

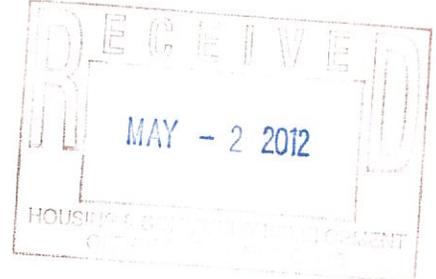
CITY of WILLIAMS

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April 30, 2012

Ms. Cathy Creswell
Deputy Director
Department of Housing & Community Development
State of California
1800 Third Street, Suite 430
Sacramento CA 94252-2053

Subject: City of Williams 2011 Annual Housing Element Report

Dear Ms. Creswell:

In accordance with California Government Code Section 65400, submitted herewith is the City of Williams 2011 Annual Housing Element Report. Should you have any questions, please contact me at (530) 473-2955, Extension 103, or at PLANNER@CITYOFWILLIAMS.ORG.

Sincerely,

A handwritten signature in blue ink that reads "Monica Stegall". The signature is fluid and cursive.

Monica Stegall
City Planner

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction: City of Williams
Reporting Period: 1/1/2011 - 12/31/2011

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

1		2		3		4				5	5a	6		7	8
						Housing Development Information						Housing with Financial Assistance and/or Deed Restrictions			
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes			Total Units per Project	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.					
			Very Low-Income	Low-Income	Moderate-Income						Above Moderate-Income				
None															
(9) Total of Moderate and Above Moderate from Table A3											▲	▲			
(10) Total by income Table A/A3											▲	▲			
(11) Total Extremely Low-Income Units*															

* Note: These fields are voluntary

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

Jurisdiction City of Williams
Reporting Period 1/1/2011 - 12/31/2011

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 if 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				TOTAL UNITS	(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			
(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	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	3					3	3
No. of Units Permitted for Above Moderate	7					7	7

* Note: This field is voluntary

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

Jurisdiction City of Williams
Reporting Period 1/1/2011 - 12/31/2011

General Comments:

Attachment 1

Name of Program	Objective	Timeframe	Status/Implementation
<p>Policy 1.0: To become actively involved in federal and state housing assistance programs directed toward new construction, renter assistance, rehabilitation and infrastructure, when there is a reasonable probability of success in obtaining the funds.</p>	<p>Action 1.1: The City will periodically make application to the Small Cities Community Development Block Grant (CDBG), HOME, CHRP-R, FmHA or other appropriate funds to aid development of affordable housing for all income groups through infrastructure and first-time homebuyer subsidies when such funding sources are available.</p>	<p>Annually, beginning in 2011</p>	<p>Funding sources were limited in 2011. The City is applying for CDBG funding for a housing combo program involving housing rehabilitation and home owners financial assistance in 2012.</p>
	<p>Action 1.2: The City will continue to utilize non-profit housing provider organizations to assist City staff with the development of grant and loan proposals dedicated to the provision of housing for low-income and special needs residents (the elderly, female-headed households, people with disabilities, farm workers and the homeless). Organizations such as the Rural California Housing Corporation and/or Mercy Housing may provide extended staffing to the City – sponsored applications by obtaining documentation of need, site acquisition, and structuring project financing, and providing application preparation and administration.</p>	<p>Annually, beginning in 2011</p>	<p>The City has hired a housing planner to assist in securing funding and developing programs for the provision of low income and special needs residents .</p>
<p>Policy 2: To promote orderly growth, and assure an adequate supply of housing sites for all economic segments of the community.</p>	<p>Action 2.1: Review and revise the City’s General Plan and Zoning Ordinances to bring them in compliance with each other and current state law. Zoning ordinance revisions will specifically include, but not be limited to the following:</p> <ul style="list-style-type: none"> • Adopt formal procedures for 	<p>December 2011 (includes rezoning of R-U HD identified sites) and annually reviewed thereafter</p>	<p>Due to delays from comments by the California Department of Transportation regarding comments on the General Plan Update Environmental Impact Report, the zoning ordinance update has been delayed to address these items. It is anticipated that the new Zoning Ordinance</p>

Attachment 1

Name of Program

Objective

Timeframe

Status/Implementation

	<p>reasonable accommodation for housing for persons with disabilities in accordance with fair housing and disability laws.</p> <ul style="list-style-type: none"> • Treat licensed group homes and residential care facilities with six or fewer residents no differently than other by-right single-family housing uses pursuant to Health and Safety Code Section 1267.8, 1566.3, 1568.08. • Pursuant to SB2 amend zoning code to permit transitional and supportive residential uses subject only to those restrictions that apply to other residential uses of the same type in the same zone; • Pursuant to SB2 amend zoning to allow emergency shelters in the Business Professional District without a CUP or other discretionary action 		<p>will be adopted concurrently or soon after the Zoning Code is adopted in May, 2012.</p>
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Attachment 1

