

Regional Early Action Planning Grants of 2019 (REAP) Close Out Report Form



(County of Tuolumne)

(11/06/2024)

REAP Close Out Report Form Instructions

This form is for Regional Early Action Planning Grants of 2019 (REAP) grant holders to satisfy the reporting requirements of California Health and Safety Code section 50515.04. The report must be submitted to the California Department of Housing and Community Development (HCD) via email to reap@hcd.ca.gov no later than December 31, 2025.

Additional information about the REAP program is found at the program's webpage at: <https://www.hcd.ca.gov/grants-and-funding/programs-active/regional-early-action-planning-grants-of-2019>

Please proceed to the REAP Close Out Report Form on the next page and complete Parts I–X.

REAP Close Out Report Form

Part I – Summary

Briefly describe the grantee's REAP project(s), including but not limited to the following information:

1. Overview of the project
 2. Project start date, duration and completion
 3. Project goals and relevance to REAP goals
 4. Proposed uses and actions taken in support of proposed uses
 5. Actions that had the greatest impact on housing production
 6. Overall outcomes including quantified outcomes
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1. The City of Sonora received a dedicated sub-allocation to enhance its housing policies and planning efforts. This funding facilitated the development of an Accessory Dwelling Unit (ADU) Ordinance and updates to planning documents to support a broader range of housing types. A primary goal was to increase the feasibility of lower-income multifamily housing through essential pre-development tasks. Additionally, the sub-allocation supported the preparation of the 7th Cycle Housing Element, which introduced new policies for inclusionary housing and streamlined housing processes. The Housing Element also included an evaluation of RHNA-designated vacant sites, along with proposals for additional low- and moderate-income housing sites that exceed RHNA requirements, ensuring the City is well-positioned to meet current and future housing needs.
 2. The projects under this housing initiative commenced in early 2021 and reached completion by October 2024, marking the successful culmination of a multi-year effort to improve housing policies and expand affordable housing options.
 3. The primary goals of this initiative are to expand the housing supply, making housing accessible and affordable for people across various income levels. Additionally, the project aims to implement regional and local housing plans effectively and to promote fair housing practices, fostering an inclusive and equitable community.
 4. The City of Sonora successfully developed and adopted an Accessory Dwelling Unit (ADU) Ordinance, completed essential pre-development tasks to facilitate affordable housing, and prepared the 7th Cycle Housing Element. This Housing Element, which includes a comprehensive Site Inventory for future development, was adopted and certified by the California Department of Housing and Community Development (HCD).
 5. The 7th Cycle Housing Element outlines a series of policies and programs aimed at significantly enhancing the availability, accessibility, and affordability of housing. These initiatives are designed to support diverse housing needs and

ensure a balanced and inclusive housing market for residents at all income levels.

6. The Housing Element's Site Inventory identifies 20 specific sites capable of accommodating a total of 1,222 housing units. These units are designated for development across lower, moderate, and above-moderate income levels, supporting a extensive approach to meeting the housing needs of the community.

Part II – Lead Agency and Partnerships

List lead agency and partnerships, including names, position titles, organizations, and the roles and responsibilities of each. What did those collaborative relationships and processes look like?

City of Sonora, Rachelle Kellogg, Community Development Department Director, the role of Rachelle Kellogg was to write the Accessory Dwelling Unit ordinance and was responsible to publish Notice of Public Hearing and take to the City Counsel for approval.

County of Tuolumne, Quincy Yaley, Community Development Department Director, oversee the REAP grant program.

County of Tuolumne, Tamera Blankenship, Housing Development Specialist was responsible for the 7th Cycle Housing Element.

County of Tuolumne, Rachel Bell, Business and Housing Programs Manager, ongoing monitoring to ensure compliance with grant requirements.

The above team worked together to develop and implement plans to address housing needs and planning activities that accelerate housing production and facilitate compliance with regional housing needs. The team was involved with engaging the various stakeholders including community organizations, developers, and other interested parties which included education and community outreach.

