



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

May 1, 2025

Re: 2025 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 2025 Certification of Owner Occupancy report and return it to me via email or at the following address, **no later than Thursday, May 22, 2025:**

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

There is also a locked drop-box outside of the office front door if dropping off in person. Please note that PDF documents are preferred for email scans.

The 2025 Annual Compliance form reports on the 2024 calendar year: January 1, 2024 – December 31, 2024. 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 email me with any questions or concerns at ewatkins@santacruzca.gov and be sure to save my address as well as acmonitoring@santacruzca.gov to your email contact list to prevent notification emails from going to spam folders.

Sincerely,

Emily Watkins
Housing Programs Specialist
831.420.5153