

Please Start Here

General Information	
Jurisdiction Name	Hercules
Reporting Calendar Year	2020
Contact Information	
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City	Hercules
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**Optional:** Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated.

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

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

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

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

### Submittal Instructions

**Please save your file as Jurisdictionname2019 (no spaces).** Example: the city of San Luis Obispo would save their file as SanLuisObispo2019

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

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

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

Jurisdiction	Hercules	
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## ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

**Table A**  
**Housing Development Applications Submitted**

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Notes	
1					2	3	4	5							6	7	8	9	10
Prior APN <sup>+</sup>	Current APN	Street Address	Project Name <sup>+</sup>	Local Jurisdiction Tracking ID <sup>+</sup>	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above-Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes <sup>+</sup>
Summary Row: Start Data Entry Below								0	0	0	0	0	0	0	0	0	0	0	
															0				
															0				







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This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.  
 Please contact HCD if your data is different than the material supplied here

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2								3	4	
Income Level		RHNA Allocation by Income Level	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	220											220
	Non-Deed Restricted												
Low	Deed Restricted	118										16	102
	Non-Deed Restricted			1			15						
Moderate	Deed Restricted	100										217	
	Non-Deed Restricted						217						
Above Moderate		244	190	30	41	227	17	4				509	
<b>Total RHNA</b>		<b>682</b>											
<b>Total Units</b>			<b>190</b>	<b>31</b>	<b>41</b>	<b>227</b>	<b>249</b>	<b>4</b>				<b>742</b>	<b>322</b>

Note: units serving extremely low-income households are included in the very low-income permitted units totals  
 Cells in grey contain auto-calculation formulas



# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Hercules		
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Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Program 1a: Section 8 Housing Choice Vouchers	Program 1a: Section 8 Housing Choice Vouchers	Ongoing	Activity of the Housing Authority of the County of Contra Costa, as the City of Hercules is not a designated Successor Housing Agency.
Program 1a: Section 8 Housing Choice Vouchers	Assist the County in advertising this program through the City web site, public counters, and bulletin boards in order to meet the HUD requirements that 70% of new Section 8 vouchers be used by extremely-low-income households.	Ongoing	Since the dissolution of the Redevelopment Agency (RDA), the City's web site has been modified to remove all RDA components. The City's web site has been revamped to provide a link to the Housing Authority's web site and its online database of currently available housing. Have not yet received hard copy materials from Housing Authority or other agencies.
Program 1b: Affordable Housing Development Incentives and Outreach	Maintain a list of interested and qualified affordable housing developers. Actively and annually publicize to affordable housing developers the opportunities to develop affordable housing in Hercules, available incentives, and financing options provided by the City or other agencies.	Annual	During the public hearing process through which the City adopted its current Housing Element in 2015, the City contacted non-profit housing developers. Since then, there has not been separate outreach regarding affordable housing development opportunities as the City does not have funding incentives available.
Program 1b: Affordable Housing Development Incentives and Outreach	Utilize State and Federal assistance programs, such as HOME, LIHTC, and CHFA funds, on an ongoing basis to the fullest extent possible to develop affordable lower income housing for seniors, families, and persons with disabilities, including persons with developmental disabilities. Support funding applications by developers if the proposed projects are consistent with the goals and policies of the City's General Plan. Annually, the City will pursue funding opportunities.	Ongoing	No funding opportunities were sought due to lack of City staffing. However, in 2019 (but not included in the 2019 Annual Progress Report), the City entered a Joint Exercise of Powers Agreement to join the California Public Finance Authority ("CalPFA") as an additional member, and approved the issuance of \$28,000,000 in bonds by the CalPFA to provide financing to The Reliant Group, Inc. for the acquisition and rehabilitation of the Willow Glen Apartments at 1231 Willow Avenue and convert the 84 multi-family units into 8 very low affordable units and 76 low affordable units.
Program 1b: Affordable Housing Development Incentives and Outreach	Work with developers in the Central Hercules Plan area and other areas of new development on an ongoing basis to ensure that the City's housing goals of providing a wider mix of housing types and affordability levels are achieved. The City will provide incentives, including density bonus, expedited processing, and flexible development standards to encourage a variety of housing in the community, including projects that set aside units for households with extremely low incomes. With limited funding available, the City anticipates only a goal of eight affordable units.	2018 and ongoing	City responded to multiple inquiries regarding the potential to develop housing in the New Town Center area as well as the Waterfront/Bayfront and Hilltown areas regarding single-family and multi-family housing opportunities.
Program 1c: Density Bonus Program	Continue to monitor the effectiveness of the Density Bonus program and provide technical assistance to developers in the use of the City's program.	Ongoing	No developers pursued density bonuses for residential projects, and therefore the use of the density bonus program was not applicable.
Program 1d: Extremely Low Income Households	Explore incentives to encourage developers to include units affordable to extremely low income households, including but not limited to additional density or floor-area ratio increases, flexible development standards (such as parking, height limit) and priority processing. The objective is to create three affordable units for extremely low income households over the planning period.	Ongoing	See Programs 1B and 1C.