Part III – Drivers

Answer the following questions:

1. Did any local, state, or federal legislation or mandates drive the project(s)? (SB 35, AB 1397, etc.)
 2. Was it a community-driven effort?
 3. Were there additional funding opportunities present?
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1. This project was guided by a state mandate requiring the County of Tuolumne to develop a compliant Housing Element, aligning with Senate Bill 35 (SB 35) and Assembly Bill 1397 (AB 1397). These legislative requirements emphasize streamlined housing approvals and the accurate identification of adequate sites for housing development, ensuring that the City meets state standards for housing accessibility and availability.
 2. This was a community-driven effort, shaped through the active involvement of local stakeholders. Community members, organizations, and leaders contributed their insights and support, ensuring that the Housing Element and related initiatives aligned with the specific needs and priorities of residents. This collaborative approach strengthened the project's outcomes, fostering a shared commitment to expanding and improving housing opportunities within the community.
 3. A combination of REAP (Regional Early Action Planning) funds and LEAP (Local Early Action Planning) funds was utilized to support the housing initiatives. REAP and LEAP are California state programs designed to help local governments plan and prepare for increased housing production to address the state's housing shortage.

Part IV – Engagement Process

Answer the following questions:

1. Who were your stakeholders?
 2. What did the engagement process look like?
 3. What role did stakeholders play in the process? (Keep in mind: training, education, council formation, technical assistance, etc.)
 4. What were the outcomes of the engagement process?
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1. A diverse group of stakeholders participated in the development of the Housing Element through the Housing Element Steering Committee. This committee included representatives from various organizations, such as the Area 12 Agency on Aging, Habitat for Humanity, Tuolumne County Realtors Association, Tuolumne County Economic Development, the Building Industry Association, local tribes, the Health and Human Services Agency, and the tourism industry. The Stanislaus Regional Housing Authority also contributed valuable insights to the process. In addition to the committee's work, the public had opportunities to engage and provide feedback through public meetings held during the drafting of the Housing Element, ensuring that community voices were integrated into the final plan.
 2. The Housing Element Steering Committee held two in-person meetings where members responded to a series of prompts, and their feedback was documented and incorporated into subsequent drafts of the Housing Element. Four public meetings were conducted, one of which was held virtually, to broaden accessibility and gather further community input. Public hearings were also convened, allowing the Planning Commission and the Board of Supervisors to review and comment on the public draft, ensuring that the final Housing Element reflected both stakeholder insights and public perspectives.
 3. Stakeholders offered valuable insights and local context on key issues addressed in the Housing Element, contributing essential suggestions for programs and policies. Their input helped shape strategies tailored to the community's unique needs. Public comments were carefully reviewed, summarized, and incorporated into the final document, with responses and specific sections of the Housing Element clearly detailing how each comment was addressed.
 4. The engagement process provided essential insights and local context that significantly influenced the final document, shaping its policies and programs to better address the community's specific needs and priorities.

Part V – Challenges

Answer the following questions:

1. What challenges were encountered?
 2. What solutions were encountered or created?
 3. Are there areas for improvement of policy alignment at the state or federal level to help achieve this project more easily?
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1. The Housing Element process faced challenges in fostering broader community engagement, particularly in reaching stakeholders with lived experience and diverse perspectives. Engaging these voices was essential to developing a well-rounded and inclusive plan but required additional efforts to overcome barriers to participation and ensure representation from all segments of the community.
 2. To address the challenge of broadening community engagement, the Steering Committee was formed to include stakeholders who might not typically participate in local housing planning efforts. Additionally, a public meeting was held in the Groveland community, recognizing that residents there may be less inclined to travel to Sonora for meetings due to the distance. A virtual meeting was also organized to provide an additional, accessible avenue for participation, ensuring that more community members could contribute their perspectives to the Housing Element process.
 3. Streamlining and accelerating the permitting process for housing and infrastructure projects can significantly encourage development, particularly when combined with increased funding and financial incentives for affordable housing. These measures make projects more attractive to developers and reduce barriers to entry. Aligning state and local planning and zoning regulations to support infill development helps optimize land use, promotes more sustainable growth, and reduces vehicle miles traveled, contributing to environmental and community benefits.

Part VI – Outcomes

Answer the following questions:

1. What are the current or projected outcomes? What are the benefits?
2. Did actual outcomes meet expectations?
3. Have new opportunities arisen as a result of this project?
4. What are the next steps?

