



CITY of NAPA

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March 28, 2008

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HOUSING POLICY
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APR 02 2008

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Re: Annual Housing Element Evaluation

Dear Ms. Creswell,

Attached please find a copy of the City of Napa's latest Housing Element Evaluation for the calendar year of 2007. We understand that the new HCD form is not yet required, and have chosen to keep our current form for this past year's evaluation, given time constraints while we work on our next Housing Element update.

Thanks very much,

Jean Hasser
Senior Planner

CITY OF NAPA ANNUAL HOUSING ELEMENT REVIEW (2007)

The City's Housing Element was adopted December 4, 2001 and certified by the State Department of Housing and Community Development on March 26, 2002. It established a number of specific programs that need to be accomplished in the 1999-mid 2007 time frame. (The time frame was adjusted by the State from 2006 to 2007) Recognizing limited staff, budget and other resources, substantial progress has been made by 2007 on many Housing programs as described in the following summary.

The City's Housing Element was amended on February 1, 2005 to incorporate a substantial portion of the County's regional "Fair Share" housing need. The Amendment was certified by the State on April 14, 2005. A second Housing Element Amendment modifying the City's Condominium Conversion program was adopted on June 7, 2005. The summary lists current Housing Element programs, followed by a brief evaluation of each.

Housing activity was below average in Napa in 2007, as can be seen in the Building Permit Activity summary at the end of this Evaluation. Perhaps the most significant City action during 2007 was adoption of the Soscol Redevelopment Project Area. The Project Area will provide significant new sources of funding for infrastructure to assist development of higher density and residential mixed use housing in the Soscol Gateway; and new funding for affordable housing projects throughout the City.

Goal 1: A Vital and Diverse Community.

H-1.A Multi Family Densities. The City shall reconsider General Plan Multi Family pod density ranges for potential increases up to 40 units per acre where possible (e.g., where traffic conditions, parks and other services would be adequate; and/or near transit stops and other services); and/or on key sites/areas already designated multi family or mixed use.

Responsibility: Planning Department
Financing: Staff time
Objectives: General Plan Amendment to increase Multi Family density ranges
Time Frame: 2004

Evaluation: Not Completed. While all Mixed Use pods have multi family density ranges of up to 40 units per acre, Multi-Family Residential pods have varying density ranges based on their infill context. In general these density ranges have been considered to be appropriate, particularly since the 2001 Housing Element adoption raised the *low end* of all multi family density ranges to the mid point. No overall program to revise these Multi Family density ranges has occurred, although recent State Law changes have increased the potential for density bonuses.

However, during 2004, the Council adopted a General Plan Amendment to permit an increase in residential multi family densities up to 45 units per acre in Downtown if certain criteria are met. Staff anticipates that

selective density increases on other vacant or underutilized Multi Family sites are likely with the next Housing Element update (08-09).

H-1.B Land Use Designations. The City shall reconsider larger parcel land use designations in the Golden Gate Drive area for potential increases in single family densities and additional multi family use.

Responsibility: Planning Department
Financing: Staff and consultant time to develop Specific Plan
Objectives: Adopt Specific Plan (or similar planning effort)
Time Frame: 2004-5

Evaluation: Not yet timely; any consideration of higher densities in this area is expected to be part of a Master Plan (or Specific Plan). The Golden Gate area was added to the City's Sphere of Influence by LAFCO on June 6, 2005 (Resolution 05-15) after a 5 year LAFCO study. The Sphere change needed to occur before any annexation application. The area is zoned Master Plan, which requires a Master Plan (or a similar Specific Plan effort) prior to development. Funding for the Specific Plan is anticipated from the applicant. It is noted that the Housing Element has assumed the Golden Gate area is a longer term housing site, beyond the 2007 time frame of the current Housing Element.

H-1.C Senior Projects. To provide for wise use of land resources, the City shall require a market analysis when new senior projects over 10 units in size are proposed to identify the ability of these projects to meet local area needs. The City may then consider action or policy to discourage such projects when they are not responsive to local needs, and as an alternative, emphasize workforce and family based housing.

Responsibility: Planning Department
Financing: Private sources as part of development review
Objective: Evaluate need for added senior housing, given limited land supply
Time Frame: As projects are submitted

Evaluation: No market rate senior project applications on new sites were submitted in 2007 (or since Housing Element adoption.)

H-1.D Density Bonus Revisions. The City shall continue to permit increases in density above the maximum general plan and zoning density ranges consistent with state law (Govt Code 65915) and the City's local ordinance. The local density bonus ordinance shall be amended as necessary for consistency with State law.

Responsibility: Planning Department and City Attorney
Financing: Staff time
Objectives: Modify density bonus ordinance
Time Frame: 2002 as part of Zoning Ordinance update

Evaluation: Partly Completed. The Comprehensive Zoning Ordinance Update adopted by the Council August 12, 2003 incorporated revised density bonus provisions consistent with State law. (ZO Section 17.52.130)

However, in January, 2005 the State further revised the density bonus law; a draft local ordinance has been prepared consistent with these revisions. These added changes are yet to be adopted, although they are informally used.

H-1.E Density Bonus for Multi Family. The density bonus ordinance shall be amended to incorporate language that specifies the amount of the bonus which may be provided in multi family zone districts for qualifying projects defined in H-1.6.

Responsibility: Planning Department and City Attorney
Financing: Staff Time
Objectives: Specific Revision to Density bonus ordinance
Time Frame: 2002 as part of Zoning Ordinance update

Evaluation: Completed. See H-1.D. The H-1.6 provisions are found in Section 17.52.130 D.1.g.

H-1.F Market Analysis. The City shall focus housing and employment development efforts by preparing a study which analyzes recent and anticipated types, numbers and incomes of jobs by industry, sets up an ongoing monitoring program, and develops strategies to further address housing and jobs linkages.

Responsibility: City Manager and Redevelopment Agency
Financing: General Fund
Objectives: Improve focus of housing and employment development efforts
Time Frame: 2004

Evaluation: Not completed. ABAG Projections provide trends, and local City development activity reports monitor jobs and housing growth. However, this focused study is yet to be completed.

H-1.G Job Impact Analysis. The City shall analyze the impact of major non-residential development proposals on increased housing demand and may require mitigation measures (above inclusionary requirements) to provide better housing and jobs balance in the City of Napa.

Responsibility: Planning Department
Financing: Staff Time; private impact analyses
Objective: Heightened link between jobs and housing
Time Frame: As Major Projects are reviewed

Evaluation: Job impact analyses are intended to be conducted as major projects are reviewed. To respond to jobs/housing concerns, the 346 room Napa Resort and Spa approval in 2002 included an 18 room employee housing dormitory as part of the project. In addition, that project was to pay inclusionary fees for the entire square footage of the project. Further, the Resort operator proposed to conduct recruitments to hire local resident employees for the resort. This hotel project approval is still active; a new hotel operator has a revised application that is under review in early 2008 that will consider this issue. The Channel Riverfront project, which includes 76,000 sq. ft. of commercial and office uses also includes 50 residential units. This project is under construction. The Gasser Master Plan zoning approved in 2006 also included a mix of residential and nonresidential uses.

H-1.H Working at Home. The zoning ordinance update shall review home occupation provisions to determine whether more flexibility can be provided in standards for home occupations, and to add the possibility for live/work projects.

Responsibility: Planning Department and City Attorney
Financing: Staff Time
Objectives: Specific Revision to Density bonus ordinance
Time Frame: 2002 as part of Zoning Ordinance update

Evaluation: Completed. The Comprehensive Zoning Ordinance Update adopted by the Council August 12, 2003 incorporated greater space flexibility for home occupations, and provisions for live/work projects. (Section 17.52.240)

In September, 2005 the Council approved Jasna Commons, a mixed use project on Walnut St. including 2 live/work units, 5 attached single family units, and a second floor unit above a first floor commercial use, and interest in other live-work projects is anticipated.

H-1.I Employee Housing. The City shall, during review of major projects in mixed use areas, encourage project developers to consider and propose housing if feasible.

Responsibility: Planning Department
Financing: Staff Time
Objectives: Provision of residential/non residential mixed use as feasible
Time Frame: As projects are proposed

Evaluation: Ongoing. In addition to projects noted in H-1.G, the Sciambra Bakery expansion approved in 2003 in the *new-since-2000* Mixed Use "Pod 475" was encouraged to include multi family residential as part of the project and did so. This approved project includes 23 apartments on 1.04 acres of the 1.7 acre site.

As noted in H-1.G, the Gasser Master Plan site, a major mixed use site, incorporates housing and vertical mixed uses on portions of the site. Further, concept plans for a proposed Soscol multi modal transit center includes residential, retail and office uses.

H-1.J Housing Sites Study. The City shall initiate a Housing Sites study which, in part, shall review whether any *surplus or potentially surplus institutional lands* are appropriate for residential/non residential mixed use development and/or affordable housing.

Responsibility: Housing Authority, Planning Department, Redevelopment Agency
Financing: Staff time, General or Redevelopment Funds
Objectives: Completion of Housing Sites analysis for surplus or potentially surplus institutional lands
Time Frame: 2004 (Also see related program H-2.D)

Evaluation: Objectives generally met. The City has undertaken studies and taken other steps to identify appropriate surplus lands for residential uses/affordable housing throughout the City.

The 2004 Downtown Napa Mixed Use and Residential Infill Development Strategy identified and evaluated opportunity sites in the Downtown for residential, some of which are potentially surplus institutional lands. These sites will be further evaluated as part of the next Housing Element update.

The Tannery Bend Development and Design standards also reviewed sites and developed standards to facilitate residential mixed use development in that neighborhood, including certain surplus lands owned by the Napa County Flood Control and Water Conservation District.

In 2004, the Napa Valley Unified School District sold a surplus school site in the Browns Valley neighborhood. The City had previously designated this site as an :AH Affordable Housing site, which requires that 40% of new units in any future subdivision include accessory second units. The Carmel subdivision, which incorporated 15 second units, was approved in January, 2007.

In addition, *Soscol Gateway* Implementation Plan efforts beginning in 2005 developed a residential mixed use Transit Center Concept; worked with Expo representatives regarding a mixed use General Plan Amendment for a portion of the Expo site adjacent to the Transit Center site consistent with Expo Board concept plans, and identified needed infrastructure improvements to facilitate residential mixed uses in the Soscol area. The Expo General Plan Amendment was approved in conjunction with the Soscol Redevelopment Project Area, adopted in November, 2007. The Project Area will assist in the funding of identified infrastructure improvements.

Goal 2: Housing Types and Choices

H-2.A Zoning Incentives for Mixed Use. The Zoning Ordinance update shall review and provide for height limit bonuses up to 6 stories Downtown and 4 stories elsewhere and shared parking standards for well designed mixed use projects that mitigate impacts and incorporate substantial residential uses. Density bonuses shall also be provided for qualifying projects in accordance with State Government Code 65915.

Responsibility: Planning Department and City Attorney

Financing: Staff Time

Objectives: Specific Revision to Density bonus ordinance; 30 residential (mixed use) units

Time Frame: 2002 as part of Zoning Ordinance update

Evaluation: Completed. The Comprehensive Zoning Ordinance Update adopted by the Council August 12, 2003 incorporated the zoning incentives for mixed use described in H-2.A. (Sections 17.52.210 Height Bonus; 17.52.130 Density Bonus; 17.54.080 Shared Parking) The Height Bonus

The Soscol Gateway Redevelopment Project, adopted in 2007, included certain related General Plan changes to facilitate residential mixed use on and adjacent to a proposed intermodal transit center on a portion of the Expo site.

The Gasser Master Plan zoning approved in late 2006 allows for 4 story heights in the multi family residential portion of the site and higher height limits to encourage residential mixed use in the "Tulocay Place" master plan district.

H-2.B Reduce Disincentives. The City shall review Public Works, Building and Fire standards to reduce or eliminate disincentives to mixed use development.

