

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202 )

Jurisdiction City of Shasta Lake  
 Reporting Period 01-Jan-11 - 31-Dec-11

**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=Rentler 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
1164 North Street	SF	O	1	0	0	0	1	1	RDA Impact Fee Payment and Blight removal	Yes-RDA Deed Restriction 45 years	1
4145 Doyle Court	SF	O		1			1	1			1
2891 Chaucer	SF	O			1		1	1			1
2739 Virginia Avenue	SF	O					1	1			1
(9) Total of Moderate and Above Moderate from Table A3			1	3	0	0	4				
(10) Total by income Table A/A3			1	3	0	0	4				
(11) Total Extremely Low-Income Units*					0						

\* Note: These fields are voluntary

Note for affordability: 18. Building Permit Data- House Price was \$150,043

19. Building Permit Data- House Price was \$119,244

20. Building Permit Data- House Price was \$101,656

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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 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)**

	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	0	0	0	0	0	0	0
No. of Units Permitted for Above Moderate	0	0	0	0	0	0	0

\* Note: This field is voluntary

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**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.											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	Dead Restricted Non-Dead restricted Dead Restricted Non-Dead restricted 165	1	1							
Low	Dead Restricted Non-Dead restricted 118	0	0								0	115
	Dead Restricted Non-Dead restricted 136	0	0								0	135
Moderate	Dead Restricted Non-Dead restricted 323	1	0								1	319
Above Moderate	323	4	0								4	319
Total RHNA by COG:											742	
Enter allocation number:		6	4								10	732
Total Units											10	732
Remaining Need for RHNA Period												

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

**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
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>	Housing Inventory is complete. Commercial Inventory is underway to assist with HE 4.1. Sites identified for planning period identified and rezoned in 2010. The commercial property inventory will be complete after the City completes the Commercial Reuse Study funded by a CDBG PTA awarded in December of 2011.
HE 1.2 Infill Strategic Report	40 low- and 60 moderate income households	FY 2009/2010	Infill Strategic Report will be completed once the total inventory is complete. The City's Consultant, Enplan, completed a parcel rectification project in December of 2011 using City funds for GIS updates. The next step will be to integrate information with the RTPA rectification project including Zoning and the General Plan overlays.
HE 1.3 Density Bonuses and Incentives	20 very low and 30 low-income units during the planning period	FY 2009/2010	City is preparing a Draft Affordable Housing Chapter to be included in the Municipal Code. The Planning Commission will consider the Draft Ordinance Amendment in May 2012.  Once the Planning Commission meeting has completed their review then the City Council will also consider it in 2012. <sup>2</sup>
HE 1.4 Non-conforming Structures and Uses	20 very low and 30 low-income units during the planning period	FY 2009/2010	Planning Commission will consider revisions to the Municipal Code in May 2012. Once the Planning Commission has completed their review then the City Council will consider in 2012.
HE 1.5 Secondary (and Other Accessory) Dwelling Units	5 extremely low, 5 very low and 10 low-income units during	FY 2009/2010	Included in Draft Affordable Housing Chapter referenced above. In the process of being added to the Municipal Code. See Comment Section below.

City of Shasta Lake 2010 Annual Report

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
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 and received \$700,000 in HOME funds for First Time Homebuyer loans. The City applied in late 2011 for \$600,000 in CallHome funds for rehabilitation and homebuyer funds but will not hear until April 2012 whether funds were approved.
HE 1.7 Establish Design Standards - Mixed Use and Multi-Family	Reduced review periods by 2010/11	FY 2009/2010	The City's consultant has submitted draft Design Standards. Staff is reviewing for necessary editing and changes. This program is expected to be implemented during 2013 after the Land Use Update is completed.
HE 1.8 Development Agreements	Adopted Code Amendment	FY 2009-2011	No activity on this Implementation Program to date. Activity will start this year.
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.	RDA Board receives periodic reports concerning the numbers of approved First Time Home Buyer Loans. In 2011, 3 loans were made to very-low income purchasers, 1 loan to an extremely low purchaser, 1 loan to a lower income purchaser and 2 loans to low-income purchasers for a total of 7 loans. Funds included funding from the HOME Program, and the City of Shasta Lake Redevelopment Agency (Low and Moderate Income fund). Because the Redevelopment Agency was scheduled to end in 2012, the Agency did not complete this review. However, as part of the HOME application process the City Council considered the needs of the community as part of the applicant outreach process..
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 was September 2010 for partner contact - Ongoing Entire Planning Period (this is not a one-time activity)	Development Services and RDA staff met during 2011 with a local for-profit developer to collaborate on a for-sale project of 7 units. The developer submitted a Tentative Subdivision Map to create 7 lots of affordable unit. The Tentative Map was approved by the Planning Commission on January 19, 2012. The City is applying for CDBG funds for Public Infrastructure in Support of Housing to insure affordability for all 7 units. The City has continued to work with North Valley Catholic Social Services which proposed 31 units of senior low income housing on property owned by the City however the project was not funded through HUD. NVCSS has approached

Name of Program	Objective	Timeframe in H.E.	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>another non-profit to partner on a project on the same site. They are looking at doing a tax-credit project.</p> <p>Planning Commission and City Council will consider density revisions during 2012 as part of the Land Use Element review and update.</p> <p>The Land Use Element was delayed while the City applied for a CDBG PTA to review a portion of the commercial properties in Shasta Lake- the most likely area for zoning changes that would include mixed use. The City was awarded the funding and notified on December 28th at the agreement was approved and that the City can proceed with the PTA. The Land Use Element (and associated zoning will be completed after the commercial PTA is completed).</p> <p><b>Look Ahead:</b> The RTPA has also submitted a Sustainable Communities grant for assistance in the Land Use and Circulation Elements which includes integration of Healthy Communities information and policies.</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	Completed and effective as of September 2010.
HE 1.13 Address Housing Opportunities and Constraints	Revision of Municipal Code to address code constraints for affordable housing	2010/11	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.
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	In Process - City Council to consider and approve in March 2012.
HE 1.15 Redevelopment	Adoption of Redevelopment	2009	The Redevelopment Agency adopted a five-Year Implementation Plan that reflects the goals of the Redevelopment Plan (December 2009) which is no

