			1
4A	Local housing trust funds.	E	Zoning code	Electronic copy attached	2			2
4C	Regular use of funding for preserving assisted units at-risk of conversion to market-rate uses.	E	Zoning code	Electronic copy attached	2	2	1	3
4E	Establishes a program that complies with the Surplus Land Act and offers below-market land leases for affordable housing.	E	Zoning code		2			2

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents <b>or</b> Indicate that Electronic Copies are Attached as <b>Appendix 5</b>	Points	Enhancement Category Number	Enhancement Points	Total Points
4G	Prioritization of local general funds for affordable housing.	E	Zoning code		2			2
4M	Other actions that leverage financial resources for housing.	E	Zoning code		1			1
TOTAL					33	12		45

**NOTE: APPENDIX 4 is part of the HCD Application template and has not been modified by the Town**

## Appendix 4: Examples of Prohousing Policies with Enhancement Factors

If a Prohousing Policy incorporates any of the enhancement factors specified in the Project Proposal Enhancement Factors chart, it will receive extra points as indicated therein. Examples of such qualifying Prohousing Policies include the following:

### Category 1: Favorable Zoning and Land Use

- Rezoning sufficient sites to accommodate 150 percent or greater of the Regional Housing Needs Allocation by total or income category, including sites in Location Efficient Communities.
- Rezoning sufficient sites to accommodate 150 percent or greater of the Regional Housing Needs Allocation by total or income category, including sites in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Rezoning to accommodate 125 to 149 percent of the Regional Housing Needs Allocation in downtown commercial corridors or other infill locations.
- Expanding density bonus programs to exceed statutory requirements by 10 percent or more in Location Efficient Communities.
- Reducing or eliminating parking requirements for residential development as authorized by Government Code section 65852.2 in Location Efficient Communities.
- Increasing allowable density in low-density, single-family residential areas beyond the requirements of state Accessory Dwelling Unit Law in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Modification of development standards and other applicable zoning provisions to promote greater development intensity in downtown commercial corridors or other infill locations.
- Coupling rezoning actions with policies that go beyond state law requirements in reducing displacement of lower-income households and conserving existing housing stock that is affordable to lower-income households.

### Category 2: Acceleration of Housing Production Timeframes

- Ministerial approval processes for multifamily housing in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Streamlined, program-level CEQA analysis and certification of specific plans in Location Efficient Communities.
- Documented practice of streamlining housing development at the project level in downtown commercial corridors and other infill locations.

- Expedited permit processing for housing affordable to lower-income households in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).

### **Category 3: Reduction of Construction and Development Costs**

- Fee waivers for affordable housing in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Fee waivers or reductions for higher density housing in downtown commercial corridors or other infill locations.
- Measures that reduce costs and leverage financial resources for transportation-related infrastructure or programs in Low Resource and High Segregation & Poverty areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Adoption of universal design ordinances to increase housing choices and affordability for persons with disabilities in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Permitting innovative housing types, such as manufactured homes, recreational vehicles or park models, in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).

### **Category 4: Providing Financial Subsidies**

- Targeting local housing trust funds to acquisition or rehabilitation of existing affordable units, or to affordable units at risk of converting to market rate uses, in Low Resource and High Segregation & Poverty areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Marketing grants and other financial products for ADUs/JADUs in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Utilizing publicly owned land for affordable housing in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Establishment of an Enhanced Infrastructure Financing District or similar local financing tool in a Low Resource or High Segregation & Poverty area (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Directing residual redevelopment funds or general funds to conservation or preservation of affordable housing in areas at high risk of displacement.

## **Appendix 5: Additional Information and Supporting Documentation**

- A. Statement on adherence to best practices related to the treatment of unhoused individuals camping on private property, including Moraga Police Policy (as required by checklist)
- B. Supplemental information on Scoring Factor 1C

# **Statement on the Town of Moraga's Commitment to Applying Best Practices in the Treatment of Unhoused Individuals Camping on Public Property**

*The Town of Moraga does not have any active homeless encampments or a measurable unhoused population (fewer than 5 unsheltered individuals in 2024 according to the [Contra Costa County 2024 Homeless Point-In-Time Count](#)). The Town acknowledges and confirms that in the event of a future encampment on public property, it will comply with the constitutional rights of persons experiencing homelessness. This is supported by Moraga Police Department Manual Policy 464 which commits to protect the rights, dignity, and private property of unhoused individuals. The Town is further committed to following best practices related to the treatment of unhoused individuals camping on public property, consistent with United States Interagency Council on Homelessness' "7 Principles for Addressing Encampments". This commitment is further expressed as follows:*

## **Principle 1: Establish a Cross-Agency, Multi-Sector Response to Encampments**

In the event an encampment occurs, the Town's Police Department, Public Works and Engineering Department, and Planning Department would work in coordination with Contra Costa Health Services, Contra Costa Continuum of Care, Contra Costa County Crisis Center, and Contra Costa Housing Authority to identify the encampment, assess needs, perform health and wellness checks on unhoused people, make referrals for emergency and long term housing solutions, and direct individuals to resources for food and sanitation.

