

SEP 07 2010

# Department of Housing and Community Development

## ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: City of Cloverdale

Mailing Address: P.O. Box 217  
Cloverdale, CA 95425

Contact Person: Karen Shimizu Title: Housing Redevelopment  
Project Mgr.  
Phone: 707 894-1711 FAX: \_\_\_\_\_ E-mail: Kshimizu@comcast.net

Reporting Period by Calendar Year: from Jan 2009 to December 2009

These forms and tables, (see sample – next page) 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 (Government Code Section 65400) at the addresses listed below:

**Department of Housing and Community Development**  
Division of Housing Policy Development  
P.O. Box 952053  
Sacramento, CA 94252-2053

-and-

**Governor's Office of Planning and Research**  
P.O. Box 3044  
Sacramento, CA 95812-3044

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202 )

Jurisdiction City of Cloverdale  
 Reporting Period Jan-09 - 1-Dec-09

**Table A**  
**Annual Building Activity Report Summary - New Construction**  
**Very Low-, Low-, and Mixed-Income Multifamily Projects**

Housing Development Information										Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1 Project Identifier (may be APN No., project name or address)	2 Unit Category	3 Tenure R=Renter O=Owner	4 Affordability by Household Incomes				5 Total Units per Project	5a Est. # Infill Units*	6 Assistance Programs for Each Development See Instructions	7 Deed Restricted Units See Instructions	8 Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.	
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income						
227 East 3rd St	SF	O	0	0	0	1	1	0	0	0		
(9) Total of Moderate and Above Moderate from Table A3			0	0	0	0	0					
(10) Total by income Table A/A3						1	1					
(11) Total Extremely Low-Income Units*												

\* Note: These fields are voluntary

## ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation (CCR Title 25 §6202)

Jurisdiction City of Cloverdale  
Reporting Period Jan-09 - 1-Dec-09

**Table A2**  
**Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)**

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c) (7) of Government Code Section 65583.1
	Extremely Low- Income*	Very Low- Income	Low- Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

\* Note: This field is voluntary

**Table A3**  
**Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)**

No. of Units Permitted for Moderate	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
	0	0	0	0	0	0	0
0	0	0	0	0	0	0	

\* Note: This field is voluntary

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Cloverdale  
 Reporting Period Jan-09 - 1-Dec-09

**Table B**  
**Regional Housing Needs Allocation Progress**  
 Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		7	8	9	10	11	12	13	14	Year 9	Total Units to Date (all years)	Total Remaining RHNA by Income Level												
													Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8				
Income Level	RHNA Allocation by Income Level																							
		71	0	0	0						2	69												
Very Low	Deed Restricted	2	0	0																				
	Non-deed restricted	0	0	0																				
Low	Deed Restricted	0	0	0																				
	Non-deed restricted	1	0	0							1	60												
Moderate	Deed Restricted	1	1	0							2													
	Non-deed restricted	0	36	1							37	42												
Above Moderate		0	0	0								201												
Total RHNA by COG												414												
Enter allocation number:												4	37	1									42	
Total Units												4	37	1									42	372
Remaining Need for RHNA Period																								

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



**ANNUAL ELEMENT PROGRESS REPORT**  
***Housing Element Implementation***  
(CCR Title 25 §6202 )

Jurisdiction City of Cloverdale  
Reporting Period Jan-09 - 1-Dec-09

General Comments:

*See Attached Report*



## AGENDA ITEM No. 2

City of Cloverdale  
Planning Commission  
*Staff Report*

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**Meeting Date:** August 4, 2010  
**Project Location:** Citywide  
**Project Description:** A review and discussion regarding the City of Cloverdale General Plan Year End Review including the State mandated Housing Need Production Report

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### **A. Staff Recommendation**

That the Planning Commission review the General Plan year end report and, by motion, forward the report with any amendments to the City Council, Governor's Office of Planning and Research, and the State Department of Housing and Community Development.

### **B. Background and Project Description**

The City adopted a new General Plan on May 13, 2009; a revised General Plan Housing Element was adopted on September 23, 2009. Government Code Section 65400 requires that an annual report be provided to the legislative body, the Office of Planning and Research and the Department of Housing and Community Development that includes the status of the plan and progress in its implementation, the progress in meeting its share of regional housing needs and local efforts to remove governmental constraints to the maintenance, improvement and development of housing.

### **C. Analysis**

Staff has developed three charts showing General Plan implementation measures to be completed, measures that have been completed and measures that are ongoing. Notes on the charts clarify the status of some of the implementations. These charts are attached for the Commission's review. Several of the implementations listed as completed depend on adoption of the revised Zoning Ordinance and map.

The Implementation Measures Completed chart shows policies that generally require a single City action and need no further action once complete. The Ongoing Implementation Measures are policies that require monitoring over time and may need repeated City action as circumstances addressed by the policies occur. The Implementation Measures to be Completed are policies that generally require a single City action but will be addressed in the future.

