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Housing Programs Implementation Table

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

Program	Objective	HE Timeframe	Status
Program H-1a: Continue to inspect housing in response to complaints, and work with property owners to bring units up to current housing code standards.	**Objective H-1a:** Through code enforcement efforts and funding assistance, the County will seek to facilitate the rehabilitation of 19 housing units in fair or dilapidated condition in the County or in the Cities that are occupied by low- (7 units), very low- (8 units), or extremely low income (4 units) households during the planning period.	Ongoing	Partially Complete and Ongoing - Code Enforcement Division diligently respond to complaints and pursue abatement of all violations.
Program H-1b: To the extent permitted by law, implement a program to enable non-profit organizations to apply for the use of up to 10 percent of new funds annually to fund projects and programs designed to correct health and safety hazards in owner-occupied and renter-occupied housing that is reserved for low-, very low-, or extremely low-income households.	**Objective H-1b:** The County will seek to make available up to 10 percent of new Affordable Housing Fund money annually to leverage federal, state, and other public and private housing rehabilitation funds.	December 31, 2016	In 2014, the County released a NOFA for small grants ($20,000) for this purposed. All funds were used. The County is working on rehab program guidelines and will have the program ready to apply for grant funding.

Program	Objective	HE Timeframe	Status
Program H-1c: In addition to the priorities identified in Policy AG/LU-118, assign high priority to abatement of illegal vacation rentals, ensuring that existing dwelling units are used as residences, rather than tourist accommodations.	**Objective H-1a:** (see above)	Ongoing	Completed and Ongoing - Code Enforcement Division diligently respond to complaints and pursue abatement of all violations.
Program H-2a: Prioritize the use of funds for development of Affordable Housing Combination District (AHCD) sites and Napa Pipe, and continue to work with interested parties to encourage their development of the sites under the AHCD provisions. The County will seek to work with a developer to process a development application on at least one AHCD site during the planning period.	**Objective H-2a:** The County will seek to facilitate the development of lower income units by prioritizing its Affordable Housing Fund monies to assist affordable housing development on Affordable Housing (:AH) Combination District sites and supporting affordable housing on the Napa Pipe site, with the objective of permitting and assisting development of at least 113 affordable units during the planning period (32 moderate, 30 low-, and 51 very low-income units, with a goal of half of the very low-income units serving the extremely low-income level)	Ongoing	Ongoing - Mid Penn housing is moving ahead with plans for the first of three affordable sites at Napa Pipe. Mid Penn is putting together the financing plan and is discussing Napa Pipe's future with the City of Napa and the developer. County staff has met with Pacific Union College in Angwin to assess their plans for additional housing on the :AHCD sites, but no formal plan has been submitted.

Program	Objective	HE Timeframe	Status
Program H-2b: Continue to encourage greater provision of affordable housing units in conjunction with market rate projects by implementing the Affordable Housing Ordinance, which requires an inclusionary percentage of 17 to 20 percent in for-sale projects, allows the payment of housing impact fees in for-sale housing projects only for developments of four or fewer units, and requires new rental developments to pay a housing impact fee. The County will conduct a nexus study during the Housing Element planning period to verify the residential fee amounts and inclusionary percentages.	**Objective H-2a:** (see above)	Ongoing	Completed and Ongoing - The Residential Impact fees were updated in 2010 and the Commercial Fees were updated in 2014. Both sets of fees used a phase-in approach over three years to get to the maximum fee level.
Program H-2c: Conduct a nexus study to verify the commercial housing impact fee during the Housing Element planning period.	**Objective H-2a:** (see above)	Ongoing, each Housing Element Update Cycle	Completed and Ongoing - The Commercial Impact Fees were updated in 2014.
Program H-2d: Through a Notice of Funds Availability (NOFA) process, notify the public of available special assistance programs in coordination with the cities and other public and private agencies, using brochures and news releases.	**Objective H-2a:** (see above)	Annually	Completed and Ongoing - A NOFA was issued in 2010 and left open for other projects to apply.
Program H-2e: Continue program of exempting all secondary residential units from the Growth Management System (GMS).	**Objective H-2b:** The County will seek to facilitate the development of second units with the objective of permitting development of at least 25 second units in zoning districts where they are allowed during the planning period.	Ongoing	Completed - 10 to 15 second unit permits are issued per year by right

