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June 29, 2017

The Honorable City Council
City of Los Angeles
City Hall, Room 395
Los Angeles, California 90012

Dear Honorable Members:

FORMULA FOR VACANCY RATE CALCULATION BY THE DEPARTMENT OF CITY PLANNING DEMOGRAPHICS RESEARCH UNIT (COUNCIL FILE NO. 15-1170-S1, CASE NO. VTT-74328-CC-2A)

The following methodology is utilized by the Demographics Research Unit of the Los Angeles Department of City Planning to calculate the vacancy rate for residential dwelling units by Community Plan Area:

1. The general formula for calculating the vacancy rate is vacant housing units divided by total housing units (vacant plus occupied), by type. The definition of "vacant housing unit" is derived from the United States Bureau of Census "Definition and Explanation". The total number of housing units is derived from permit information created by the Los Angeles Department of Building and Safety.
2. This formula represents the best practice used by the Bureau of Census and other agencies, i.e., US Department of Housing and Urban Development (HUD) as well.
3. The data to calculate the number of vacant housing units for the Wilshire Community Plan area was obtained from the Department of Water and Power's 2015 Residential Electric Meter File.

Sincerely,

VINCENT P. BERTONI, AICP
Director of Planning

Jane Choi, AICP
Senior City Planner

VPB:JC