One approach used to meet implementation goals quickly with limited staff has been to place the desired language in the Comprehensive Zoning Ordinance, rather than adopting separate ordinances. This approach was used for the Growth Management Program, Design Review, Hillside Ordinance, Conservation Ordinance (historic preservation), and Urban Lighting Ordinance. A Tree Protection Ordinance is also in preparation to be included in the Zoning Ordinance. A revised Inclusionary Housing Ordinance will also be placed in the Zoning Ordinance, but is not yet being prepared.

Staff has also been working on new design guidelines for residential, commercial and industrial projects, which will be reviewed by the Planning/CDA subcommittee in the near future. The Water Efficient Landscape Ordinance will be before the City Council in September for adoption.

**Attachments**

1. Implementation Charts
2. General Plan year end report

**GENERAL PLAN UPDATE  
IMPLEMENTATION MEASURES COMPLETED  
July 2010**

Implementation Measure	Notes
<u>Implementation LU 1-1.a.</u> Initiate Zoning Ordinance and any other Ordinance amendments necessary to bring the City Ordinances into conformity with Exhibits 2.1 and 2.2.	Draft ZO subject to public hearings
<u>Implementation LU 1-1.b.</u> Initiate Housing Element amendments necessary to bring the Housing Element and General Plan into conformity.	
<u>Implementation LU 1-1.c.</u> Review residential development policies to allow limited numbers of small lots or cluster housing within conventional single family areas in order to provide variety and affordable housing.	
<u>Implementation LU 1-1.d.</u> Revise parking requirements for small lot and cluster housing projects to provide for automobile and recreational vehicle parking so that parking does not impact city streets.	
<u>Implementation LU 1-2.a.</u> Develop a growth management program to allocate an average of 75 units per year, but allowing flexibility in application of growth so that growth does not exceed 375 units in any five year period. The Growth Management Program shall include a strategy to meet the City's Housing Element fair share goals and jobs housing balance policies in Policy LU 1-3.	
<u>Implementation LU 1-4.a.</u> Provide buffer areas between industrial and residential uses. Where existing industrial uses exist, residential development applications shall provide a buffer. Where residential uses exist, industrial uses shall provide mitigation and buffering. Where the General Plan has undeveloped land with residential and industrial uses, both industrial and residential uses shall provide	

buffering.	
<u>Implementation LU 1.5.a.</u> Develop a statement of preferred land use practices in County areas adjoining the City, including and emphasizing the City policies for hillside development, and send that statement to the County annually.	
<u>Implementation LU 1-6.c.</u> Require design review and develop standards for open space and design in all small lot, cluster, townhouse, and apartment projects, so that there is adequate room for children play areas and resident needs.	
<u>Implementation LU 1-6.d.</u> Small lot detached and duet units shall provide a usable rear yard generally consistent with the private rear yard that could be expected in a standard single family house.	
<u>Implementation LU 2-1.a.</u> Maintain an up-to-date downtown plan, implement downtown plan policies, support pedestrian oriented business, infill vacant sites, upgrade existing buildings, and encourage mixed use, shared multi-use parking, attractive buildings, attractive signs and usable public spaces.	Station Area Plan (SAP)
<u>Implementation LU 2-2.b.</u> Return properties developed with residential uses but zoned for commercial use to residential zoning, consistent with Exhibit 2.1.	Rezoned per GP map subject to public hearings
<u>Implementation LU 2-3.b.</u> Encourage retention of essential services in the downtown plan.	SAP
<u>Implementation LU 3-1.a.</u> Prepare an Urban Growth Boundary to be passed by the voters substantially as shown in Exhibit 2.5	
<u>Implementation LU 3-1.b.</u> Land outside the Urban Growth Boundary shall be retained as Conservation Features, except for the Industrial and Asti Exception Areas.	
<u>Implementation LU 3-1.c.</u> The City shall develop a list of exception uses allowed outside the Urban Growth Boundary, limited specifically and exclusively to industrial uses in the Industrial Exception	

<p>Area, Destination Commercial Uses in the Asti Exception area, and Conservation Uses in all other areas outside the Urban Growth Boundary. The conservation uses shall allow relocation of the Citrus Fair as an exception.</p>	
<p><u>Implementation LU 3-1.d.</u> Revise the Sphere of Influence to be coterminous with the Urban Growth Boundary to the north, west, and east of the city and to extend south to include the Rains Creek Water District and the General Plan Study Area to the southeast of the freeway.</p>	
<p><u>Implementation LU 3-2.a.</u> Develop a hillside ordinance for any areas above 400 foot elevation and for properties over 20% slope that are within the Urban Growth Boundary.</p>	<p>To be adopted with ZO</p>
<p><u>Implementation LU 3-2.b.</u> Coordinate with Sonoma County to assure that City hillside view policies are communicated and implemented in any County approvals.</p>	
<p><u>Implementation LU 3-3.a.</u> Land outside the Urban Growth Boundary shall be retained as Conservation Features, except for the Industrial and Asti Exception Areas, which have no farmland of statewide significance. Land shown as Prime Farmland, Unique Farmland, and Farmland of Statewide Importance shall be retained as Conservation Features, except that specific parcels identified in Exhibit 2.6 may be changed to urban uses if equivalent lands are placed in a land trust within Sonoma county for permanent and equivalent agricultural use.</p>	
<p><u>Implementation LU 3-5.a.</u> Develop zoning standards for the R-2 District around the downtown so that new construction or additions respect the height, design, and configurations of older structures in the area, including encouragement of secondary units and flexibility in parking standards to support development which is consistent with existing neighborhood character.</p>	
<p><u>Implementation LU 4-3.a.</u> Revise the Zoning Ordinance and design standards to</p>	

