

CY-2014  
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## Department of Housing and Community Development

### ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: City of Shasta Lake, CA 96019

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Reporting Period by Calendar Year: from January 1, 2014 to December 31, 2014

These forms and tables, (see sample – next page) must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1, of each year for the prior calendar year; submit separate reports directly to both HCD and OPR (Government Code Section 65400) at the addresses listed below:

#### Department of Housing and Community Development

Division of Housing Policy Development

P.O. Box 952053

Sacramento, CA 94252-2053

-and-

#### Governor's Office of Planning and Research

P.O. Box 3044

Sacramento, CA 95812-3044

Housing Policy Department  
Received on:

MAR 30 2015



RESOLUTION CC-15-18

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**A SHASTA LAKE CITY COUNCIL RESOLUTION VERIFYING REVIEW OF THE 2015 ANNUAL HOUSING ELEMENT PROGRESS REPORT FOR SUBMISSION TO THE CALIFORNIA DEPARTMENT OF HOUSING AND DEVELOPMENT(HCD) AND THE CALIFORNIA DEPARTMENT OF PLANNING AND RESEARCH (OPR)**

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**WHEREAS**, the Shasta Lake Development Services Department is required by the California Government Code 65400 (a) (2) to prepare an annual report on the Housing Element's implementation programs using the form provided by the California Department of Housing and Community Development (HCD) known as the Annual Housing Element Progress Report; and

**WHEREAS**, the Shasta Lake Planning Commission reviewed the 2015 Housing Element Progress Report at its February 19, 2015 meeting and recommends approval of the Report; and

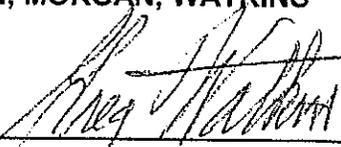
**WHEREAS**, the Shasta Lake City Council is required by the California Government Code 65400(a) (2) to consider the Annual Housing Element Progress Report at a public meeting; and

**WHEREAS**, the Shasta Lake City Council has considered the 2015 Annual Housing Element Report at a public meeting on March 17, 2015.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Shasta Lake has hereby reviewed, and approved, the 2015 Annual Housing Element Report for submission to HCD and OPR.

**PASSED, APPROVED, AND ADOPTED** this 17th day of March 2015, by the following vote:

**AYES: CHAPMAN-SIFERS, FARR, KERN, MORGAN, WATKINS**  
**NOES: NONE**  
**ABSENT: NONE**

  
\_\_\_\_\_  
**GREG WATKINS, Mayor**

**ATTEST:**

  
\_\_\_\_\_  
**TONI M. COATES, City Clerk**



# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202 )

Jurisdiction City of Shasta Lake  
 Reporting Period 01-Jan-14 - 31-Dec-14

Table A

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

Housing Development Information										Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1 Project Identifier (may be APN No., project name or address)	2 Unit Category	3 Tenure R=renter O=owner	4 Affordability by Household Incomes				5 Total Units per Project	5a Est. # Infill Units*	6 Assistance Programs for Each Development See instructions	7 Deed Restricted Units See instructions	8 Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.	
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income						
Park	SF	O		1			1	1			1	
Willow St	SF	O		1			1	1			1	
North Blvd	SF	O		1			1	1			1	
Cappuccino Ct	SF	O		1			1	1	CDBG	1		
Cappuccino Ct	SF	O		1			1	1	CDBG	1		
Shasta Park Dr	SF	O		1			1	1			1	
La Mesa Ave	SF	O		1			1	1			1	
Meade St	SF	O		1			1	1			1	
Front St	SF	O		1			1	1			1	
Red Bluff St	SF	O		1			1	1			1	
Shasta Way	SF	O		1			1	1			1	
Locust Ave	SF	O		1			1	1			1	
Cabello	SF	O		1			1	1			1	
Ashby Rd	SF	O		1			1	1			1	
Washington Ave	SF	O		1			1	1			1	
Meade St	SF	O		1			1	1			1	
Hyde Park Ct	SF	O		1			1	1			1	
Chaucer Way	SF	O		1			1	1			1	
Avington Way	SF	O		1			1	1			1	
Westminster	SF	O		1			1	1			1	
(9) Total of Moderate and Above Moderate from Table A3				9			9	0			0	
(10) Total by Income Table A/A3				11			9	0			0	
(11) Total Extremely Low-Income Units*												

\* Note: These fields are voluntary  
 Note for affordability: A. BUILDING PERMIT DATA FOR ALL NON-ASSISTED HOUSING UNITS

