CY 2013

CITY OF RED BLUFF

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Housing Policy Department
Received on:

APR 16 2015

Date: April 15, 2015

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

RE: **City of Red Bluff, California – California Government Code Section 65400**
Annual General Plan Report and Housing Element Progress Report

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To Whom It May Concern:

Pursuant to Section 65400 of the Government Code, the City of Red Bluff hereby submits its annual Housing Element progress report. Attached with this letter of transmittal, please find the following item(s):

- City of Red Bluff, California – Annual Housing Element Progress Report and completed Statement of Accuracy for calendar year 2014

Please feel free to contact the City of City of Red Bluff Community Development Department at 555 Washington Street, Biggs, CA 96080, phone number 530-527-2605 if you have any comments.

Respectfully submitted,
Scott Friend
City of Red Bluff Community Development Department

By: _____
Scott Friend
Interim Community Development Director

The City of Red Bluff is an equal opportunity provider

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

Jurisdiction City of Red Bluff

Reporting Period 1/1/2013 - 12/31/2013

Table A

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

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes: Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development: See Instructions	Deed Restricted Units: See Instructions	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.
SHHIP	SF	O		26			26		USDA	26	
(9) Total of **Moderate and Above Moderate** from Table A3 ► ►					1	0	1				
(10) Total by income Table A/A3 ► ►				26	1		26				
(11) Total **Extremely Low-Income** Units*											

* Note: These fields are voluntary

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

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

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				1	Repair Fire Damaged Building
(2) Preservation of Units At-Risk				0	Working with Highland Property Development Co. to save 44 At- Risk units at Jackson Manor with State Tax Allocations
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	1	

* Note: This field is voluntary

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

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

* Note: This field is voluntary

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Reporting Period 1/1/2013 - 12/31/2013

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.			2014									Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	73											73
	Non-deed restricted												
Low	Deed Restricted	52	26									26	26
	Non-deed restricted												
Moderate	Deed Restricted	61											60
	Non-deed restricted		1									1	
Above Moderate		137											137
Total RHNA by COG. Enter allocation number:		323	27									27	296
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

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

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Housing Element Implementation
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Jurisdiction City of Red Bluff

Reporting Period 1/1/2013 - 12/31/2013

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program HD.1.1			

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	**Housing Programs Progress Report- Government Code Section 65583** Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program HD.1.1 Monitor the supply of vacant land within the City limits through the use of the Land Use/Vacant Inventory Program.	Maintain a sufficient supply of land designated for residential development to meet the City's share of the regional housing need.	Ongoing	The City updates its inventory of vacant land on an annual basis using Tax accessary information, building permit records and the City's GIS database system. While it is helpful keeping the inventory current, there has never been a shortage of vacant residential land with infrastructure such that it requires a rezone of non-residential land, or annexation. Nevertheless, the program has proven to be an effective tool for ensuring that the City has an adequate supply of vacant residential land.
Program HD.1.2 Utilize State and Federal assistance to the fullest extent possible to develop affordable extremely low income households, lower income housing for families and Large Households, including farmworkers and persons with development disabilitiespossible to develop lower income housing for families, including farm workers.	Provide a sufficient number of affordable housing units to meet the needs of current Red Bluff residents and provide a fair share of the market area housing needs.	Distribute NOFA's Annually	The City has supported SHIPP low income housing with letters to USDA and acquired $700,000 in HOME funding for First Time Home Buyers and low income home rehabilitation loans, which can be used by farm workers. The City is also seeking funds from the CDBG program to assist with other programs such as Alternatives to Violence and ADA Transition Plans.