minimize the formula appearance of fast food and other chain businesses, including a requirement that such businesses in the downtown will not have exterior formula appearance elements or interior formula design elements readily visible from the street.	
<u>Implementation LU 4-4.b.</u> Revise the Zoning Ordinance to allow abatement of deteriorated buildings or properties.	
<u>Implementation LU 6-1.c.</u> Promote water conservation and encourage water conserving landscaping. Adopt water conservation ordinances and mandatory landscaping ordinances if needed to respond to water supply issues.	Water Efficient Landscape Ordinance (WELO)
<u>Implementation LU 7-1.a.</u> Revise Housing Element.	
<u>Implementation LU 8-1.a.</u> Update the Airport Master Plan to provide for airport expansion and for appropriate rules, safety zones, and potential easements and conditions on future development.	The airport master plan was completed in December of 2005 and revised in December 2007.
<u>Implementation CE 4-1.b.</u> Develop designs for Citrus Fair Drive and Asti Road (south interchange to First Street) to serve as attractive access routes to the light rail station. Elements include traffic calming, shaded pedestrian walkways, protected bicycle lanes, and small convenience commercial near the station.	SAP
<u>Implementation CE 4-2.a.</u> Initiate a Station Area Precise Plan prior to development of major properties within a half mile of the Cloverdale passenger rail station.	SAP
<u>Implementation PR 1.1.a.</u> Establish and staff the (ad hoc parks and recreation committee).	Public Works Subcommittee
<u>Implementation CDO 1-1.b.</u> Adopt an Urban Growth Boundary.	
<u>Implementation CDO 3-1.a.</u> Develop downtown and City entrance design standards	Downtown design standards in SAP
<u>Implementation CDO 3-2.a.</u> Update the Downtown Plan to reflect the urban design	SAP

goals.	
<u>Implementation CDO 3-4.a.</u> Develop Zoning Ordinance conservation and design standards for Cloverdale Boulevard north of downtown and older residential areas around the downtown, in order to preserve older houses and their settings.	
<u>Implementation CDO 3-8.a.</u> Develop Transit Oriented Development design plan before or concurrent with the Transit Oriented Development Specific Plan.	SAP
<u>Implementation CDO 3-7.a.</u> Land Use Element allows rezoning to residential use as conforming to the GP. Encourage rezoning where appropriate. Amend the ZO to include property maintenance ordinance.	Property maintenance ordinance being considered for inclusion in municipal code.
<u>Implementation CDO 3-9.a.</u> Develop and adopt design standards for areas visible from the freeway.	Commercial/industrial design guidelines draft completed.
<u>Implementation CDO 3-11.a.</u> Update the Zoning Ordinance to provide for sign amortization.	To be adopted with ZO
<u>Implementation CDO 3-12.a.</u> Update the Zoning Ordinance fast food design standards, including location, design, and definitions.	
<u>Implementation CDO 4-1.b.</u> Develop zoning design standards for the R-2 District around the downtown so that new construction or additions respect the height, design, and configuration of older structures in the area.	SAP and draft residential design guidelines
<u>Implementation CDO 7-1.a.</u> Amend the ZO to provide 100 foot buffers (50 feet on each side) from creeks and rivers shown on the Conservation Element Map. Where the Russian River buffer is wider than 50 feet on the map, provide the wider buffers.	
<u>Implementation CDO 7-1.c.</u> Require programs such as plaques or painted notices that storm drains flow to the river and programs to identify ways to protect wildlife and vegetation resources.	Engineering will condition projects to require plaques or painted notices.
<u>Implementation CDO 8-2.b.</u> Study and develop ordinances and incentives to	WELO