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

Jurisdiction

City of Shasta Lake

Reporting Period

01-Jan-14 -

31-Dec-14

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

Jurisdiction City of Shasta Lake  
Reporting Period 01-Jan-14 - 31-Dec-14

**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 in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

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

\* Note: This field is voluntary  
**Table A3**  
**Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)**

No. of Units Permitted for Moderate	No. of Units Permitted for Above Moderate					6. Total	7. Number of Infill units*
	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes		
9						9	9
0							0

\* Note: This field is voluntary



**Table C**  
**City of Shasta Lake**  
**Program Implementation Status**  
**2014 Calendar Year**

<b>Program Description</b> (By Housing Element Program Names)	<b>Housing Programs Progress Report-Government Code Section 65583.</b> 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.
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<b>Name of Program</b>	<b>Objective</b>	<b>Timeframe in H.E.</b>	<b>Status of Program Implementation</b>
HE 1.1 Vacant Land Inventory to Accommodate Future Needs	20 very low and 30 low-income units during the planning period	FY 2009/ 2010 <sup>1</sup>	<b>Housing Inventory is complete. Sites identified for planning period identified and rezoned in 2010. Commercial inventory is part of the General Plan update. A portion of the commercial inventory was completed in June 2014 (portion of Shasta Dam Boulevard).</b>
HE 1.2 Infill Strategic Report	40 low, and 60 moderate income households	FY 2009/2010	The City's GIS mapping is being completed by personnel in the Public Works Department (after the addition of a staff member).
HE 1.3 Density Bonuses and Incentives	20 very low and 30 low-income units during the planning period	FY 2009/2010	<b>Look Ahead: the General Plan Land Use Element is being updated in this calendar year along with the other 5 elements (except the Housing Element). As part of the update we will have new GIS mapping that includes an overlay of vacant property.</b> <b>The City Council approved a Final Municipal Code Amendment that adds the Affordable Housing Chapter to the Code.</b>
HE 1.4 Non-conforming Structures and Uses	20 very low and 30 low-income units during the planning period	FY 2009/2010	This IP has been deferred to coincide with the Land Use Element update. <b>Look Ahead: The City has received funds through the Shasta County RTPA (Prop. 84 funding) to update the Land Use Element, the Circulation Element and the Open Space/ Conservation Elements to be completed in the 2015 calendar year.</b>

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
HE 1.5 Secondary (and Other Accessory) Dwelling Units	5 extremely low, 5 very low and 10 low-income units during the planning period	FY 2009/2010	Included in the Affordable Housing Chapter referenced above that has been added to the Municipal Code. The City included second units into a category defined as Accessory Dwelling Units (ADU) s. The ordinance expands the previous use of what would be second units including requests by the Board of Realtors.
HE 1.6 Pursue State and Federal Funding	20 very low and 50 low-income units during the planning period	FY 2009/2010	The City applied for, and was awarded, \$311,398 for Public Improvements in Support of Affordable Housing for 7 affordable single family units. The improvements were completed in 2013 and units have started to be constructed.  The City applied for CDBG funding for housing rehabilitation in 2014 and was awarded funds. The City also applied for a CDBG funding to provide a Dewatering Recycling project at the Water Treatment Facility and was funded as well.
HE 1.7 Establish Design Standards - Mixed Use and Multi-Family	Reduced review periods by 2010/11	FY 2009/2010	This is part of the planned Land Use Element update mentioned above that will be completed this year. The ordinance revisions will occur in 2016.
HE 1.8 Development Agreements	Adopted Code Amendment	FY 2009-2011	No activity on this Implementation Program to date. <b>A Draft Ordinance will be prepared for review after the update of the General Plan as noted above.</b>
HE 1.9 Homebuyer Assistance	Annually with Action Plan Report to Redevelopment Agency Board.	Annual review of specific number of homebuyer loans for every income level. Analysis of strengths and weaknesses in delivery to Income levels.	<b>The successor agency to the Redevelopment Agency (RDA) is the Shasta Lake Housing Authority. The Housing Authority receives an annual report concerning the numbers of approved First Time Home Buyer Loans</b>
HE 1.10 Collaboration with Affordable Housing Providers	Completed projects with affordable housing partner(s); compilation of a list of potential partners; an assessment of potential projects that can be completed	Initial timeframe for contact with potential partners is September 2010 for partner workshops. Ongoing - Entire Planning Period (this is not a one-	Development Services worked with an identified low/mod housing developer in 2013. A Tentative Subdivision (7 units) was approved as an Affordable Housing Development and was given incentives as part of the approval.  The City applied for and was awarded CDBG grant funds for Public Improvements in Support of Housing. The City completed the Environmental and other Special Conditions when CDBG staff decided they were going to add a special condition. The City completed the Special Conditions and awarded the contract for the off-site improvements in May 2014. The off-site improvements