Name of Program

Objective

Timeframe

Status/Implementation

	<ul style="list-style-type: none"> • Continue to allow second units in SF zones ministerially without discretionary review or a hearing • Adopt a density bonus ordinance in compliance with current State law and use as an incentive for promoting open space preservation, more efficient, clustered development and housing choice; • Amend the zoning code to comply with the requirements of Health and Safety Code Sections 17021.5 and 17021.6 related to the approval of farmworker housing; • Continue to allow by right through ministerial review by planning staff, Mobile and Manufactured Housing subject to the same development standards for 		
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Attachment 1

Name of Program

Objective

Timeframe

Status/Implementation

	<p>conventional single family residential dwellings limited to roof overhang, roofing and siding material restrictions;</p> <p>In addition, to accommodate the City's regional housing need for lower-income households of 180 units, the zoning ordinance will be amended to create a new Zoning District, Urban Residential High Density (U-R-HD), allowing for exclusively residential uses at minimum required density of 16 dwelling units per acre. A total of 30 acres as identified in Table 43 will be rezoned to the newly created U-R-HD zone for the production of at least 480 units. The zone will allow for multifamily development by-right without a conditional use permit, planned unit development permit or other</p>		
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Attachment 1

Name of Program

Objective

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Status/Implementation

	discretionary action pursuant to Government Code Section 65583.2 (h) and (i).		
	<p>Action 2.2: The City wants to provide enough multi-family zoned property to allow location choice and keep costs competitive. The City has identified specific sites to be rezoned for higher density housing to exceed the State's Regional Housing Needs Allocation in Williams to 2014 (see Action Program 2.1). The new General Plan and Zoning Ordinance will re-zone all properties in the City and create more flexible zoning standards to allow a wider variety of housing development and choices. Appendix A in this document includes a list of policies and actions and an analysis as to how the General Plan Update will reduce constraints to housing production in Williams. The City will also recruit and provide incentives for qualified development of mobile home parks and multi-family development through infrastructure improvement assistance. A list of interested developers will be maintained by the Planning Department.</p>	Rezoning 2011; recruit developers 2011– 2014	<p>Due to delays from comments by the California Department of Transportation regarding comments on the General Plan Update Environmental Impact Report, the zoning ordinance update has been delayed to address these items. It is anticipated that the new Zoning Ordinance will be adopted concurrently or soon after the Zoning Code is adopted in May, 2012.</p>
	<p>Action 2.3: To alleviate potential constraints to housing, particularly for the development of housing for lower-income households, the City is completing a new Zoning</p>	2011	<p>Due to delays from comments by the California Department of Transportation regarding comments on the General Plan Update Environmental Impact</p>

Attachment 1

Name of Program	Objective	Timeframe	Status/Implementation
	Code that will include a facilitated design review which transforms the current discretionary review process into a ministerial review process for affordable housing units, such as High Density residential units.		Report, the zoning ordinance update has been delayed to address these items. It is anticipated that the new Zoning Ordinance will be adopted concurrently or soon after the Zoning Code is adopted in May, 2012.
	Action 2.4: To alleviate potential constraints to the development of affordable secondary dwelling units, the City will include in its update to the Zoning Code provisions to eliminate use permits for the creation of secondary dwelling units in residential zones. In accordance with California Government Code Section 65852, this is expected to create an additional 45 affordable dwelling units over the housing element time horizon.	2011	Due to delays from comments by the California Department of Transportation regarding comments on the General Plan Update Environmental Impact Report, the zoning ordinance update has been delayed to address these items. It is anticipated that the new Zoning Ordinance will be adopted concurrently or soon after the Zoning Code is adopted in May, 2012.
	Action 2.5: To assist the development of housing for lower income households on larger sites, the City will facilitate land divisions, lot line adjustments, and/or specific plans resulting in parcel sizes that facilitate multifamily developments affordable to lower income households in light of state, federal and local financing programs (i.e., 2-10 acres units). The City will work with property owners and non-profit developers to target and market the availability of sites with the best potential for development. In addition, the City will offer the following incentives for the development of affordable housing, including, but not limited to: <ul style="list-style-type: none"> • Streamlining and 	June, 2012, then provide incentives throughout the planning period as projects are submitted to the City.	Due to delays from comments by the California Department of Transportation regarding comments on the General Plan Update Environmental Impact Report, the zoning ordinance update has been delayed to address these items. It is anticipated that the new Zoning Ordinance will be adopted concurrently or soon after the Zoning Code is adopted in May, 2012.