Program 1d: Extremely Low Income Households	Explore incentives to encourage developers to include units affordable to extremely low income households, including but not limited to additional density or floor-area ratio increases, flexible development standards (such as parking, height limit) and priority processing. The objective is to create three affordable units for extremely low income households over the planning period.	Ongoing	No opportunities to offer such incentives occurred in 2020.
Program 2a: Code	Continue to implement the code	Ongoing	The City has a small group of volunteers in the Police Department that performs some basic, pro-active code enforcement. In response to complaints filed, the Building Department has also sent out voluntary compliance letters to owners of reported properties.
Program 2a: Code Enforcement	Continue installation of automatic gas shut-off valves to improve resident safety.	Ongoing	This program continues to be implemented as every house that is sold or permitted for improvements exceeding \$25,000 is required to have an automatic gas shut-off valve installed.
Program 2a: Code Enforcement	Continue referring code compliance violations to available residential rehabilitation programs to bring those homes up to standards.	Ongoing	Since the dissolution of the Redevelopment Agency (RDA), the City's web site has been modified to remove all RDA components. The City's web site has been revamped to provide a link to the Housing Authority's web site and its online database of currently available housing. Have not yet received hard copy materials from Housing Authority or other agencies.
Program 6a: Energy Conservation	Promote mixed-use/transit-oriented development that provides opportunities for energy conservation.	Ongoing	In 2020, the City approved entitlements for the Hill Town project, comprising 598 multi-family units and 4,000 square feet of retail within 1/2-mile of the existing bus transit center and less than one mile from the future Regional Intermodal Transportation Center.
Program 6a: Energy Conservation	Encourage developers to exceed the California Green Building Code requirements in incorporating energy conservation features and techniques.	Ongoing	The City Council encourages approved developments to provide "dark fiber" conduit to prepare for future high-speed internet service, which can help accommodate telecommuting opportunities, thus reducing greenhouse gases.
Program 2b: Foreclosure Prevention Assistance	Advertise the program through City website and provide brochure at public counters.	Ongoing	Since the dissolution of the Redevelopment Agency (RDA), the City's web site has been modified to remove all RDA components. The City's web site has been revamped to provide a link to the Housing Authority's web site and its online database of currently available housing. Have not yet received hard copy materials from Housing Authority or other agencies.
Program 2c: Owner-Occupied Single-Family Residential Rehabilitation	Advertise the program through City website and provide brochure at public counters.	Ongoing	Since the dissolution of the Redevelopment Agency (RDA), the City's web site has been modified to remove all RDA components. The City's web site has been revamped to provide a link to the Housing Authority's web site and its online database of currently available housing. Have not yet received hard copy materials from Housing Authority or other agencies.
Program 3a: Provision of Adequate Sites	Continue to pursue/implement the projects on available sites as outlined in Table 46. Monitor the City's progress in meeting the RHNA and work with developers to achieve an income distribution that meets the City's remaining RHNA units.	Ongoing	Ledcor completed construction of Bayfront Block N consisting of 172 market-rate units of multi-family housing and continued construction of Bayfront Blocks Q & R, which will include 217 market-rate and 24 "low income" affordable multi-family units.
Program 3a: Provision of Adequate Sites	Update the City's sites inventory every two years to monitor the consumption of residential and mixed-use properties and continued ability to fulfill the RHNA.	2015, and every two years thereafter	The residential sites inventory was updated in 2015 with the update of the 2015-2023 Housing Element. No properties were rezoned for residential in 2020.
Program 3a: Provision of Adequate Sites	Encourage sustainable development patterns by continuing to offer reductions in Traffic Facilities Impact Fees for projects that are located within one-half mile of a transit station and for mixed-use projects where 50% or more of the building space is used for residential purposes. Offer Traffic Facility Fee reductions to mixed-use projects, subject to funding availability.	Ongoing	In 2019, the City updated impact fees for transportation facilities. Certain projects may still qualify for lower impact fees for Traffic Facilities based on the project's consistency with Section 66005.1 of the Mitigation Fee Act. Qualifying factors include, but are not limited to, proximity and access to transit and the amount of residential space and parking provided on-site. Reduced Traffic Facilities impact fees are negotiated and approved through a Development Agreement by the Office of the City Manager.
Program 4a: Development Standards and Procedures	Annually review the development standards, fees, and procedures and make adjustments as appropriate and legally feasible to encourage the development of a variety of housing in the community.	Ongoing	In 2020, the City drafted a new accessory dwelling unit ordinance to ensure consistency with recently enacted State of California accessory dwelling unit laws (ordinance adopted in February 2021).
Program 5a: Fair Housing	Continue to support the County and refer any complaints and inquiries to the County for resolution and services.	Ongoing	Since the dissolution of the Redevelopment Agency (RDA), the City's web site has been modified to remove all RDA components. The City's web site has been revamped to provide a link to the Housing Authority's web site and its online database of currently available housing. Have not yet received hard copy materials from Housing Authority or other agencies.
Program 5a: Fair Housing	Advertise fair housing services of the County at public counters, through the City website, and at various community locations, including the City Library, Community Centers, and Senior Center.	Ongoing	Since the dissolution of the Redevelopment Agency (RDA), the City's web site has been modified to remove all RDA components. The City's web site has been revamped to provide a link to the Housing Authority's web site and its online database of currently available housing. Have not yet received hard copy materials from Housing Authority or other agencies.
Program 5b: Reasonable Accommodation	Advertise the program through City website and provide brochure at public counters.	Ongoing	Since the dissolution of the Redevelopment Agency (RDA), the City's web site has been modified to remove all RDA components. The City's web site has been revamped to provide a link to the Housing Authority's web site and its online database of currently available housing. Have not yet received hard copy materials from Housing Authority or other agencies.
Program 5b: Reasonable Accommodation	Provide technical assistance regarding the application requirements and procedures to persons/entities seeking reasonable accommodation.	Ongoing	Building Department staff address questions as they come up.