Name of Program	Objective	Timeframe in H.E. (time activity)	Status of Program Implementation
HE 1.11 Revision of R-3 and R-4 Districts to Increase Densities	Density increases to a minimum of 20 units per acre for multi-family residential developments and mixed-use developments in R-3 zones, and a change identifying multi-family residential as an allowed use in R-4 and commercial uses where it is part of a mixed-use development together with a change in density for R-4 to 30 units per acre.	2009/10	<p>The Planning Commission and City Council will consider density revisions during 2015 as part of the Land Use Element review which has been funded in part as a Sustainable Communities (Prop 84) grant through the Shasta County RTPA.</p> <p>All density revisions will occur as part of the General Plan Land Use Element update in 2015.</p>
HE 1.12 Rezoning to Address 2003-2008 Housing Element Shortfall	Rezoning of property to either R-3 or R-4 with a minimum density of 20 units per acre.	By August 31, 2010	<p><b>Completed and effective as of September 2010.</b></p>
HE 1.13 Address Housing Opportunities and Constraints	Revision of Municipal Code to address code constraints for affordable housing	2010/11	<p>Staff has begun a review of the Municipal Code to identify sections of the Municipal Code which are outdated and which may be a constraint for housing. These constraints will be part of the Land Use Element Review.</p>

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
HE 1.14 Annual Report on Housing Element Implementation	Annual review of specific actions taken to implement the Housing Element and report to HCD	Annually in the winter	<b>In Process - City Council to consider and approve in March 2015.</b>
HE 1.15 Redevelopment Project Area Goals	Adoption of Redevelopment Agency 5-Year Implementation Plan	2009	This program is now obsolete with the ending of Redevelopment Agencies as of February 1, 2012. <b><u>Look Ahead: The policy has been removed from the 2014 Housing Element.</u></b>
HE 1.16 Redevelopment Assistance for Affordable Housing	Completed and adopted policy by the Redevelopment Agency Board with specific funding attached to the Redevelopment Agency budget	By August 31, 2010	<b><u>Look Ahead: The policy has been removed from the 2014 Housing Element.</u></b>
HE 1.17 Water and Sewer Service Priority for Affordable Housing	Development of policies and procedures for granting water and sewer service priority to affordable housing developments.	2009/10	<b>Included in Draft Affordable Housing Chapter referenced above. In the process of being added to the Municipal Code. See Comment Section below.</b>
HE 2.1 Housing Rehabilitation (Single-Family)	Annually with Action Plan Report to Redevelopment Agency Board.	3 units of very low, 6 units of low and 10 units of moderate housing rehabilitated	The City applied under the 2010 & 2013 CalHOME NOFA for Owner Occupied Rehabilitation (OOR), and was not funded in both. There is no current funding for the OOR program. The City consulted with CalHOME program staff concerning the funding.  Their staff said that the City's Census numbers did not rank high enough for funding. The City is questioning this designation. The City was not eligible to apply in 2013, due to the 50% rule in place at HCD. There is further discussion needed with HCD concerning the use Low/Moderate income designations within the City.  The City applied for \$400,000 in CDBG funds in 2014 for single-family housing rehabilitation and received the funding. The City has contracted with the County to administer this program.