Attachment 1

Name of Program	Objective	Timeframe	Status/Implementation
	<p>expediting the approval process for land divisions for projects that include affordable housing units.</p> <ul style="list-style-type: none"> • Ministerial review of lot line adjustments. • Deferral or waiver of fees related to the subdivision for projects affordable to lower income households. • Providing technical assistance to acquire funding, and • Modification of development requirements. 		
<p>Policy 3: To resolve the flooding problem in the northern part of the City.</p>	<p>Action 3.1: Apply for funds to address infrastructure improvements for areas of the City constantly plagued by flooding. Such applications will include CDBG Technical Assistance funds to provide appropriate studies, planning and preliminary engineering. General Allocation or Economic Development CDBG and/or Economic Development Administration, or USDA – Rural Development funds will also be applied for as appropriate.</p>	<p>2011 and beyond as needed</p>	<p>The City secured a \$35,000 CDBG Planning and Technical Assistance Grant to develop an update to the Geographic Information System in 2011. The update will be completed in 2012. The updated system will help the City develop a strategy for resolving the flooding problem in the northern part of the City. Also, funding sources were limited in 2011. The City is applying for CDBG funding for a housing combo program involving housing rehabilitation and home owners financial assistance in 2012.</p>
<p>Policy 4: To support the efforts of a non-profit housing developers in providing affordable housing opportunities for extremely low-, low- and moderate-income households and special needs households (the elderly, female-headed</p>	<p>Action 4.1: Distribute City mapping to provide general information to interested parties on vacant residential sites and information about state and federal housing programs through the Housing Element planning period. The availability of</p>	<p>Immediate and ongoing; annual distribution to development community.</p>	<p>The City published the 2010 Housing Element Update on its Website and actively seeks development interests. The City secured a \$35,000 CDBG Planning and Technical Assistance Grant to develop an update to the Geographic</p>

Attachment 1

Name of Program	Objective	Timeframe	Status/Implementation
households, people with disabilities, farm workers and the homeless).	the vacant residential parcel maps and housing program funds will be distributed to area realtors and made available to developers contacting the City directly. A flyer regarding Programs 4-2 and 4-3 will be included in the package.		Information System in 2011. The update will be completed in 2012. The updated system will help further assist the City in developing more accurate mapping of vacant land available for residential housing development.
	Action 4.2: Develop guidelines for deferment of City requirements (such as curb, gutter and sidewalks) on a case-by-case basis, to enhance affordability of new development.	2011	The City completed a comprehensive update to its fee study in 2011 and includes some deferment provisions for affordable new development. The City will further investigate deferment for affordable housing in 2012.
	Action 4.3: Defer City-imposed development fees on low-income housing projects in exchange for the development of 20-year below market-rate (BMR) housing units.	Annually, beginning in 2011	The City completed a comprehensive update to its fee study in 2011 and includes some deferment provisions for affordable new development. The City will further investigate deferment for affordable housing in 2012
	Action 4.4: The City will actively recruit a developer of multi-family rental housing to provide 50 affordable units (at least 15 of which would be 3 and 4 bedroom units suitable for large families) and 25 rental units with daycare facilities to accommodate low-income Single Head of Household families by 2014.	2011-12	<p>The City is collaborating with a developer to construct a 44 unit low income senior housing project using a USDA Grant. This project was approved by the City in 2010.</p> <p>The City published the 2010 Housing Element Update on its Website and actively seeks development interests. The City secured a \$35,000 CDBG Planning and Technical Assistance Grant to develop an update to the Geographic Information System in 2011. The update will be completed in 2012. The</p>

Attachment 1

Name of Program	Objective	Timeframe	Status/Implementation
			updated system will help further assist the City in developing more accurate mapping of vacant land available for residential housing development.
Policy 5: To preserve and increase the life of the City's existing affordable housing stock.	Action 5.1: Apply for CDBG and HOME funds for housing rehabilitation resources when available.	Annually, beginning in 2011	Funding sources were limited in 2011. The City is applying for CDBG funding for a housing combo program involving housing rehabilitation and home owners financial assistance in 2012.
	Action 5.2: The City will complete a housing conditions survey in 2014 to determine how many housing units are in need of rehabilitation, and to what extent.	June 2014	On target.
Policy 6: To accommodate manufactured housing within existing community fabric and ensure conformance with design standards.	Action 6.1: Revise the zoning code to accommodate manufactured units on single-family lots in accordance with State law.	2011	Due to delays from comments by the California Department of Transportation regarding comments on the General Plan Update Environmental Impact Report, the zoning ordinance update has been delayed to address these items. It is anticipated that the new Zoning Ordinance will be adopted concurrently or soon after the Zoning Code is adopted in May, 2012.
Policy 7: Promote equal housing opportunities and provide housing free from discrimination.	Action 7.1: The City will revise it's permit approval process through the Zoning Code update to streamline processing and to provide reasonable accommodation. Additionally, the City will analyze and determine on an annual basis whether there are constraints on the development,	Ongoing/Annually	Due to delays from comments by the California Department of Transportation regarding comments on the General Plan Update Environmental Impact Report, the zoning ordinance update has been delayed to address these items. It is anticipated that the new Zoning Ordinance will be adopted concurrently or soon after the Zoning Code is