Program	Objective	HE Timeframe	Status
Program H-2f: Continue to require new affordable housing development projects receiving Affordable Housing Fund monies or any other type of County assistance, as well as those units built as part of the County's inclusionary housing requirement, to apply deed restrictions that will require affordability of assisted low- and very low-income units for a minimum of 40 years.	**Objective H-2a:** (see above)	Ongoing	Completed and Ongoing - Application of deed restrictions is a prerequisite for Board of Supervisors funding authorization.
Program H-2g: Continue to use the Affordable Housing (:AH) Combination District as a tool to provide specific and reasonable development standards and stimulate affordable housing production in designated locations, as described in Appendix H-1.	**Objective H-2a:** (see above)	Ongoing	Completed and Ongoing - 12 Affordable Housing sites are designated with a combined potential realistic unit count of 427 units (Table H-F: Summary of Housing Sites Inventory).
Program H-2h: Continue to implement the County's worker proximity housing program that encourages low- and moderate-income homebuyers, to purchase a home within 15 miles of their place of employment, by providing local down payment assistance.	**Objective H-2a:** (see above)	Ongoing	Completed and Ongoing - Demand for the program is strong with the Board committing $950,000 in new funds in FY 18-19.

Program	Objective	HE Timeframe	Status
Program H-2i: Continue to offer financial assistance to property owners who are interested in building second units that would be deed restricted for use by very low- or low-income residents.	**Objective H-2b:** (see above)	Ongoing	Ongoing - The County created a funding process for JADU program and is looking at a similar process for stand alone ADUs to meet public interest.
Program H-2j: Maintain the affordable housing provided in existing mobile home parks to the extent permitted by State law. Existing mobile home parks may be redeveloped, including adding up to 25 percent more units than the number of units allowed by their Planned Development (PD) zoning, provided that the adverse impact of such redevelopment on existing residents, including impact to housing affordability and displacement, is fully analyzed and mitigated. Consider adopting a comprehensive mobile home park conversion ordinance to require the assessment of impacts, public hearings and relocation assistance before a mobile home park can be redeveloped or converted to another use.	**Objective H-2a:** (see above)	Conversion density bonus – Ongoing; Consideration of comprehensive mobile home park conversion ordinance.	Density bonuses are allowed under existing mobile home park zoning provisions. Consideration of potential updates to mobile home park conversion regulations is under review.

Program	Objective	HE Timeframe	Status
Program H-2k: Continue to allow infrastructure improvements as an eligible cost under the Affordable Housing Ordinance, and work with affected agencies to pursue grant money to improve water and sewer infrastructure on the Angwin, Moskowite Corner, and Spanish Flat sites to facilitate affordable housing development.	**Objective H-2a:** (see above)	Ongoing	Completed and Ongoing Infrastructure improvements are an eligible cost and grant applications can be pursued at the time the projects move forward in :AH districts. Funds to be made available for water and sewer agencies to apply for upgrades in Angwin, Moskowite Corner and Spanish Flats.
Program H-2l: Analyze the County's inventory of vacant and/or underutilized County-owned properties and identify those that would be suitable to support affordable housing development. If at least one appropriate site is identified, select one site and issue an RFP to solicit proposals from affordable housing developers to develop the site in partnership with the County.	**Objective H-2a:** (see above)	2017- in negotiations for the Old Sonoma Rd. HHS campus.	Partially Completed - The last parcel of useable land for affordable housing was deemed surplus in 2017 and the Board is working with staff and the potential buyer to close the deal in 2019.

