



377 J STREET
4025

CRESCENT CITY, CALIFORNIA 95531-

ADMINISTRATION/FINANCE: 707-464-7483
UTILITIES: 707-464-6517

PUBLIC WORKS/PLANNING: 707-464-9506
FAX: 707-465-4405

November 15, 2005

RECEIVED

NOV 18 2005

DIV. OF HOUSING
POLICY DEVELOPMENT HCD

Cathy Creswell
Deputy Director
Division of Housing Policy Development
Department of Housing & Community Development
1800 Third Street, Rm 430
Sacramento, CA 95814

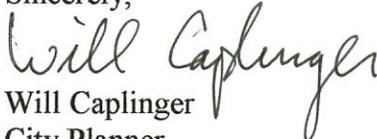
Re: City of Crescent City General Plan Annual Report

Dear Ms. Creswell:

On behalf of the City of Crescent City I am submitting the enclosed *General Plan Annual Report 2004-2005*. The city is aware that the report was due to your office by October 1, 2005, and I apologize for the late submittal. Due to changes in staff and to the format of our annual report, the late submittal could not be avoided. I trust that the format change provides additional information to HCD in the specific areas mandated by Govt. Code Section 65400 that I believe were not fully addressed in the city's previous submittals.

Please contact me at (707) 464-0506 or via email at wcaplinger@cresecentcity.org if you have any questions about the report or require additional information.

Sincerely,


Will Caplinger
City Planner

**CITY OF CRESCENT CITY
GENERAL PLAN ANNUAL REPORT
2004-2005**

Introduction

California Government Code Section 65400(b) mandates that all cities and counties submit to their legislative bodies, the State Office of Planning and Research, and the State Department of Housing and Community Development an annual report on the jurisdiction's general plan that includes the following three components:

- Component 1: The status of the plan and progress in its implementation (§65400.B.1);
- Component 2: The progress in meeting its share of regional housing needs determined pursuant to Section 65584 and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing (§65400.B.2); and
- Component 3: The degree to which its approved general plan complies with the guidelines developed and adopted pursuant to Section 65040.2 and the date of the last revision to the general plan (§65400.B.2).

The period covered by this report is from July 1, 2004 to June 30, 2005.

Component 1. Status of the General Plan and Progress in its Implementation

A. Status of the General Plan

On May 21, 2001, the City Council adopted the updated City of Crescent City General Plan (General Plan) for the period 2000-2020. This plan addresses the greater Crescent City area, updates the Local Coastal Program for the Crescent City Coastal Zone, and acts as a pre-annexation plan for those adjacent areas within the adopted Urban Boundary. The General Plan was implemented in the incorporated non-Coastal Zone in May 2001. The pre-annexation plan became effective in June 2001.

The Local Coastal Program (LCP) Amendment that resulted from the General Plan update was submitted to the California Coastal Commission on July 18, 2003. On January 28, 2004, the Coastal Commission informed the city that the LCP amendment was incomplete and requested a significant amount of additional information. After extensive consultations with the Coastal Commission, the city submitted modifications to the LCP submittal on October 18, 2004. The General Plan within the Coastal Zone areas will go into effect once the California Coastal Commission approves the LCP and implementing ordinance changes. Coastal Commission staff recently advised the city that the amendment may be placed on the December 2005 Coastal Commission agenda.

B. Progress in Implementation

Previous General Plan Annual Reports produced by the city have been primarily narrative in form. Although such a form may be suitable for the purposes of reporting on accomplishments, it does not facilitate the city's planning process for the remaining years covered under the General Plan. Specifically, the previous narratives have not analyzed the General Plan Implementation Programs. The General Plan defines an Implementation Program as, "An action, procedure, program, or technique that carries out general plan policy. Implementation programs also specify primary responsibility for carrying out the action and a time frame for its accomplishment."

The narratives likewise have not afforded staff, the City Council or the Planning Commission the ability to easily determine which policies have been satisfied and which remain unfulfilled. Moreover, this new format also directly facilitates the fulfillment of Implementation Program 1.3, which requires the Planning Commission to "...review the General Plan annually, focusing principally on actions undertaken in the previous year to carry out the implementation programs of the Plan." Without a clear picture of policy implementation, an accurate assessment of progress is not possible. Therefore, the following tabular format is introduced and anticipated to provide a more efficient means of determining progress in implementing the General Plan.

TABLE 1. Progress of Implementation Programs

Implementation Program by General Plan Section	Description of Program
SECTION 1: LAND USE AND COMMUNITY DEVELOPMENT	
1.1 (Visitor & Local Commercial Area)	The City shall continue to implement the Action Plan for Downtown Revitalization.
Responsibility	Planning Department; Redevelopment Agency
Timeframe	Ongoing
Progress in Implementation	<p>The Action Plan for Downtown Revitalization, originally adopted in 1996 and updated in October 2003, contains numerous projects or implementation programs. Between 1996 and 2003, the city completed the following projects:</p> <ul style="list-style-type: none"> • Installed a new "Welcome to Crescent City" sign and landscaping at the Highway 101 "S"-curve • Installed directional signage at Highway 101 and Front Street • Installed or renovated numerous tree wells • Installed a town clock on 3rd Street <p>Since 2003, the city has accomplished the following:</p> <ul style="list-style-type: none"> • Developed a street lamp replacement program, initially funded in fiscal year 2005-2006 in the following amounts: RDA #1, \$26,600; RDA #2, \$28,600 • Constructed three information kiosks • Installed numerous benches, particularly in the Tsunami Landing area • Replaced numerous trash receptacles • Initiated a partnership with the Community Assistance Network (CAN) to develop a community garden (FY 2005-2006)

