Department of Housing and Community Development

Housing Policy Department
Received on:
MAR 29 2013

ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: City of Shasta / Lake

Mailing Address: P.O. Box 777, Shasta Lake, CA 96019

Contact Person: Debbie Israel Title: Senior Planner

Phone: 530-275-7469 FAX: 530 275-7406 E-mail: disrael@cityofshastalake.org

Reporting Period by Calendar Year: from 1/1/12 to 12/31/12

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

RESOLUTION CC 13-26

A SHASTA LAKE CITY COUNCIL RESOLUTION VERIFYING REVIEW OF THE 2012 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)

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 considered the 2012 Annual Housing Element Progress Report at their public meeting on February 21, 2013 and has recommended to the City Council that they review the Report for submission to the State HCD and OPR; 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 2012 Annual Housing Element Report at a public meeting on March 19, 2013.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Shasta Lake has hereby reviewed and approved the 2012 Annual Housing Element Report for submission to HCD and OPR.

PASSED, APPROVED, AND ADOPTED this 19th day of March 2013, by the following vote:

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

LARRY J. FARR, Mayor

ATTEST:

TONI M. COATES, CMC
City Clerk

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

Jurisdiction City of Shasta Lake

Reporting Period 01-Jan-12 - 31-Dec-12

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.
A. 4689 Risstay	SF	O	0	1		0	1	1	0	0	1
B. 4159 Doyle	SF	O	0	1		0	1	1	0	0	1
C. 2876 Chaucer	SF	O	0	0	1	0	1	1	0	0	1
D. 2729 Leona	SF	O	0	1		0	1	1	0	0	1
(9) Total of Moderate and Above Moderate from Table A3 ► ►					1	0					
(10) Total by income Table A/A3 ► ►					1	0					
(11) Total Extremely Low-Income Units*			0								

* Note: These fields are voluntary

Note for affordability: A. Building Permit Data- House Price was $148,880 B. Building Permit Data- House Price was $147,271 C. Building Permit Data- House Price was $153,5396 D.Building Permit Data- House Price was $92,965

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

Jurisdiction City of Shasta Lake

Reporting Period 01-Jan-12 - 31-Dec-12

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

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

Jurisdiction City of Shasta Lake

Reporting Period 01-Jan-12 - 31-Dec-12

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.			2010	2011	2012							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	165	0	1	0							1	163
	Non-deed restricted		0	0	1							1	
Low	Deed Restricted	118	0	0	0								112
	Non-deed restricted		0	3	3							6	
Moderate	Deed Restricted	136	0	0	0								136
	Non-deed restricted		0	0	0								
Above Moderate		323		0									323
Total RHNA by COG. Enter allocation number:		742	0	4	4							8	734
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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(9) Total of **Moderate and Above Moderate** from Table A3 ► ►					1	0					
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Note for affordability: A. Building Permit Data- House Price was $148,880 B. Building Permit Data- House Price was $147,271 C. Building Permit Data- House Price was $153,5396 D.Building Permit Data- House Price was $92,965

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	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
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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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Jurisdiction City of Shasta Lake

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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		
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	Non-deed restricted		0	0	1							1	
Low	Deed Restricted	118	0	0	0								112
	Non-deed restricted		0	3	3							6	
Moderate	Deed Restricted	136	0	0	0								136
	Non-deed restricted		0	0	0								
Above Moderate		323		0									323
Total RHNA by COG. Enter allocation number:		742	0	4	4							8	734
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

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

Table C

City of Shasta Lake

Program Implementation Status

2012 Calendar Year

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[1]	Housing Inventory is complete. Sites identified for planning period identified and rezoned in 2010. Commercial Inventory is underway to assist with HE 4.1. Specifics of Commercial Inventory are being completed using the TA Commercial Re-Use funding from HCD. This is expected to be complete June 30, 2013.
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 and the City's GIS mapping is updated for the inventory. The City used local fees in November / December 2011 to pay for GIS parcel rectification aligned with the SRTA program necessary to correct the GIS mapping for the City. GIS rectification is complete but other issues arose including GP and Zoning overlays not matching the rectified parcel base. **<u>Look Ahead</u> - Additional GIS work will be needed in 2013.**
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 February 2013 for final recommendation to the City Council. Once the Planning Commission has completed their review then the City Council will consider in 2013.[2]