## **Principle 2: Engage Encampment Residents to Develop Solutions**

Outreach efforts would involve distributing shelter lists, information on housing choice vouchers, and flyers on emergency medical and food assistance (such as [Accessing Homeless Services in Contra Costa County](#)). Additionally, the Town would provide contact information for the Contra Costa Crisis Center and the Coordinated Outreach Referral and Engagement (CORE) Teams.

## **Principle 3: Conduct Comprehensive and Coordinated Outreach**

The Town maintains a [Housing Resources](#) webpage providing links to programs assisting persons with special housing needs. Additionally, the Town is working to distribute a flyer with these resources throughout Town public spaces. In the event an encampment occurs, the Town will work the County's CORE team, which serves as the local point of contact into Contra Costa County's coordinated entry system for unsheltered persons.

#### **Principle 4: Address Basic Needs and Provide Storage**

The CARE Center in Walnut Creek provides basic support for adults on a Monday to Friday basis. [Health Care for the Homeless](#) provides high-quality health services to patients experiencing homelessness in Contra Costa County with mobile clinics (Moraga Police Department Policy 464 – attached). Moraga Police are instructed to provide homeless persons suffering from mental illness with mental health assistance in the form of contact information and transportation (if approved) to a mental health specialist if requested. As noted under Principle 3, the [Coordinated Outreach Referral, Engagement \(C.O.R.E.\)](#) program works to engage and stabilize homeless individuals living outside through consistent outreach to facilitate and/or deliver health and basic need services and secure permanent housing.

#### **Principle 5: Ensure Access to Shelter or Housing Options**

While there are no shelter or transitional housing facilities in Moraga, there are emergency shelters, supportive and transitional housing options, CARE Centers, and respite care facilities in Contra Costa County that the Town would provide referrals to when necessary (as indicated in [Program 39 of the 2023-2031 Housing Element](#)). According to Contra Costa Health, the County has a number of shelters for adults, youth, and families. See [Contra Costa Shelter Options](#) and [Homeless Services | Contra Costa Health](#).

#### **Principle 6: Develop Pathways to Permanent Housing and Supports**

One of the goals of the Town's [2023-2031 Housing Element](#) is to Provide Housing to Address Special Housing Needs (Goal 6). The policies of this program demonstrate the Town's attempts to eliminate barriers to obtaining permanent housing through policies such as H6.1 Affordable Housing for Special Needs Groups, H6.2 Support Aging in Place, H6.3 Senior Housing Developments, H6.3 Senior Housing Developments, H6.5 Promote Universal Design, H6.6 Reasonable Accommodation, H6.7 Emergency Shelters by Right, H6.8 Transitional and Supportive Housing, and H6.9 Extremely Low-Income Housing Needs. Additionally, the [Housing Authority of the County of Contra Costa](#) provides information on multiple housing programs available in the County, including Section 8. The Town's Housing Element also includes actions allowing emergency shelters and low barrier navigation centers, consistent with State law.

#### **Principle 7: Create a Plan for What Will Happen to Encampment Sites After Closure**

After the closure of an encampment, the Town will review the causes and implications of the encampment before determining how to address clean up, improve safety, and increase support for populations that face housing insecurity.

## Supplemental Information regarding Scoring Factor 1C

Scoring Factor 1C requires that jurisdictions have identified housing opportunity sites that can accommodate 125 to 149 percent above their RHNA in each income category.

On an income group basis, the RHNA buffers reported in the Housing Element are as follows:

- Lower income (Low and Very Low): 123 percent
- Moderate Income: 151 percent
- Above Moderate Income: 214 percent

While the Lower Income buffer is two percent below the 125 percent threshold, two of the sites listed in the inventory now have active projects that have substantially more units than were originally projected. Counting the unit yields of the actual projects pushes the lower income yield to 127 percent, thus meeting the threshold.

The two active projects are as follows:

- The 1600 School Street development is located on a portion of Housing Element site F-3. The site was presumed to have the capacity for 56 units (28 low and 28 very low). On October 29, 2024, the Moraga Planning Commission approved an application for 66 units (61 market rate and 5 very low) on this site. However, the site was subdivided, leaving a 0.95-acre residual parcel (1620 School) still available for future development. At 20 DUA (the realistic density initially presumed for the entire site), the residual parcel has a realistic capacity of 19 units (15 very low and 4 low). Thus, the net yield for Housing Element site F-3 is 85 units, including 61 above moderate-income units (in the approved project), 15 very low income units (5 in the approved project and 10 on the residual portion), and 9 low income units (all on the residual portion).
- Site E-4 is a 1.25-acre vacant lot west of the Rheem Theater. The Housing Element assumed 25 lower income units on the site. An application for a 49-unit housing development that is 100 percent affordable is now moving through the approval process. Entitlements are anticipated within the next one to three months. The project includes 34 very low income units and 15 low income units.