encourage water conservation.	
<u>Implementation UL 1-1.a.</u> Prepare a community lighting ordinance to provide standards for lighting on streets, business and residential properties, public properties, and signage.	To be adopted with ZO
<u>Implementation UL 1-3.a.</u> Develop an ordinance to amortize high-intensity lighting, high intensity sign illumination, and unshielded lighting.	No amortization included in ZO section – but there is requirement to adjust or modify to extent practical to reduce or eliminate glare, etc.
<b><u>Housing Element</u></b>	
<u>Implementation IP 2.2.1.</u> Maintain existing zoning which allows a maximum density of 20 units per acre above the ground floor and to the rear of a permitted commercial use in the O-R, D-C, G-C, S-C and C-R zoning districts. Allow ground floor residential uses subject to a Conditional Use Permit if the findings can be made that the residential use does not detract from the primary commercial use of the property or interrupt the continuity of business use in a commercial area.	
<u>Implementation IP 2.2.2.</u> Revise Section 18.05.020, Intents, of the Zoning Code, to indicate that residential uses are not discouraged in the General Commercial district and to delete the reference to the Highway Commercial district as this classification has been deleted from the General Plan as part of the GP Update process.	
<u>Implementation IP 2.5.1.</u> Revise the second dwelling unit ordinance as follows: i) allow second dwelling units in all residential zoning districts with a plot plan and design review, using state law as a basis for the ordinance revisions. ii) Utilize second units in the R-2 district as a way to allow two independent units and also conserve neighborhood character. iii) Eliminate the requirement that second dwelling units be located at least 20 feet from the primary residence. iv) Allow separate utility meters for second dwelling units in multi-family districts.	
<u>Implementation IP 2.6.1.</u> Amend the ZO	Muni Code Section 15.24 not yet deleted

<p>definition of a single family house to include manufactured houses and consider deleting Municipal Code Section 15.24.</p>	
<p><u>Implementation IP 2.7.1.</u> Revise ZO Table 18.04.040-A to allow Senior Independent Living Uses in the R-CT and R-3 zoning districts without a CUP. Plot plan and/or design review approval would be required. Add a definition of Senior Independent Living Uses to ZO.</p>	
<p><u>Implementation IP 2.10.1.</u> To ensure parking requirements for multifamily units do not constrain development, the City will amend its ZO to remove the requirement to cover the second parking space. In addition, the City will facilitate and encourage shared parking and allow both on-site and/or off-site provision of required spaces.</p>	
<p><u>Implementation IP 2.10.2.</u> To ensure the provision of a variety of housing types for all income levels throughout the City, the ZO will be amended to remove the CUP for multifamily uses in R-2, R-CT and R-3 districts.</p>	
<p><u>Implementation IP 2.10.3.</u> The City currently defines family as an individual, or two or more persons related by blood, marriage or adoption; or a group of unrelated persons which, if it numbers five or more persons, must be living together as a group in a dwelling unit, using common cooking facilities, and as a group bear the generic character of a family as a relatively permanent household. For the purposes of ensuring there are no constraints to housing for persons with disabilities, the state has established that 6 persons be the threshold by which a single-family dwelling or group quarters situation is defined. Therefore, the City will amend the language of its family definition in the ZO to include a threshold of “more than 6 persons” rather than “five or more persons”.</p>	
<p><u>Implementation IP 3.6.1.</u> Revise the ZO to permit an emergency and transitional housing facility as a permitted use in the G-C General Commercial zoning district.</p>	

<p>Currently, there is approximately .05 acres (21 properties total) of G-C zoned land available that is made up of a mix of developed and undeveloped sites. The City also recently purchased a 5.3 acre site zoned G-C that is available for development that could be a site for an emergency shelter. In addition, there are 30 developed G-C parcels throughout the City and by amending the ZO to allow emergency and transitional housing in the G-C zoning district, any of these parcels would support reuse as a homeless shelter. Emergency shelters in the G-C shall only subject to the same development and management standards that apply to other allowed uses in the zone. Require Design Review approval pursuant to health and Safety Code Section 50807 prior to issuance of a building permit.</p>	
<p><u>Implementation IP 3.6.2.</u> Adopt a Single Room Occupancy Ordinance that establishes performance standards with regard to fencing, lighting and reduced parking requirements for extremely low income households and farmworker housing and revises ZO Table 18.04.040-A Uses Permitted in Residential Districts, to allow SROs in the R-CT and R-3 zoning district.</p>	
<p><u>Implementation IP 3.6.5.</u> Revise the City's ZO to include definitions of emergency shelter, transitional and supportive housing in all residential areas as required by State law.</p>	
<p><u>Implementation IP 3.6.6.</u> Revise the City's ZO to allow additional emergency shelters in the P-I zoning district with a use permit.</p>	
<p><u>Implementation IP 3.7.2.</u> To ensure the City's ZO is compliant with Health and Safety Code Section 17021.5, language will be added to explicitly acknowledge that employee housing for farmworkers accommodating six or fewer workers shall be considered a residential use and shall not require any special approvals that are not required of a family dwelling of the same type in the same zone.</p>	

<p><u>Implementation IP 6.1.1.</u> Develop informational materials for dissemination to developers and project designers during the initial stages of project design and review. These materials shall include, but not be limited to passive solar planning through subdivision, lot and structure orientation, protection of solar access, and application of passive and active energy saving features. The City shall also review its land use regulations and subdivision ordinance and where appropriate add provisions which promote and/or require energy conservation planning as a factor in project approval.</p>	<p>Design guidelines</p>
<p><u>Implementation IP 6.2.1.</u> The City should support Green Building standards which aim to support a sustainable community by incorporating green building measures into the design, construction and maintenance of new commercial and residential buildings. The City will also work with stakeholder to develop a list of incentives that will help developers meet mandatory green building standards.</p>	<p>Design guidelines</p>

