CITY of NAPA

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Already entered by jurisdiction maybe

Housing Policy Department
Received on:
MAY 10 2013

May 6, 2013

Department of Housing and Community Development
Division of Housing Policy Development
PO Box 952053
Sacramento, CA 94252-2053

Governor's Office of Planning and Research
PO Box 3044
Sacramento, CA 95812-3044

Re: Submittal of 2012 Annual Housing Report

Dear Department of Housing and Community Development and Governor's Office of Planning and Research,

We are pleased to provide you a copy of the City's latest annual housing report outlining progress in accomplishing various Housing Element Programs.

Please see enclosed report. Feel free to contact me should you have any questions.

Respectfully,

Ken MacNab,
Planning Manager

enclosure

Table A
2007-2012

Annual Building Activity Report
Very Low-, Low-, and Moderate-Income Units and mixed-Income Multifamily Projects

Housing Development Information								Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	6	7	8
Project Identifier (may be APN No., project name or address	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate Income		See Instructions	See Instructions	
NONE COMPLETED IN 2012										
(9) Total of Above Moderate from Table A2							52			
(10) Total by income units (Field 5) Table A							52			

2007 – Hawthorne II
2008 – None
2009 – Hickory Street Duplexes
2009 – Silverado Villas - built 20 units: 2 were moderate and 18 are at market rate (we assume above moderate)
2011 – Hartle Court Apartments – permanent supportive housing for homeless/mentally ill

Table A2

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

2007-20011	Single Family	2 – 4 Units	5+ Units	Second Units	Mobile Homes	TOTAL
Number of Units Permitted for Above Moderate	49	2	0	1		52

Table B

Regional Housing Needs Allocation Progress
Permitted Units Issued By Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period.												Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level (Including the County portion)	Year 1 2007	Year 2 2008	Year 3 2009	Year 4 2010	Year 5 2011	Year 6 2012	Year 7 2013	Year 8 2014	Year 9 2015		
Very Low	Deed Restricted	489	2*									27	462
	Non-Deed Restricted					1	24******						
Low	Deed Restricted	310	1*	4***								6	304
	Non-Deed Restricted					1							
Moderate	Deed Restricted	397			2*****							49	348
	Non-Deed Restricted		44**	3****									
Above Moderate		910	178	75	11	45	60	52				421	489
Total RHNA by COG Enter Allocation Number		2,106											
Total Units			225	82	13	47	84	52				503	
Remaining Need for RHNA Period													1,603

* Hawthorne II
** 41 units at Hawthorne II; 3 Second Units
*** Hickory Street
**** Second Units
*****Silverado Villas
******Hartle Court Apartments

TABLE C
Program Implementation Status

Number	Implementing Program Title	Time Frame	Objective	Status
Goal H1 — Napa Is A Vital and Diverse Community				
Program H1.A	Adequate Sites	2009	Adopt required changes	Completed in 2009
Program H1.B	Future Land Use Planning The City shall address long-term housing needs in collaboration with the community through future Specific Plans or other Land Use plan updates, targeting Downtown, major transportation corridors near services, large sites greater than 20 acres where services and transit can potentially be incorporated, and sites identified for potential future change in this Housing Element (see Background or Appendix B). All such plans shall specifically consider appropriateness of sites for multi family use.	2010	Adopt specific plan(s)	Downtown Specific Plan completed in May 2012.
Program H1.C	Senior Projects	As projects are. proposed	Evaluate need	No requests have been submitted
Program H1.D	Small Homes Program To encourage smaller homes in all neighborhoods, the City shall revise Residential Zoning Standards 17.08 to extend use of small lot standards in 7,000 and 10,000 sq. ft. zoning districts; and on subdivisions of 10 lots or more, allow through small lot development standards up to 20% of homes in a subdivision to provide 2 small homes (up to 1,200 sq. ft) to equate to one large home within existing General Plan density ranges. For example, a 10 lot subdivision could potentially have 10 larger homes or 8 larger homes plus 4 small homes on small lots. Two small homes could be designed to have the appearance of one larger home where appropriate to maintain neighborhood character.	2009-10	Lot coverage ordinance amended 3/22/030, Municipal Code 17.08.030	Completed March 2012
Program H1.E	Density Bonus Revisions	2009-10	Modify Ordinance	Completed in 2009

