



ECONOMIC DEVELOPMENT AND HOUSING DEPARTMENT
337 LOCUST STREET, SANTA CRUZ, CA 95060 • 831-420-5150 • www.cityofsantacruz.com

March 1, 2024

Re: 2024 Annual Compliance Report
Measure O Affordable Housing Units

DELIVERED ELECTRONICALLY

Dear Measure O owner,

Under the terms of the Affordable Housing Declaration of Restrictions you executed in connection with the purchase of your affordable housing unit, you are required to occupy that unit as your principal place of residence.

Please complete the enclosed 2024 Certification of Owner Occupancy report and return it to me via email or at the following address, **no later than Friday, March 22, 2024:**

Economic Development and Housing
ATTN: Emily Watkins
337 Locust Street
Santa Cruz, CA 95060

There is also a locked dropbox outside of the office front door if dropping off in person.

The 2024 Annual Compliance form reports on the 2023 calendar year: January 1, 2023 – December 31, 2023. Please see the report form for the list of supporting documentation options, as proof of two items from the list is required with your submittal.

Please feel free to email me with any questions or concerns at ewatkins@santacruzca.gov and be sure to add my address as well as acmonitoring@santacruzca.gov to your list of contacts to prevent notification emails

from going to your spam folder.

Sincerely,

Emily Watkins
Housing Programs Specialist
831.420.5153

SAMPLE PROOF OF HOMEOWNER EXEMPTION

Proof of a homeowner exemption can be submitted with your Certification of Occupancy as supporting documentation.

Proof (see sample below) can be obtained online from the Santa Cruz County Assessor's Office website at <http://www.co.santa-cruz.ca.us/asr/index.htm>.

In the **"Quick Links" toolbar on the left side of the webpage above**, click on the "Parcel Information" link. On the Parcel Information page, type in your **property address**, do not enter street title (**Ave., Street, Blvd., etc.**), click on your **APN** parcel number link to find the Homeowner's Exemption status/proof under the Assessed Value column on the page. Print or save the page from your browser and return it to the City of Santa Cruz together with the Certification of Occupancy form and one additional supporting document from the list below:

- Federal or state income tax returns with W-2s
- Bank statement
- DMV vehicle registration
- DMV driver's license
- Voter registration
- Employment records
- Santa Cruz Municipal Utility bill
- Proof of a homeowner exemption from the Santa Cruz County Tax Assessor

Proof of the homeowner exemption may also be obtained in person from the County Assessor's office located at 701 Ocean St, Room 130, Santa Cruz, CA 95060. The Assessor's phone number is 831-454-2002.

A copy of your property tax bill showing the homeowner exemption is also acceptable.

If you do not have a homeowner's exemption, you must apply for one at the County Assessor's office and then submit a copy of the application signed by you and date stamped by the Assessor's Office to the City.

Assessor's Office						
Search	Parcel List	Assessed Value & Taxes	Parcel Addresses	Splits & Combos	Transfers	Characteristics
Parcel Info						
APN	Situs Address	Class				
██████████	██████████ ██████████	028-SFR + SECOND UNIT				
Assessed Value						
Year	2019/2020					
Land	\$234,446					
Improvement	\$303,308					
Gross Total	\$537,754					
Homeowners Exemption	\$7,000 ✓					
Net Assessment	\$530,754					
Year	2020/2021					
Land	\$239,134					
Improvement	\$309,374					
Gross Total	\$548,508					
Homeowners Exemption	\$7,000 ✓					
Net Assessment	\$541,508					
Taxes*						
Year	2020/2021					
First installment	\$3,206.32					
Second installment	\$3,206.32					
Total	\$6,412.64					
<small>* This is regular tax information. Please refer to the Tax Collector for more information on taxes.</small>						