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Project Area Goals	Agency 5-Year Implementation Plan		longer effective without an agency.. As a successor agency, the City expects that the City Housing Authority will complete a plan for the use of low-mod housing funds should those become available as a result of legislation moving through the State legislature. Timing of this report will depend upon the passage of the legislation as well regulations generated to govern the report contents and schedule.
HE 1.16 Redevelopment Assistance for Affordable Housing	Completed and adopted policy by the Agency Board with specific funding attached to the Redevelopment Agency budget	By August 31, 2010	RDA approved an RDA Subsidy for a Habitat for Humanity Single Family Home on 10/20/2011 Res. RDA 11-10) at 1164 North Street. The subsidy included \$40,000 for impact fees and blight removal. The unit is will be completed in early 2012.
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	Included in Draft Affordable Housing Chapter referenced above. In the process of being added to the Municipal Code. See Comment Section below.
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 for CalHome funds but has not yet received information about whether they have been awarded the funds. One low-income unit received RDA rehab funds of \$13,714.
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	No activity has occurred on this Implementation Program.

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
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	No activity yet on this Implementation program. Later in 2012, it will be considered as part of the Land Use Element Update.
HE 3.1 Local, State and Federal Funding for Infrastructure	Applications for funding for infrastructure	Annually	<p>The City received the following State grants:</p> <ul style="list-style-type: none"> <li>\$615,475 in "Safe Routes to Schools" funding to pave Cabello Street from Shasta Dam Boulevard to Vallecito Street.</li> <li>\$21,000 from State Parks Per Capita for Safety lighting in Clair Engle Park in 2011 matched with \$49,000 from the RDA.</li> <li>70,000 for Preliminary Design for Direct Discharge into Churn Creek</li> </ul> <p><u>Local Funds</u></p> <p>The City used \$2,017,000 in RDA funds for street paving and reconstruction. Paving consisted of 9.3 miles of paving in the City.</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.</p> <p>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.</p> <p>The City is proceeding with an alternative disposal method to discharge reclaimed water into Churn Creek.</p> <p>Look Ahead: The City issued an RFP in Feb. 2012 for design services for</p>

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
HE 4.1 Mixed-Use Development	List of priority commercial sites that could be used for mixed use.	2010/2011	The Commercial inventory must be completed first. It is scheduled for consideration in 2012 by the Planning Commission and then the City Council.
HE 5.1 Energy Efficiency	Program to use Electric utility funds to assist affordable housing residents	2009/2010	The City's application with the County for weatherization funds was unsuccessful. The City's Electric Department started direct home energy audits in November 2010. According to the Electric Department's Director, 102 audits were completed. Homeowners received lighting and water conservation kits as well as being advised about the available rebates for appliances, weather stripping etc.  The City has increased rebate amounts 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. In 2011, the City's Electric Department paid out \$460,137 in rebates for the above activities.
HE 5.2 Subdivision Activity	Revision of Municipal Code to address exemption from solar shade ordinance	2010/11	No activity has occurred on this Implementation Program.
HE 6.1 Emergency Shelter	Zoning Section of the Municipal Code	2009/10	Included in Draft Affordable Housing Chapter referenced above. In the process of being added to the Municipal Code. See Comment Section below.
HE 6.2 Section 8 Rental Assistance	Maintain Contact with the Housing Authority for data and other information. Data made available to developers.	Ongoing	The City has approximately 125 households being assisted with a Section 8 Housing Choice Voucher (HCV) through Shasta County. Information has been placed on the City's new website in the coming month. Discussion with County staff indicates they believe the numbers of vouchers were down due to energy costs. The City's old houses (the majority of the rentals in the City) are not energy efficient. The City received a HOME grant in 2011 a portion of which is stated for rehabilitation loans.

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
HE 6.3 Equal Housing Opportunity	Up-to-date information concerning equal opportunity and enforcement available on a routine basis.	Ongoing	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. Staff has Spanish Equal Housing Opportunity posters from HCD to post in City Hall and post on website. The Mien, who are a minority in Shasta Lake, do not have a written language. According to the Health Department's translator - those adults who do not learn English rely on verbal translation from their children and other translators. The City is exploring means of getting information to this population.
HE 6.4 Accessibility for Persons With Disabilities (Reasonable Accom.)	Revised ordinance adopted	2009/10	Included in Draft 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 Draft Affordable Housing Chapter referenced above. In the process of being added to the Municipal Code. See Comment Section below.
HE 6.6 Transitional and Supportive Housing	Zoning Section of the Municipal Code	2009/10	Included in Draft Affordable Housing Chapter referenced above. In the process of being added to the Municipal Code. See Comment Section below.  The City is applying for CDBG funds to assist the Veteran's Resource Center to purchase and rehabilitate an existing building for transitional housing for homeless veterans.

**GENERAL COMMENTS:**

1. The City's Housing Element was certified July 7, 2010 by HCD so all 2009/2010 dates will not be met as of 2010. The City has received funding to update the Safety/Seismic Safety and Noise Elements which will be completed in 2012
2. The City decided to incorporate many of the sections listed above into one new section of the Zoning portion of the Municipal Code. That section will be named the Affordable Housing Section. The sections included are noted above in each individual section as being part of the new chapter.
3. The City's new website went live in January 2011 but portions of the information listed had been placed on the older website as well.