Responsibility: Planning Department
Financing: Staff Time
Objectives: Report recommending mixed use standards.
Time Frame: 2003

Evaluation: While this specific study has not been completed, other studies have resulted in modifications to zoning standards to “reduce disincentives” to mixed use:

- The Redevelopment Agency, in conjunction with Planning and other City Departments, adopted a *Mixed Use Strategy* for Downtown area development in 2004. The *Strategy* reduced parking standards and increased densities to facilitate Residential Mixed Use Downtown.
- The *Tannery Bend Development and Design Guidelines* were adopted in 2004 for the Tannery Bend Mixed Use “Pod 489”. That document and related zoning standards were developed specifically to facilitate residential mixed uses in this area.
- Further, Soscol Implementation Plan policy and standards changes and financing mechanism tools were adopted in 2007 to eliminate disincentives to residential mixed use development in the Soscol Area.

H-2.C Rezone Multi Family Sites. The City shall immediately rezone all sites designated “Multi Family Residential” in the General Plan to a consistent “Multi Family Residential” zoning district. (SEE APPENDIX A)

Responsibility: Planning Department and City Attorney
Financing: Staff Time
Objectives: Rezone all multi family sites to the Multi Family Zoning District
Time Frame: concurrently with Housing Element (2001)

Evaluation: Completed. A new Multi Family Residential Zoning District, and rezoning of Multi Family sites to this District was adopted December 4, 2001. The Comprehensive Zoning Ordinance Update later adopted by the Council August 12, 2003 reformatted and incorporated the 2001 Multi Family District. See Housing Element Appendix A for a listing of multi family sites.

H-2.D Multi Family Sites Study. The City shall initiate a Multi Family sites study to identify other appropriate sites for multi family use. Criteria shall include proximity to transit and/or services, environmental site constraints, and neighborhood “fair share”.

Responsibility: Housing Authority, Planning Department and Redevelopment Agency
Financing: Staff Time, General or Redevelopment Funds
Objectives: Completion of Sites study for future General Plan Amendment
Time Frame: Sites study: 2004; General Plan Amendment followup 2005.

Evaluation: An “added sites” study was not initiated due to budget and staffing constraints, however, much of this objective was met through Mixed Use area studies (Downtown, Tannery, Soscol) and the “cleanup” in H-2.E below. In addition, the Sciambra Bakery Freeway Drive site and the Magnolia Apartments site on Shurtleff are new mixed use or multi family sites near transit redesignated since 2003. An added General Plan

Amendment approved in September, 2005 redesignated 3 parcels on Valle Verde Drive from single family to Multi Family Residential.

H-2.E "Clean up" Multi Family Redesignations. The City shall identify sites which were previously designated Multi Family, have been developed largely with multi family uses and make sense to redesignate Multi Family with a "cleanup" General Plan Amendment. Such redesignations would eliminate numerous nonconforming use situations and provide modest added potential on remaining vacant or underutilized lots in these areas. The study shall evaluate the potential for additional "clean up" redesignations.

Responsibility: Planning Department
Financing: Staff Time
Objectives: Additional Multi Family "cleanup" amendments
Time Frame: 2003

Evaluation: Completed. Numerous sites previously designated and zoned Multi Family and developed largely with multi family uses were identified during the detailed Zoning Ordinance review and were re-designated back to Multi Family Residential (A General Plan Amendment) and rezoned as part of the Zoning Ordinance Update package adopted August 12, 2003. This redesignation/rezoning involved 15 areas affecting approximately 210 properties and 4 condominium projects.

H-2.F New Rental Units. The City Housing Authority shall construct or assist construction of new affordable rental units for very low and low income renter households.

Responsibility: Housing Authority, Redevelopment Agency, private developers and non profit agencies including Napa Valley Community Housing and BRIDGE Housing, Progress Foundation
Financing: Possible sources of funding include: Redevelopment Agency tax increment set aside and local housing trust fund, Inclusionary zoning and density bonus program, Low income Housing Tax Credit Program, HOME Rental Construction Program.
Objectives: 236 units of affordable very low or low income rental housing for families/households.
Time Frame: 1999-mid 2007
1999-2000: Completed 45 very low income units at Pecan Court, School House Court, Silverado Creek and Whistlestop Apts. Completed 113 low income units at Pecan Court, School House Court, Silverado Creek, Whistlestop Apts. of which 79 units are credited to City and 34 to the County of Napa
2000-2005: 100 rental units, 75 for very low income and 25 for low income renter families/households.
2005-end 2007: 30 units, 7 for very low income and 23 for low income renter families/households.

Evaluation: Exceeding Objectives. The objective set was for 236 very low and low income units; more than 431 very low or low income rental units have been constructed or are under construction. Another 2 such units are approved.

Three senior low and very low income projects totaling 310 units have been approved since the year 2000 and are completed. They include The Reserve (115 units), The Vintage (117 units) and Jefferson Street Apartments (78 units). The Reserve includes 6 very low and 44 low

income units credited to County under State Government Code Section 65584.6.

In addition, the City has approved several other residential projects since 2000 that include 123-124 units restricted to low or very low income households; nearly all of these units have been constructed.

- La Homa Village: includes 4 restricted very low/low income apartments—completed 2004.
- Lincoln Gardens: 3 apartments restricted to very low income rents—completed 2004.
- Von Uhlit/Montrachet: 10 very low and 10 low income apartments—apartments completed 2004.
- Hawthorne Village: 10 very low and 10 low income apartments—completed 2003.
- Pueblo Orchard: 15 low income single family attached rentals—Completed 2005.
- Sheveland Ranch: 13-14 very low income and 14 low income apartments—Under Construction 2005; all rental units under construction as of 2006.
- Magnolia Park Townhomes: 6 very low and 22 low income apartments (+ a managers unit)—completed 2005.
- The Grove: 1 low income apartment – completed 2005
- Sciambra apartments: 1 very low and 1 low income apartment – approved
- Hawthorne Village II: 1 very low and 2 low income apartments – near completion 2007

H-2.G New Ownership Units. The City Housing Authority shall construct or assist construction of new affordable *ownership* units for first time low and moderate income homebuyers. This may include Self-Help (where the future owner/resident provides labor toward the development of the units and/or assists in sharing the cost of building the units) and Community-Help new Housing, such as Habitat for Humanity, and provide incentives under the City Inclusionary Ordinance for market-rate for sale developers to construct inclusionary for-sale units. In Self- or Community-Help projects, city actions may include insuring site control or acquisition; selecting low income families who could successfully participate in the development; and selecting and overseeing a qualified contractor and/or construction sponsor who would supervise and manage construction.

Responsibility: Housing Authority, Redevelopment Agency
Financing: Self Help Housing Program; Inclusionary Zoning Program; Land Banking Program, Local Housing Trust Fund, HOME New Construction Program
Objectives: 75 units of low income ownership housing.
Time Frame: 1999-mid 2007
1999-2000: Completed 10 low income units at Las Flores Court
2000-mid 2007: 65 units

Evaluation: Below Objectives. The objective set was 75 units. Eight projects constructed or approved since 1999 will include 46 affordable ownership units although most of these (33) are restricted to moderate income households, given high housing prices and requirements of the City's inclusionary ordinance:

- Valley Oak Villas is to include 6 units restricted to moderate income homebuyers—Under construction 2005; most units completed by 2007.

- The Von Uhlit/Montrachet project includes 8 units affordable to moderate income homebuyers—Completed 2005.
- The Sheveland Ranch project includes 6 units restricted to moderate income homebuyers—Under construction 2005; phased construction continuing 2007.
- The Napa Creek Condos will include 3 units restricted to moderate income homebuyers—Approved 2005.
- The Appella Condos will include 2 low and 2 moderate income units—Approved 2005; near completion 2007.
- Golden Gate Village: 1 very low and 2 low income townhomes – approved 2005.
- Hussey (Hidden Hills) Subdivision: 8 moderate income single family detached homes- approved 2006; under construction 2007.

H-2.H Self-Help Ownership Rehabilitation. The City shall assist self-help or “sweat equity” housing for first time low or moderate income homeowners through rehabilitation of existing units who can demonstrate the ability to perform the required rehabilitation to City code standards

Responsibility: Housing Authority
Financing: CDBG, HOME and inclusionary Funds
Objectives: 20 self-help ownership units
Time Frame: 1999-2006

Evaluation: Below objective. No new units to date

H-2.I First Time Homebuyer Programs. The City shall expand home ownership opportunities for low and moderate income first-time home buyers by using mortgage credit certificates (MCCs), as available and the HOME and Redevelopment Down Payment Assistance Program, the Section 8 Self Sufficiency Program, the Federal Home Loan Bank down payment program (IDEA), and the State of California Calhome Program. MCC’s allow tax benefits of home ownership to be used to help secure financing. Downpayment assistance grants are available from a number of sources. An Outreach and Counseling Program helps prepare eligible applicants for homeownership.

Responsibility: Housing Authority
Financing: Staff time, Mortgage Credit Certificate Program; HOME and Redevelopment Down Payment Assistance program, Federal Home Bank Loan program, Calhome program, and Outreach and Counseling Program
Objectives: Assist 112 low income households to become first time homebuyers
Time Frame: 1999-mid 2006

Evaluation: Met Objective: From FY 98-99 to FY 05-06, loans and Mortgage Credit Certificates were provided to a total of 122 low income households. This included: 98-99--37 loans and 4 MCC’s; 99-00--28 loans and 4 MCC’s; 00-01--11 loans; 01-02--9 loans; 02-03--10 loans; 04-05--10 loans; 05-06--9 loans; 06-07--10 loans through HOME program grant funds.

Mortgage Credit Certificates were not available after 2001, however, the Housing Authority has continued to administer the First Time Homebuyer Down Payment Assistance Program using grant awards from the 2004 and 2006 State HOME program grants and Program Income.

In addition to providing loans to low income households for home purchase, the Housing Authority administers resales of current below

market rate ownership units for sale to low and moderate income first time homebuyer households. Staff estimates that at least 15 homes were re-sold to qualifying households from 1999-2006 -- and another 2 in 2007

H-2.J Identify Potential Acquisition Sites. The City shall locate sites for possible acquisition by the City Housing Authority, Redevelopment Agency and/ or an affordable housing developer for affordable projects. The City may determine it is appropriate to lease land, rather than sell it.

Responsibility: Housing Authority, Redevelopment Agency, Planning Department
Financing: City funding for staff time; acquisition funds from Redevelopment funds, City General funds, Inclusionary fund or other sources.
Objectives: Identify and acquire 3-4 sites for active efforts toward acquisition.
Time Frame: Actively work (and/or work with developers) to acquire sites by 2007.

Evaluation: Met objective of identifying and acquiring 3-4 sites. The Housing Element Appendix C (updated in 2003) identifies various sites suitable for potential acquisition for affordable projects. In 2002, the Redevelopment Agency set aside \$400,000 for site acquisition. The Agency and Housing Authority subsequently purchased a 5.37 acre site on Lincoln Avenue for eventual development pending completion of the Flood Protection Project. In addition, the City lent funds to Napa Valley Community Housing to assist acquisition of a site in the Terrace Shurtleff neighborhood for development of the Magnolia Apartments which were completed in 2005. The City/County Housing Agreement approved in October, 2003 provided \$900,000 from the County Housing Trust Fund in 2005 for infrastructure and site acquisitions, once the City's Revised Housing Element was certified by the State. These funds were received in 2005. A combination of City and County housing trust funds, and State HELP Program Funds were loaned to Napa Valley Community housing to purchase a 1.2 acre site on Coombsville Road for a low income rental development in 2006. The Housing Authority also negotiated with the Napa County Flood Control and Water Conservation District to acquire a 2.14 acre surplus site at Coombs and Imola for development of an affordable rental development; to date that purchase has not been completed.

H-2.K Inclusionary Ordinance Amendment. The City shall review and modify the City's inclusionary ordinance by updating a nexus study enabling fee increases on non-residential projects. This may be accomplished as a joint study and fee increase with Napa County. The City may also consider changes to the ordinance to encourage on-site construction of affordable units and/or the setting aside of land for affordable units if such changes are linked to sufficient incentives that are provided by the city. .