Implementation Program by General Plan Section	Description of Program
	<ul style="list-style-type: none"> • Developed a plan for street tree replacement that will replace or newly install approximately 300 trees during the planning period • Hired a new City Planner who is also an ISA-Certified Arborist and has a professional landscaping background • Worked with non-profit Gateway Beautification for the approval of a mural to be installed on 2nd Street between L & M Streets on the wall of the Pacific Inn • Completed the Front Street Reconstruction Planning & Design Phase, which includes the enhancement of pedestrian access to Beachfront Park • Partnered with the county to develop a skateboard park • Began an investigation into the condition of the Tsunami Landing canopy structures • Began renovation of the Tsunami Landing fountain <p>The Plan also references a Community Recreation Survey that identified and prioritized 47 activities and/or facilities that the public would like to see developed or upgraded. The top five choices were 1) skateboard park, 2) teen center, 3) performing arts center, 4) bike trails, and 5) restrooms. As noted above, the skateboard park has been developed and is a popular attraction.</p> <p>Although funding has not been available for a teen center or performing arts center, the city obtained \$893,000 in grant funding from the California Coastal Conservancy towards the design and construction of the Harbor Trail North Segment Pedestrian/Bicycle Trail. This trail represents the last section of the California Coastal Trail (Pacific Coast Bike Trail) within city limits, and will connect the existing trail from the Cultural Center to the Harbor. The city has also received grant funding from the State Department of Parks and Recreation to replace restrooms at the Shoreline RV Park, Beachfront Park, and the Battery Point Recreation Area.</p>
<p style="text-align: center;">1.2 (Economic Development)</p>	<p>The City will pursue streamlining of the development project review process to reduce the time required for review of new economic development proposals.</p>
<p>Responsibility</p>	<p>Planning Department; City Council</p>
<p>Timeframe</p>	<p>Ongoing</p>
<p>Progress in Implementation</p>	<p>The city's review periods comply with the provisions of the Permit Streamlining Act (Gov't Code §65920 <i>et seq.</i>). Moreover, the City Manager and City Planner foster a work culture that expedites any and all development proposals to the greatest extent feasible.</p>
<p style="text-align: center;">1.3 (Administration & Implementation)</p>	<p>The Planning Commission shall review the General Plan annually, focusing principally on actions undertaken in the previous year to carry out the implementation programs of the Plan. The Planning Commission's report to the City Council shall include, as the Commission deems appropriate, recommendations for amendment to the General Plan. This review shall also be used to satisfy the requirements of Public Resources Code §21081.6 for a mitigation monitoring program.</p>

Implementation Program by General Plan Section	Description of Program
Responsibility	Planning Commission; Planning Department
Timeframe	FY 01-02; annually thereafter
Progress in Implementation	<p>City files contain Annual General Plan Reports for the periods of 2000-2001 through 2003-2004, but these narratives have not been reviewed and addressed by the Planning Commission in a manner that would satisfy Implementation Program 1.3. Previous General Plan Reports have in fact been presented to both the Planning Commission and the City Council as information only with no action required. Furthermore, previous reports have not focused on the implementation programs contained in the General Plan. The new format of this current Annual Report should provide a suitable vehicle for satisfying Implementation Program 1.3.</p> <p>Finally, previous reports, by not focusing on the Implementation Programs, have not satisfied the requirements of Public Resources Code §21081.6. for an adopted “reporting or monitoring program” (mitigation monitoring program), which must be designed to ensure compliance during project implementation.</p>
1.4 (Administration & Implementation)	The City shall conduct a major review of the General Plan, including the General Plan Policy Document and Background Report, every five years and revise it as deemed necessary.
Responsibility	City Council; Planning Commission; Planning Department
Timeframe	FY 05-06; every five years thereafter
Progress in Implementation	The new format of the 2004-2005 General Plan Report provides a baseline for review of the General Plan Policy Document. Staff will begin preparations for the first major review before the end of calendar year 2005 so that Implementation Program 1.4 may be implemented within the proposed timeframe.
1.5 (Administration & Implementation)	The City shall investigate and implement, as appropriate, mechanisms to be used for funding the five-year update of the General Plan.
Responsibility	City Manager; Planning Department
Timeframe	Ongoing
Progress in Implementation	Staff will begin investigating funding options before the end of calendar year 2005. The city anticipates that the initial review could be performed using existing staff. The services of a consultant, if warranted, could possibly be paid for with a State Planning & Technical Assistance grant or included as a line item in the Planning Department budget for FY 2006-2007.
1.6 (Administration & Implementation)	<p>The City shall review and amend, as necessary, applicable ordinances and regulations referenced herein to ensure consistency with the General Plan. These shall include the following:</p> <ul style="list-style-type: none"> • Zoning Ordinance • Subdivision ordinance • Development Standards
Responsibility	Public Works Department; Planning Department

Implementation Program by General Plan Section	Description of Program
Timeframe	FY 02; 03-04 as necessary
Progress in Implementation	This program will be generally implemented in conjunction with the major review addressed under Implementation Programs 1.4 and 1.5 above. However, staff has begun and will continue processing zoning ordinance amendments where inconsistencies have come to light as a result of informal reviews of the General Plan and sections of the Municipal Code concerning zoning and development standards (Title 17) and subdivisions (Title 16).
1.7 (Administration & Implementation)	The City shall implement the provisions of this General Plan through its ongoing project review process.
Responsibility	Planning Commission; City Council; Planning Department
Timeframe	Ongoing
Progress in Implementation	Every project approval requires a finding of consistency with the General Plan; therefore, this implementation program is fulfilled on an ongoing basis.
SECTION 2: HOUSING (see separate Housing program analyses in Component 2 of this Report)	
SECTION 3: TRANSPORTATION AND CIRCULATION	
3.2 (Bicycle Transportation)	The City shall work with Del Norte County, the Local Transportation Commission, and related agencies to conduct a study within the Crescent City Planning Area to determine the adequacy of sidewalks and trail facilities and to develop a walkway and trail plan.
Responsibility	Planning Department; Local Transportation Commission
Timeframe	Two to four years
Progress in Implementation	Although this implementation program is contained in the Bicycle Transportation section of the General Plan, the program technically concerns pedestrian rather than bicycle transportation and should be relocated to the Pedestrian Transportation section. The Local Transportation Commission (LTCO) funded a study in 2004, but the study was not completed or adopted due to non-performance of the consultant hired by LTCO to develop the study. The resulting product is titled <i>Draft Crescent City Urban Area Pedestrian Needs Assessment and Access Plan</i> . Staff will work with the county and LTCO to determine what is necessary to complete, adopt, and implement the plan.
3.3 (Bicycle Transportation)	The City shall continue to update the Del Norte County and Crescent City Bicycle Facilities Plan.
Responsibility	Planning Department; Engineering Department (Public Works Dept.)
Timeframe	Every two years
Progress in Implementation	The Bicycle Facilities Plan was first adopted in 1987 and updated in 1992, 1995, 1998, 1999 and most recently in 2003 (<i>Del Norte County and Crescent City 2003 Bicycle Facilities Plan Update</i>). The city's 2-year timeframe deferred to a defunct funding requirement of the State Bicycle Transportation Account that jurisdictions must have an adopted Bicycle Facilities Plan that was no more than two years old. The current funding requirement is that the local jurisdiction has

