

**METRO WEST**  
COLLABORATIVE DEVELOPMENT



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**It's built and occupied.  
Now what?**



# Why do we need to monitor?



1

Because the Regulatory Agreement requires it

2

Chief Elected Officers of municipalities  
must attest to DHCD that their SHI is accurate

# How do we know the SHI is accurate?



## WE MONITOR

### Who monitors?

- Qualified staff person
- Property management company
- Monitoring Agent (like Metro West CD)

# Why care if SHI is accurate?



Record of  
affordable housing  
inventory



Understand how  
close municipality is  
to 10% goal



Set goals accordingly

Avoid developer  
challenges



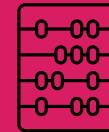
# Key components of Homeownership Monitoring



Is the unit still owner-occupied?



Have there been any unapproved liens added to Deed?



Assist with resales

# Key components of Rental Monitoring

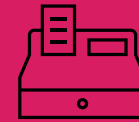


Annual income  
eligibility  
determinations



Confirmation that  
lease is still DHCD-  
compliant.

Unit remains  
decent, safe &  
sanitary

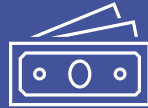


Correct rent is  
being charged  
Approval of rent  
increases

# Community's responsibility



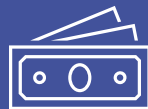
Ensure there is a designated monitoring agent



Ensure there are enough funds for a monitoring agent



For smaller projects, ensure there are funds to support cost increases



Consider having a fund for homeowner capital improvements