Responsibility: Housing Authority, City Attorney
Financing: Costs to conduct Nexus Study (which may be shared jointly with County) from Inclusionary Funds, Redevelopment Fund
Objectives: Complete Nexus Study and Revised Ordinance to implement Fee increases
Time Frame: 2002

Evaluation: Partly complete. A two phase Nexus Study with the County of Napa was completed by 2004, and the County revised its fees in 2004. (Phase 1 related to job counts; Phase 2, the Nexus Study update itself commenced in 2003). The City Housing Authority will review the Nexus Study and prepare appropriate amendments to City fees for City Council consideration. This task still needed to occur in 2007.

H-2.L Affordable Housing Overlay Zones. The City shall adopt a Housing Overlay Zone and apply it to certain key sites as part of the Zoning Ordinance update. The Housing Overlay Zone may, for example, specify that the City would not accept a project below a certain density, or that the city requires a high percentage (50-60%) affordable units on these sites.

Responsibility: Planning Department, City Attorney
Financing: Staff time
Objectives: Revised Ordinance
Time Frame: 2002 as part of Zoning Ordinance update.

Evaluation: Completed. As part of the Zoning Ordinance update and in consultation with the City's Housing Advisory Committee, an Affordable Housing Overlay Zone was developed in 2002 and adopted 2003. Several larger flat sites throughout the city near services and/or transit were identified to which the Overlay Zone would be applied.

The Overlay Zone is applied to 3 low density sites (APN's 7-045-05; 38-100-16; 41-771-01). For these sites, the Overlay Zone requires that development occur at the top end of the density range and that 40% of the units on each site contain accessory second units. The recently approved Carmel Subdivision on one of these sites includes 15 second units.

The Overlay Zone is also applied to all or portions of six larger multi family and mixed use sites. (APN's 46-190-08 (portion); 44-204-01; 46-211-05, 07, 08; 2-071-10; 44-314-15, 44-291-01, 02; 44-293-01, 02; and 43-062-06 (portion)). On these sites, development must occur at the mid to upper end of the density ranges and 20% of the units must be affordable to low and very low income households.

While the low density section and site rezonings occurred August 12, 2003 with the overall Zoning Ordinance, the Council asked for added economic feasibility and design information prior to adopting the Multi Family/Mixed Use sections of the Ordinance. The latter sections and rezonings were adopted by the City Council on November 18, 2003.

H-2.M Long Term Affordability Agreements and Monitoring. The City shall continue to implement long term agreements and/or deed restrictions with developers of affordable, density bonus, or "special residential" projects, that govern their affordability, and monitor the continuing affordability of such units. A summary of units currently restricted under City development agreements has been prepared. (see Appendix B)

Responsibility: City Housing Authority, City Attorney
Financing: Staff time
Objectives: Approve long term affordability agreements for new units developed through the Special Residential and density bonus programs, and other public financing, and provide monitoring of these agreements
Time Frame: Agreements: as projects occur; Monitoring is an ongoing activity.

Evaluation: Meeting objective. Affordable housing agreements have been completed since 2000 for The Vintage, The Reserve, Jefferson Street Apartments, La Homa Village, the Von Uhlig/Montrachet project, Lincoln Gardens, Hawthorne Village, Sheveland Ranch, Valley Oak Villas, Pueblo Orchard, Magnolia Apartments, The Grove, Hawthorne Apartments, and Apella

Condominiums, typically prior to building permit issuance. Agreements are pending for Napa Creek and Golden Gate Village. Monitoring of all affordable projects is ongoing.

H-2.N Alternative Energy Sources. The City shall encourage use of alternative energy sources such as solar energy in new residential construction and implement energy efficiency in new development and remodels/rehabilitation projects.

Responsibility: Planning and Building Department
Financing: Staff time
Objectives: Ongoing
Time Frame: Ongoing

Evaluation: Ongoing. The Building Department continues to require energy efficiency in new construction consistent with State Title 24 energy use standards. The City is also considering a “green” building ordinance.

Goal 3: Great Neighborhoods

H-3.A Design Process. The City shall use the design review process to insure that infill multi family housing developments meet design principles. The City may also encourage project designers to meet with neighbors during the early design stages of larger projects.

Responsibility: Planning Commission, Planning Department
Financing: Staff time
Objectives: Implement design objectives during project review
Time Frame: Ongoing

Evaluation: Ongoing. In 2002, as part of development of the City’s new “Residential Design Guidelines”, staff and a consultant preparing the Guidelines worked with several multi family developers to assure that proposed new projects would meet city design principles. This was a successful collaboration that has resulted in improved residential project design. A *Building Design and Parking Standards (Guidelines) Committee* is has reviewed the residential and commercial building standards and guidelines and has made its preliminary recommendations for changes, which have been submitted to City staff.

A pre-application review process approved as part of the *Guidelines* is ongoing, and has been formalized with descriptive handouts. Applicants of larger infill projects are also encouraged to meet with neighbors early.

H-3.B Design Guidelines. The City shall develop more detailed design guidelines for multi family and additional infill development throughout the City.

Responsibility: Planning Department
Financing: General Fund for Consultant services
Objectives: Preparation of design guidelines
Time Frame: 2002

Evaluation: Completed. The City hired Bruce Race of RACESTUDIO to assist preparation of the “Residential Design Guidelines”. That community-based process started in October, 2001 with community forums; final Guidelines were unanimously recommended by the Planning

Commission on November 21, 2002 and adopted by the Council in January, 2003. Staff committed to refining the guidelines as needed. An update to better address large single family home design was adopted in November, 2004. As noted in H-3.A above, a Committee in 2007 was reviewing the residential and commercial guidelines to identify whether any further improvements could be made.

H-3.C Use of Planned Development Zoning. The City shall continue to use Planned Development regulations to promote design flexibility for residential developments, particularly for those located in unique settings.

Responsibility: Planning Department
Financing: Development review
Objectives: Use Planned Development regulations in project review to promote design flexibility
Time Frame: Ongoing

Evaluation: Ongoing. The Comprehensive Zoning Ordinance Update adopted August 12, 2003 continues to include a Planned Development Overlay District allowing variations from zoning standards. The PD provisions provide design flexibility and are often used by larger projects in the City.

Program H-3.D. Street and Subdivision Design. The City shall study street standards for new subdivisions to improve their pedestrian friendly quality and traffic calming features, and promote internal consistency between the operating standards that are used by the Fire and Public Works Departments and General Plan standards.

Responsibility: Public Works, Planning Department, Fire Department
Financing: General Fund for Consultant services
Objectives: Provide "pedestrian friendly" street standards for subdivisions
Time Frame: 2002

Evaluation: Partly complete. Community Development staff has completed draft street standards to assure internal consistency between Fire, General Plan and Public Works standard specifications. The Street Standards changes also include changes to related zoning sections: specifically the "Pedestrian Friendly Street Standards" Section 17.52.360. The draft was reviewed and modified with a Street Standards Committee 2006-07. Following Committee review the draft changes are being packaged and finalized for public review in 2008.

H-3.E Housing Mix. The City shall establish baseline housing mix information by neighborhood, and monitor and evaluate progress in achieving second units, residential care facilities, shared housing (to the extent it is regulated) and multi family uses in all residential and mixed use areas of the city. Based on results of the review, additional strategies may be formulated to increase the "fair share" mix.

Responsibility: Planning Department
Financing: Staff Time
Objectives: Monitor and increase mix of housing throughout the City of Napa
Time Frame: Every 3 years

Evaluation: Objective Generally Met. A program that first establishes baseline housing mix information, then seeks to increase the mix as described

above has not been developed. However, several programs have helped accomplish the objective of increasing the mix of housing types throughout the City:

- A 2003 “cleanup” General Plan Amendment (H-2.E) provided for an increased mix of housing types throughout the City;
- The 2003 Zoning Ordinance incorporated the State-mandated second unit legislation that provides a simple process to locate new second units throughout the City; and
- The :AH Affordable Housing Overlay zones adopted in 2003 were deliberately applied to sites throughout the City.
- Two General Plan and zoning amendments were adopted in 2004 to facilitate new residential mixed use housing Downtown (the *Downtown Mixed Use and Residential Infill Strategy*) and in the Tannery Bend area (the *Tannery Bend Design and Development Guidelines*).
- Three other General Plan and corresponding zone changes provided for new Mixed Use and multi family designations on sites in three different city neighborhoods on sites that had been designated “Public Serving” or single family.
- One other “Public Serving” site was redesignated Single Family Residential with an affordable housing overlay requiring second units on 40% of the lots.
- A 2007 General Plan Amendment adopted in conjunction with adoption of the Soscol Redevelopment Project will facilitate housing near a planned transit center. In addition, the Soscol Project Area was formed to help fund needed infrastructure to assist housing and economic development.

H-3.F New Second Units. The City shall encourage a substantial portion of units in new subdivisions to include second units. The City shall work to remove disincentives such as high fees.

Responsibility: Planning Department
Financing: Private
Objectives: 70 units or 14 units/year to 2006 and fee reductions
Time Frame: End 2001 on

Evaluation: Exceeding objectives. While the objective was 70 units (or 14 units/year) from 2001 to mid 2006, units approved total 94 units. Valley Oak Villas, 29 second units were approved in 2002 (constructed). Sheveland Ranch, 22 second units were approved in 2003 (constructed or under construction) Napa Creek Condos, 21 second units approved in 2005 Anderson Subdivision, approximately 5 second units approved in 2005 (under construction) Mis’c additional from 2001 to 2007: 19 second units In addition, from 1999 through 2001, the City approved 4 accessory second units added to existing homes.

H-3.G Second Unit Standards. The City shall modify zoning requirements to eliminate the Use Permit Requirement for second units, and will consider revisions to other City standards and fees to eliminate obstacles to second unit creation. (e.g. eliminate whole house sprinkler requirements for attached second units, and reduce fees considering their small sizes). See H-5.Ak for added detail.

Responsibility: Planning Department
Financing: Staff time
Objectives: Revised Ordinance
Time Frame: As part of Zoning Ordinance update, 2002

Evaluation: Completed. The Comprehensive Zoning Ordinance Update adopted by the Council August 12, 2003 incorporates process streamlining and other revisions to Accessory second unit section of the Ordinance (17.52.020) responding City Housing Element recommendations and later State law requirements. The new section provides performance standards and eliminates discretionary permits for accessory second units. These changes make it easier for new second units to be approved and constructed. The 2003 Ordinance also provided greater size flexibility than the earlier ordinance for accessory second units. Fee reductions have not yet occurred and sprinkler requirements are unchanged.

H-3.H Amnesty Program. The City shall consider an amnesty program for illegal second units where the City provides a period of time for owners of illegal units to register their units and make them legal, in exchange for property owners' meeting specified health and safety standards.

Responsibility: Building, Planning, Housing, Code Enforcement
Financing: General Fund
Objectives: Development and implementation of Amnesty Program
Time Frame: By 2006

Evaluation: Not completed due to limited staffing and competing priorities.

H-3.I Duplex and Triplex Standards. The City shall adopt Zoning Ordinance revisions, including performance standards to encourage duplexes and triplexes in single family designations that allow them. Performance standards shall address design and neighborhood "fair share".

Responsibility: Planning Department
Financing: Staff time
Objectives: Revised Ordinance
Time Frame: As part of Zoning Ordinance update, 2002

Evaluation: Completed. The Comprehensive Zoning Ordinance Update adopted by the Council August 12, 2003 allows duplexes and triplexes in all Single Family Infill and Traditional Residential Infill areas throughout the City as prescribed by the General Plan. The newly adopted *Residential Design Guidelines* provide guidance for design of new duplexes or triplexes.

H-3.J Duplex and Triplexes in Other Areas. The City shall consider a General Plan Amendment to allow occasional duplexes and/or triplexes in the Single Family Residential land use category.

Responsibility: Planning Department
Financing: Staff time
Objectives: Plan Amendment
Time Frame: 2005

Evaluation: As of 2006, this General Plan Amendment has not been developed.