As a result of these changes, the total capacity for low and very low income units townwide has increased from 615 units to 635 units. Given the RHNA of 501 units for low and very low income units, this is a 127 percent buffer.

Table 1 on the following page shows the assumptions in the 2023-2031 Housing Element, including data for each income group by site. Table 2 shows the revised assumptions based on approved and pending projects.

**Table 1: Housing Site Capacity and Buffers Reported in 2023-2031 Housing Element**

Site Inventory	Very Low(*)	Low (*)	Moderate	Above Mod	TOTAL
Site Category A (entitled projects)			15	210	225
Site Category B (low density sites)				242	242
Site Category C (medium density sites)			18	182	200
Site Category D (high density sites)	67	42	210	98	417
<b>Site Category E: Vacant Mixed Use sites</b>					
E1 North end of School St	15	9			24
E2 MCSP Town Center pt 2	37	25		61	123
E3 Next to Macaulous	12	8			20
E4 West of Rheem Theater	15	10			25
E5 North of 7-11	13	10			23
<b>Site Category F: Underutilized Mixed Use sites</b>					
F1 day care site	9	6			15
F2 garden center	15	9			24
F3 1600 School (***)	5	4		28	37
<i>Remainder of site F3 (1620 School)</i>					
(***)	10	9			19
F4 MCSP RV storage	18	11		29	58
F5 346 Rheem	11	6		16	33
F6 350 Rhem Orion	11	7		17	35
F7 St Marys site	32	18			50
F8 Rheem Center I	26	14		40	80
F9 Rheem Center II	82	38			120
<b>Category G: Projected ADUs</b>	6	5	16	5	32
<b>TOTAL</b>	384	231	259	928	1802
RHNA	318	183	172	445	1118
Buffer %	121%	126%	151%	209%	161%

(\*) The adopted Housing Element combined “Very Low” and “Low” into a single category called “Lower”. The table above breaks out “Very Low” and “Low” separately. The sum of these two numbers is the same as the “Lower” Income total in the adopted Housing Element.

(\*\*\*) Site F3 was comprised of four parcels at the time the Housing Element was adopted. The Housing Element listed it as a single opportunity site with the capacity for 15 very low income units, 13 low income units, and 28 above moderate income units. The property was subsequently replatted, with three parcels merged into a 2-acre development site and the remaining 0.95-acre parcel (1620 School) split off. The 0.95-acre site remains a housing opportunity.

**Table 2: Adjusted Housing Site Capacity and Buffers Based on 2023-2024 Development Activity**

Site Inventory	Very Low	Low	Moderate	Above Mod	TOTAL
Site Category A (entitled projects)			15	210	225
Site Category B (low density sites)				242	242
Site Category C (medium density sites)			18	182	200
Site Category D (high density sites)	67	42	210	98	417
<b>Site Category E: Vacant Mixed Use sites</b>					
E1 North end of School St	15	9			24
E2 MCSP Town Center pt 2	37	25		61	123
E3 Next to Macaulous	12	8			20
<b>E4 West of Rheem Theater (*)</b>	<b>34</b>	<b>15</b>			<b>49</b>
E5 North of 7-11	13	10			23
<b>Site Category F: Underutilized Mixed Use sites</b>					
F1 day care site	9	6			15
F2 garden center	15	9			24
<b>F3 1600 School (**)</b>	<b>5</b>			<b>61</b>	<b>66</b>
<i>Remainder of site F3 (1620 School)</i>					
(**)	10	9			19
F4 MCSP RV storage	18	11		29	58
F5 346 Rheem	11	6		16	33
F6 350 Rhem Orion	11	7		17	35
F7 St Marys site	32	18			50
F8 Rheem Center I	26	14		40	80
F9 Rheem Center II	82	38			120
<b>Category G: Projected ADUs</b>	<b>6</b>	<b>5</b>	<b>16</b>	<b>5</b>	<b>32</b>
<b>TOTAL</b>	<b>403</b>	<b>232</b>	<b>259</b>	<b>961</b>	<b>1802</b>
RHNA	318	183	172	445	1118
Buffer %	127%	127%	151%	216%	166%

(\*) 49-unit project with 100% affordable units is pending on this site

(\*\*) 66-unit project with 5 very low income units and 61 above moderate income units approved on this site, with 0.95 acre residual parcel remaining available for future use.

Yellow highlight indicates numbers modified from Table 1