TABLE C
Program Implementation Status

Number	Implementing Program Title	Time Frame	Objective	Status
Program H1.F	Market Analyses	As plans developed	Improve housing/jobs linkage	None underway at this time.
Program H1.G	Job Impact Analysis	As proj. proposed	Improve housing/jobs linkage	Current studies are underway related to a major resort and winery development.
Program H1.H	Employee Housing	As proj. proposed	Provision of housing	Current studies are underway related to a major resort and winery development.
Program H1.I	Housing Sites Study	2012	Complete study and prioritize sites	Underway in 2013
Goal H2 — We Have A Variety of Housing Types and Choices				
Program H2.A	Added Multi Family Sites	2012	Complete study	Study underway in 2013
Program H2.B	New Rental Units	2007-14	52 ELI, 173 VLI, 75, LI units	Housing Plan completed and approved on 9.8.09 NOFA issued in 2010, 3 multifamily affordable projects in process – one of which is currently under construction which includes 27 very-low income units..
Program H2.C	New Ownership Units	2007-14	15 LI units	None completed to date. . Current housing market does not promote construction of new homeownership units.
Program H2.D	First Time Homebuyer Programs	2007-14	75 LI households	Received CalHome grants for down payment assistance of $670,000 in 2008 and $1,000,000 in 2013 Also received HOME grants of $800,000 2009 and $700,000 in 2013 for down payment assistance . 22

TABLE C
Program Implementation Status

Number	Implementing Program Title	Time Frame	Objective	Status
				loans have been provided with HOME funds; 17 loans provided with CalHome funds.
Program H2.E	Identify Potential Acquisition Sites	2 Years	Identify and acquire 3-4 sites	City has identified one City-owned parcel that is currently under consideration as potential housing site.
Program H2.Fa	Inclusionary Ordinance Amendment	2009-10	Complete fee study/revise Ordinance	Fee Study Completed, Ordinance revision adopted in 2012.
Program H2.Fb	Inclusionary Units	2007-2014	8 VL, 8 L, 30 Mod units as project constructed	All units that have been created since 2007 are reported out on Table A.
Program H2.G	Affordable Housing Overlay Zones The City shall review and revise the Housing Overlay Zone to reduce the minimum site size criteria and apply it to additional sites. The City shall also analyze whether — on Low Density sites — current second unit provisions, or other options such as requiring small homes on some percentage of the lots would provide a greater affordable housing benefit.	2010	Modify Zoning	Completed
Program H2.H	Long-Term Affordability Agreements and Monitoring	Ongoing	Approve and monitor agreements	Ongoing annual process.
Program H2.I	Sustainable Development and Green Building In addition to continuing sustainable development patterns, the City shall adopt new green building standards. Such standards are to reduce energy consumption, particularly the use of fossil fuels; use potable water more efficiently; incorporate alternate and renewable energy sources and recycled water; provide more natural light; reduce storm runoff; increase use of renewable, local, salvage and nontoxic building materials;	2009-10	Implement programs	High Performance Building Ordinance adopted 7/20/10

TABLE C
Program Implementation Status

Number	Implementing Program Title	Time Frame	Objective	Status
	reduce use of non-recyclable materials and promote recycling; and improve indoor air quality in new development and rehabilitation projects. A consideration of this program will be to recognize embedded energy conservation in existing historic homes.			
Program H2.J	Preferences in Affordable Housing The City will, as part of the city's inclusionary housing program, study the possibility of establishing preferences for people who live and work in Napa.	2010	Study and potential regulations	Still in process
Program H2.K	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 where they are not currently allowed. This program should be evaluated as an option for the City's inclusionary requirements, and should be reviewed when the Inclusionary Ordinance is amended.	2009-10	General Plan Amendment	Completed with adoption of the Inclusionary Housing Ordinance Amendment.
Program H3.A	Design Review	Ongoing	Continue DR; implement neighborhood mtg process	Ongoing
Program H3.B	Use of Planned Development Zoning	Ongoing	Promote design flexibility	Ongoing
Program H3.C	Street and Subdivision Design	2009	Adopt GP/Zoning revisions	Completed
Program H3.D	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 and	2010	Monitor and increase mix	

TABLE C
Program Implementation Status

Number	Implementing Program Title	Time Frame	Objective	Status
	community workshops, additional strategies may be formulated to increase the "fair share" mix.			
Program H3.E	New Second Units	Ongoing	70 second units	There has been no activity related to subdivision applications since 2007.
Program H3.F	Second Unit Standards and Fees	2011	Revise Ordinance	2011
Program H3.G	Amnesty Program	2013	Development and implementation	2013
Program H3.H	Rental and Owner Rehabilitation Programs	2007-14	Rehab 225 VL/L Rentals, 55 VL/L Owners	The City operates a housing rehabilitation program and completed 122 rental and homeownership units in 2007-2013.
Program H3.I	Code Enforcement	Ongoing	Health and safety improvements	Ongoing
Program H3.J	Targeted Neighborhood Improvement **As the need arises and funding permits**, the City should initiate use of a multi-agency resource team working with neighborhood groups to improve and clean up areas of the City.	2009-10	Neighborhood "cleanup"	Code Compliance and Materials Diversion staff are collaborating in this effort begun in 2011.
Program H3.K	Historic Area Process	Ongoing	Information, survey, certificates	Ongoing
Program H3.L	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.	2010	General Plan Amendment	The Downtown Specific Plan Implementation Chapter identifies measures to be taken to develop impact fees for new development
Program H3.M	Capital Improvement Programs for Neighborhood Improvement	Annually	Neighborhood CIP improvements	Over $1 million in CDBG funding has been used for sidewalk improvements, CIP projects for non-profits and homeless facilities