H-3.K Rehabilitation Programs. The City shall continue to rehabilitate substandard residential units for very low and low income renters and owners using available subsidies, in addition to code enforcement. Inspection and reduction of lead-based paint hazards are part of the rehabilitation efforts

Responsibility: *Housing Authority*
Financing: *Community Development Block Grant Rehabilitation Program for renters, HOME Rehabilitation Program and code enforcement program enforcing existing codes and health and safety regulations.*
Objectives: *Rehabilitate 75 substandard rental units for very-low and low income families. Rehabilitate 22 substandard rental units for very low and low income seniors/disabled. Rehabilitate 112 units of substandard owner occupied housing for very low and low income families. Rehabilitate 15 homebuyer units acquired by first time homebuyers.*
Time Frame: *1999-mid 2006*

Evaluation: **Below Objectives.** From 1999 to mid 2006, homeowner rehabilitation totaled 67 units and rental rehabilitation totaled 43 units. Homeowner unit breakdown included: 98-99: 14 units. 99-00: 8 units. 00-01: 10 units. 01-02: 9 units. 02-03: 6 units. 03-04: 7 units. 04-05: 7 units. 05-06: 6 units. The rental rehabilitation unit breakdown included: 98-99: 14 units. 99-00: 0 units. 00-01: 9 units. 01-02: 12 units. 02-03: 6 units. 03-04: 1 unit. 04-05: 1 unit. 05-06: 0 units.

In FY 2006-07, units rehabilitated increased for the first time since 03-04. 8 homeowner units and 2 rental units were rehabilitated.

H-3.L Christmas in April Repairs. The City shall continue to organize and promote the "Christmas in April" program to assist primarily low income senior and disabled owner households with needed home repairs

Responsibility: *Housing Authority*
Financing: *Staff time, private sources*
Objectives: *Provide needed repairs to 45 homes (6 units/year)*
Time Frame: *1999-mid 2007*

Evaluation: **Met Objective.** In the 8 years from 1999 through 2006, City unit repairs through the "Christmas in April" program have totaled 50 units or more than 6 units per year. 1999: 5 units. 2000: 10 units. 2001: 6 units. 2002: 6 units. 2003: 9 units. 2004: 7 units. 2005: 6 units. 2006: 1 unit. Unfortunately, this private program ended after the 2006 program year.

H-3.M Code Enforcement. The City shall continue and strengthen code enforcement of the Housing, Electrical, Fire Prevention Codes and Health and Safety Regulations by appropriate City departments. Code enforcement efforts should be proactive, as well as reactive in targeting specific problem sites or areas.

Responsibility: *Building Department, Fire Department (Code Enforcement)*
Financing: *City funds*
Objective: *Improve community health and safety*
Time Frame: *Ongoing*

Evaluation: **Ongoing.** Due to severe budget constraints 2005-2007, the City reduced code enforcement from a full time Code Enforcement Officer and Code Enforcement Assistant to one full time Officer. A part time Code

Enforcement Aide was approved for FY 06-07 and was continued in 07-08. Given the 2,000+ calls received annually, staff responds based on complaints, with life/safety enforcement receiving highest priority. However, in 2006 the Code Enforcement Division proposed and the City Council adopted a revised Code Enforcement Ordinance to streamline code enforcement procedures city-wide. Augmentation of the Code Enforcement Division continues to be a recognized priority for the 07-09 budget period.

H-3-N "Clean Up". As the need arises and funding permits, the City should initiate use of inter-departmental "strike teams" to clean up areas of the City of Napa.

Responsibility: Interdepartmental
Financing: Substantial staff time
Objectives: "Cleanup" of neighborhoods experiencing deterioration
Time Frame: As needed and as funding permits

Evaluation: No "neighborhood clean up" activities occurred during 2007.

H-3-O Historic Area Process. The City shall encourage maintenance and preservation of historic homes and structures through Historic Preservation policies, ordinances and design guidelines.

Responsibility: Planning Department, Cultural Heritage Commission
Financing: City funds
Objective: Provide information to public on appropriate historic remodel techniques; enforce through Cultural Heritage Commission Certificates of Appropriateness
Time Frame: Ongoing

Evaluation: Ongoing. The City adopted design guidelines in 1998 applicable to rehabilitation/remodels of buildings on the City's historic preservation inventory; copies are available at the Planning Department. Staff and the Cultural Heritage Commission enforce the City's Historic Preservation Ordinance, policies and design guidelines as projects occur. The Soscol Redevelopment Project Area EIR, adopted in 2007 included a windshield survey of historic properties in that area that has begun to augment the city's ability to address historic properties. Followup survey work will begin in 2008.

H-3.P Energy Conservation Programs. The City shall promote and encourage use of energy conservation programs, particularly those which rehabilitate low income homes for energy efficiency and provide subsidies for energy costs. In 2001, the California Human Development Corporation in Rohnert Park runs a "weatherization" program for low income households; additional programs may be forthcoming with recent increases in energy costs.

Responsibility: Housing Authority in coordination with CHDC
Financing: Staff Time, Federal and State grants
Objectives: Weatherize 100 units
Time Frame: Ongoing

Evaluation: Met Objective. The Housing Authority does not currently have a separate "weatherization" program. However, as part of every owner and rental rehab project (110 units rehabilitated 1999-mid 2006), energy efficiency is

evaluated as being adequate or substandard. Eligible energy improvement activities include the installation of double-pane windows, insulated doors, attic/wall/floor insulation and energy efficient heating and air conditioning systems. 22 units were rehabilitated in the last 30 months to mid 2006. In FY 06-07, 10 owner and rental units were weatherized.

H-3.Q Transportation Element Amendments. The City shall propose a stronger General Plan policy or policies and implementation program(s) to strengthen concurrency of development with infrastructure, especially streets and public transportation.

Responsibility: Public Works Department
Financing: Staff time
Objectives: General Plan Amendment
Time Frame: 2001

Evaluation: General Plan changes are not proposed; however, City staff is paying close attention to concurrency during private development review.

H-3.R Capital Improvement Programs. The City shall continue to use the City's Capital Improvement Program funds and CDBG community development funds to a limited extent to assist in neighborhood improvement efforts. In recent years, the City has focused such CDBG community development expenditures on sidewalk improvements and has provided funds for an ADA playground at Fuller Park.

Responsibility: CIP: City Manager, Public Works and Planning Departments; CDBG: Parks and Recreation Department (CDBG Program Administrator)
Financing: Capital Improvement Funds from General Fund; CDBG annual allocations other local, state and federal sources
Objectives: Improvement of neighborhood quality through specific improvements as outlined in CIP and CDBG Consolidated Plan.
Time Frame: CIP and CDBG annual reviews

Evaluation: Meeting Objective. In 2002-03, the City's Capital Improvement Program (CIP) included funds to resurface 18 streets and to reconstruct major portions of El Centro Avenue; completion of portions of the River Trail from Lincoln to Trancas and from Kennedy Park along Streblov to Soscol Avenue; a new signal at Lincoln and Solano; and nearly a million dollars for sidewalk repairs citywide.

2003-04 capital improvements in the CDBG program included \$225,000 for sidewalk repair and handicapped access ramp installation in the low income Los Robles neighborhood to assist in neighborhood improvement.

2003-04 CIP funding included of \$83,000 for Old Sonoma Road area and Redwood Road at Lynn Drive storm drain improvements; \$124,000 to construct a bicycle lane on the railroad line from Lincoln Avenue to Soscol; \$35,000 for traffic calming and overlay on East Avenue; \$80,000 for a traffic signal at Silverado Trail and Hagen Road; \$40,000 to design and implement a bikeway between Imola Avenue to Downtown; and \$60,000 to establish plan lines for several road connections called for in the General Plan. Other CIP projects included \$525,000 for annual street resurfacing; \$844,000 in sidewalk and handicap ramp improvements near

Phillips Elementary School, Downtown, Los Robles and other locations
(This last total includes the CDBG funding for Los Robles).

In 2004-05, capital improvements in the CDBG program included \$259,891 for sidewalk, handicap access ramps and storm drain improvements in the low income Los Robles neighborhood to assist in neighborhood improvement.

2004-05 CIP funded projects to assist in neighborhood improvements included \$4.4 million (in grants) for a commuter bike path along the railroad line from Soscol to Trancas; \$120,000 in initial funding for a First and Second Street undergrounding project (most funding to come in subsequent years); \$42,560 for sidewalks near Phillips School; \$374,300 for phased sidewalk repairs and storm drainage in the Los Robles (some of which is CDBG funding) neighborhood; \$2 million for First Street Bridge improvements; \$25,000 for Redwood Road overlay work; \$200,000 for a traffic signal at Jefferson at Old Sonoma Road.

In 2005-06, capital improvements in the CDBG program included \$235,000.00 for sidewalk repair and handicap access ramp installation in the low income Los Robles neighborhood to assist in neighborhood improvement.

2005-06 CIP funded projects under construction to assist in neighborhood improvements included: continued construction of the commuter bike path begun in 04-05; \$200,000 in sidewalk repairs including those in residential neighborhoods such as St. Johns, \$800,000 in annual resurfacing projects on various local residential streets; the Soscol/Big Ranch extension from its junction with Soscol to Trancas; \$275,000 for remodel of the Fuller Park restrooms; and \$500,000 for replacement of plastic water main distribution system pipes throughout the city.

2006-07 CIP funded projects assisting neighborhood improvements included: completion of the Soscol Avenue/Big Ranch Rd. Extension to Trancas; \$965,000 for street overlays-- Third Street, a portion of North Jefferson and Redwood Road from Dry Creek to Browns Valley Road were completed; \$600,000 in ongoing replacement of plastic water mains throughout the city; \$300,000 in sidewalk improvements in the Los Robles neighborhood and the MacLeod/MacLean area and additional sidewalk improvements along Brown/Main/Caymus/Tulocay; completion of Phase 3 of the commuter bike path along the railroad line to Jefferson Street; \$50,000 in ADA ramp improvements.

H-3.S Parks and Recreation Element Update. When the Parks and Recreation Element is next updated, revise to specifically target or establish a high priority for City Parks near higher density areas.

Responsibility: Parks and Recreation Department
Financing: General Fund
Objectives: Assure adequate parks in higher density areas
Time Frame: As appropriate when the Parks and Recreation Element is updated

Evaluation: Later time frame

H-3.T Retain Federally Subsidized Affordable Units. The City shall assist in retention of Federally subsidized affordable housing when feasible and necessary. This program addresses lower income projects which have received federal/state subsidies for construction but are at risk of converting to market rate projects over the next few years because their financing is coming due. Carefully review "Plans of Action" prepared for the Federal Department of Housing and Urban Development by owners of existing subsidized projects. Should the owner opt out of the subsidy program, inform tenants of any assistance that may be available to them, and consider means of acquiring or facilitating the acquisition of units threatened with conversion to market rate

Responsibility: Housing Authority

Financing: HOME Acquisition Program, Redevelopment Acquisition Program, HOME and CDBG Rehabilitation Program, Federal HOME Loan Affordable Housing Program, Low Income Housing Preservation Program, and other sources of funds

Objectives: Conserve 75 units in Charter Oaks and 14 units in Creekside Park Apartments.

Time Frame: 1999-mid 2011

Evaluation: Completed. In 2000, Charter Oaks was conserved for very low and low income households. The new owner purchased the property using interim financing. The City made a commitment to loan a small amount of funds, to be repaid in 2005, and more recently issued Revenue Bonds on the project's behalf to pay for the interim financing and for rehab costs. The Revenue Bonds require continued affordability of the units. In 2003, the Housing Authority was awarded 14 new Vouchers worth over \$110,000 annually to provide affordable rental assistance to the 14 families residing at Creekside Park Apartments that were at risk of losing their subsidized housing. All families continue to reside at Creekside Park but can now also use the Voucher to move to other affordable housing opportunities in the community if they so desire.

H-3.U Rental Acquisition and Maintenance. The City shall also acquire existing rental housing to rehabilitate it and maintain it as affordable housing.