Implementation Program by General Plan Section	Description of Program
	adopted the Bicycle Facilities Plan. Unfortunately, staff has not yet placed the adoption of the updated plan on a City Council agenda, but will do so before the end of calendar year 2005. Staff recommends that the timeframe of this implementation program be adjusted accordingly.
3.4 (Pedestrian Transportation)	The City shall coordinate with the County and other local agencies in preparing a joint Crescent City/Del Norte County Trails Plan [that] identifies funding sources, possible expansion areas, and specific standards and criteria [for] all trails/paths.
Responsibility	City Council; Public Works Department; Planning Department
Timeframe	First five years
Progress in Implementation	Implementation of this program will need to follow the completion and adoption of Implementation Program #3.2 above.
3.5 (Teletransportation)	The City shall develop guidelines for the review and permitting of telecommunications facilities to address potential impacts to coastal resources, especially designated visual resources.
Responsibility	City Council; Planning Department; Public Works Department
Timeframe	FY 01-02
Progress in Implementation	Communication towers are currently allowed in the C-1 (Downtown Commercial) and C-2 (General Commercial) Districts by use permit, and are specifically prohibited in the C-W (Waterfront Commercial) District; however, the city has not yet developed the required guidelines. Staff will develop such guidelines during FY 2005-2006. Because of the emphasis of this program on coastal and visual resources, staff recommends that this program be relocated to or reiterated in General Plan Section 5, Recreational and Cultural Resources, which includes the subsection Coastal and Visual Resources.
SECTION 4: PUBLIC FACILITIES AND SERVICES	
4.1 (General Public Facilities and Services)	As a part of the annexation of land within the Urban Boundary, the City shall include an analysis of public services for that land to determine if the infrastructure and capacity are available.
Responsibility	Public works Department; Planning Department
Timeframe	Ongoing
Progress in Implementation	The city includes an analysis of public services as a part of any respective application for annexation to the Del Norte County Local Agency Formation Commission (LAFCO). For example, the <i>Roosevelt Area Application for Annexation</i> (January, 2002) contains analyses of existing services, necessary extensions and improvements of services, and mechanisms for financing such extensions and improvements.
4.2 (Wastewater Treatment, Collection, and	The City shall reserve funds to expand the capacity of its wastewater treatment system in order to develop additional operational capacity necessary for the full development of areas in and out of the Coastal Zone. The City shall prepare a summary report of its meetings with the County

Implementation Program by General Plan Section	Description of Program
Disposal)	and Harbor Commission, and a copy of its Capital Improvement Budget. Said report shall describe the future development plans and method for providing sewer connections. Upon completion of the report, copies shall be available for public review and comment.
Responsibility	Public Works Department; Planning Department
Timeframe	First two years
Progress in Implementation	<p>The city has been fiscally unable to reserve funds for sewer treatment plant capacity expansion, but has nonetheless budgeted funds in FY 2005-2006 for sewer main upgrades (\$80,000) and for new equipment for the Treatment Plant Lab (\$25,000). The city has also aggressively pursued loans and grants specifically for plant capacity expansion, including:</p> <ul style="list-style-type: none"> • \$25,000 CDBG Planning Grant (\$14,049 expended through 9/30/05) • \$468,000 CDBG program funds (2005-2006 Program Year, funds not yet received) • \$466,000 & \$366,000 tentatively approved CDBG funds for respective Program Years 2006-2007 & 2007-2008 • \$5,000,000 private-sector short-term line of credit (all but \$700,000 expended) • \$2,500,000 private-sector long-term loan for the Wastewater Project Outfall
4.3 (Solid Waste Disposal)	The City shall work with the solid waste management agency to regularly review and revise as necessary the Del Norte Integrated Waste Management Plan.
Responsibility	Solid Waste Management Authority; Public Works Department
Timeframe	Ongoing
Progress in Implementation	The Del Norte Integrated Waste Management Plan is reviewed every two years, and is subject to a five-year major review and revision cycle. Preparations for the five-year major review were initiated in 2005 by the county's assignment of a Local Task Force. The city anticipates that the five-year review and revision process will be completed during the 2006-2007 fiscal year.
SECTION 5: RECREATION AND CULTURAL RESOURCES	
5.1 (City Parks and Recreation)	The City shall prepare a Parks Master Plan to identify locations of major parks and recreational facilities, specific criteria and standards for development of sports and recreational facilities, identification of funding sources for the development and maintenance of parks and open space resources.
Responsibility	City Council; Planning Department
Timeframe	Next five years
Progress in Implementation	The Planning Department initiated the master planning process with public meetings beginning with Beachfront Park, the city's largest and most utilized recreational facility. The first two public meetings were held on July 28, 2005 and September 29, 2005. One additional public meeting on Beachfront Park will be held in November of 2005. The city will conduct additional public meetings on the remaining parks and recreational facilities early in calendar year 2006.

Implementation Program by General Plan Section	Description of Program
	The Parks Master Plan will be completed on schedule, i.e., by May of 2006.
5.2 (Recreational Trails)	The City shall work with the County to prepare and adopt a plan for a countywide trail system plan.
Responsibility	Planning Department
Timeframe	First five years
Progress in Implementation	Implementation of this program depends, and will build on, the completion of Implementation Programs 3.2, 3.3 and 3.4 under Section 3: Transportation and Circulation.
5.3 (Coastal Visual Resources)	The City shall develop a roadway sign program which provides for specially marked scenic drive routes which visitors can follow to visit coastal scenic areas in the Crescent City urban area, including the Harbor and lighthouse-to-lighthouse routes.
Responsibility	Public Works Department
Timeframe	FY 02-04
Progress in Implementation	This program was completed with the installation of such signs along the scenic corridor commencing at Front Street and Highway 101 and ending at the city limits on Pebble Beach Drive.
5.4 (Coastal Visual Resources)	The City shall develop a priority list for use in the undergrounding of existing utilities in scenic resource areas, gateway and scenic drive.
Responsibility	Public Works Department
Timeframe	Ongoing
Progress in Implementation	The Public Works Department has not yet developed a priority list, and reports that this program will be significantly delayed due to funding constraints.
SECTION 6: NATURAL RESOURCES/CONSERVATION	
No new Implementation Programs. Existing programs are deemed sufficient.	
SECTION 7: HEALTH & SAFETY	
7.1 (Seismic Hazards)	The City should review existing codes and ordinances regulating development and modify them if necessary to ensure their consistency with seismic policies.
Responsibility	Building Department
Timeframe	First five years
Progress in Implementation	The city has adopted the Uniform Codes, and remains consistent with state seismic guidelines.
7.2 (Seismic Hazards)	The City shall recommend that programs be initiated through the Uniform Code for the Abatement of Hazardous Structures for the identification and abatement of buildings susceptible to earthquake damage. These programs should be long range in order to avoid economic hardship and/or dislocation problems. Structures should be allowed to remain as is if their occupancy is significantly reduced, or if their use is made less critical. In establishing a