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
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. The City is receiving Prop. 84 funding through the (SRTA) to review the Land Use Element as well as the Circulation Element and the Open Space and Conservation Elements.
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 Draft Affordable Housing Chapter referenced above. In the process of being added to the Municipal Code. The City has included second units into a category defined as Accessory Dwelling Units (ADU) s. The draft 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	CalHOME funds were applied for by the City in 2011. The application was for $600,000 in loan funds for first-time homebuyers and rehabilitation activity for owner-occupied units. The City received an award of $342,840 for FTHB loans in April 2012 however the Owner Occupied Rehabilitation was not funded. The City will reapply for the rehab. funding in 2013. The City applied for, and was awarded, HOME funds in the amount of $700,000 for FTHB loans also. The City applied for, and was awarded, $311,398 for Public Improvements in Support of Affordable Housing for 7 affordable single family units. Construction will start/end in 2013.
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. This will be part of the planned Land Use Element update mentioned above.
HE 1.8 Development Agreements	Adopted Code Amendment	FY 2009-2011	No activity on this Implementation Program to date. A Draft Ordinance will be prepared for review in 2013.
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	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 In 2012, two loans were made to very-low income purchasers. Funds included funding from the State of California Housing and Community Development HOME Program, HOME, and CalHOME Program and the City of Shasta Lake Redevelopment Agency (Low and Moderate Income fund). Strengths

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
		levels.	and weaknesses of the program will be reviewed with the Housing Authority Board during 2013.
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-time activity)	Development Services worked with an identified low/mod housing developer in 2011. A Tentative Subdivision Map for 7 affordable units was submitted to the City in November 2011 (and approved by the Planning Commission in January 2012). Redevelopment worked with a developer of Senior Affordable Housing Project (30 units), North Valley Catholic Social Services, that applied for a HUD 202 in both 2010 and 2011. Neither application was funded. NVCSS applied as a Tax Credit project in 2011 but was turned down. They have indicated they will restructure the project and re-apply. 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 and the developer are working on that issue now.
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	The Planning Commission and City Council will consider density revisions during 2013 as part of the Land Use Element review which has been funded as a Sustainable Communities (Prop 84) grant through the Shasta County SRTA. All density revisions will occur as part of the General Plan Land Use Element update in 2013
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	By August 31, 2010	Completed and effective as of September 2010.

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
	units per acre.		
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. These constraints will be part of the Land Use Element Review.
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 2013.
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. The policy will be removed in the next update of the Housing Element.
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	RDA dissolved, no longer applicable. Department of Finance in 2012 disallowed $1.8 million to be contributed to Meade Street Senior Housing Project (see attached letter).
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-	Annually with Action Plan Report to Redevelopment	3 units of very low, 6 units of low and 10 units of	The City applied under the 2010 CalHOME NOFA for Owner Occupied Rehabilitation (OOR), and was not funded in 2011. There is no current funding for the OOR program. The City consulted with CalHOME program staff concerning

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Family)	Agency Board.	moderate housing rehabilitated	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 may pursue CDBG funding in 2014(we are not eligible to apply in 2013, due to the 50% rule in place at HCD).
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. The RDA is dissolved and there is no funding for this program.
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 2013, 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	The City received the following State grants: • $615,475 in "Safe Routes to Schools" funding to pave Cabello Street from Shasta Dam Boulevard to Vallecito Street. This project has been completed • $21,000 from State Parks Per Capita for Safety lighting in Clair Engle Park in 2011 matched with $49,000 from the RDA. This project has been completed • 70,000 for Preliminary Design for Direct Discharge into Churn Creek Local Funds 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. This project has been completed

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
HE 3.2 Wastewater Capacity Improvement	Construction of reclaimed water 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)	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. 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. 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 intended to be suitable for use in applying for and obtaining California Clean Water State Revolving Fund loans and grants, as well as funding through other sources, and is to 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 will be complete in the next several months.
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 together with the Re-Use Plan. It is scheduled for consideration in 2013 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 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.

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
HE 5.2 Subdivision Activity	Revision of Municipal Code to address exemption	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 had approximately 125 households being assisted with a Section 8 Housing Choice Voucher (HCV) through Shasta County in 2011 which increased to 136 in 2012.
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. The poster information is available on the website for 10 different languages. 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 is housed in Shasta Lake and is available for translation.
HE 6.4 Accessibility for Persons With Disabilities (Reasonable Accommodation.)	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.

GENERAL COMMENTS: The City's Housing Element was certified July 7, 2010 by HCD so all 2009/2010 dates were not met as of 2010. A portion of those have been met in 2011, others being worked on in 2012 and many to be completed as part of the Land Use Element update occurring at the end of 2013/2014.