**GENERAL PLAN UPDATE  
ONGOING IMPLEMENTATION MEASURES  
July 2010**

<b>Implementation Measure</b>	<b>Notes</b>
<u>Implementation LU 1-3.a.</u> Develop a business attraction/initiation plan to increase number of jobs available for residents and to encourage local residents to open businesses in Cloverdale to achieve a 1:1 job to housing ratio.	Economic Development Program
<u>Implementation LU 2.1.b.</u> Encourage cultural facilities and events in the downtown.	
<u>Implementation LU 4-4.b.</u> Revise the ZO to allow abatement of deteriorated buildings or properties.	Not in ZO; an Ordinance to be included in the Municipal Code is before the General Administration subcommittee
<u>Implementation CE 1-1.e.</u> Truck routes shall be established to minimize noise impacts on residential areas. Construction truck routes shall be specified to minimize noise impacts.	Engineering works with developers to establish truck routes for specific developments. No other truck routes established.
<u>Implementation CE 1-2.a.</u> Develop and adopt plan lines, if needed, for arterial and collector streets shown in Exhibit 3.1. Place plan lines in ZO and require setbacks to be measured from adopted plan lines.	As plan lines are adopted.
<u>Implementation CE 4-3.a.</u> Maintain and encourage use of the Cloverdale City bus by maintaining schedules that serve the community and by use of distinctive vehicles to bring visibility to the service.	
<u>Implementation CE 4-4.a.</u> Coordinate with regional ridesharing plans.	
<u>Implementation CDO 8-2.a.</u> Study and develop ordinances and incentives to encourage energy efficient transportation, locally-generate solar and alternative power sources, and green building methods for private buildings and projects.	
<b><u>Housing Element</u></b>	
<u>Implementation IP 1.1.1</u> Continue coordination with the Sonoma County Housing Rehabilitation Program providing	

<p>low interest loans for the rehabilitation of homes and mobile homes owned or occupied by very-low to moderate-income households. Facilitate citizen awareness of the rehabilitation loan program by a) making pamphlets on this program available at City Hall and at the public library; b) contacting neighborhood groups in older residential areas with this information; and c) continuing building code enforcement in cooperation with the Building Department.</p>	
<p><u>Implementation IP 1.1.2</u> Identify target areas where housing rehabilitation is most needed based upon the 2008 survey of housing conditions and direct publicity for the joint County/City rehabilitation program to those areas.</p>	
<p><u>Implementation IP 1.1.3</u> Provide for annual review by the Planning Commission and City Council of the City's Capital Improvement Program (CIP) to determine what special priorities are needed for capital improvement projects required to maintain the community's older residential neighborhoods. Review of the CIP shall also include verification that areas needing improvement are scheduled for funding to address these needs at a specific time in the future.</p>	<p>Engineering Department</p>
<p><u>Implementation IP 1.2.1</u> Include mobile home parks in the housing rehabilitation program specified in IP 1.1.1. Ensure that funds obtained for this purpose include provisions for mobile home park residents, including an Earthquake Reinforced Bracing System (ERBS) for mobile homes and other residential units to help stabilize the dwelling during an earthquake.</p>	
<p><u>Implementation IP 1.3.1.</u> Retain affordability of existing affordable housing. Provide permanent affordability for owner units using the Housing Land Trust. Provide permanent or minimum 55 year affordability for rental units by direct City funding or by financially support state and federal programs that require a minimum 55 year affordability guarantee.</p>	

<p><u>Implementation IP 1.3.2.</u> To the maximum extent possible, leverage City funds 10:1 in preservation projects (\$1 in City spending provides \$10 in total housing benefit).</p>	
<p><u>Implementation IP 1.4.1</u> Urban water management plans shall include projected water use for single-family and multi-family housing needed for lower-income households.</p>	
<p><u>Implementation IP 2.1.1</u> Wherever appropriate, the City shall grant flexibility to allow development on infill parcels using the tools currently provided within the Zoning Ordinance (PUD permits, density bonus, and second residential unit ordinance) where adopted development standards would preclude development feasibility. This program can be applied on a case-by-case basis in tandem with required discretionary review permits. Continue to provide copies of the inventory of vacant and underdeveloped land (appendices B and C) for public distribution.</p>	Inventory in SAP appendices
<p><u>Implementation IP 2.4.1.</u> Identify housing impacts of new commercial, office, and industrial development that will generate a significant amount of housing demand as part of the development review process and consider requirement of the appropriate mitigating measures as listed in Program IP 2.2.2.</p>	CEQA
<p><u>Implementation IP 2.9.1.</u> Continue to use the 20 percent housing set aside funds to develop affordable housing and conserve and rehabilitate existing housing.</p>	
<p><u>Implementation IP 3.1.1.</u> Apply for housing funds, as appropriate. Examples of available housing funds are listed below:</p> <ul style="list-style-type: none"> <li>• Rural Development Loan Program financed by the State Department of Housing and Community Development (HCD).</li> <li>• Community Development Block Grant (CDBG) funds.</li> <li>• Proposition 1A School Facility Fee Reimbursement Program financed</li> </ul>	