Implementation Program by General Plan Section	Description of Program
	<p>program of hazardous building abatement, the following structures should be given priority:</p> <ul style="list-style-type: none"> • unreinforced masonry structures; • buildings constructed prior to a specific date determined by the history of adoption and enforcement of building codes; • critical facilities: essential facilities whose use is necessary during an emergency, building whose occupancy is involuntary, high occupancy buildings. <p>Single family dwellings should be given lowest priority in abatement programs, since they are predominantly wood frame construction and should, therefore, perform relatively well during seismic shaking.</p>
Responsibility	Building Department
Timeframe	Ongoing
Progress in Implementation	The Building Department (Public Works) has not yet developed a hazardous building abatement program, and reports that this program will be significantly delayed due to funding constraints.
<p>7.3 (Seismic Hazards)</p>	<p>The City, with the assistance of other governmental agencies, should develop and disseminate seismic safety information to the City's citizens. This should include such matters as:</p> <ul style="list-style-type: none"> • what to do in case of an earthquake; • how to get official information in case of a disaster; • directions to the closest disaster center; and/or • public health information
Responsibility	Building Department
Timeframe	As needed
Progress in Implementation	Since either a local or distant earthquake may generate a tsunami, this program has been implemented under Implementation Program 7.12 (Disaster Planning).
<p>7.4 (Seismic Hazards)</p>	<p>The City should ensure that adequate records are kept of materials penetrated and rates of penetration in water (or other) wells drilled in the Smith River Plain. Generally, one or two core holes fifty feet deep should accomplish this, drilled under the supervision of an engineering geologist.</p>
Responsibility	Public Works Department
Timeframe	As needed
Progress in Implementation	Public Works Department reports that there are no city wells drilled in the Smith River Plain and that this program is superfluous.
<p>7.5 (Geologic Hazards)</p>	<p>The City should designate a responsible person to coordinate the ongoing implementation of those geologic hazard policies which will require engineering and/or geologic expertise. Under this person's direction, procedures should be established for:</p> <ol style="list-style-type: none"> 1) requiring detailed geologic and/or soils investigations for proposals within landslide and coastal erosion areas designated herein; 2) reviewing of such investigations; 3) establishing a systematic filing procedure for such investigations so

Implementation Program by General Plan Section	Description of Program
	<p>that over time, a detailed database can be developed for specific areas;</p> <ol style="list-style-type: none"> 4) establish a standardized landslide and coastal erosion report procedure and format; 5) develop and make available to the public upon request information on potential slope stability problems and mitigation measures designed for the City; and 6) establishing the required building setbacks and/or foundation design for proposed new development based upon the full economic life of the proposed new development (i.e., 75-100 years) such that the need for future shoreline protection works is fully precluded.
Responsibility	Public Works Department
Timeframe	First two years
Progress in Implementation	This program has not been implemented.
7.6 (Flood Hazards)	The City should review all existing flood proofing structural standards to ensure their adequacy, and/or need for their revision.
Responsibility	Building Department
Timeframe	First two years
Progress in Implementation	This program is implemented through compliance with the state Uniform Codes and Federal Emergency Management Agency (FEMA) regulations.
7.7 (Flood Hazards)	The City should ensure that the Public Works Department has the opportunity to review, comment, and make recommendations on any development proposal which might be affected by flooding
Responsibility	Public Works Department
Timeframe	As needed
Progress in Implementation	All development proposals are routed to the Public Works Department for review and comment.
7.8 (Flood Hazards)	<p>The City should investigate methods for the permanent retention of flood prone areas in open space or low density use. Methods to be studied should include, but not be limited to:</p> <ul style="list-style-type: none"> • fee simple purchase; • purchase of easements; • development rights; • leaseback and saleback; • tax delinquent property; • mandatory dedication; • tax incentives; • donation; and • land banking
Responsibility	Public Works Department
Timeframe	First five years
Progress in	This program has not been implemented.

Implementation Program by General Plan Section	Description of Program
Implementation	
7.9 (Flood Hazards)	The City should develop, and make available to the public upon request, information on flood prone areas and City policies dealing with them.
Responsibility	Public Works Department
Timeframe	Ongoing
Progress in Implementation	Although this program has not been formally implemented, the city routinely provides basic flood hazard information to realtors, developers, homeowners, <i>et al.</i>
7.10 (Fire Hazards)	The City should ensure that appropriate fire prevention agencies are consulted for review and recommendations relative to all development proposals in fire prone areas.
Responsibility	Planning Department; local fire protection districts
Timeframe	Ongoing
Progress in Implementation	City policy and state environmental law usually require that development proposals be circulated to fire prevention agencies for review and comment. Furthermore, any new business licenses are circulated to the Fire Department for structural and fire safety review.
7.11 (Disaster Planning)	In revising and updating the Emergency Response Plan, emphasis should be placed upon Readiness Condition No. 4 (the Normal peace time situation) in accordance with the recommendations outlined in this section, under Disaster Planning.
Responsibility	Public Works Department
Timeframe	Ongoing
Progress in Implementation	The city has recently completed an update of its Emergency/Disaster Response Plan in compliance with state guidelines. The plan emphasizes pre-disaster planning to maximize cooperation between the city and numerous responsible agencies.
7.12 (Disaster Planning)	The City shall develop a public education outreach program and planning initiatives to minimize the risks of both life and property to tsunami hazards. Public education shall be focused on providing hotel/motel fact sheets, beachfront signage, mailers to residents, [and] inclusion [in] local schools' public safety curriculum. The tsunami planning initiatives shall include detailed procedures for hazard assessment, warning, and evacuation responses.
Responsibility	Fire Department; Police Department
Timeframe	FY 01-02
Progress in Implementation	The City Council appointed Councilmember Herb Kolodner as the city representative to work with the Del Norte County Office of Emergency Services other governmental agencies and first responder organizations to develop a comprehensive outreach program. The program resulted in Crescent City being designated a TsunamiReady Community under the auspices of the National Oceanic & Atmospheric Administration's National Weather Service