Attachment 1

Name of Program

Objective

Timeframe

Status/Implementation

	<p>maintenance, and improvement of housing intended for persons with disabilities, consistent with Senate Bill 520, in a report to the City Council. The analysis will include an evaluation of existing land use controls, permit and processing procedures and building codes. Regardless of constraints found, the City will initiate actions within six months of the completion of the evaluation to address them, including removing the constraints and providing reasonable accommodation for housing intended for persons with disabilities.</p>		<p>adopted in May, 2012.</p>
	<p>Action 7.2: The City Administrator and Building Department will post Equal Employment Opportunity Commission (EEOC)-generated brochures and leaflets at City offices, the public library and police stations for discrimination complaints. The brochures and leaflets shall also be distributed to property owners, apartment managers and apartment house tenants every two years. The City shall also make public service announcements through different media (e.g., newspaper ads and local radio at least two times a</p>	<p>Immediate and ongoing</p>	<p>Program implemented</p>

Attachment 1

Name of Program	Objective	Timeframe	Status/Implementation
	<p>year. The City shall also conduct public presentations with different community groups regarding fair housing. Complaints requiring intercession will be referred to the EEOC Sacramento offices. City staff will log all complaints referred.</p>		
<p>Policy 8: To ensure affordability of housing through appropriate cost-effective energy conservation methods.</p>	<p>Action 8.1: Adopt a Solar Rights ordinance and enact ordinances which, as a condition of tentative map approval, provide for the dedication of solar easements which will allow each parcel or unit in a subdivision access to sunlight. The ordinances must contain specific standards for determining the exact dimensions and location of easements and any restrictions on vegetation, buildings and other structures which would obstruct the passage of sunlight through the easement.</p> <p>In reference to the Solar Rights Ordinance adoption process, the City Council will review the fees currently charged for solar permits and consider fee reduction incentives to encourage solar use.</p>	<p>2011</p>	<p>Ongoing</p>
	<p>Action 8.2: Encourage and assist in the weatherization of special population (low-</p>	<p>Ongoing</p>	<p>Funding sources were limited in 2011. The City is applying for CDBG</p>

Attachment 1

Name of Program	Objective	Timeframe	Status/Implementation
	<p>income, disabled, farm worker and elderly) housing units by aiding PG&E in the promotion and marketing of their weatherization program.</p>		<p>funding for a housing combo program involving housing rehabilitation and home owners financial assistance in 2012. The housing rehabilitation program will include weatherization improvements for low income, disabled, farm worker and elderly housing.</p>
<p>Policy 9: To encourage housing opportunities to the homeless.</p>	<p>The City will identify potential land that can be used for homeless shelters and actively support efforts of providers who establish short-term bed facilities for segments of the homeless population including specialized groups such as the mentally ill, and chronically disabled. The new Zoning Code will be developed in compliance with SB2 to identify the M-L Light Manufacturing district (or equivalent district) to allow emergency shelters by right.</p> <p>The City will also identify potential land that can be used for transitional and supportive housing projects and also include provisions in the new Zoning Code to address these types of housing projects in compliance with SB2. These too, will be allowed by right in the M-L Light Manufacturing district (or equivalent district) subject to those restrictions applicable to other residential uses of the same type in the same zone and</p>	<p>2011</p>	<p>Due to delays from comments by the California Department of Transportation regarding comments on the General Plan Update Environmental Impact Report, the zoning ordinance update has been delayed to address these items. It is anticipated that the new Zoning Ordinance will be adopted concurrently or soon after the Zoning Code is adopted in May, 2012.</p>

Attachment 1

Name of Program Objective Timeframe Status/Implementation

	the same type of structure.		
Policy 10: Provide Housing Opportunities to Extremely Low Income Households by providing facilitated permitting for Single Room Occupancy facilities	Action 10.1 Single Room Occupancy (SRO's) housing projects shall be defined and a process developed to allow these types of projects for extremely low income households in the new Zoning Code	2011	Due to delays from comments by the California Department of Transportation regarding comments on the General Plan Update Environmental Impact Report, the zoning ordinance update has been delayed to address these items. It is anticipated that the new Zoning Ordinance will be adopted concurrently or soon after the Zoning Code is adopted in May, 2012.