TABLE C
Program Implementation Status

Number	Implementing Program Title	Time Frame	Objective	Status
				from 2007-2009.
Program H3.N	Parks Master Plan Update	2009-10	Adequate parks for higher density	Completed in 2011
Program H3.O	Retain Federally, State and Locally Subsidized Affordable Units	2007-17	Preserve affordable units	Ongoing
Program H3.P	Rental Acquisition and Maintenance	2007-14	Acquire 75 EXL,VL,L units	On hold due to budgetary constraints
Program H3.Q	Mixed Use Livability	2012	Mixed Use Guidelines	On hold due to budgetary constraints
Program H4.A	Emergency Shelters	2014	Unmet needs	City continues to work with the Continuum of Care and provides annual funding for homeless shelter operations
Program H4.B	Permanent Supportive /Transitional Housing	2009	Provide 24-30 bed facility	City, through the Housing Authority, provided $650,000 in Housing funds, for a 24 unit special needs rental housing project. The project was completed in 2012 and includes 18 units of permanent housing for homeless with psychiatric disabilities and eight units of transitional housing for youth aging out of foster care.
Program H4.C	Support Services	Ongoing	Retain and add to existing services and facilities	City Housing staff and other community groups are using HPRP funds to provide an interim rental assistance program.

TABLE C
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Number	Implementing Program Title	Time Frame	Objective	Status
Program H4.D	Rental Assistance for Special Needs	2007-14	10 Shelter Plus Care vouchers, 30 Mainstream vouchers for disabled within 1,228 Section 8 vouchers, increase 10% by 2014 if funding	City Housing Authority has received additional rental assistance funding ($300,000 – 10 vouchers) through the Continuum of Care Program. Housing Authority received an additional 50 Section 8 Family Unification Program Vouchers and 100 Section 8 Non-Elderly Disabled vouchers.
Program H4.E	Capital Improvements for Non-Profit Facilities	Annually	Provide funds	The City provided a total $655,683 for capital improvements at 26 non-profit facilities.
Program H4.F	Encourage Well Managed New SRO Permanent Housing The City **shall** amend the SRO Ordinance to assure excellent management of new single room occupancy permanent housing for lower income households and the City will encourage new SRO developments that meet standards.	2009-14	Revise Ordinance, 20 VL/LI units	On hold due to budgetary constraints
Program H4.G	Rehabilitate Existing Facilities for SRO's	2007-14	Rehab facility for 20 lower income	Funding is currently focused on construction of multifamily housing.
Program H4.H	Coordination with County on Farmworker Housing	Ongoing	Promote access to new housing	Currently working with Napa County Housing to mutually fund three new multi-family projects in the City although these projects will be available to any income eligible household and are not restricted to farmworkers.
Program H4.I	Adoption of Reasonable Accommodation Ordinance	2011	Adoption of Ordinance	Reasonable Accommodation ordinance adopted 10/19/10
Goal H5 — We Have A Strong Sense of Community and Responsibility				
Program H5.A	General Plan and Zoning Changes	2009	General Plan/Zoning	Completed in 2009

TABLE C
Program Implementation Status

Number	Implementing Program Title	Time Frame	Objective	Status
			revisions	
Program H5.B	Universal Design The City **shall** continue to assure incorporation of California Title 24 Accessibility Regulations in new and rehabilitation projects, and consider adoption of a Universal Design ordinance extending these benefits to more housing types by, for example, requiring some percentage of units to contain universal design features (utilizing the State HCD model ordinance) and/or require developers to offer some accessible design features to buyers.	2010	Zoning revisions	On hold due to budgetary constraints
Program H5.C	Traffic Impact Overlay	Ongoing	Monitor, possible modifications	On hold due to budgetary constraints
Program H5.D	Density Bonus	2010	Zoning revisions	Completed in 2009
Program H5.E	Parking Standards Conduct a parking demand analysis of parking standards outside Downtown and consider possible reductions to reflect current needs and mitigate identified constraints to housing, particularly for sites near transit and services. Financing: General fund for parking consultant	2010	Parking revisions	Parking analysis completed in 2010. Conclusion that parking standards are appropriate and that no changes are necessary at this time. Reduction in parking standards adopted for the downtown area with the Downtown Specific Plan.
Program H5.F	Priority Processing The City shall adopt a 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.	2008-09	Develop administrative policy	Due to the economic slowdown, permit processing times have reduced tremendously and priority processing is not necessary.
Program H5.G	Affordable Housing Fees	Ongoing	Defer fees	On hold due to budgetary constraints –