<p>by the California Housing Finance Agency (CHFA) provides reimbursement for school impact fees for rental housing developers who provide rental housing affordable by very-low income households.</p> <ul style="list-style-type: none"> <li>• Mortgage Credit Certificate program provides assistance to first-time lower income households. This program is administered for the City by the County of Sonoma and cities in the County.</li> <li>• Mortgage Revenue Bond Program through the CHFA. The City can issue revenue bonds on behalf of affordable housing developers or work with developers to secure these bonds.</li> <li>• Housing Enables by Local Partnerships Program (HELP) operated by the CHFA.</li> <li>• The Low and No Down Payment Program sponsored by the California Housing Loan Insurance Fund (CALFI) Tax credit programs.</li> <li>• HOME programs.</li> </ul> <p>The City will promote use of these funds by listing potential funding sources on its website and planning staff will inform housing developers of these funding possibilities.</p>	
<p><u>Implementation IP 3.1.2.</u> Maintain the City's Housing Fund with contributions collected from private and public sources, including the in-lieu inclusionary housing fees to implement and/or supplement the City's housing programs. Use the Housing Fund to make housing available to very low to moderate-income Cloverdale residents. The fund could be used to reduce the cost of land acquisition and construction for affordable and special needs housing and to prevent and reduce homelessness.</p>	
<p><u>Implementation IP 3.1.3.</u> Encourage developers of affordable housing to apply</p>	

for the Proposition 1A School Facilities Fee Reimbursement Program (SFFRP) financed by the California Housing Finance Agency. Consider making this a requirement for development receiving subsidies of density bonuses for lower income rental units.	
<u>Implementation IP 3.2.1.</u> Continue to permit senior housing developments for persons aged 55 and over, with reduced parking and other requirements.	
<u>Implementation IP 3.3.1.</u> Contact Sonoma County's Community Development Commission and non-profit housing organizations to determine whether they would be interested in jointly implementing a Senior Shared Housing Program.	Part of IP 3.1.1
<u>Implementation IP 3.4.1.</u> Continue to work with developers to apply for HCD HOME grants or CDBG grants specifically to accommodate large families.	
<u>Implementation IP 3.5.2.</u> Consider subsidizing the construction of renovations and improvements that improve the accessibility to housing for seniors and persons with disabilities.	County rehabilitation program
<u>Implementation IP 3.6.3.</u> Continue to consult with the Cloverdale Police Department and homeless providers in the community to maintain ongoing estimates of the demand for emergency housing in the city.	City participates in annual homeless count organized by the County
<u>Implementation IP 3.6.4.</u> Continue to work with private, county, and state agencies to provide emergency housing for the homeless.	
<u>Implementation IP 3.7.1.</u> While the City will pursue the integration of units for farmworkers throughout its housing stock (units for extremely low and very low income households), the City will also work with the County's farmworker housing program to promote the construction of farmworker housing in the community. The City will assist by partnering with the County to support applications for funding to the State's Joe	

Serna Jr. Farmworker Housing Grant Programs.	
<u>Implementation IP 4.1.3.</u> Continue to provide nondiscrimination clauses in rental agreements and deed restrictions for housing constructed with City assistance.	
<u>Implementation IP 5.1.1.</u> Continue to hold workshops and public hearings to discuss proposed revisions to the City's Housing Element.	
<u>Implementation IP 5.2.1.</u> Prepare an annual report that describes the amount and type of housing constructed and housing-related activities for review by the Planning Commission and the City Council.	
<u>Implementation IP 6.3.1.</u> Work with public transit providers and developers to encourage housing development located in close proximity to public transit facilities, as well as incorporation of pedestrian and bicycle access and networking in project design.	
<u>Implementation IP 6.3.2.</u> Utilize City workforce housing preferences so that employees of Cloverdale businesses who live out of the City can move into Cloverdale and not need to commute in.	
<u>Implementation IP 6.4.1.</u> The City shall, through its Annual Housing Report, monitor the supply of residential land to ensure sufficient developable land is available for single-family and multi-family residential development. This program will help to achieve projected housing needs for the planning period extending through June 2014. If, at any time, the supply of sites zoned for multifamily housing falls below the quantity of land required to accommodate the City's remaining need for higher density multi-family housing, the City shall initiate General Plan Amendments and/or rezonings to provide additional land.	
<u>Implementation IP 6.5.2.</u> The city shall continue to update and implement its five-year Capital Improvement Program to guide development of public facilities	

required by new residential demand and to improve existing facilities in need of upgrading.