Program HD.1.3 The City of Red Bluff will assist the efforts of the Countywide Farm worker Housing Development Committee by providing input and support of initiatives addressing this problem. The City zoning encourages housing for a variety of farm worker needs such as allowing manufactured homes, second units and permitting farm labor housing for six or fewer in single family districts. The City will proactively reach out and assist potential developers of housing for farm workers including supporting funding applications.	Facilitate the provision of housing for farmworkers in the City of Red bluff and surrounding region.	Evaluate Zoning code by August 2010 to ensure ample opportunities for Housing for a variety of farm worker needs. Bi-annually identify potential developers and support funding applications.	The City is currently undergoing a staffing transition. Upon resolution of staffing shortages, the City anticipates the intiation of Zoning Code amendments to include the zoning revisions required in this program.
Program HD.1.4 Assist in identifying location of sites for possible acquisition by an affordable housing developer of assisted housing for large families and/or sites which could be considered for dormitory-style housing for migrant workers.	Support plans for well-designed lower income housing developments in areas appropriate to the needs and desires of the constituent population and convenient to public transportation, shopping, recreation, and other community facilities.	Annually	City staff maintain records of vacant land and buildings in the community. This information is shared with developers on request. A number of sites of recent affordable housing project were identified by staff for project representatives. Each of these projects resulted in the addition of a number of very low and low income housing including the approval of the Vista Ridge Phase II. The City allows churches to house people on a temporary basis in a dormitory style. The City has written an ordinance that addresses Single Room Occupancy units within its Lodging House Land Use type.

Program HD.1.5 Assist in the development of affordable housing by continuing to promote self-help housing developments within the City. Self-help housing is a Rural Housing Service funded housing program where future owner/resident provides labor towards the development of the units and/or assists in sharing the cost of building the units.	Support plans and programs for well designed lower income housing development in areas appropriate to the needs and desires of the constituent population and convenient to public transportation, shopping, recreation, and other community facilities.	Ongoing	The SHIPP single-family self-help subdivision, received City support, including subdivision map extension, expedited issuance of permits, and re-inspection without additional fees along with Numerous letters to the USDA for support and clarification of conditions expectations. Further, City staff continues to notify interested parties of self-help contacts and agents.

Program HD.1.6 Assist private sector with developing an outreach program aimed at increasing the supply of privately produced rental and ownership housing in a manner which may be more affordable to the end consumer. The program will include disbursement of information through brochures, advertising, workshops to affordable housing developers, appropriate agencies, and other interested parties. Information to be disbursed will relate to State and Federal housing finance/funding programs; Housing Element programs; existing zoning ordinance incentives for affordable housing, including density bonuses, second units, reduced single-family lot sizes, reduced parking for elderly, reduced fees and setbacks on-site or in areas of the City considered	Make maximum use of public and private resources to help meet identified housing needs.	Distribute NOFA's Annually	Although the City has not developed an official outreach program, prospective developers are put in contact with the City's Technical Advisory Committee (TAC). The TAC provides developers with information on buildable sites, land-use and building requirements and works to help developers identify a product that will meet the needs of Red Bluff residents. The Planning Department and building Official also continuously disburses information relating to affordable housing and directs interested parties to those organization and/or agencies administering programs within the City, such as housing rehabilitation, self-help, and operation of affordable rental dwelling units.

Program HD.1.7 Encourage developers to apply for State and Federal low interest rate tax allocation credits to be used for the development of housing affordable to low and moderate income households, when funds are available. The City will periodically contact local developers and assist with development of housing affordable to lower income households including identification of sites, information on funding availability, support with funding applications, ensuring zoning facilitates development and assisting with local development applications processing. The City Council will also serve as a referral agency to provide local developers with any available information on government programs.	Encourage Low income development	Ongoing	The City uses State NOFA Schedules and notices the public hearings as a means to contact the local development community as well as regional developers. The State NOFA process allows Low Income projects to subsidize their costs and leverage their State and federal low interest rate Tax allocation credits, which are another form of available funding. The City has supported Tax Credit funding through the 2012 and 2013 State Tax Allocation Committee for 44 units at Jackson Manor Apartments as a means to retain low income units.