TABLE C
Program Implementation Status

Number	Implementing Program Title	Time Frame	Objective	Status
Program H5.H	Fair Housing	Ongoing	Retain Fair housing agency to implement fair housing; review/address FHNV analysis	City continues to fund Fair Housing through the use of CDBG, and Housing Authority funding.
Program H5.I	Database Monitoring	Ongoing	Update database for GIS	On hold due to budgetary constraints
Program H5.J	Housing Element Review	Annually	Monitor effectiveness, accomplish new programs	Completed annually.
Program H5.K	Legislation	Ongoing	Ongoing legislative actions	On hold due to budgetary constraints
Program H5.L	Housing Transfer Agreement	Ongoing	Assist Napa County	In 2007, City and County entered into a RHNA sharing agreement related to a redevelopment project area. In 2012, City and County entered into RHNA sharing agreements related to three affordable housing projects.
Program H5.M	Cities/County Coordination	Ongoing	Improve City/County coordination	City staff maintains ongoing dialogue with County staff on housing and homeless issues.
Program H5.N	Community Outreach Efforts The City shall increase Community outreach and educational efforts, including use of the City's website, by: a. Assisting residents through a "neighborhood resources" section on the City's website that provides self help information useful in building neighborhood associations and leadership; and that	2009-10	Outreach and education	Downtown Specific Plan process involved over 40 public meetings to address neighborhood issues related to the Downtown. On hold due to budgetary constraints

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Program Implementation Status

Number	Implementing Program Title	Time Frame	Objective	Status
	provides information or links to information on topics of resident interest such as the General Plan, street connections, planning procedures, etc. *(See Appendix K)*			
	b. Adopting clear Neighborhood Notice and Meeting Procedures for housing development applications. Neighbors and neighborhood organizations are interested in early notice and involvement in housing developments that may affect them. Following public workshop review, the City shall adopt clear notice and neighborhood meeting procedures for housing developments.			
	c. Using the Downtown and other Specific Plan processes to create broad community based visions that include opportunities for housing.			
	d. Expanding user friendly materials and information on Planning Review steps and timelines; on guidelines and standards and incentives relevant to housing project review, design and density, and housing sites.			
	e. Providing staff outreach/education/referrals about affordable and special needs housing, housing design and density, tenant/ landlord issues, fair housing, available housing assistance programs.			
	f. Expanding outreach and materials/handouts to non-English speaking sectors of the population.			
	g. Researching and informing the non-profit community of new funding sources and programs when they come up.			

TABLE C
Program Implementation Status

Number	Implementing Program Title	Time Frame	Objective	Status
Program H5.O	Use of Funds	Ongoing	Use funds to implement programs	Ongoing. A new NOFA (using housing trust fund and redevelopment 20% set aside funds) was issued in 2011 and three new multi-family projects selected in 2011 – 2012 to receive funding. One of these projects is currently under construction. Maintained funding for first time homebuyer, rehabilitation programs, and rental assistance programs.
~~Program H5.P~~	~~Transient Occupancy Tax~~	~~2010~~	~~Provide options for Council review~~	
Program H5.Q	Maximize Rental Subsidies	Ongoing	Keep 1,228 existing; 100 new Section 8 vouchers	The Housing Authority continues to maintain high service levels and received an additional 50 Section 8 Family Unification Program vouchers and 100 Section 8 Non-Elderly Disabled vouchers..
Program H5.R	Public/Private Partnerships	Ongoing	Use of private resources	City staff encourages private sector participation to promote affordable housing by actively participating in community forums promoting affordable housing needs and potential solutions. City staff participated in a homeless services event that was funded by private resources. The City is currently participating in a joint affordable housing task force with the City of American Canyon and the County.

TABLE C
Program Implementation Status

Number	Implementing Program Title	Time Frame	Objective	Status
				The task force includes 17 community stakeholders.

P — Community Development Department, Planning Division
CA — City Attorney
F—Finance
CM — City Manager
ED — Economic Development
RA — Redevelopment Agency
HA – Housing Authority
H -- Community Development, Housing Division
P/NP — Private or Non-Profit Organizations
PW — Public Works Department
CC — City Council
CE — Code Enforcement
NC — Napa County