**GENERAL PLAN UPDATE  
IMPLEMENTATION MEASURES TO BE COMPLETED  
July 2010**

Implementation Measure	Notes
<u>Implementation LU 1-3 b.</u> Revise the Housing Element to provide housing for local employees.	
<u>Implementation LU 1-3.c.</u> Revise the ZO Inclusionary Housing Program and other Housing Programs to emphasize housing for local employees and essential local employees, including preference in growth management allocations.	Inclusionary Housing Program to be revised.
<u>Implementation LU 2-3.a.</u> Coordinate with the Postmaster General on site locations	If needed
<u>Implementation LU 3-3.b.</u> The City in coordination with Sonoma County shall consider implementing a requirement that future development projects adjacent to designated agricultural lands under the Conservation Features designation will maintain a buffer between the proposed development and agricultural operations. The width of the buffer, the allowable land use activities, and a mechanism for maintenance of the buffer shall be part of any implementing action of the requirement.	
<u>Implementation LU 3-4.a.</u> Develop a tree-protection ordinance that will identify heritage trees (trees over 23 inches diameter and/or historically significant) and significant trees and tree species (trees over 8 inches diameter).	
<u>Implementation LU 4-4.a.</u> Reconstitute the Cloverdale Pride Committee to contact property owners and encourage improving site appearance.	
<u>Implementation LU 5-1.a.</u> Identify a future high school site with a minimum of 20 acres, potential for shared facilities, and potential for a larger site when combined with City recreation facilities.	

<p><u>Implementation LU 5-1.b.</u> Use school facilities within the existing City limits to provide preschool, elementary and middle school functions.</p>	<p>Based on future needs</p>
<p><u>Implementation LU 5-1.c.</u> Monitor school needs in south Cloverdale to determine if an elementary school site will be needed, preferably within walking distance of housing.</p>	
<p><u>Implementation LU 5-1.d.</u> Encourage the Cloverdale Unified School District to prepare a demographics study to determine future school needs within the General Plan time frame. If necessary for implementation, identify ways to provide future school sites.</p>	
<p><u>Implementation LU 5-1.e.</u> Encourage educational institutions to open or establish Cloverdale campuses, including college and junior college campuses or satellite programs, private educational and trade schools at all levels, and in-city offices for campuses or programs in County areas near Cloverdale, including co-located resources meeting a variety of educational needs at shared locations.</p>	
<p><u>Implementation LU 7-1.b.</u> Develop programs to support local employee housing, including use of housing funds and agreements with developers.</p>	<p>To be included in revised Inclusionary Housing Ordinance.</p>
<p><u>Implementation CE 1-3.b.</u> Identify and provide directional signs to recreational uses that maximize use of arterial and collector streets and minimize or eliminate traffic through residential areas.</p>	
<p><u>Implementation NE 1-3.a.</u> Place noise standards in the ZO or Muni Code</p>	<p>Noise standards in GP, not ZO or MC</p>
<p><u>Implementation CDO 2-5.a.</u> Adopt (hillside) road standards conforming to Policy CDO 2-5 (follow natural contours, with minimum disruption to hills or forests, minimum or no curbside parking and lighting that is not visible from the valley floor).</p>	<p>Existing hillside road standards do not address natural contours, disruption or lighting.</p>
<p><u>Implementation CDO 3-1.a.</u> Develop downtown and City entrance design</p>	<p>Downtown done with SAP and ZO. Need City entrance design standards.</p>

standards.	
<u>Implementation CDO 4-3.a.</u> Assist property owners in their restoration efforts. This includes providing information on preservation resources and assisting in the placement of structures on the National Register of Historic Places, and seeking public and private funding for preservation.	
<u>Implementation CDO 4-3.b.</u> Survey to identify locally important historic resources and historic patterns of settlement. Develop an implementation program to preserve identified resources.	
<u>Implementation CDO 6-1.a.</u> Develop an urban forest plan/street tree plan with a management strategy for maintaining existing and newly planted trees, including best practice provisions for installation, maintenance and succession planting.	
<u>Implementation CDO 6-5.a.</u> Prepare and adopt a tree and landscape material list for public and private projects, including height and spread at maturity and suitable locations for various trees and landscape materials.	
<u>Implementation CDO 7-1.b.</u> Cooperate with non-profit, County, State and/or Federal agencies in preparing a Russian River riparian corridor restoration and management plan.	
<u>Implementation CDO 7-1.d.</u> Adopt an Integrated Management Plan for the long-term conservation and restoration of riparian corridors and wetlands within the City.	
<u>Implementation CDO 7-2.a.</u> Coordinate wildlife conservation activities with Sonoma County conservation agencies and nonprofit conservation groups.	
<u>Implementation CDO 7-2.d.</u> Prepare lists of appropriate native landscape species and inappropriate invasive exotic species for use by property owners in landscaping plans. Prohibit use of highly invasive species in the project review process. Consult educational and regional agencies	In process