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 Cells in grey contain auto-calculation formulas

**Table F**  
**Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)**

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA* Listed for Informational Purposes Only				Units that Count Towards RHNA* Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1*
	Extremely Low-Income*	Very Low-Income*	Low-Income*	TOTAL UNITS*	Extremely Low-Income*	Very Low-Income*	Low-Income*	TOTAL UNITS*	
Rehabilitation Activity		8	76	84					
Preservation of Units At-Risk									
Acquisition of Residential Units									
Mobilehome Park Preservation									
Total Units by Income		8	76	84					

<b>Jurisdiction</b>	Hercules	
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**NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.**

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**ANNUAL ELEMENT PROGRESS REPORT**  
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<b>Table G</b>						
<b>Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of</b>						
<b>Project Identifier</b>						
<b>1</b>				<b>2</b>	<b>3</b>	<b>4</b>
<b>APN</b>	<b>Street Address</b>	<b>Project Name<sup>+</sup></b>	<b>Local Jurisdiction Tracking ID<sup>+</sup></b>	<b>Realistic Capacity Identified in the Housing Element</b>	<b>Entity to whom the site transferred</b>	<b>Intended Use for Site</b>
Summary Row: Start Data Entry Below						

<b>Jurisdiction</b>	Hercules	
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**ANNUAL ELEMENT PROGRESS REPORT**  
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Table H						
Locally Owned Surplus Sites						
Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	Street Address/Intersection	Existing Use	Number of Units	Surplus Designation	Parcel Size (in acres)	Notes
Summary Row: Start Data Entry Below						

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<b>Building Permits Issued by Affordability Summary</b>		
<b>Income Level</b>		<b>Current Year</b>
Very Low	Deed Restricted	
	Non-Deed Restricted	0
Low	Deed Restricted	
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		4
<b>Total Units</b>		<b>4</b>

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

<b>Housing Applications Summary</b>	
Total Housing Applications Submitted:	0
Number of Proposed Units in All Applications Received:	0
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

<b>Use of SB 35 Streamlining Provisions</b>	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

<b>Units Constructed - SB 35 Streamlining Permits</b>			
<b>Income</b>	<b>Rental</b>	<b>Ownership</b>	<b>Total</b>
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

Cells in grey contain auto-calculation formulas