Responsibility: Housing Authority

Financing: HOME Acquisition Program, Redevelopment Acquisition Program, HOME and CDBG Rehabilitation Program, Federal HOME Loan Affordable Housing Program, Low Income Housing Preservation Program, and other sources of funds

Objectives: Acquire 75 units and maintain them as affordable

Time Frame: 1999-mid 2006

Evaluation: Below Objectives. 41 units have been acquired for rehabilitation and affordable rentals since 1999 including:
Oran Court (13 low income units),
Villa de Adobe on Clay Street (12 low income units),
1219 Jefferson Street (6 low income/disabled units) purchased and rehabbed by the Housing Authority using CDBG and HOME funds then purchased by Catholic Charities.
Catholic Charities also purchased an 8 unit rental for low income/disabled at 1070-76 Imola Avenue.

Two privately owned rental units were remodeled in 2004-5 and rent restrictions applied. [jw]

H-3.V Condominium Conversion Ordinance. The City shall revise the condominium conversion ordinance to use a more realistic apartment vacancy rate based on an annual survey of local apartment vacancies and continue to deny condominium conversion of multi family rental units when the city wide vacancy factor is found to be less than 5%, defined as a "rental housing shortage". If the vacancy factor is 5% or greater, the city may allow conversion of a limited number of rental units built that year to condominium units as defined in the ordinance

Responsibility: Planning Department, Planning Commission
Financing: Staff time
Objectives: Revise condominium conversion ordinance
Time Frame: Vacancy rate revisions part of the Zoning Ordinance update 2002; Other revisions 2005

Evaluation: Completed. The Comprehensive Zoning Ordinance Update adopted by the Council August 12, 2003 includes the revised vacancy rate as described above. (Section 17.52.080) Other revisions to strengthen the ordinance were adopted June, 2005, including a cap on the number of units that can be converted on an annual basis, increased relocation assistance for displaced renters, increase of the vacancy rate before apartments can be converted to 5%, and application of the City's 10% affordable inclusionary requirement to an approved condominium conversion project.

H-3.W Permits for Rental Conversions. To the extent consistent with State law the City shall, in its zoning ordinance update, require use permit for conversions of rental housing to other uses.

Responsibility: Planning Department, Planning Commission
Financing: Staff time
Objectives: Revise zoning ordinance
Time Frame: Part of the Zoning Ordinance update 2002

Evaluation: Completed. The Comprehensive Zoning Ordinance Update adopted August, 2003 incorporates a Use Permit for conversion of rental housing to nonresidential uses. (Section 17.52.100)

H-3.X Mitigation Fees for Loss of Units. The City will add a mitigation fee for loss or conversion of rental units to uses in addition to condominiums. Reasonable mitigation should be consistent with Federal Relocation Laws.

Responsibility: Planning Department, City Attorney
Financing: Staff time
Objectives: Revise Inclusionary Ordinance (or develop other ordinance) to require fee for loss of units
Time Frame: 2003

Evaluation: Completed. The Comprehensive Zoning Ordinance Update adopted August, 2003, requires those converting or demolishing rental units to non residential uses to pay Housing Impact Fees for the space converted/lost. In addition, when vacancy rates are less than 3%, conversion requires additional mitigation (fees or equivalent) as negotiated with the Housing Director, to the extent permitted by law.

H-3.Y Rental Mediation. The City shall assist efforts to protect renters from unreasonable rental increases through a process of conciliation, mediation and fact-finding consistent with the current City Charter.

Responsibility: City Manager's Office
Financing: Staff time; mediation services
Objectives: Put in place a program for rent mediation.
Time Frame: Adopt ordinance by 2001.

Evaluation: The City Manager's Office developed a draft rental mediation program in 2000 for review by the City Council. The Council decided not to adopt a new ordinance at that time, preferring to rely on voluntary mediation programs already in place.

Goal 4: Housing for Our Special Needs

H-4.A Emergency Shelters. The City shall continue to assist in funding existing NCCEO, NEWS and winter shelter operations, and assist acquisition of existing facilities that can be converted to expand Emergency Shelters for Homeless Families and single persons with special needs. There is a critical need for a permanent emergency shelter for single men and women. The current facility is leased space not adequate for a shelter and subject to closure. Likewise, the existing battered women's shelter cannot accommodate all domestic violence victims in need of shelter.

Responsibility: Housing Authority, City Manager, Parks and Recreation Department (CDBG Grants and Project Manager)
Financing: CDBG, Continuum of Care, Domestic Violence Acquisition Program, and other state and federal funds.
Objectives: Expand existing shelters including acquisition of site and construction of permanent shelter. (CDBG monies): 5 year goal is permanent emergency shelters for 35 single men, 20 women and 20 families.
Time Frame: 2003

Evaluation: Met major objective of constructing a new permanent shelter for 59 men and women. In January, 2005 the County of Napa Board of Supervisors approved a permanent homeless shelter for men and women located on the Gasser property adjacent to Fire Station #4. The City Housing Authority contributed \$500,000 towards this shelter project. The shelter was completed in 2006 and replaced the temporary 48 bed shelter across from the County Administration Building. The existing Samaritan family Shelter, which houses up to 7 families at a time, continues to operate with assistance. The Napa Emergency Women's Shelter has space for up to 5 families. There are no current plans to expand either of these facilities. Additionally, the City through its CDBG-funded CIP Program for non-profit facilities continues to provide funding to upgrade housing facilities for Special Need populations in the City.

H-4.B Permanent Supportive Housing. As recommended in the Continuum of Care Strategy, the City shall support development of a Permanent Supportive Housing for Homeless for Persons with Disabilities Project.

Responsibility: Housing Authority in coordination with non-profits
Funding: Continuum of Care federal funds with local match
Objectives: Provide 8 bed permanent facility

Timing: 2003

Evaluation: **Met Objective.** Catholic Charities received funds to purchase a facility for permanent housing for 8 disabled low income persons in 2002 located at 1046 Bella Drive.

H-4.C Support Services. The City shall continue to promote, support and implement additional support facilities and services to homeless persons and non-homeless persons with special needs. A major intent is to reduce barriers that hinder their ability to obtain and retain housing.

Responsibility: Housing Authority in coordination with Napa Valley Non-Profit Coalition of Agencies

Financing: CDBG, Section 811 Supportive housing for Persons with Disabilities, Emergency Shelter Grants to improve services of existing shelters and expand capacity for services; Housing Opportunities for persons With AIDS for supportive services

Objective: Provide additional support facilities and services

Time Frame: Day Services Center for Homeless by 2001; Other services ongoing contingent on funding

Evaluation: **Met Objective.** The Hope Resource Center, a day services center for homeless located in the Methodist Church downtown, was approved August, 2000 and completed and operational by July, 2001. It continues its services in 2007. In addition, supportive services are available at the new homeless shelter described in H-4.A

H-4.D Rental Assistance for Special Needs. The City shall provide Increased Rental Assistance for Homeless Persons and Persons with Special Needs. The Housing Authority currently operates a Transitional Housing Program that coordinates the provision of 25 Vouchers with supportive services provided by the Napa Valley Shelter Project and Napa Emergency Women's Shelter for battered women and their families and homeless families.

Responsibility: Housing Authority, City Manager, Parks and Recreation Department (CDBG Grants and Project Manager)

Financing: CDBG, Section 8 and other Federal funds

Objectives: 50 additional Rental Assistance Vouchers (5 year goal)

Time Frame: Ongoing

Evaluation: **Nearly Met Objectives.** From 2001-2006, the City obtained 47 added rental assistance vouchers, however, funding programs are not ongoing, and the amount varies by year. In January, 2003, the City received 30 additional Mainstream Vouchers to assist persons with disabilities who are working with supportive services agencies. This funding was due to expire in December 2007.

In January, 2001, the City received "Shelter Plus Care" Vouchers to assist 9 additional homeless/disabled renters. This particular grant expired in 2005 and was not renewed. However, under the Continuum of Care in April 2003, the Housing Authority was awarded a new Shelter Plus Care grant adequate to serve 6 persons with disabilities for five years. Under the Continuum of Care in 2006, the Housing Authority received a new Shelter Plus Care Grant to assist 1 to 2 persons with disabilities for five years.

H-4.E Capital Improvements for Non-Profit Facilities. The City shall continue to support rehabilitation of non-profit facilities per the CDBG Consolidated Plan.

Responsibility: Housing Authority; Parks and Recreation (CDBG Program Administrator)
Funding: CDBG annual allocations
Objectives: Provide funds to assist in maintenance of non-profit facilities serving low income and special needs groups.
Timing: Annual CDBG allocations.

Evaluation: Ongoing. In FY 2002-03, the City funded \$180,617 in CDBG funds for facility improvements to 10 non-profit facilities that provide services to Napa's most needy residents. In FY 2003-04, funds in the amount of \$183,375 were provided to cover improvements to 10 additional non-profit facilities. In FY 2004-05, funds in the amount of \$104,900 were provided to repair 7 non-profit facilities. The City invested approximately \$227,000 in CDBG funds for the rehabilitation of 11 non profit facilities in 2005-06. Additionally, \$90,000 was spent to improve the Senior Center on Jefferson Street. In FY 2006-07, \$175,000 in CDBG funds were spent to repair and improve 9 non-profit owned facilities. The Senior Activity Center received a grant of \$71,311 for repairs to its annex facility at 1518 Jefferson Street. [jw]

H-4.F Encourage New SRO's. The SRO Ordinance shall be amended as part of the zoning ordinance update to expand the types of SRO development that may be permitted (e.g., not strictly very low and low income). In addition, consider zoning provisions to encourage SRO's and "studio apartments" through the use of density bonus provisions, or other provisions that may equate SRO units or studio apartments on a 2 to 1 basis with 2 bedroom apartments, and review of parking, development and management standards.

Responsibility: Planning Department, City Attorney
Financing: Staff time
Objectives: Revise SRO Ordinance; 20 units
Time Frame: Ordinance revision as part of Zoning Ordinance Update 2002; units by 2006

Evaluation: Partly Completed. The Comprehensive Zoning Ordinance Update adopted August, 2003, revised the SRO ordinance expanding the types of SRO's conditionally permitted. It also includes provisions to equate small SRO units on a 2:1 basis with larger units. However, there have been no applications for new SRO's. The Brown Street 8 resident SRO received renewed HUD funding in 2005 and the rental rate restrictions are in effect until at least 2025.

H-4.G Rehabilitate Existing Facilities for SRO's. The City shall support efforts to rehabilitate existing facilities to provide SRO housing for special needs groups. There is a lack of SRO units in the City for individuals with service needs related to mental illness, alcohol and drug abuse, AIDS and other related diseases and disabilities.

Responsibility: Housing Authority working with County social service and Mental Health Agency
Financing: CDBG and HOME Rehabilitation Programs and other federal funds.
Objective: Rehabilitate 37 units of housing to SRO units
Time Frame: 1999-mid 2006

Evaluation: Objective not met; no applications.

H-4.H Include Transitional Housing. The City Housing Authority shall, as a priority and as feasible, set aside 10% of new very low and low income rental units developed under program H-2.F for transitional housing for special needs groups.

Responsibility: See H-2.F

Financing: See H-2.F

Objectives: 24 units (of the 236 units) provided for transitional housing for special needs groups

Financing: See H-2.F

Evaluation: To date, 4 units are reserved for transitional housing in Whistlestop Apartments, completed in 2000. The Gasser Master Plan zoning approved in 2006 incorporates a site for a 24 unit transitional housing development. Funding is being sought to construct the project.

H-4.I Group Residential Amendment. The zoning ordinance update shall be amended to permit group residential in appropriate zoning designations per the City's General Plan and review parking standards and other requirements for these uses.

Responsibility: Planning Department, Planning Commission

Financing: Staff time

Objectives: Revise ordinance

Time Frame: Part of the Zoning Ordinance update 2002

Evaluation: Completed. The Comprehensive Zoning Ordinance Update adopted August, 2003, has incorporated the "group residential" term and allows such housing per the City's General Plan.

H-4.J Special Residential. The City shall continue to allow, by use permit densities up to 60 units/acre on sites designated Multi-Family Residential using the "Special Residential" density bonus policy for low and moderate income elderly/disabled, but revise and tighten this policy to encourage greater affordability.