Program	Objective	HE Timeframe	Status
Program H-2m: If the City of Napa does not commit by June 30, 2015 to provide water service to the Napa Pipe site, Napa County will pursue other water sources for the project. The County will consider all possible water sources and purveyors in order to secure a water supply for the project.	**Objective H-2a:** (see above)	Initiate by July 1, 2015, if necessary, and seek to secure an alternate water source by June 30, 2016	Completed - Development Agreement with City of Napa that included water entitlement was executed January 26, 2015.
Program H-3a: Continue the County's program of inspecting migrant farm labor housing to ensure compliance with state standards. Efforts will be made to seek compliance to avoid closure of such facilities.	**Objective H-3a:** Work to maintain occupancy of publicly-run farm worker centers to a year-round average of 75% or more.	Annually	Completed and Ongoing - Public farm labor housing is routinely inspected under the ongoing County work program. Private facilities are inspected by Environmental Management.

Program	Objective	HE Timeframe	Status
Program H-3b: Continue to contract with Fair Housing Napa Valley or another capable organization that will review housing discrimination complaints, attempt to facilitate equitable resolution of complaints and, where necessary, refer complainants to the appropriate County, State, or Federal authorities for further investigation and action. The County's contract with Fair Housing Napa Valley (FHNV) will call for increased public outreach about housing discrimination, including dissemination of informational brochures about available assistance, targeted to vulnerable populations, such as farmworkers. Napa County will amend the agreement with FHNV to call for regular and ongoing distribution of fair housing information, including increasing general public awareness of fair housing laws as well as publicizing availability of assistance for people who believe they are victims of unfair housing practices. The agreement will call for actions such as, but not limited to: public service announcements on radio, TV, and in newspapers; presentations and distribution of literature to key real estate organizations such as Realtors and residential property manager groups; presentations and distribution of literature to community groups associated with populations vulnerable to housing discrimination; and posting of notices publicizing fair housing resources in public locations likely to be visible to vulnerable populations. At a minimum, materials and announcements will be provided in English and Spanish.		Revise agreement with FHNV by July 1, 2015; outreach activities Ongoing	Completed and Ongoing - The contract with Fair Housing Napa Valley was revised in 2014, and the non-profit organization continues to provide the services mandated by this program.

Program	Objective	HE Timeframe	Status
Program H-3c: Continue to contribute towards the annual operating costs of local emergency shelters and transitional housing where such funds are available and their use legally permissible.	**Objective H-3b:**Provide Affordable Housing Fund resources for the development and operation of emergency shelter and transitional housing facilities for eight homeless families in a partnership between the County Department of Health and Human Services and a non-profit. (December 31, 2014)	Ongoing	Completed and Ongoing - The AHF continues funding for programs, including funding 8 homeless families in 2019.
Program H-3d: To the extent permitted by law, continue to require a preference for local workers, including farmworker households, in affordable housing developments assisted with Affordable Housing Fund monies, with a goal of including farmworker households in at least 10 percent of the units assisted with Affordable Housing Fund money. The County will monitor the percentage of farmworker households occupying housing units assisted with Affordable Housing Fund money in conjunction with income eligibility monitoring for affordable housing units.	**Objective H-3c:** Encourage and facilitate development of six new farm labor dwellings on agriculturally-zoned properties and encourage and facilitate development of one new multifamily housing complex targeted to families within the County.	Ongoing	Completed and Ongoing - Permanent affordable housing projects County is funding include occupancy by farmworkers and their families.

Program	Objective	HE Timeframe	Status
Program H-3e: Facilitate public/private partnerships and, when appropriate and available, use Affordable Housing Fund monies to help prevent the loss of privately owned farmworker housing facilities serving six or more individuals when private owners are no longer able or willing to do so. The County will approach farmworker housing owners at the time it becomes aware of a potential closure of a private farmworker housing facility. The County's Division of Environmental Services monitors the status of private farmworker housing facilities serving six or more individuals on an annual basis and will evaluate the efficacy of the program in helping to preserve existing units, and propose modifications to the program if units are lost.	**Objective H-3c:** (see above)	Ongoing	Completed and Ongoing - Farm worker housing continues to be monitored by the Environmental Services Division and the handful of approved housing has remained steady.
Program H-3f: Continue to monitor the need for farm worker housing throughout the harvest season.	**Objective H-3c:** (see above)	Ongoing	Completed and Ongoing - An update to the Farm Worker Housing Needs Assessment per the Grand Jury request began in late 2018. An RFP for issuance in 2019 is underway.