Program HD.1.8 Continue to utilize to the fullest extent possible, available Federal subsidies to residents through the Section 8 or subsequent rental assistance program. The Tehama County Housing Authority, in partnership with the Plumas County Community Development Commission, will provide information to residents on the use of any new housing assistance programs which become available.	Make Maximum use of public and private resources to help meet identified housing needs.	Ongoing	As of March 2015, there are 200 households receiving Housing Choice Vouchers in the City of Red Bluff. The Tehama County Housing Authority partnered with Plumas County Community Development Commission in 2009 to administer the program in an effort to reduce cost. It is evident that the cost savings associated with the partnership has allowed a greater number of Vouchers to be issued to households in the City of Red Bluff.
Program HD.1.9 Continue to support the emergency housing program operated by Tehama County and community organizations that provide emergency shelter for battered women and their children, and support the provision of transitional housing. The City is currently supporting efforts to acquire funding to purchase/rehabilitate facilities specifically for a transitional and/or homeless shelter.	Support plans and programs for emergency housing in areas appropriate to the needs of the population served.	Ongoing	There has been an emergency shelter for battered women and their children in the city of Red Bluff since 1994, which was expanded in 2010 due to state funding of which the City played an active role in. Poor and The Homeless has established a transition shelter for women and children on Sale Ln. PATH did not build their homeless shelter on Minch Road as Funded by the State, which was set up and supported by City staff through correspondence with the State, along with Ordinance 988 that allowed homeless shelters without a use permit and the delays associated with CEQA and public hearings. The County of Tehama continues to offer funding to rent guest rooms in motels for emergency housing.

Program HD.1.10 Work in close cooperation with Tehama County to insure the orderly development of unincorporated lands adjacent to the City and; the consistency of land use policies and development standards in those areas	Ensure that new development located outside city limits does not adversely impact the character of existing neighborhoods in the City.	Ongoing	This is an ongoing process. In 2008 the City and Tehama County LAFCO finished the Municipal service Review and the City County's Sphere of Influence was finally adopted. Planning Staff from the City and County periodically meet to discuss development in unincorporated areas adjacent to City Limits such as very low income areas adjacent to City limits on Minch road, which should provide the needed available acreage for Tehama County to meet its Low income requirements.
Program HD.1.11 Work closely with qualified developers of new multifamily housing that includes affordable four and five bedroom units. The City will offer expedited review process and technical assistance for projects that include four and five bedroom units.	Support plans and programs for well designed lower income housing development in areas appropriate to the needs and desires of the constituent population and convenient to public transportation, shopping, recreation, and other community facilities.	Ongoing	City staff maintain records of vacant land and buildings in the community. This information is shared with developers on request. The City uses State NOFA Schedules and notices the public hearings as a means to contact the local development community as well as regional developers and through these processes prospective developers are put in contact with the City's Technical Advisory Committee (TAC). The TAC provides developers with information on buildable sites, land-use and building requirements and works to help developers identify a product that will meet the needs of Red Bluff residents as well as work through state and local regulation.

Program HD.1.12 In response to input and comment received during public hearings and public workshops, the City will review available parcels of land within Commercial Zoning districts every 2 years for potential rezoning opportunities that would accommodate a Homeless Shelter and M-2 Zoning based on the following Criteria: A) The available parcels may or may not have a structure erected upon the lot. B) The potential sites for a Homeless Shelter and M-2 rezoning shall not be any closer than 2,640 feet or a half mile to any type of school, as M-2 Zoned Land Uses conflict with children. C) The site must have access to available services and utilities. The results of the parcel search and the identified parcels that meet the criteria above shall be included in the same year's Annual Housing Element Report.facilitate the development	Expand opportunties for emergency sheltler construction	Every 2 yrs. within the 2014-2019 Housing Element Cycle	The City is currently undergoing a staffing transition. Upon resolution of staffing shortages, the City anticipates the intiation of Zoning Code amendments to include the zoning revisions required in this program.