Implementation Program by General Plan Section	Description of Program
	TsunamiReady Program. Per a suggestion by Councilmember Kolodner, the program should be ongoing. Staff suggests that the timeframe be changed accordingly.
7.12 (Noise)	The City should develop a comprehensive noise ordinance based on quantitative measures of acceptable noise levels identified in this element.
Responsibility	Planning Department
Timeframe	First five years
Progress in Implementation	This program has not yet been implemented. However, staff will request direction from the Planning Commission to develop a noise ordinance within the timeframe, i.e., by May 2006.

Component 2. Progress in Meeting Regional Housing Needs and Local Efforts to Remove Governmental Constraints

A. Status of the Housing Element of the General Plan

The city’s Housing Element was prepared jointly with Del Norte County. The City Council adopted the *City of Crescent City/Del Norte County Housing Element Update, 2001-2008* on October 20, 2003. The California Department of Housing and Community Development found the Housing Element in compliance with State housing element law on December 29, 2003.

B. Progress in Meeting Regional Housing Needs

The tables below illustrate both the new Regional Housing Needs Allocation goals and building permit issuance activity in the city since January 2001. Until such time as the Low/Very Low goal units are constructed, city Redevelopment Agency funds will be set aside to assist in the development of such units.

TABLE 2. Progress in Meeting Regional Housing Needs

Year	Permit Units by Income Type				Total Units
	Very Low	Low	Moderate	Above Moderate	
2001-2008 RHNA Goals	39	47	56	214	356
1/2001-6/2001	-	-	-	-	0
7/2001-6/2002	-	-	4	-	4
7/2002-6/2003	-	-	-	2	2
7/2003-6/2004	-	-	14	1	15
7/2004-6/2005	25	47	5	-	77
Totals	25	47	23	3	98
Remaining Goal by 2008	14	0	33	211	258

TABLE 3. New Residential Building Permits, July 1, 2004 through June 30, 2005

BP Number	BP Date	Address	Name	Units	Bedrooms
2004-251	10/19/04	1126 E Street	Del Norte Pt. Apts.	14	28
2004-252	10/19/04	1126 E Street	Del Norte Pt. Apts.	44	132
2004-253	10/19/04	1126 E Street	Del Norte Pt. Apts.	14	56
2004-254	10/19/04	1126 E Street	Del Norte Pt. Apts.	1	2
2004-285	12/2/04	217 8 th Street W.	Perry	1	4
2005-137	5/2/05	120 Truman Court	Bieber	1	3
2005-179	6/28/05	73 A Street	Vance	2	2
Totals				77	227

C. Local Efforts to Remove Governmental Constraints

The *City of Crescent City/Del Norte County Housing Element Update, 2001-2008* identified governmental constraints on housing development in the following areas:

State and Federal Governmental Constraints:

- **Land Ownership:** Although the Housing Element states that approximately 75% of all lands in Del Norte County are under public ownership, most of this land is either within the coastal zone or lies outside of the relatively narrow coastal plain where urbanized development in the county has historically occurred. Moreover, the Housing Element also identified enough residentially-designated vacant and underutilized land within the city to develop 945 dwelling units, which is more than twice the new construction objective for the 2001-2008 planning period. The Housing Element also projected that an additional 159 dwelling units could be developed through utilization of opportunities for mixed-use or higher-density development. Therefore, land ownership is not currently considered a constraint. In fact, because most of the public lands are accessible to the public as national and state parks or recreation areas, the large percentage of public land ownership in the county is an amenity to the community.
- **Regulations:** The Housing Element also lists several regulatory agencies that exercise discretionary control over public lands. The policies and actions of most of these agencies are consistent with the preservation and management of natural resource areas, where housing development is inconsistent with the public benefit. The exception is the California Coastal Commission, which has either direct or appeal jurisdiction over the Coastal Zone. Within Crescent City, the Coastal Zone includes approximately 90 parcels, about evenly distributed among residential, commercial, and open space/recreational zoning.

Primarily because of the greater expense required to develop housing within the Coastal Zone, coastal regulations are not a constraint to the development of affordable housing. The city does anticipate being able to partially fulfill its objectives for moderate and above-moderate housing construction through developments within the coastal zone. To

that end, in 2003 the city submitted an amendment to its Local Coastal Program that would allow the mixed-use development on a greater number of parcels within the Coastal Zone. Such development, which would include up to 15 dwelling units per acre in combination with a commercial use, could easily accommodate the moderate and above-moderate objectives through the life of the General Plan. Coastal Commission review and approval of this amendment could occur as early as December of 2005.

- **Fees and Exactions:** The Housing Element identified only two types of state or federal fees that might constrain housing development, a State Department of Fish & Game environmental filing fee and a State Coastal Commission coastal development permit fee. In City staff's experience, neither of these fees represents a significant constraint on housing development. Single-family homes, second dwelling units, and 4-to-6 unit multi-family developments outside of the Coastal Zone are generally exempt from both California Environmental Quality Act review and the Fish & Game fee. The Coastal Development Permit fee is levied by the Coastal Commission only for developments proposed within Coastal Zone areas that are subject to direct permit authority of the Coastal Commission. Within the city's Coastal Zone, these areas are immediately coastal and are zoned Open Space, where residential development is prohibited.
- **Funding Policies:** The Housing Element stated that state and federal funding is relatively limited in rural communities, and is especially scarce for the operation of shelters and transitional housing. However, rural communities sometimes compensate for this by their ability to muster community involvement and support. For example, the local community organized significant amounts of volunteer labor and donations of materials to complete the new Harrington House, a combination shelter, transitional residential facility and resource center for victims of domestic violence.

The Housing Element also states that the passage of AB 1575, which requires the use of prevailing wage in CDBG-funded projects, may limit if not eliminate local CDBG rehabilitation assistance programs. To offset these effects, the City Attorney developed a Labor Compliance Program in accordance with California Labor Code Section 1770 *et seq.* The State Department of Industrial Relations initially approved the program effective March 2, 2005. The program incorporated the threshold requirements of Section 1771.5, which provides prevailing wage requirement exemptions to any new construction projects below \$25,000 and to rehabilitation or maintenance projects below \$15,000.