Responsibility: Housing Authority, City Attorney and Planning Department

Financing: Staff time, density bonus, Section 202 Program, Low Income Housing Tax Credit

Objectives: Provide 310 units of housing for very low or low-income elderly and/or disabled (The Vintage, The Reserve and Jefferson Street) through use of policy; Amend Special Residential policy

Time Frame: 1999-mid 2006 for construction. Amendment of policy by 2002 with Zoning Ordinance update

Evaluation: Met Objectives. The three senior low and very low income projects totaling 310 units noted above are completed. They are the Jefferson Street Apartments (78 units); The Reserve (115 units) and The Vintage (117 units).

In addition, the Comprehensive Zoning Ordinance Update adopted August, 2003 revised the "special residential" provisions into the new density bonus section for consistency with State law. (Section 17.52.130)

H-4.K Coordination with County on Farmworker Housing. The City shall continue to evaluate and propose joint City and County measures to address the housing needs of farmworkers through the Napa County Farmworker Oversight Committee. Seasonal farmworker housing is typically located in vineyard areas while the City's has been a source of permanent rental housing.

Assist farm workers in finding available housing by distributing bilingual information and working with existing non-profit agencies, such as Napa Valley Community Housing and California Human Development Corporation that provide services and housing for farm workers.

Responsibility: Housing Authority
Financing: Staff time
Objectives: Promote access to new permanent housing in the City and work with Oversight Committee and non-profit agencies
Time Frame: Ongoing

Evaluation: The County Farmworker Oversight Committee was dissolved in 2007 and responsibility for farmworker facilities in the unincorporated County were taken over by Napa County; the City Housing Authority is no longer involved. As part of a vineyard expansion at Stanly Ranch from 100 to 340 acres (UP 00-166, approved by City Planning Commission in 12/2000), the applicant agreed to provide necessary housing in their existing facilities for all new farm worker employees required to develop and operate the expanded vineyard acres. 14 units in the Magnolia Apartments, owned and operated by Napa Valley Community Housing and completed in 2005, are specifically reserved for farmworker families living and working in Napa County. The City Housing Authority assisted in the funding of that project, and continues to work with NVCH to assist in providing new apartments for farmworker and other low income workers.

Goal 5: A Strong Sense of Community and Responsibility

H-5.A Zoning Revisions. Zoning ordinance revisions to be accomplished (many of which have been noted in earlier sections) include:

- a. Immediately rezone all sites designated "Multi Family Residential" in the General Plan to a consistent "Multi Family Residential" zoning district. (See proposed revisions, APPENDIX A).
- b. Immediately eliminate Use Permit requirements for multi family projects in Multi Family Residential zones but provide that Design Review Permits for multi-family projects over 10 units will go to the Council. (See proposed revisions, APPENDIX A).
- c. Continue to allow the renting of rooms to 1 or 2 persons as an accessory use but eliminate parking requirements for that accessory use.
- d. Revise density bonus provisions in Chapter 17.84 to apply to certain types of workforce housing, duplexes and triplexes, potentially studio units, and to specify the density bonus amount for certain multi family projects.
- e. Provide for an Affordable Housing Overlay Zone.
- f. Review and revise Home Occupation ordinance.
- g. Review and potentially revise height bonus provisions for the Downtown.
- h. Provide for "group residential" or similar category as a conditional use in compatible zoning districts.
- i. Revise SRO ordinance to provide greater application and review/revise standards.

- j. Revise Special Residential policy to tighten affordability requirements.
- k. Eliminate Use Permit requirements for second units that meet adopted standards. Second units would require an administrative review with neighbor and Planning Commission notice. If there is no objection by neighbors or the Planning Commission, the project would be approved. Otherwise, the item could be appealed during a 10 day appeal period (at no cost) and would be reviewed by the Planning Commission.
- l. Add Use Permit for conversion of rental housing to other uses as permitted by law.
- m. Parking Standards: Review and analyze all residential parking standards and consider possible reductions to reflect current needs and mitigate identified constraints to housing. Examples of "best practices" to be considered include, but are not limited to allowing the potential for landscape parking reserves that can be designated for parking if needed in the future, but in the interim, can be used for landscaping, a tot lot or garden; reduced parking requirements in multi family locations near transit and services; shared parking standards for residential mixed use; and increased use of compact spaces.
- n. Review zoning ordinance for provisions that would enhance fair housing.

Responsibility: Planning Department, City Attorney
Financing: Staff time
Objectives: Revise Zoning Ordinance
Time Frame: 2002 as part of Zoning Ordinance Update

Evaluation: Completed. Items a. and b. were completed with the adoption of the Housing Element. The remaining items, which summarize the zoning changes needed from various other Housing programs, have been incorporated into the Comprehensive Zoning Ordinance Update adopted August, 2003:

- For item c, room rentals, see Section 17.08.020C. This section was amended to allow room rentals in single family homes without added parking.
- For item d, density bonuses, see Section 17.52.130 and earlier discussion under H-1.D and 1.E. Section 17.52.130E addresses density bonuses for affordable duplexes and triplexes.
- For item e, Affordable Housing Overlay Zone, see Chapter 17.36 and earlier discussion under H-2.L.
- For item f, Home Occupation Ordinance, see Chapter 17.52.240 and earlier discussion under H-1.H.
- For item g, height bonuses, see Section 17.52.210 and earlier discussion under H-2.A.
- For item h, "group residential", see 17.08.020A and earlier discussion under H-4.L.
- For item i, SRO's, see 17.52.460 and earlier discussion under H-4.F.
- For item j, Special Residential policy, see 17.52.130 and earlier discussion under H-4.J.
- For item k, second units, see 17.52.020C and earlier discussion under H-3.G.
- For item l, conversion of residential, see 17.52.100 and earlier discussion under H-3.W and 3.X.
- For item m, parking. See Chapter 17.54 and 17.48.060.C. Special parking reserves are now permitted under 17.54.090. Parking

standards for multi family along crucial corridors (:TI Traffic Impact Overlay Zone) have been reduced; the prior ordinance mandated a 20% increase in parking on major traffic corridors. Shared Parking for residential mixed use is permitted under 17.54.080B. Increased use of compact parking spaces has been permitted in 17.54.100; previously 30% compact spaces were permitted only for residential *guest* spaces; now 30% compact spaces may be provided for the residential uses as well.

- For item n, the City Attorney's office reviewed the ordinance to assure that the ordinance is consistent with fair housing law.

H-5.B Priority Processing. The City shall adopt Policy, applicable to all departments, giving priority both before and after discretionary approvals to 100% affordable projects, or projects meeting inclusionary requirements onsite over other applications received earlier and potentially, over City projects not involving immediate health or safety matters.

Responsibility: City Manager's Office, Interdepartmental
Financing: Staff time
Objectives: Develop policy for project processing during and after approvals
Time Frame: 2002

Evaluation: Formal inter-departmental policy has not been adopted. However, the Maximus "Assessment of the Development Review Process", completed and endorsed by Council in December, 2002, called for improving and expediting review of ALL development applications from their inception and approval through to construction. Increases in building permit fees funded a new building staff person to improve review times for building permits. Planning, Building, and Code Enforcement Services were reorganized into a Community Development Department. A new project and building permit tracking system is making the process more transparent; the permit tracking system "Trakit" went online in September 2005.

H-5.D Fee Review. The City shall conduct a review of fees for affordable housing or other types of housing that meet certain goals, and revise fee structures to defer, shift and/or reduce fees where possible for affordable housing projects, and urge adjacent public services providers to do the same. The fee review shall specifically consider reductions based on unit size and increased flexibility in park fees, and deferrals until project occupancy.

Responsibility: City Manager's Office, City Attorney, Interdepartmental,
Financing: Staff time
Objectives: Fees Report
Time Frame: 2002

Evaluation: Completed. The Fee Report by the City Manager's Office was presented to the Council; while fee deferrals have been approved case-by case on individual projects, fee reductions were not approved. See H-5.N

H-5.E Equal Housing Programs. The City will continue to assist funding of equal housing programs operated by NCRIMS or other agencies. NCRIMS develops analyses of impediments to fair housing, disperses information on fair housing laws in English and Spanish one on one with clients; during at least 12 annual outreach presentations to school, non profit agencies, tenant organizations, real estate organizations, property owner organizations, etc.; upon request in the NCRIMS office and at other non-profit agency offices. NCRIMS refers tenant complaints on discrimination, conducts rent mediation, and acts as a counseling organization that assists

tenants, landlords, property owners and real estate professionals in reaching voluntary conciliation. If mediation fails and enforcement is necessary, NCRIMS helps tenants fill out official complaint forms which are then investigated and enforced by the State Department of Fair Employment and Housing or HUD, depending on the nature of the complaint.

Responsibility: Napa County Rental Information and Mediation Services (NCRIMS) or potentially other agencies

Financing: CDBG

Objectives: Ongoing

Time Frame: Continuous

Evaluation: During 2002, the City undertook a programmatic evaluation of NCRIMS that resulted in a determination to not renew the contract for the next fiscal year. The City then worked with the National Fair Housing Alliance to establish a new non-profit agency, Fair Housing Napa Valley in 2003. This agency is providing a higher level of fair housing education, outreach, mediation, and enforcement services consistent with HUD regulations. In 2007, Fair Housing Napa Valley conducted 36 workshops in English and Spanish regarding fair housing, some with focuses on predatory lending, others on landlord/tenant issues; others on property management, etc. They conducted outreach to more than 1,000 households and responded to 118 discrimination complaints. More than 5,400 brochures were distributed. Re: the "predatory lending" topic, for example, they distributed 208 brochures; did outreach to 435 persons, and 79 persons attended intensive workshops. Another example: they did outreach to more than 600 persons on disabled fair housing issues and 153 persons attended workshops on this topic. Fair Housing Napa Valley has also submitted a Draft *Analysis of Impediments to Fair Housing* to the City, and is currently working with the City to refine recommendations for the City to implement appropriate policies and actions to remove barriers identified in the analysis in the City of Napa.

H-5.F Database and Monitoring Improvements. The City Planning Department shall upgrade land use and other planning-related databases and integrate this information into the City's GIS system in order to be able to:

- a. Provide better identification of the changing needs of the population needing housing;
- b. Monitor housing development and needs achievements on an ongoing, rather than a periodic basis;
- c. Monitor the supply of vacant and underutilized land (residential and non-residential) on an ongoing, rather than a periodic basis;

Responsibility: Planning Department

Financing: General Fund

Objectives: Update database and incorporate into GIS system

Time Frame: 2001-2002.

Evaluation: The City Planning Division's budget for 2003/04 provided funds for database update and standardization, a first step to improving the city's GIS database and development of a permit tracking system which would eventually allow ongoing monitoring of the supply of vacant and underutilized lands. The database update phase was completed and incorporated into the permit tracking system in 2005. Monitoring of

vacant and underutilized residential and nonresidential sites continues to be reviewed on a periodic basis as specific needs arise; there has been no City GIS staff to monitor vacant/underutilized sites or housing development on a routine basis.

H-5.G Housing Element Review. Prior to budget decisions, the City shall annually review and evaluate the effectiveness of the policies and programs identified in the Housing Element.

Responsibility: Planning Department
Financing: Staff time
Objectives: Monitor Housing Element effectiveness
Time Frame: Prior to budget decisions

Evaluation: This is the sixth annual evaluation of the Housing Element programs that implement policies of the Housing Element. The time frame for this Housing Element was initially to mid 2006 and was extended to 2007, thus most programs have either been completed or progress has been made in their implementation, despite ongoing limited budget and staffing. During 05-07, the budget decision was to minimize added new projects and to retain staff to continue existing housing programs.

Staff and professional services funding for the next state-mandated Housing Element update (due by July 1, 2009) have been allocated in the Community Development Department budget; work with a new broad based housing committee began in early 2008.

H-5.H Legislation. The City shall support, through letters, contacts with legislators or other means, allowing existing rehabilitated housing to qualify as a "reportable unit", and to devise a system for realistically counting actual living units in affordable group living projects. The City shall also support future legislation to reduce townhome construction liability problems.

Responsibility: Housing Authority
Financing: Staff time
Objectives: Ongoing
Time Frame: Met through existing agreements; ongoing

Evaluation: While legislation passed (AB 1866) in 2002 to among other things slightly amend sections of state housing law allowing existing rehabilitated housing to qualify as a "reportable unit", restrictions are still extremely tight and would not normally apply. Other legislation has not been implemented although City and County representatives have brought the concerns noted above to state legislators.