for lists of appropriate native species.	
<u>Implementation CDO 8-3.a.</u> The City shall work with the SCAPCD, CA Air Resources Board and/or other responsible agencies to prepare a Climate Action Plan.	Climate Action Plan in progress
<u>Implementation CDO 8-3.b.</u> The City shall seek funding from the state and/or other sources, including development impact fees, in order to fund the Plan.	
<b><u>Housing Element</u></b>	
<p><u>Implementation IP 2.3.1.</u> Revise the Inclusionary Housing Ordinance requiring below-market rate housing to be included as part of residential projects as follows:</p> <p>1) 15% of the units in a rental housing project of 5 or more units shall be affordable to very low and low-income households, with low income defined as 70% of AMI. 2) 15% of the units in a for-sale project of 5 or more units shall be affordable to very low to moderate income households, with moderate income defined as 100% of AMI. Inclusionary units shall be built on site and generally equivalent in appearance to market rate units in the project with respect to number of bedrooms, exterior appearance, and exterior finish; however, alternative unit types, such as duets in a single family area, may be used if equivalent appearance standards are met. 3) Payment of an in-lieu fee for ownership units may be acceptable for projects less than 15 units or projects in hillside or estate areas. In-Lieu fees shall be 15% of the difference in price between a qualified affordable unit and the market price of each individual unit. If the calculated or offered in-lieu fee is less than \$15,000, an on site unit shall be required, rather than a fee paid. 4) The amount of in-lieu fees shall be established by a resolution of the City Council and shall be updated by the Planning Commission annually, based on the Sonoma County Community Development Commission affordable housing and rent limits and utility allowances.</p>	

<p><u>Implementation IP 2.3.2.</u> Adopt the following minimum standards for inclusionary housing units: 1) the exterior appearance of inclusionary units shall not be different than for other units in the housing development of which are a part and ii) inclusionary units shall be dispersed or distributed throughout the development rather than being concentrated in one portion of the development.</p>	
<p><u>Implementation IP 2.3.3.</u> Revise the Inclusionary Housing Ordinance setting out income guidelines, in-lieu fees, purchase or rent levels, annual per unit compliance monitoring fees, and measures to assure a life-of-project affordability of inclusionary units.</p>	
<p><u>Implementation IP 2.4.2.</u> Consider adopting a housing impact fee if a nexus can be established requiring the developer of large commercial and industrial projects to construct the needed housing on site or in another appropriately zoned location near the place of employment and/or pay a housing impact fee.</p>	
<p><u>Implementation IP 3.5.1.</u> Revise the ZO to require at least 10 percent of new residential projects and 20 percent of ground floor apartment and condominium units for residential projects 10 units or larger be accessible for physically disabled persons. Ensure that these units are barrier-free consistent with federal Americans with Disabilities Act (ADA) and State Standards.</p>	
<p><u>Implementation IP 3.5.3.</u> Carry out a review of the City's land use and building regulations to identify constraints that may exist for the provision of housing for persons with disabilities, and adopt measures to facilitate reasonable accommodations for persons with disabilities. Examine, for example, the cost of obtaining building permits for ADA related retrofit projects. Publicize revisions to land use regulations providing for reasonable accommodation for persons with disabilities.</p>	

<p><u>Implementation IP 4.1.1.</u> Promote equal housing opportunity by providing and distributing information regarding equal housing opportunity laws and the City's equal housing opportunities and procedures to the public at City Hall, the public library, social service centers, public transit providers and on the City's website.</p>	
<p><u>Implementation IP 4.1.2.</u> Establish a City procedure for investigating and appropriately handling housing discrimination complaints.</p>	
<p><u>Implementation IP 6.5.1.</u> The City shall review its current development impact fee program to confirm the appropriate level of impact fees to charge for multi-family residential units and second units based on the demand they create for public facilities and infrastructure. Where justified, the City shall consider reducing fees for lower-income housing on a sliding scale related to the level of affordability during the next impact fee review. The City shall also consider adopting a sliding-scale fee depending on the size of the unit or "locking" fees to the time of approval.</p>	



**City of Cloverdale General Plan Year End Report, including Housing Need Production as required by Government Code Section 65400(b).**

**General Plan Year End Report**

The City of Cloverdale updated the General Plan in 2009. The Housing Element was adopted in 2009 and certified by the State Department of Housing and Community Development in 2009.

**Housing Needs Production Form**

Organization: City of Cloverdale, California  
 Address: 126 N. Cloverdale Boulevard, Cloverdale CA 95425  
 Contact: Bruce Kibby, Community Development Director  
 Phone: (707) 894-1701

**Unit Count of Housing Produced for the  
 2007-2014 Regional Housing Needs Allocation (RHNA) Cycle  
 Report Time Period: Calendar Year 2009**

Identified Affordability Categories Percent of Sonoma County median Income (AMI)	2007-2014 RHNA (New Construction Need)	Units Added 2009	Units Added 2009		Total Units Added 2007-2014
			Unrestricted	Deed Restricted	
<b>Very Low</b> (Up to 50% AMI)	71 Units	0 Units		0	0 Units
<b>Low</b> (51-80% AMI)	61 Units	0 Units		0	0 Units
<b>Moderate</b> (81-120% AMI)	81 Units	0 Units	0	0	0 Units
<b>Above Moderate</b> (over 120% of AMI)	204 Units	1 Units	1 Units		1 Units
<b>Total</b>	417 Units	1 Units	1 Units	0 units	1 Units