Local Constraints:

- **Land Use Policies:** The Housing Element noted that residential development standards are consistent with those of similar cities and have not been identified as constraints. Moreover, as a result of the General Plan update in 2001, the city established additional residential development opportunities by allowing mixed-use projects in the most extensive commercial districts, C-1 (Downtown Commercial) and C-2 (General Commercial).

- Special Needs Accommodation: The Housing Element did not identify any zoning regulations or policies that are not in compliance with fair housing law. The city has adopted administrative procedures that facilitate the approval of special needs accommodation aspects of both residential and commercial projects. A particular focus of the city continues to be ADA accessibility, and the city has an aggressive program to bring city infrastructure and public facilities into full ADA compliance.
- Codes and Enforcement: The Housing Element states that the city has adopted the Uniform construction codes and no associated constraints have been identified. The city also pursues a vigorous code enforcement and nuisance abatement program, in part intended to preserve the housing stock by preventing the deterioration of structures due to lack of proper maintenance.
- Wastewater Treatment in the Crescent City Area: Within the past two years, the city has made remarkable progress in developing additional wastewater treatment capacity. In 2004, the city partnered with Rumiano Cheese Company to establish an on-site pre-treatment plant. Currently, construction is being completed on the Wastewater Treatment Plant Outfall Improvement Project. Together, these two projects have resulted in an additional 500 sewer hookups.
- On/Off-Site Improvements: Crescent City contains few parcels large enough for residential subdivisions, and most development has occurred as infill. Sewer and water are available, but not required, for all parcels within the city limits. Most residential areas have been developed with full infrastructure, but new development must provide curbs, gutters and sidewalks where these do not previously exist. The city also maintains a zero-interest sidewalk loan installation or repair program for city residents.
- Fees and Exactions: The Housing Element's review of the city's fee structure did not reveal any constraints on housing development. City policy is to keep fees and exactions at a minimum.
- Processing Time: Table 37 in the Housing Element lists the normal processing time for various permits, which ranges from 3-21 days for non-coastal CEQA-exempt building permits to 8-12 weeks for subdivisions or use permits that involve Mitigated Negative Declarations and require review by responsible agencies. Projects in the Coastal Zone that require Environmental Impact Reports, general plan amendments and/or rezoning take the longest time, averaging 9-12 months. All of these time periods meet the criteria of the Permit Streamlining Act.

The city also encourages developers or project proponents to bring in potential projects as early as possible so that staff can work to identify and resolve any land-use or site development issues.

- Funding: The city has primarily relied on Redevelopment Agency (RDA) funds to support the development of housing. The city RDA includes two project areas, RDA 1 and RDA 2. Since 1999, the RDA has made \$37,927 in loans and grants to very low-

income households, and \$24,410 in loans and grants to low-income households. Although the RDA received CDBG funds for low-income housing, these funds were used for rehabilitation loans and not for new construction.

The RDA has also exceeded the 15% obligation for low-income housing. Of the 113 new units constructed within RDA No. 2, four are covenanted for low or moderate incomes, and 55 are covenanted for low income, making 52% of the new or rehabilitated housing within Project No. 2 affordable to low or moderate income households.

D. Progress in Implementation (Housing Element)

The Housing Element also contains Implementation Programs, (Program Objectives), which are defined as "...quantified actions recommended to implement the Goals and Policies. This includes specific description, funding sources (if applicable), responsible agencies and officials, and a timeline within the planning period." The following table summarizes the city's progress in implementing these housing programs. Although the city and county produced a joint Housing Element, references to the County of Del Norte have been eliminated from the table for clarity, e.g., Implementation Programs A.3, A.4, B.1, and others that concern the county are not included in the table.

TABLE 4. Progress of Housing Element Implementation Programs

Implementation Program by Housing Element Goal	Description of Program
GOAL A: TO INSURE TOTAL DWELLING CAPACITY EQUAL TO THE...CITY NEW CONSTRUCTION OBJECTIVES OTULINED IN THE ABOVE HOUSING PROGRAM OBJECTIVES [Quantified Objectives] TABLE FOR THE 2001-2008 TIME PERIOD.	
<u>A.1</u>	The City...will continue to work...to address the issues and funding of upgrading and expansion of the community wastewater treatment plant in the Crescent City urban services area pursuant to the adopted Wastewater Treatment Plan construction schedule.
Responsibility	City Manager; Public Works Department
Timeframe	2001-2008
Progress in Implementation	Please see General Plan Implementation Program 4.2 (Wastewater Treatment, Collection, and Disposal) in Table 1 of this report. Implementation program A.1 is redundant.
<u>A.2</u>	In the interim, prior to completion of the updated wastewater treatment plant, the city will attempt to reduce sewer flows by undertaking a program of repair of its sewer service lines and development of a water conservation program with the objective of requesting from the Regional Water Quality Control Board additional hookup equivalents for use for additional development. Such additional hookup equivalents shall be subject to policy A.7 above. [Note: Policy A.7 requires that, "The City shall dedicate 50% of any