However, in the past 2-3 years, the market has overcome the townhome/construction liability problem and the City has recently approved several applications for new townhome projects.

H-5.I Affordable Housing Transfer Agreement. Continue to participate in Affordable Housing Transfer Agreements with the County of Napa.

Responsibility: Housing Authority
Financing: Staff time
Objectives: Permit up to 15% (or 102 units) of Napa County very low and low income "fair share" needs to be met in the Cities of Napa and American Canyon.
Time Frame: Met through existing agreements; ongoing

Evaluation: As noted above and in the Housing Element Background, 15% of Napa County's very low and low income "fair share" needs were met in the City of Napa for the 1999-2006 time frame in accordance with State Government Code Section 65584.6.

A very significant housing sharing agreement between the City and County was approved in October, 2003. This agreement resulted in the City amending its Housing Element in February 2005 to maintain adequate sites for 664 County units for the 99-06 time frame. The agreement provides how the County has been and will be credited for these added units.

In 2007, the City and County approved a new Memorandum of Agreement, during review of the Soscol Redevelopment Project Area, for the city to provide sites for 82 county housing units at various income levels during the 07-14 time frame, with added sites for units during later time frames.

H-5.J City/County Advisory Housing Commission. The City shall take a leadership role in exploring a city/county advisory housing commission to improve coordination between existing city and county organizations on housing issues; such as Affordable Housing Transfer Agreements, housing needs of farmworkers and other city/county issues.

Responsibility: City Manager's Office, Housing Authority
Financing: General Fund
Objectives: Improve coordination on city/county housing issues
Time Frame: Establish by 2002

Evaluation: This objective is currently being met through the Napa County Transportation and Planning Agency (NCTPA), through an evolution. In 2002-03, a cooperative countywide housing and land use planning effort took place through a land use and housing committee of the Napa County League of Governments (NCLOG).

This NCLOG effort, which included staff and legislative representatives from all Napa County cities and the County, met regularly during 2002-03 to forge a Countywide Development Strategy. *Principles* for the future were agreed to in 2002. In October 2003, after intense negotiations between the County of Napa and City of Napa; and the County and City of American Canyon, historic agreements were developed and unanimously adopted by the two Councils and the Board of Supervisors to shift regional housing needs assigned to the County to the two cities in exchange for revenue sharing and other measures. The intent of these agreements was to preserve the County's agricultural lands and to continue to promote city-centered development. There was much discussion in following years about how to best maintain a voluntary, countywide land use forum. During that time, NCLOG worked on initial phases of a Countywide Visitor Serving Strategy.

In 2007, NCTPA was modified to become a transportation and planning agency to take on this countywide role and has taken on various topics of interest, including arts, city/county green building ordinances and greenhouse gas emissions, and (at the beginning of 2008) a potential new land use effort.

H-5.K Housing Committee and Community Coalitions. The City shall appoint an ongoing Housing Committee with the following charges: to assist implementation of Housing Element Programs; monitor implementation progress and make sure that implementation measures continue to relate to the changing needs of the community; and periodically report to the City Council on the above. To transition to the new group, a majority of initial Committee members would be appointed from the Housing Element Steering Committee. The City shall also encourage community group/coalition efforts to provide ongoing support and advocacy for affordable projects at meetings, and promote affordable housing implementing actions.

Responsibility: Housing Authority and Planning Department
Financing: Added staff resources (H-5.M Housing Strategist Position)
Objectives: Ongoing
Time Frame: Ongoing

Evaluation: A City Housing Advisory Committee was appointed by the City Council in December, 2001. The Housing Advisory Committee met quarterly during 2002 to discuss housing funding, the affordable housing overlay zone and other matters. However, members were concerned about restrictions placed upon standing City committees and in January, 2003, the Housing Committee members unanimously agreed to dissolve in order to restructure themselves as a private community advocacy group. Group members continued to monitor Housing Element implementation and have been community advocates for several important housing projects and other related issues such as development of the :AH Affordable Housing Overlay District. In February, 2008, the Council appointed a new, broad based Housing Element Advisory Committee to work on the Housing Element update.

H-5.L Outreach Efforts. The City shall increase outreach and educational efforts by:

- a. Having staff available to organize or provide neighborhood and community outreach about affordable housing, design and density, tours of affordable housing developments, tenant and landlord issues, special needs housing, fair housing and related issues.
- b. Having staff and community members available at the County Fair or other major events to provide materials related to affordable housing developments in Napa, current housing issues and similar.
- c. Developing and providing a brochure(s) or flyers relating to current funding programs; housing element and zoning programs and incentives available for affordable housing; affordable housing projects, design and density, and housing site information, and disseminating such information with water bills, or the Community Resources Department newsletter, at meetings with developers, at City Hall and the library.
- d. Continuing to make information available to residents regarding home rehabilitation programs through Community Resources Newsletter and water bills and newspaper ads.
- e. Staff work to recruit and retain landlords for Section 8 Programs.

Responsibility: Housing Authority, Planning Department
Financing: Staff time and materials.
Objectives: General education and outreach
Time Frame: Development of fliers/brochures—ongoing; meetings—ongoing; fairs—ongoing.

Evaluation: During 2002-03, staff provided numerous flyers and brochures, and information in the Community Resources Newsletter on housing projects and programs; met with the Board of Realtors and held "Orientation Meetings" with the community as new affordable housing units become available; provided funding assistance to a Catholic Charities tenant/landlord counselor; and taught Disabled Adult Care classes at Napa Valley College to inform family members how to obtain housing and support services for disabled adults.

Since 2004 as part of an "Affordable Housing Week" celebration, local "Housing Hero's" are honored at a luncheon for furthering affordable housing efforts. In 2005, as a part of Affordable Housing week, work also began on the formation of a new Local Trust Fund for businesses working with the Community Foundation. Housing Hero awards are presented to persons or entities who had worked to further affordable housing efforts. In 2004, the award went to the cities of Napa, American Canyon and the County of Napa for their efforts in meeting the State Housing Element requirements; in 2005, to the Vintner's Association; in 2006, to Sue Dee Shenk, Director of Napa Valley Community Housing; and in 2007, to the City's Code Enforcement Office Jane Thomson. The local public access television station, Channel 28 – Napa TV – has partnered with the City of Napa to provide promotional information about non-profit agencies throughout Napa County and their efforts to enhance the lives of low-income residents. In 2006, information was placed in the Community Resources Newsletter on availability of certain housing programs.

In 2007, staff continues to provide tours of affordable housing developments on request; distribute brochures on Section 8, housing rehabilitation programs and first time homebuyer programs; and include information on housing programs in the Community Resources Newsletter. In addition, substantial information is now provided on the City's website www.cityofnapa.org about the City's Housing Programs, informational brochures, information about upcoming workshops, housing regulations, etc.

H-5.M Housing Strategist Position. The City shall fund a position to facilitate affordable housing projects and implementation of Housing Element programs. This position would be responsible for educational efforts relating to all facets of housing and affordable housing; explaining and educating about specific proposed projects to neighborhood groups; writing grants for housing projects; housing sites analyses; identifying and promoting available incentives and inducements for affordable housing to private developers; monitoring, and generally assisting in the coordination and implementation of affordable housing programs.

Responsibility: City Manager, Housing Authority
Financing: Inclusionary Housing Fund, City general fund
Objectives: Improve implementation of Housing Element
Time Frame: 2002

Evaluation: Completed. The Housing Authority, after an evaluation of staffing needs, proposed a new Housing Technician position in the 2003-04 budget to assist existing staff in monitoring affordable housing agreements; provide increased outreach and to assist with numerous other activities

to improve Housing Element implementation. That staff person was hired July 16, 2003.

H-5.N Local Revenue Sources. . The City Manager and staff will review financing options (a) through (e) below and any other financing sources in order to develop a financial strategy that will provide an ongoing local funding source for a City Housing Investment Fund.

- a. Existing local revenue sources:
 - Increases in Redevelopment Agency Housing Set Aside funds.
 - Reprioritizing CDBG Community Development funds.
 - Increases in TOT-generated general funds.
- b. Taxes: A 1/4 cent increase in the local sales tax and/or increases in the TOT (hotel) tax, implementation of a Real Estate Transfer Tax, or other taxes for the express purpose of supporting affordable housing, with the assistance of a Funding Committee. Such tax increases would require a 2/3 vote of the people.
- c. Redevelopment Agency: Possible formation of a new Redevelopment Agency Project Area with a major portion of any additional tax increment funds going to funding affordable housing projects.
- d. Other: Encourage employers to be active in finding solutions to housing. An example proposal of the latter — New and existing private and public employers would pay an affordable housing tax for each employee earning below moderate (120% of median) wages. A sliding scale, varying inversely with wage level, would set the amount of the tax. The employer would pay the tax, through the existing business tax mechanism, to a fund dedicated to subsidizing affordable housing for low income workers in Napa. If the employee lived inside Napa, the tax would be 50% lower than the tax paid for a similar employee living outside of Napa.

Responsibility: City Manager's Office; Finance Director
Financing: As described
Objectives: Provide package of options for Council review; provide revenues
Time Frames: June, 2002, with substantial implementation of any new fees, taxes or special districts to raise revenues by 2003.

Evaluation: In August, 2002, the City Manager and Finance Director presented potential funding enhancement ideas for affordable housing, streets and sidewalk repair, and police/fire protection. Seven different options were presented, including programs specifically targeted at providing additional revenues for affordable housing. The Council decided at that time to not pursue any of the recommended options and directed staff to keep looking at additional options. However, this report also identified how the City has provided substantial fee reductions and fee deferrals for affordable projects.

In 2007, the City adopted a new Soscol Redevelopment Project Area, which will provide a very significant source of new funds for housing programs throughout the city.

H-5.O Use of Funds. The City shall continue to utilize existing inclusionary fees, Local Housing Trust Fund fees, Redevelopment monies and other sources such as local revenue bonds, and continue to apply for State and Federal funds to be used for the development of housing affordable to very low, low and moderate income households, special needs housing and support

services, first time homebuyer programs, retention of existing subsidized units as affordable, assisting very low and low income renters, rehabilitation of existing very low and low income units.

Responsibility: *City Housing Authority, Redevelopment Agency*
Financing: *Local, State and Federal sources including HOME funds, Mortgage Credit Certificate allocations, Low Income Housing Tax Credits, etc.*
Objectives: *Implementation of Housing Programs*
Time Frame: *Ongoing*

Evaluation: **The City Housing Authority continues to use local, state and federal sources including all of the sources noted above to assist with affordable housing developments and with renter/special needs assistance as is described in other program responses. In addition, the City qualified in 2003 to apply for Jobs/Housing Balance Incentive grants and was awarded \$169,000 in early 2005. In 2006, the City received a second Jobs/Housing Balance grant in the amount of \$18,000. The Jobs/Housing Balance Incentive program is difficult to obtain due to funding criteria and no such funds were awarded in 2007.**

H-5.P Maximize Rental Subsidies. The City shall continue to utilize to the fullest extent possible, available Federal subsidies to residents through the Section 8 or subsequent rental assistance program. The Housing Authority will provide information to residents on the use of any new housing assistance programs which become available.

Responsibility: *Housing Authority, Redevelopment Agency*
Financing: *Section 8 Family Self Sufficiency Program; Section 8 Voucher Program,*
Objectives: *150 Additional Section 8 Vouchers for very low and low income renter family households and 37 additional Section 8 Vouchers/Choice Program for very low and low income elderly renters.*
Time Frame: *1999-mid 2006*

Evaluation: **Below Objectives. Federal Housing Voucher programs are continually changing. The City has received no new Section 8 Vouchers since 2000. The Housing Authority currently in 2007 has 1,174 regular Housing Choice Vouchers for very low income and low income renter family households, including elderly households in the City of Napa, the same number as were available in 1999. Funding to the Housing Choice Voucher Program has been cut at a federal level and no new Vouchers have been forthcoming from Housing and Urban Development. The Family Self Sufficiency Program offers Housing Choice Voucher Program holders an opportunity to become self sufficient by assisting with the development of a 5-year family plan that will increase the family's income through education and work training. As the family's income rises, the portion of rent paid by the Housing Authority decreases, with the reduction placed in an escrow account for the family on completion of the family plan. This program assists 85 families.**

H-5.Q Public/Private Partnerships. The City shall encourage increased use of private resources to help meet identified housing needs.