1. City of Sonora ADU Ordinance: The adoption of the Accessory Dwelling Unit (ADU) ordinance by the City of Sonora is a significant outcome that facilitates increased housing density in existing neighborhoods. By making it easier for property owners to build ADUs, the ordinance supports the creation of additional, often more affordable housing options without requiring large-scale development. This ordinance addresses housing shortages and aligns with state mandates, providing a tool to expand housing availability at various income levels.

2024-2029 Housing Element Certification: The adoption and certification of Tuolumne County's Housing Element by the California Department of Housing and Community Development (HCD) demonstrates compliance with state housing requirements and establishes a roadmap for housing policy over the next five years. This certification confirms that Tuolumne County has met its obligations to plan for adequate housing for residents across income levels. With a certified Housing Element, the County is positioned to pursue housing initiatives that support both community needs and statewide housing goals, while staying eligible for critical housing-related funding.

2. Aligned with Goals: The project outcomes successfully met the initial objectives, which included increasing housing supply, ensuring housing affordability across different income levels, and creating a framework for sustainable housing policy. This alignment with expectations underscores the effectiveness of the planning and implementation process, validating the approaches taken to engage stakeholders, assess housing needs, and develop responsive policies. By meeting expectations, the project also lays a solid foundation for future housing initiatives. The success of these outcomes reassures stakeholders, including the community, that the County's housing strategies are feasible, impactful, and grounded in achievable goals.
3. Enhanced Funding and Grant Opportunities: The certified Housing Element positions Tuolumne County to apply for a Prohousing Designation from the HCD, which provides competitive advantages in future grant applications and funding opportunities. This designation is particularly valuable for rural communities like Tuolumne, where additional state support can significantly enhance the impact of local housing initiatives.

Reputation as a Prohousing Community: Attaining the Prohousing Designation could elevate Tuolumne County's reputation as a community committed to addressing housing challenges and advancing affordable housing solutions. This reputation can attract developers, investors, and state partners interested in collaborating on housing projects, creating a ripple effect that accelerates housing production and innovation in the area.

4. Ordinance Amendments and Code Updates: The next steps include updating ordinance codes to align with the goals and policies of the newly adopted Housing Element. These amendments may include streamlining permit processes, adjusting zoning for higher-density development, and incentivizing affordable housing projects, all of which will facilitate more efficient housing development in the County.

County-Initiated Rezones: To meet the objectives of the Housing Element, the County will also pursue rezoning efforts. These rezones will create opportunities for new housing developments and ensure that zoning regulations align with both local needs and state housing goals. By proactively managing zoning, the County can better support diverse housing options and provide a balanced approach to growth.

Collaboration to Increase Access to Housing and Opportunities: Implementation efforts will involve ongoing partnerships with local stakeholders, including developers, community organizations, and government agencies. This collaborative approach will enable the County to address housing challenges more effectively by aligning resources, expertise, and community input. Together, these efforts aim to create a housing landscape that is accessible, equitable, and responsive to the needs of all Tuolumne County residents.

Part VII – Replicability

Answer the following questions:

1. What aspects of the project could be replicated in other communities?
2. What useful resources and tools were implemented? Were there specific tools used for specific regions or sectors?

1. **Multi-Agency Collaboration:** Tuolumne County's approach emphasized coordination between the County, the City of Sonora, and other entities, enabling streamlined processes and shared resources. For other communities, fostering multi-agency collaboration can improve access to funding, reduce redundancies, and align policy objectives more effectively. This partnership approach supports a unified vision across jurisdictions, crucial for housing and planning projects that impact multiple sectors.

Stakeholder Roles and Accountability: Each partner in the Tuolumne project had a clear role, from policy creation to monitoring grant compliance. Replicating this structure in other communities can improve project oversight and ensure that each stakeholder's expertise and resources are leveraged effectively. Designating roles not only clarifies responsibilities but also supports smoother project implementation.

Engagement Through Diverse Forums: In Tuolumne County, various formats for public engagement, including in-person meetings, virtual meetings, and outreach in remote areas, increased accessibility and inclusivity. Offering multiple engagement methods allows broader participation from individuals who may face barriers in attending traditional meetings, such as distance or time constraints.

Steering Committees and Advisory Groups: Establishing a steering committee, like Tuolumne's Housing Element Steering Committee, can be highly effective. This group included representatives from local businesses, housing advocates, tribal representatives, and more, providing a well-rounded perspective on housing needs. Other communities could replicate this model to ensure that policy and project development are informed by a range of voices, especially those impacted by housing issues.