Program HD.1.13 In response to the passage of SB 745 and in order to correct and amend Ordinance 1022 the City or Red Bluff will work on amending the language in its zoning code to reflect the use of state language regarding supportive, transitional housing and target population as needed in order to be consistent with state statutes.	Revision of fZóning Ordiance to reflect stae law for transitional and supportive housing	Within the first year of adoption of the Housing Element	The City is currently undergoing a staffing transition. Upon resolution of staffing shortages, the City anticipates the intiation of Zoning Code amendments to include the zoning revisions required in this program.
Program HD.1.14 The City of Red Bluff Technical Advisory Committee will review Section 25.217 of the Zoning Code (Number of Spaces Required) for smaller bedroom size unit(s) and or Studio unit(s) requirements by 2016 to determine if a reduction in spaces per said units would be warranted.	Minimize impedements to housing development	2016	This program has not yet been accomplished.
Program EC.1.1 Promote and encourage the "weatherization" program operated by the local Self Help Home Improvement Agency (SHHIP) and funded by Pacific Gas & Electric.	Decrease the energy demand associated with residential development.	Ongoing	The City's building department encourages homeowners to access the SHHIP weatherization program and HOME Fund rehab program when repairs or improvement appear warranted. Further, as individuals interested in the weatherization program approach the City for information, City staff refer these individuals to the SHHIP or HOME Rehab program and PG&E program.
Program EC.2 Encourage use of solar energy considerations in new residential construction.	Decrease the energy demand associated with residential development.	Ongoing	The City permits the use of solar energy panels in all residential areas and provides planning and building fast tracking on solar permitting.

Program EC.1.3 Promote and encourage tree planting to provide shade cooling in summer and the use of ground cover in new developments in lieu of concrete, rock, or asphalt.	Minimize passive solar gain during the summer months in order to reduce the energy consumption associated with air conditioning.	Ongoing	The City has a tree preservation and replacement ordinance, and requires tree planting in all new development as part of the City's Design Review Guidelines. Further, the City amended its Design Review Guidelines to require a 50% shade canopy in parking lots, and updated it's Land Division Standards (LDS) to require tree planter strips between curbs and sidewalks.
Program EC.1.4 The City shall obtain and keep on record the PG&E Solar program coordinator contact information for public distribution.	Decrease the energy demand associated with residential development.	Ongoing	The City has a copy of the PG&E Solar Program at the front counter with the coordinator contact information, which seems to be working well as most recent low income residential units are pulling permits for the Solar program.
Program EC.1.5 The City shall emphasize and promote tree planting of streetscapes every 30 feet on center as indicated in the City of Red Bluff Design Review Guidelines Section H Landscaping #9 for new streets and encourage replacement of those trees when unforeseen circumstances require their removal.	Decrease the energy demand associated with residential development and minimize passive solar gain during the summer months.	Ongoing	Projects are reviewed and conditioned to comply with the City's design review, zoning code and Land division Standards regarding street tree planting, these requirements have been found to reduce the urban heat island by cooling the overall community reducing electricity consumption from swamp coolers and Air Conditioners and to aid in the reduction of Global Warming Greenhouse Gas per Resolution 3-2013.
Program MI.1.1 Continue the rehabilitation of substandard residential units using available subsidies for lower income residents (both owner and rental units).	Ensure that the quality, safety, affordability, and livability of the housing stock in the City of Red Bluff is continually maintained or upgraded.	Ongoing	During 2014 , 1 single-family dwelling was rehabilitated using CDBG and HOME funds.