- a. Encourage partnerships with local banks, making use of their Community Reinvestment Act requirements;
- b. Continue with "Silent Second" and "Sweat Equity" programs, reducing not only the down payment but also the cost of the house and relaxing the lending criteria of lenders.

Responsibility: *Housing Authority*

Financing: Private sources
Objectives Increase coordination of private resources to achieve housing element goals
Time Frame: Ongoing

Evaluation: The Housing Authority worked in partnership with private developers of both The Vintage and The Reserve to assure affordability of those senior projects. In addition, the City often lobbies major banks for use of "Affordable Housing Program" reinvestment funds. Such funds were utilized for the Jefferson Street senior project.

H-5.R Added Council Review. Evaluate the impacts of Council review of design review permits for apartments larger than 10 units to determine whether such review is acting as a constraint to the development of multi family housing.

Responsibility: Planning Department
Financing: Staff Time
Objectives: Review impacts of Council review of larger apartments
Time Frame January, 2004

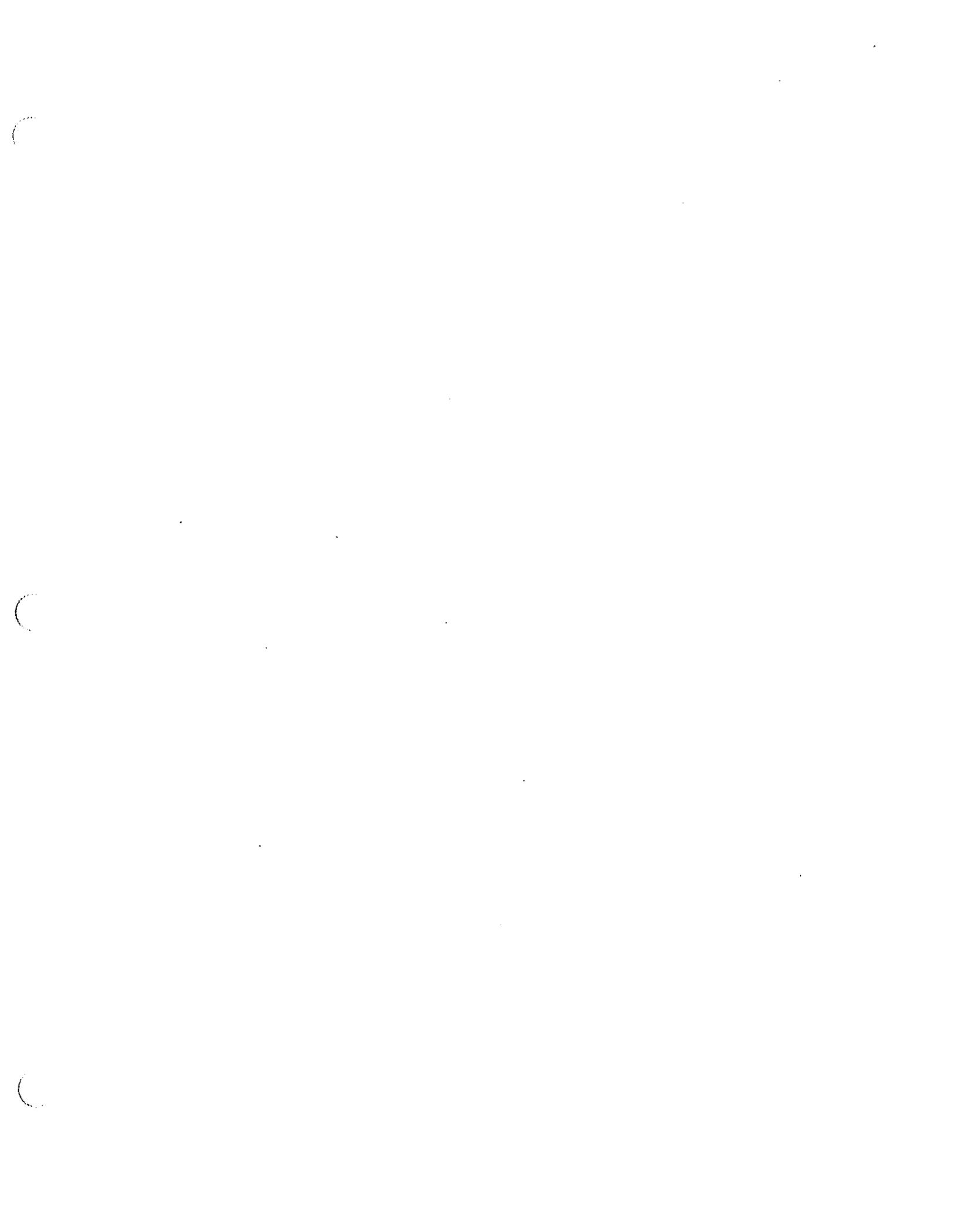
Evaluation: Staff reviewed 10 apartment projects greater than 10 units in size that were submitted and approved since 2000. 6 of the 10 projects involved rezonings that require review by the Council regardless of the design review permit thus there was no added time due to Council design review as the project permits were handled concurrently.

The four remaining projects were approved by Council within two weeks to a month of Commission review. If this hadn't been the standard practice, one of these would likely have been appealed to Council. All projects were approved. From the evidence to date, Council design review of larger apartments does not appear to be a constraint to the development of multi family housing.

The Planning Commission and Council did not review any larger apartments during 2007. Following are details on approved projects.

- **Hawthorne Apartments (200 units).** This project involved a rezoning and would have gone to Council regardless of design review. The design of the apartments was not an issue but cumulative traffic in the area was. The Planning Commission recommended approval April 19, 2001. It was reviewed by Council on June 5 and approved July 3 after incorporating traffic mitigations.
- **La Homa Village included a 24 unit apartment.** This project involved a Planned Development rezoning and would have gone to CC regardless of design review. (Planned Development rezonings are often requested by applicants of larger projects to allow flexibility in underlying zoning standards) It was recommended by the Commission on March 7, 2002 and approved by Council April 2, 2002.
- **Jefferson Street Apartments (78 senior low income units).** This project involved a General Plan Amendment and rezoning from "Public/Quasi Public" to "Multi Family Residential" and would have gone to the Council regardless of design review requirements. It was recommended by the Commission on March 15, 2001 and was approved by the Council April 3, 2001.

- ***Montrachet Apartments (200 units)*** was part of a larger development also involving single family attached homes. It included a Planned Development rezoning to provide increased zoning standards flexibility, and would have gone to the Council for approval regardless of design review provisions. The entire project was recommended by the Commission on December 6, 2001 and was approved by Council January 8, 2002. The Planning Commission recommended and Council required the Design Review of the apartments to go back to the Planning Commission to respond to a Commission concern with the absence of detail on the elevations. The Planning Commission reviewed and approved refined plans on June 6, 2002.
- ***Sheveland Apartments (119 units)*** was part of a larger planned development also involving single family attached homes, included a Planned Development rezoning and would have gone to the Council regardless of design review. The entire project was recommended by the Commission on July 10, 2002 and went to the Council on August 5. Traffic and access concerns required an added traffic report that was completed in September. The Council stated an intent to approve on September 16; final resolutions were adopted October 7, 2002.
- ***Pueblo Orchard (14 units)*** was a design review approval only. It was recommended by the Planning Commission September 5 and approved by the Council September 17, 2002.
- ***Lincoln Gardens (30 units)*** was recommended by the Commission April 18, 2002 and was approved by Council on May 21, 2002. Design was an issue with nearby neighbors and it is likely the project would have been appealed.
- ***Magnolia Park Apartments (29 units)*** included a General Plan Amendment from "Single Family Residential" to "Multi Family Residential" and rezoning and would have gone to the Council regardless of design. It was recommended by the Commission August 21, 2003 with a condition that the project work on design concerns with the neighborhood, which occurred during an early September meeting. It was then approved by Council on September 23, 2003. (If the Council had not been reviewing it, the Commission would have had the project come back to them after the neighborhood meeting.)
- ***Sciambra Apartments (23 units)*** The Sciambra Apartments were part of a Mixed Use project involving a bakery expansion. The project was recommended by the Planning Commission in early October 2003 and approved by the City Council within the same month.
- ***Hawthorne Village II (44 units)*** This apartment was approved by the Planning Commission September 15, 2006 and by the Council on October 18, 2006.



City of Napa Residential Building Permit Activity

Year	SF Detached	SF Attached	Duplex units	3plex 4plex	5+ Apt. units	Accessory 2d units (granny) new units	Total new units	Cum new units*
90	318	0	10	8	64		400	400
91	157	77	2	4	213		453	853
92	115	0	14	4	0		133	986
93	132	0	16	3	57		208	1194
94	202	5	2	0	10		219	1413
95	182	11	0	0	0		193	1606
96	113	0	2	0	0		115	1721
97	96	9	0	0	0		105	1826
98	221	22	10	0	25		278	2104
99	326	16	4	4	115		465	2569
00	229	0	0	4	0		233	2802
01	112	0	0	3	132		247	3049
02	108	0	24	0	593		725	3774
03	79	82	2	3	30	1	197	3971
04	101	35	14	29	17	12	208	4179
05	64	145	6	0	51	26	292	4471
06	77	42	0	0	95	5	219	4691
07	86	89	3	0	0	2	180	4871

1999 projects included 102 low income family units, Silverado Creek Apts., Villa Lane

2001 projects included 115 senior low income apts. at The Reserve on Trancas

2002 projects include: 24 duplex units at La Homa Village; 200 apts. at Von Uhlit Ranch (Montrachet) 200 apts. at Hawthorne Village, Solano

115 senior low income apartments at The Vintage on Redwood Road; 78 senior low income Jefferson Street apts. just north of Trancas

2003 projects include 2 duplex units at Wine Valley Cottages; 3 apts. (net 2 new), Clay Street; 30 apts. at Lincoln Gardens;

82 single family attached (SFA) at La Homa Village & Pear Tree; 80 single family detached at McKinley, Scenic Place, Vintage Napa on El Centro & mis'c, 1 granny

2004 projects include 29 unit low inc. Magnolia Apts; 17 apts. at Sheveland; 14 duplex v. low income apts. at Pueblo Orchard

101 single family detached at Ross Estates, McKinley, Vintage Napa, Zinfandel Hansen, Jefferson & mis'c

35 SFA at Pear Tree Lane, Valley Oak Villas & Sheveland; 12 accessory "granny units" 8 of which are at Valley Oak Villas

2005 projects include 51 apts. at Sheveland. 145 SFA units include 90 at Sheveland, 40 at Valley Oak Villas, 8 at El Centro Commons, 6 at Wise Dr. 26 "granny units" at Valley Oak Villas; 64 Single family detached units include Christensen (13), Mayfield (12), Johnson (5) & mis'c.

Note: Not included in city totals: The County of Napa issued building permits for a 59 bed homeless shelter on Hartle Court.

2006 projects include 51 apts. at Sheveland, 44 at Hawthorne II on Solano. 42 SFA units include Appella on Calif. (36), Sheveland (4) and The Creek (2) on Clay.

78 single family detached units at Napa Terrace (21), Anderson (Oak Leaf) (18), Brown (8), Trumble (5) & mis'c.

5 accessory "granny units" include 3 in the Anderson/Capitola subdivision.

2007 projects include 2 duplex units and 1 apt. above comm @ Jasna; 2 granny units; 89 single fam attached/condos at Sheveland (32), Riverfront Mixed Use (50), Jasna

Mixed Use (7); 86 single family detached at Terrace Drive Estates, Coffield, Hidden Glen, Walden, Jefferson Gardens, York, Trestle Glen, Hussey/Hidden Hills

*Demolitions not listed.