Program	Objective	HE Timeframe	Status
Program H-3g: Work to identify a site and funding for a new farmworker family housing development and prioritize use of resources available to support new farmworker housing accordingly.	**Objective H-3c:** (see above)	December 31, 2018	Staff has actively been searching for a suitable site for family farmworker housing leveraging recent State Housing bonds.
Program H-3h: Conduct an analysis to identify sites within the unincorporated area where up to 12 units of onsite farmworker housing could be developed, which are near cities and in locations where schools, transit, services, and shopping are relatively easily accessible. The County will provide owners of identified properties with information about opportunities to build farmworker housing on their sites, including potential County assistance.	**Objective H-3c:** (see above)	Conduct study and outreach to owners by January 31, 2016	Site analysis occurred prior to January 31, 2016. Several potential housing sites meeting program criteria have been identified. Staff is looking for additional sites and funding options with the State Department of Housing and Community Development.

Program	Objective	HE Timeframe	Status
Program H-3i: In soliciting developer requests for Affordable Housing Fund monies, encourage developers to propose projects that can address unmet needs for housing with supportive services for the disabled (including the developmentally disabled).	**Objective H-3b:** (see above)	Ongoing	Completed and Ongoing - An MOU Agreement has been executed for one project currently under construction with another three projects willing to include permanent supportive units in their developments.
Program H-3j: Review the Zoning Ordinance and amend as necessary to ensure compliance with California Health and Safety Code Sections 17021.5 and 17021.6 regarding provisions for farmworker and employee housing in zones that currently include agriculture and/or housing as allowable uses.	**Objective H-3c:** (see above)	Review and amend ordinance by January 31, 2017	Ordinance amended with the last Housing Element update. Additional updates required and programmed for FY 2019-2020

Program	Objective	HE Timeframe	Status
Program H-4a: Consistent with Conservation Element Policy Con-66 continue the program of providing local worker or "proximity" preferences to new affordable housing projects and continue providing assistance to local workers who buy homes in market rate projects.	**Objective:**	Ongoing	Completed and Ongoing - Workforce proximity housing program is an ongoing program available to purchasers of deed restricted affordable property where the housing unit is within 20 miles of the worker's employment site.
Program H-4b: Continue to allocate Affordable Housing Fund monies to affordable housing developments in the cities when funds are available and such allocation is consistent with the Affordable Housing Ordinance and criteria. The County will continue to work with the cities to establish and update a list of criteria that will be used to evaluate proposals for use of Affordable Housing Fund monies, with priority for projects that serve extremely low income households. The County will use a NOFA process to solicit applications on an annual basis.	**Objective**	Annually	Completed and Ongoing In 2017/2018 the County helped to fund 190 new units and secure 105 RHNA transfer credits for the fifth cycle.

Program	Objective	HE Timeframe	Status
Program H-4c: Consistent with Agriculture and Land Use Policy AG/LU-15.5, staff of the County Department of Planning, Building and Environmental Services will reviewand recommend to the Planning Commission and the Board of Supervisors appropriate changes to planning and zoning standards that minimize any conflicts between housing and agriculture.	**Objective H-4a:** (see above)	Ongoing	Completed and Ongoing - Zoning text and map amendments are evaluated for conflicts between housing and agriculture as part of review process.
Program H-4d: Continue to allow accessory residential units in commercial zones where compatible with neighboring land uses, and where infrastructure is available to support the residential units.	**Objective H-4a:** (see above)	Ongoing	Completed and Ongoing - Zoning regulations allow accessory dwelling units in commercial zoning districts.