Transparency and Responsiveness: Tuolumne's approach involved documenting and incorporating public feedback into the Housing Element document. This transparency and willingness to adjust plans based on public input foster trust and legitimacy in the planning process, encouraging continued community engagement and support.

2. **Resource and Tool Utilization:** By working closely with organizations like the Stanislaus Regional Housing Authority, Tuolumne County tapped into specialized expertise. For other communities, early collaboration with knowledgeable entities

can provide insights into regulatory challenges, funding sources, and innovative solutions, enhancing the efficiency and effectiveness of housing plans.

Tailored Engagement for Underrepresented Population: Tuolumne County held meetings in more remote areas like Groveland, ensuring outreach to residents less likely to participate due to geographic barriers. This strategy could be particularly beneficial in larger, rural communities where residents may be geographically dispersed. Tailoring engagement to address these barriers supports equity in public involvement.

Part VIII – Project Highlights, Best Practices and Anticipated Achievements

Answer the following questions:

1. What are the most prominent project highlights and why?
2. What are some of the best practices that could be used by other agencies at a local, regional, state or federal level?
3. What are some long-term achievements that could result from the overall project?

1. The key highlight was the formation of the Housing Element Steering Committee

Broad Representation: The Steering Committee was intentionally diverse, including representatives from agencies like the Area 12 Agency on Aging, Habitat for Humanity, the Tuolumne County Realtors Association, local tribes, economic development, and other sectors critical to housing. This diversity brought a rich array of perspectives to the table, allowing for a more comprehensive approach to the County's housing plan.

Engagement of Key Stakeholders: By including stakeholders who are often involved in housing and economic development, such as developers, health and human services agencies, and tourism industry representatives, the Steering Committee could directly address real-world obstacles and opportunities within housing production. This approach helped bridge gaps between policy and practice, ensuring that proposed policies were feasible and grounded in the community's economic and social realities.

Incorporation of Local Knowledge: Stakeholders provided valuable local context and insights on issues affecting housing in the area. For example, members' insights into barriers specific to the County helped inform actionable policies within the Housing Element, such as zoning adjustments and support for affordable housing initiatives. This collaborative input process resulted in a Housing Element that was both strategic and sensitive to community nuances.

2. **Engagement of Underrepresented Groups:** Bringing meetings directly to these communities was crucial in engaging individuals who may not have had the means or availability to attend traditional public meetings. By meeting people where they are, the County empowered residents who may have felt disconnected from government processes or decision-making. This increased engagement ensured a broader range of voices in the final Housing Element, particularly those of communities facing unique housing challenges or lacking infrastructure support.

Virtual Participation: In addition to in-person outreach, the County hosted a virtual meeting, further expanding accessibility. Virtual attendance options made it possible for more residents, including those with mobility or scheduling

constraints, to participate in the housing planning process. For other communities looking to replicate this approach, offering both in-person and virtual options can create a more inclusive environment that respects residents' time and logistical limitations.

3. Improved Trust and Buy-In: Engaging diverse stakeholders and community members built trust in the planning process, ensuring broader community support for housing initiatives moving forward. This foundation of trust can be critical for implementing policies effectively and securing ongoing community involvement in future projects.

Responsive and Realistic Policies: The insights gathered from the Steering Committee and public outreach helped shape policies that are not only ambitious but realistic and grounded in local capacity and priorities. This approach enhances the likelihood of successful policy implementation, as the Housing Element is tailored to the specific housing dynamics and resources of Tuolumne County.

Model for Future Projects: The success of these highlights provides a replicable model for future projects, both in Tuolumne County and other jurisdictions. The County's use of steering committees and localized outreach can be applied to a wide range of initiatives, creating a standard for meaningful public engagement.

Part IX – Additional Resources

Provide web links to:

1. the project itself, and
 2. resources used throughout the project, and any other relevant resources.
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1. https://www.tuolumnecounty.ca.gov/DocumentCenter/View/27638/Tuol-Co-HE_Revised-2nd-HCD-Draft_June-2024_clean

Part X – Further Information

Provide information on who can be reached for HCD to obtain more information about the project. Include names, phone numbers, and email addresses for one or more individuals.

Quincy Yaley, Community Development Director

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