Program MI.1.2 Continue code enforcement of the Housing and Fire Prevention Codes and Health and Safety Regulations by appropriate City Departments.	Continue to enforce the Housing and Fire Prevention Codes and Health and Safety Regulations.	Ongoing	Building and Fire departments respond promptly to building and fire code violations. This has compelled a number of landlords and property owners to remedy health and safety code violations.
Program MI.1.3 Continue to make information available to residents regarding home rehabilitation programs. Increase public awareness of self-help and rehabilitation programs through an outreach program which could include distribution of brochures and canvasing of target neighborhoods.	Ensure that the quality, safety, affordability, and livability of the housing stock in the City of Red Bluff is continually maintained or upgraded.	Ongoing	The City uses State NOFA Schedules and notices the public hearings as a means to contact and disseminate the CDBG funding and availability through the notice of new grant opportunities. The State NOFA process allows Low Income residents access to rehabilitation funding. The City was most recently awarded a CDBG residential rehabilitation grant in 2012 for $350,000. Brochures about the program have been provided in the lobby at City Hall. Due to limited staffing levels, canvassing of neighborhoods was limited, public notices in the news paper seem to be more effective as the target area is widened. The City, through its consultant, is applying for more CDBG funding.
Program MI.1.4 Ensure the maintenance of residential areas by monitoring and periodically reviewing the City's capital improvement programs affecting Red Bluff's neighborhoods.	Ensure that the quality, safety, affordability, and livability of the housing stock in the City of Red bluff is continually maintained or up-graded.	Ongoing	Through the Annual budget process and with information provided as a result of infrastructure studies, the City continues to determine areas and facilities of greatest need and allocate funding to improve public facilities where the need is greatest with limited resources.
Program RC.1.1 Periodically reexamine the zoning ordinance (e.g., every two years) for possible amendments to reduce housing construction costs without sacrificing basic health and safety considerations.	Ensure development fees do not unreasonably contribute to the cost of housing.	Ongoing	The City adopted a Planned Unit Development ordinance that permits flexibility in applying zoning code standards to help meet the needs of affordable housing projects. Fees are set by Council Resolution based on studies, Planning Department fees are among the lowest in Northern California. Example Preliminary Plan Review Cost (Just increased by Council) $265 and Design Review $339.

Program RC.1.2 Periodically survey (e.g., every two years) other cities in Tehama County to ensure that local development fees do not become a constraint on housing production.	Ensure development fees do not unreasonably contribute to the cost of housing.	Ongoing	Fees are set by Council Resolution based on studies, Planning Department fees are among the lowest in Northern California. Example Preliminary Plan Review Cost (Just increased by Council 2012) $265 and Design Review $339. The City's fee structure remains comparable to other jurisdictions that serve the County's housing needs. The City has waived certain fees for Non-profit organizations that is utilized on an as needed bases. In all Development Impact fees were waived for a 1 year period with 2 yr. construction extension during this planning period.
Program RC.1.3 Evaluate zoning and land use regulations on an annual basis for ADA and fair housing compliance. The City will specifically ensure, establish and/or clarify the formal reasonable accommodation process encourages the development, maintenance and improvement of housing for persons with disabilities including minimizing public hearings and relaxing decision making criteria consistent with fair housing regulations.	Remove governmental constraints on the maintenance, improvement and development of housing, where appropriate and legally possible, to assist citizens with special needs, such as the elderly and persons with disabilities.	Annually	The City is currently undergoing a staffing transition. Upon resolution of staffing shortages, the City anticipates the intiation of Zoning Code amendments to include the zoning revisions required in this program. The City has adopted appropriate sections of the State Building Code that address ADA provisions
Program AH.1.1 Deny condominium conversion of rental units when the City-wide vacancy factor is found to be less than three percent, defined as a "severe housing shortage." If the vacancy factor is more than three percent, the City may allow conversion of one-half the total number of rental units built that year to condominium units.	Retain and conserve the existing supply of high quality housing affordable to low and moderate income households.	Ongoing	The City has received very few inquiries and no formal applications for the conversion of rental units to condominiums. Under existing City codes, no more than 5% of rental stock can be converted annually. Conversions are subject to conditions issued under a conditional use permit and may be subject to tenant relocation recruitments. These factors serve to discourage conversions. Along with City staff communication and support to the California TAC Allocation Committee regarding at risk development, this program seems to function well.