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
HE 2.2 Housing Rehabilitation (Multi-Family)	Incorporation of rehabilitation of multi-family residential units as part of the Redevelopment Agency 5-year Implementation Plan	2009	<p>No activity has occurred on this Implementation Program. The RDA is dissolved and there is no funding for this program.</p> <p>The policy has been removed as a part of the 2014 Housing Element Update.</p>
HE 2.3 Preservation of Affordable Rental Housing	Agency Plan for preservation of at-risk units	Annually	No activity has occurred on this Implementation Program.
HE 2.4 Preservation of Mobile Home Parks	Plan for conservation of mobile home parks	2009/2011	<p>No activity yet on this Implementation program.</p> <p>Look Ahead: It will be considered as part of the General Plan update during this calendar year (2015).</p>
HE 3.1 Local, State and Federal Funding for Infrastructure	Applications for funding for infrastructure	Annually	<p>See above- the City applied for CDBG funds for a Dewatering Project at the Water Treatment Plant and received the funds.</p>
HE 3.2 Wastewater Capacity Improvement	Construction of reclaimed pipeline to the Tierra Oaks Golf Course by 2012; alternatively approval by regulatory agencies for discharging reclaimed water into Churn Creek with limited or no dilution.	2013 (functional pipeline)	<p>The City was coordinating reclaimed water delivery logistics with Tierra Oaks Golf Course and Bella Vista Water District. The Design RFP was issued January 2011. In April 29, 2011, the City Council awarded the Tierra Oaks Reclaimed Water Main Extension design project to Water Works Engineers (WWE) of Redding, CA.</p> <p>The project was structured so it could be discontinued after the Preliminary Design Report (30%) stage without the City being responsible for future costs, should any or all of the parties within the project determine that proceeding with the project would not be in their best interest. In October 2011 the report was completed. The report indicated that there is a 1.6 million funding gap (after factoring potential grant sources). The Tierra Oaks Golf Course indicated they do not have the funds to continue. The City is proceeding with an alternative to discharge reclaimed water into Churn Creek.</p> <p>The City hired a consultant (Water Works Engineers) to prepare a 20% Development Design Report for upgrading the City's Wastewater Treatment Facility to produce high-quality effluent that can be discharged directly to Churn Creek under a direct discharge NPDES (National Pollutant Discharge Elimination System) permit with no dilution credits. The resulting report is</p>

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
			<p><b>intended to be suitable for use in applying for and obtaining California Clean Water State Revolving Fund loans/grants and funding through other sources, and will be used as a basis for follow-up environmental studies, final design, and construction. The City's Council accepted the report as substantially (95%) complete on January 15, 2013. The final report was completed in May 2013.</b></p> <p>In 2014 the City selected AES as the consulting firm to prepare the environmental documents and required studies. The Initial Study, Mitigation Monitoring Plan, and associated studies were completed in December 2014.</p> <p><b>Look Ahead: The documents were sent to the State Clearinghouse in January 2015 for distribution to State and Federal Agencies. The Planning Commission will hold a public hearing in February with adoption to be considered in March 2015. Once the documents are completed the City will apply to the state for grant/loan funding.</b></p>
HE 4.1 Mixed-Use Development	List of priority commercial sites that could be used for mixed use.	2010/2011	<p><b>The Commercial Inventory must be completed first together with the Re-Use Plan. It is scheduled for consideration in 2014 by the Planning Commission and then the City Council.</b></p>
HE 5.1 Energy Efficiency	Program to use Electric utility funds to assist affordable housing residents	2009/2010	<p>The City has rebates for weatherization activities including ceiling/attic and wall insulation, energy efficient replacement windows, Energy Star® window shade screens/window films, duct insulation, blower door guided air sealing, Energy Star roof radiant barrier, and energy efficient roofing(cool roof). Additional rebates are available for energy efficient appliances.</p>
HE 5.2 Subdivision Activity	Revision of Municipal Code to address exemption	2010/11	<p>No activity has occurred on this Implementation Program.</p>
HE 6.1 Emergency Shelter	Zoning Section of the Municipal Code	2009/10	<p><b>Included in Affordable Housing Chapter referenced above and added to the Municipal Code.</b></p>

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
HE 6.2 Section 8 Rental Assistance	Maintain Contact with the Housing Authority for data and other information. Data made available to developers.	Ongoing	Section 8 Vouchers for housing are issued by the Shasta County Housing Authority. The Authority issued 93 vouchers for Shasta Lake.
HE 6.3 Equal Housing Opportunity	Up-to-date information concerning equal opportunity and enforcement available on a routine basis.	Ongoing	<p>The City has included the Equal Housing Opportunity Logo on all its housing material and advertises Equal Housing Opportunity on the Housing Portion of the City's new Website. The poster information is available on the website for 10 different languages.</p> <p>One of the languages spoken in the City has not had a written language until recently. According to Shasta County Health Department which has a translator most of the non-English speaking Mien do not read or write. The County translator who works for the Health Department is housed in Shasta Lake and is available for translation.</p>
HE 6.4 Accessibility for Persons With Disabilities (Reasonable Accommodation,)	Revised ordinance adopted	2009/10	Included in Affordable Housing Chapter referenced above. In the process of being added to the Municipal Code. See Comment Section below.
HE 6.5 Special Housing Needs	Implementation Plan and revised ordinance adopted	2009/10	Included in Affordable Housing Chapter referenced above. In the process of being added to the Municipal Code.
HE 6.6 Transitional and Supportive Housing	Zoning Section of the Municipal Code	2009/10	Included in Affordable Housing Chapter referenced above.

GENERAL COMMENTS:

1. **Green** indicates the Implementation Program is completed.