Program	Objective	HE Timeframe	Status
Program H-4e: When requested by Mid-Peninsula Housing, the designated developer for affordable housing at Napa Pipe, Napa County will assist in identifying and securing funding for the 140 low- and very low-income housing units that are contemplated as part of the Napa Pipe Development Agreement. This will include providing information and other assistance in the preparation of applications to third parties for funding assistance. The County also anticipates that the development agreement for the Napa Pipe property will specify that a significant portion of affordable housing impact fees paid by development at Napa Pipe will be dedicated to assisting affordable housing onsite. Finally, consistent with Program H-2a, the County's Affordable Housing Ordinance gives funding priority for all available housing trust fund monies to projects located in the unincorporated area.	**Objective H-4a:** (see above)	Ongoing	The first of three affordable housing developments at Napa Pipe is in the pre-development phase for a total of 140 new units. SB235 in progress to address RHNA credit between County and Napa City.
Program H-4f: Continue to allow development of Single Room Occupancy (SRO) Units in all zones that allow multifamily housing.	**Objective H-4a:** (see above)	Ongoing	Completed and Ongoing - Zoning regulations permit SRO units in all districts where multifamily housing is permitted.

Program	Objective	HE Timeframe	Status
Program H-5a: Continue to provide fee waivers for nonprofit affordable housing developers.	**Removal of Government Constraints**	Ongoing	Completed and Ongoing - Fee waivers are available for qualifying projects.
Program H-5b: Expedite permit processing for housing projects that will serve very low-, low-, and moderate income households when such projects provide adequate assurances of long-term affordability.	**Removal of Government Constraints**	Ongoing	Completed and Ongoing - Expedited processing is available for qualifying projects.
Program H-5c: Exempt affordable housing projects from the 30-acre minimum parcel size requirement for PD zones.	**Removal of Government Constraints**	Ongoing	Completed and Ongoing - Zoning regulations permit affordable housing on all PD properties.

Program	Objective	HE Timeframe	Status
Program H-5d: Continue to implement the Growth Management System by (i) continuing the practice of accumulating unused Category 4 (affordable) permits indefinitely; (ii) continuing the practice of accumulating unused permits in other categories for three years; (iii) consolidating implementation of Category 1-3 permits except when a lottery is required; and (iv) simplifying periodic updates to the permit limit. Updates to the permit limit may occur on an annual basis, but in no case less frequently than this Housing Element is updated, and shall be calculated based on the population in unincorporated Napa County times one percent (0.01), divided by the estimated household size and adjusted to reflect the average annual growth rate of the nine Bay Area counties over the last 5-7 years (if less than 1%). In no instance shall the new permit limit be lower than the previous permit limit if the units are required to meet the County's Regional Housing Needs Allocation, except as needed to adjust for annexations within the planning period. (Also see Policy Ag/LU-119 in the Agricultural Preservation and Land Use Element.)	**Removal of Government Constraints**	Annually	Completed and Ongoing - Residential permit activity is evaluated annually for compliance with the Growth Management System including carryover provisions for affordable housing units.

Program	Objective	HE Timeframe	Status
Program H-5e: Staff will report to the Board of Supervisors on the status of housing entitlement processing, including Napa Pipe and other priority sites and, if necessary, recommend changes in policies and regulations as appropriate to promote their development.	**Removal of Government Constraints**	Annually	Completed and Ongoing - General Plan and Housing Annual Report is prepared in the first quarter of every fiscal year and provided to Board of Supervisors for review, comment and direction.
Program H-6a: As part of the development review process for major projects, encourage mixed-use development, such as Napa Pipe, where appropriate.	**Objective**	Ongoing	Completed and Ongoing - Development proposals are evaluated for mixed-use potential where appropriate.
Program H-6b: Continue to provide energy conservation assistance to homeowners, architects, developers, and contractors applying for building permits.	**Objective H-6a:** Ensure that all new housing units constructed countywide meet or exceed State energy efficiency standards.	Ongoing	Completed and Ongoing - Building Division provides assistance on compliance with energy conservation requirements.

Program	Objective	HE Timeframe	Status
Program H-6c: Continue to enforce current state mandated standards governing the use of energy efficient construction, and continue to implement green building standards in building code.	**Objective H-6a:** (see above)	Ongoing	Completed and Ongoing - Building Division evaluates permits applications for compliance with energy and green building standards.
Program H-6d: Establish a Property Assessed Clean Energy (PACE) program to assist homeowners with financing to make sustainable energy improvements to their homes.	**Objective H-6a:** (see above)	April, 2014	Completed and Ongoing - Public Works Department implemented 4 separate PACE programs all prior to April 2014, which are ongoing.