Implementation Program by Housing Element Goal	Description of Program
	new wastewater treatment plant capacity which it may obtain before 2007 for residential development needs within the City. Preference for residential hookups shall be for targeted low/very low residential units, above moderate residential units and mixed-use (commercial and multiple residential units) development.”]
Responsibility	Public Works Department
Timeframe	2001-2004
Progress in Implementation	The city adheres to the requirement of Policy A.7 by reserving 50% of new capacity for residential use. The city also offers a program to city residents to replace older clay service lines with plastic pipes to reduce infiltration and inflow. The city also offers a comprehensive Water Conservation Program, which provides a \$225 grant towards the installation of low-flow toilets, showerheads, and faucet aerators.
GOAL B: TO PROVIDE FOR SITES SUITABLE FOR THE DEVELOPMENT OF A VARIETY OF HOUSING TYPES BY TENURE, INCOME LEVEL AND TARGETED NEED IN THE CITY...DURING 2001-2008.	
<u>B.2</u>	The City shall continue to utilize its annual RDA residential building activity (by income categories) report to monitor whether an average of the need goals are being met by the open market.
Responsibility	Building Department; Planning Department
Timeframe	On-going
Progress in Implementation	The implementation of this program is accomplished by utilizing a suite of analytical tools, including RDA residential building activity. Please refer to “Progress in Implementation” under Implementation Program B.3 below.
<u>B.3</u>	The City...will, when requested by a non-profit housing agency or targeted housing developer, continue to provide pre-project technical review to identify low/very low income housing project issues, project sites, and/or potential funding sources for targeted housing projects including, but not limited to: farmworker housing, emergency or transitional housing, student housing, large family housing, senior housing, and targeted income assisted care housing.
Responsibility	Planning Department; Grant Coordinator; Housing Authority
Timeframe	On-going
Progress in Implementation	The city is committed to providing pre-project assistance and technical review for all development proposals, and has recently worked cooperatively with the following developers of and/or advocacy organizations for affordable housing: <ul style="list-style-type: none"> • AMG & Associates and the Danco Group in the planning and technical review for the development of Del Norte Point Apartments, a proposed 72-unit affordable housing complex to be constructed at 1126 E Street • Del Norte Housing Corporation for the development of migrant housing in the Smith river area. The Housing Authority Director served a three-year term on the DNHC Board in order to facilitate this project. This participation on behalf of the city earned additional points towards ranking the supporting grant.

Implementation Program by Housing Element Goal	Description of Program
GOAL C: TO ASSIST IN THE DEVELOPMENT OF ADEQUATE HOUSING TO MEET THE NEEDS OF LOW/VERY LOW AND MODERATE INCOME HOUSEHOLDS.	
<u>C.1</u>	The City...will provide pre-application review assistance in siting and preparation of applications for very low/low income or targeted needs projects. This could include assistance such as: locating appropriate sites, identifying issues of concern, referral to funding or program agencies, preparing fee or timetable outline, etc.
Responsibility	Planning Department
Timeframe	Ongoing
Progress in Implementation	This program is routinely implemented. Please refer to Progress in Implementation under Implementation Program B.3 above. Implementation Program C.1 is redundant.
<u>C.3</u>	The City, working with the Housing Authority, local non-profit organizations, or developers, will encourage the development of one or more projects with an aggregate goal of 86 very low/low income residential units. The City will assist in site identification, permit coordination, and provide data or letters of support for funding applications. The City will consider, on a case-by-case basis, requests for bonus density or other incentives such as parking or setback waivers, deferred agreements, or redevelopment loans or grants. The City may consider participation in CDBG or other grants if an appropriate development agreement can be developed.
Responsibility	Planning Department; Redevelopment Agency
Timeframe	2001-2008
Progress in Implementation	Part of this program has been implemented with the Del Norte Point Apartments Project as noted under Implementation Program B.3 above, which will provide 72 affordable units. The project is still in the pre-construction phase and the allocation of units to respective targeted income groups has not yet been finalized. However, the city anticipates that the project will provide 25 very low- and 47 low-income units. Otherwise, the program is implemented by the city's commitment to consider requests for density bonuses and other incentives as listed above. The city also incorporates CDBG, Redevelopment Agency or other grant or low-cost loan funding to the greatest extent feasible based on project eligibility.
<u>C.4</u>	The City, subject to funding availability, will make available rehabilitation funds for the adaptation of existing housing units for use by disabled targeted income residents.
Responsibility	City Manager; CDBG Program
Timeframe	2003-2008
Progress in Implementation	During the timeframe of this program, the city has not included housing rehabilitation in its CDBG applications, in deference to funding needs for critical facilities such as the sewer treatment plant upgrades, the construction of Harrington House domestic violence shelter, and to maintain funding levels for other service programs for targeted income groups. However, in CDBG program years prior to the 2001 commencement of the Housing Element planning period,

Implementation Program by Housing Element Goal	Description of Program
	the city provided approximately \$562,000 in housing rehabilitation loans and grants. The city may be able to fund Implement Program C.4 during the remaining timeframe with program income generated by the housing rehab revolving loan fund.
C.5	The...Housing Authority will continue to utilize, to the fullest extent possible, its existing 590 vouchers under the Federal Section 8 program. The Housing Authority will attempt to expand its over issue program to 725 units by 2008 by using lower rent cost savings. The Authority will also continue its landlord education program in order to provide candidates for replacement of units, which may be removed from the program.
Responsibility	Housing Authority
Timeframe	2001-2008; On-going
Progress in Implementation	The Housing Authority continues to utilize its 590 vouchers under what is now called the Housing Choice Voucher Program. However, an expansion, or "over-issuance" to cover additional units is no longer allowed under the oversight program regulations, and is furthermore not feasible due to cuts in program funding. The Housing Authority Director suggests that this portion of the implementation program be eliminated. The Housing Authority does continue its landlord education program.
C.7	Complete construction of new women's and children's domestic violence shelter facility and continue to operate it, subject to availability of funding.
Responsibility	Rural Human Services
Timeframe	2002-2004 with ongoing operations
Progress in Implementation	Although this program is the responsibility of Rural Human Services, the city contributed \$304,000 in CDBG Program Year '02 funds towards the construction of the new Harrington House, and provided \$57,600 in CDBG PY '03 for shelter operating expenses.
C.13	The City...will meet regularly with non-profit, private and other public entities to examine opportunities for cooperative efforts to expand the supply of affordable and special housing for lower income households. The City...will conduct an annual meeting beginning in 2004. The meeting will educate the development community about the variety of opportunities available at the City...to assist in development of housing for lower income households, including pre-application meetings, technical assistance for development applications, streamlining opportunities, support on funding applications and funding resources.
Responsibility	City Manager
Timeframe	First meeting in 2004 and annually thereafter
Progress in Implementation	This program was implemented in 2004. Annual meetings are held in January.

