

Regional Early Action Planning Grants (REAP)

Annual Report Template



[REAP Program Webpage](#)

March 2025

Mendocino Council of Governments

Overall Context:

The overall goal of the project is to facilitate housing production in the Mendocino County region. The Mendocino Council of Governments (MCOG), in its role as the region's Council of Governments (COG), sub-allocated the majority of its REAP funds to the area's five jurisdictions (County of Mendocino, cities of Fort Bragg, Point Arena, Ukiah, and Willits), providing assistance for various projects that will help simplify the residential development process through the respective local planning agencies.

To date, the individual community development departments have completed their projects approved through the REAP program. The original time frames had to be extended due to reduced staffing levels and/or turnover among the local agencies, which have struggled (even under "normal," non-pandemic circumstances) to maintain workloads with increasingly constrained budgets.

MCOG has received all reimbursement requests from all the local agencies and has received full reimbursement from HCD.

Project Highlights, Best Practices and Recent and Anticipated Achievements:

The region's approved REAP funds were mainly sub-allocated for local projects involving methods of facilitating housing production such as zoning code updates and online permitting/public participation platforms. MCOG made periodic inquiries as a means of monitoring progress on the projects, receiving mixed feedback from the region's five local planning agencies. For instance, several of the projects listed in the approved application proceeded as planned while others were delayed due to unforeseen shifts in local needs, priorities, and staffing issues. As a result, timeline revisions were made as estimated completion dates were exceeded by several months or more.

While development and overall growth pressures are not as prevalent in rural Mendocino County as they might be in other urban areas of the State, its County and city planning agencies are making efforts to simplify, update, or improve their respective permitting processes. Timely implementation is often made difficult by limited staffs, employee turnover, or workload challenges faced by the local departments.

Status of Activities:

During this reporting period, all agencies completed work on their projects and submitted all reimbursement requests to MCOG. The table below includes revised activities, funding amounts, and deadlines per a scope revision submitted to HCD in January 2024. As noted below, all jurisdictions have fully expended their portion of the REAP funds.

Activity Category	General Description	Amount Allocated	Amount Expended	Timing	Status	Regional Impact on Housing
1	Regional status meetings, monitoring legislation, reporting to local agencies	\$6,500.00	\$6,500.00	Ongoing tasks through 9/30/24	Complete	N/A
2	Regional RHNA meetings, prepare RHNA educational materials	\$1,662.50	\$1,662.50	Ongoing tasks through 9/30/24	Complete	N/A
4	Suballocate to City of Ukiah to update permitting software	\$95,448.53	\$95,448.53	3/1/21 through 9/30/24	Complete	Unable to determine
4	Suballocate to City of Point Arena to update ADU ordinance	\$16,380.67	\$16,380.67	10/1/19 through 12/31/22	Complete	Unable to determine

4	Suballocate to City of Willits to prepare an administrative draft environmental document for GP amendment	\$61,403.80	\$61,403.80	5/1/21 through 9/30/24	Complete	Unable to determine
4	Suballocate to County of Mendocino for updating permitting & GIS software, coordination with City of Ukiah, and development of MAC academies	\$102,105.73	\$102,105.73	3/1/21 through 8/31/24	Complete	Unable to determine
4	Suballocate to City of Fort Bragg to preserve affordable housing and develop a feasibility study for a community land trust	\$80,581.77	\$80,581.77	3/1/21 through 8/31/24	Complete	Unable to determine
6	Administration costs	\$19,162.00	\$19,162.00	Ongoing tasks through 10/31/24	Complete	N/A

Summary of Indicators of Housing Production:

The table below shows the performance indicators for Eligible Activity 4 as described in MCOG's application.

[Insert data in the following table regarding Summary of Indicators of Housing Production]

HCD post-submission corrections: Housing Production Indicator	Baseline Year (2019)	Current Year HCD post- submission correction (2024)	Cumulative Change
Building Permits	142	154	+12
Certificates of Occupancy	97	127	+30
Completed Entitlements	97	21	-76

Housing Production Indicator	Baseline	Target Outcomes		Notes
Number of lower-income communities awarded	Number of lower income communities	80% of those communities awarded		100% of communities awarded were lower income
Processing Times and Development Costs	Existing/current processing times & development costs	Reduced processing times and costs based on streamlined zoning procedures		Not enough information available to determine outcomes for the jurisdictions
VMT Reduction	Existing/current VMT	20% reduction in VMT		Not enough information to determine outcome
Higher density housing in commercial and service providing land use zonings	Existing/current number of units	20% increase in number of units		Not enough information to determine outcome

Additional Information:

[Insert additional information]