Program AH.1.2 Provide and maintain a monitoring system with local non-profit housing development organizations to preserve assisted housing units that are eligible to be converted to market rate units in response to the expiration of assisted housing regulatory agreements with State and Federal housing agencies.	Retain and conserve the existing supply of high quality housing affordable to low and moderate income households.	Ongoing	The City relies on the California Housing Partnership Corporation monitoring system that tracks projects that are at-risk. That entity also notifies the regional housing development non-profit serving Red Bluff of the at-risk project. This system is currently being utilized in preserving the affordability of Jackson Manor a 44 unit low income apartment complex.
Program AH.1.3 Pursue the use of local and State funds to preserve lower income housing opportunities in the City's mobile home parks.	Retain and conserve the existing supply of high quality housing affordable to low and moderate income households.	Ongoing	There are two mobile home parks in the City, one of which is located in subdivision. The lots and the mobile homes in the subdivision are owned by the occupants. Given the ownership of the mobile homes in these parks, there are no preservation issues to be addressed.
Program AH.1.4 Continue to encourage the use of USDA, HUD, and other programs to maximize participation by low income multifamily housing owners and local residents in various Rental Assistance Programs.	Retain and conserve the existing supply of high quality housing affordable to low and moderate income households.	Ongoing	There are currently 8 projects in the City that utilize USDA funding and four that utilize HUD funding. Combined these projects account for 571 of the City's 658 affordable low income and very low income multifamily units. However, the City has added 48 USDA supported very low and low income units developed during this planning period.

Program AH.1.5 Encourage affordable multifamily housing owners to retain and renew their USDA, HUD and other Rental Assistant Program contracts to preserve existing affordable housing within the City. Distribute notices of Funding Availability to owners; assist with preparation of funding applications; and promote public recognition with City Council Proclamations of Appreciation, distribution of positive press releases, and assistance publicizing and City Council and City staff attendance at "open house" for newly funded facilities.	Retain and conserve the existing supply of high quality housing affordable to low and moderate income households.	Preserve 46 units between 2014 and 2019.	The City does not have any at-risk untis during the 2014-2019 Planing Period. For the 2019-2024 plannning period, no at-risk units were identified, however, 46 units were considered "lower risk of market rate conversion". The City has assisted at-risk units int he past in obtaining additional funding. However, as stated previously no units are at-risk at this time.
Program AH.1.6 The City will process an amendment to the Code that reflects Government Code 65915.	Update the City's Zonign code to include the state defined Density Bonus requirements	Within two years of the Housing Element adoption	The City is currently undergoing a staffing transition. Upon resolution of staffing shortages, the City anticipates the intiation of Zoning Code amendments to include the zoning revisions required in this program.

Program EO.1.1 The City will update information annual regarding the Equal Housing Opportunity Program. This program will disperse information on fair housing laws, refers tenant complaints on discrimination, and acts as tenant advocacy organization. The City will continue to post regulations pertaining to equal housing opportunities at the front counter of City offices and will provide the library with copies of regulations.	Provide service to the community as the Fair Housing Information and referral Office	Annually	The City provides copies of equal opportunity housing brochures which are free to the public in display racks in the public lobby at City Hall. The City also maintains an Equal Opportunity file at the City's front counter that contains regulations governing fair housing and non-discrimination requirements. As needed, City staff delivers copies of equal opportunity housing brochures to the Tehama County Library. As tenants complaints are received, those are pertinent to fair housing laws are referred to the California rural legal Assistance Office. Further, all City-assisted housing programs are required to notify participants of Equal Opportunity and non-discrimination policies and procedures.
Program EO.1.2 The City of Red Bluff will continue to inform residents of their rights under fair housing law by posting and maintaining notices throughout the community regarding the City of Red Bluff Planning Department as the Fair Housing Information and Referral Office at City Hall located at 555 Washington Street and at least two other public places within the city limits.	Provide service to the community as the Fair Housing Information and referral Office	Ongoing	Several copies of equal opportunity housing brochures are free to the public in display racks in the public lobby at City Hall. As needed, City staff delivers copies of equal opportunity housing brochures to the Tehama County Library.

Program EO.1.3 Refer known incidents of discrimination in lending practices and the sale or rental of housing to the Tehama County District Attorney and/or the California Rural Legal Assistance (CRLA) for action.	Provide service to the community as the Fair Housing Information and referral Office	Ongoing	As complaints are received, they are referred to the CRLA.