Implementation Program by Housing Element Goal	Description of Program
GOAL D: TO ADDRESS, AND WHERE APPROPRIATE AND LEGALLY POSSIBLE, REMOVE GOVERNMENTAL CONSTRAINTS (Note: No associated Implementation Programs for the City)	
GOAL E: TO CONSERVE AND IMPROVE EXISTING HOUSING STOCK	
<u>E.2</u>	The City, subject to funding availability, will continue to provide rehabilitation to targeted households through its RDA funded joint programs with the Del Norte Senior Center (HIP and SHARP) and with CDBG funding sources, towards a goal of assisting 45 units between 2001 and 2008.
Responsibility	CDBG Program; Redevelopment Agency
Timeframe	2001-2008
Progress in Implementation	The Del Norte Senior Center administers to both city and county residents, and reports that the utilization of housing rehabilitation assistance programs by city residents is relatively minor and has processed only two rehabilitation projects for city residents to date within the timeframe. Staff will work with the Del Norte Senior Center to promote and advertise the program and seek additional funding in order to fulfill this implementation program.
<u>E.4</u>	The City...shall review the status of assisted rental units "at risk" of conversion to market rate rents and prepare applicable reports for use in the 2008 Housing Element update.
Responsibility	Planning Department; Housing Authority
Timeframe	2007-2008
Progress in Implementation	The city will implement this program within the timeframe.
<u>E.6</u>	The City...will continue to work with the community to remedy code violations through referrals to...Rehabilitation loan programs.
Responsibility	City Code Enforcement Program
Timeframe	Ongoing
Progress in Implementation	Under the city's CDBG Program Income Reuse Plan, at least 51% of program income must be used for revolving activities, i.e., loans. However, most of the loans issued under previous CDBG cycles are deferred and do not provide any income for effectively continuing the program. As funds become available due to resale or refinancing, referrals may occur. The city also refers eligible properties to the Redevelopment Agency when blight abatement or demolition is involved.
GOAL F: TO ENCOURAGE ENERGY CONSERVING PRACTICES IN THE MAINTENANCE OF EXISTING DWELLINGS AND IN NEW RESIDENTIAL DEVELOPMENT.	
<u>F.2</u>	The City...will review and amend...zoning ordinances as necessary to implement AB 1207 addressing the provision of wind energy systems.
Responsibility	Planning Department
Timeframe	2001-2005

Implementation Program by Housing Element Goal	Description of Program
Progress in Implementation	In 2003, the city added section 17.48.040, "Small Wind Energy Systems" to the Municipal Code pursuant to the requirements of AB 1207.
GOAL G: TO PROMOTE EQUAL HOUSING OPPORTUNITY.	
G.1	Materials and phone numbers for assistance regarding fair housing and equal opportunity will continue to be located at the Housing Authority office and will be provided to the City...rehabilitation and building offices, the Senior Center, public library and real estate offices for posting.
Responsibility	Housing Authority and community offices
Timeframe	Ongoing
Progress in Implementation	This program is continuously implemented. The materials made available at and the Housing Authority and other listed resource centers include fair housing discrimination complaint forms and a Local Resource Guide
G.2	City...Housing Authority will continue to act as the local lead agency regarding complaints, providing screening and the toll free number of the State Fair Employment and Housing Commission.
Responsibility	Housing Authority
Timeframe	Ongoing
Progress in Implementation	This program is continuously implemented.
GOAL H: TO ENSURE THAT THE GOALS AND PROGRAMS OF THIS DOCUMENT ARE REVIEWED AND UTILIZED DURING THE PLANNING PERIOD AND UPDATED IN A TIMELY MANNER.	
H.1	The City...will appoint a housing advisory committee and begin update studies for the update of this Element at least one year before the state mandated update deadline.
Responsibility	Planning Department
Timeframe	2007-2008 or as set forth by the state legislature
Progress in Implementation	The city will implement this program within the timeframe.

Component 3: Compliance of General Plan with Adopted Guidelines; Last GP Revision

A. Compliance of General Plan with Adopted Guidelines

The city's general plan is in basic compliance with the State of California's 2003 General Plan Guidelines. The Guidelines contain ten chapters and three appendices of requirements and references, in the following basic areas:

- General Plan Basics: the general plan complies with the basic requirements in that it is comprehensive, internally consistent, and has a long-term perspective (2001-2020).

- Sustainable Development and Environmental Justice: through compliance with state (CEQA) and federal (NEPA) environmental regulations, the general plan complies with guidelines for sustainable development and environmental justice. General plan policies and programs particularly contained in Sections 3 (Transportation and Circulation) and 5 (Recreation and Cultural Resources) provide compliance with guidelines for transit-oriented development.
- Preparing and Amending the General Plan: the city complied with the Guidelines in the preparation and adoption of the general plan *c.* 2000-2001, and continues to comply with both the Guidelines and the Government Code in the processing of any general plan amendments.
- Required Elements: the general plan contains the following required elements: Land Use (Section 1), Circulation (Section 3), Housing (separate document), Conservation (Section 6), Open-Space (Sections 1 and 6), Noise (Section 7) and Safety (Section 7).
- Format and Element Integration: the format of the general plan complies with the Guidelines in that all of the required elements are present and no one element takes precedence over any other (equal legal status). The required elements are in some instances consolidated pursuant to Govt. Code §65301. The style of the general plan is concise and readable, and the document is posted on the city's website and available for public review at City Hall, the Housing Authority, and County Library.
- Optional Elements: the general plan includes optional elements that are either individual sections or are consolidated with other elements. These optional elements include Air Quality (Air Resources, under Section 6), Community Design (Community Design, visual Quality, and Appearance under Section 1), Flood Management (Flood Hazards under Section 7), Parks and Recreation (City Parks and Recreation under Section 5) and Water (Water Resources under Section 6).
- CEQA and the General Plan: the general plan preparation, adoption, and amendments comply with all requirements of the California Environmental Quality Act.
- Public Participation: the preparation, adoption, and administration of the general plan all include public participation to the extent required by the General Plan Guidelines, CEQA, and the Government Code.
- Implementing the General Plan: to date, the implementation of the general plan has complied with all applicable Guideline requirements, including consistency with zoning, subdivisions, redevelopment, building code administration, financing mechanisms, and preparation of annual progress reports, although the submission date of this report is slightly more than one month past the October 1 deadline.
- Special General Plan Considerations: the general plan preparation and administration comply with the applicable Acts noted under this section in the Guidelines, most notable the California Coastal Act through the adopted Local Coastal Program, separate but incorporated by reference.

B. Date of Last Revision to General Plan

The updated general plan was adopted on May 21, 2001, and will undergo the first major revision in compliance with Implementation Program 1.4 discussed under Component 1 of this report. Since the adoption of the general plan, the city has processed only two general plan

amendments: GPA #2002-01 (Roosevelt Annexation, adopted by the City Council on January 22, 2002) and GPA #2003-01 (Housing Element Update, adopted by the City Council on October 20, 2003).